

**WYOMING DEPARTMENT OF FAMILY SERVICES SUBGRANTEE AGREEMENT
BETWEEN LARAMIE COUNTY AND THE BOYS AND GIRLS CLUB OF CHEYENNE**

THIS WYOMING DEPARTMENT OF FAMILY SERVICES TEMPORARY ASSISTANCE FOR NEEDY FAMILIES SUBGRANTEE AGREEMENT ("Grant Agreement") (ALN 93.558) is made between Laramie County, State of Wyoming ("COUNTY"), whose address is 310 West 19th Street, Cheyenne, Wyoming 82001, and the Boys and Girls Club of Cheyenne (SUBGRANTEE), whose address is 515 West Jefferson Road, Cheyenne, Wyoming 82007. In consideration of the promises and covenants set forth below, the parties agree as follows:

- 1) Purpose of Grant Agreement. COUNTY shall provide Wyoming Department of Family Services Temporary Assistance for Needy Families (TANF) grant funds to SUBGRANTEE in the amount set forth in Section 3, and SUBGRANTEE shall undertake and complete materials, projects and/or services (collectively, the "Project") described in Attachment B attached hereto. Performance by SUBGRANTEE of the requirements of this Grant Agreement and compliance with all TANF program rules and regulations is a condition to SUBGRANTEE'S receipt of monies hereunder.
- 2) Term of Grant Agreement and Required Approvals. This Grant Agreement is not effective until all parties have executed it and all required approvals have been granted. The term of the Grant Agreement is from October 1, 2023 through September 30, 2024 ("Term"); The Project shall be completed during the Term.
- 3) Payment. COUNTY agrees to grant monies to SUBGRANTEE for performance of the Project, as invoices are submitted for work done in connection with the Project, completed in accordance with the requirements of this Agreement. The total payment to GRANTEE under this Grant Agreement shall not exceed \$62,571.43 ("Grant Award"). Payment will be made following SUBGRANTEE'S delivery to COUNTY of quarterly invoices detailing services performed in connection with the Project in a form satisfactory to COUNTY.
- 4) Responsibilities of Grantee Regarding the Project. In undertaking and completing the Project, the SUBGRANTEE further agrees as follows:
 - a) Professional Services. The SUBGRANTEE agrees to perform all aspects of the Project in a professional manner and in accordance with the degree of care, competence and skills that would be exercised by a SUBGRANTEE under similar circumstances, to the satisfaction of the COUNTY.
 - b) Procurement and Administrative Regulations. SUBGRANTEE agrees to comply with federal procurement and administrative regulations as stated in 2 C.F.R. § 215, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals and Other Nonprofit Organizations: as enacted in regulations by the U.S. Department of Health and Human Services.
 - c) Compliance with Laws. In the interpretation, execution, administration and enforcement of this Grant Agreement, SUBGRANTEE agrees to comply with all applicable state and federal laws, rules, and regulations, including but not limited to:

- i) SUBGRANTEE agrees to comply with all federal requirements governing grant agreements that are applicable, including but not limited to 2 C.F.R. § 230; Cost Principles for Non-Profit Organizations; and OMB Circular A-133 Audits of State and Local Governments. The Single Audit Act of 1984, 31 U.S.C. §§ 7501-7 further defines auditing responsibilities and SUBGRANTEE agrees to comply therewith.
- ii) SUBGRANTEE further covenants that the Project will be conducted and administered in conformity with the Civil Rights Act of 1964, 42 U.S.C. § 2000 *et seq.* and the Fair Housing Act, 42 U.S.C. § 3601 *et seq.* and that it will affirmatively further fair housing.
- iii) SUBGRANTEE shall comply with "Equal Opportunity in Federal Employment", Exec. Order No. 11, 246, 30 Fed. Reg. 12,319 (1965) as amended by Exec. Order No. 11375, 32 Fed. Reg. 14,303 (1967); as supplemented in the Department of Labor regulations, 41 C.F.R. § 60 (1998), the Civil Rights Act of 1964, 42 U.S.C. § 2000 *et seq.*, the Wyoming Fair Employment Practices Act, Wyo. Stat. § 27-9-105 *et seq.*, and any rules and regulations related thereto. SUBGRANTEE shall not discriminate against a qualified individual with a disability and shall comply with the Americans with Disabilities Act of 1990, 42 U.S.C. § 12101 *et seq.*, and any rules and regulations related thereto. SUBGRANTEE shall assure that no person is discriminated against based on the grounds of sex, race, religion, national origin or disability in connection with the performance of this Grant Agreement.
- d) Monitor Activities. The COUNTY shall have the right to monitor all activities of the SUBGRANTEE related to this Grant Agreement. This shall include, but not be limited to, the right to make site inspections at any time, to bring experts and consultants on site to examine or evaluate completed work or work in progress, and to observe all SUBGRANTEE personnel in every phase of performance of work related to this Grant Agreement. COUNTY will conduct a risk assessment post award and will conduct a site visit during the grant term.
- e) Retention of Records. SUBGRANTEE agrees to retain all records related to the Project, which are required to be retained pursuant to this Agreement or the TANF program rules and regulations for three years following COUNTY's date of notice to SUBGRANTEE of administrative closeout of the Grant.
- f) Prohibition on Lobbying. In accordance with P.L. 101-121, payments made from a federal grant shall not be utilized by the SUBGRANTEE or its subcontractors in connection with lobbying Congressmen, or any other federal agency in connection with the award of a federal grant, contract, cooperative agreement or loan.
- g) Reporting. Within 30 calendar days at the conclusion of each calendar quarter during the Term of this Grant Agreement, SUBGRANTEE shall furnish COUNTY with a report, which will list the clients served; address program outcomes, effectiveness, successes, challenges and performance measures as defined in Attachment B. SUBGRANTEE shall likewise furnish COUNTY with a cumulative financial statement, reflecting total expenditures pursuant to this Grant Agreement.

- h) Suspension and Debarment. By signing this agreement, SUBGRANTEE certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction nor from federal financial or nonfinancial assistance, nor are any of the participants involved in the execution of this agreement suspended, debarred or voluntarily excluded by any federal department or agency in accordance with Executive Order 12549 (Debarment and Suspension) and CFR 44 Part 17, or are on the disbarred vendors list. Further, SUBGRANTEE agrees to notify agency by certified mail should it or any of its agents become debarred, suspended, or voluntarily excluded during the term of this agreement.
- i) Federal Audit Requirements. SUBGRANTEE agrees that if it expends an aggregate amount of seven hundred fifty thousand dollars (\$750,000) or more in federal funds during its fiscal year, it must undergo an organization-wide financial and compliance single audit. SUBGRANTEE agrees to comply with the audit requirements of the U.S. General Accounting Office Government Auditing Standards and OMB Circular A-133, Audits and States, Local Governments, and Non-Profit Organizations. If findings are made which cover any part of this award, SUBGRANTEE shall provide one copy of the audit report to COUNTY and require the release of the audit report by its auditor to be held until adjusting entries are disclosed and made to COUNTY records.
- 5) Responsibilities of County. COUNTY will, at its discretion, assist in providing SUBGRANTEE access to information, including without limitation providing SUBGRANTEE with information concerning TANF program requirements, rules and regulations and other statutes and regulations referred to herein, and will cooperate with SUBGRANTEE whenever possible. COUNTY shall have no obligations, other than those specifically set forth herein, regarding the Project or its performance.
- 6) Special Provisions.
- a) Limitation on Payments. COUNTY's obligation to pay SUBGRANTEE for Project activities rendered pursuant to this Grant Agreement is conditioned upon the availability of state or federal government funds that are allocated to pay SUBGRANTEE hereunder. If grant agreement monies are not allocated and available for COUNTY to pay SUBGRANTEE for the performance of the Project, COUNTY may terminate this Grant Agreement at any time in its discretion without further liability or obligation hereunder.
- COUNTY shall notify SUBGRANTEE at the earliest possible time if this Grant Agreement will or may be affected by a shortage or unavailability of funds. No liability shall accrue to COUNTY in the event termination of this Grant Agreement occurs or this Grant Agreement is affected in any other way by a lack of funds. COUNTY shall not be obligated or liable for any future payments due or promised hereunder or for any damages to SUBGRANTEE or any other person or entity as a result of termination under this section.
- b) No Finder's Fees. No finder's fee, employment agency fee, broker fee or other such fee related to this Grant Agreement shall be paid by either party.

- c) Office Space. SUBGRANTEE will not include charges or seek reimbursement in any invoice submitted to COUNTY for office or building space of any kind obtained by SUBGRANTEE for the performance of the Project. SUBGRANTEE will make no charge for office or building space unless specific provisions are included for such in this Grant Agreement. Under no circumstances will SUBGRANTEE be allowed to purchase office equipment with funds received through this Grant Agreement.
 - d) Minority Business Enterprise. SUBGRANTEE is strongly encouraged to actively promote and encourage maximum participation of Minority Business Enterprises (MBE) as sources of supplies, equipment, construction and services in connection with performance of the Project.
 - e) Budget Transfer Limitation. SUBGRANTEE agrees it will not exceed any of the line-item totals listed on Attachment C by more than twenty percent (20%) without prior approval from COUNTY. Such changes will not result in any change in the total Project costs, or a change in the Grant amount.
- 7) Default and Remedies. In the event SUBGRANTEE defaults or is deficient in the performance of any term of this Grant Agreement or any requirements of the TANF program rules and regulations, then COUNTY and/or Wyoming Department of Family Services shall have the right to exercise all remedies provided by law or in equity, including without limitation:
- a) Immediately terminating this Grant Agreement without further liability or obligation of COUNTY;
 - b) Issuing a letter of warning advising SUBGRANTEE of the deficiency and putting the GRANTEE on notice that additional action will be taken if the deficiency is not corrected or is repeated;
 - c) Recommending, or requesting SUBGRANTEE to submit proposals for corrective actions, including the correction or removal of the causes of the deficiency;
 - d) Advising SUBGRANTEE that a certification will no longer be acceptable and that additional assurances will be required in such form and detail as COUNTY and Wyoming Department of Family Services may require.
 - e) Advising SUBGRANTEE to suspend disbursement of funds for the deficient activity;
 - f) Advising SUBGRANTEE to reimburse any amounts improperly expended and reprogram the use of the funds in accordance with applicable requirements;
 - g) Changing the method of payment to SUBGRANTEE; and/or
 - h) Reducing, withdrawing, or adjusting the amount of the Grant.

8) General Provisions.

- a) Amendments. Any changes, modifications, revisions or amendments to this Grant Agreement which are mutually agreed upon in writing by the parties hereto shall be incorporated by written instrument, signed by all parties to this Grant Agreement.
- b) Applicable Law/Venue. The construction, interpretation and enforcement of this Grant Agreement shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Grant Agreement and the parties, and exclusive venue for any action shall be in the First Judicial District, Laramie County, Wyoming.
- c) Assignment. Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set forth in this Grant Agreement without the prior written consent of the other party. In the event there is a sub-grant(s) under this Grant Agreement, SUBGRANTEE shall include all of the provisions of this Grant Agreement in every sub-grant agreement awarded and shall make such provisions binding on each sub-grantee as if it were the SUBGRANTEE hereunder. SUBGRANTEE shall not use this Grant Agreement, or any portion thereof, for collateral for any financial obligation, without the prior written permission of COUNTY.
- d) Assumption of Risk. SUBGRANTEE shall be responsible for any loss of state or federal funding, either administrative or program dollars, due to SUBGRANTEE'S failure to comply with this Agreement and all state or federal TANF requirements. COUNTY shall notify SUBGRANTEE of any state or federal determination of noncompliance.
- e) Attorneys' Fees. If COUNTY has to enforce this Grant Agreement as a result of a default in the performance of this Grant Agreement, COUNTY shall be entitled to its reasonable attorneys' fees and costs incurred in such enforcement.
- f) Confidentiality of Information: The SUBGRANTEE acknowledges that information it may receive or have access to as a result of its performance under this agreement may be confidential. SUBGRANTEE agrees that it shall comply with all applicable laws and regulations, whether state or federal, in the collection, maintenance and release of such information. COUNTY and its agents, or authorized representatives, shall have access to all confidential information in accordance with the requirements of state and federal laws and regulations. Any other parties will be granted access to confidential information only after complying with the requirements of state and federal laws and regulations pertaining to such access. Nothing herein shall prohibit the disclosure of information in summary form, including the publishing of reports of services provided in this Grant Agreement, so long as the identity of the client remains confidential and all other State & Federal laws and regulations are met.
- g) Conflict of Interest: The SUBGRANTEE and COUNTY confirm that, to their knowledge, no COUNTY employee has any personal or beneficial interest whatsoever in the services described herein. No staff member of the SUBGRANTEE, compensated

either partially or wholly with funds from this Agreement, shall engage in any conduct or activity that would constitute a conflict of interest relative to this Agreement.

- h) **Entirety of Grant Agreement:** This Grant Agreement (9 pages), Attachment A Sub-recipient Pass Through Information (1 page) Attachment B Boys and Girls Application with revised budget (15 pages), Attachment C, Reporting (8 pages) and Attachment D, DFS Amendment One with Laramie County (3 pages) represent the entire and integrated Grant Agreement between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral.
- i) **Indemnification:** To the fullest extent permitted by law, SUBGRANTEE shall indemnify, defend and hold harmless COUNTY, and its officers, agents, employees, successors and assigns from any cause of action, losses, injuries, liabilities, damages, claims, demands or costs arising from or in connection with this grant agreement (including reasonable attorneys' fees) (collectively "Claims") arising out of all activities in connection with the Project, Grantee's (and any sub-grantee's) performance under this Grant Agreement, or failure by SUBGRANTEE (or any sub-grantee) to comply with the terms of this Agreement or any TANF program rules and/or regulations. SUBGRANTEE shall be solely liable and responsible for all acts or omissions in connection with the Project or the performance of the Project or this Agreement (including without limitation the acts, omissions or performance of the Project or this Agreement by any sub-grantee), including without limitation all Claims arising in connection therewith, and COUNTY (its officers, agents, employees, successors and assigns) shall have no liability to SUBGRANTEE, any sub-grantee or any third party for, and shall be released from, all such Claims.
- j) **Independent Contractor:** SUBGRANTEE shall function as an independent contractor for the purposes of this Grant Agreement, and shall not be considered an employee of COUNTY for any purpose. SUBGRANTEE shall assume sole responsibility for any debts or liabilities that may be incurred by the SUBGRANTEE in fulfilling the terms of this Grant Agreement, and shall be solely responsible for the payment of all federal, state and local taxes that may accrue because of this Grant Agreement. Nothing in this Grant Agreement shall be interpreted as authorizing SUBGRANTEE or its agents and/or employees to act as an agent or representative for or on behalf of COUNTY, or to incur any obligation of any kind on the behalf of COUNTY. SUBGRANTEE agrees that no health/hospitalization benefits, workers' compensation and/or similar benefits available to COUNTY employees will inure to the benefit of SUBGRANTEE or SUBGRANTEE'S agents and/or employees as a result of this Grant Agreement.
- k) **Kickbacks:** SUBGRANTEE warrants that no gratuities, kickbacks or contingency fees were paid in connection with this Grant Agreement, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this Grant Agreement.
- l) **Notices:** All notices arising out of, or from, the provisions of this Grant Agreement shall be in writing and given to the parties at the address provided under this Grant Agreement, either by regular U.S. mail or delivery in person. Delivery shall be deemed to have occurred 3 days following deposit in the U.S. mail or upon delivery in person.

- m) Grantee to Keep Informed: The SUBGRANTEE shall keep fully informed of all federal and state laws, local laws, regulations and all other orders and decrees of bodies or tribunals having any jurisdiction or authority, which may, in any manner, affect the duties and responsibilities to be performed by SUBGRANTEE under the terms and conditions of this Grant Agreement.
- n) Patent or Copyright Protection. SUBGRANTEE recognizes that certain proprietary matters, techniques or information may be subject to patent, trademark, copyright, license or other similar restrictions, and warrants that no work performed by the SUBGRANTEE or its sub-grantees hereunder in connection with the Project will infringe any such rights of any person or entity nor will it violate any restriction. SUBGRANTEE shall defend, indemnify and hold harmless COUNTY from any infringement, violation or alleged infringement or violation of any such patent, trademark, copyright, license or other restrictions.
- o) Prior Approval: This Grant Agreement shall not be binding upon either party, no services shall be performed under the terms of this Grant Agreement, and no funds will be disbursed hereunder until all necessary approvals and actions have occurred as determined by COUNTY in its discretion and this Grant Agreement has been reduced to writing and signed by both parties.
- p) Severability: Should any portion of this Grant Agreement be judicially determined to be illegal or unenforceable, the remainder of the Grant Agreement shall continue in full force and effect as if the illegal or unenforceable term was omitted.
- q) Governmental Immunity: COUNTY does not waive its governmental immunity, as provided by any applicable law including W.S. 1-39-101 *et seq.*, by entering into this Agreement. Further, COUNTY fully retains all immunities and defenses provided by law with regard to any action, whether in tort, contract or any other theory of law, based on this Agreement.
- r) Taxes: SUBGRANTEE shall pay all taxes and other such amounts required by federal, state and local law, including but not limited to social security taxes, workers' compensation, unemployment insurance and sales taxes in connection with performance of the Project and this Grant Agreement.
- s) Time is of the Essence: Time is of the essence in the performance by SUBGRANTEE of all provisions of the Grant Agreement.
- t) Waiver: The waiver of any breach of any term or condition in this Grant Agreement shall not be deemed a waiver of any prior or subsequent breach.
- u) Titles Not Controlling: Titles of sections are for reference only, and shall not be used to construe the language in this Grant Agreement.
- v) Third Party Beneficiary Rights: The parties do not intend to create in any other individual or entity the status of third party beneficiary, and this Grant Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this

Grant Agreement shall operate only between and for the benefit of the parties to this Grant Agreement.

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9) Signatures. By signing this Grant Agreement, the parties represent and warrant that they have read and understood it, that they agree to be bound by the terms of the Grant Agreement, that they have the authority to sign it, and that they have received a signed and dated copy of the Grant Agreement.

The effective date of this Grant Agreement is the date of the signature last affixed to this page.

LARAMIE COUNTY, WYOMING


By: _____
Chairman
Laramie County Commissioners

Date:

By: _____
Debra Lee, Laramie County Clerk

Date:

BOYS AND GIRLS CLUB OF CHEYENNE

By:  _____
Justin Pendleton,
Chief Executive Officer

9/27/23

Date:

REVIEWED AND APPROVED AS TO FORM ONLY

By:  _____
Laramie County Attorney's Office

9/27/23

Date

Attachment A

Sub-Recipient Pass-Through Information

Sub-recipient: Boys and Girls Club of Cheyenne

UEI #: NCJRJ41DRAU5

Sam Registration Active: Yes

Project ID: TBD

Sub-recipient Program Area: TANF/CPI Laramie County, Wyoming

Federal Award Amount to Nonprofit: \$62,571.43

Local Match Amount: \$0.00

Period of Performance: October 1, 2023-September 30, 2024

Period and Start Date: October 1, 2023-September 30, 2024

Federal Award Identification Number (FAIN): 24-01WYTANF

Assistance Listing Number (ALN): 93.558

Assistance Listing Number Title: TANF

Federal Project Description: Provide local community based services to TANF eligible families

Name of Federal Awarding Agency: Department of Health and Human Services; Office of Administration for Children and Families, State of Wyoming

Name of Pass-through Entity: Laramie County, Wyoming

Contact Information for Pass through Entity:

Sandra Bay, Laramie County Grants Manager
310 W. 19th Street, Suite 320
Cheyenne, WY 82001
307-633-4201 and Sandra.bay@laramiecountywv.gov

Is this award for Research and Development? No

Pass-through Indirect Cost Rate: 10%

Sub-recipient Indirect Cost Rate: 10%

Amount of Federal Funds Obligated by Action: \$160,500.00

Total Federal Award: \$160,500.00

Federal Award Date: August 22, 2023

COVER PAGE

1. County/Tribe: Laramie County, Wyoming
2. Project/Grant Administrator. Ensures programs are being implemented correctly, communicates grant changes and provides requested paperwork and data to the Department of Family Services. All Communication regarding this proposal shall be conducted through this person.

Name: Sandra (Newland) Bay

Title: Grants Manager

Organization: Laramie County, Wyoming

Address: 310 W. 19th Street, Suite 320, Cheyenne, WY 82001

Phone: 307-633-4201

Email address: Sandra.newland@laramiecountywy.gov

3. Primary Contact for the Sub-recipient. Implements the program.

Name: Justin Pendleton

Title: Chief Executive Officer

Organization: Boys & Girls Club of Cheyenne

Address: 515 West Jefferson Road, Cheyenne, WY 82007

Phone: (307) 778-6674

Email address: jpendleton@bgcchey.org

4. Program Name: Boys & Girls Club of Cheyenne Youth Development
5. Requested Amount: \$62,571.43
6. Authorized Representative/County Commissioner Chair: Troy Thompson
(No signature required here. Signature is required on the Assurance page)

Date: April 18, 2023

Phone: 307-633-4260

E-Mail: commissioners@laramiecountywy.gov

PROPOSAL

A. Summary of Proposed Program

1. Please provide a synopsis of the program you propose.

The Boys & Girls Club of Cheyenne provides fun, educational, and accessible afterschool and summer programming for all Laramie County youth ages 6-18. The Club currently operates out of five sites: the West Jefferson Clubhouse, the Club at Laramie County Community College teen site, the Cole Elementary site serving students from Cole and Hebard Elementary Schools, and two brand new sites at Burns and Pine Bluffs Elementary Schools. The Youth Development program, an ongoing initiative supported by TANF, primarily focuses on the West Jefferson and Club at LCCC locations.

Across these sites, the Club's mission is to inspire and enable all youth, especially those who need us most, to reach their full potential as productive, responsible, caring citizens. For a membership fee of just \$10 per year, youth have the opportunity to participate in high-yield learning activities in the three core areas of Academic Success, Character & Citizenship, and Healthy Lifestyles. The Youth Development program provides a safe, welcoming environment for kids during out-of-school time complete with tutoring, nutritious meals, mentorship, social and emotional wellness resources, art, sports, and other engaging activities.

This non-school time is crucial for youth in Laramie County, as students left without structure often find themselves sitting idle in front of a screen, engaging in risky behaviors, or falling further behind in schoolwork. The Club not only provides this structure, but also keeps youth on the path to success by fostering their passions, supporting their academic and social needs, and connecting them to one-of-a-kind experiences, ultimately leveling the playing field for all kids and championing the next generation of leaders.

Moving through 2023, the Club strives to support the overall health and well-being of the Cheyenne community while serving those that might otherwise fall through the cracks. Though the Club sees a light at the end of the COVID-19 tunnel, the Youth Development program will continue to address the lasting impacts of the pandemic and the looming mental health crisis, all while helping students to recover from learning loss and stay on track in school.

Regardless of the circumstances, the Boys & Girls Club of Cheyenne continually offers accessible, affordable summer and afterschool programs, which are a critical resource often unavailable to low-income and vulnerable families. The Club offers memberships for just \$10 per year, which includes a daily meal, tutoring, and hands-on activities. Though the 10-week summer program does have an additional fee, the Club works closely with each family to understand and meet their individual needs.

The need for this programming is evident, as it is the most affordable, high-quality option for families in Laramie County. For example, the City of Cheyenne's Latchkey program is \$220/month per child and \$1,300/child for the 10-week summer program. The YMCA's After School Care program is \$172 per month with a \$45 annual registration fee, and the Summer Day Camp program is \$163-188 per week (depending on membership).

Both of these programs focus on elementary students and only offer programming through the 6th grade. The BEAST program serves students through 8th grade, but is much more costly at \$300 per month and \$1,500 for an 8-week summer program. The LCCC Seek program also offers a wide variety of summer programs, however, these activities typically only run over a one-week period and aren't a reliable, sustainable source of summer childcare.

Despite the Club's low cost, the membership fees can be prohibitive to attendance. The Wyoming Department of Family Services can subsidize childcare costs for qualifying families, but not for children over the age of 12.

The Club recognizes that teenagers are especially in need of supervision and guidance during out-of-school time, as they are more likely to use harmful substances, engage in unhealthy relationships, or simply utilize their time in an unproductive manner. This time represents an opportunity for teens to explore their passions, build a resume, and work towards their future goals, but they often need support from a mentor or trusted adult to guide them in a positive direction. In addition, Cheyenne faces a sufficient lack of fun, organized activities for teens and pre-teens, leading them to find their own unstructured entertainment and pastimes.

2. Is this program different from previous programs operated with TANF funds in the past?
Yes No If so, how is it different?

3. Area(s) served.

The Boys & Girls Club of Cheyenne serves youth in Laramie County, Wyoming.

4. Population served.

The Boys & Girls Club of Cheyenne serves youth ages 6-18 who are living at or below the TANF Federal Poverty Level, based on information collected in annual self-reports. This includes a significant number of families who have traditionally been self-sufficient, but are now seeking additional resources and support to ensure their basic needs are met. In 2022, the Club served over 600 registered members, and is already on track to surpass this number in 2023.

The Club's programs are created to remediate the underrepresentation and underachievement of at-risk youth, many of whom are on negative learning trajectories. The Club provides transportation from local schools, including several designated at Title 1, and ensures that all youth have access to high-quality programming. These critical connections not only transform out-of-school time, but also create a foundation for lifelong learning and success.

5. Beginning and end date of program.

October 1, 2023-September 31, 2024

6. Program availability: when is the program offered (i.e. time of day, how often, time of year)?

The Boys & Girls Club of Cheyenne is open year-round. On regular school days, the Club is open from 2:00-7:00 pm. On early release days, the Club is open from 11:00 am-6:00 pm. On non-school days and during the summer, the Club is open from 7:30 am-6:00 pm. The Club also emphasizes the importance of family engagement and regularly hosts Family Nights and other community outreach events. In partnership with the United Way Education Collaborative, the Club hosts a Back to School Bash in August, which connects students with school supplies, haircuts, sports physicals, and other back-to-school essentials. Club members and families also participate in the annual Chili Challenge, Back-A-Kid Breakfast, and Dancing with the Stars fundraisers.

B. Statement of Need

The intent of TANF CPI is to provide Counties with programs that meet specific needs of their community.

1. How have you determined there is a need for the services you propose? Describe local data that was used to determine the needs of families.

At a glance, the isolation, confusion, and frustrations of COVID-19 appear to be gone alongside the height of the pandemic. However, the long-term effects of trauma on young people's mental health cannot be ignored. Despite children being back in the classroom and returning to their afterschool sports and extracurriculars, the rates of depression, anxiety, suicide, and eating disorders have continued to increase, reflecting a "Shadow Pandemic" that continues to shape crucial periods of their physical, social, and emotional development. For example, The Annie E. Casey 2022 Kids Count Data Book reports that the percentage of children in Wyoming ages 3-17 who experienced anxiety or depression increased by 18.6% from 2016-2022, jumping from 11.8% to 14%.

These emotional burdens, coupled with financial strain, job loss, inflation, and personal health concerns, have only intensified existing gaps throughout Laramie County and statewide. As outlined in the Wyoming Kids Count 2022 Data Book, the U.S. Census Bureau releases community resilience estimates (CREs) to document how at-risk communities are to the health, social, and economic stressors associated with the COVID-19 pandemic. CREs are generated for every city in the U.S. based on the following household risk factors:

- A household income-to-poverty ratio that falls below 130% of the federal poverty level (i.e., income less than 1.3 times the poverty level)
- No one or only one person in the household between the ages of 18 and 64
- Households with unit-level crowding – more than .75 persons per room
- No household member over the age of 16 with a high school diploma or one or more households with limited English proficiency
- No household access to a vehicle
- No household member employed full-time, year-round (excluding households in which all members are 65 or older)
- No household access to broadband internet

Across the state of Wyoming, 45.1% of community residents live with medium risk (1-2 risk factors), and 18% live with high risk (3 or more risk factors). Specifically in Laramie County, 41.1% of residents live with medium risk and 16.3% live with high risk.

In addition, the Wyoming Kids Count reports that in 2020, the median annual income for men in Wyoming was \$58,120 and for women, it was \$40,139.36. This means that Wyoming women earn about \$0.69 for every dollar a Wyoming man earns. The wage gap in Laramie County has also increased, with men earning a median annual income of \$50,620 and women earning a median annual income of \$39,329 in 2016, compared to \$56,609 for men and \$41,860 for women in 2020. Although annual incomes have increased overall, this also demonstrates an increase in the wage gap from 22 to 26 cents. The increasing wage gap is significant, as 11% of all Wyomingites (61,000 people, 15,500 of them children) were living in poverty in 2020. Of these children, 62% lived in single-parent homes, which were primarily led by single mothers (85% with single mothers and 15% with single fathers). For Laramie County residents, 73.4% of single-parent homes were single-mother families in 2020, illustrating an increase from 70.1% in 2011.

Health insurance and access to high-quality medical care also remain critical factors affecting Wyoming's youth. As reported in the 2022 Wyoming Kids Count, nearly 9% of Wyoming's children 18 and younger did not have access to health insurance. Although this percentage is lower than the percentage for Wyoming adults (12%), it still means that approximately 12,500 children across the state are less likely to experience good health. Oftentimes, these children are uninsured because their family's income exceeds the threshold for

Wyoming's Kid Care Children's Health Insurance Program (CHIP), but it is not high enough to cover the cost of other health insurance. Of those in Laramie County, 5.2% of all children are not covered by a health insurance plan that provides "comprehensive health coverage". This includes 4.3% of children under 6 years of age and 5.6% of children 6-18. Wyoming also ranked 33rd in the 2022 Annie E. Casey Foundation Kids Count Data book for health, which falls into the "worse" category based on a state-to-state comparison.

In conjunction with healthcare, education also reflects a critical area for improvement. As a state, Wyoming has seen gradual improvements in education over time, currently ranking as 19th in the "Better" category according to the 2022 Annie E. Casey Foundation Kids Count Data Book. Graduation rates within have also increased from 71.5% of LCSD #1 students in the 2011-2012 school year to 80.3% in the 2020-2021 school year. However, from 2020-2021, only 46.5% of 4th-grade students were proficient or advanced in English and language arts and 41.6% were proficient or advanced in math. Mental health also directly correlates with education in the face of COVID-19, as a lack of access to early childhood education can undermine a child's social and emotional development. Students experiencing mental health issues may not be able to focus in the classroom, falling further behind in core areas such as math and reading and ultimately struggling to reach graduation. These factors often heighten a child's anxiety and complicate the emotionally charged processing of growing up and determining the next steps after high school.

The quality, accessibility, and justness of education systems across the state also play a role in the prosperity and overall well-being of students. Recently, the Wyoming Survey & Analysis Center at the University of Wyoming in partnership with the Wyoming Community Foundation/Wyoming Kids Count, published, "Exclusionary Discipline – Racial Disparities in the Equality State." The research shows that within Wyoming the "Equality State" children of color receive harsher school discipline than their white peers for the same behaviors. Disproportionate suspensions are the highest amount Native and Hispanic Wyoming students.

The disparities are evident in the percentage point difference between the rate of enrollment and the percent of all suspensions for Wyoming students:

- Female Students
 - American Indian/Alaska Native are 5.5% more likely
 - Hispanic are 3.8% more likely
 - Black are 1.9% more likely
 - 2+ Races are 1.7% more likely
 - White are 12.5% less likely
- Male Students
 - American Indian/Alaska Native are 5.6% more likely
 - Hispanic are 3.9% more likely
 - Black are 1.8% more likely
 - 2+ Races are 1.8 % more likely
 - White are 12.7% less likely
 -

When schools rely on suspension or expulsion to discipline students, it leaves students feeling frustrated and disengaged from school, peers, and teachers, ultimately sharing their academic success and goals for the future:

- Both in and out-of-school time suspensions are associated with increased grade retention.
- Students who experience even one in-school suspension are more likely to drop out of school than students who have not.
- Out-of-school suspensions are associated with lower academic achievement.

This disparity is especially important to consider in light of the Club's diverse membership, as well as the growing diversity of Laramie County. For example, although Laramie County still has a predominately non-Hispanic white population, it is seeing staggering increases in Hispanic and non-white residents. As highlighted by Laramie County Health Matters, 15.5% of the population is Hispanic or Latino, which is significantly higher than the Wyoming value of 10.6% and demonstrates an increase from 14.9% in 2019.

Across the U.S., 3.7 million kids (5%) reportedly have been treated or judged unfairly based on their race or ethnicity, and 649,000 (1%) based on their sexual orientation or gender identity. Many children and teens undergo these adverse experiences alongside other mental health challenges, creating devastating long-term effects. For example, approximately 9% of high schoolers attempted suicide in 2019 according to the 2022 Kids Count Data Book. The numbers are especially alarming for students of color, as more than 25% of American Indian or Alaska Native high school students attempted suicide, along with 12% of their Black peers and 13% of those of two or more races. Of heterosexual high school students of all races and ethnicities, 6% attempted suicide, while the share of gay, lesbian, or bisexual students was 23%.

The nonexistence of LGBTQ+ rights is also a significant factor in Wyoming, as very few resources and support systems are available for youth who identify within these communities. The Movement Advancement Project, an organization dedicated to creating equality and opportunity for all, reports that 0 counties out of 23 statewide and only 2 cities have an ordinance prohibiting discrimination based on sexual orientation in private employment, housing, and public accommodations. This means only 7% of the state population is fully protected. For students specifically, there are no nondiscrimination laws and policies protecting LGBT students, nor are there any anti-bullying laws or policies. There are also no conversion therapy bans covering LGBT youth. This lack of resources leaves many youth who are struggling or questioning their identity with nowhere to turn.

Lastly, the prevalence of risky behaviors including unhealthy substance among Cheyenne's youth point to a need for effective programming beyond those provided through the public school system. As discussed in the 2022 Laramie County Community Needs Assessment, 41% of LCSD #1 high school students have vaped within the past 30 days. This echoes data from the 2019-2021 Laramie County Needs Assessment, with 1 in 4 students under the impression that vaping every day involved no health risk. In addition, 39% of Laramie County high school students used alcohol in the last 30 days, and 22% of high school youth reported using marijuana in the last 30 days, with 1/3 saying that it was very easy to access.

With an understanding of the risk factors and challenges facing modern young people, the Boys & Girls Club of Cheyenne provides members with a welcoming environment, support system, and pathways to positive youth development. The mentoring program spans daily activities at the Club, therefore reinforcing academic success, cultivating healthy relationships, and fostering a culture of social and emotional wellness.

2. What is the resource gap(s) that is being addressed by your program?

Through extensive research, Boys & Girls Clubs of America has identified specific elements to ensure that Clubs create positive developmental experiences for all members. The Club follows the evidence-based formula established by BGCA: Young People Who Need Us Most + Outcome-Driven Club Experience = Priority Outcomes. The impact of a Club depends on how frequently and how long members participate, as well as how to Club implements these five key elements as evidenced through BGCA's National Youth Outcomes Initiative



(NYOI):

Locally, the Club has worked diligently to provide a quality Club experience that aligns with these key elements. The Club utilizes the annual BGCA NYOI member survey and individual academic performance through grade checks to collect data and measure youth outcomes. This includes collecting report cards each semester, checking grades, and encouraging members to actively monitor their academic standing. Coupled with regular check-ins with teachers and LCSD #1 and LCSD #2 staff, the Club is able to align with the curricula and goals of local schools, while also providing insight regarding the quality and effectiveness of the overall program. Beyond grades, the NYOI survey asks members about their perceptions of the Club, with questions surrounding safety, emotional wellness, plans for the future, substance use, and other critical information.

The Club has specifically improved its programming for teens, catering to their unique needs as young adults about to enter the professional world. In 2018, the Club opened its first teen-only site at Laramie County Community College. The Club at LCCC provides a platform for high school students to explore their passions, learn from local experts, and create a plan for the future. In addition to building a portfolio, developing workplace soft skills, and applying for scholarships, teen members have the opportunity to job shadow and even at local businesses such as Ken Garff Cheyenne and West Edge Collective. This program comes at a critical time, as Laramie County is in need of qualified, skilled workers to promote economic development and create a thriving, diverse capital city.

In addition, the Club continues to support students recovering from COVID-19 learning loss through daily tutoring, high-yield learning activities, and the Summer Brain Gain program. Each summer in America, an estimated 43 million children nationwide miss out on expanded learning opportunities that could prevent them from falling behind. During the summer, most youth lose about two months' worth of math skills. Low-income youth also lose more than two months' worth of reading skills, while their middle-class peers make slight gains. These losses, exacerbated by COVID-19, stack up from year to year, causing low-income children to fall further

behind. The Summer Brain Gain program, composed of weekly themed modules, transforms the summer months into a fun, productive, educational time that fosters creativity and keeps students on track in school.

Through these programs, the Club offers much more than a typical “daycare” and takes active steps to foster the next generation of leaders. The Club focuses on the future, ensuring that young people can emerge as healthy, fulfilled, and productive young adults.

3. Describe what research based programs and strategies will be utilized to make the program successful.

The Boys & Girls Club of Cheyenne addresses obstacles head-on with a focus on mentorship and preventative programming, helping vulnerable and at-risk youth to overcome the challenges they encounter in their everyday lives. The national organization, Boys & Girls Clubs of America, provides a platform for proven, evidence-based programs such as Project Learn, Summer Brain Gain, SMART Moves, SMART Girls, Passport to Manhood, and Career Launch. Local staff then modify and adapt these programs to best meet the needs of Laramie County youth:

Project Learn: Project Learn reinforces the academic enrichment and school engagement of young people during the time they spend at the Club. The program is complemented by tutoring and high-yield learning activities and is offered to members every day after school.

Summer Brain Gain: Summer Brain Gain helps prevent youth from falling behind and losing academic skills while school is out. The program is comprised of one-week modules with fun, themed activities for elementary school, middle school, and high school students that are aligned with common core anchor standards.

SMART Moves: SMART Moves uses a team approach that involves Club staff, peer leaders, parents, and community representatives. Young people ages 6 to 15 engage in discussion and role-playing, practicing resilience and refusal skills, developing assertiveness, strengthening decision-making skills, and analyzing media and peer influence. The ultimate goal is to promote abstinence from substance abuse and adolescent sexual involvement through the practice of responsible behavior.

SMART Girls: SMART Girls is a small-group health, fitness, prevention/education, and self-esteem enhancement program designed to meet the developmental needs of girls in three age groups, spanning ages 8 to 18. Through dynamic sessions, participatory activities, field trips, and mentoring opportunities with adult women, Club girls explore their own and societal attitudes and values as they build skills for eating right, staying physically fit, getting good health care, and developing positive relationships with peers and adults.

Passport to Manhood: Passport to Manhood represents a targeted effort to engage young boys in discussions and activities that reinforce character, leadership, and positive behavior. Each participant receives a “passport” to underscore the notion that he is on a personal journey of maturation and growth.

Career Launch: Career Launch encourages Club members ages 13 to 18 to assess their skills and interests, explore careers, make sound educational decisions, and prepare to join our nation's workforce.

To provide a comprehensive afterschool and summer program for members, these preventative programs are complemented with art, sports, STEM, Healthy Habits, and countless locally developed activities. Together, these programs foster a sense of creativity, self-expression, and teamwork that guide members along the path to Great Futures.

C. Community Partnerships

1. A description of how community wide collaboration in planning and implementation occurred.

The Boys & Girls Club of Cheyenne’s mission is only possible with collaboration and support from the local community. The Club works with LCSD #1 to provide transportation services as well as access to grades and progress reports (with parent permission), as well as LCSD #2 to support students in Burns and Pine Bluffs. Laramie County Community College is a key partner, as it houses the Club at LCCC teen site as well as provides access to the Ludden Library Makerspace, basketball gym, e-Sports program, and more.

In 2022, the Boys & Girls Club of Cheyenne became a part of United Way’s Education Collaborative, which includes Needs Inc., The ASK (After School for Kids) Program, Foster Grandparents, Special Friends, and Big Brothers Big Sisters. Moving through 2023 and beyond, these organizations will work together to provide referrals, wrap-around services, and a county-wide approach to academic success.

2. List the community partners involved in the program implementation and the resources that will be provided by each partner.

(Additional lines/pages may be added if needed.)

LCSD #1	Referrals, transportation, grade reporting
LCSD #2	Referrals, grade reporting, student outreach
Laramie County Master Gardeners	Junior Gardeners program
Laramie County Community College	Supports Club at LCCC teen program
Grace for 2 Brothers	Provides QPR training and supports suicide prevention e
Cognitive Behavioral Theater	Employs improv and acting techniques to support mer
Blue Cross Blue Shield of Wyoming Caring Foundation	Supports Health Habits and Social Emotional Wellness p
BGCA	Provides curricula, data collection, and overall support
GEAR Up	Supports on-time graduation and college enrollment
Cheyenne Police Department	Fosters a safe Club environment and positive relationsh youth and police officers
Wyoming Department of Transportation	Encourages safe and responsible driving
Students Against Destructive Decisions (SADD)	Supports preventative programming and healthy decis
Cent\$ible Nutrition Program	Supports Healthy Habits and Triple Play programs
Wyoming Equality	Provides guidance and mentorship for LGBTQ+ youth
University of Wyoming	Builds relationships between student-athletes and men
Ken Garff	Offers Career Pathways program and other communit
Microsoft	Provides technology resources and digital education
United Way Education Collaborative	Supports academic success and on-time graduation
Local Arts Organizations (West Edge, Cheyenne Little Theatre, Cheyenne Symphony Orchestra...)	Supports Arts Education program through workshops, performances, and hands-on learning

3. Describe how the program will be sustained by the community beyond the funding period.

The Boys & Girls Club of Cheyenne employs a full-time development professional who oversees all fundraising efforts including grant writing (private, state, and federal), fundraising events, and stewardship. In addition, the Club’s CEO and Board of Directors are highly engaged in the cultivation process and regularly assist with community outreach, stewardship, and fundraising.

In 2023 and beyond, the Club looks forward to expanding within Laramie County and serving even more youth in need. The Club is currently exploring opportunities for growth and seeking funding from a wide variety of sources including grants, individual and corporate sponsorships, and community partners.

D. Project Goals and Outcomes

1. **Goals for the Project:** What are the goals of your program? How will you serve TANF eligible individuals/families?

The Youth Development program will aim to identify and provide 50 TANF-eligible youth with opportunities to attend the Club after school or during the summer, especially those who would otherwise be unsupervised or left to care for their younger siblings. The program’s overarching goal will be to connect vulnerable youth with high-quality care and opportunities for personal development, ultimately supporting the entire family unit. By attending the Club, members participate in fun, educational programming that promotes academic success, positive relationships, and overall health and well-being.

2. **Outcomes:** Using the chart below, please identify the measurable outcomes you expect for TANF eligible individuals/families as a result of program implementation in order to meet the above goals? These measurements will be used to evaluate the program’s success.

Complete your outcomes for TANF CPI: (additional lines/pages may be added if needed)

Outcome	Measurement	Activities to Accomplish Outcome	Data/Quality Assurance to be Collected to Validate Measurements
Identify 50 TANF-eligible youth.	Utilize TANF intake form to screen potential scholarship applicants. 100% of participating youth will complete the form.	Make TANF form available to all incoming Club members, track applications on an ongoing basis, determine need based on applications, evaluate overall need based on all applications received, and determine greatest areas of need.	TANF intake forms will be submitted to the Club front office, then vetted and overseen by the Club’s CEO and Chief Operations Officer.
Youth who attend the Club participate at least 52 times per year.	Utilize member tracking system to record Club attendance throughout the year.	Daily data entry of attendance among TANF participating youth.	Data is entered by Club staff and overseen by the Unit Director, Chief Operations Officer, and CEO.
Youth participate in age-appropriate programs which align with TANF goals.	Utilize member tracking system to record activity participation among TANF youth.	Daily data entry of attendance among TANF youth. Many Club programs also utilize pre and post-surveys.	Data is entered by Club staff and overseen by the Unit Director, Chief Operations Officer, and CEO.
Youth achieve Academic Success.	Evaluate student success by tracking grades and collaborating with LCS D #1.	Obtain current grades via parents and/or the school district.	Grade monitoring is driven by the Education & Career Development Coordinator and the Unit Director. Collection is overseen by the Chief Operations Officer and CEO.
Youth abstain from high-risk behaviors.	Obtain data and feedback via the National Youth Outcomes Initiative (NYOI) annual youth survey.	Track youth starting and completing preventative programming. Many preventative programs also utilize pre and post-surveys.	The NYOI survey is administered by Club staff on a yearly basis and analyzed by the Unit Director, Chief Operations Officer, and CEO.

3. Describe your data collection methods to be used.

The Boys & Girls Club of Cheyenne uses the Vision Member Tracking System, which was designed specifically for Boys & Girls Clubs. The software allows the Club to track demographics for every registered member, including parent-reported household income, age, school, grade level, promotion to the next grade level, and frequency of attendance. Within each program, pre and post-test results, attendance, and graduation are also tracked using this database. Grades are also monitored on a weekly basis and tracked both in Vision and by the Education & Career Development Coordinator.

4. How will you evaluate the effectiveness of the TANF program for individuals/families served? How do you determine the success of your program?

The Boys & Girls Club of Cheyenne will evaluate the effectiveness of the TANF program by determining if 50 TANF-eligible members received services from the Club during the school year and/or summer. These members will attend the Club at least 52 times during the fiscal year and participate in programming that aligns with the outlined TANF goals. Members will not only attend the Club, but also demonstrate personal growth and development in the three core areas of Healthy Lifestyles, Academic Success, and Character & Citizenship. The Club also values direct feedback from members and will rely on data from the NYOI survey, with particular attention to the percentage of members reporting optimal experiences across the Five Key Elements of Positive Youth Development.

G. TANF Recruitment

1. Describe your recruitment and enrollment process or TANF eligible individuals/families?

The Club offers the TANF intake form to all members upon their enrollment. This form is also available on the Club's website and in the main office. The Club utilizes social media and traditional media to promote services for TANF-eligible youth, especially leading up to the launch of the summer program. The Club also offers the TANF intake form to registered members throughout the year.

2. What is the projected number of TANF eligible individuals that will be served by this program?

The Boys & Girls Club of Cheyenne aims to serve 50 TANF-eligible youth over the outlined grant period.

3. Provide an explanation on how income information will be gathered to determine TANF eligibility. Income eligibility shall be established by verifying gross family income for the previous month. Applicants shall use a TANF Eligibility Intake Form. A copy of the TANF Eligibility Intake Form shall be attached to this proposal.

For TANF eligibility purposes, the Club relies on self-reporting of income, household size, and overall need from parents/guardians. This information is collected in the Club-specific TANF Eligibility Intake Form upon enrollment or as needed throughout the year and then verified by Club staff. The form is stored in a secure location, with critical information being input into the Vision Member Tracking System.

BUDGET

Instructions:

1. The budget of the program should be described with enough detail that expenditures of funds could be easily reviewed. Preference will be given to programs concentrating on services rather than programs building their administrative structure.
2. List costs of the program including program costs, administrative costs, total costs, and estimated cost per individual/family.
 - a. The Proposer shall submit a proposed budget in line item detail listing each employee's compensation and benefits and each category of expenditure and the proposed amount. The Contractor shall be required to use the invoice form attached to this proposal.
 - b. The budget shall include a narrative of duties of each employee and an explanation of each line item stating the purpose of the expenditures.
 - c. The Proposer shall separate all administrative costs to verify compliance with administrative limitations.
 - d. Administrative expenses shall not exceed 10% of the non-administrative expenses.
3. Only expenses related to services to TANF eligible individuals/families can be billed to TANF CPI. This means that all grant expenses must show the formula for how the allocation of expenses is determined for TANF eligible individuals/families funded under this proposal. Expenses are based on the percentage of TANF individuals/families vs non-TANF individuals/families served as well as the percentage of time working on TANF-related activities.
4. Program costs are associated with direct service delivery to TANF eligible individuals/families (i.e. salaries, supplies, facilities rent). Administrative costs are associated with activities needed to support the program, but are not a direct service to families (i.e. data collection, completion of reports).

Budget:

1. TANF funds are limited and can only provide a portion of the funding needed for services. What are your other funding sources that will be used to operate the program? (i.e. *Cash contributions and non-federal funds used to support*)

The Club receives funding through individual donations and corporate sponsorships, as well as various other grants. The Club also receives passthrough dollars from Boys & Girls Clubs of America.

2. What are the cost/benefits of providing this program? In other terms, what is the Return on Investment (ROI)? ROI is a performance measure used to evaluate the efficiency of an investment.

The Boys & Girls Club of Cheyenne Youth Development program and overall mission are driven by results from the yearly NYOI survey: When Clubs deliver a high-quality Club Experience, young people are more likely to achieve positive outcomes, stay on track in school, and make healthy choices.

In 2015, a national study estimated the return on investment (ROI), or the benefit-cost ratio, of the services Boys & Girls Clubs provide to youth and their families. The study examined how the costs required to provide Club programming compared to the long-term economic benefits for youth and families. The study found:

- Every \$1 invested in Boys & Girls Clubs returns \$9.60 in current and future earnings and cost-savings to their communities. The greatest benefits are from Club members' improved grades and reduced alcohol use and their parents' earnings.

- Clubs spend \$1.64 billion annually on operating costs, resulting in \$15.7 billion in lifetime benefits to youth, families, and communities.
- Clubs help increase the earning power of parents, as well as of youth when they become adults.
- Clubs also contribute to major savings for society by helping to prevent costly expenditures for health care, public assistance programs, and criminal justice system involvement and incarceration.

The Boys & Girls Club program is cost-effective and beneficial for the local community, as it reduces the need for drug and alcohol rehabilitation, reliance on public assistance, costs of teen out-of-wedlock pregnancies, and other expenses. The Club also equips youth with the skills to positively contribute to the community and become a part of Cheyenne's growth, development, and future success.

Organization Name: Annual Amount Requested from Proposal:			
	Program Costs	Administrative Costs	Summary and Justification for Budget Expense
Salaries <u>Admin:</u> Activities spent managing the grant. <u>Program:</u> Wages for all staff who provide direct client services.	\$46,872.32	\$4,687.23	Wages for 20 staff who are in direct contact and providing services to TANF youth. YDP, Unit Directors, and Chief Operations Officer (\$15.00-\$28.82/hour) Admin: Director of Finance-Data collection and financial reporting Director of Development-Data collection and submission of reports
Employer Paid Benefits <u>Admin:</u> Activities spent managing the grant. <u>Program:</u> Benefits for all staff who provide direct client services.	\$2,502.90	\$250.29	Employee Drug Testing \$15-\$35 pp Background Checks \$55-104 pp Retirement 3% of wage Insurance (Life, Health, Dental, Vision)
Employer Payroll Taxes <u>Admin:</u> Activities spent managing the grant. <u>Program:</u> Taxes for all staff who provide direct client services.	\$5,005.97	\$500.60	FICA, SUTA, WC, and UE taxes total 10.68%
Supplies <u>Admin:</u> Supplies and expenses needed to manage the grant. <u>Program:</u> Supplies needed for instructor use. *cannot include computers or IT equipment*			
Recruiting and Marketing *cannot include promotional items.			
Travel Travel necessary to serve participants.			
Rent and utilities Rent and utilities for space provided to direct services for participants.	\$2,501.83	\$250.29	Equates to approximately 1/8 of actual monthly expenses for electric, gas, water, sewer, and garbage
Participant Tuition and Class Fees			

Participant Class Supplies and Materials			
Participant License and Certification Fees			
Participant Drug and Aptitude Screening Can include other types of assessments.			
Work Support Services and Clothing			
Participant Wages			
Participant Fringe Benefits			
Participant Incentives			
Other Participant Needs: Description -			
Program and Administrative SUB-Totals	\$56,883.02	\$5,688.41	Total Administrative Costs cannot exceed 10% of your total Program Costs
TOTAL BUDGET (Program + Admin)	\$62,571.43		
Number of TANF Participants Planning to Serve	50		
Cost Per TANF Participant	\$1,251.43		

Quarterly Report and Invoice



Temporary Assistance for Needy Families
Wyoming Department of Family Services

TANF CPI
FFY 24 Quarterly Report and Invoice

County/Tribe: Laramie County
Reporting Period: _____
Date: _____

Statistics:

During the quarter, please provide the below information on all the TANF individuals you served. Please provide any other relevant data you wish to share.

Participant name (New Y/N)	# of Children	Program enrollment date	SSN collected (Y/N)	Employed at enrollment (Y/N), hourly wage and # hours worked per week	Government programs utilizing at time of enrollment	Services Provided (i.e. vocational training, education, counseling , mentoring)	Milestone s completed prior to service end (i.e. completed parenting classes, achieved a personal goal set)	Program completi on date	Completed successfully (Y/N)(reason)	Employment t after program completion (Y/N), hourly wage and # hours worked per week	Childre n remain in the home (Y/N)	Specific Goals met for individual ?	Other informatio n to Report?
TOTAL TANF Individuals Served													
TOTAL Individuals Served													
% of TANF to Non-TANF													

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Evaluation of Outcomes:

Big Brothers Big Sisters

15: Projected number of youth enrolled for the grant year.	___ actual number enrolled		
80% Projected percentage of enrolled youth matched with a mentor.	___ (identify the target percentage)% of enrolled matched with a mentor		
Enrolling and matched youth will create a Youth Outcomes Development Plan (YODP) with goals to work on during the grant period.	80% of enrolling and matched youth create a YODP 80% achieve at least one goal during the grant period.		
BBBS matched youth will improve or maintain positive attitudes in relation to educational success, risk attitudes, and/or socio-emotional competency.	80% of youth will improve or maintain positive attitudes.		
BBBS matched youth will improve or maintain positive attitudes in relation to parental trust or adult relationships.	80% of youth will improve or maintain positive attitudes.		

Boys and Girls Club:

Outcome	Measurement	Activities to Accomplish Outcome	Data/Quality Assurance to be Collected to Validate Measurements
Identify 50 TANF-eligible youth.	Utilize TANF intake form to screen potential scholarship applicants. 100% of participating youth will complete the form.		
Youth who attend the Club participate at least 52 times per year.	Utilize member tracking system to record Club attendance throughout the year.		
Youth participate in age-appropriate programs which align with TANF goals.	Utilize member tracking system to record activity participation among TANF youth.		

Youth achieve Academic Success.	Evaluate student success by tracking grades and collaborating with LCSD #1.		
Youth abstain from high-risk behaviors.	Obtain data and feedback via the National Youth Outcomes Initiative (NYOI) annual youth survey.		

Climb Wyoming:

Outcome	Measurement	Activities to Accomplish Outcome	Data/Quality Assurance to be Collected to Validate Measurements
Show progress each quarter toward the final goal of 80% of the individuals enrolled in the program successfully completing the program.	80% of participants who enter the program will successfully complete it.		
75% of Climb program graduates will be employed after program completion.	75% of these program graduates will be employed after program completion.		
Show progress each quarter toward the final goal of individuals who completed the program earning 90% higher wages than when they entered the program.	75% of program graduates will be employed after program completion and will be earning a 90% higher wage than they were before the program.	\	
Show progress each quarter toward the final goal of 90% of the individuals who complete the program experiencing a decrease in the dependence on food stamps.	Over time, 90% of program graduates will show a decrease in their dependence on food stamps.		
50% of Climb program graduates who enter the program utilizing public healthcare will show a decrease in the dependence on public health insurance.	Of the graduates who enter the program utilizing public health insurance 50% will end their dependence on public health insurance.		

Increased knowledge and skills regarding healthy relationships, strong and stable environments, communication and health behaviors.	100% of single mother who enter the Climb program will have received life skills training and mental health counseling.		
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Wyoming Family Home Ownership Program/My Front Door:

Outcome	Performance Measure	Activities/Collaborations Conducted to Meet Outcome	Data/Quality Assurance to be Collected to Validate Measurements
<i>Completion of Phase I; low to moderate-income participants complete a 12- week financial literacy course</i>	<i>100% of Families that enroll will complete Phase I</i>		
<i>Completion of Phase II; participants establish and maintain a home savings account</i>	<i>80% of those that enter Phase II will complete it.</i> <i>100% of participants who complete Phase II will have saved \$2,400 toward their own down payment at closing</i>		
<i>Completion of Phase III; participants purchase and maintain ownership of a home</i>	<i>90% of those participants who complete Phase II and save the minimum requirement will purchase a home</i> <i>75% of those that purchase a home will complete Phase III</i> <i>Home owning families that complete annual requirements are eligible for a \$1,000 maintenance grant in years, 2, 3, 4, and 5.</i>		
<i>Participants actively engage with the Family Advocate during all three phases of the program</i>	<i>100% of participants enrolled in any phase of the program will meet with the Family Advocate at least quarterly and complete 3 of the 4 quarterly</i>		

	<i>offered trainings per year. Participants will also continue to set and make progress with SMART Goals.</i>		
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Successes and Challenges:

Please share quarterly successes and challenge

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Quarterly Invoice: Laramie County Commissioners

Submit To:
 Georgia Auch
georgia.auch1@wyo.gov

Expenditures for the Month(s) and Year of:
 Submitted on:

	Program Costs	YTD Program	Admin. Costs	YTD Admin	Program Budget	Admin Budget
Salaries						
BGC					\$46,872.32	\$4,687.23
BBBS					\$11,250.00	\$1,250.14
Climb					\$42,000.00	\$5,600.00
WFHOP					\$3,000.00	
Employer Paid Benefits						
BGC					\$2,502.90	\$250.29
Climb					\$3,000.00	\$500.00
Employer Payroll Taxes						
BGC					\$5,005.97	\$500.60
BBBS					\$1,257.00	
Climb					\$4,200.00	\$700.00
Rent and Utilities						
BGC					\$2,501.83	\$250.29
BBBS						
Climb					\$7,500.00	
WFHOP					\$1,341.43	
Participant Tuition and Class Fees						
WFHOP					\$4,275.00	
Participant Class Supplies and Materials						
WFHOP					\$555.00	
Participant Incentives & Expenses						
Climb					\$2,000.00	
Other Participant Needs						
Climb (Mental Health Provider)					\$9,500.00	
Sub-Totals	0.00	0.00	0.00	0.00	\$146,761.46	\$13,738.55
Quarterly TOTAL (Program + Admin)					\$160,500.00	
Number of Participants Served						
Cost Per Participant						

**AMENDMENT ONE TO THE CONTRACT BETWEEN
WYOMING DEPARTMENT OF FAMILY SERVICES
AND
LARAMIE COUNTY COMMISSIONERS**

1. **Parties.** This Amendment is made and entered into by and between Wyoming Department of Family Services (Agency), whose address is: 2300 Capitol Avenue, Third Floor, Hathaway Building, Cheyenne, Wyoming 82002, and Laramie County Commissioners (Contractor), whose address is: 310 West 19th Street, Cheyenne, Wyoming 82001.
2. **Purpose of Amendment.** This Amendment shall constitute the first amendment to the Contract between the Agency and the Contractor. The purpose of this Amendment is to: a) increase the total Contract dollar amount by one hundred sixty thousand, five hundred dollars (\$160,500.00) to three hundred twenty-one thousand dollars (\$321,000.00); b) extend the term of the Contract through September 30, 2024; and c) amend the responsibilities of the Contractor.

The original Contract, dated September 19, 2022, required the Contractor to operate the Temporary Assistance for Needy Families Community Partnership Initiative (TANF CPI), a community plan which will provide a continuum of services to Laramie County families for a total Contract amount of one hundred sixty thousand, five hundred dollars (\$160,500.00) with an expiration date of September 30, 2023.

3. **Term of the Amendment.** This Amendment shall commence upon the date the last required signature is affixed hereto, whichever is later (Effective Date), and shall remain in full force and effect through the term of the Contract, as amended, unless terminated at an earlier date pursuant to the provisions of the Contract, or pursuant to federal or state statute, rule, or regulation.

4. **Amendments.**

- A. The second sentence of Section 4(A) of the original Contract is hereby amended to read as follows:

"Total payment under this Contract shall not exceed three hundred twenty-one thousand dollars (\$321,000.00)."

- B. The second sentence of Section 3 of the original Contract is hereby amended to read as follows:

"The term of this Contract is from October 1, 2022 through September 30, 2024."

5. **Amended Responsibilities of the Contractor.**

Responsibilities of the Contractor are hereby amended as follows:

- A. Section 5 of the original Contract is hereby amended to add Subsection K, L, and M which reads as follows:

"K. Perform the additional duties outlined in Attachment D, FFY 2024 Program Summary, and Attachment E, FFY 2024 Quarterly Performance Report and Invoice, which is incorporated into this Contract by this reference."

"L. One hundred sixty thousand, five hundred dollars (\$160,500.00) is awarded for the period of Federal Fiscal Year (FFY) 2023 and shall be obligated no later than September 30, 2023."

"M. One hundred sixty thousand, five hundred dollars (\$160,500.00) is awarded for the period of FFY 2024 and shall be obligated no later than September 30, 2024."

B. Attachment D, FFY 2024 Revised Program Summary, and Attachment E, FFY 2024 Revised Quarterly Performance Report and Invoice, are attached to this Amendment and incorporated into the original Contract by this reference.

6. Amended Responsibilities of the Agency.

Responsibilities of the Agency have not changed.

7. Special Provisions.

A. Same Terms and Conditions. With the exception of items explicitly delineated in this Amendment, all terms and conditions of the original Contract, and any previous amendments, between the Agency and the Contractor, including but not limited to sovereign immunity, shall remain unchanged and in full force and effect.

B. Counterparts. This Amendment may be executed in counterparts. Each counterpart, when executed and delivered, shall be deemed an original and all counterparts together shall constitute one and the same Amendment. Delivery by the Contractor of an originally signed counterpart of this Amendment by facsimile or PDF shall be followed up immediately by delivery of the originally signed counterpart to the Agency.

8. General Provisions.

A. Entirety of Contract. The original Contract, consisting of ten (10) pages; Attachment A, Program Summary, consisting of fifty-one (51) pages; Attachment B, TANF CPI FFY23 Quarterly Report and Invoice, consisting of seven (7) pages; Attachment C, TANF Participant Application and Eligibility Form, consisting of two (2) pages; this Amendment One, consisting of three (3) pages; Attachment D, FFY 2024 Program Summary, consisting of fifty-six (56) pages; and Attachment E, FFY 2024 Quarterly Report and Invoice, consisting of eight (8) pages, represent the entire and integrated agreement between the parties and supersede all prior negotiations, representations, and agreements, whether written or oral.

9. **Signatures.** The parties to this Amendment, through their duly authorized representatives, have executed this Amendment on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Amendment.

This Amendment is not binding on either party until approved by A&I Procurement and the Governor of the State of Wyoming or his designee, if required by Wyo. Stat. § 9-2-3204(b)(iv).


AGENCY:

Wyoming Department of Family Services



Korin A. Schmidt, Director

8/22/23
Date



Kristie Gordy, Economic Security Senior Administrator

8/21/22
Date

CONTRACTOR:

Laramie County Commissioners



Troy Thompson, County Commissioner Chair


Aug 15, 2023
AUG 15 2023
Date



Debra Lee, County Clerk

Aug 15, 2023
AUG 15 2023
Date


ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM



Megan Pope, Assistant Attorney General

7/28/23
Date

RECEIVED AND APPROVED AS
TO FORM ONLY BY THE
DEPUTY LARAMIE COUNTY
ATTORNEY


7-31-23