

RESOLUTION _____

ENTITLED: "A PUBLIC HEARING AND RESOLUTION AUTHORIZING THE SUBMISSION OF FOUR COMBINED APPLICATIONS FROM THE LARAMIE COUNTY BOARD OF COMMISSIONERS TO THE WYOMING DEPARTMENT OF FAMILY SERVICES FOR THE TEMPORARY ASSISTANCE TO NEEDY FAMILIES, COMMUNITY PROGRAM INITIATIVE TO FUND THE BOYS AND GIRLS CLUB, CLIMB WYOMING, GREATER WYOMING BIG BROTHERS BIG SISTERS, AND THE WYOMING FAMILY HOME OWNERSHIP PROGRAM DBA MY FRONT DOOR IN THE AMOUNT OF \$190,000."

Whereas, the State of Wyoming receives TANF funds from the Federal Office of Health and Human Services and;

Whereas, the State of Wyoming distributes a portion of these TANF funds to Wyoming Counties and;

Whereas, the Laramie County Board of Commissioners is eligible to apply for and receive TANF funds and;

Whereas, the Laramie County Board of Commissioners made public notice and conducted a public hearing to solicit eligible projects and applications and;

Whereas, the Laramie County Board of Commissioners has full knowledge of and supports these four applications.

THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF LARAMIE COUNTY, WYOMING

That an application be submitted to the Wyoming Department of Family Services for TANF program funds for the 2018-2019 program year in the amount of \$190,000 to fund programs conducted by the Boys and Girls Club (\$75,000), CLIMB Wyoming (\$75,000), Greater Wyoming Big Brothers Big Sisters (\$15,000) and the Wyoming Family Home Ownership Program(\$25,000).

That the Laramie County Board of Commissioners endorses this combined grant application for TANF funds to support these programs in Laramie County.

That Sandra Newland, or her successor, in the position of the Laramie County Grants Manager, be appointed as the agent of the Laramie County Board of Commissioners to execute and submit applications and certifications for these funds and to receive funds and implement the programs funded under this grant.

PRESENTED, READ AND ADOPTED THIS 17th DAY OF APRIL 2018.

K.N. Buck Holmes, Chairman

ATTEST:

Debra Lee, Laramie County Clerk

Date

Received And Approved As To Form Only By:


Mark Voss, County Attorney


Date

Public Notice

The Laramie County Commissioners are seeking public input and public comments on a Wyoming Department of Family Services FFY 2019 Temporary Assistance for Needy Families Community Partnership Initiative grant application. Applications will be due to Sandra Newland, Laramie County Grants Manager, on Tuesday April 10, 2018 by 2:00pm.

Possible Temporary Assistance for Needy Families Community Partnership Initiative (TANF/CPI) applications may be considered provided they support at least one of the following objectives:

1. Provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives;
2. End the dependency of needy parents on government benefits by promoting job preparation, work and marriage;
3. Prevent and reduce out-of-wedlock pregnancies and establishing annual numerical goals for preventing and reducing the incidence of these pregnancies; and
4. Encourage the formation and maintenance of two parent families.

The Wyoming Department of Family Services administers the TANF/CPI grant and lists the available funding with the program rules on their website at <http://dfsweb.state.wy.us>

A Public Hearing to take public testimony and solicit public opinion on this matter will be held on Tuesday, April 17, 2018 at 3:30pm, or as soon thereafter as possible, in the County Commissioners Board Room at 310 W. 19th Street in Cheyenne, Wyoming. Accommodations will be made for handicapped and non-English speaking minority individuals who attend the public hearing, upon notice of need no later than Monday, April 16, 2018 at 5:00pm.

All written comments must be received no later than 5:00pm, on Monday, April 16, 2018. The Laramie County Board of Commissioners will take all comments made at the public hearing and written comments submitted on or before the deadline into consideration before considering a resolution in support of submitting an application for a Wyoming Department of Family Services Temporary Assistance for Needy Families Community Partnership Initiative application on April 26, 2018. Citizens please submit written comments to:

Sandra Newland
Laramie County Grants Manager
309 W. 20th Street, Suite 3100
Cheyenne, WY 82001
snewland@laramiecounty.com

Publish (March 20, 2018, April 3, 2018 and April 17, 2018)

Big Brothers
Big Sisters
4/9/18
10am
\$15,000

State of Wyoming

Department of Family Services

Temporary Assistance For Needy Families (TANF) Community Partnership Initiative (CPI) Grant Application

COVER PAGE

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

Name: Sandra Newland
Title: Grants Manager
Lead organization: Laramie County, Wyoming
Address: 309 W. 20th Street, Suite 3100 Cheyenne, WY 82001
Phone: 307-633-4201
Email: snewland@laramiecounty.com

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

Name: Catherine Fuller
Title: Community Engagement Director
Organization: Greater Wyoming Big Brothers Big Sisters
Address: 1603 Capitol Avenue, Suite 510, Cheyenne, Wyoming 82001
Phone: 307-514-3383
Email: catherine@wyobbbs.org

4. Program Name: Greater Wyoming Big Brothers Big Sisters, Laramie County

5. Requested Amount: \$15,000

6. Authorized Representative: _____
County Commissioner Chair

Date: _____

Phone: 307-633-4260 E-Mail: Commissioners@laramiecounty.com

PROPOSAL

A. Summary of Proposed Program

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

GWBBBS proposes providing mentoring programming for youth ages 5-16 and quarterly family engagement activities to provide assistance to at-risk families so that children may be cared for in their own homes. Our agency is grounded in the philosophy that positive outcomes occur from building strong, trusting relationships with families served. Children may be removed from their homes because of parental arrests or criminal charges, mental health issues, divorce, trauma and crisis, alcohol or drug abuse, domestic violence, or child maltreatment. Through the last 47 years GWBBBS has provided programming in Wyoming, the agency has encountered and worked closely with families experiencing the above situations. Currently, 66% of youth served by GWBBBS in Laramie County meet or exceed poverty levels and half of the youth served live with single parents, grandparents or foster parents.

Case management is provided on a monthly basis, and includes an assessment of child growth and development, as well as child safety. GWBBBS is in a unique position to be able to connect with families in a trusting, non-intrusive way. Families can feel apprehensive about receiving services due to the perceived stigma or fear of negative consequences. As staff builds trusting relationships with youth and their families, staff are able to assess risk factors and can help families connect to partnering agencies and receive services before situations become so disruptive that a child is removed from their home. GWBBBS is able to provide referrals to community resources and improve family connections and interactions with school personnel, counselors, and court systems.

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

3. Area(s) served.

Laramie County

3. Population served.

Greater Wyoming Big Brothers Big Sisters will serve all interested income-eligible youth ages 5-16, as well as their families, who are at-risk for not being able to care for their children in their home or in the home of relatives.

4. Beginning and end date of program.

October 1, 2018 to September 30, 2019

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

Programming is offered year round. Once screened and enrolled, youth and their mentors meet approximately once a week for about two to three hours at a mutually agreed upon time and location in the community. If youth are involved in site-based mentoring, they meet with their mentor at the same time and same location—often a school—each week. Case managers contact both volunteers and families at least once a month to evaluate relationship development, assess child safety, and document youth development. Family engagement activities are hosted at least quarterly and provide opportunities for families to increase parental knowledge, grow community and social connections, and strengthen family bonds and resilience. Higher-risk families can be paired with trained care coordinators as times of need emerge to create a system of natural supports through professional networks and systematic case management.

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.

2016 Prevention Needs Assessment data for the state of Wyoming indicates that almost one in four (22.54%) of youth indicate they do not have someone at school they can talk to about their problems. State level data also indicates that 44% of 6th graders and 41% of 8th graders are engaging in sensation seeking behavior, 45% of 10th graders indicated parents' favorable attitudes towards anti-social behavior, and 55% of 12th graders indicated parents' favorable attitudes towards drug use.

Data from the 2016 Wyoming UCF indicates that Laramie County had 223 incidents of domestic violence, accounting for 10% of the incidents in the state of Wyoming. There were also 99 juvenile drug abuse citations and 26 juvenile citations for vandalism in 2016 by the Cheyenne Police Department. Finally, in 2016, census data from the American Fact Finder indicates that of the 21,976 families, 32% of those families were single parent households.

GWBBBS seeks to provide a positive role model for income eligible youth, especially those with risk factors such as living in a single parent household, poor family management, or other family risk factors. Many families would qualify for TANF; data from the school districts indicates that this year 40.5% of Laramie SD#1 students receive a free or reduced price lunch. In 2017, 66% of GWBBBS youth were living at or below poverty thresholds.

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

One in four Wyoming youth reported they did not have an adult they can talk to according to the 2016 PNA Survey results. GWBBBS would be providing a positive role model for TANF eligible at-risk youth in Laramie County. The program would also be closely working with families, providing monthly case management to assess family strengths and needs, hosting quarterly family engagement activities, connecting families with local resources,

and serving as an advocate for families during times of need. Through the strong relationships formed between the agency and family, BBBS is able to reach these families as a natural extension of the free mentoring services provided to youth. This unique approach may allow BBBS to reach families that may not be receiving services elsewhere due to fear, embarrassment, or lack of knowledge of services. GWBBBS can refer families as needed to services through community partners and organizations in order to increase opportunities for success.

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

Big Brothers Big Sisters youth mentoring has been endorsed as a Legacy Best Practice prevention program by US Department of Health and Human Services Substance Abuse Mental Health Services Administration (SAMHSA), an Effective program by the Office of Juvenile Justice and Delinquency Prevention (OJJDP) and the US Department of Justice National Institute of Justice (NIJ), and is listed as Promising in the Blueprints for Youth Development matrix.

Mentoring and relationship building is at the center of all the services the agency provides. Mentoring is a catalyst in the complex formula of variables yielding in positive youth outcomes, often impacting more than one developmental area, as well as hard and soft skills (DuBois et al, 2011). Youth in mentoring relationships experience “teachable moments” when mentors expose them to new experiences or challenge youth to expand or refine their already existing skills. Positive attitudes about learning also transcend to academic settings, allowing impacting academic curiosity, motivation, and performance. In a meta-analysis of 73 different evaluations of mentoring programs, mentors can “help shift youth’s conception of both their current and future identity” (DuBois et al., 2011). Multiple studies indicate that mentoring benefits high-risk youth in a variety of ways, including reductions in recidivism, social conflicts, depression, and substance abuse (DuBois et al, 2011; MacArthur, Higgenbotham, & Ho, 2013; Herrera et al, 2013). Mentoring can change also the perspective of the youth about the usefulness of community’s resources and the importance of community and school to the youth (National Dropout Prevent Center, 2013). Youth in BBBS programs can engage in positive socialization, feel secure, be listened to, and be validated by an adult other than their parents.

Families with risk factors such poverty, functioning with one parent, and coping with other stresses can form a trusting, secure relationship with GWBBBS that allows for growth and increased family resilience. A 2017 study by Ridings, Beasley, & Silovsky indicates that social support and family resources are “pivotal protective factors in buffering against child maltreatment.”

C. Community Partnerships

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

The Laramie County Branch of GWBBBS has a community resource committee to advise the organization of community needs and opportunities. Additionally, GWBBBS works closely with community partners. In the last year, partnerships have allowed for increased community awareness about programming and opportunities, as well as collaboration in recruiting youth, families, and volunteers.

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.)

Community Partner	Resource that will be provided
Laramie County Community Partnership	Outreach, connections to community organizations that provide services
United Way Community Schools of Cole and Hebert	Site based programming for SY 2018-2019, currently providing referrals for community based programming
Cheyenne YMCA	Activities space, referrals, membership benefits for youth in BBBS
Healthy Youth Action Team (a committee of Laramie County Community Partnership)	Outreach, connections to community organizations that provide services, volunteers for Gear-Up events through Healthy Youth Action Team
Laramie County 4-H	Outreach, youth activities, participation in their events
Afflerback School	Site based mentoring, referrals
Salvation Army	Outreach through food truck and food drives; scholarship for summer camp
Grace for 2 Brothers	Outreach through Stop Suicide Cheyenne committee, volunteering and referrals, resources through the Wyoming free crisis text line.
Laramie County Prevention of Alcohol Problems	Outreach and collaborative efforts to reduce binge and underage drinking in Laramie County.
Laramie County Community Library	Community meeting space for Lunch and Learn in March. Representatives from Uplift, Job Corp., and Special Friends attended.

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

GWBBBS continuously works to diversify funding for the most sustainable future. The agency receives state grants, funding from local government entities, and foundation grants. In addition to grants, the agency has been working to increase private donations. The agency has been working on cultivating donor relationships in order to secure long term giving and has had

some success as a result of these relationships. The process is designed to show results over time and the agency plans to continue donor cultivation and stewardship over time in order to continue to diversify its funding.

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 goals of GWBBBS will be to provide 15 eligible youth with one to one mentoring and host at least one family engagement activity each quarter.

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
80% of youth will improve or maintain positive attitudes in relation to educational success, risk attitudes, and/or socio-emotional competency.	Youth Outcomes Survey	<i>One to one mentoring activities—youth and volunteers meet approximately once a week for 6months (site based mentoring) or 12 months (community based mentoring)</i>	Baseline and follow-up (at 6 months for site based mentoring or at 12 months for community based mentoring)
80% of youth will improve or maintain positive attitudes in relation to parental trust or adult relationships.	Youth Outcomes Survey	<i>Quarterly family engagement activities.</i>	Baseline and follow-up (at 6 months for site based mentoring or at 12 months for community based mentoring)

3. Describe your data collection methods to be used.

GWBBBS will utilize a nationally developed measuring tool called the Youth Outcomes Survey (YOS) to measure outcomes and program effectiveness. The YOS measures improvements in the following areas: scholastic competence, educational expectations,

grades, truancy, social acceptance, parental trust, special adult in their lives, juvenile justice, and risk avoidance. These measurements are linked to three overall strategic outcomes selected by Big Brothers Big Sisters on a national level: educational success, avoidance/reduction of risky behaviors, and socio-emotional competence. The YOS was developed and tested by top mentoring researchers in 2007 and 2008 and was implemented by BBBS agencies in 2009.

Surveys are administered to children over the age of nine upon enrollment in a program and then again after children have been in the program for a year. The first survey gives a baseline for each child and will allow for a comparison with results from the second survey. Staff compliance rates for administering the YOS are closely supervised on a national level by Big Brother Big Sister of America. Staff understand the results are crucial to the agency in order to determine the effectiveness of the programs and in order to be able to provide a deeper level of accountability to funders.

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

GWBBBS will evaluate the effectiveness of the TANF program through the results of the Youth Outcomes Survey. However, since these results are only available 6 to 12 months after the baseline is completed, case managers keep detailed notes during monthly contact with families and volunteers. Case managers also create a youth development plan and can incorporate family goals as well. During the period between the baseline and follow-up survey, case managers can mark individual and family progress, determine if any goals should be modified or newly set, and provide support and encouragement as families and youth make progress.

G. TANF Recruitment

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

GWBBBS works closely with school teachers and staff, community counselors and therapists, and other community organizations to connect with at-risk youth and families. The agency also recruits youth and families at community events.

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

GWBBBS anticipates serving 15 youth. There are currently 23 youth or families in Laramie County that could be eligible based on this last year's enrollment records.

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?

TANF income information is gathered during the youth and family enrollment process by case managers. Families complete a registration form, which includes income data and the number of adults and children in the household; intake also includes a family assessment,

where risk factors are evaluated. Upon completion of the enrollment processes, case managers designate vetted youth and families as TANF verified in the GWBBBS secure, online database, where monthly/quarterly reports are generated for accurate reporting. Copies of completed forms are secured in locked filing cabinets.

BUDGET

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*)

Department of Family Services
Laramie County

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 exact value of prevention is difficult to measure, but it is easy to consider how the investment of a relatively small amount of funds early can save thousands in intervention services later. At an anticipated cost of approximately \$1,000 per youth/family served, the proposed program is much less expensive than most traditional approaches.

- Functional Family Therapy (A short-term family therapy intervention and juvenile diversion program helping at-risk children and delinquent youth to overcome adolescent behavior problems, conduct disorder, substance abuse and delinquency) is estimated at \$2,800 (blueprintsprogram.org).
- 2014 data indicates the Wyoming Girls' School costs \$261 per day based on an operating capacity of 64 girls and the Wyoming Boys' School costs \$222 per day based on an operating capacity of 100 (Justice Policy Institute).
- Wyoming foster care costs for children in the same age groups served by GWBBBS range from \$859-\$941 per month (Ahn, DePanfilis, Frick, & Barth, 2018).

These costs are significantly higher than the average of \$1,000 per family per year it would cost the GWBBBS program.

A research brief from Mentor.org indicated that for every dollar invested in effective mentoring programs, there is a return of \$2.72. This positive return on investment reflects projected increases in lifetime earnings, as well as dollars saved through evidence-based mentoring-related outcomes, such as reduced juvenile delinquency and crime, improved school attendance, higher graduation rates, and lowered risk of youth involvement in costly behaviors such as drug, alcohol, and tobacco use.

Amount Requested from Proposal:

\$15,000

	Program Costs	Administration Costs	Summary and Justification for Budget Expense
Salaries Admin: Activities spent managing the grant. Program: Wages for all staff who provide direct client services.	10,240	\$1,200	BBBS Case Management at Laramie Branch - duties include: family and volunteer recruitment and identification, enrollment and screening, assessment, matching, match supervision and support, planning and implementation of family engagement activities, and coordination with community partners.
Employer Paid Benefits Admin: Activities spent managing the grant. Program: Wages for all staff who provide direct client services.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Employer Payroll Taxes Admin: Activities spent managing the grant. Program: Wages for all staff who provide direct client services.	\$1,396	\$164	FICA, Unemployment, & Workers Compensation
Supplies Admin: Supplies and expenses needed to manage the grant. Program: Supplies needed for instructor use.	Click here to enter text.	Click here to enter text.	
Recruiting and Marketing Cannot include promotional items.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Travel Travel necessary to serve participants.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Rent and utilities Admin: Rent and utilities for time spent managing the grant. Program: Rent and utilities for space provided to direct services for participants.	\$2,000	Click here to enter text.	\$2,000 for a percentage of rent for case management offices and confidential interview space
Participant Tuition and Class Fees	Click here to enter text.	Click here to enter text.	Click here to enter text.
Participant Class Supplies and Materials	Click here to enter text.	Click here to enter text.	Click here to enter text.
Participant License and Certification Fees	Click here to enter text.	Click here to enter text.	Click here to enter text.

Participant Drug and Aptitude Screening Can include other types of assessments.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Work Support Services and Clothing	Click here to enter text.	Click here to enter text.	Click here to enter text.
Participant Wages	Click here to enter text.	Click here to enter text.	Click here to enter text.
Participant Fringe Benefits	Click here to enter text.	Click here to enter text.	Click here to enter text.
Participant Incentives	Click here to enter text.	Click here to enter text.	Click here to enter text.
Other Student Needs: Description -	Click here to enter text.	Click here to enter text.	Click here to enter text.
Sub-Total	\$13,636	\$1,364	Total Administrative Costs cannot exceed 10% of your total Program Costs
TOTAL BUDGET (Program + Admin)	\$15,000		
Number of Individuals Planning to Serve	15		
Cost Per Individual	\$1,000		

Part 3. CHECKLIST: CONTENTS OF APPLICATION

Please use this checklist to help assure all grant application components are included in your finished proposal.

- ☒ Cover Sheet
- ☒ Proposal
- ☒ Budget
- ☒ Assurance
- ☒ Other Information
 - ☒ Copy of TANF eligibility intake form to be used by each sub-recipient
 - ☒ Wyoming Secretary of State Registration (if applicable)
 - ☒ Certificate of Good Standing (if applicable)

ASSURANCE

In compliance with this grant proposal, as published by the Department of Family Service and Laramie County, and to all the conditions imposed therein and hereby incorporated by reference, the undersigned offers and agrees to furnish the services described in accordance with the attached signed proposal or as mutually agreed upon by subsequent negotiation.

If successful in securing funds for TANF CPI, subcontractor agrees to the following:

1. Must abide by all rules (if applicable), state, and federal laws applicable to the grant.
2. Must guarantee compliance to federal, state and local fiscal guidelines and reporting requirements applicable to the grant.

Authorized Representative Signature: _____

(Agency)

Printed Name: _____

Date: _____

Assurances must be signed for grant application to be considered.



Greater Wyoming
Big Brothers Big Sisters

Child Enrollment

Parent/Guardian name(s): _____

Street address: _____ Zip code: _____

Mailing address (if different): _____

Email: _____

Phone: Home: _____ Cell: _____ Work: _____

Best time to call: ☐ Anytime ☐ Leave Message ☐ Other: _____

May we contact you at work? ☐ Yes ☐ No Place of employment: _____

Who should we call in case of an emergency if you cannot be reached?

Name _____ Phone _____

Many grants and funding are awarded to Big Brothers Big Sisters based on many variables and statistics.

Providing *all information* on the following pages is extremely important for helping BBBS maintain funding or apply for additional funding to support our programs.

All information provided is **CONFIDENTIAL** according to the BBBS consent and release

How many people live in your household? _____

Approximately how much income does your household earn *before* taxes? \$ _____ per _____

Child Information:

Child's first name: _____ Last name: _____

Nickname: _____ Child's Social Security #: _____ - _____ - _____

Birthday: ____/____/____ ☐ Boy ^{OR} ☐ Girl Race: _____

Child cell phone: _____ Child email: _____

School: _____ Grade: _____

Teacher (if Junior High student, indicate math and English teachers)

Check all that apply to your child:

☐ Limited proficient English ☐ Receiving a free or reduced price lunch ☐ Has an IEP or 504 plan

List any medical / food allergies your child has. Are there any other medical conditions we should be aware of?

Is your child currently involved in any other BBBS programs?

☐ Enrolled in a community or school based match ☐ Progressive Youth ☐ Diversion

Your relationship to child (mom, dad, grandma, foster-mom, step-dad, etc.) _____

(continue to next page)

Consent and Release

Big Brothers Big Sisters will keep information we learn about you and your family private. We have a confidentiality policy that explains what we can and cannot share with other people. By signing your name on the line at the bottom of this page, you are agreeing to let us serve you and your family using our policy. The sentences below explain what is in the policy. You may ask us for the entire policy before signing below at any time.

There are a few situations where we will **not** keep information about you and your family private. They are:

- We can share information with anyone who works for Big Brothers Big Sisters.
- We can share information with other people if you have told us in writing that we can.
- We can tell other people that you are in our program and can use your name or your child (ren)'s names and pictures (etc) in the newspaper, on television, and in our advertising. You can keep us from using names and pictures by telling us in writing.
- Sometimes the board of directors of Big Brothers Big Sisters can learn about private information.
- Big Brothers Big Sisters of America is allowed to see our files.
- We will share information with the police or courts only if we are served with a subpoena.
- We may share information with our attorney(s).
- We can report information to the police or state of Wyoming if we think your child may be abused or if we think you or your child might hurt him or herself or other people.
- We can share information with volunteers that might work with you or your child (ren).

Optional Release of Information

By signing below, you agree to allow us to share information with and receive information from these people or places:

_____ Laramie County School District #1 _____

If you complete this section, you agree that we can talk with them about you and your child in order to inform them about what we are doing to serve your family and to learn more about how we can serve you. If you later change your mind, you can tell us in writing and we will no longer share information. We will also stop sharing information if you leave the Big Brothers Big Sisters program.

☐ I do [] do not [] give my child(ren) permission to participate in activities involving firearms, including hunting, with his or her Big Brother/Sister.

I have read and understand this form and agree to enrollment in BBBS under the conditions it describes.

Signature

____/____/____
Date

STATE OF WYOMING
Office of the Secretary of State

I, EDWARD A. BUCHANAN, SECRETARY OF STATE of the STATE OF WYOMING, do hereby certify that according to the records of this office,

Greater Wyoming Big Brothers Big Sisters
is a
Nonprofit Corporation

formed or qualified under the laws of Wyoming did on **May 31, 1972**, comply with all applicable requirements of this office. Its period of duration is Perpetual. This entity has been assigned entity identification number **1980-000117057**.

This entity is in existence and in good standing in this office and has filed all annual reports and paid all annual license taxes to date, or is not yet required to file such annual reports; and has not filed Articles of Dissolution.

I have affixed hereto the Great Seal of the State of Wyoming and duly generated, executed, authenticated, issued, delivered and communicated this official certificate at Cheyenne, Wyoming on this 25th day of March, 2018 at 3:01 PM. This certificate is assigned 025959537.




Secretary of State

Notice: A certificate issued electronically from the Wyoming Secretary of State's web site is immediately valid and effective. The validity of a certificate may be established by viewing the Certificate Confirmation screen of the Secretary of State's website <http://wyobiz.wy.gov> and following the instructions displayed under Validate Certificate.



Matthew H. Mead
Governor

State of Wyoming
Department of Workforce Services

Unemployment Tax
P.O. Box 2760
Casper, WY 82602 2760
Phone 307-235-3217
Fax 307-235-3278



John Cox
Director
John Ysebaert
Deputy Director

GREATER WYOMING BIG BROTHERS BIG SISTERS
HANNA ESLINGER
1010 S 6TH ST.
LARAMIE, WY 82070

UNEMPLOYMENT INSURANCE CERTIFICATE OF GOOD STANDING

CERTIFICATE

NUMBER: 18021
ONLY VALID AS ISSUED TO: GREATER WYOMING BIG BROTHERS BIG SISTERS
EFFECTIVE DATE: 12/7/2017
EXPIRATION DATE: 12/7/2018

PROJECT:

A review of the Division files indicates that GREATER WYOMING BIG BROTHERS BIG is in compliance with the Wyoming Unemployment Insurance requirements as of the effective date shown above.

This certificate holds you, the recipient, harmless for unpaid Unemployment Insurance debt owed by the certified company during the period set forth above. If you continue to use GREATER WYOMING BIG BROTHERS BIG after the expiration date of this certificate, you may be held liable for their unpaid Unemployment Insurance debt pursuant to Wyoming Statute 27-3-502(f).

GREATER WYOMING BIG BROTHERS BIG
1010 SOUTH 6TH STREET
LARAMIE, WY 82070



Matthew H. Mead
Governor

State of Wyoming
Department of Workforce Services
THE DIVISION OF WORKERS' COMPENSATION
1510 East Pershing Boulevard
Cheyenne, WY 82002
<http://www.wyomingworkforce.org>



John Cox
Director
John Ysebaert
Deputy Director

Recipient:

Employer:

GREATER WYOMING BIG BROTHERS BIG SISTERS
Attn: HANNA ESLINGER
1010 S 6TH ST.
LARAMIE, WY 82070

GREATER WYOMING BIG BROTHERS BIG
1010 SOUTH 6TH STREET
LARAMIE, WY
82070-2070

WORKERS' COMPENSATION CERTIFICATE OF GOOD STANDING

Mail Date: 12/7/2017

EXPIRATION DATE: 12/7/2018

Job Reference:

This is to certify that the above named employer is in compliance with the Wyoming Workers' Compensation Act. The account is in good standing as of the above date. Sole proprietors and partners are not eligible for coverage under the Wyoming Workers' Compensation Act if they do not employ regular employees.

Wyoming Workers' Compensation monthly/quarterly payroll reports shall be submitted and payments made on or before the last day of the month following the month for which the earnings are computed and paid.

In private work, a contractor is liable for the payment of Workers' Compensation premiums for the employees of any subcontractor, if the subcontractor primarily liable has not paid the premiums as provided in the Act, pursuant to Wyoming Statute 27-14-206. Contractors should request a Certificate of Good Standing from the subcontractor before making final settlement of the contract.

If you have any further questions or concerns, please contact our office at 307-777-6763.

Sincerely,

Office Support Specialist
Division of Workers' Compensation

Boys & Girls Club
Application
4/10/18 11:27am
\$75,000.-

State of Wyoming

Department of Family Services

Temporary Assistance For Needy Families (TANF) Community Partnership Initiative (CPI) Grant Application

PROPOSALS DUE: April 26, 2018
Proposal Issue Date: March 15, 2018
Proposal Contacts: Corrine Livers
E-mail: corrine.livers@wyo.gov

COVER PAGE

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

Name: Sandra Newland
Title: Grants Manager
Organization: Laramie County, Wyoming
Address: 309 W. 20th Street, Suite 3100 Cheyenne, WY 82001
Phone: 307-633-4201
Email address: snewland@laramiecounty.com

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

Name: Rolinda Sample
Title: Chief Professional Officer
Organization: Boys & Girls Club of Cheyenne
Address: 515 W. Jefferson Rd. Cheyenne, WY 82007
Phone: 307-778-6674
Email address: rsample@bgcchey.org

4. Program Name: Boys & Girls Club Experience

5. Requested Amount: \$75,000

6. Authorized Representative Signature: _____
(County Commissioner Chair)

Printed Name: K.N. Buck Holmes

Date: _____

Phone: 307-633-4260

E-Mail: commissioners@laramiecounty.com

PROPOSAL

A. Summary of Proposed Program

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

The Boys & Girls Club's mission is dedicated completely to youth ages 6 to 18 and provides facility-based youth development with daily mentoring.

The Boys & Girls Club of Cheyenne will offer low-income children an opportunity to attend and participate in Boys & Girls Club activities after school and during the summer. Attendance in quality after school and summer programs with mentors is typically a disparity for low-income children.

Because of the disparity in our target population, Boys & Girls Club must keep our fees low. Club is open to youth every day from 2 until 7 p.m. on regular school days, with extended hours for no-school and early release days. Transportation is provided from 30 schools to the Club.

Local Family Cost Comparison:

Program	After-school Cost	2018 Summer Cost
Boys & Girls Club	\$10 per year, \$5 no school days	\$1,055 (10 weeks)
City's Latchkey	\$200 per month (only through 6 th grade)	\$1,100 (10 weeks)
YMCA	\$255-\$275 per month (only through 6 th grade)	\$1,515 to \$1,650
St. Mary's School	\$160 per month	\$1,300 (ages 3-12)

Despite the Club's low cost, the fees can be prohibitive to attendance. The Wyoming Department of Family Services can subsidize these costs for qualifying families, but that assistance is unavailable for children over 12 years old. We feel that kids over 12 are especially in need of supervision and guidance to prevent unwed pregnancies, encourage two-parent families and support parents working toward or maintaining self-sufficiency and harmony at home. Besides the Club, there is a lack of organized, supervised and engaging activities for teens and pre-teens in Cheyenne.

To monitor the families' needs, they complete TANF Eligibility Form. Thus far in 2018 (January through April 5), we have already had 242 applications for scholarships submitted. There were 107 requests for our summer program, 69 requests for no school days, and 69 requests for the \$10 after school program. These requests are primarily from low- to moderate-income working families. The Club saw a great increase in membership and youth served between 2016-2017, with 900 registered Club members (a 62% increase) and a 31% increase in average daily attendance. This means that more youth are attending the Club more often.

2. Is this program different than previous programs operated with TANF funds in the past?

Yes ☐ No ☒ If so, how is it different?

The location includes all sites, including The Club at LCCC for teens, not just at West Jefferson Road.

3. Area(s) served.

Laramie County, Wyoming

4. Population served.

Youth ages 6 to 18 who are living at or below the TANF Federal Poverty Level based on annual self-reports. Children between 6 and 18 years old may become a member of the Club. We have traditionally served lower income families; 51% of our members qualified to receive free or reduced-price lunches at school in 2017. In addition, 65% of Club members in 2017 lived below the low-moderate income threshold. Low- and moderate-income families – especially those with single parents or kids over 12 years old – often have few or no options for supervision during non-school hours.

5. Beginning and end date of program.

October 1, 2018 – September 30, 2019

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

We are open year-round. On regular school days, we are open to youth from 2 until 7 p.m. On early release days we are open to youth from 11 a.m. to 6 p.m. On no-school days and during the summer, we are open to youth from 7:30 a.m. to 6 p.m. Saturday and late night events are now options for our Club to serve youth with extended hours.

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.

Through extensive research, Boys & Girls Clubs of America has identified certain elements that allow Clubs to ensure positive developmental experiences for its members. We have learned that the level of impact a Club's program has on young people depends on how frequently and how long members participate, as well as how well the Club implements these five key elements based on our annual quality improvement program and assessment:

- A safe positive environment. Club staff, facilities, activities, and age-appropriate settings create stability, consistency and a sense of physical and emotional safety for members. The Club provides structure and clearly defined acceptable behaviors.

- **Fun.** Clubs are fun for members. Members develop a strong sense of belonging through connections they establish with staff, volunteers and peers.
- **Supportive relationships.** Club youth develop meaningful relationships with peers and mentors. Staff members actively cultivate such relationships to ensure that every member feels connected to one or more adults and peers. Staff members demonstrate warmth, caring, appreciation, acceptance and proper guidance in their interactions with members.
- **Opportunities and expectations.** Club youth acquire physical, social, technological, artistic and life skills. Clubs encourage members to develop moral character and behave ethically. Staff members establish and reinforce high expectations and help young people do well in school and pursue a post-secondary education.
- **Recognition.** Clubs recognize and affirm young people's self-worth and accomplishments. Staff members encourage youth and provide positive reinforcement as they make improvements and experience successes. The Club showcases young people's achievements.

The Boys & Girls Club of Cheyenne has worked diligently at providing a quality Club experience that incorporates the key elements listed above. The Cheyenne Club's scores in the Boys & Girls Clubs of America Formula for Impact assessment have continued to increase since 2009. The Club participates in an annual survey of members which allows our club responses to be compared to clubs across the country.

The Club has specifically improved its programming for teens, made evident by Cheyenne youth being named the statewide Wyoming Youth of the Year winners four times since 2010. Between 2016 and 2017, the Club more than doubled the number of teen members from 103 to 221. In 2018, the Club opened its first teen-only site at Laramie County Community College. This opportunity allows the Club to utilize this site while serving more teens in Laramie County. Through the LCCC partnership, we will be able to put an even greater emphasis on the programming specifically for teen members including career and tech education, as well as provide them with even greater opportunities to learn and succeed.

The Club is so much more than supervision, a tutoring program or even just a fun alternative to being home alone after school. Our focus is on the future, when the kids we see today will be the leaders of the community. Not only is the Club providing what kids and families need right now, we are guiding and molding citizens that will hold steady jobs, avoid drugs and alcohol, wait until adulthood to become parents, vote, give back to and lead Laramie County. In addition, the Club has a specific focus on preventing Summer learning loss during our Summer Brain Gain program. We know that this is an important part of keeping our youth on track academically, in order to keep them on a level playing field with their peers.

The Club is working to support youth by providing academic support and guidance toward making healthy choices and developing strong leadership and character traits. It is addressing all four of the TANF purposes:

- By keeping our membership fees low, we are helping family budgets stretch and allowing parents the freedom to work or attend school. Children in financially stable homes are more likely to be raised at home.
- Our program supports working parents by staying open until 7 p.m. and giving them peace of mind while at work. It is also helping to guide the next generation of employees and parents toward self-sufficiency with programs like financial literacy and career development.
- By providing mentorship and engaging activities, the Club is helping to prevent out-of-wedlock pregnancies and teaching youth about healthy relationships.
- The Club helps to take some of the pressure off of parents financially and by providing homework help, mentoring, etc., which can strengthen relationships at home. We are also helping our members develop healthy and realistic attitudes about their current and future relationships.

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

The prevalence of risk behaviors such as substance abuse and sexual activity among our community's youth point to a need for effective programming to provide knowledge, skills and peer-network resources to reduce these behaviors beyond those provided through the public school system.

Kidscount data found that, in 2008, 38 percent of Laramie County 10th graders reported that they used alcohol on one or more occasions during the past 30 days, and 72.8% have used alcohol at least once in their lifetime. In the same year, 17 percent of 10th graders reported having used marijuana at least once in the last 30 days. In 2017, 209 Laramie County students did not graduate high school. In the same year, the graduation rate in LCSD1 was 78%, but just 63.9% among students eligible for free and reduced lunch, and 57.7% among homeless youth. In addition, teen suicide is the second leading cause of death after unintentional injuries according to the Wyoming Department of Education. There were 228 divorces involving children in Laramie County in 2014. In 2016, there were also 79 births among 15-19 year olds in Laramie County.

Nationally, adolescents ages 15-24 account for nearly half of the 20 million new cases of STD's each year.^{1[1]} Today, four in 10 sexually active teen girls have had an STD that can cause infertility and even death.^{2[2]}

According to the 2015 Youth Risk Behavior Survey via the Wyoming Department of Education, 47.2% of high school students in Wyoming report ever being sexually active. Among Hispanic/Latino youth, 37.7% of boys were sexually active, and 40.2% of girls

were sexually active in 2015. This is compared to 27% and 33% respectively among white youth.

The Boys & Girls Club is working to prevent risky behavior and promote work ethic, good character and healthy choices among local youth now. The Club is also working to support families, which reduces abuse and neglect and allows parents to work toward or maintain self-sufficiency. We are looking toward the future and guiding our members toward responsible choices and healthy relationships as adults.



Cooking in Healthy Habits



Junior Gardeners program on a field trip



Flag Football during the Summer

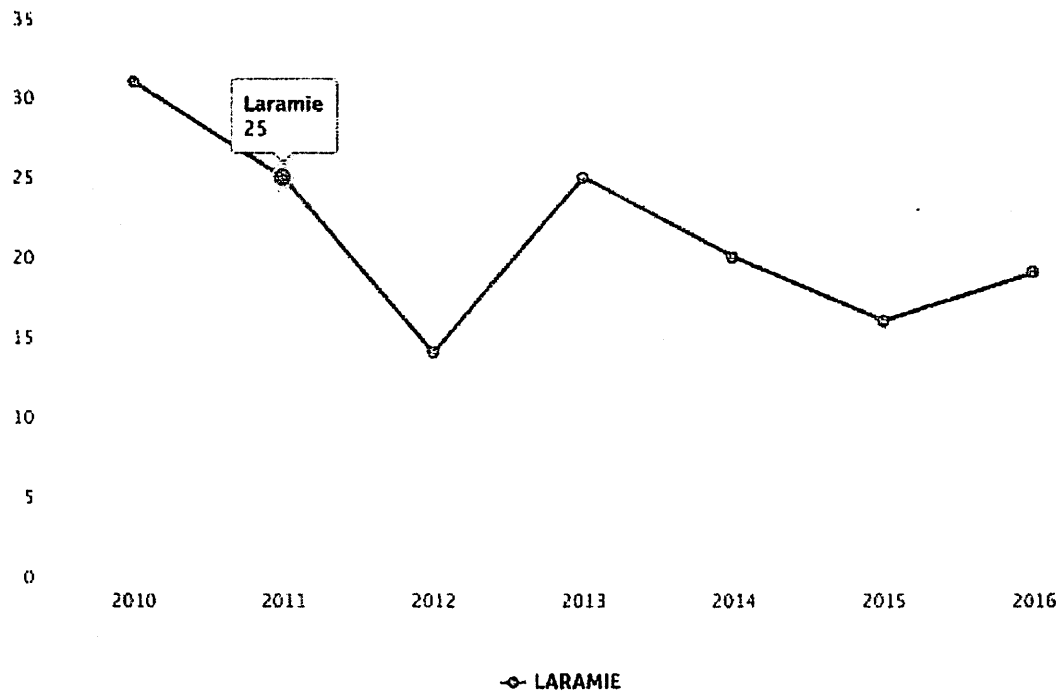


Homework at the Club

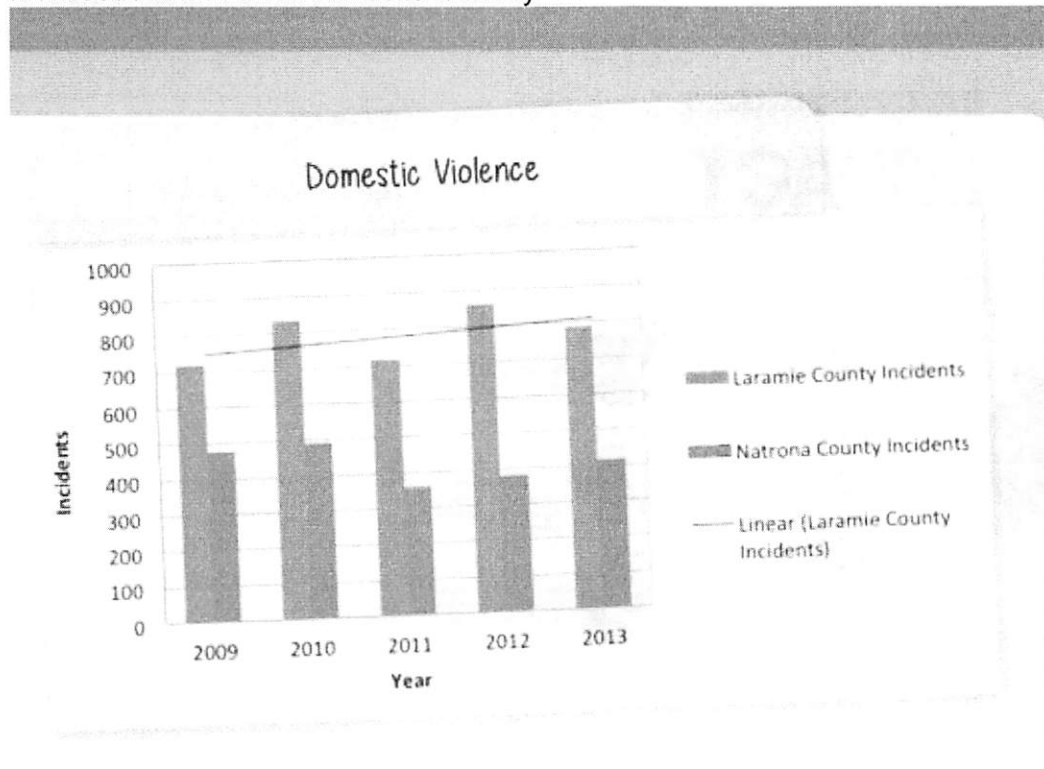
^[1]Centers for Disease Control and Prevention. (2015). *STD trends in the United States*. <http://www.cdc.gov>

^[2]Forhan, S. E., Gottlieb, S. L., Sternberg, M. R., Xu, F., Datta, S. D., McQuillan, G. M., et al. (2009). Prevalence of sexually transmitted infections among female adolescents aged 14 to 19 in the United States. *Pediatrics*, 124(6), 1505-1512.

Teen Births by Mothers (15-17)



Domestic violence in Laramie County



Boys & Girls Club's focus on academic success will help youth have a brighter future.

On-time graduation rate in Laramie County School District 1 for school year 2016-2017 was only 78% for all students. There are disparities based on gender, ethnicity, English Language Learners (ELL), Homeless, those on Individual Education Plan (IEP) and those eligible for free/reduced lunches with their graduation rate:

- Males = 74.7%
- American Indians = 60%
- African Americans = 69%
- Hispanic = 70%
- Two or More Races = 76%
- ELL = 86%
- Homeless = 57.5%
- IEP = 54.7%
- Free/reduced Lunches = 57.5%

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

The Boys & Girls Clubs of America program has been making a difference in the lives of youth for more than 150 years. It has developed evidence-based and proven programs and practices such as Project Learn, Summer Brain Gain, SMART Leaders and SMART Girls. Project Learn is an evidence based program consisting of high-yield educational activities. Summer Brain Gain focuses on reducing summer learning loss. SMART

Leaders and SMART Girls focus on resisting risky behaviors. Programs implemented are based on the Formula for Impact:



C. Community Partnerships

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

The Boys & Girls Club of Cheyenne collaborates with an array of organizations to implement its programming. Boys & Girls Club has collaborated in the development and support of programming with Boys & Girls Clubs of America through program development and partnerships with the United States Department of Justice, Office of Juvenile Justice and Delinquency Prevention. At the state level and local level, the Club collaborates with the Wyoming Department of Family Services, Department of Health, and a variety of other groups working to improve the lives of youth. We have worked with Laramie County School District #1 to provide transportation when possible as well as access to kids' report cards and teachers, with parental permission. Laramie County Library System is a resource we utilize, especially during summer months. Laramie County Community College provides facilities for our teen site.

Additionally, we work closely with other local non-profits like the Foster Grandparents for volunteer mentors; CLIMB Wyoming for referrals and the Boy Scouts for outreach.

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.)

Community Partner	Resource that will be provided
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Foster Grandparents	Volunteer Mentors
Department of Health/DFS	Access and programming
LCSD 1	Referrals, transportation, grade reporting
Laramie County Library	Access to library programs, books, bookmobile
Laramie County Master Gardeners	Junior gardening program
Laramie County Community College	Support of "The Club at LCCC" teen program
Various other businesses and organizations	Career exploration

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 aspects of fundraising including grant writing (private, state and federal,) fundraising events and cultivates individual donors. The Board of Directors is highly engaged in the development of the Club. These efforts help provide the facilities necessary to offer Boys & Girls Club programming. With the increased growth we have seen over the last two years, the Club continues to explore options for expanding our reach to serve more youth in the community through adding new sites to our program. In order to support this increased growth, the Club will seek additional funding from a variety of sources, including grants, individual and corporate sponsorships and fundraising events. Ultimately, additional sites would allow us to reach more youth in Laramie County, and provide them with the necessary services we provide.

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?

Our overall goal is to equip all of our members with the tools and skills they need to graduate high school on time and with a plan for the future. That means supporting their academic success, guiding them toward making healthy choices and developing their character and leadership skills, and help them make career choices so they can be self-sufficient.

Specifically for this request, our goals are to identify and provide 60 TANF-eligible youth opportunities to attend the Club after school and/or during the summer especially those who would otherwise be left unsupervised or caring for younger siblings. By attending the Club, the kids will participate in programming to help them achieve academic success, develop their financial literacy, prepare for their career, and understand more about themselves and supportive relationships.

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 60 TANF eligible youth	Utilize TANF intake form to screen potential scholarship applicants.	Make TANF form available to all incoming Club members, track applications on an ongoing basis, determine need based on applications, determine overall need based on all applications received, determine which members need assistance most.	TANF intake forms will be submitted to Club front office, then vetted and overseen by the Club's assistant director.
Youth participate at least 52 times per year.	We will utilize our member tracking system to record Club attendance throughout the year.	Daily data entry of attendance among TANF youth specifically.	Data is entered by Club staff and overseen by Unit Director and Assistant Director.
Youth participate in age-appropriate programs which fit TANF goals.	We will utilize our member tracking system to record activity participation among TANF participating members specifically.	Daily data entry of attendance among TANF youth specifically.	Data is entered by Club staff and overseen by Unit Director and Assistant Director.
Youth achieve academic success	Academic success is tracked through grade monitoring, which we work with parents and LCSD1 to do.	Grades are obtained from parents/school and monitored.	This is driven by the Unit Director and overseen by the Assistant Director.

3. Describe your data collection methods to be used.

The Boys & Girls Club of Cheyenne uses Vision Membership Tracking Software, which was designed for Boys & Girls Clubs. This software allows the Club to track demographics about every Club member including parent-reported household income, (30 percent of Club members who live in Cheyenne attend a Title I school in Cheyenne) age, school attended, grade level, promotion to the next grade and frequency of attendance. In 2017, the Cheyenne Club had 286 members who attend 52 times per year and 106 members who attended 104 times per year. Each participant's performance on the pre- and post-tests for programs, attendance and graduation from each session will be tracked using this database.

For TANF eligibility purposes, we rely on self-reporting of income, household size and need from parents/guardians.

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

We expect the outcome to have 60 TANF-eligible children receiving services from the Club during the school year and/or the summer program. They will attend at least 52 times during the fiscal year and participate in programming which aligns with TANF goals. Attendance data will be collected through our Vision Membership Tracking Software. We will do pre- and post-tests as available for our programs to assess their effectiveness. We will also be participating in the National Youth Outcomes Initiative, which gauges Club satisfaction among Club members who are at least 9 years old. This survey allows us to compare our results and outcomes to Clubs across the country.

G. TANF Recruitment

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

The Club offers the TANF intake form to all Club members upon their enrollment at the Club. This form is also available on our website and at our main office. We utilize the media to promote services for TANF-eligible youth, as well as continually offer the TANF-intake form to Club members throughout the year.

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

60

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?

The Boys & Girls Club of Cheyenne uses Vision Membership Tracking Software, which was designed for Boys & Girls Clubs. This software allows the Club to track

demographics about every Club member including parent-reported household income, (30 percent of Club members who live in Cheyenne attend a Title I school in Cheyenne) age, school attended, grade level, promotion to the next grade and frequency of attendance. In 2017, the Cheyenne Club had 32% of members who attend 52 times per year and 12% of members who attended 104 times per year even when more than 100 members joined in December 2017. Each participant's performance on the pre- and post-tests for programs, attendance and graduation from each session will be tracked using this database.

For TANF eligibility purposes, we rely on self-reporting of income and need from parents/guardians as indicated on the Request of Membership Form and the TANF Eligibility Intake Form. From this self-report, we know that 88% are at or below the low/moderate poverty level. In 2017, we had **593** Club members who were eligible for TANF funding based on household income and family size. This is **65%** of all those who are enrolled/attended in 2017.

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.
1. 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.
2. Program costs are associated with direct service delivery to TANF eligible individuals/families (i.e. salaries, 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 pass through 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.

Teen childbearing costs U.S. taxpayers billions of dollars due to lost tax revenue, increased public assistance payments, and greater expenditures for public health care, foster care, and criminal justice services.^{[1],[2]}

^[1]Hamilton, B.E., Martin, J.A., & Ventura, S. J. (2013). *Births: Preliminary Data for 2012*. Hyattsville, MD: National Center for Health Statistics. Retrieved September 30, 2013, from http://www.cdc.gov/nchs/data/nvsr/nvsr62/nvsr62_03.pdf

^[2]Hoffman, S. D. (2008). Consequences of teen childbearing for mothers: Updated estimates of the consequences of teen childbearing for mothers. In S. D. Hoffman, & R. A. Maynard (Eds.), *Kids having kids: Economic costs and social consequences of teen pregnancy* (2nd ed., pp. 74-92). Washington, DC: Urban Institute Press.

Teen childbearing cost Wyoming taxpayers \$23 million in 2008. Taxpayer costs associated with children born to teen mothers included \$4 million for public health care (Medicaid and CHIP); \$3 million for child welfare; and, for children who have reached adolescence or young adulthood, \$10 million for increased rates of incarceration and \$5 million in lost tax revenue due to decreased earnings and spending. Of the total teen childbearing costs to taxpayers in that year, 37 percent were federal costs and 63 percent were state and local costs.

According to the Wyoming Department of Family Services, the current cost to the state to house a child at the state Boys and Girls Schools in Worland and Sheridan is about \$218 to \$298 per day, per child (2016). This equates to \$58,850 to \$84,460 (for nine-month stay for one youth).

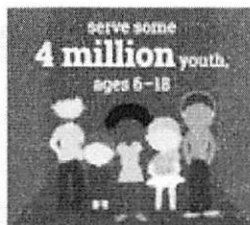
- Cost savings of keeping one youth out of a drug and alcohol rehabilitation center = \$14,850 (Wyoming Department of Education, based on state paying for minor's treatment with an average stay of 90 days at \$165 per day average.)2014

The Boys & Girls Club program is cost-effective in terms of state government costs if it keeps one participant from a stay in the Boys or Girls School or it keeps three participants from undergoing drug and alcohol rehabilitation – or any combination of these costs and the reduction in the costs due to teen out-of-wedlock pregnancy.

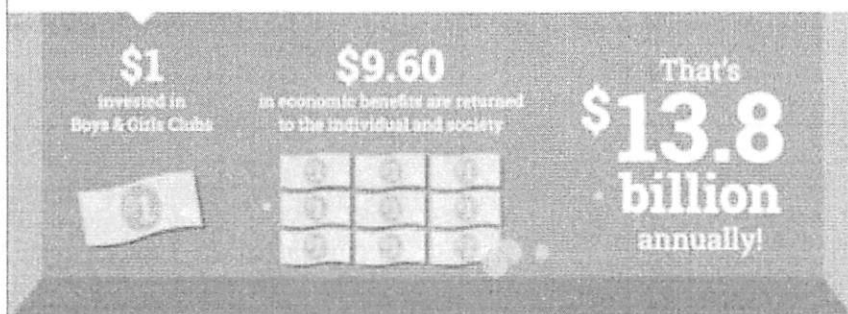
For each \$1 invested in the Boys & Girls Club, there are \$9.60 of economic benefit returned to the individual and society according to a 2015 study at Michigan State University. This investment helps build stronger families and communities including increased earning power.

An Investment in Boys & Girls Clubs Goes a Long Way

What if there was a way you could turn \$1 into nearly \$10 worth of benefits for youth, families and communities?

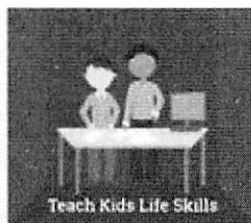
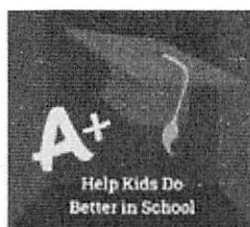


A 2015 study by the Institute for Social Research and the School of Public Health at the University of Michigan found that for every



Boys & Girls Clubs fill the gap between school and home, providing safe environments where kids have fun, participate in life-changing programs, and form supportive relationships with peers and caring adults

Clubs spend \$1.4 billion annually on operating costs to provide programs that...



We all benefit from
an investment in
Boys & Girls Clubs!

**Increase
Earning
Power**

of parents now and
youth in the future

**Save
Societal
Costs**

such as healthcare,
public assistance and
incarceration



Invest in Your Community.
Support Your Local Boys & Girls Club.
BGCA.org

Data Source: Institute for Social Research and the School of Public Health at the University of Michigan (2015).
Estimating the Return on Investment for Boys & Girls Clubs



Amount Requested from Proposal:

\$75,000

	Program Costs	Administration Costs	Summary and Justification for Budget Expense
Salaries Admin: Activities spent managing the grant. Program: Wages for all staff who provide direct client services.	\$55048	\$2439	Program: Wages for 20 staff who are in direct contact and providing services to TANF youth. YDP, Unit Director: and Assistant Director (\$10-\$28.85 hr) Admin: - Director of Finance (\$22.93 hr) Data collection and financial reporting - Resource Development Director (\$30.29 hr annually) Data collection and submission of reports - CPO (\$46.34 hr) Grant oversight
Employer Paid Benefits Admin: Activities spent managing the grant. Program: Wages for all staff who provide direct client services.	\$4730	\$409	Employee Drug Testing \$15-\$35 pp, Background Checks \$55-\$104 pp, Retirement 3% of wage, Insurance (Life, Health, Dental, Vision)
Employer Payroll Taxes Admin: Activities spent managing the grant. Program: Wages for all staff who provide direct client services.	\$5528	\$245	FICA, SUTA, WC and UE taxes total 10.05%
Supplies Admin: Supplies and expenses needed to manage the grant. Program: Supplies needed for instructor use.	0	0	Click here to enter text.
Recruiting and Marketing Cannot include promotional items.	0	0	Click here to enter text.
Travel Travel necessary to serve participants.	0	0	Click here to enter text.
Rent and utilities Admin: Rent and utilities for time spent managing the grant. Program: Rent and utilities for space provided to direct services for participants.	\$6000	\$600	Equates to approximately ¼ of actual monthly expenses for electric, gas, water, sewer, and garbage
Participant Tuition and Class Fees	0	0	Click here to enter text.
Participant Class Supplies and Materials	Click here to enter text.	Click here to enter text.	Click here to enter text.

Participant License and Certification Fees	0	0	Click here to enter text.
Participant Drug and Aptitude Screening Can include other types of assessments.	0	0	Click here to enter text.
Work Support Services and Clothing	0	0	Click here to enter text.
Participant Wages	0	0	Click here to enter text.
Participant Fringe Benefits	0	0	Click here to enter text.
Participant Incentives	0	0	Click here to enter text.
Other Student Needs: Description -	0	0	Click here to enter text.
Sub-Total	\$71306	\$3694	Total Administrative Costs cannot exceed 10% of your total Program Costs
TOTAL BUDGET (Program + Admin)	\$75,000		
Number of Individuals Planning to Serve	60		
Cost Per Individual	\$1,250		

ASSURANCE

In compliance with this grant proposal, as published by the Department of Family Service, and to all the conditions imposed therein and hereby incorporated by reference, the undersigned offers and agrees to furnish the services described in accordance with the attached signed proposal or as mutually agreed upon by subsequent negotiation.

If successful in securing funds for TANF CPI, applicant agrees to the following:

1. Must abide by all rules (if applicable), state, and federal laws applicable to the grant.
2. Must guarantee compliance to federal, state and local fiscal guidelines and reporting requirements applicable to the grant.

Authorized Representative Signature: _____

(County Commissioner Chair)

Printed Name: **K.N. Buck Holmes**

Date: _____

Assurances must be signed for grant application to be considered.

Part 3. CHECKLIST: CONTENTS OF APPLICATION

Please use this checklist to help assure all grant application components are included in your finished proposal.

- ☐ Cover Sheet
- ☐ Proposal
- ☐ Budget
- ☐ Assurance
- ☐ Other Information
 - ☐ Copy of TANF eligibility intake form to be used by each sub-recipient
 - ☐ Wyoming Secretary of State Registration (if applicable)
 - ☐ Certificate of Good Standing (if applicable)

2018-19

In-take Eligibility Form



Child's Name _____ Age _____

Home Address _____

School attending _____

Is Child a US Citizen or legal permanent resident? **Yes No** Is the Child a Wyoming resident? **Yes No**

Does the child reside within Cheyenne City Limits? **Yes No**

Circle Ethnicity: African American American Indian Asian Hispanic Mixed non-Hispanic
Mixed Hispanic White

Gross Household Income – all sources \$ _____ per Year

Total Number of People in Household _____ Adults _____ Children

Total Number of Disabled Persons _____ Total Number of People over age 65 _____

Is Parent Employed? **Yes No** Is Parent Enrolled in School? **Yes No**

The immediate family of this member qualifies for DFS childcare assistance. **Yes No**

This member qualifies for school lunch assistance. **Free Lunch Reduced Lunch**

I file taxes as Single Head of Household **Yes No** I am a single mom raising this child: **Yes No**

We are applying for a scholarship for the following:

☐ After School Transportation

☐ No School or Early Release Days

☐ Annual Membership

☐ Summer Adventures

☐ I would accept a partial scholarship as I understand scholarship funds are limited.

Please explain your reason for applying for a scholarship and maximum dollar amount requested.

I verify all information is correct and scholarships may be revoked if I provide false information. I am willing to provide proof of income and other items if requested by the Boys & Girls Club of Cheyenne. I understand that scholarship funds are limited and my child may or may not received a scholarship. I understand that scholarships may be funded through one-time only funding such as through grants or special donations and must meet special guidelines. Limited scholarship funds are available for TANF eligible families and may be available for low to moderate income families.

Parent/Guardian _____ Date _____

Phone Number _____

Internal information: Staff comments _____

Approval or Denial Comment _____ Notified _____



Matthew H. Mead
Governor

State of Wyoming
Department of Workforce Services

Unemployment Tax
P.O. Box 2760
Casper, WY 82602 2760
Phone 307-235-3217
Fax 307-235-3278



John Cox
Director
John Ysebaert
Deputy Director

LARAMIE COUNTY - TANF

UNEMPLOYMENT INSURANCE CERTIFICATE OF GOOD STANDING

CERTIFICATE

NUMBER:	27795
ONLY VALID AS ISSUED TO:	LARAMIE COUNTY - TANF
EFFECTIVE DATE:	4/9/2018
EXPIRATION DATE:	4/9/2019

PROJECT: TANF 2019

A review of the Division files indicates that BOYS & GIRLS CLUB OF CHYN WY INC is in compliance with the Wyoming Unemployment Insurance requirements as of the effective date shown above.

This certificate holds you, the recipient, harmless for unpaid Unemployment Insurance debt owed by the certified company during the period set forth above. If you continue to use BOYS & GIRLS CLUB OF CHYN WY INC after the expiration date of this certificate, you may be held liable for their unpaid Unemployment Insurance debt pursuant to Wyoming Statute 27-3-502(f).

BOYS & GIRLS CLUB OF CHYN WY INC
515 W JEFFERSON RD
CHEYENNE, WY 82007



Matthew H. Mead
Governor

State of Wyoming
Department of Workforce Services
THE DIVISION OF WORKERS' COMPENSATION
1510 East Pershing Boulevard
Cheyenne, WY 82002
<http://www.wyomingworkforce.org>



John Cox
Director
John Ysebaert
Deputy Director

Recipient:

Employer:

LARAMIE COUNTY - TANF
Attn:

BOYS & GIRLS CLUB OF CHYN WY INC
515 W JEFFERSON RD
CHEYENNE, WY
82007-2007

WORKERS' COMPENSATION CERTIFICATE OF GOOD STANDING

Mail Date: 4/9/2018

EXPIRATION DATE: 4/9/2019

Job Reference: TANF 2019

This is to certify that the above named employer is in compliance with the Wyoming Workers' Compensation Act. The account is in good standing as of the above date. Sole proprietors and partners are not eligible for coverage under the Wyoming Workers' Compensation Act if they do not employ regular employees.

Wyoming Workers' Compensation monthly/quarterly payroll reports shall be submitted and payments made on or before the last day of the month following the month for which the earnings are computed and paid.

In private work, a contractor is liable for the payment of Workers' Compensation premiums for the employees of any subcontractor, if the subcontractor primarily liable has not paid the premiums as provided in the Act, pursuant to Wyoming Statute 27-14-206. Contractors should request a Certificate of Good Standing from the subcontractor before making final settlement of the contract.

If you have any further questions or concerns, please contact our office at 307-777-6763.

Sincerely,

Office Support Specialist
Division of Workers' Compensation

CLIMB
Application
4/1/18 10:30am
\$75,000.

State of Wyoming

Department of Family Services

Temporary Assistance For Needy Families (TANF) Community Partnership Initiative (CPI) Grant Application

PROPOSALS DUE: April 26, 2018
Proposal Issue Date: March 15, 2018
Proposal Contacts: Corrine Livers
E-mail: corrine.livers@wyo.gov

COVER PAGE

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

Name: Sandra Newland
Title: Grants Manager
Organization: Laramie County, Wyoming
Address: 309 W. 20th Street, Suite 3100 Cheyenne, WY 82001
Phone: 307-633-4201
Email address: snewland@laramiecounty.com

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

Name: Misty Savage
Title: Program Director
Organization: Climb Wyoming
Address: 123 East 17th Street, Cheyenne, WY 82001
Phone: 307-778-0094
Email address: molly@climbwyoming.org

4. Program Name: Climb Wyoming in Laramie County
5. Requested Amount: \$75,000
6. Authorized Representative: _____
County Commissioner Chair

Date: _____

Phone: 307-633-4260 E-Mail: commissioners@laramiecounty.com

PROPOSAL

A. Summary of Proposed Program

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

Climb Wyoming respectfully requests \$75,000 to advance our mission *for low-income single mothers in Laramie County to discover self-sufficiency through job training and placement*. The grant will fund job skills, work readiness training, life skills classes, mental health services, direct job placement and ongoing support to help end the cycle of poverty for the participants and their children. The grant will also support Laramie County businesses by researching and developing new training opportunities for industries with long-term career opportunities and a need for employees.

Cheyenne Climb aligns with the TANF CPI primary goals stated above since Climb is a research-based program, provides services to assist single mother families in moving toward self-sufficiency, collaborates in the community for planning and implementation, and is a data-driven program. Because the Climb program is free for participants, government and philanthropic support allow single mothers to participate. Receiving donations from a diversity of funders including government improves Climb's long-term sustainability to continue our work.

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

Not applicable

3. Area(s) served.

The Climb Wyoming program serves low-income single mothers from Laramie County.

4. Population served.

The population is low-income single mothers living at or below 185% of the Federal Poverty Level.

5. Beginning and end date of program.

October 1, 2018 - September 30, 2019

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

The program is offered 3 times each year. The programs are approximately 6 months from recruitment through job placement. During the intensive job training phase, which last approximately 8-10 weeks, participants meet each day from 8am – 5pm.

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.

According to the U.S. Census Bureau (2015), 36% of single mother families with children under age 18 live below the poverty level in Cheyenne with that number increasing to 50% with children

under the age of 5, years of critical brain development. Climb moms struggle to keep consistent employment due to the challenges of poverty. Almost a quarter of Climb participants report moving three or more times in the past year, and almost half have changed jobs more than three times in a year, creating significant barriers to success. Besides the challenge of housing, single mothers in poverty struggle with paying everyday bills while affording daycare and rent, compromising young adult job success. Poverty also causes toxic stress for adults significantly limiting their cognitive bandwidth - similar to a decrease in 13 IQ points (Nature, March 2015).

Beyond the single mothers Climb serves, younger children are at risk for significant developmental challenges because of living in poverty during their years of greatest brain development. According to the Annie E. Casey Foundation, low-income parents experience increased daily stress from insufficient income which can compromise good parenting and inevitably affect their children. Poverty can impede young children's cognitive, social, and emotional development; contribute to poor health; and negatively affect educational opportunities and outcomes (Kids Count 2016). Climb believes there is no better way to support children in poverty than by providing their parents an opportunity for self-sufficiency and stability.

According to the 2015 Laramie County Comprehensive Needs Assessment, the graduation rate for lunch eligible students, particularly in LCSD#1, trails the total graduation rate and is far below HP2020 benchmarks. Additionally, the percentage of lunch eligible students in Laramie County is higher than the state average and is trending upward.

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

The Climb program is unique since it considers that long-term self-sufficiency depends not just on employment but on the ability to navigate decisions, conflicts, challenges and emotions successfully. Climb is intentionally designed to accelerate learning and prepare participants for successful long-term employment by providing job skills relevant to professional opportunities; soft skills like workplace communication and conflict engagement to support workplace success; life skills like parenting and budgeting tools to manage life outside of work; and counseling to address barriers that might interfere with success in the workplace. Climb moms work in groups to allow participants an intense opportunity to engage with their peers, practice self-regulation, build networks that last beyond the program and foster relationships that build trust and safety.

The Climb program is addressing the gap in programs specifically offered for low-income single mothers that include a multi-generational, comprehensive and therapeutic approach. As Climb graduates move off public assistance and gain health insurance, they experience a critical sense of independence and self-worth by being able to provide for their children. This empowerment is a huge motivator for long-term success. By providing single mothers an opportunity for stability through self-sufficiency, the program supports the advancement of children in poverty and helps break the generational cycle of poverty. According to the 2015 Laramie County Comprehensive Needs Assessment, Healthy People 2020 considers education to be a high-priority health issue and leading health indicator.

Climb also strengthens and provides resources for Laramie County area businesses by preparing employees for in demand careers while working with employers to understand their needs pre-program. For example, Cheyenne Climb is currently offering a Commercial Driver's License training where long-term job placements are needed. The participants are expected to graduate in the spring when there is peak hiring.

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

Climb's research-based program includes the following strategies to make the program successful:

Program Research and Planning: Program research and planning activities are conducted year-round but become a strong focus for approximately two to four months prior to the comprehensive training start date. Climb is focused on continuing to remain strategic and effective by researching new programs to align with Wyoming's changing economy and workforce needs. Climb takes pride in our planning phase to both anticipate openings in new industry and to guarantee employability of the participants at the end of the program. In addition, we work closely with current and future employers to craft and adapt each training to specifically meet local employment needs. This research and planning phase ensures that staff will be able to place participants in long-term job opportunities during job placement and that job placements allow the participants to earn a wage that moves them toward self-sufficiency and offers them opportunities for long-term employment.

For example, Climb staff added a Class B Commercial Drivers License training in to the Introduction to Construction Trades training last year since there are several Class B driving careers including school bus drivers, construction vehicle drivers or UPS drivers. Having a Class B Commercial Drivers License made the moms more marketable during placement.

Participant Recruitment: Participant recruitment activities are also conducted year-round but become more intense approximately 2 months prior to the comprehensive training start date, and after the research and planning activities for the program have been completed and requirements of the training and employment are known. Climb's unique participant recruitment approach is vital to connecting well-matched, qualified and ready-to-work individuals to high-quality jobs during job placement.

Comprehensive Training: Comprehensive training lasts approximately 2 to 4 months, depending on the job training curriculum. Comprehensive training develops the participants' strengths and builds upon them through extensive training in high-demand, high-growth occupations that lead to self-sufficient wages. Climb participants are guided through job training and also receive services that allow them to begin to address personal barriers to success. The comprehensive training phase includes industry specific training, work readiness training, life skills training, parenting skills training, mental health services (including both group and individual counseling provided by a Licensed Mental Health Provider) and advocacy services.

Job Placement: Job placement includes 6 to 8 weeks of subsidized work experience followed by long-term placement. Staff members place participants into positions where they will be able to take what they learned during comprehensive training and transition it to on-the-job training, allowing them to build upon the skills they learned. Staff members work closely with local businesses to commit to the program and consider the participants for a work experience and long-term placement to help them and their families obtain self-sufficiency. Employers can be reimbursed during the 6 to 8 week work experience, and staff members regularly communicate with each employer to ensure that the participants are meeting appropriate expectations and to offer additional support or training as needed.

Ongoing Support: Due to the comprehensive nature and intensity of the Climb program model, it is important that Climb prepares the participants to maintain the success they have gained. Life changes come slowly and staff members support participants in meeting challenges as they arise. Ongoing support has proven to be as important to the participants' long-term success as the participant recruitment process. To continue to support the participants, Climb staff members meet with graduates after they finish the program to sustain success in the workplace and family stability. Staff members and graduates meet as a group to discuss life challenges and possible solutions as well as continually review community resources.

C. Community Partnerships

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

A critical piece for Climb's unique model to be successful is community wide collaboration for planning and implementation. All phases of the program involve partnerships including the following examples:

To provide increased success with recruitment, Climb has established relationships with specific divisions of Department of Family Services such as childcare services and food stamps. Climb has also collaborated with the Cheyenne Housing Authority as well as Pathfinder for addiction treatment and Health Works for medical care.

During training, life skills speakers have included Equal Justice Wyoming for legal resources and Safe House and local law enforcement for domestic violence services. Cheyenne Climb collaborates with corporations such as Lowe's Distribution Center and Julie's Career Closet for job skills. Cheyenne Climb relies on local volunteers for mock interviews.

Training partners include Laramie County Community College that tailors trainings based on current needs including Professional Workflow Specialist, Warehouse Inventory, Integrated Systems Technology and Introduction to Professional Careers that included the High School Equivalency Test (HiSet). Cheyenne Climb has partnered with the Health Care Provider Education Center for Certified Nursing Assistant training. A partnership with the Plumber and Pipefitter UA Local 192 for the past pipefitting training to enhance warehouse inventory skills increased the marketability of the participants.

For job placements, Climb researches Cheyenne local industries to determine the best training options where long-term careers with self-sufficient wages are available. Climb staff then work with future employers and industry experts to craft the training to align with job skills required for the future careers. Some of the many employer partners include Lowe's, Cheyenne Regional Medical Center, Sierra Hills Assisted Living, Universal Protection Services, Meridian Trust FCU, Cheyenne Skin Care, Duran Construction, 4 Quarters Excavation, Rent-A-Center and LinCare.

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.)

Community Partner	Resource that will be provided
Equal Justice Wyoming	Legal information and consultation with participants
YMCA	Donate 6-month membership and provide tour as a life skill during the Climb Program
Laramie County Community College	Collaborate to build in demand training opportunities, flexible to accommodate Climb's needs
HealthWorks	Provide testing for CNA training, also resource for other health/dental needs
Recover Wyoming	Work with Climb to provide recovery support and mentorship as a resource in the community
Sage Truck Driving School	Collaborate to provide CDL training and testing
Health Care Provider Education Center	Collaborate to provide CNA training, including clinicals and a tour of a long-term care facility
Julies Career Closet	Life skill class for professional clothing
Bodylines Dance and Pilates Studio	Host life skills 2 times during each program including introduction to exercise and awareness of nonverbal communication
University of Wyoming Family Medicine	Resource for health needs
Peak Wellness	Resource for mental health needs

Volunteers of America	Resource for temporary housing assistance
Wyoming Family Home Ownership Program	Resource for Home Ownership and financial education

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

Climb's long-term sustainability plan includes diversifying income while remaining diligent about expenses. Climb incorporates a comprehensive fundraising strategy that includes: foundation and corporate grant seeking that includes identification of and outreach to appropriate prospects; government grant seeking that includes identification of and application to appropriate federal, state, county and city requests; and private donor cultivation that includes developing and securing an individual donor base with a capacity for significant support of Climb activities. TANF CPI funding is a critical piece of Climb's diversified funding strategy.

Climb has worked to establish adequate operating reserves in light of the unpredictability of federal funding. The statewide Climb organization strives to accumulate reserves equivalent to approximately six months operating expenses. Climb has the flexibility to allocate its reserves to support local programs as needed as the majority of these reserves are unrestricted. Climb has also established an endowment as a long-term investment that generates income that can be used, if needed, to offset a portion of the operational budget.

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 foremost goal of every Climb training program is to ensure that low-income single mothers receive the training, skills, and support necessary to reach economic self-sufficiency and to succeed long-term in all aspects of their lives. The goals align with the TANF CPI goals stated above in the following ways:

- Climb will provide services to TANF eligible individuals and families that live at 185% of the Federal Poverty Level or below. Climb will serve 30 single mothers and approximately 60 of their children throughout the year.
- Climb will alleviate poverty and prevent hardship among children and families. Historically, average monthly wages for Laramie County participants rose from \$1,004 before the program to \$2,143 two years after program completion for employed participants.
- Climb will create effective pathways to economic opportunity, including training and individualized services for those with barriers to employment. Climb's comprehensive training phase of the program provides life skills, work readiness skills and addresses barriers to employment through budgeting, relationship development, anger management, parenting, nutrition, advocating for their children, community involvement, prevention strategies and goal setting. The Climb model is a job training and placement program, but other skills are needed, skills that ensure successful relationships on the job and in the home. Each program accesses experts in these various fields to ensure that participant needs are met through local resources. The Climb curriculum drives these tailored life skills activities and other training components.
- Climb offers services to keep children in their homes or in the homes of relatives. The Climb model is a multi-generational, therapeutic and skills-based intervention that moves women toward self-sufficiency through gainful employment. The therapeutic component of Climb aims to help women protect their mental health, raise strong families, and make a generational impact by modeling healthy relationships and career choices. This combination of services allows the single

mothers we serve to overcome their personal barriers to success and make permanent life changes for themselves and their children.

- Climb provides employment, job preparation, and training services. Climb programs include pre-employment skills including job searching techniques, resume writing, interviewing techniques, employee/employer relationships, accepting criticism, and job retention. Climb staff work with the participants to ensure a successful interview process, support the participant during job placement as she practices new skills, and follow up with employers to establish performance evaluations and communication for long-term success. Volunteers donate time as mock interviewers to offer real-life interview practice.
- Climb provides programs and services that include counseling and mentoring. The Climb program provides group and individual counseling by a Wyoming licensed mental health professional. Climb's therapeutic approach creates meaningful relationships in a nurturing learning environment to drive positive, lasting change for families. The therapeutic component of Climb is a key part of the approach that women commit to when joining the program.
- Climb provides parenting skills training. The success of Climb is largely due to these supports provided to women around parenting. A positive parent-child relationship helps kids reach their full potential when living in stressful situations like poverty.
- Climb provides activities to promote parental access and visitation. Climb serves mothers who are working toward reunification with their children. Climb staff play a key role in advocating for site visitation and parental access for participants as they gain stability and move towards self-sufficiency.

Climb will serve TANF eligible single families by addressing the following:

- In Laramie County, over the past 5 years, Climb has served 150 participants that were on food stamps at intake. Ninety days post program, 78% of the families served showed a decrease in food stamp usage. In the past 5 years, Cheyenne Climb participants have shown a decrease in their usage of public health from 48% before Climb to 26% 90 days post program. In addition, private health care usage increased from 12% before Climb to 52% 90 days post program.
- Climb will provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives. In 2015, Climb Wyoming was recognized as a "Promising Program" by the Center for the Study of Social Policy in a report highlighting innovative strategies for serving the unique needs of young children and their families in rural areas through a multi-generational approach

Climb is helping women like Christina who has 3 children. Before Climb she was earning \$455 per month but after graduating a Cheyenne Climb Administrative Professionals training she was placed as an Ophthalmic Technician earning \$2,253 per month, a 395% increase. In her words, "Before Climb, we were living on food stamps. We had to share a bedroom, and my son was having a lot of behavioral issues. My kids were really proud of me for doing Climb and trying to provide better for them. My son would always say, 'I'm proud of you, mommy.' The training made me feel more confident in my abilities to work outside of the food industry. I brought my daughter to work with me recently and she said, 'Wow mom, you're really smart.' It does make me feel really smart to be able to teach my kids new things. We're now off benefits completely. We're hoping to be able to start buying a house soon and a new car. We have money in the bank, and my son's behavior has gotten a lot better now that we're stable."

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
80% of Climb participants who enter a program will successfully complete it.	24 of the 30 participants who enter the program will successfully complete it.	During recruitment, Climb staff help participants address any barriers including childcare and transportation. During the program Climb advocates for participants and provides mental health counseling to overcome barriers for success.	Climb tracks the participants who graduate in our customized participant database that can demonstrate trends over time.
70% of Climb program graduates will be employed after program completion.	17 of these program graduates will be employed one year after program completion	Climb programs include pre-employment skills including job searching techniques, resume writing, interviewing techniques, employee/employer relationships, and job retention. Climb staff work with the participants to ensure a successful interview process and support the participant during job placement as she practices new skills.	Climb conducts participant follow-ups at 3-month intervals from program completion to 24 months post program. Climb collects employment data such as place of employment, hours per week and hourly wages as well as participant and child health insurance data. From program end to 12 months, Climb collects this data by Climb staff contacting participants via phone, email or text. From 15-24 months, Climb contracts with the Wyoming Survey and Analysis Center (WYSAC) to conduct the followups via phone survey.
The target wage post-program will be a wage that moves participants towards self-sufficiency based on the Wyoming Self Sufficiency Standard.	17 program graduates will be earning a wage that moves them towards self-sufficiency based on the Wyoming Self Sufficiency Standard.	Comprehensive training develops the participants' strengths and builds upon them through extensive training in high-demand, high-growth occupations that lead to self-sufficient wages. Climb staff follow up with employers to establish performance evaluations and communication for long-term success.	Climb conducts participant follow-ups at 3-month intervals from program completion to 24 months post program. Climb collects employment data such as place of employment, hours per week and hourly wages as well as participant and child health insurance data.

50% of Climb program graduates who enter the program utilizing food stamps will show a decrease in the dependence on food stamps.	6 of the 12 program graduates who enter the program utilizing food stamps will show a decrease in their dependence on food stamps.	To continue to support the participants, Climb staff members meet with graduates after they finish the program to sustain success in the workplace and family stability.	In order to assess decreasing dependence on government benefits, Climb collects food stamp and childcare data from the Wyoming Department of Family Services.
50% of Climb program graduates who enter the program utilizing public healthcare will show a decrease in the dependence on public healthcare.	3 of the 6 program graduates who enter the program utilizing public healthcare will end their dependence on public healthcare.	To continue to support the participants, Climb staff members meet with graduates after they finish the program to sustain success in the workplace and family stability.	In order to assess decreasing dependence on government benefits, Climb collects healthcare data from the participants through the surveys.
100% of graduates will have received life skills trainings and mental health counseling.	The 30 participants who participate in the Climb program will have received life skills training and mental health counseling.	Climb offers life skills classes as parenting, budgeting, nutrition and more. Climb contracts with a licensed Mental Health Provider at each site and each participant receives individual and group counseling.	Climb staff determine the life skills for each program based on the needs of the participant group. All participants must participate in the mandatory individual and group counseling component of the Climb program.

3. Describe your data collection methods to be used.

Climb has extensive experience collecting data on program participants. Climb's data collection system is designed to respond to the requirements of TANF programs. Staff members track the number of participants who enroll in and complete the program. Climb conducts participant follow-ups at 3-month intervals from program completion to 24 months post program. Climb collects employment data such as place of employment, hours per week and hourly wages as well as participant and child health insurance data. From program end to 12 months, Climb collects this data by Climb staff contacting participants via phone, email or text. From 15-24 months, Climb contracts with the Wyoming Survey and Analysis Center (WYSAC) to conduct the followups via phone and text survey.

A customized database tracks program records and ensures accurate, ongoing data collection. Climb utilizes participant self-report forms, staff observations, interviews and records to document each participant's progress and program outcomes. A pre- and post-program mental health assessment identifies mental health symptoms and tracks decreases in symptoms post program.

Data will be provided in quarterly reports to validate outcomes. Quarterly reports will include training completion, hourly wage pre-program and hourly wage post-program. These quantitative goals were selected because they can be consistently tracked and verified using participant or employer interviews and public records.

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

Always striving to better understand our impact and continually improve our efforts, Climb evaluates the results of the program quantitatively and qualitatively. Since 2005, Climb has partnered with the Wyoming Survey and Analysis Center to follow participants for two years and verify post-program outcomes.

To measure quantitative impact, staff track the number of participants who acquire employment and changes in hourly wage rates, childcare assistance, food stamps and health care status. Using the outcome data collected from participants enrolled in the program, performance is measured and reported in an annual progress report using the following 1) training completion, 2) increase in the employment rate for participants from pre- to post-program, 3) increase in the average monthly wage for participants from pre- to post-program, 4) decrease in the dependence on food stamps and public healthcare for participants from pre- to post-program. Climb also evaluates the Return on Investment to compare increased participant wages to the cost of the program per participant

Qualitatively, after Climb graduation, participants show improvement in several skills individuals need to manage the challenges of life and work. Some of these skills include sustained attention spans, working memory, planning and organization, emotional control, self-monitoring, task initiation, and cognitive flexibility. Through the therapeutic Climb model, the stress associated with poverty is reduced and the ability to access these executive functioning skills increases. The result may provide a lifetime of benefits for children in single parent households.

Beyond the participant, Climb is strengthening businesses by preparing trained workers to succeed and be productive contributors in the workplace. The Climb Programs work directly with employers to ensure that their training needs are met. The benefits to Laramie County are significant as more families move out of poverty. Some of the community benefits include increased school attendance rates, decreased child behavior problems, improved mental health, decreased substance abuse, decreased use of foster care, increased access to private health insurance, and a decrease in the crime rate. Families that break the cycle then have the ability to become positive role models and contributing members of their communities.

Climb has recently received several awards and honors highlighting the model's effectiveness. Some of these include the following:

- In 2016, Climb was invited to present the latest research, ideas and practices on a webinar focusing on serving low-income young parents for the network of TANF stakeholders and those who work with low-income families.
- In 2016, Kevin Concannon, Undersecretary for Food, Nutrition and Consumer Services for the United States Department of Agriculture, met with Climb staff. "It's one of the best programs in the country," Concannon said of Climb.
- In 2016, after researching over 200 organizations, the Institute for Women's Policy Research selected Climb as 1 of 8 programs across the country that are "using innovative approaches to address key unmet needs among job training participants that could provide useful models for providing services cost effectively".
- Partnership on Mobility from Poverty for her expertise and insight. She joined 30 leading practitioners and policymakers from across the country at the Urban Institute in Washington, DC in an invite-only discussion on implementing and scaling ideas to substantially increase mobility from poverty in the United States.
- In 2018, Dr. Fleming Dineen was invited to Washington, DC to share best practices at a small working roundtable session exploring Two Generational Strategies to Promote Success for Young Adult Families, sponsored by the Annie E. Casey Foundation.

G. TANF Recruitment

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

During recruitment, Climb program staff work hard to locate low-income single mothers who are most in need. Climb staff accept referrals from Laramie County agencies and organizations, post ads in local media, send direct mail, distribute posters and flyers, host an information meeting, and make presentations at community events. Climb extensively uses digital media to target and reach potential participants, including ads via Google, YouTube and Facebook. Once a single mother has reached out to Climb, staff assist and coach her to overcome obstacles such as low self-esteem, childcare, transportation and housing so that she can participate. Each Climb program serves 8 to 12 low-income single mothers who complete the program as a group that evolves into a strong peer support network that lasts well beyond the end of the program.

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

Cheyenne Climb will serve 30 single mothers and approximately 60 of their children throughout the year.

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?

Climb uses a rigorous process to ensure income eligibility for the Climb programs. If a potential participant is utilizing food stamps (SNAP), Climb staff members verify this information with the DFS to confirm TANF eligibility. If the potential participant is not utilizing food stamps (SNAP), Climb staff members verify employment and wages by checking pay stubs or verifying income with the applicant's employer to ensure that household income is less than or equal to 185% of the Federal Poverty Level. Other family income statements such as unemployment stubs, tax returns, or income verification from other applicable family members are also collected and included in documentation. Eligibility is documented in each participant's file and reviewed by a Climb home office employee who is specifically trained in eligibility determination. Any questions about eligibility are directed to the grant administrator prior to a participant's acceptance to Climb. Climb has previously worked directly with the Program Manager to receive approval to tailor the TANF Eligibility Intake Form to gather additional information that Climb requires. The attached Program Application form represents the document.

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.
1. 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.
2. Program costs are associated with direct service delivery to TANF eligible individuals/families (i.e. salaries, 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*)

United Way of Laramie County - \$28,250 (awarded)
City of Cheyenne - \$18,000 (awarded)
Daniels Fund - \$20,000 (awarded)
Cross Charitable Foundation - \$5,000 (awarded)
State Farm - \$2,500 (awarded)
TJX Foundation - \$5,000 (will apply)
Walmart Community Giving - \$5,000 (pending)
Etchepare Family Foundation - \$5,000 (awarded)
ANB Bank - \$2,000 (awarded)
Fraternal Order of Eagles #128 - \$2,000 (awarded)
#1 Properties - \$1,500 (awarded)
Dray, Dykeman, Reed and Healy - \$1,000 (awarded)
Bank of the West - \$1,000 (will apply)
First American Title - \$1,000 (awarded)
AT & T - \$1,000 (awarded)
Blue Federal Credit Union - \$1,000 (awarded)
Wells Fargo - \$1,000 (pending)
Capitol Communications - \$1,000 (awarded)

GFWC Women's Civic League - \$1,000 (awarded)
 U.S. Bank - \$1,000 (awarded)
 Private Donors - \$50,000 (awarded)

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.

Climb measures the impact of the program by comparing participants' wages at application and the increased wages the moms earn 90 days post program. The following is a calculation of Climb's Return on Investment (ROI) data for the past 5 years in Laramie County.

- Impact without Program: 38% of Climb participants are employed at intake earning an average of \$1,066 in monthly wage income. 62% of participants are unemployed at intake earning \$0 per month. Climb participants are making an average wage of \$400 before the program x 12 months = \$4,800 average annual wage.
- Impact from Program: 90 days post program, 81% of graduates are employed and 19% unemployed making \$1,799 in monthly wage income x 12 months = \$21,588.
- Total increase in wages over first year period = \$21,588 – \$4,800 = \$16,788.
- The average decrease in food stamp usage at 90 days post program is \$198 x 12 months = \$2,376.
- Therefore, the **total Return** includes total increased wages of \$16,788 + total savings for reduced food stamp usage of \$2,376 = **\$19,164**.
- The **total Investment** or Cost per Participant is based upon services to 30 newly enrolled participants during the October 2018 to September 2019 grant period costing \$75,000. Cost per participant calculation is \$75,000 ÷ 30 = **\$2,500**.
- Based on increased wages, decreased food stamps and the cost per participant the **Return on Investment (ROI)** in year one is **7.67 to 1** ($19,164 \div 2,500$).
- Lifetime Return on Investment is based on an average age of participant being 28 and working until age 65 (37 years post program) at an increased wage and decreased food stamps usage of $\$19,164 \times 37 \text{ years} = \$709,068 \div \$2,500 = 283.63 \text{ to } 1$.

Amount Requested from Proposal:

\$75,000

	Program Costs	Administration Costs	Summary and Justification for Budget Expense
Salaries Admin: Activities spent managing the grant. Program: Wages for all staff who provide direct client services.	42,000	5,600	Program Director (\$70,000 annual salary) is responsible for oversight and/or implementation of all aspects of the Climb program model with a primary focus on program coordination, planning and administration. Assistant Program Director (\$50,000 annual salary) is responsible for assisting the Program Director with implementation of all aspects of the Climb program model with a primary focus on program coordination and planning. Two Business Liaisons (\$51,630 and \$52,500 annual salaries) are responsible for establishing relationships with businesses and industries; working with training entities to ensure job-skills training meets industry needs; recruiting employers; facilitating participant work placements; coordinating employer work evaluations; preparing case notes; assisting with the coordination of participant services such as vaccinations, drug tests, work clothing purchases, etc.; and addressing participant work needs as they arise. Program

			Coordinator (\$40,000 annual salary) is responsible for performing tasks required to ensure coordination of the multiple programs happening simultaneously throughout the office. Position is also responsible for efficiency of case management in order to meet the needs of participants, Climb staff members and community agencies. Program Coordinators also develop healthy and effective relationships that support the work of both Climb staff members and Climb participants. Administrative salaries are to support Climb's centralized home office of 5-6 administrative staff that support the entire statewide operations to handle such things as budgeting, grant reporting, financial processing, insurance, auditing, and human resources. The amount reflected on this budget represents an allocation of time spent directly supporting the site as well as this grant.
Employer Paid Benefits Admin: Activities spent managing the grant. Program: Wages for all staff who provide direct client services.	3,000	500	Retirement, health, dental, vision, and life insurance expenses for those employees that participate in Climb's insurance plan. (Program Director \$2,132; Assistant Program Director \$1,541; Business Liaisons \$1,590 and \$10,414; Program Coordinator \$40.80)
Employer Payroll Taxes Admin: Activities spent managing the grant. Program: Wages for all staff who provide direct client services.	4,200	700	Employer paid payroll taxes are estimated at 10% of the salaries budgeted. (Program Director \$6,972; Assistant Program Director \$5,000; Business Liaisons \$5,163 and \$5,250; Program Coordinator \$4,000)
Supplies Admin: Supplies and expenses needed to manage the grant. Program: Supplies needed for instructor use.	170	Click here to enter text.	General office supplies including postage, ink cartridges, paper.
Recruiting and Marketing Cannot include promotional items.	Click here to enter text.	Click here to enter text.	N/A
Travel Travel necessary to serve participants.	Click here to enter text.	Click here to enter text.	N/A
Rent and utilities Admin: Rent and utilities for time spent managing the grant. Program: Rent and utilities for space provided to direct services for participants.	7,500	Click here to enter text.	Rent and utilities for office space, classrooms, and group/individual mental health treatment space. Also includes phone, fax, internet services, and cleaning of office space.
Participant Tuition and Class Fees	Click here to enter text.	Click here to enter text.	N/A
Participant Class Supplies	190	Click here to	Materials to meet needs of participants during

and Materials		enter text.	training and group activities.
Participant License and Certification Fees	Click here to enter text.	Click here to enter text.	N/A
Participant Drug and Aptitude Screening Can include other types of assessments.	Click here to enter text.	Click here to enter text.	N/A
Work Support Services and Clothing	Click here to enter text.	Click here to enter text.	N/A
Participant Wages	Click here to enter text.	Click here to enter text.	N/A
Participant Fringe Benefits	Click here to enter text.	Click here to enter text.	N/A
Participant Incentives	2,000	Click here to enter text.	Incentives earned by participants for completed goals to assist them with living expenses while in training.
Other Student Needs: Mental Health Provider	9,140	Click here to enter text.	Amounts paid to contracted mental health provider for group and individual counseling services.
Sub-Total	68,200	6,800	Total Administrative Costs cannot exceed 10% of your total Program Costs
TOTAL BUDGET (Program + Admin)	75,000		
Number of Individuals Planning to Serve	30		
Cost Per Individual	2,500		

ASSURANCE

In compliance with this grant proposal, as published by the Department of Family Service, and to all the conditions imposed therein and hereby incorporated by reference, the undersigned offers and agrees to furnish the services described in accordance with the attached signed proposal or as mutually agreed upon by subsequent negotiation.

If successful in securing funds for TANF CPI, applicant agrees to the following:

1. Must abide by all rules (if applicable), state, and federal laws applicable to the grant.
2. Must guarantee compliance to federal, state and local fiscal guidelines and reporting requirements applicable to the grant.

Authorized Representative Signature: _____

(County Commissioner Chair)

Printed Name: K.N. Buck Holmes

Date: _____

Assurances must be signed for grant application to be considered.

Part 3. CHECKLIST: CONTENTS OF APPLICATION

Please use this checklist to help assure all grant application components are included in your finished proposal.

- ☒ Cover Sheet
- ☒ Proposal
- ☒ Budget
- ☒ Assurance
- ☒ Other Information
 - ☒ Copy of TANF eligibility intake form to be used by each sub-recipient
 - ☒ Wyoming Secretary of State Registration (if applicable)
 - ☒ Certificate of Good Standing (if applicable)

File in
Participant
File



Program Application

Note: Climb has previously worked directly with Corrine Livers, Program Manager, to receive approval to tailor the TANF Eligibility Intake Form to gather additional information that Climb requires. This form represents the approved document.

Instructions

Please complete all parts of this application by printing requested information. All information on this form must be provided so program eligibility can be established.

General Information

First Name, Middle Initial, Last Name

Phone Number

Mailing Address

City, State, Zip

E-mail Address

Physical Address

City, State Zip

County of Residence

Social Security Number

Date of Birth (mm/dd/yy) + (current age)

Resident of Wyoming Since (year)

Citizenship:

☐ U.S. Citizen

☐ Legal Permanent Resident

☐ Eligible to work in US

☐ Other, please explain: _____

What is your ethnicity/race?

☐ Hispanic or Latina

☐ Asian

☐ American Indian

☐ Alaska Native

☐ Black or African American

☐ Native Hawaiian

☐ Pacific Islander

☐ White

Marital Status:

☐ Never Married

☐ Married

☐ Divorced

☐ Separated

☐ Widowed

Have you ever been convicted of a crime?* ☐ Yes ☐ No

*Such as DUI, Shoplifting, Forgery, Possession, Runaway. Your response to this question will not affect your eligibility for the program.

Have you ever participated in programs through Climb Wyoming, Our Families Our Future, or Fleming & Associates—Young Parent Program? ☐ Yes ☐ No

What is the last grade you completed:

☐ 6th

☐ 7th

☐ 8th

☐ 9th

☐ 10th

☐ 11th

☐ 12th (no diploma) ☐ High School graduate ☐ GED ☐ Some College

☐ Certificate ☐ Associate's ☐ Bachelor's ☐ Master's Degree

☐ Other, please explain: _____

How did you hear about the Climb program (check all that apply)?

☐ Climb Mailing

☐ Climb Poster

☐ Climb Website/climbready.org

☐ Mobile Phone Ad

☐ Facebook

☐ Newspaper

☐ Radio

☐ DFS Poster/Chalkboard

☐ Past Participant

☐ Friend/Relative*

☐ DFS Caseworker _____

☐ Other Caseworker _____

*If through Friend/Relative, please also mark how the Friend/Relative heard about Climb.



Financial Information

What is the total income* for your household for the previous month?: \$_____

*Total income is considered monthly gross wages, child support, and any other cash benefits received.

Number of adults ages 18 or older in your household: _____

Number of people who contribute to pay the household expenses: _____

Number of people ages 0—17 in your household: _____

Number of children you have: _____

Do you pay child support if your children under age 18 do not live with you?:

☐ NA

☐ Yes

☐ No

Are you currently on food stamps*? ☐ Yes

☐ No

*Food Stamp Verification (For Climb staff use)

Date verified:_____ Name of DFS/DWS Staff that verified:_____

Climb Staff Name:_____ Signature:_____

Do you currently receive child care assistance through the state? ☐ Yes ☐ No

If yes, approximate number of hours of child care per week:_____

Do you currently have health insurance for yourself? ☐ Yes ☐ No

If yes, is this health insurance:

☐ Public health insurance provided by the state

☐ Private health insurance paid by you, family or an employer

☐ Both

Do you currently have health insurance for your children? ☐ Yes ☐ No

If yes, is this health insurance:

☐ Public health insurance provided by the state

☐ Private health insurance paid by you, family or an employer

☐ Both

Please indicate below other specific assistance programs you are currently utilizing:

☐ POWER

☐ LIEAP

☐ WIC

☐ Section 8

☐ Medicaid

Program Eligibility

(For Climb staff use)

Explain how applicant calculated previous month income at left:

Family size as determined for Climb eligibility _____.

Explain how you got to this figure and explain anyone living in the house, but not counted.

Document how you determined applicant is a single parent:

☐ Applicant has custody of her children as indicated at left

☐ Applicant has a reunification plan in place (obtained documentation of reunification plan from third party)

☐ Other explanation (i.e. grandmother who has custody of grandchildren). Please explain:

**Program Eligibility**

(For Climb staff use)

Documentation of how Income Eligibility was verified:

☐ Eligibility determined through food stamp verification (see page 2 of Climb program application)☐ Unemployed. Have participant initial here to verify unemployed: _____☐ FOB Unemployed. Have participant initial here to verify unemployed: _____☐ Income verified through applicant paystubs (one month's paystubs are attached)☐ Income verified through other family members paystubs as required for eligibility purposes (one month's paystubs are attached).☐ Income verified by participant's employer (see income verification form attached).☐ Income verified in another manner, such as previous year's income tax return (please explain): _____**Employment Information**

What is your current employment status?:

☐ Employed Full Time (30+ hours/week) ☐ Employed Part Time ☐ UnemployedDo you work more than one job?: ☐ Yes ☐ No

What is the name of your main employer?: _____

Employer's city and state?: _____

What is your occupation: _____

What is your hourly wage?: \$ _____

How many hours a week do you work?: _____

Approximately when did you start work for this employer?: _____

Educational InformationAre you currently in school?: ☐ Yes ☐ No

If yes, name of school currently attending: _____ If yes, degree pursuing: _____

Contacts

Enter complete addresses and telephone numbers for TWO individuals who will know a way for us to reach you if we can't reach you directly:

_____ First Name	_____ Last Name	_____ Relationship to you
_____ Street address	_____ City, State, Zip	_____ Primary Phone
_____ First Name	_____ Last Name	_____ Relationship to you
_____ Street address	_____ City, State, Zip	_____ Primary Phone

Other ways to reach you: Please indicate on the lines below secondary phone numbers, e-mail addresses, Facebook or other social media profile information that will help Climb reach you:

Certification and Authorization (by signing on the next page)

- I agree to submit to monitored drug testing, random and otherwise, throughout this program.
- I certify, under penalty of law, that the above information is correct.
- I understand that my statements may be verified.



I give my permission for my progress to be monitored as it relates to services or training provided by Climb Wyoming. I authorize Climb Wyoming to release and receive my name, image and information for the purposes of statistics and analysis, reporting, eligibility determination and program publicity.

Applicant's Signature

Date

Applicant's Printed Name

STATE OF WYOMING
Office of the Secretary of State

I, MAX MAXFIELD, Secretary of State of the State of Wyoming, do hereby certify that the filing requirements for the issuance of this certificate have been fulfilled.


CERTIFICATE OF NAME CHANGE

Current Name: **CLIMB**
Old Name: **Our Families Our Future**

I have affixed hereto the Great Seal of the State of Wyoming and duly executed this official certificate at Cheyenne, Wyoming on this **24th** day of **September, 2007**.



Filed Date: 09/20/2007


Secretary of State

By: Candice Dillmon

**NONPROFIT CORPORATION
ARTICLES OF AMENDMENT**

Wyoming Secretary of State
The Capitol Building, Room 110
200 W. 24th Street
Cheyenne, WY 82002-0020

WY Secretary of State
FILED: 09/20/2007
Original ID: 2004-000464087
Amendment ID: 2007-000638166

1. The name of the corporation is: Our Families Our Future (NAME CHANGE)

2. Article 1 is amended as follows (attach a separate sheet if more room is needed):

Corporate Name: CLIME

3. The amendment was adopted on August 10, 2007 by the board of directors.

(OR)

The amendment was adopted on _____ by the directors and members.

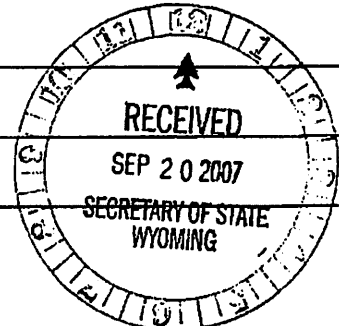
4. If approval by the members was not required, or if the corporation has no members, make that statement in this section and state that approval was obtained by a sufficient vote of the board of directors or incorporators.

The corporation has no members - approval was obtained by a sufficient vote
of the board of directors.

5. If approval by the members was required complete this section.

(A) The number of memberships outstanding and entitled to vote on the amendment: N/A

(B) The number of votes cast for and against the amendment: N/A



6. If approval of the amendment was required by some person or persons other than the members, the board of directors, or the incorporators, make a statement in this section that approval was obtained.

N/A

Date:

9/18/07

Signed:

Ray Fleming Dinnear

Title: Executive Director

(May be executed by the Chairman of the Board,
President or another of its officers.)

Filing Fee: \$3.00

ARTICLES OF INCORPORATION
NONPROFIT CORPORATION

Wyoming Secretary of State
The Capitol Building, Room 110
200 W. 24th Street
Cheyenne, WY 82002-0020

Phone (307) 777-7311/7312
Fax (307) 777-5339
E-mail: corporations@state.wy.us

-
1. Corporate Name: Our Families Our Future
 2. This is a religious ☒ public benefit or mutual benefit corporation.
(check appropriate category.) (You may refer to W.S. 17-19-1804 for definitions of these terms)
 3. The street address of the corporation's initial registered office and the name of its initial registered agent at that office:
314 East 21st Street
Cheyenne, Wy 82001
Ray Fleming Dinneen, Psy.D.-Executive Director
(The registered agent may be an individual who resides in this state, a domestic corporation or not-for-profit domestic corporation, or a foreign corporation or not-for-profit foreign corporation authorized to transact business in this state whose business office is identical with the registered office.)
 4. The mailing address where correspondence and annual report forms can be sent:
Same as Above
 5. The name and address of each incorporator is:
314 East 21st Street
Cheyenne, Wy 82001
Ray Fleming Dinneen, Psy.D.
 6. This corporation will not have members (indicate if it will have or will not have members).

[The term "members" has a specific legal meaning which is that members elect, in a formal meeting, the board of directors. If your corporation has a board of directors which elects itself, then you do not have members. Members are not donors or volunteers.]

7. Provisions regarding the distribution of assets upon dissolution are:
(How will the assets be distributed, if the corporation is dissolved?)

If Our Families Our Future is dissolved, assets will be distributed to another 501(c)3 with a mission
similar to Our Families Our Future.

Date:

3/19/04

Signed:

Ray Fleming Dinneen

Contact Name: Ray Fleming Dinneen, Psy.D.

Daytime Phone Number: 307/778.0094

For name availability purposes, list the type of business the corporation will be conducting:

Our Families Our Future is organized to provide services to families and at-risk youth living in poverty. Our
program provides self-sufficiency and job preparation training and counseling that leads to employment.

Filing Fee: \$25.00

Instructions:

1. Articles of Incorporation must be accompanied by a written consent to appointment executed by the registered agent.
2. Make checks payable to "Secretary of State".
3. An official "Certificate of Incorporation" may be obtained for a \$3.00 fee.

STATE OF WYOMING
Office of the Secretary of State

I, KAREN L. WHEELER, ACTING SECRETARY OF STATE of the STATE OF WYOMING,
do hereby certify that according to the records of this office,

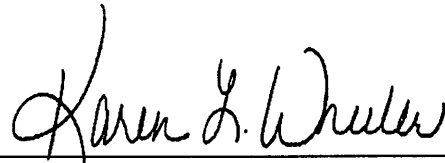
CLIMB
is a
Nonprofit Corporation

formed or qualified under the laws of Wyoming did on **March 24, 2004**, comply with all applicable requirements of this office. Its period of duration is Perpetual. This entity has been assigned entity identification number **2004-000464087**.

This entity is in existence and in good standing in this office and has filed all annual reports and paid all annual license taxes to date, or is not yet required to file such annual reports; and has not filed Articles of Dissolution.

I have affixed hereto the Great Seal of the State of Wyoming and duly generated, executed, authenticated, issued, delivered and communicated this official certificate at Cheyenne, Wyoming on this 1st day of March, 2018 at 9:05 PM. This certificate is assigned 025714326.





Acting Secretary of State

Notice: A certificate issued electronically from the Wyoming Secretary of State's web site is immediately valid and effective. The validity of a certificate may be established by viewing the Certificate Confirmation screen of the Secretary of State's website <http://wyobiz.wy.gov> and following the instructions displayed under Validate Certificate.



Matthew H. Mead
Governor

State of Wyoming
Department of Workforce Services

Unemployment Tax
P.O. Box 2760
Casper, WY 82602 2760
Phone 307-235-3217
Fax 307-235-3278



John Cox
Director
John Ysebaert
Deputy Director

CLIMB WYOMING
BONNIE SELF
PO BOX 9494
JACKSON, WY 83002

UNEMPLOYMENT INSURANCE CERTIFICATE OF GOOD STANDING

CERTIFICATE

NUMBER: 25175
ONLY VALID AS ISSUED TO: CLIMB WYOMING
EFFECTIVE DATE: 3/1/2018
EXPIRATION DATE: 3/1/2019

PROJECT: Grants

A review of the Division files indicates that CLIMB is in compliance with the Wyoming Unemployment Insurance requirements as of the effective date shown above.

This certificate holds you, the recipient, harmless for unpaid Unemployment Insurance debt owed by the certified company during the period set forth above. If you continue to use CLIMB after the expiration date of this certificate, you may be held liable for their unpaid Unemployment Insurance debt pursuant to Wyoming Statute 27-3-502(f).

CLIMB
1001 W 31ST ST
CHEYENNE, WY 82001



Matthew H. Mead
Governor

State of Wyoming
Department of Workforce Services
THE DIVISION OF WORKERS' COMPENSATION
1510 East Pershing Boulevard
Cheyenne, WY 82002
<http://www.wyomingworkforce.org>



John Cox
Director
John Ysebaert
Deputy Director

Recipient:

Employer:

CLIMB WYOMING
Attn: BONNIE SELF
PO BOX 9494
JACKSON, WY 83002

CLIMB
1001 W 31ST ST
CHEYENNE, WY
82001-2001

WORKERS' COMPENSATION CERTIFICATE OF GOOD STANDING

Mail Date: 3/1/2018

EXPIRATION DATE: 3/1/2019

Job Reference: Grants

This is to certify that the above named employer is in compliance with the Wyoming Workers' Compensation Act. The account is in good standing as of the above date. Sole proprietors and partners are not eligible for coverage under the Wyoming Workers' Compensation Act if they do not employ regular employees.

Wyoming Workers' Compensation monthly/quarterly payroll reports shall be submitted and payments made on or before the last day of the month following the month for which the earnings are computed and paid.

In private work, a contractor is liable for the payment of Workers' Compensation premiums for the employees of any subcontractor, if the subcontractor primarily liable has not paid the premiums as provided in the Act, pursuant to Wyoming Statute 27-14-206. Contractors should request a Certificate of Good Standing from the subcontractor before making final settlement of the contract.

If you have any further questions or concerns, please contact our office at 307-777-6763.

Sincerely,

Office Support Specialist
Division of Workers' Compensation

Wyftop
Application
4/10/18
12noon
\$25,000

State of Wyoming

Department of Family Services

Temporary Assistance For Needy Families (TANF) Community Partnership Initiative (CPI) Grant Application

PROPOSALS DUE: April 26, 2018
Proposal Issue Date: March 15, 2018
Proposal Contacts: Corrine Livers
E-mail: corrine.livers@wyo.gov

COVER PAGE

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

Name: Sandra Newland

Title: Laramie County Grants

Organization: Laramie County

Address: 309 W. 20th Street, Suite 3100, Cheyenne, WY 82001

Phone: 307-633-4201

Email address: snewland@laramiecounty.com

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

Name: Brenda Birkle

Title: Deputy Director

Organization: Wyoming Family Homeownership dba My Front Door

Address: P.O. Box 21682, Cheyenne, WY 82003

Phone: 307-514-5831

Email address: brenda@myfrontdoor.org

4. Program Name: Wyoming Family Home Ownership Program
5. Requested Amount: \$25,000.00
6. Authorized Representative: _____
County Commissioner Chair

Date: _____

Phone: 307-633-4201 E-Mail: commissioners@laramiecounty.com

PROPOSAL

A. Summary of Proposed Program

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

Wyoming Family Home Ownership Program (WYFHOP) dba My Front Door (MFD) has a unique partnership across Albany County and Laramie County communities. Together with our families, business partners, donors, faith community partners, and service clubs, we are able to provide a hand up to low-income, working families in Laramie and Cheyenne to achieve first time home ownership. My Front Door enjoys broad community support with over 39 churches, business partners and professional experts.

After families achieve employment, the most important means of making a permanent change from poverty to self-sufficiency is home ownership. My Front Door is a six to seven year program that supports families in achieving and maintaining successful home ownership, utilizing My Front Door staff, volunteer mentors and community resources. Each program starts with an intensive 12 week financial literacy and preparedness course. After families save at least \$2,400 over the initial 9-24 months of the program, My Front Door provides each family with funding toward the equity on a new mortgage. The faster a family progresses, the less financial assistance they get in the form of a forgivable second mortgage (to promote self-sufficiency and ensure that our funding goes where it's *most* needed). All families still have to save a minimum of \$2,400, but they are matched at the following rates: 9 months at a 3-to-1 match, 10-17 months at a prorated 4-to-1 match and 18-24 months at a 5-to-1 match. The matching funding allowing each family to start out with significant equity in a home means that My Front Door families have a minimum of \$50,000 - and up to \$70,000 in home equity by their last year in the program. Once a family enters the home ownership phase of the program (5 years), they are eligible to apply for a \$1,000 maintenance allowance in years 2, 3, 4 and 5. Home ownership changes current and future generations providing in providing: equity, stability and an expectation of self-sufficiency for generations to come.

My Front Door families are provided with the knowledge base needed to be successful homeowners. Relationships are forged with community allies for families throughout the course of participation in My Front Door, introducing families to local lenders, realtors, businesses, property managers, title companies and other financially stabilizing resources. This project is truly a "hand up" program, enabling families to progress from dependency on government programs to true self sufficiency. Each family repairs credit, manages a family budget, troubleshoots economic emergencies and gets approved for a loan entirely on their own merits. Over the first five years of home ownership, families are able to access additional quarterly financial literacy training, program and community supports and four years of an annual \$1,000 maintenance grant.

The family's "starter home" is more than just a home. It's an investment in future generations, as it helps families improve the quality of life for their children, encourages good citizenship through community involvement, homeowner stewardship and sets a new economic standard for generations to come. Our model is based on the research and best practices of the "Bridges Out of Poverty" model of transitioning families from poverty to the middle class. The matching donations made by businesses and the faith community let My Front Door families know that their community is willing to invest in them, creating an atmosphere of support and acceptance. The funding provided by grants, foundations, faith partners, business partners, charitable organizations and individual donors will help us provide the most fundamental component in a family successfully transitioning out of poverty: HOPE.

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

3. Area(s) served.

Laramie County

4. Population served.

Families with an Area Median Income of 50%-80%, as defined by HUD, but not over most current TANF guidelines for their family size

5. Beginning and end date of program.

October 1, 2018 to September 30, 2019

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

My Front Door is offered on an ongoing basis, serving each family for a total of 7 years, providing services year-round, with office hours from 9 am to 4 pm., Monday thru Friday and during evenings or on weekends by appointment to accommodate working families.

Daily: Ongoing advocacy, case management, crisis intervention, intakes and community referrals

Weekly: Multi-level platform social media contact, support, text/email /facebook/phone reminders, volunteerism opportunities, civic leadership opportunities, mentoring and communication regarding relevant community events

Quarterly: SMART goal setting, training opportunities, budget planning, savings review, income/employment update, career planning or development and family survey

Yearly: 1 new financial literacy and home buyer education class with approximately 15-20 new adults and 25 new children

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.

Per the Wyoming Business Council's Community Toolbox - Housing Reports by County (2017), Laramie County ranks eighth in the State for affordable housing.

"Laramie County is the most populated county in Wyoming. It has a housing shortage of almost 10,000 units for low income families and over 2,000 units for workforce housing."

"Cost burden" is defined as housing costs that range from 30 to 50% of gross household income; 17% of Laramie County households spend 31-50% of their income on housing. "Severe cost burden" is when housing costs are above 50% of gross household income; 10% of Laramie County households spend more than half their income on housing and 76% have affordable housing (less than 30% of income spent on housing)."

Housing Demand				
Percent of Median Family Income	Affordable Monthly Rental or Mortgage Payment [2]	Affordable Housing Purchase Price [1]	Shortage Units for Purchase [1]	Shortage Rental Units Needed [2]
0-30	\$0-\$568	\$0-\$87,948	832	1,749
31-50	\$568-\$947	\$87,948-\$146,632	949	1,287
51-80	\$947-\$1,515	\$146,632-\$234,581	1,556	1,019

81-95	\$1,515-\$1,799	\$234,581-\$278,555	561	194
96-115	\$1,799-\$2,177	\$278,555-\$337,084	526	89
115+	\$2,177	\$337,084	2684	75

Number of Available Houses by Year Built

Year Built	Laramie County Households	Laramie County % of Total
1939-1979	21,328	56%
1979-1999	9,357	25%

One factor likely contributing to these rates of increase for homeowners is the age of housing available in Wyoming. In Laramie County, over half of all housing was built before 1979. In Laramie County, the vast majority (81%) of all housing was built before 1999.

The impact that structural age has on the value of housing is extremely significant. In fact, the median price of a structure in Laramie County built between 1970 and 1979 is over \$80,000 lower than a house built between 2000 and 2009. In Albany county, the value differential over the same time period is \$54,900. The benefits of homeownership are cannot be fully realized when the vast majority of housing available is drastically devalued by the structure's age, not to mention potential safety challenges such as lead paint and/or asbestos exposure as well as higher utility costs in homes built before 1979. The need developing new AND affordable housing for low-income participants has been clearly demonstrated thru:

Wyoming Business Council's Toolkit - <http://www.wyomingbusiness.org/commtoolbox>

Robert Wood Johnson Foundation - <https://www.rwjf.org/>

Greater Cheyenne Chamber of Commerce's - Enhanced Use Lease Project

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

Housing. Currently in the area there are a few programs that exist to help families navigate the financial process of renting, achieving financial stability, and moving toward achieving homeownership when appropriate. Populations include individuals, families, veterans, disabled, severe mental illness. Multiple programs exist that serve targeted populations such as veterans, felons, permanently disabled, and the severely mentally ill – and provide funding for rent only. These include Cheyenne Housing Authority, Habitat for Humanity, Rapid Rehousing, and Community Action of Laramie County. The highest level of support reaches the 80% of the Area Median Income (AMI), as defined by HUD (U. S. Department of Housing and Urban Development).

Cheyenne Housing Authority	Habitat for Humanity	WRAP	Wyoming Family Home Ownership Program
Serves: 0%-50% AMI	Serves: 30%-50% AMI	Serves: 50%-80% AMI	Serves: 50%-80% AMI
Population: Families with Children <i>and Individuals</i> Location: Laramie County and the City of Laramie (<i>exclude surrounding areas of Albany County</i>) Funding: Ongoing	Population: Families with Children Location: Laramie County and Albany County Funding: Ongoing Timeline: Apply 1x/yr, 1 yr services if accepted	Population: Families with Children Location: Laramie County and Albany County Funding: Ongoing Timeline: Apply 1x/yr, services until	Population: Families with Children Location: Laramie County and Albany County Funding: Ongoing Timeline: Apply any time, 7 years services

Timeline: 1-2 year wait list, ongoing once accepted		purchase is complete	
Services: SUBSIDIZED RENT / HOMEOWNERSHIP – rent can be combined with a homeownership component that invests a percentage of the family’s rent in an escrow that can be used for education, training, homeownership, or other financially stabilizing ventures.	Services: HOMEOWNERSHIP – builds homes and sells them to the families for the cost of the build, with a 1% interest rate. Families must be able to qualify for a mortgage with a lender in order to be selected. Families must provide “sweat equity” toward their home and others’ homes.	Services: HOMEOWNERSHIP – Financial literacy classes; savings and budgeting support; credit score must be 620 or higher; 1% interest rate upon close; foreclosed homes are remodeled and families can make an offer to purchase a completed home if they tour it and like it.	Services: HOMEOWNERSHIP – Financial preparedness classes and credit repair; mentoring; savings and budgeting support; equity support (like a down payment, but with different guidelines); trainings; civic leadership training; home maintenance grants.
Annual Families Served: 2,204 families (both counties)	Annual Families Served: 2 (one per county on average)	Annual Families Served: 10 families (statewide)	Annual Families Served: 54 families (both counties on average)

The My Front Door Program fills a special niche – 50% - 80% of the Area Median Income, while serving Laramie County without restriction, backed with ongoing funding from various grants, foundations, business partners, faith partners, and individual donors. The program’s seven-year span facilitates the best practice approach of Bridges Out of Poverty/Getting Ahead concepts. Families are trained and equipped to end poverty for themselves and future generations by using homeownership as the first of many wealth-building vehicles, establishing long-term asset acquisitions and growth. My Front Door provides families with access to crisis services, contingency planning, equity support, mentoring services, maintenance grants and ongoing civic leadership training (including but not limited to volunteerism and ability to apply to serve on the board for My Front Door). The “7 Habits of Highly Effective People” principles are reinforced through the development of effective habits such as budgeting, saving, time management and self-care. The maintenance grant component teaches each family the habit of enhancing the value of their investment (the home) and as an extension, their neighborhood and community as a whole. This makes My Front Door unique; the community is investing in the family while the family invests back in the community, creating symbiotic relationship between families and their community. The program is designed for the outcome of our graduates be firmly established in the middle class. When they complete that seventh year, the path for future leadership and vested stakeholders interest in serving their local communities is well established.

The Federal Reserve Bank of St. Paul, Minnesota conducted research showing that home ownership is a key component for families moving out of poverty, away from government services, and into self-sufficiency. The average net worth of a renter in the U.S. is just under \$10,000, while the average net worth of a homeowner is just over \$60,000. Homeowners with adequate resources are better able to provide a healthy, stable, stimulating and consistent environment to raise their children. These families experience lower teen pregnancy, risky behaviors and substance use, while also experiencing better grades, an increase graduation rate, increased college attendance and a higher likelihood that their children will grow up to be self-sufficient homeowners in their own adult lives.

The SMART Goals Self Assessment Form to collect important data looks like this:

SMART GOAL LIFE ASSESSMENT

CHARITABLY SMART GOALS

PREVIOUS GOALS		NEW GOALS	
1. <u>100% of the class</u>	1. <u>100% of the class</u>	1. <u>100% of the class</u>	1. <u>100% of the class</u>
2. <u>100% of the class</u>	2. <u>100% of the class</u>	2. <u>100% of the class</u>	2. <u>100% of the class</u>
3. <u>100% of the class</u>	3. <u>100% of the class</u>	3. <u>100% of the class</u>	3. <u>100% of the class</u>
4. <u>100% of the class</u>	4. <u>100% of the class</u>	4. <u>100% of the class</u>	4. <u>100% of the class</u>
5. <u>100% of the class</u>	5. <u>100% of the class</u>	5. <u>100% of the class</u>	5. <u>100% of the class</u>
6. <u>100% of the class</u>	6. <u>100% of the class</u>	6. <u>100% of the class</u>	6. <u>100% of the class</u>
7. <u>100% of the class</u>	7. <u>100% of the class</u>	7. <u>100% of the class</u>	7. <u>100% of the class</u>
8. <u>100% of the class</u>	8. <u>100% of the class</u>	8. <u>100% of the class</u>	8. <u>100% of the class</u>
9. <u>100% of the class</u>	9. <u>100% of the class</u>	9. <u>100% of the class</u>	9. <u>100% of the class</u>
10. <u>100% of the class</u>	10. <u>100% of the class</u>	10. <u>100% of the class</u>	10. <u>100% of the class</u>

A SMART goal is short and simple, and reads, "I will lose ten pounds by March 11."

For each α , we will now consider the following two cases: (i) α is a \mathbb{Q} -CMV if it is \mathbb{Q} -rational with respect to the representation theory for \mathfrak{g} ; (ii) α is \mathbb{Q} -irrational, hence \mathbb{Q} -transcendental. And with staff for the second case, we argue that α is \mathbb{Q} -transcendental, suggest to the reader to skip and focus on some concrete examples of the other case, for example, $\alpha = i$ and $\alpha = \sqrt{2}$.

[illegible]

Have you had any changes in employment, including promotion / demotion / change of job / wage?

Name	Employee	Start Date	Start Wage	End Date	Ending GR Current wage	Type of Income Worker

What, if any, social service supports are you or any person living with you receiving?

MSD ^a (bit/s/byte)	Channel access time ^b	WMA	Mode and subrate	Bit rate (kbps)
1.46 (100% streaming buffer occupancy)	100 μs (100%)	4.711	1.0/1.0	1.46 (100%)
4.81 (47% utilization of buffer)	300 μs (100% utilization)	3.00 (47% utilization)		
6.67 (66% utilization of buffer)	400 μs (100% utilization)	2.14 (66% utilization)		

Is your child too childish?

Living with you or with a relative?	Progressing to the next grade level on time?	Graduating from high school (or not)?	Involved in extracurriculars?

What future leadership & development trends would you like to see?

Please verify your current address / phone / email

Address	Phone	E-mail
---------	-------	--------

Please provide a copy of your emergency safety plan to your university department/stafford.

Emergency Savings Balance	Home Ownership Savings Balance	Roth IRA Accounts
\$	\$	\$

Please indicate planned home improvements / maintenance projects and estimated costs / dates

[illegible]

Community Extension and Follow Up

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

My Front Door uses the following research-based curricula and strategies to help us achieve program goals:

Research-Based Curricula & Strategies	Description	How We Know It Works for My Front Door Families
Realizing the American Dream: Homebuyer Education	HUD approved, best practice to determine when a family is <i>ready</i> to purchase a home.	Ends Dependence on Government Subsidized Programs like FHA: More than half of our families qualify for “conventional” mortgages rather than FHA mortgages because they are a lower financial risk to the lender.
Credit Counseling for Maximum Results:	HUD approved, while My Front Door isn’t certified in this to provide “credit counseling,” we do adhere to the concepts and guidelines promoting <i>credit counseling for long-term self-sufficiency</i> rather than credit counseling for <i>acquisition</i> . Acquiring a home (or car or even a puppy) is best achieved after a family has developed strong financial skills and habits, has grown significant savings, and can handle economic crisis.	Proven Long-Term Self-Sufficiency: <ul style="list-style-type: none"> • Out of 40 homeowners since the first mortgage in 2009, My Front Door has had 0 foreclosures. • Generational change – children are included in the budgeting process. • Building good financial habits allows our families to invest FIRST in a home, then in their savings and retirement. • My Front Door families homeownership as an investment, not a possession.
Bridges Out of Poverty	Identifies 11 different research-based areas that promote self-sufficiency and support successful transition to the middle class.	Wage Progression is Strong in My Front Door Families: SMART Goals self-assessments are centered around these 11 areas, to support families in developing a habit of setting and achieving goals in areas that advance the family’s quality of life and financial status.
Getting Ahead in a Just Getting By World	Identifies 11 different research-based areas that promote self-sufficiency and support successful transition to the middle class. Identifies systemic poverty causes and practical methods for individual empowerment.	Understanding of Systemic Poverty vs. Personal Responsibility: families learn to identify where they have control, which hidden rules they need to discover to navigate complicated government systems, and how to grow their skills and leverage them to join the middle class.
True Colors: Personality Types	Personality types affect behavior	Self-Awareness Leads to Self-Sufficiency. My Front Door families learn to create a budget / savings / spending strategy that incorporates their individual personality types without sabotaging financial success.
PAIRS Practical Application of Intimate Relationship Skills	When families are going through relationship challenges, these communication techniques teach families to set and follow agreed-	Formation and Maintenance of 2 Parent Families: Homeownership provides stability. <ul style="list-style-type: none"> • Less than 15% of My Front Door

	upon guidelines to “fight fair” and provide strategies to talk things out before a fight occurs.	<ul style="list-style-type: none"> marriages end in divorce. More than 25% of single My Front Door parents marry while in the program.
5 Love Languages	Identifies 4 ways in which people receive love	Formation and Maintenance of 2 Parent Families: <ul style="list-style-type: none"> My Front Door families report their parenting experience as an 8.6 out of 10 possible points Less than 5% of My Front Door families report experiencing domestic violence in a current relationship
7 Habits of Highly Effective People	Strong daily habits determine who you will become – from relationships to time management	My Front Door Families Budget Well: Throughout the program families engage in regular, healthy financial strategies that build good habits. Being early for work, budgeting time for the unforeseen, contingency planning, scheduling family activities around budget restrictions.
JustFaith	Program promotes social justice rather than charity – addressing the cause of a social challenge rather than the symptoms.	Homeownership Provides Financial Leverage: Up to three generations are impacted when a family transitions from poverty to the middle class.

C. Community Partnerships

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

In planning and implementing the ideals and practical components of My Front Door Program, church partners came together to recognize and research the needs of Laramie County’s children. The United States Census published that 22% of families move at least once a year in Laramie County. One in five families moved at least once a year, running the risk of moving to a new school, re-establishing their home and most importantly, facing the emotional and educational disruptions caused by constant transition.

My Front Door cultivates board members active in banking, legal, military, tourism, state services, therapeutic services, child care and hospitality services. As of June 2017 our board is comprised of 50% alumni of the My Front Door program. Our agency will be guided by esteemed professionals *and* families who have successfully attained the dream of owning a home. It is important that our families have a voice in the future of My Front Door and its impact on Laramie County.

The organization and its staff have a long established history of volunteerism and collaboration with other nonprofit and social service agencies. Involvement in the Laramie County Community Partnership, the Wyoming Nonprofit Network, Laramie County Community College, the Wyoming Homeless Collaborative, Greenpath Debt Solutions, 2-1-1, United Way, Jonah Bank, First Interstate Bank, American National Bank and other collaborative community services allows critical community connections to be forged between My Front Door families and the community. Connection to business support is fostered by service on the Greater Cheyenne Chamber of Commerce Executive Board. The organization has a strong track record of successful casement management with staff experience in areas such as workforce development and health insurance.

With a focus on developing civic leadership skills and opportunities for My Front Door families within Laramie County, our participants give back and proactively seek ways to engage their community as homeowners. As new property owners and taxpayers, they experience the pride that comes with using their talents to improve their community. In short, they have a very real stake in the future of their neighborhoods, schools, town and community.

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.)

Community Partner	Resource that will be provided
ASK Program	After School Programming
Boys & Girls Club	After School Programming / Meeting Space
Greenpath Debt Solutions	Debt and Credit Counseling
Peak Wellness/ Community Therapists	Mental Health Services / Meeting Space
Recovery Wyoming / Alcoholics Anonymous / Narcotics Anonymous	Recovery and Relapse Prevention
Faith Community (8 churches)	Mentors / Volunteers / Meeting Space / Crisis Support /
Dads Making a Difference	Vocational Training and Employment
Climb Wyoming	Vocational Training and Employment
Laramie County Community College	Vocational Training and Employment / Career Development / Board Development
Sage Technical Services (Truck Driving)	Vocational Training and Employment
Department of Workforce Services / WOIA	Vocational Training and Employment / Career Development
Align	Board Development
United Way	Collaborative connections between nonprofit agencies
UPLIFT	Support and advocacy for special needs children / IEP coordin.
STRIDE / Head Start	Coordinate early educational services and co-referral
Community Action of Laramie County	Crisis Services
Wyoming Nonprofit Network	Networking / collaboration / staff development
Wyoming Homeless Collaborative	Networking / collaboration / staff development
Wyoming Community Development Authority	Lending opportunities / CHDO oversight
Laramie County Grants Manager	Guidance and support on grant opportunities
Laramie County Library	Meeting Space / Training for Nonprofits / Grant Research
Grounded Solutions	Mentoring and Training to create a Community Land Trust to improve long-term affordable Housing Options
Jonah Bank, First Interstate Bank, Western States Bank, various Lenders	Mortgage and development services
Developers and Builders	Development Opportunities / Partnerships
Neighborworks Organization	National leader in lending practices, development, financial self-sustainability, best practices in housing
Great Cheyenne Chamber of Commerce	Access to a network of professional services

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?

- **Goal 1:** Ensure community wide collaboration in planning and implementation efforts

- **Goal 2:** Award TANF funding based on data-driven, community based decision making
- **Goal 3:** Implement and evaluate effective, research based programs and strategies.
- **Goal 4:** Provide services that will assist families in moving toward self-sufficiency.
- **Goal 5:** Enhance sustainability of community efforts beyond the funding period.
- **Goal 6:** Provide assistance to needy families to be cared for in their own home or the homes of relatives.
- **Goal 7:** End dependence on government benefits through job, work, marriage, financial planning, and social stability.
- **Goal 8:** Encourage the formation and maintenance of 2 parent families.
- **Goal 9:** Increase in wages to 200% or more of the federal poverty level.

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
New participant selection	Enroll 10 new families in each county	<ul style="list-style-type: none"> • Identify participants thru collaboration with agencies and community partners • Community outreach • Revisit prior applicants 	<ul style="list-style-type: none"> • Database • Attendance
Families will complete a 12 session financial literacy class	90% (18) of new families will complete financial literacy classes	<ul style="list-style-type: none"> • Classes Held • Section Post-Test • Graduation 	<ul style="list-style-type: none"> • Attendance • Section Post-Tests • Database
Families will save for a down payment on a home	32 participants (85%) of all participants (18 current and 20 new in Laramie County) will maintain a separate savings account	<ul style="list-style-type: none"> • Complete family budget • Open savings account 	<ul style="list-style-type: none"> • Bank statements • SMART Goals Life Assessment and data tracking sheet • Database
Families will engage in credit building and credit repair activities and address credit scores and debt to income ratios.	32 or more participants (85%), will be actively working to improving credit scores (to 640 or higher) and debt-to-income ratios (ideal is 41% or less).	<ul style="list-style-type: none"> • Credit repair / building plan established • Goals set 	<ul style="list-style-type: none"> • SMART Goals Life Assessment and data tracking sheet • Database • Credit monitoring

Outcome	Measurement	Activities to Accomplish Outcome	Data/Quality Assurance to be Collected to Validate Measurements
Families will attend at least two quarterly leadership and development trainings per year based on My Front Door family surveys.	38 individuals (100% of TANF eligible enrolled families) will attend 2 or more (50%) trainings offered on topics that promote economic, educational, and social stability	<ul style="list-style-type: none"> SMART Goals Life Assessment and data tracking sheet 	<ul style="list-style-type: none"> SMART Goals Life Assessment and data tracking sheet
Families will become homeowners	10 program families will become homeowners each calendar year	<ul style="list-style-type: none"> Families will close on a mortgage 	<ul style="list-style-type: none"> Mortgage “lender” packet provided at closing by title company Database
Families will maintain successful home ownership for five years	30 of homeowners (80%) will maintain ownership of the home for 5 years.	<ul style="list-style-type: none"> Quarterly SMART Goals / family visits meetings to track progress and identify challenges 	<ul style="list-style-type: none"> SMART Goals Life Assessment and data tracking sheet Database
Families will maintain or improve the value of the purchased home	38 participants (100%), will maintain or improve the value of the purchased home once purchased	<ul style="list-style-type: none"> Home visits 	<ul style="list-style-type: none"> Annual maintenance grant request Database
Families will set quarterly goal, to be self-assessed at quarterly family visits.	34 enrolled individuals (90% of TANF eligible families) will engage in quarterly family visits and complete self-assessment and set economic, educational and family strengthening goals.	<ul style="list-style-type: none"> Quarterly visits 	<ul style="list-style-type: none"> SMART Goals Life Assessment and data tracking sheet Database
Families will learn and practice SMART goal setting skills (specific, measurable, attainable, relevant, and timely) to establish and maintain family	34 or 90% of enrolled TANF eligible participants will learn and practice SMART goal setting skills during at least 3 of the 4 (75%) quarterly family visits and goal setting sessions to establish and maintain family	<ul style="list-style-type: none"> Quarterly family visits /meetings 	<ul style="list-style-type: none"> SMART Goals Life Assessment and data tracking sheet Database

Outcome	Measurement	Activities to Accomplish Outcome	Data/Quality Assurance to be Collected to Validate Measurements
stability.	stability.		
Families will achieve self-sufficiency.	Within 2 years of achieving home ownership, 70% of families will be transitioning off of supportive emergency social services.	<ul style="list-style-type: none"> • Career planning and development • Ongoing budgeting and credit building 	<ul style="list-style-type: none"> • SMART Goals Life Assessment and data tracking sheet • Database
Engage a student advocate for financial preparedness classes.	1 successful alumni of the program will be engaged as a student advocate for each of the financial preparedness classes, and will serve as a mentor and role model for new families.	<ul style="list-style-type: none"> • Select successful alumni 	<ul style="list-style-type: none"> • SMART Goals Life Assessment and data tracking sheet • Database
Grant has been awarded from Grounded Solutions program, to begin the process required for establishing a Community Land Trust.	Begin Phase 1 (of 2 phase program) for establishing a Community Land Trust with Grounded Solutions.	<ul style="list-style-type: none"> • Complete application • Get community input • Complete Phase 1 • Begin Phase 2 	<ul style="list-style-type: none"> • Tracking by board lead

3. Describe your data collection methods to be used.

My Front Door has invested in HomeKeeper software specifically designed to manage both the counseling/financial literacy and home buyer components of program along with regulatory requirements. It is a product developed by Grounded Solutions that maintains compliance with HUD standards and allows customizable data management and reporting. Currently we are tracking and calculating participation and successes manually which is very effective in a single dimension but falls short of applying individual data sets in the context of a full matrix. With the new software, we will easily be able to track every aspect of program participation from counseling and progress to homeownership and maintenance and providing a

comparative analysis dimension, not just within the program but on a national scale with the HomeKeeper Data HUB.

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

Ultimately success can be measured in three different way

- Meeting or exceeding self-selected SMART Goals by participants including but not limited to
 - Establishing a savings account
 - Improving credit scores
 - Career development/advancement
 - Personal communication classes
- Completion of financial literacy and preparedness program including the savings portion
- Purchasing and maintaining a home for five years and beyond

G. TANF Recruitment

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

Recruiting is done through community partners, presentations, online and social media marketing and word of mouth. Our marketing budget is limited, but a social media strategy helps. Applications are processed within 24 hours of receipt, initial meeting, selection, and enrollment upon starting the next annual class. Emergency and pre-planning services are provided before class starts so participants can progress toward their goal immediately.

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

20 newly enrolled individuals will be served by this program

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?

We accept tax returns or pay stubs for the month immediately preceding the application date.

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.
1. 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.
2. Program costs are associated with direct service delivery to TANF eligible individuals/families (i.e. salaries, 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*)

Donations, grants, foundations and fundraising events

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.

My Front Door a total of six families in both Albany and Laramie County successfully transitioned off of all government benefits and social service programs. My Front Door families learn how to achieve home ownership on their own merits. Families learn to build credit, reduce their debt to income ratio, build a solid savings account, and qualify for a mortgage. As tax paying property owners, My Front Door families become invested in the neighborhood where they live and raise their children. Homeowners are more likely to know their local representatives and how voting affects property taxes, education, and quality of life. With additional coaching in civic leadership and volunteerism, My Front Door families understand that they are expected to give back to the community that invested in them. Our families seek jobs that improve their financial picture, develop relationships within their support network, build professional relationships with lenders / realtors / title companies and other professionals, and learn about improving the value of their home in order to improve the overall neighborhood so property values increase. Lastly, families who go through My Front Door start off with immediate equity, and remain in the home for a minimum of five

years. Yearly maintenance grants of up to \$1,000 are available if families attend two or more quarterly trainings, and actively engage in family visits.

Amount Requested from Proposal:

25,000.00

	Program Costs	Administration Costs	Summary and Justification for Budget Expense
Salaries Admin: Activities spent managing the grant. Program: Wages for all staff who provide direct client services.	\$16,640.00	Click here to enter text.	Our caseload is high enough that we require a dedicated staff to complete SMART Goals quarterly meetings. 100% of this funding will go toward wages for staff providing direct client services
Employer Paid Benefits Admin: Activities spent managing the grant. Program: Wages for all staff who provide direct client services.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Employer Payroll Taxes Admin: Activities spent managing the grant. Program: Wages for all staff who provide direct client services.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Supplies Admin: Supplies and expenses needed to manage the grant. Program: Supplies needed for instructor use.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Recruiting and Marketing Cannot include promotional items.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Travel Travel necessary to serve participants.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Rent and utilities Admin: Rent and utilities for time spent managing the grant. Program: Rent and utilities for space provided to direct services for participants.	8,360.00	Click here to enter text.	Offices and classroom space necessary for program operation, administration and case management in Laramie County
Participant Tuition and Class Fees	Click here to enter text.	Click here to enter text.	Click here to enter text.

Participant Class Supplies and Materials	Click here to enter text.	Click here to enter text.	Click here to enter text.
Participant License and Certification Fees	Click here to enter text.	Click here to enter text.	Click here to enter text.
Participant Drug and Aptitude Screening Can include other types of assessments.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Work Support Services and Clothing	Click here to enter text.	Click here to enter text.	Click here to enter text.
Participant Wages	Click here to enter text.	Click here to enter text.	Click here to enter text.
Participant Fringe Benefits	Click here to enter text.	Click here to enter text.	Click here to enter text.
Participant Incentives	Click here to enter text.	Click here to enter text.	Click here to enter text.
Other Student Needs: Description -	Click here to enter text.	Click here to enter text.	Click here to enter text.
Sub-Total	\$25,000	Click here to enter text.	Total Administrative Costs cannot exceed 10% of your total Program Costs
TOTAL BUDGET (Program + Admin)	\$25,000		
Number of Individuals Planning to Serve	38		
Cost Per Individual	\$657.89		

ASSURANCE

In compliance with this grant proposal, as published by the Department of Family Service, and to all the conditions imposed therein and hereby incorporated by reference, the undersigned offers and agrees to furnish the services described in accordance with the attached signed proposal or as mutually agreed upon by subsequent negotiation.

If successful in securing funds for TANF CPI, applicant agrees to the following:

1. Must abide by all rules (if applicable), state, and federal laws applicable to the grant.
2. Must guarantee compliance to federal, state and local fiscal guidelines and reporting requirements applicable to the grant.

Authorized Representative Signature: _____

(County Commissioner Chair)

Printed Name: _____

Date: _____

Assurances must be signed for grant application to be considered.

Part 3. CHECKLIST: CONTENTS OF APPLICATION

Please use this checklist to help assure all grant application components are included in your finished proposal.

- ☐ Cover Sheet
- ☐ Proposal
- ☐ Budget
- ☐ Assurance
- ☐ Other Information
 - ☐ Copy of TANF eligibility intake form to be used by each sub-recipient
 - ☐ Wyoming Secretary of State Registration (if applicable)
 - ☐ Certificate of Good Standing (if applicable)

STATE OF WYOMING
Office of the Secretary of State

I, EDWARD A. BUCHANAN, SECRETARY OF STATE of the STATE OF WYOMING, do hereby certify that according to the records of this office,

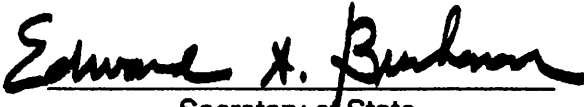
Wyoming Family Home Ownership Program
is a
Nonprofit Corporation

formed or qualified under the laws of Wyoming did on **April 12, 2007**, comply with all applicable requirements of this office. Its period of duration is Perpetual. This entity has been assigned entity identification number **2007-000536445**.

This entity is in existence and in good standing in this office and has filed all annual reports and paid all annual license taxes to date, or is not yet required to file such annual reports; and has not filed Articles of Dissolution.

I have affixed hereto the Great Seal of the State of Wyoming and duly generated, executed, authenticated, issued, delivered and communicated this official certificate at Cheyenne, Wyoming on this 9th day of April, 2018 at 11:45 AM. This certificate is assigned 026112118.




Secretary of State

Notice: A certificate issued electronically from the Wyoming Secretary of State's web site is immediately valid and effective. The validity of a certificate may be established by viewing the Certificate Confirmation screen of the Secretary of State's website <http://wyobiz.wy.gov> and following the instructions displayed under Validate Certificate.

STAFF USE ONLY

★★★★★

☐ Experian ☐ TransUnion ☐ Equifax ☐ HS/GED ☐ Tax Docs ☐ Pay Stubs ☐ Child Support Order ☐ Credit Repair Plan
☐ Photo Release ☐ Release of Information

DATES OF CONTACT: ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐



Home Ownership Program

Phone: (307) 514-5831 Fax: (307) 514-5832 Email: tammy@wyfhop.org Website: www.wyfhop.org
 Mail: P.O. Box 21682, Cheyenne, WY 82003 Physical: 2232 Dell Range Blvd., Ste. 312, Cheyenne, WY 82009

PROGRAM APPLICATION**GENERAL INFORMATION:**

Date of Application: _____

Applicant 1 Name:		Previous name(s):	
Social Security Number:		Date of Birth:	Age:
Home Phone:	Cell Phone:	Cell Carrier:	
Email Address:			
Address:			
<i>Street</i>		<i>City, State, Zip</i>	<i>County Rent Payment (\$)</i>
Ethnicity: <input type="checkbox"/> Asian <input type="checkbox"/> White/Caucasian <input type="checkbox"/> American Indian <input type="checkbox"/> Black or African American <input type="checkbox"/> Hispanic or Latina <input type="checkbox"/> Alaska Native <input type="checkbox"/> Native Hawaiian <input type="checkbox"/> Pacific Islander			
Race: <input type="checkbox"/> Hispanic <input type="checkbox"/> Non-Hispanic Veteran: <input type="checkbox"/> Yes <input type="checkbox"/> No Disability: <input type="checkbox"/> Yes <input type="checkbox"/> No			
Marital Status: <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Single <input type="checkbox"/> Separated <input type="checkbox"/> Widowed			
Education: <input type="checkbox"/> GED <input type="checkbox"/> High School Diploma <input type="checkbox"/> Technical College <input type="checkbox"/> Associate's Degree <input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> Master's Degree <input type="checkbox"/> Doctorate Specialty:			

Applicant 2 Name:		Previous name(s):	
Social Security Number:		Date of Birth:	Age:
Home Phone:	Cell Phone:	Cell Carrier:	
Email Address:			
Address:			
<i>Street</i>		<i>City, State, Zip</i>	<i>County Rent Payment (\$)</i>
Ethnicity: <input type="checkbox"/> Asian <input type="checkbox"/> White/Caucasian <input type="checkbox"/> American Indian <input type="checkbox"/> Black or African American <input type="checkbox"/> Hispanic or Latina <input type="checkbox"/> Alaska Native <input type="checkbox"/> Native Hawaiian <input type="checkbox"/> Pacific Islander			
Race: <input type="checkbox"/> Hispanic <input type="checkbox"/> Non-Hispanic Veteran: <input type="checkbox"/> Yes <input type="checkbox"/> No Disability: <input type="checkbox"/> Yes <input type="checkbox"/> No			
Marital Status: <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Single <input type="checkbox"/> Separated <input type="checkbox"/> Widowed			
Education: <input type="checkbox"/> GED <input type="checkbox"/> High School Diploma <input type="checkbox"/> Technical College <input type="checkbox"/> Associate's Degree <input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> Master's Degree <input type="checkbox"/> Doctorate Specialty:			

"Empowering Wyoming working families to achieve successful home ownership."

Applicant 1: (Parenting Adult)	<input type="checkbox"/> Custodial Parent <i>(one or more bio children live with you)</i>	<input type="checkbox"/> Non-Custodial <i>(no bio children live with you)</i>	<input type="checkbox"/> Guardian / Relative <i>(legal guardian, other _____)</i>
Applicant 2: (Parenting Adult)	<input type="checkbox"/> Custodial Parent <i>(one or more bio children live with you)</i>	<input type="checkbox"/> Non-Custodial <i>(no bio children live with you)</i>	<input type="checkbox"/> Guardian / Relative <i>(legal guardian, other _____)</i>

Total number of children, whether living with you or not: _____

FAMILY INFORMATION:

Child's Name <i>(First and Last Name)</i>	Relationship to Applicant 1 <i>(son, daughter, stepson, grandchild, significant other's child)</i>	Relationship to Applicant 2 <i>(son, daughter, stepson, grandchild, significant other's child)</i>	Date of Birth	Age

Which of the following services do you or ANY FAMILY MEMBER LIVING WITH YOU receive?

- ☐ SNAP (food stamps)
 ☐ Child Care Voucher
 ☐ WIC
 ☐ Medicaid
 ☐ KidCare
 ☐ LIEAP *electric*
☐ Cheyenne Housing Authority Voucher
☐ HeadStart
☐ STRIDE
☐ UPLIFT
☐ TAP *phone*
☐ ASK (After School for Kids)
☐ Boys and Girls Club
☐ Youth Alternatives
☐ Big Brother Big Sisters
☐ IEP (Individual Education Plan) at school or
☐ 504 Education Plan

Is the Department of Family Services working an open case with your family or a child?

This doesn't affect eligibility, but helps us provide adequate support in coordinating services.

☐ YES ☐ NO If YES, reason: _____

Do all children in the family have health insurance? ☐ Yes ☐ No (If "No," please list names): _____

APPLICANT 1 INFORMATION: (Name:) _____

Employment History (start with most recent job in the first line, then work backward):

Employer: Address /Phone	Start Date	Start Wage	End Date	Ending OR Current Wage	Full Time/ Part Time

Child Support:

Court Ordered Child Support: ☐ Pay ☐ Receive If YES, Amount/month: _____

If YES, Case Worker Name: _____

If YES, Do you have back child support? _____ Approximately how much? _____

Do YOU have health insurance? ☐ Yes ☐ No Type: _____

Are you currently in school? ☐ Yes ☐ No If YES, where? _____

Do you have: ☐ High School Diploma ☐ GED? If yes, graduation date: _____

If no, do you want to get your GED? ☐ Yes ☐ No

DO YOU HAVE: Valid Driver's License? ☐ Yes ☐ No Reliable transportation? ☐ Yes ☐ No

Are you or a family member dealing with immigration issues? ☐ Yes ☐ No

Have you ever filed bankruptcy? ☐ Yes ☐ No Date: _____ City, State _____

Have you EVER been convicted of a crime (misdemeanor, felony, DUI, or ANY other)? Or are you currently involved in any legal action? *If yes, please explain. This doesn't affect eligibility, but allows us to help you.*

If on probation/parole, please list name and phone number of your probation/parole officer:

APPLICANT 2 INFORMATION: (Name:) _____

Employment History (start with most recent job in the first line, then work backward):

Employer: Address /Phone	Start Date	Start Wage	End Date	Ending OR Current Wage	Full Time/ Part Time

Child Support:

Court Ordered Child Support: ☐ Pay ☐ Receive If YES, Amount/month: _____

If YES, Case Worker Name: _____

If YES, Do you have back child support? _____ Approximately how much? _____

Do YOU have health insurance? ☐ Yes ☐ No Type: _____

Are you currently in school? ☐ Yes ☐ No If YES, where? _____

Do you have: ☐ High School Diploma ☐ GED? If yes, graduation date: _____

If no, do you want to get your GED? ☐ Yes ☐ No

DO YOU HAVE: Valid Driver's License? ☐ Yes ☐ No Reliable transportation? ☐ Yes ☐ No

Are you or a family member dealing with immigration issues? ☐ Yes ☐ No

Have you ever filed bankruptcy? ☐ Yes ☐ No Date: _____ City, State _____

Have you EVER been convicted of a crime (misdemeanor, felony, DUI, or ANY other)? Or are you currently involved in any legal action? *If yes, please explain. This doesn't affect eligibility, but allows us to help you.*

If on probation/parole, please list name and phone number of your probation/parole officer:

FAMILY ESSAY QUESTION: Please explain what you hope to gain from participating in Wyoming Family Home Ownership Program – include how it might help your child(ren), you, your current relationship, your family, job, economic status, etc. ***Put a lot of thought into this response.***

ALTERNATE CONTACTS:

Please provide complete addresses and telephone numbers for THREE individuals who are NOT living in your home and will know how to reach you if needed:

First and Last Name	Relationship	Phone	Cell Phone	City, State

All applications and information are confidential.

Applicant 1 Signature

Date

Applicant 2 Signature

Date

MAIL THIS APPLICATION TO: WYFHOP, P.O. BOX 21682, CHEYENNE, WY 82003