

RESOLUTION _____

ENTITLED: "A RESOLUTION AUTHORIZING THE RATIFIED 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 FFY 2022 TO REQUESTING FUNDING FOR 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 \$175,000.00."

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 on April 6, 2021 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 2021-2022 program year in the amount of \$175,000.00 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 dba My Front Door (\$10,000).

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 20th DAY OF APRIL 2021.

Gunnar Malm, Chairman

ATTEST:

Debra Lee, Laramie County Clerk

Date

Received And Approved As To Form Only By:



Laramie County Attorney's Office



Date

COVER PAGE

1. County/Tribe: Laramie County
2. Project/Grant 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

Address: 310 W. 19th Street, Suite 140, 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 West Jefferson Road

Phone: 307-778-6674

Email address: rsample@bgcchey.org

4. Program Name: Boys & Girls Club of Cheyenne Youth Development

5. Requested Amount: \$75,000

6. Authorized Representative: Gunnar Malm
County Commissioner Chair

(No signature required here. Signature is required on the Assurance page)

Date: April 13, 2021

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

PROPOSAL

1. What programs are available within your community to address transportation and homelessness?

In 2020, the Boys & Girls Club of Cheyenne purchased a brand new, 14-passenger shuttle for the Club. This purchase was made possible by a grant from the Daniels Fund, as well as donations from several generous community partners. The Club also had the opportunity to purchase a used 14-passenger bus to further increase our transportation capabilities. With these new additions, the Club now owns a total of four busses, which allow us to reach more youth, expand our teen programming, and recruit additional members throughout the community.

The Club also partners with Laramie County School District #1 to provide daily transportation, but due to recent changes within the Wyoming Department of Education, the district is no longer reimbursed for transporting youth to our sites, therefore passing transportation costs on to the Club. To help lessen these expenses while still ensuring all youth have access to high-quality afterschool programming, the Club is able to rely on our own busses, especially with the addition of these two new vehicles.

Though the Club operated at limited capacity throughout the 2020 year due to COVID-19, the busses helped connect vulnerable youth with high-quality afterschool programming, which was needed during this time more than ever. Many youth continue to struggle with learning loss, emotional challenges, and other stressors resulting from the pandemic, and transportation is a key first step in connecting them with mentorship, academic enrichment, emotional support, healthy meals, and an overall sense of community at the Club.

Both in COVID-19 times and beyond, the Boys & Girls Club of Cheyenne acknowledges that many afterschool programs face challenges in providing adequate transportation for underserved members. Many of the families we serve simply lack access to reliable transportation and cannot leave work to transport their student to the Club. In addition, many families rely on one vehicle for the entire family or are limited by the price of gasoline.

If the Club discovers a family or an unaccompanied minor experiencing homelessness, we work with our community partners who focus on this issue, such as the COMEA shelter, Goodwill Wyoming, the Unaccompanied Minor Initiative, and Safe House to ensure that youth are able to attend the Club.

2. Are there existing programs in your community that would be interested in receiving TANF funds to subsidize their services that provide direct services for transportation and homelessness prevention?

We are unaware if additional entities would be interested, as the County Grants Manager has a history of reaching out to various nonprofits.

A. Summary of Proposed Program

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

The Boys & Girls Club of Cheyenne serves kids ages 6-18 out of its West Jefferson Clubhouse and Club at LCCC teen site, all for a membership fee of just \$10 per year. The Boys & Girls Club of Cheyenne's

mission is to inspire and enable all youth, especially those who need us most, to reach their full potential as productive, responsible, caring citizens. Our Youth Development program is focused in three areas: Academic Success, Character & Citizenship, and Healthy Lifestyles. The Youth Development program provides a safe, educational environment for kids during non-school time complete with tutoring, healthy meals and snacks, art, sports, and much more.

As an organization, our primary goal is to provide a safe, productive and affordable place to be for youth in Laramie County, Wyoming. We know that non-school hours are some of the most dangerous for youth because they lack structure. Without structured non-school time, youth are more likely to engage in risky behavior or sit idle in front of a screen. When youth attend the Boys & Girls Club of Cheyenne, they are participating in programs, which provide the structure they need, while also providing opportunities for personal growth and development.

The Club also continues to serve as a safety net for the community in light of COVID-19, as many of our vulnerable members and families are still facing the greatest emotional and financial burdens of the pandemic. Throughout our programming, we support the overall well-being of our youth by providing academic enrichment, mental health support, food boxes for Club families, and other community outreach.

The Boys & Girls Club of Cheyenne offers low-income children an opportunity to attend and participate in fun, educational activities after school and during the summer. Attendance in quality afterschool 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.

Local Family Cost Comparison:

Program	After-school Cost	2021 Summer Cost
Boys & Girls Club	\$10 per year, \$5 no school days (ages 6-18)	\$1,155 (10 weeks)
City's Latchkey	\$200 per month (only through 6 th grade)	\$1,300 (10 weeks)
YMCA	\$220-\$290 per month (only through 6 th grade)	\$1,650 to \$1,950
St. Mary's School	\$200 per month	\$1,300 (ages 3-12)
BEAST Foundation	\$300 per month (K through 8 th grade)	\$1,200 (8 weeks)
LCCC Seek Program	n/a	\$200 to \$249 per week (age 14 max, programs end at 4pm)

Despite the Club's low cost, the fees can be prohibitive to attendance. The Wyoming Department of Family Services can subsidize childcare 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. This age group also deals with stressors from peer pressure, social media, and bullying, and it is essential that they have access to mentorship and positive outlets to help them cope with the challenges of growing up in the modern world.

The Boys & Girls Club format offers our members scholastic skills through evidence-based program and pathways to Academic Success. Stated in the Boys & Girls Club of America (BGCA) – 2020 National Youth Outcomes Initiative findings, Club members are engaged in school, on track to graduate, and equipped to pursue further educational and career opportunities:

- 75% of Club members ages 12 to 17 from low-income families report receiving mostly As and Bs, compared to 67% of their peers nationally
- 82% of Club members expect to complete some postsecondary education
- 81% of Club juniors and seniors who completed a college prep program reported they are making immediate plans to enroll in postsecondary education, compared to 59% of high school students nationally
- Club members show a strong interest in STEM, and 71% of Club members report getting excited about science. 82% are curious to learn more about science, computers or technology.

The Club also serves as a safety net for the Cheyenne community, as many vulnerable families continue to face the greatest financial and emotional burdens of the COVID-19 pandemic. In the wake of this health crisis, many Club families struggled with distance learning, job loss, increased medical expenses, and an overall sense of fear and uncertainty. During this time, the Club stepped in to offer academic enrichment, mentoring, emotional support, healthy food resources, and more. COVID-19 continues to shape our everyday lives, and as we move forward the Club remains committed to the Academic Success of members, while also supporting their emotional health and overall well-being.

A key factor in reversing and preventing further learning loss in the Summer Brain Gain program, which helps members stay learning and engaged while school is out. During the summer, most youth lose about two months' worth of math skills. Low-income youth also lose more than two months' of reading skills, while their middle-class peers make slight gains. Students cannot afford these academic losses, especially since many have already fallen behind due to COVID-19. To help members get back on track, Summer Brain Gain incorporates weekly modules with fun, themes activities for all grade levels. These modules are focused on discovery, creative expression and collaboration, with an additional emphasis on mentoring and coping skills. For many youth facing ambiguity at home, the Club also provides them with a sense of community, safety, and support. The Club not only gives them a positive place to be during the summer, but provides them with the resources and skills they need to thrive.

To monitor the families' needs, they complete TANF Eligibility Form. These requests are primarily from low- to moderate-income working families. Research confirms that non-school hours are the most dangerous for youth, with a higher probability of teen pregnancy, drug use and other life-changing outcomes. The Club offers an alternative to risky behaviors, providing structure and positive mentors in the lives of countless Cheyenne children.

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

The program will place increased focus on unfinished learning due to COVID-19.

3. Area(s) served.

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

4. Population served.

The Boys & Girls Club of Cheyenne serves youth ages 6 to 18 who are living at or below the TANF Federal Poverty Level, based on information collected in annual self-reports. While operating at limited capacity in 2020 due to COVID-19, the Club served 525 registered members, in addition to serving 432 youth through community outreach. The Club looks forward to expanding these numbers in 2021, while also respecting all current Health Orders and guidelines.

According to the Wyoming Kids Count report, which recently reported that 28.9% of children in Laramie County live in single parent homes, with 28.9% of those being single father homes and 71.1% being single mother homes. This number is especially significant when considering the prevalence of income inequalities throughout the county. In 2018, the median income for men was \$52,794, while the median income for women was only \$40,228. Additionally, 12% of all Laramie County families remain in poverty. Within Club households:

- 55% of Club members are from all single parent households
- 58% of Club members qualify for free or reduced lunch

Our programs are created to remediate the unfair under-representation and underachievement of at-risk youth, many of which are on negative learning trajectories. We provide transportation from local schools, many of which are designated as Title 1, and connect youth with high-quality, accessible afterschool programming. This ensures youth have a productive place to go during out-of-school time, while also supporting their academic, socioemotional, and health needs.

5. Beginning and end date of program.

October 1, 2021 – September 30, 2022

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 non-school days and during the summer, we are open to youth from 7:30 a.m. to 6 p.m. The Club also emphasizes the importance of family engagement, and we host regular Family Nights and community outreach events. Plus, our youth and

their families our involved in special events such as the Chili Challenge, Dancing with the Stars and Back A Kid Breakfast.

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.

The COVID-19 pandemic continues to leave our vulnerable youth with the greatest burdens, and while Laramie County is slowing opening back up and returning to a sense of normalcy, the effects of the health crisis will linger for many years to come. Low-income and at-risk families still find themselves overwhelmed by the realities of the pandemic: difficulties finding adequate childcare, job loss, personal health challenges, transitioning to and from online school, limited access to healthy food resources, and adjusting to an overall new way of life. For many youth, especially our teenage members, they are living in their formative years, a time when they should be discovering who they are and setting personal goals. Despite their potential, young people are feeling discouraged by the current state of the world and uncertain about what the future holds. This is exacerbated by the existing challenges of peer pressure, bullying, social media, and growing up in the modern world.

According to a study published by the Wyoming Survey & Analysis Center and the Wyoming Community Foundation over the summer of 2020, 22% of Wyoming parents experienced a pay cut or had someone in their household experience a pay cut. In addition, 47% had work hours reduced and 16% lost their job. As a result, 15% had slightly or significantly more difficulty paying their rent or mortgage, along with 18% who had more difficulty paying for medical care. This pressure also impacted the mental health of parents and families, with 1 in 5 parents using alcohol more than before COVID-19.

In addition, school closures not only negatively impacted the academic growth of students, but also turned many family's daily routines upside down. In the same WSAC study, 20% of parents reported that their child did not always have a safe place to go while they were at work or school. Another 59% reported that school or daycare closures had a moderate severe impact on daily life, with 18% even worried about job loss because of a lack of childcare. Many youth also relied on their schools for healthy, accessible meals during the day, and with these no longer available, 14% of parents said their families ate less than they felt they should because there wasn't enough money for food, and 22% worried that food would run out before they had the money to buy more.

The COVID-19 pandemic has exacerbated many already existing gaps throughout Laramie County and statewide. According to the 2020 Wyoming Kids Count, 13% of families live below the poverty threshold and nearly one-third of all of Wyoming's single mother led households live in poverty. Income inequalities continue to be prevalent, as the median income for men (\$54,834) in Wyoming is nearly 45% higher than the median income for women (\$38,434). The National Women's Law Center even ranked Wyoming, known as the Equality State, as 50th for the size of its wage gap compared to the other states.

Specifically within Laramie County, 28.9% of children live in single parent homes, with 28.9% of those being single father homes and 71.1% being single mother homes. The number of single mother households is on the rise, increasing from 69.8% in 2010 to 71.1% in 2018. This number is especially significant when considering the prevalence of income inequalities throughout the county. In 2018, the median income for men was \$52,794, while the median income for women was only \$40,228. This means that for every dollar a man earns, a woman only earns 76 cents. These inequalities are further demonstrated in the reality that only 4.7% of single father homes live in poverty, while 40.7% of single mother homes live in poverty, and this number only continues to increase. Overall, only 4.5% of married households live in poverty, while 30.3% of single parent households live in poverty. Additionally, 12% of Laramie County families remain in poverty, and while this reflects a decrease from the 13.4% in 2010, it still highlights a large number of children and families living below the poverty line.

The Community Action of Laramie County Needs Assessment, most recently published in 2018, also account for critical factors affecting Laramie County's vulnerable youth. As established in the report, poverty rates are highest among females, Hispanics and youth individuals. A critical factor stated in the Needs Assessment was that the South Cheyenne area, home to our main site, continues to have the highest rate of poverty. The Needs Assessment affirms that more and more individuals who are from families experiencing multi-generational poverty. Members of these families have high probabilities of not possessing a high school diploma or a GED, have an increasingly difficult time meeting their own personal needs, and tend to have high expectations for receiving free services.

- According to the Needs Assessment estimates, 2,544 children in Laramie County lived in poverty during 2016. This translates to roughly 11% of all children living in poverty.
- Poverty rates are notably high in several census tracts on the South Cheyenne area.
- A substantial percentage of Laramie County residents live below or near the federal poverty level. Roughly, 4% of individuals have incomes that are only 50% of the poverty level and are therefore in dire need of services. A total of 22% of the population is living 185% below the poverty level. These countywide figures, however, understate the extent of the low-income areas in Cheyenne. Most areas in the city have over 38% of their residents living 200% or below the federal poverty level.
- In addition, in Laramie County has seen an increase in the numbers of children whose parents are either incarcerated or who have significant substance abuse issues. The substance abuse issues primarily involve alcohol and methamphetamine use. However, it also states that methamphetamine is being cut with heroin resulting in more frequent and severe drug use.

Besides socioeconomic factors confronting our youth, based on the Boys & Girls Club of Cheyenne Community Needs Assessment, the community disparities that impact our vulnerable children the most, are education/academic success and health/mental health. Providing access to mentors and positive role models can help combat issues that our at-risk youth have to deal with on a daily basis and help them overcome these hurdles that they had no control over. These two barriers have an underlining connectedness; the early years of a child's life lay the foundation for lifelong success. With a strong healthy beginning, children can more easily stay on track to remain in school and graduate, pursue postsecondary education and training and successfully transition to adult hood.

Laramie County has seen gradual improvements in education over time, though it went from 14th to 20th in ranking from the 2020 Annie E. Casey Foundation Kids Count Data Book. This is due to ongoing issues that factor into the root causes of poverty. There is a significant lack of high-quality early childhood education in Cheyenne and Laramie County that automatically places children entering kindergarten at a disadvantage. The fact that kindergarten is not mandatory places a further burden on children who do not start school until the first grade. Additionally, 81.6% of students in Laramie County School District #1, the primary district feeding into the Club, are graduating within 4 years. Though this number has increased since 2010, our schools continue to face challenges, with only 43.4% of fourth grade students proficient in English and language arts and 38.8% proficient in math, according to the 2020 Wyoming Kids Count.

As we work to overcome these gaps, the Club is an instrumental partner in helping youth reach proficiency and achieve academic success, as demonstrated in the 2020 NYOI findings:



Recently, the Wyoming Survey & Analysis Center at the University of Wyoming in partnership with the Wyoming Community Foundation/Wyoming Kids Count, published, “Exclusionary Discipline – Racial Disparities in the Equality State.” The research shows that within Wyoming the “Equality State” children of color receive harsher school discipline than their white peers for the same behaviors. Disproportionate suspensions are highest amount Native and Hispanic students in Wyoming.

Percentage point difference between rate of enrollment and percent of all suspension, female and male students

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

- 2+ Races are 1.8 % more likely
- White are 12.7% less likely

This is especially important to consider in light of the Club's diverse membership:

- 3% American Indian or Alaska Native
- 1% Asian
- 10% Black or African American
- 11% Hispanic or Latino
- 1% Native Hawaiian or Pacific Islander
- 69% White
- 5% Other

When schools rely on suspension or expulsion to discipline students, it can create more problems. Students who miss lessons can feel frustrated and further disengage from school, peers, and teachers.

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

These disparities are evident in Wyoming and across the United States, as children of color continue to lack the opportunities and support they need to thrive. According to the 2020 Annie E. Casey Foundation Kids Count Data Book, children of color face high hurdles to success based on persistent generations-long inequities and systemic barriers. For example, African American children were significantly more likely to live in single-parent families and high-poverty neighborhoods, and Latino children were the most likely to live with a head of household who lacked a high school diploma and to not be in school when they were young.

These stressors tie in closely with the mental health and wellness of our youth and greater communities. Even though we do not have data broken down per county, the suicide rate among our youth is overwhelming. In a recent report published in October 2019, by the Wyoming Health Department, the suicide rate among older teenagers has increased by 40% over the past three years, recording a rate triple the national average. Therefore, providing these at-risk youth with a safety net through a mentoring program could honestly be the difference between life and death. According to the 2017-2021 State Suicide Prevention Plan, published by the Wyoming Department of Health, suicide is a leading cause of preventable death in Wyoming with negative impacts that are felt by individuals, families, and communities throughout the state. Over the past three decades Wyoming has consistently had one of the highest per-capita rates in the nation, currently with a suicide rate of 25.4 suicide deaths per a population 100,000 people, compared to the national average of 14.2, as reported by the American Association of Suicidology. It is even more staggering when looking at adolescent rates in Wyoming; 25.6 suicide deaths per 100,000 youth aged 15-19, compared to the national average of 11.1.

It is a critical time for us to step in and provide a strong mentoring program to help lower those numbers, the below statistics are from the Wyoming Department of Education, 2016:

- 3 in 10 high school students has depression or hopelessness
- 1 in 5 high school students seriously considered attempting suicide
- 1 in 6 high school students has made a plan about how they would attempt suicide
- 1 in 20 school students has attempted suicide.

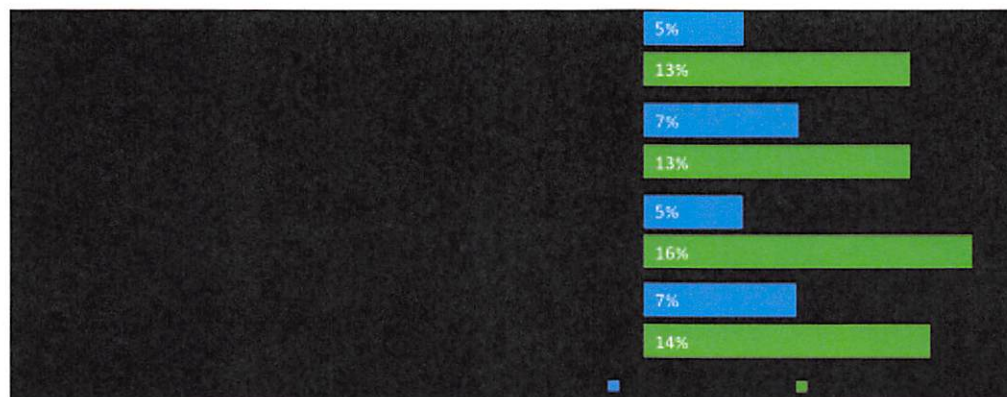
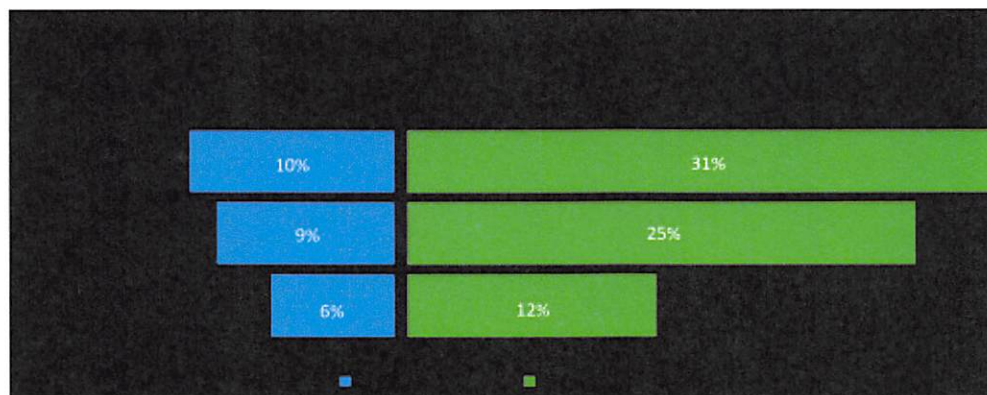
At the Boys & Girls Club of Cheyenne we take the mental health of our members very seriously; and our obligation to help and guide them in the best most effective and healing way.

The nonexistence of specific LGBT rights is also a huge factor in Wyoming, as very few resources are accessible or even available for these at-risk youth – the Boys & Girls Club of Cheyenne steps in to fill this gap and meet youth where they are at, therefore supporting their overall health and well-being.

In addition, the prevalence of risky behaviors such as substance abuse and sexual activity among our community's youth points to a need for effective programming. There is a great need to provide knowledge, skills and peer-network resources to reduce these behaviors beyond those offered through the public-school system.

- 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.
 - It is important to note that the Youth Risk Behavioral Survey was discontinued in 2015, therefore limiting the availability of up-to-date information.
- According to the 2020 Wyoming Kids Count Data Book, Laramie County sits at 28.1% for number of births to moms under 17 per 1,000 live births.
 - 8.4% of mothers did not have at least a high school diploma at the time of birth.
- This is 2018 Prevention Needs Assessment data from Laramie County School District #1:
 - Used marijuana within the past 30 days
 - Middle school: 5%, High school: 23%
 - Somewhat or very easy access to marijuana
 - Middle school: 21%, High school: 61%
 - Used cigarettes within the past 30 days
 - Middle school: 2%, High school: 8.5%
 - Vaped within the past 30 days
 - Middle school: 13%, High school: 41%
 - Used heroin within the past 30 days
 - Middle school: 0.3%, High school: 0.8%
 - Used prescription drug not prescribed to person (Note: this is any prescription not prescribed for them, so could include opioids but isn't opioids specifically)
 - Middle school: 4.7%, High school: 4.5%
 - Used Alcohol with the past 30 days
 - Middle School: 7.53%, High school: 19.17%
 - Somewhat or very easy access to Alcohol
 - Middle School: 34.26%, High School: 63.44%

The Boys & Girls Club of Cheyenne recognizes the prevalence of substances among young people and understands the need for substance abuse prevention. Through our preventative programming, the Club provides youth with positive mentors and health, productive outlets they can turn to instead of substances. The impact is evident in our 2020 NYOI findings surrounding vaping and opioids:



At the Boys & Girls Club of Cheyenne, we can reinforce not only academics but the emotional wellness of our members. We are able to identify risk factors directly; school attendance, poor grades, bullying, disciplinary problems, isolation and/or withdrawing from friends. In many circumstances, the Boys & Girls Club of Cheyenne, is a child’s “found family” offering the security, nurturing/mentorship, guidance and love that their own family cannot. But beyond that, even if they live in a loving supportive home, their families may face unintentional barriers, such as economic status or financial hardship. Therefore, the Boys & Girls Club of Cheyenne provides that cultural, social, academic, and emotional support, our strong mentoring program can be the safety net of Laramie County’s at-risk youth.

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

Through extensive research, Boys & Girls Clubs of America has identified certain elements that allow Clubs to ensure positive developmental experiences for its members. The Club follows the evidence-

based formula for impact set by BGCA: Young People Who Need Us Most + Outcome-Driven Club Experience = Priority Outcomes. 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 as evidenced through the BGCA's National Youth Outcomes Initiative (NYOI):

- **Safe, Positive Environment** – Club staff, facilities, and age-appropriate settings create stability, consistency, and sense of physical and emotional safety for members. The Club provides structure and clearly defines acceptable behaviors.
- **Fun** – Members develop a sense of belonging through connections established with staff and peers. Staff help youth feel comfortable, fostering an inclusive atmosphere and creating a sense of ownership for members.
- **Supportive Relationships** – Develop meaningful relationships with peers and adults. Staff actively cultivate relationships to ensure every member feels connected to adults and peers. Staff demonstrate warmth, caring, appreciation, acceptance, and proper guidance in their connections with members.
- **Opportunities and Expectations** – Youth acquire physical, social, technological, artistic, and life skills. The Club environment encourages members to develop moral character and behave ethically.
- **Recognition** – Staff recognize and support young people's self-worth, accomplishments, and showcases achievements. Staff encourage youth and provide positive reinforcement as they make improvements and experience successes.

Locally, the Club has worked diligently at providing a quality Club experience that incorporates the key elements listed above. The Club utilizes the annual BGCA NYOI member survey and individual academic performance through grade checks to collect and use data to measure youth outcomes and demonstrate success. Checking member's grades and teaching our member to check their grades on-line allows us to monitor grades and provides comprehension of concepts aligning to standards and connecting with teachers, plus instilling accountability and responsibility. This data provides the Club valuable insight with which to adjust our practices and implement quality improvements to have a greater beneficial effect on youth. NYOI surveys ask members about their perceptions of the Club, their responses allow the Club to assess how well our Club is delivering high-quality Club experience that promotes positive youth development. We are able to measure indicators of youth achievement in our priority outcomes including academic success and behaviors.

The Club has specifically improved its programming for teens, catering to their unique needs as young adults about to enter the professional world. In 2018, the Club opened its first teen-only site at Laramie County Community College. The Club at LCCC provides career exploration and tech education programs for Club youth who reside in low income households and are an underserved population in Cheyenne, as well as providing teens greater opportunities to learn and succeed. The Club at LCCC is focused on connecting teens with job shadowing and internship experiences, therefore exposing them to new career paths and opportunities for a fulfilling, rewarding and purposeful future.

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. This has only increased in importance as students continue to face uncertainties, both in school and at home, resulting from the COVID-19 pandemic.

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.

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

At the Boys & Girls Club of Cheyenne we address obstacles head on. Providing access to mentors and preemptive programs can help combat issues that our at-risk youth have to deal with on a daily basis and help them overcome these hurdles. The Boys & Girls Club of Cheyenne establishes a platform which promotes overall achievement for youth that are most vulnerable.

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 research, evidence-based and proven programs and practices such as Project Learn, Summer Brain Gain, SMART Moves, SMART Girls, Passport to Manhood and Career Launch. Project Learn is an evidence based program consisting of high-yield educational activities. Summer Brain Gain focuses on reducing summer learning loss and is a component of Project Learn. SMART Moves, SMART Girls, Passport to Manhood and Career Launch are our main preventative programs that directly address risky behaviors.

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

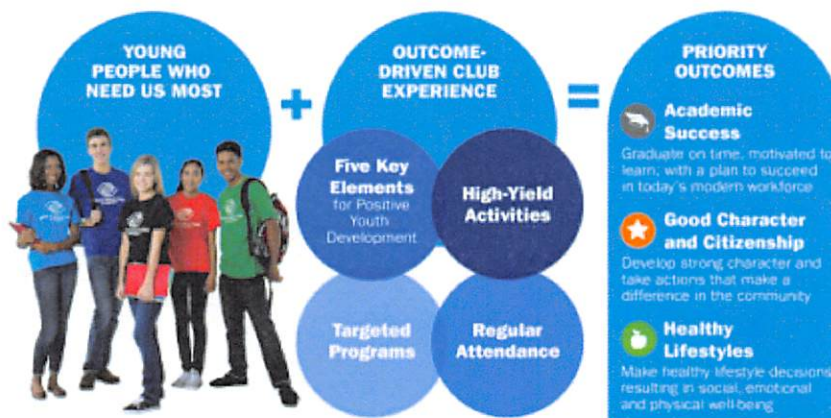
SMART Girls pairs a small group of girls with a female adult mentor to teach them about their health, making good choices, forming good habits, and avoiding sex, drugs and alcohol at a young age.

Similar to SMART Girls, the Passport to Manhood program pairs a small group of boys with a male adult mentor who teaches them about their health, behavior, responsibilities and answers their questions, and avoiding sex, drugs and alcohol at a young age.

Career Launch encourages Club members to assess their skills and interests, explore careers, make sound educational decisions and prepare to join our work force.

Programs implemented are based on the Formula for Impact:

Our 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. We work 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. We also collaborate with arts organizations such as West Edge Collaborative and Cheyenne Little Theatre to ensure youth have access to positive, creative outlets and opportunities for self-expression. In addition, the Club partners with organizations such as Blossom Yoga to expand our mental health resources and support the emotional and physical wellness of members, especially in the face of COVID-19.

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
LCSD 1	Referrals, transportation, grade reporting
Laramie County Library	Access to library programs, books, bookmobile
Laramie County Master Gardeners	Junior Gardeners program
Laramie County Community College	Support of "The Club at LCCC" teen program
Blossom Yoga	Mindfulness program with teens
Grace for 2 Brothers	Implementation of QPR training for suicide prevention
Blue Cross Blue Shield of Wyoming Caring Foundation	Healthy Habits program, and potential grant to hire new Club mental health provider
Laramie County Conservation District	Natural resources engagement and field trips
BGCA	Helping us shape our mentoring and emotional wellness programs
GEAR Up	Increase graduation rates with low-income youth
Cheyenne Police Department	Career exploration and substance abuse prevention programming
Junior Achievement	Financial Literacy and Career Exploration
Cheyenne Little Theatre	Summer theater workshops
West Edge	Digital arts workshops
Arts Cheyenne	Cultural Inventory Internship
CFD Old West Museum	Teen job shadowing/volunteer opportunities

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 facets of fundraising including grant writing (private, state and federal) fundraising events and cultivates individual donors. In addition, the Board of Directors is highly engaged in the development of the Club and assists with community outreach, stewardship, and fundraising.

With the increased growth we have seen, 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. Though limited in 2020 due to COVID-19,

the Club looks forwarding to holding the BAK Breakfast and Dancing with the Stars event in 2021, in additional to smaller events throughout the year.

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?

Specifically, for this request, our goals are to identify and provide 50 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.

Though the Club's numbers were limited in the beginning of 2021 due to COVID-19, we look forward to reaching an increased number of youth, especially through our 2022 summer program. The full days allow for thorough, engaging, and transformative programming, which is needed now more than ever for our vulnerable youth. Though the Club remains hopeful that we will soon return to a sense of normalcy, we also understand that the pandemic has left a tremendous mark on our community, and it will continue to influence the Academic Success, mental health, and overall well-being of our members. We must address these factors head on to ensure that youth do not fall through the cracks.

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

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

Outcome	Measurement	Activities to Accomplish Outcome	Data/Quality Assurance to be Collected to Validate Measurements
Identify 50 TANF eligible youth	Utilize TANF intake form to screen potential scholarship applicants. 100% of participating youth will complete form.	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 who attend the Club 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.	Grade tracking is driven by the Unit Director and Education & Career Development Coordinator, and overseen by the Assistant Director.
Youth abstaining from Risk-Behaviors	This data is tracked and obtained through our National Youth Outcomes Initiative, an survey given annually to members.	Tracking youth starting and completing preventative programs.	The pre- and post- tests play a vital role to confirm effectiveness.

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, age, school attended, grade level, promotion to the next grade and frequency of attendance. 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. This information is also verified by staff.

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 50 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, especially as we approach the beginning of our summer program. We also 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?

The Boys & Girls Club of Cheyenne will serve 50 TANF eligible individuals.

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, age, school attended, grade level, promotion to the next grade and frequency of attendance. 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.

BUDGET

Instructions:

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

The central principle of the Boys & Girls Club model of change continues to be supported by analysis of data from NYOI: When Clubs deliver a high-quality Club Experience, young people are more likely to achieve positive outcomes, stay on track for success and make healthy choices.

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

- Every \$1 invested in Boys & Girls Clubs returns \$9.60 in current and future earnings and cost-savings to their communities. The greatest benefits are from Club members' improved grades and reduced alcohol use and their parents' earnings.
- Clubs spend \$1.64 billion annually on operating costs, resulting in \$15.7 billion in lifetime benefits to youth, families and communities.
- Clubs help increase the earning power of parents, as well as of youth when they become adults.
- Clubs also contribute to major savings for society by helping to prevent costly expenditures for health care, public assistance programs, and criminal justice system involvement and incarceration.

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

Annual Amount Requested from Proposal:

Boys & Girls Club of Cheyenne

	Program Costs	Admin Costs	Summary and Justification for Budget Expense
Salaries <u>Admin:</u> Activities spent managing the grant. <u>Program:</u> Wages for all staff who provide direct client services.	\$56,181.62	\$5,618.16	Program: Wages for 20 staff who are in direct contact and provide services to TANF youth. YDP, Unit Directors and Assistant Director (\$12-\$28.8 Admin: Director of Finance - Data collection and financial reports Director of Development - Data collection and submission reports Grant Oversight
Employer Paid Benefits <u>Admin:</u> Activities spent managing the grant. <u>Program:</u> Wages for all staff who provide direct client services.	\$3,000	\$300	Employee Drug Testing \$15-\$35 pp, Background Checks \$55-\$104 pp, Retirement 3% of wage, Insurance (Life, Health, Dental, Vision)
Employer Payroll Taxes <u>Admin:</u> Activities spent managing the grant. <u>Program:</u> Wages for all staff who provide direct client services.	\$6,000.20	\$600.02	FICA, SUTA, WC and UE taxes total 10.68%
Supplies <u>Admin:</u> Supplies and expenses needed to manage the grant. <u>Program:</u> Supplies needed for instructor use.	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 <u>Admin:</u> Rent and utilities for time spent managing the grant. <u>Program:</u> Rent and utilities for space provided to direct services for participants.	\$3,000	\$300	Equates to approximately 1/8 of actual monthly expenses electric, gas, water, sewer, and garbage
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	Click here to enter text.	Click here to enter text.	Click here to enter text.

assessments.			
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 Participant Needs: Description -	Click here to enter text.	Click here to enter text.	Click here to enter text.
Sub-Totals	\$68,181.82	\$6,818.18	Total Administrative Costs cannot exceed 10% of your Program Costs
TOTAL BUDGET (Program + Admin)	\$75,000		
Number of TANF Participants Planning to Serve	50		
Cost Per TANF Participants	\$1,500		

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: Gunnar Malm

Date: April 13, 2021

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)

Part 4. Quarterly Report and Invoice

NOTE: Completion of this report and invoice will be mandatory to awardees



Temporary Assistance for Needy Families
Wyoming Department of Family Services

TANF CPI Federal Fiscal Year 22 (October 1, 2021 – September 30, 2022) Quarterly Report and Invoice

County/Tribe:
Reporting Period:
Date:

Statistics:

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

[illegible]

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,

Boys and Girls Club of Cheyenne, Wyoming, Inc.

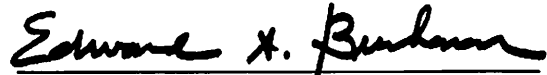
is a
Nonprofit Corporation

formed or qualified under the laws of Wyoming did on **August 19, 1991**, comply with all applicable requirements of this office. Its period of duration is Perpetual. This entity has been assigned entity identification number **1991-000268827**.

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 12th day of April, 2021 at 12:25 PM. This certificate is assigned ID Number 043700824.




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 <https://wyobiz.wyo.gov> and following the instructions displayed under Validate Certificate.



Mark Gordon
Governor

State of Wyoming
Department of Workforce Services

5221 Yellowstone Rd
Cheyenne, WY 82002
307.777.6763 - Fax:307.777.5298
*****.wyomingworkforce.org



Robin Sessions Cooley, J.D.
Director
Elizabeth Gagen, J.D.
Deputy Director

Recipient:

Employer:

BOYS & GIRLS CLUB OF CHEYENNE
Attn: AMANDA FISKE
515 WEST JEFFERSON ROAD
CHEYENNE, WY 82007

BOYS & GIRLS CLUB OF CHYN WY INC
515 W JEFFERSON RD
CHEYENNE, WY
82007-2378

WORKERS' COMPENSATION CERTIFICATE OF GOOD STANDING

Mail Date: 4/12/2021

EXPIRATION DATE: 4/12/2022

Job Reference: TANF

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.

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. Prime contractors may verify good standing of a sub-contractor's business by contacting the Division by telephone, after the initial certificate has been issued.

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

2021-2022

In-take Eligibility Form



BOYS & GIRLS CLUB
OF CHEYENNE

Child's Name _____ Age _____

Home Address _____

Child's Social Security Number will be required on approval and agreement of scholarship. This document will be stored in a locked file and will not be used except in regards to this TANF scholarship. Proof of household income will also be required.

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.
☐ I opt out of applying for scholarship funds at this time.

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 _____

Child's Social Security Number _____

(*Only needed on Approval)

COVER PAGE

1. County/Tribe: Laramie County
2. Project/Grant 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: 310 W. 19th Street, Suite 140

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: Cheyenne Climb Wyoming

Address: 123 East 17th Street, Cheyenne WY, 82001

Phone: 307-778-0094

Email address: misty@climbwyoming.org

4. Program Name: Climb Wyoming in Laramie County

5. Requested Amount: \$75,000

6. Authorized Representative: Gunnar Malm
County Commissioner Chair

(No signature required here. Signature is required on the Assurance page)

Date: April 13, 2021

Phone: 307-633-4260

E-Mail: commissioners@laramiecounty.com

PROPOSAL

1. What programs are available within your community to address transportation and homelessness?

Since Climb Wyoming's mission is for low-income single mothers to discover self-sufficiency through career trainings and placements, the program places a strong emphasis on advocacy services. Rather than providing the service or funding for individual needs, Climb's philosophy is to problem solve with candidates as challenges arise. Through this process, candidates learn about local resources and gain critical skills to prioritize and find solutions to upcoming challenges. Taking time to support the candidate helps them learn to navigate resources in the future when they are employed and supporting their family.

Knowing families in poverty are connected to Climb, staff moved quickly over the last year to become an additional resource for connecting families to food, shelter, transportation, and healthcare. Climb staff prioritize building relationships and partnering with organizations that offer these important resources while helping candidates brainstorm personal options such as friends, family, co-workers or fellow Climb group members. Temporary Assistance for Needy Families (TANF) dollars support the process of participants navigating these resources on their own and learning how to problem solve long-term as needs change throughout their lives.

In Laramie County, Climb staff help moms navigate public transportation. Beyond providing information on transportation schedules, staff support participants in brainstorming a plan that works for them since public resources are not always an option due to the long traveling time or lack of access. Climb assists participants with transportation by providing attendance incentives that can be used for gas or providing gas reimbursement.

Climb has partnered with organizations to assist with housing needs such as Comea Shelter and Cheyenne Interfaith Council. Climb also help participants access low-income rentals for income-qualified tenants.

2. Are there existing programs in your community that would be interested in receiving TANF funds to subsidize their services that provide direct services for transportation and homelessness prevention?

Climb helps participants navigate transportation, housing, and additional resources on an individual basis. It is challenging to find a transportation or housing resources that can solve the challenges of commuting or homelessness systemically. Climb collaborates with community programs that help with these specific needs and services that are critical to our community. Staff appreciate the awareness and support focused on these resources.

A. Summary of Proposed Program

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

Climb Wyoming's mission is for low-income single mothers to discover self-sufficiency through career training and placement. Statewide, Climb works with about 1,000 families per year through the following:

- a. Pre-program stabilization including one-on-one work with a low-income single mother as she prepares for the Climb program and employment.
- b. Intensive training consisting of life skills, mental health services, industry-specific skills and job placement.
- c. Graduate services post-program including networking and support meetings or success long-term with family and career.

Climb staff provide hundreds of hours of support to single mothers within each phase of the program helping to achieve Climb's 97% graduation rate in 2020. This rate exceeds outcomes from other programs in Wyoming and across the nation.

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.

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

4. Population served.

The average participant at enrollment is living at only 30% of the Federal Poverty Level, which is equivalent to just \$533 per month for a family of three. Climb has effectively used TANF funding for approximately 16 years to serve over 2,000 TANF eligible participants. Their barriers to employment are deep and prevalent as demonstrated through the following statistics:

- a. 100% are single mothers, 60% have children under the age five.
- b. 68% are facing intergenerational poverty
- c. Over 50% are unemployed when they enter the program.
- d. 41% have changed jobs more than 3 times in one year.
- e. 34% of participants indicate a history of substance abuse.
- f. 38% have defaulted or failed to pay a loan.
- g. 56% have indicated having a legal history.
- h. Only 16% of participants come to Climb with private health insurance.

Since single mothers are working many of the minimum wage essential jobs without sick care and are acting as the primary caregiver of their children during school closures, the COVID-19 pandemic makes them even more vulnerable.

5. Beginning and end date of program.

October 1, 2021 – September 30, 2022

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

Cheyenne Climb expects to offer three programs, one in the fall, summer, and spring each approximately six months long from recruitment through graduation. During COVID-19, the programs have been offered virtually and in safe and responsible ways when in person trainings are required. The exact start times and dates for these programs are determined based on industry needs.

Program research and planning, a critical phase to determine employer needs and training components, happens throughout the year. Recruitment also occurs throughout the year. After program participants are determined, the intensive portion of the training lasts on average for three months depending on the job skills training curriculum and certificate type. In this phase and under normal circumstances, participants often meet each day from 8am – 5pm. During COVID-19, the daily schedule has been more flexible to meet safety guidelines and moms' needs.

The subsidized job placement lasts approximately six to eight weeks. After this time period, the participant is expected to continue in their career and can access graduate support services. Ongoing support is offered to all graduates through planned events and personal interactions as needed.

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.

Since the pandemic began, low-income single mothers have come to Climb for many different reasons including not having a safe place to sleep at night, losing custody of their kids, and some struggling with addiction. Since certain human service programs may have been cut back or shut down, moms can slip further into poverty. According to CNBC, sectors where women often work such as restaurants and tourism have experienced some of the most significant job losses. In April, “unemployment skyrocketed more for women compared with men — to 15.5% versus 13%, respectively” (CNBC, September 2020). A recent survey conducted by the Wyoming Survey and Analysis Center in partnership with Wyoming Community Foundation and the Wyoming Women’s Foundation stated, “Seventy-four percent of single mothers reported that school and day care closures had a ‘moderate or severe’ impact on daily life.”

According to the 2019 Wyoming Kids Count Profile conducted by the Annie E. Casey Foundation, 37,000 Wyoming children lived in single-parent families and 18,000 Wyoming children lived in poverty. Poverty that is passed down from one generation to the next creates significant barriers to job success, trapping low-income single mothers and their children in a cycle that Climb participants are ready to break. When children move out of poverty, they are three times more likely to be employed as adults.

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

The Climb Program is unique because it strengthens participants’ mental health through a myriad of services including the mental health assessment, group counseling and individual counseling. These services, along with appropriate referrals, are a critical component as they allow participants to address personal barriers that are standing in the way of their successes. This mental health component provides an avenue for participants to build healthy relationships with others, which will support them in contributing successfully to their professional environment. During COVID-19, mental health support is even more critical to success.

Climb expects to meet or exceed the following performance measures annually:

- Recruit candidates and help them navigate barriers to employment through collaboration with community partners that provide resources such as food stamps, childcare assistance, housing, and transportation.
- At least 80% of the participants enrolled in the Climb program during the grant period will successfully complete the program.
- 75% of graduates will be employed in full-time positions at program end.
- 90% of the participants who complete the program will earn higher wages than when they entered the program.
- Graduates will show a decrease in dependence on government benefits including food stamps, childcare assistance, Medicaid and other government benefits.
- Climb will demonstrate a Return on Investment of at least 1.5 to 1.
- Each Climb participant will receive both group and individual therapeutic support to gain skills with communication, healthy relationships and maintaining stable work and home environments.
- Each Climb participant will participate in mock interviewing and workplace communication training to improve knowledge of pre-employment skills.
- Climb staff will continue to collaborate with other organizations for life skills and workplace skills training and refer participants to external resources as needed.

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

Strategic priorities include the following:

- Provide job training and placement in high demand careers to improve family economic stability and decrease dependence on government benefits;
- Provide group or individual counseling by a Wyoming licensed mental health professional to overcome barriers to success;
- Offer a comprehensive program to include life skills and work readiness skills such as budgeting, conflict management, healthy relationships, and parenting as well as pre-employment skills as job searching, resume writing, mock interviews, and workplace communication;

- Research employment opportunities to place moms in high growth, high demand occupations to help fill local employer needs;
- Provide ongoing guidance and support, including results data collection and reporting, helping participants learn advocacy skills, and graduate support; and
- By working in groups, Climb intentionally creates social capital between the women to build confidence and illustrate the value of making connections with each other and the community.

C. Community Partnerships

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

Since collaboration is a cornerstone of the Climb model, community partners play a critical role. To provide increased recruitment success, Climb has established relationships with Department of Family Services and community organizations for referrals. Local businesses help Climb plan programs by providing information on workforce needs and offering job placement experiences and hiring opportunities for Climb graduates. Climb staff partner with community colleges, private training entities and future employers to develop the training curriculum that includes the required knowledge and skills. During program implementation, Climb partners with dozens of individuals, agencies and organizations to help participants address barriers to success. Local citizens at each site volunteer as mock interviewers to simulate the real-world interview experience. Finally, Climb refers participants to outside agencies for additional mental health support or community support as needed.

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
My Front Door	Home ownership and financial education
YMCA	Donate 3-month membership and provide tour as a life skill during the Climb Program
Simon Construction	Job skills
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
Parent Information Center	Provides school education communication
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
University of Wyoming Family Medicine	Resource for health needs
Peak Wellness	Resource for mental health needs
Hands on Physical Therapy	Life skills in back care and lifting, CNA testing
Midas (Nick Dodgson)	Resources and referrals for automobile barriers
Laramie County Community College	CDL training provider
Cheyenne Regional Medical Center	Job placements
Sierra Hills Assisted Living	Job placements
4 Quarters Excavation	Job placements
Duran Construction	Job placements
Granite Rehabilitation and Wellness	Job placements
Magpul	Job placements

Downtown Development Authority	Job placements
Edgewood Aspen Wind	Job placements
Davis Dental	Job placements

3.
D
escribe

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

Climb continues to focus on fiscal sustainability and funder diversity to keep serving one of the most vulnerable populations in the Laramie County area. Climb successfully received a Paycheck Protection Program grant established by the CARES Act and is requesting loan forgiveness. Climb also applied for specific COVID-19 related grants that were offered to health and human service organizations including the Charitable Relief Fund. During the current pandemic, federal, corporate, foundation and donor dollars can shift as the economic outlook changes. Since the Climb program is free for participants and staff workload has required additional time to be innovative and adaptive for online trainings, community financial support is critical to supporting a very vulnerable population. Receiving grants from a diversity of funders improves Climb's long-term sustainability to continue our work.

As Climb moves towards an even more sustainable funding model, we continue focusing our efforts on strategic planning and increasing the fundraising role of the Board of Directors. Climb has worked to establish adequate operating reserves due to 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 the local program in Laramie County as needed since most of these reserves are unrestricted.

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?

A top priority will be to continue partnering with Laramie County low-income single mothers so they can stabilize their families and meet Wyoming's workforce needs now and in the future. Climb has provided extensive one-on-one support to single moms during the past year as they prepare for Climb's job training program and employment. This includes helping with connections to local food, housing, and childcare resources, providing advocacy and mental health support, and offering guidance for job readiness. Over the grant period, Climb expects to serve approximately 130 candidates in this pre-program phase keeping families stable so they can maintain their path to self-sufficiency post-pandemic.

During the pandemic, Cheyenne Climb's career training programs have continued, with an emphasis on essential jobs in healthcare. Climb's innovative, virtual job training format has connected participants to technology while maintaining our therapeutic model of working in groups. Moms have been provided with laptops, help accessing internet service, and IT support so that they can participate in the training and connect with each other. The virtual classroom has created unique learning opportunities, including live instruction with trainers in remote locations, and both individual and group counseling. Over the grant period, Cheyenne Climb will enroll approximately 30 new TANF eligible single mothers and continue services to about 20 mothers already enrolled in the career training and job placement phase of the program for a total of 50 participants with about 100 children served. Climb staff will also support about 70 past graduates to promote long-term success in the workplace and family stability and respond to individual concerns as needed.

FY21 – FY22 Projections

Candidates	130
TANF Eligible Participants	50
Children	100
Graduates	70

Climb's goals address the following purposes of TANF:

Climb helps end the dependence of needy parents on government benefits by promoting job preparation and work. Moving families into a place where they can contribute to local economies creates a stronger Wyoming for all resulting in more stable, healthy, and vibrant communities. Data shows that Climb graduates statewide decrease their food stamps usage, childcare assistance, and reliance on public healthcare due to the impact of Climb's career training and job placement program. In 2020, Climb graduates increased their total annual earnings from \$681,216 to \$2,320,766. In addition, Wyoming saves \$2 million annual from decreased Medicaid, food stamps, and childcare expenses.

Climb will provide assistance to needy families so that children may be cared for in their own homes. Children benefit when parents increase their education and income since they have greater access to academic and extracurricular activities, more stable schedules at home, and role models for career success. Along with increased income and consistent schedules, Climb participants learn about themselves through weekly counseling and parenting classes. They also learn executive functioning and communication skills. These resources help them problem solve and communicate with others in their lives to provide a more stable home and rich school environment for their children to thrive.

Furthermore, the goals of the Climb program align with the following primary purposes of the TANF CPI grant:

- Ensure community wide collaboration in planning and implementation efforts;
- Award TANF funding based on data-driven, community-based decision making;
- Implement and evaluate effective, research-based programs and strategies;
- Provide services that will assist families in moving toward self-sufficiency; and
- Enhance sustainability of community efforts beyond the funding period.

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
Show progress each quarter toward the final goal of 80% of the individuals enrolled in the program successfully completing the program.	80% of participants who enter the program will successfully complete it.	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.
75% of Climb program graduates will be employed after program completion.	75% of these program graduates will be employed 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	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

		support the participant during job placement as she practices new skills.	participants via phone, email or text. From 15-24 months, Climb contracts with the Wyoming Survey and Analysis Center (WYSAC) to conduct the follow-ups via phone survey.
Show progress each quarter toward the final goal of individuals who completed the program earning 90% higher wages than when they entered the program.	75% of program graduates will be employed after program completion and will be earning a 90% higher wage than they were before the program.	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.
Show progress each quarter toward the final goal of 90% of the individuals who complete the program experiencing a decrease in the dependence on food stamps.	Over time, 90% of program graduates will show a decrease in their dependence on food stamps.	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 health insurance.	Of the graduates who enter the program utilizing public health insurance 50% will end their dependence on public health insurance.	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 health insurance data from the participants through the surveys.
Increased knowledge and skills regarding healthy relationships, strong and stable environments, communication and health behaviors.	100% of single mother who enter the Climb program will have received life skills training and mental health counseling.	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 formally tracks the progress of program participants for two years after completing the program. Climb staff members use a standardized interview to collect outcome data on each client at the following post program intervals: 3-months, 6-months, 9-months and 12-months after program completion. Climb partners with the Wyoming Survey and Analysis Center (WYSAC) to conduct second year follow-ups. WYSAC staff members use the same standardized interview questions to collect outcome data on each participant at the following intervals: 15-months, 18-months, 21-months and 24-months after program completion.

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?

Cheyenne Climb's career training programs continue with an emphasis on essential jobs in healthcare and transportation. Trainings are conducted online and in-person with participants' and trainers' health and safety prioritized. Climb's innovative virtual job training has connected participants with technology while maintaining safety, structure and the support of participants working together in groups. Our outcomes demonstrate the success of this model in stabilizing families and creating a support system to help families work towards long term self-sufficiency.

2020 TANF Eligible Climb Participant Data

Graduation Rate	98%
Full-time Employment Rate at Program End	81%

Along with these strong outcomes, our long-term data continues to speak to the success of our programs and strength of our participants. Climb's strong foundation and connection to families in need has been a lifeline during the pandemic.

Five Year TANF Eligible Climb Participant Data

Employment Rate at Application	44%
Employment Rate 2 Years Post Program	78%
Monthly Wage at Application	\$1,231
Monthly Wage 2 Years Post Program	\$2,616

Despite the pandemic's economic impacts in Laramie County, job placements steadily continue, with graduates employed in critical positions continuing to be part of the local workforce solution. Climb is committed to solidly researching programs to determine employer demand, to establishing strong employer partnerships, and to continue working with the moms seeking employment until a career placement has been made. For example, in the past five years, Climb has trained more than 60 participants in six medical career programs in Cheyenne who are filling shortages in the healthcare workforce.

G. TANF Recruitment

1. Describe your recruitment and enrollment process or TANF eligible individuals/families?
Each Climb site has staff that serve as a case manager for moms and provide ongoing guidance and support throughout the program. Staff recruit candidates who are most in need. During the recruitment phase, staff

outline the required knowledge, skills, and abilities, and other training and job requirements for the identified occupation. Staff also evaluate each candidate's level of competency in the area. Staff conduct a thorough assessment to determine additional services available in the community which may include food stamps, childcare assistance and housing, or counseling. Accessing these services and experiencing the stability they can provide a family is critical to successfully completing the program and starting a long-term career. Staff connect candidates to these services and support them along the way. If the candidate is not ready for the program, staff remain in contact with them for potential admission into a future program when they are more stable and ready.

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

During October 1, 2021 through September 30, 2022, Cheyenne Climb will serve low-income single mothers as follows:

- Cheyenne Climb will recruit approximately 130 candidates and work closely with them to increase their stability so that they can successfully complete the career training and job placement phase of the program in the future.
- Cheyenne Climb will enroll approximately 30 new TANF eligible single mothers and continue services to about 20 mothers already enrolled in the career training and job placement phase program for a total of 50 participants.
- Cheyenne Climb will also continue to work with approximately 70 graduates. This phase occurs after completion of the program. Graduates receive continued support by staff that is often critical to their long-term job success.

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 program. If a potential participant is utilizing food stamps, Climb program staff members verify this information with Department of Family Services (DFS) to confirm TANF eligibility. If the potential participant is not utilizing food stamps, Climb program 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 documents such as unemployment stubs, tax returns, or income verification from other applicable family members are also collected and included in documentation. Eligibility is documented on a provided TANF Eligibility Intake Form that is maintained 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 State of Wyoming's DFS TANF Program Manager prior to a participant's acceptance to Climb.

BUDGET

Instructions:

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

Some other major funding sources (over \$1,000) include:

City of Cheyenne - \$15,000 (awarded)
United Way of Laramie County - \$35,000 (awarded)
Hughes Foundation - \$25,000 (awarded)
Mary H. Storer Foundation - \$10,000 (awarded)
Daniels Fund - \$25,000 (will apply)
Cross Charitable Foundation - \$5,000 (awarded)
Etchepare Family Foundation - \$5,000 (awarded)
State Farm - \$2,500 (awarded)
Wells Fargo - \$2,000 (will apply)
First Interstate Bank - Cheyenne - \$3,000 (pending)
Walmart Distribution Center - \$1,500 (pending)
ANB Bank - Cheyenne - \$2,000 (pending)
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 on the community by tracking new and continued work with candidates as well as by comparing participants' wages at application and the increased wages the graduates earn 90 days post program.

The following calculation is Cheyenne Climb's projected Return on Investment (ROI) for the proposed program:

- Impact without Program: Climb participants are making an average annual wage of \$6,324 before the program (\$527 per month for 12 months).
- Impact from Program: 90 days post program, graduates are employed making an average annual wage of \$24,732 (\$2,061 per month for 12 months).
- Total increase in wages over first year period = Impact from program \$24,732 - Impact without program \$6,324 = \$18,408.
- Total Cost per Client Served = \$75,000 divided by 180 clients = \$417. Number of clients totals 130 candidates, 30 new participants, and continued services to 20 participants.
- Climb ROI = **44.14 to 1** based on $\$18,408 \div \417 .
- Climb ROI over the lifetime of a participant = **1,633.32 to 1** based on an average age of participant being 28 and working until age 65 (37 years post program) at an increased wage of \$18,408: $37 \text{ years} \times \$18,408 = \$681,096 \div \417 .

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 (\$68,250 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. Business Liaison (\$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. The Advocacy Coordinator (\$65,100 annual salary) is 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 (\$39,000 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 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 \$2,126; Business Liaison \$14,123; Advocacy Coordinator \$1,707; Program Coordinator \$79.20)
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 \$6,825; Business Liaison \$5,000; Advocacy Coordinator \$6,510; Program Coordinator \$3,900)
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.	7,500	N/A	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.	Click here to enter text.
Participant Class Supplies and Materials	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	2,000	N/A	Incentives earned by participants for completed goals to assist them with living expenses while in training.

Other Student Needs: Mental Health Provider	9,500	N/A	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 yo total Program Costs
TOTAL BUDGET (Program + Admin)	75,000		
Number of TANF Participants Planning to Serve	180		
Cost Per TANF Participants	\$417		

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: Gunnar Malm

Date: April 13, 2021

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)

Part 4. Quarterly Report and Invoice

NOTE: Completion of this report and invoice will be mandatory to awardees



Temporary Assistance for Needy Families
Wyoming Department of Family Services

TANF CPI Federal Fiscal Year 22 (October 1, 2021 – September 30, 2022) Quarterly Report and Invoice

County/Tribe:
Reporting Period:
Date:

Statistics:

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

[illegible]

Evaluation of Outcomes:

Outcome	Performance Measure	Activities/Collaborations Conducted to Meet Outcome	Evaluation
<i>Will be added from proposal response.</i>	Click here to enter text.	Click here to enter text.	Click here to enter text.
<i>Will be added from proposal response.</i>	Click here to enter text.	Click here to enter text.	Click here to enter text.
<i>Will be added from proposal response.</i>	Click here to enter text.	Click here to enter text.	Click here to enter text.

Successes and Challenges:

Please share quarterly successes and challenges.

Quarterly Invoice: County Commissioners

Submit To:
Georgia Auch

Expenditures for the Month and Year of:

	Program Costs	YTD Program Costs	Admin Costs	YTD Admin Costs	ANNUAL Program Budget	ANNUAL Admin Budget
Salaries						
Employer Paid Benefits						
Employer Payroll Taxes						
Supplies						
Recruiting and Marketing						
Travel						
Rent and Utilities						
Participant Tuition and Class Fees						
Participant Class Supplies and Materials						
Participant License and Certification Fees						
Participant Drug and Aptitude Screening						
Work Support Services and Clothing						
Participant Wages						
Participant Fringe Benefits						
Participant Incentives & Expenses						
Other Participant Needs						
Sub-Totals	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL (Program + Admin)						
Number of TANF Participants Served						
Cost Per TANF Participant						

georgia.auch1@wyo.gov

Submitted on: _____

File In
Participant
File



Program Application

Note: Climb has previously worked directly with the Department of Family Services TANF 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)

Preferred Method of Contact:

☐ Phone Call

☐ Text

☐ Email

☐ Facebook

Citizenship:

☐ U.S. Citizen

☐ Legal Permanent Resident

☐ Employment Authorization Card

☐ Other, please explain: _____

Race/Ethnicity:

☐ American Indian/Alaska Native

☐ Asian

☐ Black or African American, not Hispanic

☐ Hispanic /Latina

☐ Native Hawaiian/Pacific Islander

☐ White, not Hispanic

☐ Multiracial

☐ Other Race

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: _____

Have you ever had an IEP (Individualized Education Plan) in school?

☐ Yes

☐ No

Have you ever had a 504 plan in school?

☐ Yes

☐ No

**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:**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☐ NoAre 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 (Medicaid)☐ Private health insurance paid by you, family or an employer☐ BothDo you currently have health insurance for your children? ☐ Yes ☐ No

If yes, is this health insurance:

☐ Public health insurance provided by the state (Medicaid/Kid Care CHIP)☐ 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 -voucher amount _____☐ Public Housing ☐ Low Income/Affordable Housing☐ Other, please explain _____

How would you describe your current living situation? (check all that apply)

☐ Rent☐ Own☐ Living with Relative☐ Living with Non-Relative☐ Living in a Shelter☐ Homeless☐ Other, 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 ☐ Unemployed

Do 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 Information

Are 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:

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.*

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

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.

**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: CLIMB

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.

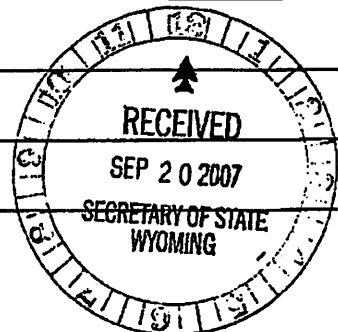
4. If approval by the members was not required, or if the corporation has no members, make that statement in this section and state that approval was obtained by a sufficient vote of the board of directors or incorporators.

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



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.

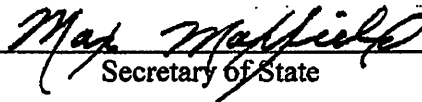
CERTIFICATE OF NAME CHANGE

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

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 Dinnem

Title: Executive Director

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

Filing Fee: \$3.00

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,

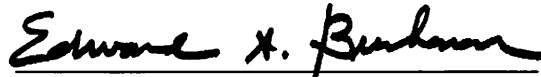
CLIMB
is a
Nonprofit Corporation

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 15th day of March, 2021 at 11:38 PM. This certificate is assigned ID Number 043036623.




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 <https://wyobiz.wyo.gov> and following the instructions displayed under Validate Certificate.



Mark Gordon
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



Robin Sessions Cooley, J.D.
Director
Elizabeth Gagen, J.D.
Deputy Director

CLIMB WYOMING
BOBBI TOWNSEND
1001 W. 31ST ST.
CHEYENNE, WY 82001

UNEMPLOYMENT INSURANCE CERTIFICATE OF GOOD STANDING

CERTIFICATE

NUMBER:	112750
ONLY VALID AS ISSUED TO:	CLIMB WYOMING
EFFECTIVE DATE:	3/16/2021
EXPIRATION DATE:	3/16/2022

PROJECT: TANF

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



Mark Gordon
Governor

State of Wyoming
Department of Workforce Services

5221 Yellowstone Rd
Cheyenne, WY 82002
307.777.6763 - Fax:307.777.5298
<http://www.wyomingworkforce.org>



Robin Sessions Cooley, J.D.
Director
Elizabeth Gagen, J.D.
Deputy Director

Recipient:

Employer:

CLIMB WYOMING
Attn: BOBBI TOWNSEND
1001 W. 31ST ST.
CHEYENNE, WY 82001

CLIMB
1001 W 31ST ST
CHEYENNE, WY
82001

WORKERS' COMPENSATION CERTIFICATE OF GOOD STANDING

Mail Date: 3/16/2021

EXPIRATION DATE: 3/16/2022

Job Reference: TANF

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.

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. Prime contractors may verify good standing of a sub-contractor's business by contacting the Division by telephone, after the initial certificate has been issued.

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

COVER PAGE

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

Name: Sandra Newland
Title: Grants Manager
Organization: Laramie County

Address: 310 W. 19th Street, Suite 140

Phone: 307-633-4201

Email address: snewland@laramiecounty.com

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

Name: Kristin Custis
Title: Outreach Coordinator
Organization: Greater Wyoming Big Brothers Big Sisters
Address: 5917 Sunset Drove, Cheyenne, WY 82009
Phone: 307-514-3383
Email: kristin@wyobbbs.org

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

5. Requested Amount: \$15,000

6. Authorized Representative: Gunnar Malm
County Commissioner Chair

(No signature required here. Signature is required on the Assurance page)

Date: April 13, 2021

Phone: 307-633-4260

E-Mail: commissioners@laramiecounty.com

PROPOSAL

1. What programs are available within your community to address transportation and homelessness?

Comea Shelter—traditional homelessness services, plus transitional housing. They did at one time offer bus tickets for those who needed to travel to another part of the U.S, and they often get bus tokens for the city bus system. However, it is limited so they can only give what they have based on funding.

Unaccompanied Student Initiative—operating since about 2017, starting as a faith based program. Provides housing for homeless youth who are still attending school and/or up to age 21. Offers transportation when possible.

Family Promise—homelessness solutions for families; no permanent shelter but collaborates with local partners for helping families secure housing and meals.

Transportation is a huge issue in Cheyenne and it is one that case managers and programs struggle with. We do thankfully have a bus system here, but it is difficult to use for a lot of people. It doesn't run at certain times of the day, and it takes a very long time to get anywhere. They have increased their prices from a \$1 to I believe a \$1.50 per ride, so that can get really difficult for people who are homeless etc. I also know that they have eliminated bus stops around town so there are some places that you cannot easily get to. It does still stop at places like Wal-Mart, and some grocery stores. There is a stop right in front of Comea, and there is also one near the USI (unaccompanied student initiative) house.

2. Are there existing programs in your community that would be interested in receiving TANF funds to subsidize their services that provide direct services for transportation and homelessness prevention?

Comea, Family Promise, USI, Safehouse, and Family Promise would benefit greatly from having some extra funds to get bus tokens for their families.

A. Summary of Proposed Program

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

BBBS proposes providing one-to-one programming for youth ages 5-16 and quarterly family engagement activities to aid 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. In 2020,

78% of youth served by BBBS in Laramie County meet or exceed poverty levels and more than half of the youth served live with single parents, grandparents or foster parents. Through the last 50 years that BBBS has provided programming in Wyoming, the agency has encountered and worked closely with families experiencing the above situations.

BBBS proposes providing programming to youth in one-to-one mentoring, including case management for youth and their families. Case management is provided on a monthly basis, and includes an assessment of child development and socio-emotional growth, as well as child safety. Case managers check in with parents during support calls to identify any needs or challenges.

BBBS 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 local partnering agencies and receive services before situations become so disruptive that a child is removed from their home. BBBS is able to provide referrals to community resources and improve family connections and interactions with school personnel, counselors, and court systems. And, because case management is integrated into programming, staff can follow up with families to ensure the services they're connected to and receiving are meeting their needs.

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.

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, 2021 to September 30, 2022

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. Matches may start virtually as the pandemic continues;

BBBS hosts an online meeting and provides groundrules for virtual interactions and internet safety. All parties must meet in person for a match meeting to go over program rules for in-person activities. 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.

2018 Prevention Needs Assessment data for Laramie County shows 18.92% of youth indicated they do not have someone they can talk to about their problems. Additionally, more than 65% of youth felt so depressed that nothing could cheer them up (ranging from a little of the time to all of the time). Laramie County youth also shared that over the course of a week, 54% of youth had not talked with one of their parents about their thoughts and feelings.

BBBS 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. The organization also seeks for form strong, trusting relationships with at-risk families, developed strongly enough that families can reach out to the organization for support and connection to community resources and partner organizations.

Many families would qualify for TANF; the most recent data from the school districts indicates that 40% of Laramie SD#1 students receive a free or reduced-price lunch. In 2020, 78% of BBBS youth were living at or below poverty thresholds.

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

Almost one in five Laramie County youth reported they did not have an adult they can talk to according to the 2018 PNA Survey results. BBBS 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. BBBS 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 (Raposa, E.B., et al., 2019). 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 (Raposa, E.B., et al., 2019; 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 BBBS 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.” And, a 2019 study found positive youth development to be crucial in family interventions to increase parental supervision and family activities (Mackova et al, 2019).

C. Community Partnerships

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

The Laramie County Branch of BBBS participates in multi community coalition meetings to ensure services provided are needed and not duplicating other programs. Additionally, BBBS works closely with community partners to ensure a comprehensive knowledge of resources available to families. In the last year with the pandemic, because BBBS's strong relationships with parents, many partnerships deepened to meet the needs of families needing food, clothing, supplies, or housing.

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
Healthy Behaviors Action Team of Laramie County Community Partnership	Outreach, connections to community organizations that provide services
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
Salvation Army	Outreach through food truck and food drives; scholarship for summer camp
Grace for 2 Brothers	Outreach through Behavioral Health Action Team 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.
ASK Afterschool Alliance	Site based mentoring, referrals
Parent Engagement and Educational Partnership with Schools (PEEPS)	Referrals and connection to the school district, and resources for youth and families
Kinship Connections of Wyoming	Referrals and connections to community partners for custodial grandparents and other relatives/caregivers
Department of Family Services	Referrals for youth and families
Uplift	Referrals and resources through wraparound services, case management, and therapeutic

	services
Laramie County Community Action	Referrals for youth and families struggling with financial resources etc. Support and connection to resources for kinship care families.
Specialty Counseling, Northern Star Counseling	Mental health resource for youth and families
Wyoming Non-Profit Network	Outreach, connections to community organizations that provide services
Goodwill's Wendy's Wonderful Kids	Referrals for children who are within their adoption program
NEEDS	Referrals to food pantry and resources for families and children

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

BBBS 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 BBBS will be to provide 15 eligible youth with one to one mentoring (including case management) 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 6 months (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.

BBBS 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: school connectedness, social competence, family connections, special adult, risky behaviors, depressive symptoms, life satisfaction, emotion regulation, and protective behaviors. 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; a revised version was released in 2019.

Surveys are administered to youth upon enrollment in a program and then again after youth have been in the program for a year. The first survey gives a baseline and will allow for a comparison with results from the second survey. Staff compliance rates for administering the YOS are closely supervised on a organizational and 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?

BBBS 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 contacts 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?

BBBS 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. Each agency also utilizes social media, as well as advertising through print and digital media to recruit both mentors and families.

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

BBBS anticipates serving 15 youth.

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 BBBS 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
Youth Collaboratory
Laramie County Prevention
Individual & Corporate Donations

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 BBBS 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 BBBS 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.

Annual Amount Requested from Proposal:

	Program Costs	Admin Costs	Summary and Justification for Budget Expense
Salaries <u>Admin:</u> Activities spent managing the grant. <u>Program:</u> Wages for all staff who provide direct client services.	9,884	1,200	BBBS duties include: family and volunteer recruitment and identification, enrollment and screening, assessment, matching, match supervision and support, case management, planning and implementation of family engagement activities, and coordination with community partners
Employer Paid Benefits <u>Admin:</u> Activities spent managing the grant. <u>Program:</u> Wages for all staff who provide direct client services.			Click here to enter text.
Employer Payroll Taxes <u>Admin:</u> Activities spent managing the grant. <u>Program:</u> Wages for all staff who provide direct client services.	1,356	160	FICA, Unemployment, & Workers Compensation
Supplies <u>Admin:</u> Supplies and expenses needed to manage the grant. <u>Program:</u> Supplies needed for instructor use.			Supplies for quarterly youth and family engagement activities.
Recruiting and Marketing Cannot include promotional items.			Click here to enter text.
Travel Travel necessary to serve participants.			Click here to enter text.
Rent and utilities <u>Admin:</u> Rent and utilities for time spent managing the grant. <u>Program:</u> Rent and	2,400		For communications necessary for case management with youth, volunteers, and families.

utilities for space provided to direct services for participants.			
Participant Tuition and Class Fees			Click here to enter text.
Participant Class Supplies and Materials			Click here to enter text.
Participant License and Certification Fees			Click here to enter text.
Participant Drug and Aptitude Screening Can include other types of assessments.			Click here to enter text.
Work Support Services and Clothing			Click here to enter text.
Participant Wages			Click here to enter text.
Participant Fringe Benefits			Click here to enter text.
Participant Incentives			Click here to enter text.
Other Participant Needs: Description -			Click here to enter text.
Sub-Totals	13,640	1,360	Total Administrative Costs cannot exceed 10% of your total <u>Program</u> Costs
TOTAL BUDGET (Program + Admin)	\$15,000		
Number of TANF Participants Planning to Serve	15		
Cost Per TANF Participants	\$1,000		

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: Gunnar Malm

Date: April 13, 2021

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)

Part 4. Quarterly Report and Invoice

NOTE: Completion of this report and invoice will be mandatory to awardees



Temporary Assistance for Needy Families
Wyoming Department of Family Services

TANF CPI Federal Fiscal Year 22 (October 1, 2021 – September 30, 2022) Quarterly Report and Invoice

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

Statistics:

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

[illegible]

Evaluation of Outcomes:

Outcome	Performance Measure	Activities/Collaborations Conducted to Meet Outcome	Evaluation
<i>Will be added from proposal response.</i>	Click here to enter text.	Click here to enter text.	Click here to enter text.
<i>Will be added from proposal response.</i>	Click here to enter text.	Click here to enter text.	Click here to enter text.
<i>Will be added from proposal response.</i>	Click here to enter text.	Click here to enter text.	Click here to enter text.

Successes and Challenges:

Please share quarterly successes and challenges.

Quarterly Invoice: County Commissioners
--

Submit To:
Georgia Auch

Expenditures for the Month and Year of:

	Program Costs	YTD Program Costs	Admin Costs	YTD Admin Costs	<u>ANNUAL</u> Program Budget	<u>ANNUAL</u> Admin Budget
Salaries						
Employer Paid Benefits						
Employer Payroll Taxes						
Supplies						
Recruiting and Marketing						
Travel						
Rent and Utilities						
Participant Tuition and Class Fees						
Participant Class Supplies and Materials						
Participant License and Certification Fees						
Participant Drug and Aptitude Screening						
Work Support Services and Clothing						
Participant Wages						
Participant Fringe Benefits						
Participant Incentives & Expenses						
Other Participant Needs						
Sub-Totals	0.00	0.00	0.00	0.00	0.00	0.00
<u>TOTAL</u> (Program + Admin)						
Number of TANF Participants Served						
Cost Per TANF Participant						

georgia.auch1@wyo.gov

Submitted on: _____



Big Brothers Big Sisters of Wyoming

Today's Date: ____/____/____

YOUTH INFORMATION—please complete ALL sections

Youth First Name		Middle Initial	Youth Last Name
Preferred Name		Gender	Youth's Personal Pronouns
Birthdate	Address		
Youth Phone	Youth Email		
Does your child have siblings or relatives who are applying for the BBBS program at this time or who are currently in the program? <input type="radio"/> Yes <input type="radio"/> No If yes, please provide their name(s): _____			
Primary Language		Receives Free/Reduced Price Lunch? <input type="radio"/> Yes <input type="radio"/> No	
Ethnicity <input type="radio"/> Hispanic/Latino <input type="radio"/> Not Hispanic/Latino	Race (select all that apply) <input type="radio"/> White <input type="radio"/> Black/African American <input type="radio"/> Native Hawaiian/Pacific Islander <input type="radio"/> Asian <input type="radio"/> American Indian/Native Alaskan <input type="radio"/> Write in _____		
Languages spoken in the home			
Nationality/County of origin		Tribal Affiliation	
School Year		School Attending	
Classroom teacher (non-elementary students should list their math or English teacher)			
Grade: <input type="radio"/> K <input type="radio"/> 6 <input type="radio"/> 9 <input type="radio"/> 1 <input type="radio"/> 7 <input type="radio"/> 10 <input type="radio"/> 2 <input type="radio"/> 8 <input type="radio"/> 11 <input type="radio"/> 3 <input type="radio"/> 12 <input type="radio"/> 4 <input type="radio"/> 5		Is the youth being enrolled: <input type="radio"/> Yes <input type="radio"/> No Bilingual? <input type="radio"/> Yes <input type="radio"/> No Learning English as a Second Language? <input type="radio"/> Yes <input type="radio"/> No Receiving accommodations/modifications in the classroom through an IEP or 504 plan? <input type="radio"/> Yes <input type="radio"/> No Enrolled in a gifted and talented program?	

YOUTH MEDICAL INFORMATION

Allergies

Current Medications

Medical Conditions

FAMILY INFORMATION Big Brothers Big Sisters is able to provide services at no charge to you thanks to grants and funding we receive based on the characteristics of those we serve. To accurately provide information about our program and the communities we serve, please indicate the number of people in your household, your household gross income (before taxes), and child's social security number.

All information is strictly confidential.

How many **people** live in your household?

How many **children** live in your household?

Household Income:

\$_____ per week/month/year.

Social Security Number of Youth being enrolled (**all records** are physically and digitally secured)

_____ - _____ - _____

Which best describes your household?

- ☐ Single Parent Household ☐ Two Parent/Married Household ☐ Youth living with grandparent
☐ Youth living with other relative ☐ Youth living in Foster Care ☐ Other: _____

- ☐ Yes ☐ No Is anyone in your household currently serving in a branch of the military?
☐ Yes ☐ No Is anyone in your household currently incarcerated?

Please indicate if you or someone in your household is currently receiving any of the following:

- ☐ Yes ☐ No Medicaid
☐ Yes ☐ No SNAP/Food Assistance
☐ Yes ☐ No TANF (Temporary Assistance for Needy Families)
☐ Yes ☐ No Other financial assistance: _____

BBBS can help connect youth and families to local resources, helpers, and services. Are you experiencing any of the following that we can help provide connections?

- ☐ Yes ☐ No Homelessness ☐ Yes ☐ No Joblessness
☐ Yes ☐ No Food insecurity Other:
☐ Yes ☐ No Help paying rent or bills

Do you anticipate any significant life changes over the next year, or have you had any in the past year? Examples of significant life changes include moving, job changes, or changes in family size or dynamics.

PARENT/GUARDIAN CONTACT INFORMATION			
Parent/Guardian 1 Name		Relationship	
Parent/Guardian Gender/Gender Identity:		Parent/Guardian Personal Pronouns:	
Do you have legal custody of the child? <input type="radio"/> Yes <input type="radio"/> No Is there a person who shares legal custody of this child? <input type="radio"/> Yes <input type="radio"/> No If yes, are they aware and supportive of the child's enrollment in the BBBS program? <input type="radio"/> Yes <input type="radio"/> No Name: _____ Phone Number: _____			
Email		Workplace	
Home Phone	Cell Phone		Work Phone
Preferred phone: <input type="radio"/> Home <input type="radio"/> Cell <input type="radio"/> Work		Best time to call?	
Parent/Guardian 2 Name		Relationship	
Parent/Guardian Gender/Gender Identity:		Parent/Guardian Personal Pronouns:	
Email		Workplace	
Home Phone	Cell Phone		Work Phone
Preferred phone: <input type="radio"/> Home <input type="radio"/> Cell <input type="radio"/> Work		Best time to call?	
Emergency Contact Name		Relationship	
Home Phone	Cell Phone		Work Phone

GENDER IDENTITY: Examples include female, male, transgender, non-binary, gender queer, gender fluid, gender neutral
 PERSONAL PRONOUNS: Examples include she/her, he/him, they/them, xe/xem, ve/ver

GENERAL 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 agreement, 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, including indicating your agreement with the optional releases below.
- 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).

I ☐ do ☐ do not agree to participation under the confidentiality policy described above.

OTHER RELEASE OF INFORMATION (OPTIONAL)

If there are other people we should communicate with regarding your child's participation in our programs and services, please complete this section. 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.

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

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

ACTIVITIES CONSENT

As part of our programs, your child may occasionally be permitted to access the internet, including games and other content, and may be shown movies. We strive to maintain developmentally appropriate content, and will always restrict gaming content to minimum ratings of "T-Teen" or below and movies to PG-13 or below. You must notify us in writing if you do not consent to these exposures or if you prefer other restrictions and limitations.

Computer/Video Game Ratings: Place an "X" over the ratings you DO NOT wish for your child to play.

☐ EC—Early Childhood ☐ E—Everyone ☐ E+10—Everyone 10 and Older ☐ T—Teen

Movie Ratings: Place an "X" over those that you DO NOT wish for your child to view.

☐ G: General Audiences ☐ PG—parental guidance suggested ☐ PG-13—parents strongly cautioned

Internet: Place an "X" below if you DO NOT wish your child to have internet access.

☐ My child may NOT access the internet while attending afterschool programs

Gun/Hunting Activities: select one of the following.

☐ I do give my child permission to participate in activities involving firearms, including hunting, with their Big Brother/Sister.

☐ I do NOT give my child permission to participate in activities involving firearms, including hunting, with their Big Brother/Sister.

For youth in COMMUNITY BASED 1 to 1 MENTORING

Parent Signature

Date

Where did you hear about Big Brothers Big Sisters? Please check all that apply and provide details in space given.

- ☐ School _____
- ☐ Relative _____
- ☐ Faith Organization _____
- ☐ Service Organization (Nonprofits, food bank, social services, etc.) _____
- ☐ Juvenile Justice System Referral _____
- ☐ Website _____
- ☐ TV/Radio _____
- ☐ Event _____
- ☐ Other _____



Mark Gordon
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



Robin Sessions Cooley, J.D.
Director
Elizabeth Gagen, J.D.
Deputy Director

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

UNEMPLOYMENT INSURANCE CERTIFICATE OF GOOD STANDING

CERTIFICATE

NUMBER:	112708
ONLY VALID AS ISSUED TO:	BIG BROTHERS BIG SISTERS OF WYOMING
EFFECTIVE DATE:	3/16/2021
EXPIRATION DATE:	3/16/2022

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



Mark Gordon
Governor

State of Wyoming
Department of Workforce Services

5221 Yellowstone Rd
Cheyenne, WY 82002
307.777.6763 - Fax:307.777.5298
*****.wyomingworkforce.org



Robin Sessions Cooley, J.D.
Director
Elizabeth Gagen, J.D.
Deputy Director

Recipient:

Employer:

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

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

WORKERS' COMPENSATION CERTIFICATE OF GOOD STANDING

Mail Date: 3/16/2021

EXPIRATION DATE: 3/16/2022

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.

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. Prime contractors may verify good standing of a sub-contractor's business by contacting the Division by telephone, after the initial certificate has been issued.

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

COVER PAGE

1. County/Tribe: Laramie
2. Project/Grant 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: 310 W. 19th Street, Suite 140, 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: Executive Director
Organization: Wyoming Family Home Ownership Program
dba My Front Door
Address: P.O. Box 21682, Cheyenne, WY 82003
Phone: 307-514-5831
Email address: brenda@myfrontdoor.org

4. Program Name: My Front Door
5. Requested Amount: \$10,000.00
6. Authorized Representative: Gunnar Malm

County Commissioner Chair

(No signature required here. Signature is required on the Assurance page)

Date: April 13, 2021

Phone: 307-633-4260

E-Mail: commissioners@laramiecounty.com

PROPOSAL

1. What programs are available within your community to address transportation and homelessness?

The organizations that most directly focus on homelessness as a point on the Continuum of Care may also provide some limited transportation via voucher etc. are:

- a. COMEA
 - b. Community Action of Laramie County
 - c. Family Promise
 - d. Unaccompanied Students Initiative
 - e. Habitat for Humanity
2. Are there existing programs in your community that would be interested in receiving TANF funds to subsidize their services that provide direct services for transportation and homelessness prevention?
 - a. My Front Door works to prevent homelessness and ensure homeowners are successful

A. Summary of Proposed Program

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

My Front Door (MFD) helps participants address and overcome barriers using the best practices of Bridges Out of Poverty and Getting Ahead concepts. Families are equipped to end poverty for themselves and future generations by using homeownership as the first of many wealth-building vehicles, spending 30% or less of income on housing. In addition to the specific activities described below, MFD 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 program is a hand-up versus a handout approach to economic mobility by helping families permanently transition from poverty to the middle class through home ownership. After employment, the most important means of making a permanent change from poverty to self-sufficiency is homeownership.

Our model's seven-year program relationship has demonstrated long term success as families learn to navigate a new or increased social and economic structure. This relationship ensures families are supported and have continued access to resources through MFD's Family Advocate.

Individuals who are the focus of our work and influenced by our activities include, but aren't limited to:

- a. Single mothers and their families;
- b. Single fathers and their families;
- c. Two parent families;
- d. Seniors raising grandchildren;
- e. Children under the age of 18; and
- f. Families raising relatives of extended family members or friends

Homeowners with adequate resources are better able to provide a healthy, stable, stimulating and consistent environment to raise their children. A new generation of children experiencing a more stable family financial setting in a home environment marked with less moves and school changes will dramatically increase the probability of graduation. The effect on risk factors for these families is that they experience lower teen pregnancy, less risky behaviors, fewer encounters with the justice system and substance use, while also

experiencing better grades, an increased graduation rate, increased college attendance and a higher likelihood that their children will grow up to be self-sufficient homeowners as adults. Up to three generations are positively impacted by home ownership and in this way, we can **eliminate poverty and effect enduring generational change, one homeowner at a time.**

The social benefits of permanently affordable housing can transform the paradigm for economic development and the conversation around class mobility. As economic development and the need for an adequate skilled workforce continue to be inextricably linked, the most pivotal resource necessary for economic stability remains out of reach for many working Wyoming families.

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 current TANF guidelines for their family size.

5. Beginning and end date of program.

October 1, 2020 - September 30, 2021

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

MFD serves each family for a total of 7 years on a year-round and ongoing basis, as follows:

Daily (9:00 A.M. to 4:00 P.M.): Advocacy, case management, crisis intervention, financial coaching and community referrals

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

Yearly: One new financial literacy and home buyer education class of 10 families - typically consisting of 15-20 adults and 25-30 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 Community Development Authority summary of cost burden as follows:

As seen in Table II.11.52, in Laramie County 15.7 percent of households had a cost burden and 10.8 percent had a severe cost burden. Some 23.7 percent of renters were cost burdened, and 20.5 percent were severely

cost burdened. Owner-occupied households without a mortgage had a cost burden rate of 5.8 percent and a severe cost burden rate of 5.8 percent. Owner occupied households with a mortgage had a cost burden rate of 15.4 percent, and severe cost burden at 7.2 percent.

Table II.11.52 Cost Burden and Severe Cost Burden by Tenure Laramie County 2010 & 2019 Five-Year ACS Data									
Data Source	Less Than 30%		31%-50%		Above 50%		Not Computed		Total
	Households	% of Total	Households	% of Total	Households	% of Total	Households	% of Total	
Owner With a Mortgage									
2010 Five-Year ACS	11,965	70.6%	3,349	19.8%	1,632	9.6%	10	0.1%	16,956
2019 Five-Year ACS	14,103	77%	2,820	15.4%	1,310	7.2%	88	0.5%	18,321
Owner Without a Mortgage									
2010 Five-Year ACS	7,031	90.9%	339	4.4%	209	2.7%	154	2%	7,733
2019 Five-Year ACS	8,216	87.7%	545	5.8%	539	5.8%	71	0.8%	9,371
Renter									
2010 Five-Year ACS	6,071	54.7%	1,715	15.4%	1,811	16.3%	1,504	13.5%	11,101
2019 Five-Year ACS	6,010	50.1%	2,847	23.7%	2,454	20.5%	680	5.7%	11,991
Total									
2010 Five-Year ACS	25,067	70%	5,403	15.1%	3,652	10.2%	1,668	4.7%	35,790
2019 Five-Year ACS	28,329	71.4%	6,212	15.7%	4,303	10.8%	839	2.1%	39,683

Table II.11.95 shows the Incremental Total Housing Need Forecast for Laramie County. The incremental total housing need forecast is calculated by adding the incremental housing demand forecast with current unmet housing need. Un-met housing need is defined as any household experiencing a housing problem as defined by HUD. The total housing need shows the broadest measure of future housing need because it takes into account future housing demand as well as the current need among existing housing stock. Total housing need does not necessarily mean the constructions of new units. Unmet housing needs can be alleviated through the rehabilitation of existing units or by focusing on creating more affordable housing options. In 2019, the base year, the total housing need set at the 10,391 households, which represents all households with an unmet housing need that needs to be addressed, such as cost burden or sub-standard living conditions. In all future years, the incremental housing need forecast shows both existing need and need based on future demand by income. In 2050, there will be an estimated need for 15,157 owner and 8,499 renter occupied households for a total of 23,656 quality households.

Table II.11.95 Incremental Total Housing Need Forecast Laramie County Strong Growth Scenario								
Income (% of MFI)	2018	2020	2025	2030	2035	2040	2045	2050
Owner								
0-30%	1,335	1,380	1,462	1,547	1,636	1,729	1,826	1,926
30.1-50%	1,060	1,116	1,220	1,328	1,440	1,557	1,679	1,806
50.1-80%	1,273	1,387	1,597	1,816	2,043	2,281	2,528	2,786
80.1-95%	592	653	765	882	1,004	1,130	1,263	1,401
95.1-115%	358	444	600	763	933	1,110	1,294	1,487
115+%	566	958	1,676	2,425	3,206	4,018	4,867	5,751
Total	5,185	5,938	7,320	8,760	10,262	11,825	13,457	15,157
Renter								
0-30%	1,884	2,004	2,088	2,173	2,260	2,348	2,436	2,526
30.1-50%	1,585	1,688	1,761	1,834	1,909	1,984	2,061	2,138
50.1-80%	1,346	1,511	1,627	1,744	1,863	1,983	2,106	2,229
80.1-95%	193	238	270	302	334	367	401	434
95.1-115%	86	138	175	211	249	287	325	364
115+%	112	242	333	425	519	614	711	808
Total	5,206	5,821	6,253	6,690	7,134	7,584	8,040	8,499
Total								
0-30%	3,219	3,384	3,550	3,721	3,896	4,076	4,262	4,452
30.1-50%	2,644	2,804	2,980	3,162	3,349	3,541	3,740	3,945
50.1-80%	2,619	2,898	3,224	3,559	3,906	4,264	4,634	5,015
80.1-95%	785	891	1,035	1,184	1,338	1,498	1,663	1,835
95.1-115%	445	582	775	974	1,182	1,396	1,620	1,851
115+%	678	1,199	2,009	2,850	3,725	4,633	5,578	6,558
Total	10,391	11,759	13,573	15,450	17,396	19,409	21,497	23,656

Additional studies and analysis from groups like the Great Cheyenne Chamber of Commerce support the trends of affordability identified in the WBC Toolbox.

One factor likely contributing to the costs for homeowners is the age of housing available in Wyoming. In Laramie County, over half of all housing was built before 1979; 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. The benefits of homeownership 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 to develop 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/> - Various published studies/papers
The Robert Wood Johnson Foundation's 2018 County Health Rankings
Greater Cheyenne Chamber of Commerce's - Enhanced Use Lease Project
Wyoming Community Development Authority's Affordable Housing Allocation Plan

Root causes or additional contributing factors include both internal and external influences. Internally, the unique challenges of rural communities including distance, transportation and workforce development/education. These barriers can significantly limit the vulnerable population's mobility within social classes. Demographics play a large role in the affordable housing shortage as well. According the ENDOW Council's (Economically Needed Diversification Options for Wyoming), Socioeconomic Assessment - August 30, 2017, Wyoming has one of the highest proportions of early baby boomer population in the nation. Along with an emphasis on the positive health effects of "aging in place", this further reduces available family, starter and workforce housing.

External factors include a commuting workforce; 6,665 people work in Laramie County but permanently reside out of state per the WBC, Housing Tool Kit. Discussions to limit housing starts along the Colorado Front Range based on a lack of infrastructure threatens to compound the problem with the probability of increased gentrification. Missed opportunities to recruit larger employers based on a lack of available workforce has crippled many small communities in the state. The polarizing paradox are the issues that arises when communities do successfully attract industry and are then faced with a lack of needed infrastructure including affordable housing.

The cost of building materials during COVID-19 have more than doubled, adding \$60,000 to \$70,000 on average to the sale price for single family units.

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

The My Front Door Program fills a unique gap – 50% - 80% of the Area Median Income, (very low to low as defined by HUD) while serving Laramie County TANF participants within (most recent 185%) of Federal Poverty Guidelines without restriction. We actively work with participants in this income bracket as the lifeblood of our communities and economies. Using a holistic approach, we help them to navigate barriers on a journey of mobility upward and permanently into the middle class.

While there are several organizations that share affordable housing as part or all on their mission, these programs vary on population served either by average median income (AMI), veteran's status, family composition, risk or other factors. The largest difference of our program model compared to other community resources is the seven-year commitment to stewardship that we make with each family. Our model provides reportable data of an extended period of time illustrating prolonged stability within our families. Stewardship is the program value that is most closely aligned with the permanent and generational transition into the middle class.

My Front Door ensures programs and services are need driven and relevant under a tripartite board composition that includes alumni and low-income representatives. An advisory board of community stakeholders serves to further inform the board on community matters.

These core model differences have provided a structure for progress and long term success through education, planning, inclusion and compassion that establish My Front Door as a proven success model.

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

<i>Research-Based Curricula & Strategies</i>	<i>Description</i>	<i>How We Know It Works for MFD Families</i>
<i>Realizing the American Dream: Homebuyer Education</i>	<i>HUD approved, best practice to determine when a family is ready to purchase a home.</i>	<i>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.</i>

<i>Credit Counseling for Maximum Results:</i>	<i>HUD approved, while MFD aren't certified in this to provide "credit counseling," we do adhere to the concepts and guidelines</i>	Proven Long-Term SelfSufficiency: <ul style="list-style-type: none"> • Out of 44 homeowners since the first mortgage in 2009, MFD has
	<i>promoting credit counseling for long-term self-sufficiency rather than credit counseling for acquisition. 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.</i>	<ul style="list-style-type: none"> had 1 foreclosure (Due to relapse). • 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. • MFD family homeownership is an investment, not a possession.
<i>Bridges Out of Poverty</i>	<i>Identifies 11 different researchbased areas that promote selfsufficiency and support successful transition to the middle class.</i>	Wage Progression is Strong in MFD Families: SMART Goals selfassessments 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.
<i>Getting Ahead in a Just Getting by World</i>	<i>Identifies 11 different researchbased areas that promote selfsufficiency and support successful transition to the middle class. Identifies systemic poverty causes and practical methods for individual empowerment.</i>	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.
<i>True Colors: Personality Types</i>	<i>Personality types affect behavior</i>	Self-Awareness Leads to SelfSufficiency. MFD families learn to create a budget / savings / spending strategy that incorporates their individual personality types without sabotaging financial success.

C. Community Partnerships

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

Program Partners are essential to our success in terms of sharing trends and information, referrals, mutual advisement and where possible, leveraging services.

Partners and stakeholders in addition to those included in the table below are: ASK, the

Boys and Girls Club of Cheyenne, GreenPath Financial Wellness, Legal Aid of Wyoming, Wyoming 2-1-1, Laramie County Community Partnership, Salvation Army, Goodwill, Unaccompanied Student Initiative, Cheyenne Housing Authority, Wyoming Nonprofit Network, Laramie County Public Library, Peak Wellness, University of Wyoming, Laramie County Community College, Sage Trio, CASA, Cheyenne Regional Medical Center, Wyoming Women's Business Center, Wyoming Community Foundation, Habitat for Humanity, Greater Cheyenne, Laramie Chamber Business Alliance, WyoNAHRO and the Wyoming Women's Foundation.

Faith partners continue to provide financial support and volunteers to assist with fundraising, mentoring and special projects. As affordable housing and economic development remain inextricably linked, engaging with the business community through economic development entities is crucial.

Our advisory board is designed to engage partners where time and capacity limitations would otherwise not allow. This panel will serve to brief the board, committees, and staff at regular meetings about initiatives, programs and community issues affecting MFD work. The panel will provide an opportunity for members to consider full board services as vacancies arise. At the same time, we identify more collective impact efforts and support the work of other groups through the transfer of knowledge.

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
Wyoming Community Development Authority	Serves as our State "Project Jurisdiction" and secondary link to HUD. Currently providing Capacity Funding as well as oversight and partners in scaling or developing program offerings.
Housing and Urban Development	Provides issues and maintains our HUD Certified Secondary Lender status and provides linkages to additional certifications or funding source as appropriate.
Wyoming Business Council	Opportunity to apply for CDBG Funding, data and expertise in the application of tax credits in MFD projects.
Climb Wyoming	Partner staff to coordination organization prestation's to their participants and referral linkage to beneficiaries.
Dads Making a Difference	Partner staff to coordination organization prestation's to their participants and referral linkage to beneficiaries.
Community Action of Laramie County	Partner staff to coordination organization prestation's to their participants and referral linkage to beneficiaries.
Safehouse Services	Partner staff to coordination organization prestation's to their participants and referral linkage to beneficiaries
Greater Cheyenne Chamber of Commerce	Engagement and linkage to community issues and projects that align with our mission where we can serve as mutual resources.
Faith Community	Funding and volunteers to assist the events, projects and mentor program.

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

The MFD Board of Directors and Executive Director actively diversify funding streams so the program is never dependent on just one source of funding. Our funding includes state, city and county grants, foundations, Board contributions, nonprofit, private donors, fundraising, business and faith partners. MFD has earned a Community Housing Development Organization (CHDO) and HUD Certified Secondary Lender designation allowing us access to funds and the ability to structure equity for families who might otherwise not realize the American dream. MFD is actively pursuing nonprofit development of affordable housing units –rental units, community land trust units and traditional homeownership opportunities to create a sustainable stream of self-generated income.

Resources committed by MFD include a dedicated full time Laramie County Family Advocate to provide direct services and a volunteer Board of Directors to provide governance of the organization. MFD will maintain an office space in further commitment to the families and community. The Executive Director will serve as an experienced grants manager and will provide timely, accurate and thorough reports while maintaining a high-level fiduciary integrity and transparency.

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?

My Front Door's core program and holistic approach to case management naturally align with the following goals:

- **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 two-parent families.
- **Goal 9:** Increase in wages to 200% or more of the federal poverty level.

The strategy of our program model in achieving the above goals is evident throughout our seven-year program as described below:

PHASE I: (12 weeks) Financial preparedness classes –prepare families for home ownership, engage in budgeting, credit repair and credit building activities, set and achieve SMART goals, attend quarterly trainings on relevant topics and build civic leadership skills.

PHASE II: (18-24 months) Savings Phase – My Front Door provides savings support to a buyers' minimum \$2,400 down payment, based on availability. Funds provided are in the form of a second mortgage, which is forgiven at 20% per year for five years and guidance during the process of purchasing a home from our Certified Housing Counselor.

PHASE III: (5 years) Maintenance Phase – families learn to maintain or improve the value of their home, engage in mentoring activities, meet quarterly for family visits, attend at least two quarterly training activities per year and continue building wealth through additional investments. Participants also explore retirement planning, education and career development or advancement. During years 2-5 of home ownership, families

are encouraged to improve the value of their home and neighborhood through an annual \$1,000 maintenance grant from our program.

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
<i>Completion of Phase I; low to moderate income participants complete a 12-week financial literacy course</i>	<i>100% of Families that enroll will complete Phase I</i>	<i>Twelve, two-hour weekly classes to be delivered by our Certified Housing Counselor and Family Advocate</i>	<i>Attendance is kept and chapter tests are administered as part of the American Dream curriculum.</i>
<i>Completion of Phase II; participants establish and maintain a home savings account</i>	<i>80% of those that enter Phase II will complete.</i> <i>100% of participants who complete Phase II will have saved \$2,400 toward their own down payment at closing</i>	<i>Individual budgeting and SMART Goals sessions with individual progress plans and interim activities for participants to complete.</i> <i>Set as a requirement to proceed to Phase III</i>	<i>Bank Statements verify progress toward emergency/contingency planning and down payment savings. Credit reports and other tools as individually necessary.</i> <i>Account statements of financial health and proof of secured funds are retained in the participant files.</i>

<p><i>Completion of Phase III; participants purchase and maintain ownership of a home</i></p>	<p><i>90% of those participants who complete Phase II and save the minimum requirement will purchase a home</i></p> <p><i>75% of those that purchase a home will complete Phase III</i></p> <p><i>Homeowning families that complete annual requirements are eligible for a \$1,000 maintenance grant in years, 2, 3, 4 and 5.</i></p>	<p><i>Identify an agent, select a home, making an offer, review disclosure statement and complete HUD approved inspection. Closing process with the Family Advocate present in supporting the family's interests.</i></p> <p><i>Continuing with support and case management ensure the permanent transition to the middle class</i></p> <p><i>Project preapproval through a grant multi-quote and application process is required as well as receipts that support the expenditure.</i></p>	<p><i>The Family Advocate serves as an active member of the homebuying team ensuring the process and interests of the family are appropriately represented. Copies of all closing disclosures, HUD inspection etc. are retained in the client file.</i></p> <p><i>Attendance and SMART Goals Worksheets (attached) are retained in the client file.</i></p> <p><i>Photos and final receipts are retained in the client file.</i></p>
<p><i>Participants actively engage with the Family Advocate during all three phases of the program</i></p>	<p><i>100% of participants enrolled in any phase of the program will meet with the Family Advocate at least quarterly and complete 3 of the 4 offered trainings per year. Participant will also continue to set and make progress with SMART Goals.</i></p>	<p><i>SMART goals are part of individual case management practice and group training topics will vary. Insight in selecting group topics however is gained through SMART Goals as they may identify commonality among participants.</i></p>	<p><i>SMART Goals are revised/amended goals are achieved at every family meeting. Family meetings are documented in HomeKeeper to mark attendance. Participants are required to complete 4 quarterly individual case management sessions and 3 of quarterly trainings annually to remain in the program.</i></p>

3. Describe your data collection methods to be used.

Methodology begins with the collection of key information by the Family Advocate, producing a baseline for each participant both in terms of demographics and financial standing. Augmented by paystubs for income verification, credit reports, establishing a budget and SMART Goals (example form attached), this information is the basis for measuring each tier of success. HomeKeeper, (a product of the Grounded Solutions Network) is the software instrument used for evaluation and reporting. The advantage of this product is that it is HUD compliant and customizable. At the same time, it allows us to monitor our impact within a specific geographic area where indices encourage focus. The benefits of the data integrity become evident in providing thorough and accurate reporting to all our investors. Individual case management readily allows us to monitor and share impacts on a very human level.

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

Internally data collected serves to inform our board about trends, performance, and outcomes to ensure that programs and services are relevant, timely and need driven. Strategic planning takes on another dimension when prudent fiscal governance and oversight are weighted against participant success on every level. Individual characteristic or traits also become evident which allows the Family Advocate the opportunity facilitate learning approaches for each family. Data collected on SMART goals is further used to identify quarterly training topics.

Externally, data serves to inform our community partners in identifying trends, leveraging resources or to create a collaborative solutions-based approach to filling gaps. As we move forward this data will be key in wraparound service referral and program mapping. Identifying areas where we overlap with community partners, operate independently, or have a gap in community resources will benefit all stakeholders.

G. TANF Recruitment

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

The recruitment process begins with a well-designed model with demonstrated success that continues under a dedicated and passionate staff. Engaging with community partners ensures that we are not operating in a silo. Partnerships also serve as one strategy to include vulnerable populations and diversify applicant pool. This is critical to effect deeper impact and enrich the program experience for all participants. Online and social media marketing keep us engaged with alumni word of mouth being one of our strongest recruitment tools.

We accept applications on an ongoing basis and applicants are contacted within 24 hours of receipt. Basic eligibility is determined through this process and qualifying applications held for the class schedule and final selection. Applicants that are not quite prepared are counseled by our Family Advocate to set goals and prepare an action plan in preparing for the next class offered. Candidates that don't meet basic eligibility are referred to program partners in the community where appropriate.

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

Yearly: One new Financial Literacy and Home Buyer Education class of 10 families - typically consisting of 15-20 adults and 25-30 children or 40 to 50 total individuals.

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.

Income eligibility is determined with the collection of previous year's tax returns or most recent paystubs.

BUDGET

Instructions:

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

My Front Door's strategy includes continued grant applications, donations, fundraising and other such asks to fill funding gaps as necessary, also reference B:4. However, the Board of Directors together with the Executive Director draft and approve a conservative annual budget, predicated on the reality that every dollar does count. Any decreased or unsuccessful funding request has a direct effect on our capacity to provide benefit to the target population and ultimately the community.

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.

Homeowners with adequate resources are better able to provide a healthy, stable, stimulating, and consistent environment to raise their children. A new generation of children experiencing a more stable family financial setting in a home environment marked with less moves and school changes will dramatically increase the probability of graduation. The effect on risk factors for these families is that they experience lower teen pregnancy, less risky behaviors, fewer encounters with the justice system and substance use, while also experiencing better grades, an increased graduation rate, increased college attendance and a higher likelihood that their children will grow up to be self-sufficient homeowners as adults. Up to three generations are positively impacted by

home ownership and in this way, we can eliminate poverty and effect enduring generational change, one homeowner at a time.

The social benefits of permanently affordable housing transforms the paradigm for economic development and the conversation around class mobility. As economic development and the need for an adequate skilled workforce continue to be inextricably linked the most pivotal resource necessary for economic stability remains out of reach for many working Wyoming families.

Attracting an adequate and skilled workforce is not just an issue for Wyoming today, but for all future generations living in an economically disadvantaged household. Per the State of Wyoming Administration and Information's published Salary Averages by Classification updated January 2, 2018, the average hourly wage for a Highway Maintenance Specialist 1 is \$20.07 or \$41,745.60 per year. If that individual is a single head of household with three children, the household is at 55% of Area Median Income (AMI). Spending no more than 30% (considered that maximum for affordability) of household income on housing would afford this family a \$195,000 home with a payment of \$1,3929 (PITI). The average home price in Albany County \$219,000 well out of reach for this family.

Further complicating our ability to develop our own workforce is the cost of instate postsecondary education for this family, estimated at \$19,777 annually. For these 3 children to pursue 4-year degrees is a staggering \$237,324.00. To put that in perspective, it is \$42,324.00 more than the purchase price of a home in their affordability range if it were even available.

Diminishing educational and economic inequity through the wealth building process of homeownership empowers vulnerable populations to enter the middle class. Creating a relationship between first time homebuyers and a family advocate and other community allies ensures they stay there. In so doing we create a natural pathway of economic mobility and establish a "new norm" within the household. This "new norm" serves as an immersion learning environment, changing the blueprint for as many as three generations forward.

Society's impression of affordable housing is frequently a misperception of not only what affordable means but who needs affordable housing. Often you must explain more about the term "affordable housing" than you do the math that proves the case. In simple terms we mean the place where our teachers, certified nursing assistants, paralegals, snowplow drivers, food service and hospitality workers can sleep at night and still afford to eat, drive a dependable car and save for retirement.

Research shows that neighborhoods with a higher rate of homeowners are maintained and groomed to a higher standard than are neighborhoods primarily filled with rental properties. Lenders recognize and monetize this variation in loan terms that are structured differently for owner-occupied and non-owner-occupied properties. By moving renters into home ownership opportunities, with the increased responsibilities of property maintenance, education and financial literacy, we facilitate change in the overall fabric of neighborhoods.

Social justice and diversity are the organic benefits of affordable housing as it ensures that properties sold to income qualified households

On a broad scale, the Wyoming Business Council lists the benefits of affordable housing as:

- Stronger labor force. Available housing for all income groups helps a community retain jobs and retail stores and helps business owners attract and retain quality and reliable workers.
- The job creation and expansion impact is strongest if workers reside in the community. Employees are able to live near employment centers and thus are better able to report to work on time and have time to improve their job skills or get an education.
- Improves ability of communities and businesses to attract and retain workers.
- For a community, housing ties people together. It fosters a sense of place and local identity. It plays an important role in a community's economic sustainability and development.
- New construction and management of a property creates new employment and generates multiplier effects that strengthen the local economy.
- Workforce housing creates a more stable environment for children and helps them perform better in school.
- Enables lower-wage earners to get into a home and begin building equity. A house payment is generally less expensive than rent, which increases disposable income.
- Helps improve distressed neighborhoods and strengthen community and neighborhood pride.
- Increases property values and property tax revenue to communities.
- Creates family stability.
- Housing plays a key role in individual welfare and often represents the single-largest family expense/investment.

Annual Amount Requested from Proposal:
\$10,000.00

	Program Costs	Admin Costs	Summary and Justification for Budget Expense
Salaries <u>Admin:</u> Activities spent managing the grant. <u>Program:</u> Wages for all staff who provide direct client services.	3000.00	Click here to enter text.	My Front Door Case Management services provide individual counseling and development services and tracked separately from classroom (tuition) instruction.
Employer Paid Benefits <u>Admin:</u> Activities spent managing the grant. <u>Program:</u> 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 <u>Admin:</u> Activities spent managing the grant. <u>Program:</u> 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 <u>Admin:</u> Supplies and expenses needed to manage the grant. <u>Program:</u> 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 <u>Admin:</u> Rent and utilities for time spent managing the grant. <u>Program:</u> Rent and utilities for space provided to direct services for participants.	2,170.00	Click here to enter text.	Click here to enter text.
Participant Tuition and Class Fees	4,275.00	Click here to enter text.	Includes classroom instruction, child care and meals group setting
Participant Class Supplies and Materials	555.00	Click here to enter text.	Books, budgeting materials and additional materials should be included here
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 Participant Needs: Description -	Click here to enter text.	Click here to enter text.	Click here to enter text.
Sub-Totals	Click here to enter text.	Click here to enter text.	Total Administrative Costs cannot exceed 10% of your <u>Program Costs</u>
TOTAL BUDGET (Program + Admin)	10,000.00		
Number of TANF Participants Planning to Serve	6		
Cost Per TANF Participants	\$1,666.66		

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: Gunnar Malm

Date: April 13, 2021

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)

Part 4. Quarterly Report and Invoice

NOTE: Completion of this report and invoice will be mandatory to awardees



Temporary Assistance for Needy Families
Wyoming Department of Family Services

TANF CPI Federal Fiscal Year 22 (October 1, 2021 – September 30, 2022) Quarterly Report and Invoice

County/Tribe:
Reporting Period:
Date:

Statistics:

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

[illegible]

Evaluation of Outcomes:

Outcome	Performance Measure	Activities/Collaborations Conducted to Meet Outcome	Evaluation
<i>Will be added from proposal response.</i>	Click here to enter text.	Click here to enter text.	Click here to enter text.
<i>Will be added from proposal response.</i>	Click here to enter text.	Click here to enter text.	Click here to enter text.
<i>Will be added from proposal response.</i>	Click here to enter text.	Click here to enter text.	Click here to enter text.

Successes and Challenges:

Please share quarterly successes and challenges.

Quarterly Invoice: County Commissioners

Submit To:
Georgia Auch

Expenditures for the Month and Year of: _____

	Program Costs	YTD Program Costs	Admin Costs	YTD Admin Costs	ANNUAL Program Budget	ANNUAL Admin Budget
Salaries						
Employer Paid Benefits						
Employer Payroll Taxes						
Supplies						
Recruiting and Marketing						
Travel						
Rent and Utilities						
Participant Tuition and Class Fees						
Participant Class Supplies and Materials						
Participant License and Certification Fees						
Participant Drug and Aptitude Screening						
Work Support Services and Clothing						
Participant Wages						
Participant Fringe Benefits						
Participant Incentives & Expenses						
Other Participant Needs						
Sub-Totals	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL (Program + Admin)						
Number of TANF Participants Served						
Cost Per TANF Participant						

georgia.auch1@wyo.gov

Submitted on: _____

General Information

Applicant 1 Name:

Previous Name(s):

Social Security Number:

Date of Birth:

Address:

City/State/Zip:

Rent Payment:

Email Address:

Phone:

Cell Phone and Carrier:

Race (check all that apply)

- ☐ American Indian or Alaska Native
☐ Asian
☐ Black or African American
☐ Native Hawaiian or Other Pacific Islander
☐ White

Ethnicity

- ☐ Hispanic or Latino
☐ Not Hispanic or Latino

Veteran ☐ Yes ☐ No**Current Marital Status**

- ☐ Married ☐ Committed Partnership
☐ Divorced ☐ Single
☐ Separated ☐ Widowed

Disability ☐ Yes ☐ No**Highest Level of Education**

- ☐ GED ☐ Technical College ☐ Bachelor's Degree ☐ Doctorate
☐ High School Diploma ☐ Associate's Degree ☐ Master's Degree

Applicant 2 Name:

Previous Name(s):

Social Security Number:

Date of Birth:

Address:

City/State/Zip:

Rent Payment:

Email Address:

Phone:

Cell Phone and Carrier:

Race

- ☐ American Indian or Alaska Native
☐ Asian
☐ Black or African American
☐ Native Hawaiian or Other Pacific Islander
☐ White

Ethnicity

- ☐ Hispanic or Latino
☐ Not Hispanic or Latino

Veteran ☐ Yes ☐ No**Current Marital Status**

- ☐ Married ☐ Relationship (not marriage)
☐ Divorced ☐ Single
☐ Separated ☐ Widowed

Disability ☐ Yes ☐ No**Highest Level of Education**

- ☐ Less Than High School ☐ GED ☐ Associate's Degree ☐ Master's Degree
☐ High School Diploma ☐ Technical/Certificate ☐ Bachelor's Degree ☐ Doctorate

Family Information

Applicant 1 (Parenting Adult) ☐ Custodial Parent (one or more children live with you) ☐ Non-Custodial (no children live with you) ☐ Guardian/Relative (legal guardian, other)

Applicant 2 (Parenting Adult) ☐ Custodial Parent (one or more children live with you) ☐ Non-Custodial (no children live with you) ☐ Guardian/Relative (legal guardian, other)

Total number of children, whether living with you or not: **Do they live with you** ☐ Part-time ☐ Full-time

Child's First/Last Name	Relationship to Applicant 1 (son, daughter, stepchild, grandchild, significant other's child)	Relationship to Applicant 2 (son, daughter, stepchild, grandchild, significant other's child)	Date of Birth

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

- | | | |
|---|---|---|
| <input type="checkbox"/> SNAP | <input type="checkbox"/> Cheyenne Housing Authority Voucher | <input type="checkbox"/> Boys and Girls Club |
| <input type="checkbox"/> Child Care Voucher | <input type="checkbox"/> HeadStart | <input type="checkbox"/> Youth Alternatives |
| <input type="checkbox"/> WIC | <input type="checkbox"/> STRIDE | <input type="checkbox"/> Friday Food Bags |
| <input type="checkbox"/> Medicaid | <input type="checkbox"/> UPLIFT | <input type="checkbox"/> IEP (Individualized Education Program) |
| <input type="checkbox"/> KidCare | <input type="checkbox"/> TAP (phone) | <input type="checkbox"/> 504 Education Plan |
| <input type="checkbox"/> LIEAP (electric) | <input type="checkbox"/> ASK (After School for Kids) | <input type="checkbox"/> Free & Reduced Price Meals |

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, provide reason:

Do all children in the family have health insurance?

☐ Yes ☐ No If no, please list uninsured children's names:

Applicant 1 Information**Employer, Address, Phone**

(start with most recent job then work backward)

Start Date

Start Wage

End Date

Ending/
Current WageFull Time/
Part Time

Court-Ordered Child Support☐ Pay ☐ Receive

If yes, amount/month:

If yes, case worker name:

If yes, do you have back child support?

☐ Yes ☐ No

If yes, approximately how much?

Do YOU have health insurance?☐ Yes ☐ No

If yes, what type?

Are you currently in school?☐ Yes ☐ No**Do you have a valid driver's license?** ☐ Yes ☐ No**Reliable transportation?** ☐ Yes ☐ No*The following four questions **will not** affect eligibility, but rather allow us to help you.***Are you or a family member dealing with immigration issues?**☐ Yes ☐ No**Have you ever filed for bankruptcy?** ☐ Yes ☐ No If yes, when?**Have you EVER been convicted of a crime (misdemeanor, felony, DUI, or ANY other?) Or are you currently involved in any legal action?****If on probation/parole, please list name and phone number of probation/parole officer:**

Applicant 2 Information**Employer, Address, Phone**

(start with most recent job then work backward)

Start Date

Start Wage

End Date

Ending/
Current WageFull Time/
Part Time

Court-ordered child support☐ Pay ☐ Receive

If yes, amount/month:

If yes, case worker name:

If yes, do you have back child support?

☐ Yes ☐ No

If yes, approximately how much?

Do YOU have health insurance?☐ Yes ☐ No

If yes, what type?

Are you currently in school?☐ Yes ☐ No**Do you have a valid driver's license?** ☐ Yes ☐ No**Reliable transportation?** ☐ Yes ☐ No*The following four questions **will not** affect eligibility, but rather allow us to help you.***Are you or a family member dealing with immigration issues?**☐ Yes ☐ No**Have you ever filed for bankruptcy?** ☐ Yes ☐ No**Have you EVER been convicted of a crime (misdemeanor, felony, DUI, or ANY other?) Or are you currently involved in any legal action?****If on probation/parole, please list name and phone number of probation/parole officer:**

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Alternate Contacts

First/Last Name	Relationship	Phone	City, State

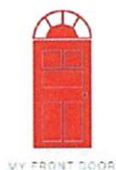
All applications and information are confidential.

Applicant 1 Signature

Date

Applicant 2 Signature

Date



Family Name: _____

Date: _____

SMART GOAL LIFE ASSESSMENT

QUARTERLY SMART GOALS

PREVIOUS GOALS		NEW GOALS
	Goal Met? Yes No In Progress	
	Goal Met? Yes No In Progress	
	Goal Met? Yes No In Progress	

SMART GOALS ARE: Specific, Measurable, Attainable, Relevant, Timely

A not-so-SMART goal might read: "I will lose some weight." Or "I will lose 20 pounds/week until I'm thin."

A SMART goal is short and simple, and reads, "I will feel healthier and lose ten pounds by March 31st."

Complete a self-assessment of the following areas based on how things are NOW. If they're fantastic, with zero room for improvement, then give it a 10. If improvement is possible, lower that number. Work with staff on the areas that are important to your family, support home ownership and financial wellness, and help you instill the values you cherish in your children.

LIFE AREA	SELF-ASSESSMENT SCORE		NOTES
	(Where 1 is low and 10 is high)		
Initials for ea. Person--->			
Emotional Wellbeing			
Finances			
Parenting			
Relationships			
Spirituality			
Physical Wellbeing			
Support System			
Hidden Rules of Systems			
Integrity			
Motivation/Persistence			
Language			
Recovery			
Leadership/Dev Training			Topic & Date:
Budgeting			
Emergency Savings			
Home Savings			
Lender Knowledge			
Realtor Knowledge			
WYFHOP Relationship			
Civic Leadership			
Career Development / Education / Training			

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

Name	Employer	Start Date	Start Wage	End Date	Ending OR Current Wage	Typical Hours Worked

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

- ☐ 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 your child (or children)

Living with you or with a relative?	Progressing to the next grade level on time?	Graduating from high school (or GED)?	Involved in extracurriculars?

What future Leadership & Development trainings would you like to see?

Please verify your current address / phone / email:

Address	Phone	Email

Please provide a copy of your emergency savings and/or home ownership /retirement statements:

Emergency Savings Balance	Home Ownership Savings Balance	Retirement Accounts
\$	\$	\$

Please indicate planned home improvement / maintenance projects and estimated costs / dates:

PROJECT	COST(S)	DATE(S)

Community Referrals and Follow-Up:

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, 2021 at 6:12 PM. This certificate is assigned ID Number 043671326.




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 <https://wyobiz.wyo.gov> and following the instructions displayed under Validate Certificate.