

APPLICATION FOR FUNDING

(for calendar year 2018)

SECTION I Applicant Information

Applicant Organization: Companions for Children, Inc.

Address: 308 2nd Ave SW, Suite 7

City: Minot State: ND Zip: 58701

Contact Person: Heather Cymbaluk

Daytime Phone: (701) 838-5784 Fax: (701) 852-0374

E-Mail Address: heather.cymbaluk@companionsforchildren.org

Web Address: companionsforchildren.org

SECTION II Summary of Project Description

(Use only the space provided unless instructed otherwise)

- A) Grant Request Amount: \$ 7,000
- B) For what specific purpose would this grant be used?
Companions for Children is a local non-profit youth mentoring program. Since 1972, we have provided hundreds of children in the Minot community with screened adult volunteers who serve as role-models and mentors to at-risk children. Funding will be used for ongoing costs associated with our youth mentoring program to continue our mission for Minot children and families.
- C) Attach a financial report that shows the income by source, expenditures by function, including salaries, for the current calendar year and a proposed budget showing the same for the calendar year in which the requested grant would be used. Special emphasis should be placed on the summary of estimated project expenses and other sources of funding for the project. (Mark this information as Exhibit 2A)
- D) Identify how volunteerism will play a role in the specific purpose for which the grant would be used.
Companions for Children relies heavily on the involvement of volunteers in our program. Currently, we have 78 volunteer mentors and 9 volunteer Board of Directors. Last year (2016) our volunteers dedicated a total of 2,541 volunteers which is a value of \$64,137! (volunteersector.org)
- E) Attach a narrative describing the organizational goals and objectives. (Identify the narrative as Exhibit 2B)

SECTION III

Public Benefit

- A) To achieve the objectives, for which the grant will be used, will single or multi-year funding be required? If multi-year funding is required, please specify the number of years?

Companions for Children is seeking single-year funding due to the significant increase in enrollment, it is hard to project our financial needs for 2019.

- B) What sector of the population will benefit by the city's contribution?

Companions for Children serves families and children who live in Minot, ND and a 15-mile radius.

- C) What benefit will the program or project provide for the community and specifically the number of individuals in the community?

Companions for Children is projecting to be at a total of 105 matches in our program by the end of 2017 and 130 by the end of 2018. These projections include our community based mentoring program and school-based program (which began in January 2017). The funding and continued support from the City of Minot is critical to the ongoing growth for our program and the children of Minot.

- D) Identify the public support for this program or project.

Companions for Children has a large support from the Minot community. For the past 3 years, we have had enough volunteer mentors enrolled at any point of time so that we do not have a wait list for children! This is a huge accomplishment, one that most mentoring organizations in large cities do not have!

- E) Is your organization, or will this program or project be involved in the sharing of facilities, programs, and or staff with other related organizations including other government organizations?

Currently, Companions for Children does not share facilities with other programs. However, we do partner with Sunnyside Elementary to provide school-based mentoring.

- F) Would assistance in the area of providing facilities or services in lieu of financial support be effective to achieve the goals of your program or project?

Yes, currently Companions for Children has an office space that only has two office's and a meeting room. Due to the lack of space, we are unable to hire new employees and grow our organization. If there was another organization who would be interested in joining space, we would welcome the discussion as clearly our organization is growing!

SECTION IV

Value Challenges

- A) If the City of Minot becomes a participant in your program or project, how should we measure its success?

Companions for Children continually monitors the matches in our program along with the goals set for each match. If the City of Minot continued sharing the mission of our organization through funding, we would measure success through the number of volunteers and children enrolled. Clearly there is a need for our service in the Minot community and it provides a service free of charge to families in the Magic City.

- B) Does your organization work with other programs or organizations working towards the same objectives? (If so, please identify the programs or organizations)

Companions for Children collaborates with numerous organizations in the Minot community. Specifically, we receive referrals from teachers, guidance counselors and principals at the schools, in addition to local agencies such as the Dept. of Corrections, Partnerships Program for Mental Health, Ward County Social Services, Foster Car workers, the Minot Police Department and more!

Having these connections with other agencies ensures that Minot children are given the opportunity to have a mentor in their live through referrals.

- C) How will you incorporate the use of government, the private sector, and volunteerism to meet the objectives of your program or project?

As noted above, Companions for Children utilizes many government agencies for referrals and resources. In addition, our program would not be possible without the heavy support from volunteers in our community.

- D) Identify organizations in the community that support your application for funding-also identify if each of the organizations listed does or does not provide or work towards the same objective.

SECTION V

Applicant Signature

HEATHER CYMBALUK

Print name

Heather Cymbaluk

Signature

EXECUTIVE DIRECTOR

Title

4-20-17

Date

701-833-4455

Phone number of person submitting this application.

Return this application and attachments to:

**City Managers Office
Attn: Tami Stroklund
P.O. Box 5006
Minot, North Dakota 58702**

Companions For Children, Inc.

2017 Budget

Revenue and Support	Status	Operating	In-Kind	Total
Fundraisers				
Martini Masquerade Fundraiser	Anticipated	\$ 47,308	\$ 5,881	\$ 53,189
Run for the Hills Fundraiser	Anticipated	\$ 2,000	\$ 1,010	\$ 3,010
		<u>\$ 49,308</u>	<u>\$ 6,891</u>	<u>\$ 56,199</u>
Contributions				
Individual/Business Contributions	Anticipated	\$ 9,500	\$ 114,691	\$ 124,191
Long Term Investments				
Interest Deposits	Anticipated	\$ 85	\$ -	\$ 85
Grants				
City of Minot	Committed	\$ 7,000	\$ -	\$ 7,000
MDU Foundation	Anticipated	\$ 1,000	\$ -	\$ 1,000
Minot Community Endowment Fund	Anticipated	\$ 3,000	\$ -	\$ 3,000
Otto Bremer Matching	Anticipated	\$ 5,000	\$ -	\$ 5,000
St. Josephs Community Health Foundation	Committed	\$ 7,500	\$ -	\$ 7,500
St. Josephs Matching	Anticipated	\$ 5,000	\$ -	\$ 5,000
Souris Valley United Way	Committed	\$ 7,500	\$ -	\$ 7,500
Verendrye Round Up Grant	Anticipated	\$ 1,000	\$ -	\$ 1,000
		<u>\$ 37,000</u>	<u>\$ 121,581</u>	<u>\$ 158,581</u>
Total Revenue		<u>\$ 95,893</u>		
Expenses				
Salaries				
Executive Director	\$ 46,771	\$ 37,581	\$ -	\$ 37,581
Service Coordinator	\$ 18,161	\$ 14,592	\$ -	\$ 14,592
Assistant Service Coordinator	\$ 4,625	\$ 3,716	\$ -	\$ 3,716
Direct Deposit Fees	-	\$ 187	\$ -	\$ 187
		<u>\$ 56,076</u>	<u>\$ -</u>	<u>\$ 56,076</u>
Fringe Benefits				
Health Benefits		\$ 4,604	\$ -	\$ 4,604
Cell Phone Reimbursement		\$ 360	\$ -	\$ 360
Bonus		\$ 3,800	\$ -	\$ 3,800
Employee/Employer Payroll Taxes		\$ 23,950	\$ -	\$ 23,950
		<u>\$ 32,714</u>	<u>\$ -</u>	<u>\$ 32,714</u>
Administrative Expenses				
Brady Martz Accounting	-	\$ 4,900	\$ -	\$ 4,900
Travel/Mileage	-	\$ 700	\$ -	\$ 700
Telephone/Internet	-	\$ 3,000	\$ -	\$ 3,000
Printer Fees	-	\$ 1,800	\$ -	\$ 1,800
Website/Technology		\$ 2,000	\$ 2,849	\$ 4,849
Mentor Core Software		\$ 1,500	\$ -	\$ 1,500
Insurance	-	\$ 2,700	\$ -	\$ 2,700
		<u>\$ 16,600</u>	<u>\$ 2,849</u>	<u>\$ 19,449</u>
Operating Expenses				
Fundraiser Fees	-	\$ 19,000	\$ -	\$ 19,000
Membership Dues	-	\$ 1,100	\$ -	\$ 1,100
Rent	-	\$ 2,200	\$ 9,360	\$ 11,560
Lunch Pals		\$ 2,000	\$ -	\$ 2,000
Group Activities	-	\$ 2,500	\$ -	\$ 2,500
Staff Development: Professional	-	\$ 800	\$ -	\$ 800
Staff Development: Personal Leadership	-	\$ 1,169	\$ -	\$ 1,169

Board Development	-	\$ 1,200	\$ -	\$ 1,200
Mentor/Youth Recruitment	-	\$ 3,500	\$ -	\$ 3,500
Mentor Appreciation	-	\$ 3,000	\$ 6,921	\$ 9,921
Postage	-	\$ 1,000	\$ -	\$ 1,000
Screening	-	\$ 2,500	\$ -	\$ 2,500
Office Expenses	-	\$ 3,500	\$ -	\$ 3,500
		<u>\$ 43,469</u>	<u>\$ 16,281</u>	<u>\$ 59,750</u>
Total Expenses	-	<u>\$ 148,860</u>		

Companions For Children, Inc.
2018 Budget

Revenue and Support	Status	Operating	In-Kind	Total
Fundraisers				
Martini Masquerade Fundraiser	Anticipated	\$ 55,000	\$ 5,881	\$ 60,881
Run for the Hills Fundraiser	Anticipated	\$ 2,000	\$ 1,010	\$ 3,010
		<u>\$ 57,000</u>		
Contributions				
Individual/Business Contributions	Anticipated	\$ 10,000	\$ 136,498	\$ 146,498
Long Term Investments				
Interest Deposits	Anticipated	\$ 90	\$ -	\$ 90
Grants				
Otto Bremer Trust	Anticipated	\$ 35,000	\$ -	\$ 35,000
Otto Bremer Matching	Anticipated	\$ 5,000	\$ -	\$ 5,000
St. Josephs Community Health Foundation	Anticipated	\$ 7,000	\$ -	\$ 7,000
St. Josephs Matching	Anticipated	\$ 5,000	\$ -	\$ 5,000
Souris Valley United Way	Committed	\$ 7,000	\$ -	\$ 7,000
Verendrye Round Up Grant	Anticipated	\$ 1,000	\$ -	\$ 1,000
		<u>\$ 60,000</u>	<u>\$ 143,388</u>	<u>\$ 270,478</u>
Total Revenue		<u>\$ 127,090</u>	<u>\$ 143,388</u>	<u>\$ 270,478</u>
Expenses				
Salaries				
Executive Director	\$ 50,000	\$ 40,175	\$ -	\$ 40,175
Service Coordinator	\$ 21,808	\$ 17,523	\$ -	\$ 17,523
Assistant Service Coordinator	\$ 3,692	\$ 2,967	\$ -	\$ 2,967
Direct Deposit Fees	-	\$ 180	\$ -	\$ 180
		<u>\$ 60,844</u>	<u>\$ -</u>	<u>\$ 60,844</u>
Fringe Benefits				
Health Benefits		\$ 4,800	\$ -	\$ 4,800
Cell Phone Reimburesment		\$ 360	\$ -	\$ 360
Bonus		\$ 3,500	\$ -	\$ 3,500
Employee/Employer Payroll Taxes		\$ 25,738	\$ -	\$ 25,738
		<u>\$ 34,398</u>	<u>\$ -</u>	<u>\$ 8,660</u>
Administrative Expenses				
Brady Martz Accounting	-	\$ 5,150	\$ -	\$ -
Travel/Mileage	-	\$ 700	\$ -	\$ 5,150
Telephone/Internet	-	\$ 2,800	\$ -	\$ 700
Printer Fees	-	\$ 1,800	\$ -	\$ 2,800
Website/Technology		\$ 2,000	\$ 2,849	\$ 1,800
Mentor Core Software		\$ 1,500	\$ -	\$ 4,849
Insurance	-	\$ 2,700	\$ -	\$ 1,500
		<u>\$ 16,650</u>	<u>\$ 2,849</u>	<u>\$ 16,799</u>
Operating Expenses				
Fundraiser Fees	-	\$ 20,000	\$ -	\$ 20,000
Membership Dues	-	\$ 1,200	\$ -	\$ 20,000
Rent	-	\$ 2,640	\$ 9,360	\$ 1,200
Lunch Pals		\$ 2,000	\$ -	\$ 12,000
Group Activities	-	\$ 3,000	\$ -	\$ 2,000
Staff Development: Professional	-	\$ 800	\$ -	\$ 3,000
Staff Development: Personal Leadership	-	\$ 1,100	\$ -	\$ 1,100
Board Development		\$ 1,200	\$ -	\$ 1,100
Mentor/Youth Recruitment	-	\$ 4,000	\$ -	\$ 1,200

Mentor Appreciation	-	\$ 4,000	\$ 6,921	\$ 4,000
Postage	-	\$ 1,000	\$ -	\$ 10,921
Screening	-	\$ 3,000	\$ -	\$ 1,000
Office Expenses	-	\$ 3,500	\$ -	\$ 3,000
		<u>\$ 47,440</u>	<u>\$ 16,281</u>	<u>\$ 60,521</u>
Total Expenses	-	<u>\$ 159,332</u>	<u>\$ 19,130</u>	<u>\$ 178,462</u>