Carroll County FGP
Together We Can Make a Difference

December 6, 2017

Honorable Mayor and Council Members
City of Carroll
112 East 5th St
Carroll IA 51401-2799

Dear Mayor and City Council Members:

Enclosed is the requested information for the Foster Grandparent Program (FGP) funding request for the FY 18/19 operating year. On behalf of the FGP, I am submitting a funding request of $3,000 in order to sustain the program. The FGP is a federally funded program receiving federal grant monies from the Corporation for National and Community Service (CNCS). The FGP began nationally in 1965 and locally in 1994 with a federal, three-year grant being secured and effective July 1, 2016. The program offers seniors, age 55 or better, who meet income guidelines, opportunities to serve as tutors, mentors, and caregivers for identified at-risk children.

FGP serves not-for-profit daycares, Headstart, libraries and the schools within Carroll County. The volunteers follow the public school's hours of operation. Fundraising occurs annually throughout the year from various sources such as United Way, Carroll County, Carroll Community Foundation and others. Specifically, the direct beneficiaries served by the program are also solicited and contribute annually.

The requested funds are needed to sustain our annual budget for the upcoming year as we are required to raise $14,134 in local match monies to assist with program expenditures. The funds will be used toward a variety of expenses such as fringe benefits, travel costs, printing, mailings, office supplies, rent and various unanticipated expenses that come up throughout the year. Your past contributions have helped to sustain this worthy program and benefit our seniors and our youth. Your consideration of the current funding request for the FGP is appreciated. I look forward to meeting with you to discuss the program and answer any questions you may have.

Sincerely,

Tricia Arnold
FGP Director

514 N Court St, Suite 2, Carroll, IA 51401, 712-792-4212, cfgpp@hotmail.com

FGP Carroll County
Statement of Purpose / Description of Services

The Foster Grandparent Program (FGP) began nationally in 1965 and locally in 1994 and is federally funded by the Corporation for National Community Service (CNCS). The program provides limited income seniors, age 55 or better, an opportunity to get out of their homes, give back to their communities, and earn a little extra income. The Carroll County Foster Grandparent Program currently has 14 Foster Grandparents, each working an average of 20 hours or more per week. The Foster Grandparent Program benefits both the child and senior. The child is getting much needed special attention. The senior gets some extra income, along with the joy of knowing they have made the difference in the life of a child

Foster Grandparents are role models, mentors, and friends to children with special and exceptional needs. Achievement of FGP's purpose is facilitated by the coordination of the resources of CNCS, the FGP sponsor, and the community to fulfill the following goals of FGP: 1) Develop opportunities for older people willing to share their experience, abilities, and skills for the betterment of their community and themselves to serve children and youth in their communities. 2) Ensure that volunteer assignments are consistent with the interests and abilities of the volunteers and the needs of the community served. 3) Ensure that volunteers are provided needed orientation, in-service instruction, individual support and supervision, and recognition for their volunteer service. 4) Provide reasonable opportunity for community and volunteer involvement and support in development, operation, and appraisal of the FGP project. 5) Develop local support to supplement available federal sources and ensure that program expenditures are incurred at the lowest possible cost consistent with the effective operation of the project, as required by CNCS's legislation. 6) Cooperate with agencies and organizations involved in the fields of aging and volunteerism. 7) Develop a sound, locally controlled senior volunteer program with continuing community support.

During the Service Year, 2016-2017, there were thirteen Foster Grandparents serving in non-profit organizations throughout Carroll County. Foster Grandparents volunteered nearly 11,084 hours in the past service year. Foster Grandparents each serve between 15 and 40 hours per week and serve an average of 23 children each day. FGP service sites included Carroll Public Schools, Kuemper Catholic Schools, Carroll Area Child Care Center and Preschool, Carroll County Head Start Center, Coon Rapids-Bayard Elementary School, Coon Rapids Public Library, Carroll Public Library and Manning Child Care Center. Elementary literacy continues to be a high priority at each of the sites.

The children that are the recipients of the volunteer service have been identified by the teaching staff as those whose reading fluency is below proficiency standards due to environmental factors affecting the child's learning. These factors include <u>unsupervised children</u> whose parents are in the labor force, <u>children living in poverty</u> as this poses other risk factors such as physical, sexual or emotional abuse or domestic violence, and <u>children that are not reading at grade level.</u> Foster Grandparents assist these children

according to the students' needs and goals established by the teacher. Although Reading proficiency is the targeted area, Foster Grandparents are available for children needing support or assistance in many subject areas. They provide verbal reinforcement, encouragement, and motivation. This assistance helps to foster academic success for all children.

Thirty-nine children from homes lacking in supervision and six children living in poverty demonstrated gains in social and/or emotional development, increasing their school readiness. Children showing improved academic performance in literacy and/or math is 137 in the public schools and fourteen in the faith based school system. These measurements reflect students that were targeted for reporting purposes. The numbers would likely increase if every student's progress was measured.

Although Reading proficiency is the targeted area, Foster Grandparents are available for children needing support or assistance in many subject areas. They provide verbal reinforcement, encouragement, and motivation. This assistance helps to foster academic success for all children in the school setting, regardless if they were targeted for improvement.

The Foster Grandparent Program offers Carroll County a wonderful opportunity to help limited-income seniors stay mentally and physically active and to find meaningful volunteer service. A wonderful effect of this volunteerism is the positive growth witnessed in the children they serve.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: AUG 31 2015

CARROLL COUNTY FOSTER GRANDPARENT
PROGRAM INC
C/O FRANK J COMITO
721 N MAIN ST
CARROLL, IA 51401

Employer Identification Number:
47-2862430
DLN:
17053070357016
Contact Person:
SALLY B DAVENPORT ID# 31050
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
March 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
October 22, 2014
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

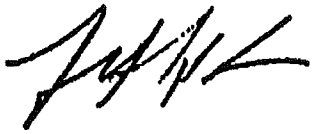
If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

CARROLL COUNTY FOSTER GRANDPARENT

Sincerely,



Jeffrey I. Cooper
Director, Exempt Organizations
Rulings and Agreements

RSVP/ Foster Grandparent Program

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Carroll, Iowa 51401
Phone: 712.792.4212
Fax: 712.792.1957
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cfgpp@hotmail.com

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neiljbock@yahoo.com

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712.683.5874
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Carroll City Councilman
1629 Oakwood Drive
Carroll, Iowa 51401
712.292.4404
mdkots@gmail.com

Thank you for your commitment to volunteer service!

H&R BLOCK®

tax, mortgage and financial services

July 13, 2017

Ms Vicki Hover-Williamson
State Office Specialist
Corporation for National and Community Service
210 Walnut St., Suite 917
Des Moines, IA 50309

Dear State Office Specialist, Vicki Hover-Williamson

I have reviewed the accounting system that the Carroll Foster Grandparent agency has established for the fiscal year 2015-2016, and in my opinion, it includes controls adequate to safeguard the assets of the agency, check the accuracy and reliability of accounting data, promote operating efficiency, and encourage compliance with prescribed management policies of the agency.

Sincerely,

Gladys Schmidt

Gladys Schmidt
H&R BLOCK

806 West 8th St Carroll, IA 51401
Tel 712 792 2770 Fax 712 792 1150 www.hrblock.com

FGP BUDGET FOR FISCAL YEAR 17/18- JULY 1, 2017 TO JUNE 30, 2018

PUBLIC SECTOR FUNDS:

Corporation for National & Community Service	$55,142.00
Carroll County	$1,000.00
City of Carroll	$3,000.00
	**********
Total:	$59,142.00

PRIVATE SECTOR FUNDS:

United Way	$2,200.00
Glidden Community Auction	$1,000.00
Manning Community Chest	$500.00
Kuemper Parent Prog/Kuemper Catholic Schools	$400.00
Kiwanis	$500.00
Rotary	$300.00
Neighborhood Savings Card	$40.00
Golf Outing	$1,056.35
In-Kind Meals	$1,847.00
CRB Community School	$300.00
Private Citizen Donations	$1,816.65
	**********
Total:	$9,960.00

GRAND TOTAL: $69,102.00

Federal	$55,142.00	80%
Local	$13,960.00	20%
	**********	
Total:	$69,102.00	100%

FGP Month Ended: October 2017

Volunteer Support Expenses	Grant	Y-T-D Expense	Bal Not Spent
Federal:			
Director's Salary	13682	3467	10215
Financial Office Salary	3594	1050	2544
	0	0	0
	0	0	0
Subtotal of Federal:	**17276**	4517	**12759**
Non-Federal:			
Fringe Benefits	2099	464	1635
Local Travel	240	0	240
Long Distance Travel	515	255	260
Communications	817	343	474
Printing	240	0	240
Supplies	420	25	395
Space	900	300	600
Other Support	150	10	140
Subtotal of Non-Federal:	**5381**	1397	**3984**
Excess Resources:			
Director's Salary	1520	0	1520
Fringe Benefits (FICA taxes, ect)	116	0	116
Long Distance Travel	1000	0	1000
Subtotal of Excess:	**2636**	0	**2636**
Total Volunteer Support Expenses:	**25293**	5914	**19379**
Volunteer Expenses:			
Federal:			
Stipends	35971	4125	31846
Volunteer Travel	1895	409	1486
	0	0	0
Subtotal of Federal:	**37866**	4534	**33332**
Non- Federal:			
Meals	400	119	281
Uniforms	90	0	90
Insurance	200	200	0
Volunteer Recognition	1143	58	1085
Volunteer Travel	2023	0	2023
Physical Examinations	100	0	100
Other Allowable Expense	140	10	130
In-Kind:			
Meals	1847	472	1375
Subtotal of Non Federal:	**5943**	859	**5084**
Total Volunteer Expenses:	**43809**	5393	**38416**
Total Budget:	**69102**	11307	**57795**

PART II - BUDGET

Application Organization: Carroll County FGP **Budget Dates:** 7/1/2017-6/30/2018

SECTION 1: VOLUNTEER SUPPORT EXPENSES

A. PROJECT PERSONNEL EXPENSES Position Title	Column 1 Annual Salary	Column 2 % Time Spent on Project	Column 3 Total Project Cost	Column 4 Corporation Funds Requested	Column 5 Non-Federal Resources	Column 6 Excess Resources
Director	15,202	40%	15,202	13,682		1,520
Financial Officer	3,594	10%	3,594	3,594		
			-			
			-			
			-			
			-			
			-			
TOTAL PERSONNEL EXPENSES			$ 18,796	$ 17,276	$ -	$ 1,520
B. PERSONNEL FRINGE BENEFITS			2,215		2,099	116
C. PROJECT STAFF TRAVEL	Local Travel		240		240	
	Long Distance Travel		1,515		515	1,000
D. EQUIPMENT			-			
E. SUPPLIES			420		420	
F. CONTRACTUAL SERVICES			-			
G. OTHER VOLUNTEER SUPPORT COSTS	Communications		817		817	
	Printing		240		240	
	Space		900		900	
	Other Allowable Support		150		150	
H. INDIRECT COSTS			-			
TOTAL VOLUNTEER SUPPORT EXPENSES			$ 25,293	$ 17,276	$ 5,381	$ 2,636

SECTION 2: VOLUNTEER EXPENSES

		Column 3	Column 4	Column 5	Column 6
A. VOLUNTEER SERVICE-RELATED COSTS AND REIMBURSEMENT EXPENSES	Stipends	35,971	35,971		
	Meals	2,247		2,247	
	Uniforms	90	-	90	
	Insurance	200		200	
	Recognition	1,143		1,143	
	Volunteer Travel	3,918	1,895	2,023	
	Physical Examinations	100		100	
	Other Allowable Expenses	140		140	
TOTAL VOLUNTEER EXPENSES		$ 43,809	$ 37,866	$ 5,943	$ -
TOTAL PROJECT COSTS		$ 69,102	$ 55,142	$ 11,324	$ 2,636
FUNDING PERCENTAGES (percent distribution between Columns 4 and 5 only)			82.96%	17.04%	

VOLUNTEER STRENGTH PROJECTION	
A. NON-STIPENDED VOLUNTEERS:	B. HOURS:
STIPENDED VSY'S - FEDERAL: NON-FED:	C. STATIONS: