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136 Coffeen Avenue
Sheridan, WY 82801
Office-307.672.7471
Fax-307.672.5259
info@arcsheridan.org
Crisis-307.672.3222

January 11, 2018

Mayor Roger Miller
Sheridan City Council Members

Satellite Office
148 South Brooks St.
Sheridan, WY 82801
Office-307.674.5213

Thank you for giving the Advocacy & Resource Center the opportunity to present a summary of our accomplishments supported by the optional one cent funding. These funds are important to the Center for the services they allow us to provide, as well as a demonstration to other funders that our city government supports the Center. That support can turn the optional one cent funds into a seed that develops into more funding from a variety of sources.

The Center is fortunate to have been established in Sheridan over 30 years ago. The continuous increase of community support, passionate volunteers, and strong staff have contributed to our longevity and success. The Center has amazing advocates who work one-on-one with victims of violent crime to provide emergency shelter, crisis intervention, and information and referrals to other social agencies. The advocates help navigate the criminal justice system, assist with protection orders, victim compensation, safety planning, and relocation services. The Advocacy & Resource Center attends several agency and networking meetings in Sheridan County and hosts awareness events throughout the year to all age groups. The Advocacy & Resource Center is unique as we are the only agency in Sheridan County who provide services and support to victims of violence.

Thank you for your time and consideration.

If any questions should arise, please feel free to call me, 672-7471.

Sincerely,

A handwritten signature in black ink that reads "Yvonne Swanson". The signature is fluid and cursive.

Yvonne Swanson
Executive Director

SECTION I: Cover Sheet

Application for City of Sheridan One Cent Funds

Fiscal Years 2020-2023

(July 1, 2019 to June 30, 2023)

General Information

Name of Organization: Advocacy & Resource Center Phone Number: 307-672-7471
Contact Person: Yvonne Swanson Address: 136 Coffeen Ave, Sheridan
Amount of Funds Requested: \$10,000
Email: yvonne@arcsheridan.org

Describe the principal purpose of your organization:

The Purpose of our organization is to assist victims of violent crimes in Sheridan County.

List the names of Board Members and Officers:

Dale Brown, Debbie Brown, Lindsey Fischer, Renea Parker, Janet Taylor, and Jamie Chacon.

Declaration: I hereby certify that the information give in this application for One Cent funding is true and correct to the best of my knowledge.

| | | | |
|------------------------|------------------------------------|-------------------------------------|------------------------|
| Agency Director | <u>Yvonne Swanson</u> Signature | <u>Yvonne Swanson</u> Print Name | <u>1/12/18</u> Date |
| Board President | <u>Dale Brown</u> Signature | <u>Dale Brown</u> Print Name | <u>1/12/18</u> Date |

SECTION II: *Fact Sheet* –

Please keep responses to questions below to a single page

Organizational History and Mission

Provide a brief history of your organization in Sheridan County, including services provided to area residents and your organization's Mission Statement.

The Advocacy & Resource Center became a nonprofit organization in Sheridan County in 1981. We have worked hard to establish a solid reputation as a safe place victims of violent crimes can come to receive services of support, information, and referrals without judgement. Victim Advocates work one-on-one with every person who comes in or calls our office. We help empower clients to make choices that are the best for them. We help safety plan, provide emergency shelter and food, provide relocation expenses, and navigate the criminal justice system. We provide walk-in services from 8am-3pm Monday through Friday and a 24-hour crisis line. We work directly with other social agencies in our community and state to provide the best options for those community members seeking assistance. Staff is involved in several community organizations and teams including, Child Protection Team, Adult Protection Team, Sex Offender Management Team, Senior Agency meetings, Sheridan County Coalition Against Violence. The Advocacy & Resource Center exists to empower people affected by domestic violence, sexual assault, and violent crimes to realize lives of choice, safety, and freedom.

Funding Requested

*Briefly explain how the funds will be used and why public funds are necessary to accomplish this goal. Some discussion items to cover in this section may include: **Whether or not the funding request has increased from prior years; Whether or not this is a one-time or on-going request; The description of any large program or staff expansion set to occur; Any large equipment or other fixed assets that will be purchased; How your project relates to city or county goals or improves the overall quality, character or health of the community; and Whether or not funding will be used to leverage additional monies for your organization either through grants or other means***

The Center has been fortunate to have received the City of Sheridan one cent funds in the past. In the past, we were awarded \$15,000. We are currently receiving \$6,675. I am requesting an increase this year to \$10,000. This is an ongoing request as the funding is used for various expenses that keep the Advocacy & Resource Center functioning at the high capacity we need to be to serve victims in Sheridan County. The Advocates (staff) of the Center are our product. The one cent funds help finance training to keep advocates up to date on crisis intervention, domestic violence, sexual assault, human trafficking, and cyber stalking/bullying, the use of technology in fraud and identity theft, and many other violent crimes that Sheridan residents are victims of. The Advocacy & Resource Center also uses the funds to keep the office up to date with current technology so we can perform our duties to our service users and compile reports to our funders. We use one cent funding to update and produce brochures and information handouts to residents, organizations, clinics and schools in Sheridan County. The one cent fun is important to us because not only do we use the funding to help victims but we use it as a match for VOCA (Victims of Crime Act) federal funding.

SECTION III. Financial Information -
Please keep responses to a single page. (Responses must utilize this form)

Balance Sheet as of December 31, 2017:

| <i>Assets (Current)</i> | <i>Total</i> | <i>Liabilities</i> | <i>Total</i> | <i>Other Financial Information You Wish to Include:</i> |
|--------------------------|------------------|--------------------------|--------------|---|
| <i>Cash:</i> | <i>\$199,129</i> | <i>Payables:</i> | <i>none</i> | |
| <i>CDs, etc.:</i> | <i>\$87,314</i> | <i>Withholding:</i> | <i>none</i> | |
| <i>Receivables:</i> | <i>none</i> | <i>Long Term:</i> | <i>none</i> | |
| <i>Fixed</i> | <i>none</i> | <i>Promissory Notes:</i> | <i>none</i> | |
| <i>Equipment</i> | <i>\$63,180</i> | <i>Mortgage:</i> | <i>none</i> | |
| <i>Building</i> | <i>\$427,095</i> | <i>Owner's Equity:</i> | <i>none</i> | |
| <i>Land</i> | <i>\$26,513</i> | | | |
| <i>Less Depreciation</i> | <i>\$276,513</i> | | | |
| <i>Endowment</i> | <i>\$196,896</i> | | | |
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| | | | | |

SECTION IV. Budget Information -

Please keep responses to a single page. (Responses must utilize this form)

Revenue

| | Amount | Secured or pending? |
|---|------------------|----------------------------|
| City of Sheridan One Cent | \$6,675 | Secured |
| Sheridan County One Cent | \$13,800 | Secured |
| Donors | \$40,000 | Pending |
| Fundraisers | \$6,000 | Pending |
| Interest & WY Community Foundation dividend | \$7,100 | Secured |
| Dayton & Rancheater | \$2,500 | Pending |
| Div. of Victim Services – State funding | \$165,015 | Secured |
| Div, of Victim Services – Federal funding | \$138,632 | Secured |
| CSBG & CSBG Discretionary | \$10,300 | Secured |
| Total Estimated Revenue | \$390,022 | |

Expense

| | Amount | Comments |
|--|------------------|--|
| Salary, Director | \$60,000 | |
| Salary, Other(s) & Americorps | \$182,420 | |
| Benefits - tax , 401K & disability ins. | \$41,242 | |
| Business Insurance | \$6,750 | |
| Utilities & Security System | \$5,300 | |
| Client Service | | * |
| Client Aid | \$47,500 | Shelter, rent, utilities, transportation, day care, food |
| Supplies & Office Expenses | \$13,840 | |
| Repairs & Maintenance | \$5,500 | |
| Staff Training | \$6,750 | |
| Advertising/Outreach | \$6,500 | |
| Communication (email, cell phones, phones & answering service) | \$7,300 | |
| Accounting | \$4,520 | |
| Fundraising Expenses | \$2,400 | |
| Total | \$390,022 | <i>This figure should match Estimate Revenue line above.</i> |
| *Client service is provided by time spent with advocates which would be funded by their salaries. Approximately 40% of an advocate's day is spent with victims in our office, hospital, police station, or in court. | | |

SECTION V: Report for Prior Awardees Only-
Please keep responses to questions below on a single page

Complete this section if your agency has previously been awarded One Cent Funding for July 1st 2016 to June 30th 2017:

Amount Awarded? \$6,675

Have you used all of the funds awarded? Yes
 No

Briefly describe the impact that the previous award has had on your program, project or organizational operations. Some discussion items to cover in this section may include:

- *Number of persons served and demographics of persons served (income level, age, race, etc.)*
- *Describe the overall impact of these funds on your program, project or organization*
- *If your agency has not yet to spent all of the awarded funds, please briefly describe your plans to expend the funds by the end of the fiscal year*
- *Did your agency use One Cent funding to leverage additional funds, either through grants or other means?*

In 2017 the Advocacy & Resource Center has been able to assist and provide quality services to 435 violent crime victims. The one cent funds has given us the financial support we need to maintain our building, technology requirements, and ongoing training for the advocates to provide the excellent services that our community is accustomed to receive. The one cent funds are used to leverage Federal and State funding for the operations of the Center for which we are grateful, because without the funding we would not be able to operate. We have spent all the current one cent funds and would benefit from more funding.