

**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: Child Development Center, Region 2 Phone Number: 672-6610  
Contact Person: Marsha Riley Address: 345 South Linden Avenue  
Amount of Funds Requested: \$30,000.00  
Email: [mriley@cdcregion2.org](mailto:mriley@cdcregion2.org)

Describe the principal purpose of your organization:

The Child Development Center provides early childhood education, intervention and therapy to children with developmental disabilities ages birth through five years.

List the names of Board Members and Officers:

Valerie Spanos, President  
Melanie Kawulok, Vice President  
Haley Hendrickson  
Marsha Riley, Executive Director

Richard Destefano, Treasurer  
Dr. Amber Robbins  
Jen Sieve-Hicks



**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 Marsha Riley Marsha Riley January 10, 2018  
Signature Print Name Date

Board President Valerie Spanos Valerie Spanos January 10, 2018  
Signature Print Name Date



Child Development Center  
Application for City of Sheridan One Cent Funds  
Fiscal Years 2020 – 2023 (July 1, 2019 to June 30, 2023)  
Application Deadline January 12, 2018

**Executive Summary**

The Child Development Center is grateful for the opportunity to submit this application and request \$30,000 from the City of Sheridan 2020 – 2023 Optional One Cent Funds. Optional One Cent funds help the Child Development Center achieve its mission to *strengthen the community by providing early childhood developmental information, resources and services*. The Child Development Center is widely recognized for compassionately striving to identify and address developmental needs among children ages birth through five.

The Child Development Center is a local non-profit agency primarily funded through a contract with the Wyoming Department of Health to provide developmental services in accordance with the Individuals with Disabilities Education Act. Contract funds are used to provide no cost therapy and education to eligible children. Funding amounts are closely linked to the State's economy thus variable and subject to unanticipated reductions. Consequently, there is a pressing need for local help from City One Cent to fund this request for costs associated with developmental screenings and identification. Early identification of progress in reaching developmental milestones is key to improving outcomes for children with disabilities.

Early identification screening services are provided by the Child Development Center at no cost to families. A developmental screening assesses a child's developmental progress in vision, hearing, cognition, and communication, fine and gross motor as well as social and emotional development. This free service is vital to the Sheridan community and imperative in finding and helping vulnerable children. Unidentified delays negatively impact families and in turn the quality of life in Sheridan.

One Cent Funds are needed to assist with the costs of providing Free Development Screenings for all children in the Sheridan community in order to evaluate developmental progress. We present this request for \$30,000 to help fund our work to identify possible developmental needs requiring early intervention, specialized education and therapy.

**Equipment / Vision Screening Device \$7,500:** Replace existing vision screening equipment with a modern accurate pediatric Plusoptix Vision Screening device. The device can detect prevalent vision disorders in children as young as 6 months old. The earlier a vision disorder is detected the better it can be treated. The Plusoptix device and accessories are a one-time expense of \$7,500

**Staffing \$16,000:** One Cent funding will be used to support professional staff costs associated with performing individual screenings. Screening appointments are open to the public free of charge and can be scheduled on-line and by phone. Additionally, families are able to schedule screenings at local preschools such as the Children's Center, First Light, Great Foundations, and Headstart. This is a recurring expense 4 years x \$4,000 = \$16,000

**Advertising \$8,000:** Families must be made aware of this vital no cost service. Thus the Child Development Center spends about \$2,000 per year to advertise in print and other media and to purchase and distribute brochures to local healthcare agencies. This is a recurring expense of 4 years x \$2,000 = \$8,000

## **SECTION II: *Fact Sheet* –**

***Please keep responses to questions below to a single page***

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### **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 Sheridan Child Development Center was founded in 1975 by a group of parents and early childhood educators. The agency operated as a non-profit 501 (c) 3 under the management of a volunteer board of directors. In 1979 the Wyoming Legislature made a commitment to provide services for children ages birth through 5 who are identified as developmentally delayed/disabled. The legislature authorized the Department of Health division of Developmental Disabilities to contract with public and private agencies for prevention and treatment of developmental disabilities. Today the Child Development Center's primary source of funding is through a contract with the Wyoming Department of Health in a "per child served" funding model. The Sheridan Child Development Center continues to operate as a non-profit 501 (c) 3 under the management of a volunteer board of directors.

The mission of the Child Development Center is *to support and strengthen children, families and professionals by working together to provide developmental information and services.* The Child Development Center provides no cost hearing, vision, communication, cognitive and fine/gross motor developmental screenings to children birth through five years to identify possible delays and provide early intervention and therapy when needed. No cost early education and therapy services are provided through Individual Education Plans and Family Service Plans led by a team of professionals which may consist of a special educator, a family services coordinator, a speech therapist, an occupational therapist and a physical therapist.

### **Funding Requested**

Briefly explain how the funds will be used and why public funds are necessary to accomplish this goal. State how your project relates to city or county goals or improves overall quality, character or health of the community.

The purpose and mission of the Child Development Center align with the City of Sheridan's goal to maintain the health and well-being of its community members. The Child Development Center believes all families should utilize our developmental screening for children ages birth through 5 years. Early detection of developmental delays is key to early intervention. Early intervention supports a child's growth, health and well-being and that of the family. City One Cent funding is needed to assist the Child Development Center in its ongoing effort to identify children with delayed growth and development concerns.

The Child Development Center requests \$30,000 for Fiscal Years 2020 through 2023. This is the same amount requested in Fiscal Years 2015 through 2019. If awarded, the FY 2020 – 2023 funds will be used for costs associated with offering developmental screenings in Sheridan. Funds will be used for the following:

Equipment / Vision Screening Device \$7,500: Replace existing vision screener with a modern accurate pediatric Plusoptix Vision Screening device. The Plusoptix and accessories are a one-time expense of \$7,500

Staffing \$16,000: Support professional staff costs associated with performing screenings. Appointments are open to the public and are free of charge. This is a recurring expense 4 years x \$4,000 = \$16,000

Advertising \$8,000: Families must be made aware of this vital no cost service. This is a recurring expense of 4 years x \$2,000 = \$8,000

**SECTION III. Financial Information -**

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



**Child Development Center**

**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>\$325,412.25</i>	<i>Payables:</i>	<i>\$5,105.13</i>	
<i>CDs, etc.:</i>	<i>\$752,805.70</i>	<i>Withholding:</i>	<i>\$0.00</i>	
<i>Receivables:</i>	<i>\$0.00</i>	<i>Long Term:</i>	<i>\$ NA</i>	
<i>Fixed Autos:</i>	<i>\$120,666.58</i>	<i>Promissory Notes:</i>	<i>\$ NA</i>	
<i>Fixed Equipment</i>	<i>\$244,525.23</i>	<i>Mortgage:</i>	<i>\$ NA</i>	
<i>Fixed Building</i>	<i>\$2,491,670.22</i>	<i>Owner's Equity:</i>	<i>\$ NA</i>	
<i>Less Depreciation</i>	<i>\$1,007,463.40</i>			

**SECTION IV. Budget Information -**

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

**Child Development Center  
Developmental Screening Program  
Request for City of Sheridan One Cent Funds**

*Revenue*

	<b>Amount</b>	<b>Secured or pending?</b>
City of Sheridan One Cent	\$30,000	Pending
Sheridan County One Cent		
Donors	\$1,500	Secured
Fundraisers		
Interest		
Other		
Other		
Other		
Other		
<b>Total Estimated Revenue</b>	<b>\$31,500</b>	

*Expense*

	<b>Amount</b>	<b>Comments</b>
Salary, Director		
Salary, Other(s)	\$16,000	
Benefits		
Rent		
Utilities		
Client Service		
Client Aid		
Equipment	\$7,500	
Other – Advertising Supplies	\$8,000	
Other		
Other		
Other		
<b>Total</b>	<b>\$31,500</b>	<i>This figure should match Estimate Revenue line above.</i>

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

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

**Amount Awarded?** \$6,667.00

**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.)*  
During the last fiscal year, the Child Development Center completed approximately 410 developmental screenings throughout Sheridan County. Of those screenings 140 were children birth through age 2 years and 270 were children 3 through 5 years of age. The CDC provides these screenings at no cost to families and does not collect demographic information such as income and race.
- *Describe the overall impact of these funds on your program, project or organization*  
Previous City of Sheridan One Cent Funding has been very important to the fiscal wellbeing of the Child Development Center. The Child Development Center's State contract was unexpectedly decreased by \$134,000 during the FY 2015 - 2019 One Cent funding cycle. While we hope the State's financial future improves, the Child Development Center needs local funding assistance to adequately serve Sheridan.

Developmental disabilities affect children from all economic levels and family backgrounds. City One Cent funding has a positive impact on community members because it allows the Child Development Center to offer free developmental screenings. Developmental screenings offered by the Child Development Center allow the specialized staff at the CDC to identify children with developmental delays and disabilities. Early intervention and special education services provided by the Child Development Center help children and families progress and manage lifelong delays.

- *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*  
All funds previously awarded to the Child Development Center were spent by the end of the fiscal year.
- *Did your agency use One Cent funding to leverage additional funds, either through grants or other means?*  
Previous One Cent funding was not used to leverage additional funds. However, the CDC has an annual giving campaign during the holiday season therefore other individuals and organizations are able to donate to the Child Development Center.