

# City of Laramie/Albany County

## Community Partner Organization - “Outside Agency” Funding Request Application

Fiscal Year 2022/2023

### *Introduction*

The City of Laramie and Albany County provide funding opportunities to local community partner organizations through their annual budget making processes. Historically known as “Outside Agencies” or “Community Partners,” organizations receiving municipal and/or county funds do not operate within the formal structure of city or county governments but may utilize support from these governments to achieve their missions or fund special projects. Community Partner organizations generally have a strong presence within the community and provide vital services, products, or activities that serve to improve the community in a variety of ways. Historically, organizations requesting funding have typically fallen within the following three categories:

**Recreational/Arts and Culture:** These organizations exist to promote, sustain and develop recreational, cultural and leisure activities within the community. These organizations may also sponsor educational and community events or celebrations designed to encourage a diverse cultural and active lifestyle and promote a strong sense of community.

Example: *Laramie Plains Museum, Laramie Depot, and Relative Theatrics*

**Social Services:** The primary objective of these organizations is to support or engage in activities designed to enhance the wellbeing of individuals and families within the community. These organizations provide a variety of services that primarily focus on basic human needs, access to programs and services designed to maintain human dignity, health and overall welfare of citizens.

Example: *Big Brothers-Big Sisters, Downtown Clinic, and Interfaith-Good Samaritan*

**Civic Organizations/Quasi-Governmental:** These organizations have been established within our community to: A) work for overall improvement, advancement and economic health through civic involvement, economic development initiatives and through fostering community spirit; or B) provide services, programs or other opportunities for the betterment of the community through the organization of Joint Powers Boards or other Quasi-Governmental Organizations that work collaboratively with the City of Laramie and/or Albany County on shared goals, concerns and interests.

Examples: *Albany County Public Library and the Laramie Plains Civic Center*

## ***Application Instructions***

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Please answer questions in the form provided here. An application is also available for download on the City of Laramie website: [www.cityoflaramie.org](http://www.cityoflaramie.org). Contact Nancy Oakland-Potter ([noaklandpotter@cityoflaramie.org](mailto:noaklandpotter@cityoflaramie.org), 721-5226) or Jackie R. Gonzales ([jgonzales@co.albany.wy.us](mailto:jgonzales@co.albany.wy.us)) for assistance. All requested information must be completed before this application can be considered. Applications that are incomplete or are missing required materials will not be considered until all missing information or items have been received by the City Manager's Office.

**Applicants must submit their application either by U.S. Mail or electronically to:**

### **Original Copy (one hard copy only)**

**Mail:**

City Manager's Office  
Attn. Nancy Oakland-Potter—Community Partner Funding  
P.O. Box C  
Laramie, WY 82073

### **Electronic Copy (one to each staff member listed below)**

**Email to:**

Nancy Oakland-Potter  
City Manager's Office  
Executive Assistant  
307-721-5226  
[noaklandpotter@cityoflaramie.org](mailto:noaklandpotter@cityoflaramie.org)

Jackie R. Gonzales  
Albany County  
County Clerk  
307-721-5533  
[jgonzales@co.albany.wy.us](mailto:jgonzales@co.albany.wy.us)

The application process also includes a five-minute presentation and "question and answer" session with the City Council and the County Commissioners. See Application Checklist for meeting schedule.

### ***PLEASE NOTE:***

***Applications must be received by the City Manager's Office  
no later than 5:00 p.m. on Monday, February 21, 2022.***

# Application Checklist

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This checklist is for applicant use only. Do not include this list in your application.

- Complete Application Form.
- If submitting a hard copy via U.S. Mail to the City Manager’s Office.
  - Use only a staple, paperclip or binder clip to secure the application, starting with Section I.
  - Copy of Organization’s W-9 Form.
  - Only provide what is requested. *Do not* include brochures, promotional materials, etc.
- One (1) Electronic Copy emailed to BOTH [noaklandpotter@cityoflaramie.org](mailto:noaklandpotter@cityoflaramie.org) and [jgonzales@co.albany.wy.us](mailto:jgonzales@co.albany.wy.us).  
**NOTE: Do Not include W-9 in electronic version.**
- You may attach a year-end balance sheet to satisfy the requirements in Section IV.
- In Sections IV and V, enter data for every question; do not leave any question blank. If a category/question is not applicable, answer “N/A” or enter a zero.
- Complete Section VI if your agency received funding during the FY 2021/2022 cycle.
- Mark your Calendar: **Presentation Schedule** (a final presentation schedule and instructions will be provided when applications are received).

Application Type	Date/Estimated Time	Location
City-only Joint City/County	March 8, 2022/5:30 p.m.	<b>Zoom Webinar ID: 869 7305 3226</b> <b>Passcode: 540212</b> <i>There will be no in person presentations.</i> <i>Request presentations be limited to 5 minutes.</i>
County-Only	May 26, 2022/5:00 p.m. Applications due to Jackie R. Gonzales Presentation on June 7, 2022 Commissioners Meeting	County Commissioners’ Room, Room 105, County Courthouse

**Schedule for Decision Making Process and Availability of Funds:**

→**City:** Laramie City Council intends to make a preliminary funding decision in late March or early April 2022. Final funding decisions will be announced upon adoption of the City’s FY 2022/2023 budget. Adoption is planned to occur in June 2022. Award payments for successful applicants will be made after July 1, 2022.

→**County:** The Board of Albany County Commissioners will make a final funding decision upon adoption of the County Budget at the end of June 2022. Contact County Clerk, Jackie R. Gonzales for more information.

# SECTION I: Cover Sheet

## APPLICANT INFORMATION

<b>Organization Name:</b>	Build Mothers Build the World
<b>Contact Person:</b>	Kyrie Blaney
<b>Mailing Address:</b>	PO Box 55 Laramie, WY 82073
<b>Phone:</b>	307-679-4053
<b>E-mail:</b>	buildmothersbuildtheworld@gmail.com
<b>Web:</b>	www.buildmothersbuildtheworld@gmail.com

<b>Type of Organization:</b>	
<input type="checkbox"/> Recreation/ Arts and Culture	<input type="checkbox"/> Civic/Quasi-Governmental
<input checked="" type="checkbox"/> Social Service	<input type="checkbox"/> Other _____

<b>Requested Amount for FY22/23:</b> City \$ <u>3,000.00</u> County \$ <u>3,000.00</u>
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<b>Will this amount be used to leverage additional funds either through grants or other means?</b>	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>If you marked YES, indicate the amount of additional funds that will be leveraged and note whether these are estimated or actual.</b>	
\$ _____	<input type="checkbox"/> Estimated <input type="checkbox"/> Actual

<b>Description of request:</b> Using the space below, <i>briefly</i> describe how your organization will use these funds and how the proposed program/project will benefit the community. A more detailed description is requested in <u>Section III</u> .
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<b>Declaration:</b> I hereby certify that the information give in this application for Community Partner funding is true and correct to the best of my knowledge.		
<b>Agency Director</b> _____	_____	_____
Signature	Print Name	Date
<b>Board President</b> _____	_____	_____
Signature	Print Name	Date

## **SECTION II: Organization History**

### **Organizational History and Mission**

Provide a mission statement and brief history of your organization in Laramie and/or Albany County, including services provided to area residents.

Build Mothers, Build the Worlds mission is to empower Wyoming women through access to post secondary education, break the cycle of poverty in our families, and promote economic development across Wyoming through career placement and development.

Build Mothers was founded in November of 2019, and our service areas include Albany and Laramie counties. We have 3 main services we provide:

The first is our Elevate 307 Scholarship program. This program breaks down the largest barriers to college for mothers, by providing them with scholarships that directly pay for their families rent or daycare costs. In addition, they are required to attend our Leadership Development Courses we are providing through a partnership with the LCCC Outreach and Workforce Development Program and the department of Workforce Services. We began this program in Fall of 2020 and received 20 applications and provided 4 Scholarships for the Fall and 4 for the Spring.

Second, we will provide the opportunity for tuition scholarships, through a partnership with the UW Foundation. This program was initiated in Fall 2021. We have it set up to provide 1 \$1000 Scholarship this year to a mother on campus with financial need.

Third, we provide community education classes taught by local experts. These are taught in a variety of subjects including financial literacy, time management, positive discipline strategies, etc. These classes are provided quarterly, and have been done both in person and over zoom since Feb 2020. Our last class was on supporting Women in STEM with our partners at the UW School of Energy Resources.

### **Organizational Structure**

List your officers and director(s), indicating their terms of office.

Board President and Executive Director: Kyrie Blaney

Kyrie is a local professional in Financial planning. Her greatest joy lies in being a mom to son, Harrison. As a nontraditional student and mother she wanted to make access to post secondary school a reality for all women. Utilizing her background in nonprofit writing, leadership, marketing and administration, Kyrie founded Build Mothers, Build the World in November 2019. She also has a background serving on and in other nonprofits such as the Wyoming Susan G Komen, the Riverton CATS Center, The UW Alumni Foundation and the University of Wyoming Foundation's Student Philanthropy Board.

Board Secretary: Abby Lozano

Abby is a Wyoming native, but a 13 year Laramie transplant. She first moved to Laramie as a single mother in search of a bachelor ' s degree in early 2007. She then graduated from the University of Wyoming with a bachelors in business admin in 2009 and then again in 2018 with a master ' s in education. Abby currently works for the International Students and Scholars office doing programming with students and volunteers around the community in her spare time, including serving as the president for the Laramie Enduro.

Board Treasurer: Dilnoza Khasilova

Dilnoza Khasilova is a mom of two cowgirls, graduate student, and active member of the Wyoming community. She has a Ph.D. in Literacy Studies, College of Education, from the University of Wyoming. Dilnoza is a founder and curriculum coordinator of the World Language and Culture Program at the UW. Coming from a multicultural and diverse educational background, Dilnoza holds a Bachelor's degree in Linguistics from Smolensk University for Humanities in Russia, a degree in Master's in Curriculum and Instruction with a concentration in English as a Second Language, and she has done her teacher student exchanges on teaching English as Foreign and Second Language in Hagen and Dortmund, Germany. In addition, as part of her service, she serves as president of the Central Asian Students Association (CASA).

Board Member: Carole Boughton

Carole comes to the Board with 20 years of experience in workforce development, training, and higher education administration. She is passionate about education and success! Carole is currently with the Outreach and Workforce Development program at LCCC. Carole holds a Master of Public Administration degree from the University of Wyoming and a Bachelor of Arts in Communication and Legal Studies from the University of Northern Colorado. Carole is also a member of P.E.O. International.

## SECTION III. *Funding Request Justification*

**Briefly explain how these 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;*
- *description of any large program or staff expansion occurring in this fiscal year;*
- *large equipment or other fixed assets that will be purchased fiscal year;*
- *how your project relates to city or county goals, or how it 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.*

Build Mothers Build the World works to provide services for a large portion of our local population. According to the report, Overlooked and Undercounted, " With a quarter (25%) of all households below the Standard, Albany and Laramie counties have the highest income inadequacy rate in the state, and [...] of that over half (52%) of households below the Standard have children ". In addition it is estimated that 1 in every 5 undergrad students is a parent.

A large part of our mission is " to promote economic development across Wyoming through career placement and development ". In order to work towards this, we are providing community education classes to help our young families develop skills for both personal and professional life. Thus far we have provided classes on Financial Literacy, Time Management, and have one planned for March 2021 on positive discipline strategies with our local partner, " The Nest " .

In addition, we are working with the women going through our Elevate 307 Program to aid in their career plans. We will be connecting them with their local Workforce Services office to work on resume building and job searches once per semester. They are also required to attend monthly leadership classes. We have thus far done these classes on Emotional Intelligence, Conflict Resolution, Resilience and Grit, Resume Development and Job Search Readiness, and have one planned for February on Time Management.

We also provide participants with the information for other local resources in areas such as trauma support, scholarship and grant applications, and federal assistance programs such as WICC and DFS Child Care Assistance. We are able to do this through the community partnerships we have set up. These Community Partners include: SAFE, Wyoming Children ' s Law Center, Family Services, Workforce Services, CLIMB, and the Cathedral Homes Community Programs. We also encourage our families to try to find work here after graduation, in order to not only make it an easier transition for them and their families but to also allow us to transfer skilled workers into the local workforce. Our mothers so far have been getting degrees in law, medicine, and psychology.

There are many proven ties between education and income levels and matters of public health. With lower incomes and less education we see increased risks for things such as domestic violence, criminal behavior, and child welfare placements. Increased education, particularly in mothers, also leads to more preventative care in families, and higher education for their children. It is " widely believed that while raising the education for mothers and fathers has broadly similar effects on household income, the external effects associated with education is larger for maternal education than for paternal because mothers tends to be the main provider of care within the household " (The Impact of Parental Income and Education on the Schooling of Their Children).

These grant funds will specifically be used toward the funding of our Elevate 307 and community Education classes this year. We have already seen an increase in the need and support around our programs in just the couple years we have been around, and a decreasing in funding. This is why we have increased the funding request from last year. We do not have plans to purchase any large assets this year, but will instead send our focus onto growth of our scholarship program.

From our Moms:

" This scholarship has been the biggest blessing I could have asked for. As a first time mom I wasn't sure how I was going to afford everything, so not going back to school was a huge option for me and frequently discussed in my household. This scholarship has made it so I didn't have to take off more school, I didn't have to work endless hours to just make it by. I was able to work only 20 hours a week this semester, spend all day with my little one, and go to school full time... all thanks to this amazing opportunity and this scholarship that recognizes us moms and all we do. "

" This scholarship would help me feel less stressed about how I would continue to care for my kids and have a place to live. Without having to worry about rent every month, I could focus on school and not try to stress to find shifts and work every possible moment I had. "

" This scholarship has had a tremendous impact on my family and I this semester. It has offered the opportunity to work less and focus on school. For example, I was offered an opportunity to participate in research as a Research Assistant in the psychology department at the University of Wyoming. In the interview, I was asked if I was able to handle the responsibilities of the position. I was pleased to inform them that I was fortunate enough to receive a scholarship that monetarily helps with daycare, providing me the opportunity to focus on school. This has brought the most value to me because it offers the opportunity to gain experience in the field that I am most passionate about. "

## Section IV. *Financial Information—a current balance sheet can be submitted to satisfy this requirement.*

**Balance Sheet as of December 31, 2021:**

<b>Assets</b>	<b>Liabilities</b>	<b>Other Financial Information You Wish to Include:</b>
<p><b>Current:</b></p> <p>Cash: \$ 7,544.73</p> <p>CDs, etc.:</p> <p>Receivables:</p> <p><b>Fixed:</b></p> <p>Equipment:</p> <p>Building:</p> <p>Less Depreciation:</p>	<p><b>Current:</b></p> <p>Payables:</p> <p>Withholding:</p> <p><b>Long Term:</b></p> <p>Promissory Notes:</p> <p>Mortgage:</p> <p><b>Owner's Equity:</b></p>	

## **SECTION V. Fiscal Year Budget Information**

If your organization follows a different funding cycle (i.e. Calendar Year), indicate your budget cycle here:

### ***Revenue***

	<b>Amount</b>	<b>Secured or pending?</b>
City of Laramie, Community Partner	\$ 3,000.00	N/A
Albany County, Community Partner	\$ 3,000.00	N/A
United Way		N/A
Donors	\$ 2,500.00	N/A
Fundraisers	\$ 1,000.00	N/A
Interest		N/A
Other	\$ 25,000.00	N/A
Other		N/A
<b>Total Estimated Revenue</b>	<b>\$ 34,500.00</b>	

### ***Expense***

	<b>Amount</b>	<b>Comments</b>
Salary, Director	\$ 5,500.00	
Salary, Other(s)		
Benefits		
Rent		
Utilities		
Client Service	\$ 25,000.00	
Client Aid		
Equipment		
Other	\$ 4,000.00	
Other		
<b>Total Estimated Expense</b>		

**Section VI: Interim Report for FY 2021/2022 Awardees Only**

**Complete this section if your agency was awarded Community Partner Funding in Fiscal Year 2021/2022**

**Amount Awarded?** \$ 3,062.00

**Have you used all of the funds awarded?**  Yes  
 No

**If you have not used all of the funds awarded, please include *amount remaining* and *date* by which you intend to use those funds.** \$ \_\_\_\_\_

Date: \_\_\_\_\_

**Briefly describe the impact that the FY 2021/2022 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 Community Partner funding to leverage additional funds, either through grants or other means?*

We were able to give out \$14,000 in scholarships this year(Fall 2021 and Spring 2022) and have hosted one community event (Women in STEM) and 6 group classes. All our families are low income which includes 4 women, 1 man, and 6 children. 9/11 are white, and 2/11 are middle eastern. We will also have our second mom graduating from our program this semester with her degree.