AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: Contract for Service Application; City of Gunnison

Action Requested: County Manager Signature

Parties to the Agreement: City of Gunison and Gunnison County

Term Begins: **Term Ends:** **Grant Contract #:**

Summary:

Contract from City of Gunnison to Gunnison county for Sources of Strength leadership programming and messaging.

Fiscal Impact:

Submitted by: Kari Commerford **Submitter's Email Address:** kcommerford@gunnisoncounty.org

Finance Review: (●) Required ( ) Not Required

Comments:
No concerns, not included in adopted budget, will be included as 2017 budget amendment request.
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Reviewed by: GUNCOUNTY1\lNienhueser Discharge Date: 1/25/2017

County Attorney Review: (●) Required ( ) Not Required

Comments:
This appears to be an application to the City for funding but not an actual contract. As such I see no concerns with this application.

Reveiwed by: GUNCOUNTY1\gstuhr Discharge Date: 1/27/2017 Certificate of Insurance Required

Yes ( ) No (●)

County Manager Review:

Comments:

Reveiwed by: GUNCOUNTY1\mbirnie Discharge Date: 1/30/2017

(●) Consent Agenda ( ) Regular Agenda ( ) Worksession Time Allotted: 0

Agenda Date: 2/7/2017

Revised April 2015

CONTRACTS FOR SERVICE GUIDELINES

PURPOSE OF THE PROGRAM

The City of Gunnison's Contracts for Service Program is designed to support programs or services which meet the needs and desires of the residents and businesses within the City limits. The general intent of this program is to fund programs and services, not offered through the auspices of current City operations or activities.

SUBMISSION OF APPLICATION

When completing the application, be certain to provide answers with the review criteria in mind.

The Completed Application should be submitted to:

Electronic Submittal:
Adobe PDF Format bcowan@GunnisonCO.gov
Mailed Submittal:
City of Gunnison Finance Department PO Box 239 201 W. Virginia Ave. Gunnison, CO 81230

Applications must be received by October 31 to receive funding consideration for the following budget year.

AWARDING FUNDS

If the program or service meets the program criteria and funding is available, the Finance Department will forward the application to the City Council for funding consideration. A total expenditure limit for the Contracts for Service category will be established annually during the City's budget process. A short presentation to the City Council may be required, during which the applicant must demonstrate how the proposed service meets the required criteria. If approved by the City Council, a contract between the City and the applicant is prepared. The City will issue payment within thirty days of receiving a fully executed agreement.

ELIGIBLE APPLICANTS

Non-profit organizations as well as local, state, and federal agencies may apply for funding. Private businesses may apply through a local non-profit or governmental agency which will serve as the sponsor and administrative unit for managing the contract with the City.

Eligible applicants are listed below:

- Business/Tourism Support Organizations
- Cultural/Historical Organizations
- Health/Human Service Organizations
- Social/Fraternal Clubs and Organizations
- Educational Agencies and Organizations

CONTRACT PROVISIONS & ACCOUNTABILITY

All applicants must agree to execute a contract with the City for the grant funds. **There are very few requirements in the contract, but they must be met or the applicant may be required to return the grant money**. **Failure to meet the contract also may jeopardize an applicant's ability to secure grants in future years.** All reports are due by October 31

following receipt of funds in accordance with the provisions of the contract. Those reporting requirements include, but are not limited to:

A. A detailed financial report of revenues and expenditures;

B. Evidence of any required advertising and publication of the City's byline and/or logo;

C. A written report demonstrating the service or program's accomplishments.

PROGRAM OR SERVICE REVIEW CRITERIA

All programs or services are reviewed against the following criteria by the City Council.

A. The program must support current City of Gunnison long range plan documents, which need to be specifically cited in the application.

B. Applications that qualify for the Challenge Grant, Youth Grant, or City Scape Grant programs are ineligible.

C. Programs or services must include coordination and cooperation with other community organizations.

D. Programs or services must demonstrate a high degree of commitment, through cash or in-kind contributions, by the applicant and those partners identified above.

E. Applications must clearly define the lines of responsibility for, and oversight of, the program or service.

F. Applications must be accompanied with the most recent year's actual income and expenses, as well as a projected budget for the upcoming year.

For More Information

Contact the Finance Department of the City of Gunnison, Colorado. Our telephone number is (970) 641-8070. Our fax number is (970) 641-8051. Contact us by e-mail at:

bcowan@GunnisonCO.gov

CONTRACT FOR SERVICE APPLICATION

APPLICANT INFORMATION

Organization Name:	Gunnison County Substance Abuse Prevention Project (GCSAPP)				
Address 1:	200 East Virgina Ave.				
Address 2:					
City:	Gunnison	**State:**	CO	**Zip Code:**	81230
Telephone Number:	(970) 642-7393	**Fax Number:**			
Email Address:	kcommerford@gunnisoncounty.org				
Contact Person(s):	Kari Commerford				

New Application:	◉	**Renewal Application:**	○	**Amount Requested:**	$ 10,000

PROPOSAL INFORMATION

1. Program or Service:	Sources of Strength Leadership experience
2. Number of years funded by the City:	5

3. Provide a brief description of the program or service:

Gunnison County Substance Abuse Prevention Project (GCSAPP) is requesting to be included in implementing positive youth development and leadership opportunities for Gunnison youth through local marijuana tax funds. These funds will be used to implement the Positive Youth Development framework within the Sources of Strength program, with emphasis on leadership activities for Gunnison high school and middle school.
What is positive youth development?
Colorado defines PYD uniquely as a universal approach with a practical lens that cuts across multiple risk factors and across all levels of prevention. PYD in Colorado is an evidence-based approach that guides communities and organizations in the way that they organize services, opportunities and supports so that all youth can be engaged and reach their full potential. (Colorado Department of Health and Education, 2016)

4. **Why do you think the program or service should be funded by the taxpayers of the City of Gunnison?**
The City of Gunnison has identified "enhancing and improving positive youth development opportunities for ages 0-25 years of age" as a goal in the One Valley Prosperity Project plan (OVPP Goal:2). This request directly relates to enhancing positive youth development opportunities and already has buy-in from the youth. The Sources of Strength program was identified by the Gunnison High School and Middle School as a suicide and bullying prevention program that met the needs of the school and the students. GCSAPP has been working collaboratively with the school system and community members to implement this program over the past year. GCSAPP and Gunnison County Public Health have secured funds from the Communities That Care grant in order to implement the program across the RE1J school district and Western State Colorado University over the next 5 years. In the Spring of 2016 our community trained 64 youth in the SOS model. What we found is that 64 youth is a large group

5. **Objectives for the Coming Year** (an objective is a specified measurable outcome, not an activity)**:**	
Objective 1:	12 high school and 12 middle school youth are trained with experiential leadership experiences.
Objective 2:	2 community events are held to educate the community about SOS and youth leadership.
Objective 3:	2 SOS initiatives/messaging campaigns are carried out in the middle school and high school.

6. **Please complete the matrix below** (renewal applications only).

Year	Funding received from the City	# of participants from the City and County	# of participants from outside the County	Total # of participants	
2016				0	Actual Estimated
2015				0	Actual Estimated
2014				0	Actual Estimated

CERTIFICATION

I hereby attest that the information provided in this application is accurate as of the date of submission.

	10/28/2016
Signature	**Date**

SAMPLE BUDGET

Revenue:		Expenses:	
Charges for Services:		**Staffing:**	
Registration Fees	$2,000.00	Director	$10,000.00
Total	**$2,000.00**	**Total**	**$10,000.00**
In-Kind Services: Donated		**Goods & Materials:**	
Paper products	$100.00	Paper Products	$100.00
Poster Design & Printing	$300.00		
Total	**$400.00**	**Total**	**$100.00**
In-Kind Services: City		**Advertising/Publicity:**	
Trash Removal	$50.00	Posters	$300.00
Total	**$50.00**	**Total**	**$300.00**
Grants/Cash Donations:		**Services:**	
City of Gunnison Contract for Service	$5,000.00	Annual Membership Fee	$100.00
Gunnison County Grant	$5,000.00	Insurance	$500.00
Total	**$10,000.00**	**Total**	**$600.00**
Total Revenue:	**$12,450.00**	**In-Kind Services: Donated**	
Includes Charges for Services, In-Kind, and Grants/Cash			
		Total	**$0.00**
		In-Kind Services: City	
		Trash Removal	$50.00
		Total	**$50.00**
		Total Expenses:	**$11,050.00**
		Revenue over/under expenses:	**$1,400.00**