AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

AgendaTitle:
Energy Outreach Colorado Application for Home Energy Assistance Grant, October 1, 2013 through September 30, 2014; $18,900

Action Requested: County Manager Signature

Parties to the Agreement: Gunnison County & Energy Outreach Colorado

Term Begins: 10/1/2013 **Term Ends:** 9/30/2014 **Grant Contract #:**

Summary:
Requesting $18,900 for emergency energy assistance funds for eligible clients. This augments the low income energy assistance program (LEAP).

Fiscal Impact: $18,900 in grant funds, no county funds

Submitted by: B. Lucero for R. Brown **Submitter's Email Address:** rbrown@gunnisoncounty.org

Finance Review: (●) Required ( ) Not Required

Comments:

Doesn't require County funds

Reviewed by: Lnienhueser Discharge Date: 6/18/2013

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

Comments:

With corrected info, application is approved.

Reviewed by: ATrezise Discharge Date: 6/18/2013 Certificate of Insurance Required Yes ( ) No (●)

County Manager Review:

Comments:

Reviewed by: MBirnie Discharge Date: 6/19/2013

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

Agenda Date: 7/2/2013 Follow Up Agenda Date: N/A

Revised April 2013

ENERGY OUTREACH COLORADO
APPLICATION FOR HOME ENERGY ASSISTANCE GRANT
OCTOBER 1, 2013 THROUGH SEPTEMBER 30, 2014

PART 1 - ORGANIZATIONAL INFORMATION

Agency Name: **Gunnison/Hinsdale County DHS**

Mailing Address: **225 N Pine St Ste A, Gunnison, CO 81230**

Location Address (if different): **225 N Pine #A, Gunnison, CO 81230**

Telephone Number for clients to call to request assistance: **(970) 641-3244 ext 1**

Website: **gunnisoncounty.org**

Agency EIN: **84-6000770**

Agency restrictions on client eligibility:

Counties served:
Gunnison, Hinsdale

PART 2 - ORGANIZATIONAL STAFF

Current staff who will be working with clients as well as the specific position listed below:

First Name	Last Name	Title	Phone Number	Email	Years of Service	Annual Salary	Primary Contact	Grant Application Contact
Karin	Stewart		970-641-7984	kstewart@gunnisoncounty.org	0	********	X	X
Kathy	Ashwood		970-641-4661	Kathy.ashwood@state.co.us	0	********		
Renee	Brown		970-641-7940	renee.brown@state.co.us	0	********		

PART 3 – ADDITIONAL ORGANIZATIONAL INFORMATION

Non-profit status: **Governmental Organization**

Top five funders and the amount of their support in 2012 (501(c)3 organizations only):

Local property tax (Gunnison County)	**$269,483.00**
Intergovernmental (CDHS and other state agencies)	**$3,960,443.00**
Grants and Contributions	**$169,316.00**
Fees/Donations	**$80,840.00**
Transfers in	**$162,946.00**

Does your agency have a non-discrimination policy that includes race, ethnicity, gender, sexual orientation and religion?
Yes

Text of your agency's non-discrimination policy:
We do not discriminate against applicants or employees on the basis of age, rece, sex, color, religion, national origin, disability, sexual orientation, political affiliation, or any other status protected by state or local law.

Does your organization have an established accounting system and conduct an annual audit? **Yes**

CPA firm that conducted your most recent audit: **McMahan and Associates**
Year of your most recent audit: **2013**
If no, please explain: **The 2011 audit is most current approved audit**

Current Board Members:

Jonathan Houck , Commissioner	**Gunnison County**
Paula Swenson, Commissioner	**Gunnison County**
Phil Chamberland, Commissioner	**Gunnison County**
Susan Thompson, Commissioner, Hinsdale County	**Hinsdale County**

PART 4 – ORGANIZATIONAL BUDGET INFORMATION

Current Organizational Budget

Start Date of Current Budget: **1/1/2013**
End Date of Current Budget: **12/31/2014**

Income

Description	Amount
Property Tax Gunnison county	**$269,483.00**
Intergovernmental state allocation and State and F	**$3,960,443.00**
other grants	**$169,316.00**
Transfers In	**$162,946.00**
Other Financing	**$10,840.00**
Fees/charges	**$80,840.00**
General fund	**$128,880.00**
	$0.00
	$0.00
	$0.00
Total	**$4,782,748.00**

Expenses

Description	Amount
Personnel	**$1,695,740.00**
Supplies	**$191,578.00**
Purchased Services	**$492,537.00**
Community Programs/contrib.	**$2,221,016.00**
Transfers out (attny., finance, etc.)	**$181,881.00**
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
Total	**$4,782,752.00**

Current Utility Assistance Program Budget
Start Date of Budget: **10/1/2012**
End Date of Budget: **9/30/2013**

Income

Description	Amount
LEAP	**$92,000.00**
CSBG	**$2,000.00**
EOC	**$15,000.00**
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
Total	**$109,000.00**

Expenses

Description	Amount
Utilities	**$96,000.00**
Admin.	**$13,000.00**
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
Total	**$109,000.00**

PART 5 – GRANT REQUEST

INFORMATION REGARDING LAST YEAR'S GRANT

2011 FEMA Funds
Amount Received: **$0.00**
Number of households assisted: **0**

2011-2012 Other Funding Sources
Amount Received: **$80,000.00**
Number of households assisted: **239**

Number of households that were denied utility assistance for the following reasons:

Not having enough funds to assist the client	**0**
Client already received EOC funds this grant period	**0**
Client not meeting income requirements	**76**
Client not being in arrears	**0**
Client not having a plan to pay utilities in the future	**0**
Client's bill being too large	**0**
Client not eligible for other reasons	**32**

-
-

***2013-2014* GRANT REQUEST**

ASSISTANCE AMOUNT REQUESTED FOR OCTOBER 1, 2013 THROUGH SEPTEMBER 30, 2014:
$18,000.00

ADMINISTRATIVE AMOUNT REQUESTED FOR OCTOBER 1, 2013, THROUGH SEPTEMBER 30, 2014:
$900.00

TOTAL AMOUNT REQUESTED:
$18,900.00

Describe briefly how you arrived at this amount:
The above is requested on past utilization. We still need additional case finding in Hinsdale County.

Please describe your current utility assistance program, including your guidelines for providing assistance.
We provide utility assistance to individuals through LEAP and secondarily through EOC. A small CSBG fund is available for other utility related emergencies. Individuals who meet the income guidelines and who meet other consitions such as past due bills, assurance of 30 days of continued service may apply for a one time per year award.

Is this an expansion of services previously offered without EOC funds? **No**

What is the date that you agency became a continuous provider of utility assistance services? **1/1/2000**

Please select the percentage of your grant funds that you would like to receive on each of the following dates (must total 100%):

Oct. 1, 2013	**30%**	Jan. 2, 2014	**40%**
Apr. 1, 2014	**20%**	Jul.1, 2014	**10%**

This space is provided for you to tell the Grant Advisory Committee anything you would like them to know about your organization (100 words or less):

Energy Outreach Colorado

Application Check List

2013-2014

Agency Name Gunnison County

X Application check list

X Complete copy of your most recent audited financial statements, including the management letter if applicable (single-sided, unbound)

X Signed agency certification form

X Latest Annual Report or a document describing your activities and achievements for the last year (single-sided, unbound)

First-time applicants, please also send the following:

_____ Federal tax-exempt letter

_____ Mission statement

_____ Brief statement of your organization's goals and objectives

_____ Brief history of the organization

_____ Agency organizational chart

For EOC Use Only:

Grant _____

Admin _____

Total _____

McMahan and Associates, L.L.C.
Certified Public Accountants and Consultants

Chapel Square, Bldg C
245 Chapel Place, Suite 300
P.O. Box 5850, Avon, CO 81620

Web Site: www.mcmahancpa.com
Main Office: (970) 845-8800
Facsimile: (970) 845-8108
E-mail: mcmahan@mcmahancpa.com

INDEPENDENT AUDITOR'S REPORT

Board of County Commissioners
Gunnison County, Colorado

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Gunnison County, Colorado (the "County"), as of and for the year ended December 31, 2011, which collectively comprise the County's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the management of the County. Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of the Gunnison Valley Hospital and Health Care Center, the discretely presented component unit of Gunnison County. Those financial statements were audited by other auditors whose report thereon has been furnished to us, and our opinion, insofar as it relates to the amounts included for Gunnison County, is based on the report of the other auditors.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Gunnison County as of December 31, 2011, and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended in conformity with U.S. generally accepted accounting principles.

In accordance with *Government Auditing Standards,* we have also issued our report dated September 28, 2012 on our consideration of the County's internal control over financial reporting and on our tests of its compliance with provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Member: American Institute of Certified Public Accountants

D. Jerry McMahan, C.P.A.
Paul J. Backes, C.P.A.
Daniel R. Cudahy, C.P.A.
Michael N. Jenkins, C.A., C.P.A.

Avon (970) 845-8800
Aspen (970) 544-3996
Frisco (970) 668-3481

U.S. generally accepted accounting principles require that the Management's Discussion and Analysis in Section B be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with U.S. generally accepted auditing standards, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The budgetary fund information in section E is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. The budgetary fund information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the County's basic financial statements. The combining fund financial statements, individual non-major fund budgetary comparisons, the Schedule of Passenger Facility Charges Collected and Expended, and the Local Highway Finance Report listed in the accompanying table of contents are presented for purposes of additional analysis and are not a required part of the County's basic financial statements. The combining and individual non-major fund financial statements and the Local Highway Finance Report are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with U.S. generally accepted auditing standards. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole. Additionally, the Schedule of Passenger Facility Charges Collected and Expended and the Schedule of Expenditures of Federal Awards included in the Single Audit section are presented for the purpose of additional analysis, as required by the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations,* and the *Passenger Facility Charge Audit Guide for Public Agencies, issued by the Federal Aviation Administration* and are not a required part of the County's basic financial statements. Such information been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

McMahan and Associates, L.L.C.

McMahan and Associates, L.L.C.
September 28, 2012

Energy Outreach Colorado

HOME ENERGY ASSISTANCE GRANT
RECIPIENT ORGANIZATION CERTIFICATION FORM

As a recipient of Energy Outreach Colorado (EOC) funds, made available for the period October 1, 2013 through September 30, 2014, and as the duly authorized representative of

Gunnison County
(Name of Agency)

I certify that my public or private organization:

- Is non-profit or governmental and will provide immediate written notification of any change in the organizations' tax-exempt status
- Has the capability to provide emergency utility services
- Will use funds to supplement and extend existing resources and will not substitute or reimburse ongoing programs and services
- Has an accounting system or fiscal agent who will verify documentation required by EOC
- Conducts an annual audit or annual review
- Has a non-discrimination policy that includes race, ethnicity, gender, sexual orientation and religion, and practices non-discrimination. Agencies with religious affiliations will neither refuse service to an applicant based on religion, nor engage in religious proselytizing in the utility program funded by EOC
- Has a volunteer Board of Directors
- Has read and understands the ineligible costs of the program and will expend monies only on eligible costs and keep complete documentation (copies of cancelled checks, invoices, receipts, etc.) on all expenditures for a minimum of seven years and will not spend more than $1,000 for assistance per client
- Using www.EnergyOutreach.org, agencies will track the information as detailed in the database, including the number of applicants who were denied EOC grant assistance because they received EOC funds from another agency or the agency ran out of EOC funds or for any other reason
- Will spend all funds and close out the program by September 30, 2014 and return any unused funds to EOC by October 15, 2014
- Will not pre-spend each quarter's funding
- Will allow the EOC Board of Directors, the EOC Executive Director and any other duly authorized EOC representative, including but not limited to an outside auditor, to have access to all pertinent books, documents, papers and records of the recipient organization to make audits examinations, excerpts and transcripts
- Will allow EOC and/or any of their duly authorized representatives to conduct an agency site visit at any time
- Will allow EOC to review and approve the text of any proposed publicity concerning this grant prior to its release
- Recognizes EOC reserves the right to discontinue, modify or withhold any payments to be made under this grant award or to require a total or partial refund of any grant funds if, in EOC's sole discretion, such action is necessary because the agency did not fully comply with the guidelines and requirements of this grant
- Recognizes EOC shall not be responsible in the event of any dispute between the applicant and the agency and indemnifies and holds EOC harmless from any liability (including attorney fees) arising out of this grant, any activities conducted by the agency and any claims by any applicant
- Will ensure that each client signs a release and confidentiality statement both for the Colorado PUC and EOC
- Agrees not to assist any staff member, volunteer, or any other persons associated with the agency with EOC funds

NAME: _____ Signature

Matthew Binnie
Print Name

TITLE: County Manager

DATE: _____

(Acceptable signatures: Executive Director, Chair or Vice Chair of the Board, Secretary or Treasurer)

AUDIT:

Full Financial audit may be viewed at Gunnisoncounty.org , go to Finance, go to Financial Reporting.

PROGRESS REPORTING:

A strategic business plan is developed and a data system, "Managing for Results" is used to reflect performance measures and progress. We anticipate this data system to be available to the public in the future.