

FY2017 Community Center

FY 2017 Buncombe County Community Funding

Big Ivy Community Club

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Application Form

Project Name*

Name of Project

FY2017 Community Center

Amount Requested*

Amount Requested

\$55,000.00

Service Area***Which Commissioner Districts are served by this program?**Access a map of Buncombe County Commissioner districts [here](#).

District 2

Which county sustainability goal aligns best with the goals of this project?*Based on the Buncombe County Sustainability Plan, select a Category, Goal & Objective that align with the focus of the project and the specific results that will be achieved.Access the Buncombe County Sustainability Plan [here](#).

Community > Healthy Environments > Improve and increase opportunities for safe, active living

If applicable, select a second sustainability goal that aligns with project goals.**Result 2 is optional** - Select if project aligns with more than one Sustainability Category, Goal & Objective.**If applicable, select a third sustainability goal that aligns with project goals.****Result 3 is optional** - Select if project aligns with more than one Sustainability Category, Goal & Objective.

Project Description**Project Description***

Description of Project

The Big Ivy Community Center provides many needed and utilized services in Barnardsville community. The community center is managed and operated with the use of volunteer commitments. The community center plays a vital role in the community's recreational and economic opportunities. The center manages and delivers food weekly for residents of the community that are in need of assistance, this effort is in partnership with Manna food. The growth of this center has been evident by increased visitation over the previous years. As demographics and cultural changes increase; the center is continuously setting priorities, creating goals, reviewing sustainability goals, and developing action plans to most benefit the community. The recreational opportunities and health and wellness of community members are one of the priority's the community center. The recreational swimming facilities have shown increase in visitation and the projections are that this trend will continue. The swimming facilities baseline operation budget is a priority of the centers management with set goals of becoming self-sustainable by increasing the facilities usability. The center has over 1 1/2 miles of walking trails, 1 baseball/softball field, 1 volleyball court, 2 house shoe pits, 1 tetherball, 1 multi-court basketball area that have a high usage rate. The increases in visitors, usage, and visitor contacts have helped in getting visitation increases at the community meetings held month. These monthly meeting have topics on, community input, farming strategies, land use, and economic opportunities.

How many people will this project serve?*

State the number of individuals or households in Buncombe County that will be served by this project. Also state the number of people that will experience the desired result. For example, if dropout prevention services are being delivered to 100 students, how many will successfully graduate from high school?

The total number of residents in this area is around 8500. The community center has been trending increases in visitation due to the improvements made to the recreational programs. The swimming facility has increased patrons annually and visitor comments are projecting this will continue. The 2015 annual numbers for visitors to the swimming facility was 3200. The cost of maintaining this area has increased due to material cost and state and local requirements. The goal of the facility is to increase patrons, memberships, and rentals to achieve a sustainable goal. The growth of center sponsored events has contributed to an increase in visitors and healthy activities. The goal of the center is to continue to offer recreational activities, educational outreach and increase the numbers of community members participating in these activities.

Describe the people this project will serve.*

Characterize the demographics of the project's target population in terms such as age, gender, income, race, ethnicity, geographic area, etc. Include information about method of referral/recruitment of the target population.

We serve primarily residents of the northern end of Buncombe County. The demographics of the area has been changing somewhat but remain to be predominantly low to middle range income families. The average income of our population base is generally lower than the average for Buncombe County. Our methods of information and opportunities reflect the goals of the center by promoting assistance programs, providing supplemental food for families in need, providing information of optional assistance programs provided in the area. The improvements to the grounds and the area as a whole has in 2015 reduced the crime and vandalism in the area.

What key steps will you take to achieve the results of this project?*

Describe the core elements of your implementation plan, including milestones that will take place within the funding timeframe.

The key steps identified by the center board are, documentation of the numbers of visitors served and event expenditures. Trend capital improvement projects to show increases. Prioritize and set goals for maintaining the center and grounds into the future. The Center will continue to offer educational outreach programs with documented results. The board has identified that documentation, recordkeeping, project reviews and sustainability projects are high priority, and would like to have a networking database created in 2016. The budgetary process for this center will remain the focus moving forward. Quarterly reports and reaching the set goals for the operation is the highest priority. The creation of a multi year strategic plan is another goal the board would like to finalize in 2016. Collection of baseline data is ongoing for the center, with the intent of comprising a detailed cost.

Describe the evidence of success that backs this project's approach.*

What evidence of success (i.e. evidence-based research, practice model, accreditation, industry standards, and/or other framework) are you using as a basis for your project design?

The evidence of success will be tracked throughout the year with the use of documented actual spending and tracking of actual cost for providing our services. The models have been created for sustainability of the swimming facility showing with capital improvements the facility can maintain. The playground improvements have been documented and will show sustainability goals have been reached here as well. The capital improvement projects needed for the center will assure that the center is keeping up with growth and help us to maintain a healthy organization.

Describe your data collection, tracking, and reporting procedures.*

Explain your methods for documenting project, service and client information. Include a description of any software or other tools utilized.

The data collection process has changed at the center. The board has assigned project leaders to each asset for management and recordkeeping of each asset. The goal is to have each asset track individually for ease of identification of needs. The tracking system will assist in reporting, and projecting needs into the future. The center has and uses all of the standard software for operations of this sort including Microsoft word, excel, Adobe Reader etc. The community center maintains a data base of the number and demographics of the people we serve.

Explain your technological resources and capacity.*

Explain your current technological strengths and barriers and how this impacts your ability to track data and report outcomes. Who is responsible for adaptation and use of technology within your organization?

The board has identified that with the use of project management and oversight of assets will assist in growth. The ability to track and maintain project records is a high priority that has been a barrier in the past.

The board has provided the community with a new approach to management with great feedback from the visitors. We have several qualified personnel on staff that is familiar in contract work and project management that will be a great asset to the community.

Organizational Profile

How does the proposed project support your mission and strategic plan?*

State your mission and the date of your most recent strategic plan, and explain how the proposed project helps advance your organizational goals.

The center board has set goals for our strategic plan. The proposed project includes the boards review and revision of the strategic plan. The general mission of our organization is to provide community engaging

activities and services to improve the quality of life for residents of our community. The health and wellness

of the community is a high priority of the center. With the proposed project funding the board intends to create a databank of project feasibility and progress. Data collection and review for sustainable goal setting is the board's goal.

What expertise/accomplishments do you have that are relevant to the proposed project?*

List your organization's strengths as well as accomplishments from the past 3 years that position the organization to be successful with the proposed project.

The board has access to a contracting specialist. This will help with the organizations data collection and project management. In the past ear the center has made great strides with capital improvements that have increased revenue. The center has received feedback from community members and has gained support of local churches and partners. The management strategy of the board is to decrease the amount deferred maintenance and grow the center to be as sustainable as possible moving into the future.

Describe partners that are critical to the success of your organization.*

List any external partners, intermediaries or advisors important to your success, and describe their role and evidence of their commitment. Describe successful collaborations with these people or groups.

The center has partnered with the United Way, Buncombe County, Manna Food Bank, Boy Scouts

of America, local church's, residents, and other nonprofits. The community center is listed as a gateway community to the Blue Ridge Parkway National Park. The community centers goals for this project are to grow our network of partners to assist in diversifying our opportunities.

Financial Information

Nonprofit financial assurance requirements:

Financial statements, prepared using a recognizable basis of accounting (i.e., modified accrual) and IRS Form 990s must be submitted to Buncombe County annually.

- Organizations with annual revenues of \$300,000 or greater must submit financial statements audited in accordance with generally accepted auditing standards.
- Those with revenues between \$100,000 and \$300,000 must submit financial statements reviewed in accordance with SSARS 19.
- Those with revenues of less than \$100,000 must submit non-disclosure financial statements compiled in accordance with SSARS 19.

All financial statements must be reported on by a certified public accountant and include a full balance sheet, income statement, and cash flow statement.

These requirements are considered minimum requirements. Organizations may submit a higher level of assurance than is required.

IRS Form 990 - Upload Here

Click Choose File to upload a copy of the 990 form you most recently completed.

BICC 2014 Form 990EZ - Final e-filed 2015-11-11 (1).pdf

If your organization does not have a 990, briefly state the reason.

Include a statement of intent to comply with nonprofit financial assurance requirements as listed above.

[Unanswered]

Financial Statements - Upload here

Click Choose File to upload a copy of the most recently completed financial statements (audit, compilation or review).

If your organization does not have financial statements, briefly state the reason.

Include a statement of intent to comply with nonprofit financial assurance requirements as listed above.

Submitted via email.

Complete Budget Worksheet - Upload Here*

Download the budget form [Here](#).

Complete the budget form for this project/program and the overall agency. Save it to your computer, then upload it by clicking Choose File.

community-funding-budget-form-17.xlsx

Budget Narrative*

Describe all differences between current year and proposed year. List all pending funding sources with expected date of notification. Please detail any other information that may help clarify the budget.

No additional funding sources are expected.

What (if any) portion of requested funds will be used to support capital expenses?*

Capital projects are defined as those used to acquire or upgrade physical assets such as property, buildings, or equipment. Please detail.

None.

Employee Wages

Please provide information about the wage breakdowns of your employees. Living wage for Buncombe County has been identified as \$11.00 per hour for employees with employer-provided health insurance and \$12.50 per hour for employees without.

Employees with employer-provided health insurance*

List the number of employees in your organization with employer-provided health insurance in each wage category. For salaried employees, use hourly wage equivalents.

\$7.25 - \$10.99 per hour

\$11.00 - \$14.99 per hour

\$15.00 - \$19.99 per hour

\$20.00 - \$24.99 per hour

\$25.00 - \$29.99 per hour

\$30.00 - \$34.99 per hour

\$35.00 - \$39.99 per hour

\$40.00+ per hour

n/a

Employees without employer-provided health insurance*

List the number of employees in your organization without employer-provided health insurance in each wage category. For salaried employees, use hourly wage equivalents.

\$7.25 - \$12.49 per hour

\$12.50 - \$14.99 per hour

\$15.00 - \$19.99 per hour

\$20.00 - \$24.99 per hour

\$25.00 - \$29.99 per hour

\$30.00 - \$34.99 per hour

\$35.00 - \$39.99 per hour

\$40.00+ per hour

There are 3 regular, part time employees - a coordinator, an accountant, 2 thrift store employees, and a maintenance worker.

2 @ \$7.25 - \$12.49 per hour

1@ \$15.00 - \$19.99 per hour