

## FY2018 Community Center

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### *FY 2018 Buncombe County Community Funding*

#### ***Big Ivy Community Club***

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# Application Form

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## Project Name\*

Name of Project

FY2018 Community Center

## Amount Requested\*

Amount Requested

\$67,000.00

## 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**

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### **Project Description\***

#### **Description of Project**

The Big Ivy Community Center provides many needed and utilized services in the Barnardville community. The Community Center plays a vital role in the community's recreational and economic opportunities. The center manages and provides food weekly for the residents of the community that are in need of assistance. We partner with Manna Food Bank with this program. The growth of the 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 priorities of the community center. The recreational swimming facility has shown increase in visitation and the projections are that this trend will continue. The swimming facility baseline operation, budget, is a priority of the center's management, with set goals of becoming self-sustainable by increasing the facility's usage. The center also has over 1 1/2 miles of walking trails, 1 baseball/softball field, 1 volleyball court, 2 horseshoe pits, 1 multi-court basketball area that all have a high usage rate. There has been an increase in attendance at the monthly community meetings because of the programs the community center offers. This year our monthly meetings have included topics on bee pollination, preserving food techniques, sustainable housing, local education, as well as a partnership with county and state law enforcement educating on drug use and prevention. We plan to not only continue our current programming but also develop projects as the demographics and needs of our area continue to change.

### **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 9,000. The community center has been trending increases in visitations due to the improvements made to the recreational facilities. The swimming facility has increase patrons annually and visitor comments are projecting this will continue. The 2016 annual number of visitors to the swimming facility exceeded expectations with over 7500. 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 and rentals to achieve a sustainable goal. The growth of center sponsor 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 fulfilling the basic nutritional needs of the community. We also hope to increase the number of community members participating in these activities as well as volunteering at the center.

### **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 area consists predominantly of lower to middle income families. The community center is promoting our mission through assistance

programs, providing supplemental foods for families in need and educating on additional programs in the area. The improvements to the grounds and the area as a whole has reduced 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.

In addition to the general maintenance of the facilities we plan to continue capital improvement projects. Projects for this year include upgrading the swimming pool, furnishing lights at the basketball court, continuing the food pantry, thrift store and community library. We are also planning to have nutritional educational programming quarterly as well as an annual health and wellness fair.

### **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?

With the improvements at the swimming pool we had increased attendance. We also have had tremendous usage by community members, both of the facilities and programs we provide. We also had increased community volunteer involvement at all of our programs and the general management of our programs.

### **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 community center has contracted with a CPA who maintains records and tracks budgetary concerns. She also provides audits for the center and monthly financial reports to the board. Currently we maintain logs documenting volunteers and plan to continue this in the future.

### **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, we will continue to grow. We have several qualified personnel on staff that are familiar with contract work and project management. Our board consist of volunteers who are integral members of the community who are actively involved. We also have basic office technology to assist in our management.

## ***Organizational Profile***

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### **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 mission of the Big Ivy Community Center is to foster inclusive community participation by providing an environmentally sound facility for education, recreation, celebration, and locally based human services in order to increase opportunity for personal and collective growth in our community. On November 14, 2016 community members elected new board members who are transitioning and developing a plan for the future.

### **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 year 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, Lowes, Home Depot. The community centers goals for this project are to grow our network of partners to assist in diversifying our opportunities.

## ***Financial Information***

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### **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 2015 Form 990EZ - Final for Public Inspection.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.

Final 990ez is attached.

### **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.

Our most recent financial statements have been provided to staff.

### **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.

BICC 2016 2017 community-funding-budget-form (1).ods

**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.

This request includes an increase of \$12,000 over FY2017 award . \$7000 will cover the estimated cost of furnishing lights at the basketball court. \$5000 will cover the estimated cost of pool repair and maintenance.

**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.

Maintenance and repair costs in this grant do not meet capital projects thresholds.

**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 three regular part-time employees.

2 @ \$7.25 - \$12.49 per hour

1 @ \$15.00 - \$19.00 per hour