

RESOLUTION NO. T-2020-12-028R

**A RESOLUTION AUTHORIZING THE SUPERVISOR TO SIGN A GRANT AGREEMENT WITH
URBANA NEIGHBORHOOD CONNECTIONS CENTER FOR \$30,000 FOR CSSF FY21**

WHEREAS, Cunningham Township and the City of Urbana have partnered annually to provide funding to local social service agencies who meet the needs of Urbana residents through Consolidated Social Service Funding (CSSF); and

WHEREAS, Urbana Neighborhood Connections Center (UNCC) submitted a grant application for its Community Study Center and Urbana Youth Development programs; and

WHEREAS, on June 15, 2020, the Town Board of Cunningham voted on an Ordinance Approving the Annual Budget and Appropriation Ordinance (Fiscal Year 2020-2021) that included \$100,000 for grants to Social Service agencies serving low income Urbana residents with programs that extend the Township's service to the community; and

WHEREAS; on August 20, 2020 the CSSF Grants Committee recommended to the City Council/Town Board a grant of \$30,000 to UNCC as part of grant recommendations pending updates on shifts in programming during COVID-19; and

WHEREAS; on November 20, 2020 UNCC submitted an update on shifts in programming during COVID-19 showing that services have continued this fiscal year;

NOW THEREFORE BE IT RESOLVED by the Township Board of the Town of Cunningham that the Resolution authorizing the Township Supervisor to sign the attached agreement with UNCC for \$30,000 and the Board authorizing the Supervisor of the Town of Cunningham to sign said agreement.

Approved this December 14, 2020 by the Township Board of the Town of Cunningham,
Champaign County, State of Illinois.

Phyllis Clark, Town Clerk

Diane Wolfe Marlin, Chair



Cunningham Township
Danielle Chynoweth, Supervisor
205 WEST GREEN ST • URBANA, IL 61801
(217) 384-4144 • FAX: (217) 367-7063
WWW.CUNNINGHAMTOWNSHIP.ORG

**AN AGREEMENT CONCERNING THE DISPOSITION AND USE
OF FUNDS DISBURSED THROUGH THE CUNNINGHAM TOWNSHIP
CONSOLIDATED SOCIAL SERVICE PROGRAM, FISCAL YEAR 2020-2021**

THIS AGREEMENT is made effective July 1, 2020, by and between the CUNNINGHAM TOWNSHIP, Illinois, body corporate and politic, hereinafter referred to as the Township, and **Urbana Neighborhood Connections Center (UNCC)**, a not-for-profit corporation, hereinafter referred to as the Grantee, in consideration of the following mutual covenants and conditions:

1. The Township will disburse to the Grantee the sum of **\$30,000.00**, which said sum will be paid in **2** equal installments of **\$15,000.00** in accordance with the provisions of this Agreement, to the Treasurer of the said Agency, commencing on the 1st day of July, 2020 with **no installment to be issued after June 30th, 2021**.
2. The Grantee will use the funds received under this Agreement as outlined the grantee's application and only for the purpose of the following programs:

**Community Study Center and
Urbana Youth Development Program**

3. Prior to payment of the 1st installment, the Grantee will provide two signed copies of this agreement. **Failure to return the signed agreements by November 15, 2020 may result in the termination of this agreement and loss of the grant.**
4. Prior to payment of the 1st installment, the Grantee will provide to the Township an audit or certified financial report of the Grantee's most recently completed fiscal year, or the most recent audit or certified financial report that has been completed.
5. Prior to payment to the Grantee of the second installment of the sum to be paid under this Agreement beyond the initial installment, the Grantee will furnish to the Township, in a form satisfactory to the Township:
 - a. Certificate of Compliance indicating funds from the previous installment were allocated in accordance with the signed agreement.
 - b. Agency reporting form, listing expenditures, attaching receipts, and providing a narrative of impacts.

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| <ol style="list-style-type: none">6. Failure to request payment and provide documents described in paragraphs four or five by May 31st, 2021 will result in the termination of this agreement and loss of the grant.7. The Grantee agrees to <u>notify the Cunningham Township Supervisor in writing at supervisor@cunninghamtownship.org of any significant changes in programming no later than the first day of those program changes. Significant changes in programming include but are not limited to: cancellation of the program, an unexpected pause in the program, significant reduction (by 25% or more) in the scope of services, change in major deliverables outlined in the application.</u> |
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8. The Grantee agrees to cooperate with site visits with Cunningham Township, as requested, for Township staff to tour and review programs in progress.
9. The Grantee will establish on its books and records a separate set of accounts for the funds received under this Agreement, in which it will account for the receipt and expenditure of the funds.
10. The Grantee will use fiscal, accounting, and audit procedures that conform to accepted accounting practices and applicable statutes.
11. The Grantee will provide to the Township, upon reasonable notice, access to and the right to examine such books and records of the Grantee, the Grantee will make such reports to the Township, as the Township may reasonably require so that the Township may determine whether there has been compliance with this Agreement.

12. If it is determined by the Supervisor of the Cunningham Township that any expenditure made with the funds provided under this Agreement is prohibited by law, the Grantee will reimburse the Township any amount that is determined to have been spent in violation of the Agreement and/or grant.
13. No person shall be excluded from participation in programs the Township is funding, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with the funds provided under this Agreement on the ground of race, color, national origin, sex, sexual orientation, gender identity, religion, or on any other ground upon which such discrimination is prohibited by law.
14. The Grantee will comply with all applicable statutes, ordinances and regulations.
15. The Grantee will not use any of these funds for lobbying purposes.
16. In the event that the Grantee does not use all or a part of the funds received under this Agreement for the purposes set forth herein by the end of the Township's fiscal year in which this Agreement is made, the Grantee will repay to the Township all such funds not so used, and any interest earned thereon.
17. All provisions of this Agreement concerning the funds provided under this Agreement shall apply to any interest earned on those funds.
18. This Agreement may be terminated by the Township upon a thirty-day notice in writing to the Grantee for failure of the Grantee to comply with the covenants and conditions set forth herein.
19. The Grantee will save and hold harmless the Township and any officer or employee or agent of any kind of the Township from and against all actions, claims or demands of any kind or character whatsoever, which may in any way be caused by or arise out of the Grantee's conduct, activities or programs in the performance and completion of promises and functions or in the achievement of goals and objectives pursuant to this Agreement executed by and between the Township and the Grantee.
20. This Agreement may be amended only by an agreement of the parties executed in the same manner in which this Agreement is executed.
21. The foregoing constitutes the entire Agreement and no verbal statements made before, on, or after the date hereof shall be binding on the parties.

IN WITNESS WHEREOF, the parties hereto, pursuant to authority granted by their respective governing bodies, have executed this Agreement by their authorized officers and with their corporate or official seals attached, on the date first set forth above.

CUNNINGHAM TOWNSHIP:

GRANTEE:

Supervisor

Executive Director

Danielle Chynoweth

Printed Name

Date signed

Date signed

ATTEST:

ATTEST:

Township Clerk

Board President or Vice President

Phyllis Clark

Printed Name

Date signed

Date signed

DATE: November 20, 2020

TO: Cunningham Township
Danielle Chenowyeth / Supervisor

FROM: Janice Mitchell, Founder and Executive Director
Urbana Neighborhood Connections Center

RE: COVID-19 Program Operations Update

The following information summarizes Urbana Neighborhood Connections Center's operations during the COVID-19 Pandemic:

March 16th – 20th - Spring Break – Planned closing

Onsite staff planning sessions for activities to be implemented in the event youths reside with parents who have essential jobs.

March 23rd – 27th

Multiple staff meetings via Zoom to discuss impact of Stay-at-Home order on the center's operations and expectations for tasks completion to include online trainings (DCFS, DHS, SAMHSA, etc.), virtual activity planning sessions and 3 days per week Zoom engagement sessions with youth. Leadership team began compiling youth participant family contact information with a goal of contacting each household during following week. Beth Hand began work on creating a family needs survey. Participated in USD 116 Zoom meeting re: district's plan for outreach to families. Zoom meeting with all College and Career youth and parents. Participated in monthly CCMHDDAC meeting. Participated in United Way grant application review for the Community Study Center and Intensive Literacy Program. Building (tables, chairs, computers, kitchen area, etc..) was totally disinfected.

March 30th – April 3rd

Leadership staff participated in multiple sessions with USD 116 regarding roll-out of youth/family meal and technology distribution. Zoom meetings with DHS/Teen REACH and other funding representatives. Phone blast to all parents regarding upcoming leadership team contacts. Phone contact with 30 of the 36 families during which time family needs assessment was completed

(SEE Attached Survey results) and follow-up and/or informed parents of school district's efforts to engage families and academic expectations. Multiple staff meetings via Zoom to discuss expectations and provide additional guidance for tasks completion to include online trainings (DCFS, DHS, SAMHSA, etc.), virtual activity planning sessions and 3 days per week Zoom engagement sessions with youth. Completed youth engagement plans with goal of beginning sessions with youth during the following week.

April 6th - 10th

Continued staff meetings. Began Zoom sessions with youth. (3pm – 3:40pm) K-5 males and females and (3pm – 4:15pm) middle and high schools males and females. The youth sessions are held Tuesday – Thursday and include ice-breakers, academic check-in, life/social skill and physical activities. Meeting with USD 116 Family Engagement Team. Collaborated on grant proposal with University of Illinois School of Informatic Sciences. Participated in East Central Illinois Community Foundation Ed monthly meeting. Meeting with DHS/Teen REACH representatives.

April 13th – 17th

Continued staff meetings on Monday. Continued Zoom sessions with youth. In order for staff to adequately participate in online trainings and Zoom sessions, FAB LAB staff prepared and delivered laptops to needed staff. FAB LAB staff also distributed laptops to 4 youth to assist with school related and UNCC assignment. Participated in zoom interview in support of UNCC's Workforce Development (College and Career Program) grant application. Began working toward compiling information for upcoming organization annual audit.

April 18th – May 31st

Continued staff meetings on Mondays. Continued 3 times weekly Zoom sessions with youth. In order to continue implementing STEM activities, FAB LAB staff delivered sewing machines and supplies to the home of selected youth with the purpose of sewing protective masks that were distributed to various community entities.

Ongoing activities:

1. Linkage and referrals to community resources for families in need of specific assistance (food, rent, utilities, furniture, etc...)

2. Collaborations with Urbana School District administrative team, The Univ. Of Illinois Fab Lab and School of Social Work are regular occurrence as they continue supportive efforts for our youth and families. The Fab Lab staff assists with technological services to our families in order for our youth and staff to participate in UNCC's remote services.

3. Physically checked in on renovations underway at UNCC to include new wall and fire-rated door in kitchen, and new office space built in rear of building and the installation of 2 additional handwashing sinks, and 2 drinking fountains as we prepare for post COVID-19 return of our youth.

4. Zoom sessions with our college and career youth occurred every other Sunday afternoon (2:00pm) which included continued focus on virtual learning expectations and post-secondary transitions.

July 5th – August 7th

Urbana Neighborhood Connections Center engaged 25-30 youth in onsite summer activities. Activities included academic, social and emotional and recreational enrichments. Hours of operations were Monday – Friday / 7:30am – 5:30pm.

August 31st - present

Urbana Neighborhood Connections Center's Community Study Center is currently providing in-person activities Monday – Friday / 7:30am -5:30pm with an average daily attendance of 40-44 youth. In an effort to prepare for the school-year operations, UNCC coordinated youth services with the Urbana School District in the spring, summer and fall joining several staff and administrative zoom sessions. In mid-August the Urbana School Board chose to change from a plan of hybrid learning for USD students to all remote learning through the first quarter. Recent decision was made to continue remote learning throughout the 2nd semester.

Following Illinois State Board of Education mandates, UNCC youth receive daily 2 ½ hours of synchronous learning (typically USD teachers providing live Zoom lessons and recorded video) and an additional 2 ½ hours of remote work located on the USD website via the Google Classroom or Clever portal for asynchronous

learning. UNCC staff assist during both synchronous and asynchronous learning which are scheduled at different times for different levels (elementary 8:30-11; middle school 1-3:30, high school 10:30-1) to accommodate families with children of different ages and internet usage needs. Several USD 116 teachers are now coming to the Center weekly to check in with their students while dropping off additional paper work packets. In addition, all students are engaged in Mon., Wed., and Fri. Black History lessons, projects, movies, etc.. as presented via zoom conferencing and facilitated by one of our retired teachers of 35+ years of teaching.

Due to COVID-19, UNCC has changed the physical environment to follow State of Illinois and Public Health guidelines. Through funding provided by our local United Way and Community Foundation of East Central Illinois along with the Illinois Department of Human Service, UNCC purchased and installed equipment and supplies necessary to maintain a COVID secure facility including plexiglass table dividers, additional sinks for frequent hand washing, additional drinking faucets (used with water bottles only) floor markers indicating 6ft distance, hand sanitizers, dispensers, paper towels and holders. All persons entering the facility must wear masks at all times, have their temperatures taken and practice social distancing. The University of Illinois's Fabrication Laboratory continues to work with the Center in not only providing weekly STEM lessons, but also continues to manage UNCC's technology resources. UNCC continues to obtain quality internet services from i3 Broadband with Fab Lab staff handling any complex issues. Fab Lab staff separated UNCC's two desktop labs and one laptop lab to enable social distancing.

UNCC licensed exempt under DCFS and an approved USDA Meal Site. UNCC plans to continue full in-person operations for the primary purpose of academic assistance, social and emotional supports, meal service (breakfast, lunch, and afternoon snack), recreation activities and family supports regarding daily living/functioning supports throughout the duration of FY21 unless we receive different orders via public health and/or the State of Illinois.

Please contact me at (217) 954-1749 if additional information is needed to summarize UNCC's past, current, and plans for future operations.



**APPLICATION FOR FUNDING
CITY OF URBANA/CUNNINGHAM TOWNSHIP
CONSOLIDATED SOCIAL SERVICE PROGRAM**

FY 2020-2021

A. AGENCY INFORMATION

1.	Agency Name:	Urbana Neighborhood Connections Center
2.	Program(s) to be Funded:	Community Study Center Urbana Youth Development Program
3.	Amount Requested: <i>(List each program separately)</i>	Community Study Center - \$ 17,000.00 Urbana Youth Development Program - \$15,000.00
4.	Contact Person & Title:	Janice Mitchell, Executive Director
5.	Mailing Address:	1401 East Main Street Urbana, IL 61802
6.	Phone Number:	217-954-1749
7.	Email Address:	janice@urbanaconnectionscenter.org
8.	Website:	www.urbanaconnectionscenter.org
9.	Year Established / Incorporated:	2010
10.	Fiscal Year of Agency:	January 1 st – December 31 st
11.	Funding History:	<input checked="" type="checkbox"/> Funded in FY 19-20 <input type="checkbox"/> Funded in Year: _____ <input type="checkbox"/> Not Funded in FY 19-20 <input type="checkbox"/> Never Applied for Funding

AGENCIES MUST ATTACH THE FOLLOWING REQUIRED INFORMATION

<input checked="" type="checkbox"/>	List of Agency Board Members & Officers
<input checked="" type="checkbox"/>	Actual Agency Budget for current fiscal year (FY19-20)
<input checked="" type="checkbox"/>	Preliminary Agency Budget for next fiscal year (FY 20-21)
<input checked="" type="checkbox"/>	Preliminary budget for the program(s) in which funds are requested
<input checked="" type="checkbox"/>	Internal Revenue Service Department of the Treasury: Tax Exemption Letter/Proof of 501 (c)(3) status
<input checked="" type="checkbox"/>	Illinois Department of Revenue Tax Exemption Letter
<input checked="" type="checkbox"/>	Most recent annual Illinois Annual Charitable Report AG990-IL
<input checked="" type="checkbox"/>	Illinois Certificate of Good Standing
<input checked="" type="checkbox"/>	Most recent audit or certified financial statements

***DEADLINE FOR SUBMISSION OF THIS APPLICATION IS 4:00 P.M., Friday February 28, 2020.**

NO INCOMPLETE APPLICATIONS OR LATE APPLICATIONS WILL BE ACCEPTED.

B. AGENCY INFORMATION

B1. Provide the agency mission statement:

Urbana Neighborhood Connections Center's mission is to aide with maintaining a healthy, compassionate, progressive community where children and families have access to services and supports that empowers successful development. To bring that vision into reality, UNCC provides quality educational, social-emotional, and recreational activities for youth and their families within the context of a safe, structured and nurturing environment.

B2. Provide a brief overview of agency services and programs:

Since its grassroots development in 2010, Urbana Neighborhood Connections Center (UNCC) has remained committed to serving as an empowerment zone through which children and youth benefit from productive year-round academic, recreational, and social-emotional enrichment. UNCC has built a progressive system of service delivery via our:

(1) Community Study Center that operates twelve months out of the year and is designed to provide supervised and structured recreational and social activities for school aged children during non-school hours including: afterschool, school-out days and a eight-week full day summer enrichment camp;

(2) Teen REACH – year round activities provided within UNCC Teen REACH Program which includes the following prevention-focused core services: improving academic performance, life skills education, parental involvement, recreation, sports, and cultural and artistic activities, positive adult mentors, and service learning;

(3) Urbana Youth Development Program which is a twelve month program developed to assist non-college ready seniors with preparing for a transfer and/or a career degree (in partnership with Parkland College) and includes homework assistance, completion of personal statements, college application, financial aid, seminars and college tours; and

(4) Parent and Family Engagement and Support Activities that includes special family events and linkage and referral services that help meet the daily living needs of children and their families.

C. AGENCY BUDGETARY INFORMATION

- C1. **Attach** the agency's FY19-20 budget.
- C2. **Attach** the agency's proposed FY20-21 budget. If any line items changed by 15% or more, **include** an explanation.
- C3. **Attach** the agency's most recent Illinois Charitable Organization Annual Report. If the organization does not qualify to file a report, please contact Alyssa Jaje at aciaje@urbanaillinois.us for an alternative form.
- C4. **Attach** the agency's most recent audit or certified financial statements.
- C5. **Attach** the agency's Internal Revenue Service Department of the Treasury: Tax Exemption Letter/Proof of 501 (c)(3) status.
- C6. **Attach** the agency's Illinois Department of Revenue Tax Exemption Letter.
- C7. **Attach** the agency's Illinois Certificate of Good Standing.
- C8. What percentage of your agency's revenues are spent on programs versus fundraising/administrative costs?

Approximately 2-3% of UNCC's revenues are spent on fund-raising/administrative cost.

- C9. Please describe the agency's experience with local, state, and/or federal grant funds.

UNCC has successfully managed several local, state, and federal grants for more than nine years. As noted in our budget, grants funds totaling \$15,000 - \$116,000 have been received from sources including City of Urbana/Cunningham Township, Champaign County United Way, Champaign County Mental Health Board, Urbana School District 116, Community Foundation of East Central Illinois, Illinois Department of Human Services, Illinois Department of Commerce, Illinois State Board of Education and others. UNCC has always managed to meet service delivery and financial reporting as required of each funder.

D. PROGRAM INFORMATION

Please attach additional pages if necessary. If applying for multiple programs, complete this section separately for each program.

Program Name: Community Study Center

D1. Describe in detail the program to be funded:

During the academic school year, the Community Study Center currently enrolls approximately 85-100 youth between the after school study activities, college and career initiative, and school-out day activities. The after-school homework and tutorial sessions are offered Monday through Friday from 3:00pm -6:00pm for children in grades K-12 (specific planning emphasis on K-8) where staff assist children with academic enrichment activities assigned by their classroom teacher or by UNCC's Activity Leaders. Upon completion of academics, youth may participate in recreational activities (basketball, football, board games etc.); arts and crafts, dance groups, social responsibility groups, movies, or digital learning activities. School Out Days (i.e. staff development, teacher institute and parent-teacher conferences), are held from 7:30am – 6:00pm. During the summer break UNCC conducts an eight-week Summer Enrichment Camp (7:30am -6pm / Mon. – Fri.) during which times youth are provided small group academic enrichment sessions focused on reading, writing and math along with social/emotional development and digital literacy; along with afternoon recreational and leisure activities designed for youth in grades K-12. Along with after school activities; UNCC's College and Career Readiness Initiative engages an additional 20-25 high school youth offering tutoring, test taking, FAFSA completion, in and out of town college tours and career exploration tours throughout the school year. Finally, UNCC meets USDA requirements and is an Illinois State Board of Education (ISBE) approved Summer Meals and Child and Adult Care Food Program (after school) which affords year round meal service be included with all activities.

D2. Program is a: New Program Continuation of Existing Program, started: 2010

If continuation of existing program, describe in narrative the quantifiable increase anticipated in service level:

The requested increase of \$7,000.00 will assist with providing funding for the following:

1. \$2,000.00 - Auditor / Annual Audited Financial Statements
2. \$1,500.00 - Transportation / In and/or out-of-town trips (student tokens, bus passes, etc.)
3. \$3,500.00 – 1 part-time direct staff position.

The above additional funding will enable UNCC to meet grant requirements in order to provide services to our youth and families.

D3. Is there a fee to participate in the program? Yes No

If yes, indicate how much and for what purpose:

Beginning July 1, 2019, UNCC began implementing an actual cost per child per month to attend the afterschool activities which is \$350 and \$500 per child during the eight-week summer enrichment activities. Due to the low income levels of many households, the average monthly payment has been \$50 - \$75 per month per youth. In several instances there are \$0 payments per youth due to family hardships such as homelessness, mental health of parent, parent incarceration or other circumstances that present income instability. In addition to off-setting general operating cost such as utilities, repairs/renovation, food services, etc., participant fees assist with covering the cost of direct staff and community activities i.e. swimming, bowling, skating, movies, transportation, etc...

D4. Does the program have a waiting list? Yes No

If yes, please identify the number of persons on the waiting list: _____

D5. List other agencies collaborating on this program. Briefly describe the extent of involvement and a point of contact for the agency. Agencies collaborating with one another will be prioritized.

UNCC has successfully established and maintains a very positive partnership with:

(1) Urbana School District:

UNCC's executive director and staff value the relationship with the district superintendent and other administrators; the building principals, teachers and support staff. In an effort to meet the needs of youth attending afterschool activities UNCC staff has frequent face-to-face, phone and/or email communication with classroom teachers. Staff are often times invited to attend school-based meetings such as Individual Education Plan, 504 Plan, and other child and/or parent meetings as needed. UNCC continues to benefit from receipt of grade level resources from teachers. These resources assist staff with providing youth additional tutorials that compliments the classroom lessons. (Contact: Linda Gibbens / 217-384-3600)

(2) University Of Illinois:

- CU Community FAB Lab (7+ years) to provide technology supports in the way of equipment and digital learning experiences as well as weekly STEAM (Science, Technology, Engineering, Art, and Math) activities for UNCC youth. (Contact: Jared Dunn / 217-294-1102)
- School of Social Work provides graduate level students to assist with facilitating life skills and social emotional development activities (Contact: Prof. Kevin Tan / 217-333-2261)

(3) Roscrance Health Systems:

Partnership allows outreach counselors to provide weekly on-site substance abuse prevention and intervention groups for middle and high school program participants. (Contact: Alysia Fentin / 217-328-4500)

(4) Urbana Park District:

Partnership allows for year-round coordination of UNCC's use of park district facilities, specifically the Brookens Gym and Crystal Lake Pool. (Contact: Kyle Mills / 27-255-8601 ext. 306)

D6. Please explain how the program serves an unmet need for low-income residents of Urbana.

Many families whose children receive education in the Urbana School District 116 (USD 116) face serious challenges, including poverty, crime, unemployment, and low educational attainment. According to the 2018-2019 Illinois Report Card, of the 4,566 students enrolled in USD 116, the predominant student characteristics were 31% White, 37% Black, 15% Hispanic, 5% Asian, 1% American Indian, and two or more races 10%. In addition to the 72% Low income, four of the nine schools within the district are identified as Under Performing Schools. 82% of all students in the USD 116 did not meet the Illinois Assessment of Readiness (state achievement test for 3rd -8th grades) expectations in English Language Arts and 84% did not meet expectations in Math.

UNCC's Community Study Center assist with serving the unmet needs of low-income residents in Urbana by engaging children and youth in academic, social development and recreational activities during out of school times. Academic supports, coordinated with Urbana School District staff, provide additional needed assistance, particularly for many low income youth who struggle with school work. By connecting with the youth, UNCC continues to be very instrumental in serving as a linkage and referral resource for families in need of daily living/survival supports i.e. food, shelter, clothing, utility assistance, etc....

D7. How does the program differ from similar services offered in the community?

The Community Study Center differs from similar services offered in the community as UNCC is a grassroots entity continuing to evolve into one of Urbana's primer youth and family facilities in our community. With a primary focus on academic advancement; UNCC has remained committed to existing as an affordable and accessible resource that contributes to the growth and development of the youth which we serve. Our connections extend beyond the walls of our facility as the staff consistently interacts with the schools and homes of our participants.

D8. Identify the number of recipients the program has the capacity to serve: 85-100

- Identify the actual total number of persons currently served: 75
- If the program is serving under 85% capacity, please explain:

- Of the total number served, identify the number of persons from Urbana: 75
- Based on the funding received in FY 19-20 (if funded), how did these funds benefit the total number of persons from Urbana (listed above)?

FY 19-20 funding benefited Urbana youth by assisting with the provision of accessible and affordable community-based supports that promotes individual progression from early childhood into adulthood. As noted in D6 above, grant funding assist persons from Urbana by engaging children and youth in academic, social development and recreational activities during out of school times.

D9. Using the table* below, answer the following question:

*Income

FAMILY SIZE	EXTREMELY LOW INCOME (30% MFI)	VERY LOW INCOME (50% MFI)	LOW INCOME (60% MFI)	MODERATE INCOME (80% MFI)	100% MFI
1	\$16,700	\$27,850	\$33,400	\$44,550	\$55,700
2	\$19,100	\$31,800	\$38,160	\$50,900	\$63,600
3	\$21,500	\$35,800	\$42,960	\$57,250	\$71,600
4	\$25,750	\$39,750	\$47,850	\$63,600	\$79,750
5	\$30,170	\$42,950	\$51,550	\$68,700	\$85,900
6	\$34,590	\$46,150	\$55,380	\$73,800	\$92,300
7	\$39,010	\$49,300	\$59,160	\$78,900	\$98,600
8	\$43,430	\$52,500	\$63,000	\$84,000	\$105,000

amounts subject to Dept. of Housing and Urban Development (HUD) as of 4/24/2019*

- How many persons in each category does the program serve? Of those, how many live in Urbana?

(Please provide a specific number, not a range or percentage)

Extremely Low	12	Live in Urbana	12
Very Low	23	Live in Urbana	23
Low Income	27	Live in Urbana	27
Moderate Income	10	Live in Urbana	10
100% MFI	3	Live in Urbana	3

D10. Describe the goal(s) of the program:

As youth progress through the educational system, UNCC's activities are designed to assist them with reaching the goal of obtaining a high school diploma and beyond. Measurable services provided to youth include the amount of activities youth engage in enhancing the state of their academic, physical and mental wellness. In addition, UNCC's partnership with the Eastern Illinois Foodbank affords all participants the opportunity to receive nutritious meals while attending UNCC's activities; thereby in many instances addressing food insecurity that may exist at home.

D11. Explain how the long-term impact of the activity on Clients and/or the Community will be measured:

UNCC's staff will measure the impact of the activities on our participants and/or the Community through the following methods:

1. Recruiting and serving at least 75-100 youth during non-school and summer hours.
2. Maintain daily attendance records.
3. Obtain documented feedback from parents and youth.
4. Obtain performance/progress records from schools regarding selected participants.

D12. Explain the indicators that will be used to measure the impact on the Community or on the lives of persons assisted:

UNCC will use the following indicators to measure the impact on the Community or on the lives of persons assisted:

1. Number of active enrolled youth in the after school and summer activities as recorded in UNCC's database.
2. Number of daily service hours to youth participating in academic and other skill building activities as recorded in UNCC's database.
3. Number of documented youth who advance to the next grade level and/or graduate from high school.

D13. Does the program meet one or more key service areas? (Please check all that apply.)

- | | |
|---|---|
| <input type="checkbox"/> Supports homeless/housing insecure | <input checked="" type="checkbox"/> Assists residents who are food insecure |
| <input type="checkbox"/> Creates paths to employment | <input checked="" type="checkbox"/> Fills gaps in existing services |
| <input checked="" type="checkbox"/> Reduces violence, harm, and discrimination against vulnerable populations | <input checked="" type="checkbox"/> Provides tangible benefits to low-income residents and vulnerable populations |
| <input checked="" type="checkbox"/> Supports youth safety and wellbeing | <input type="checkbox"/> Prioritizes services needed by township participants |
| <input type="checkbox"/> Supports residents re-entering from jail or prison | |

D14. Will this funding help build capacity for the program and promote a long-term benefit in the organization, i.e. can it be leveraged to get other grant funds? If so, include the name of the grantor and the award (or anticipated) amount.

Consolidated Social Service funding will help build capacity for UNCC's Community Study Center and promote a long-term benefit in the organization via the following:

1. Maintain and/or increase the number of adult volunteers from diverse backgrounds who are recruited, trained and supported to lead youth development efforts.

Supporting activities: Continue to network with community agencies, public schools, the University of Illinois and individuals to identify adult volunteers; team up with volunteers and local groups to organize events that involve African American volunteers and celebrate African American culture.

2. Develop funding systems to support UNCC's activities and staff. Supporting activities: Continue to seek grants, gifts (in-kind & financial) to support and expand services; engage the business community through applications, letters of requests, and personal contacts seeking supports and involvement in UNCC's programming.

E. PROGRAM BUDGETARY INFORMATION

Please attach additional pages if necessary. If applying for multiple programs, complete this section separately for each program.

Program Name:	Community Study Center
---------------	------------------------

E1. **Attach** a preliminary program budget. List the total expenses and income (including those funds still awaiting a response) that will be required to operate the program. **Include** a narrative on how the expenses are related to project delivery.

E2. Full funding is not guaranteed for the requested amount. Please explain how the proposal and anticipated outcomes would change at the following level:

Funded at 75% of request:

If funded at 75% of the requested amount the Community Study Center program would decrease the amount of expenses related to the purchase of supplies and community experiences for youth along with decrease the number of staff where possible.

E3. List the name of all funding sources and amount received for the Program for each fiscal year listed; include all government funding from Federal, State, County, and other Cities, as well as funds raised through fundraising activities.

Previously Received Funding Sources & Fundraising Activities	Amount Received	
	FY 18-19	FY 19-20
City of Urbana / Cunningham Township	\$12,200.00	\$10,000.00
United Way of Champaign County	\$31,500.00	\$31,500.00
Membership Fees	\$18,950.00	\$19,000.00
Community Foundation of East Central Illinois	\$12,200.00	\$0.00
Urbana School District 116 - 21st Century Learning Partner	\$ 6,000.00	\$10,000.00
DHS / Teen REACH	\$112,200.00	116,199.00
ISBE - Food and Nutrition Program	\$48,700.00	\$50,000.00
Champaign County Mental Health Board	\$19,500.00	\$25,500.00
Community Donations / fundraising	\$19,580.00	\$24,270.00
Champaign County Community Coalition	\$0.00	\$5,000.00
Champaign Rotary Club	\$20,000.00	\$0
Urbana Champaign Big Broadband	\$24,410.00	\$0
Total Revenue Sources	\$325,240.00	\$291,469.00

E4. List the name of the funding source and the requested amount for next fiscal year (FY 20-21) for the program. Enter the type of funding received from funding source: Cash (C), In-kind (I), or Grant (G). Enter the status of the funding commitment by entering the appropriate option from the following list of choices: Funding Secured (FS), Awaiting Final Approval (AFA), Awaiting Response (AR), or Status Unknown (SU).

Funding Sources & Fundraising Activities	Requested Amount	Type	Commitment Status	Fundraising Dates & Amount Raised
Requested from City of Urbana / Cunningham Township	\$15,000.00	G	AR	
United Way of Champaign County	\$31,500.00	G	SU	
Membership Fees (estimate)	\$18,000.00	C	SU	
DHS / Teen REACH	\$95,000.00	C	SU	
ISBE - Food and Nutrition Program	\$35,000.00	G	SU	
Champaign County Mental Health Board	\$25,500.00	G	FS	
Community Donations / Fundraising	\$20,000.00	C	SU	
Champaign County Community Coalition	\$ 5,000.00	G	SU	
Total Anticipated for FY 20-21	\$245,000.00			

F. AGENCY STAFF AND BOARD

F1. Attach a list of the agency's board members/officers.

F2. List the demographics for administration, staff, and board members. If the organization is run by unpaid volunteers, please include their information.

Job Category	Total			White (Not of Hispanic Origin)			Black or African American (not of Hispanic Origin)			Hispanic or Latino			Asian or Pacific Islander			American Indian or Alaskan Native			Other/Multiracial		
	M	F	O	M	F	O	M	F	O	M	F	O	M	F	O	M	F	O	M	F	O
Administrative	0	2	0	0	1	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
Staff	4	16	0	0	2	0	4	12	0	0	0	0	0	0	0	0	0	0	0	2	0
Board Member	3	3	0	0	1	0	3	2	0	0	0	0	0	0	0	0	0	0	0	0	0
Volunteers	3	5	0	3	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	10	26	0	3	9	0	7	16	0	0	0	0	0	0	0	0	0	0	0	2	0

M=Male; F=Female; O=Other (Including Trans, Gender-non-conforming, other); Volunteers required if agency has no paid staff

The City of Urbana and Cunningham Township are proud of our diverse community and are committed to providing an opportunity for all to serve and work in the city. We encourage all applicants to provide a good faith effort to promote and maintain a diverse board of directors and staff that represent the community we serve.

F3. Please explain your agency's diversity goals.

Urbana Neighborhood Connections Center's diversity goal is to maintain an environment that is culturally relevant and supportive of the population served. This includes:

1. employment of culturally supportive employees;
2. implementation of culturally relevant activities; and
3. maintaining a culturally diverse governing body.

G. AUTHORIZATION AND SIGNATURE

G1. We, the undersigned duly-authorized agents of Urbana Neighborhood Connections Center
(Name of Organization)

- A. Do hereby state, to the best of our knowledge the information contained in this application for the City of Urbana/Cunningham Township Consolidated Social Service Funding (CSSF) grant is true and correct.
- B. Understand the City of Urbana/Cunningham Township funds are disbursed as a reimbursement twice throughout the grant cycle. We assure that the funds will be administered by the applicant appropriately.
- C. Understand the laws and regulations of the US Department of Housing & Urban Development (HUD), the City of Urbana, and/or Cunningham Township will govern any CSSF funding resulting from this application.
- D. Agree to enter into an Agreement with the City of Urbana for its FY 2019-2020 CSSF grant and will adhere to all Program requirements, as stated in Contract/Agreement.

G2. If a grant is awarded on the basis of this application, all project information detailed in the application will be implemented accordingly, becoming a part of the Contract/Agreement, and the project shall commence within ninety (90) days of new grant period, which begins July 1, 2019, once contracts/agreements are approved by the appropriate City Commission and the Urbana City Council/Cunningham Township Board.

Chief Agency Official

Name Janice Mitchell

Signature 

Title Executive Director

Date 2/27/2020

Attest _____

Date _____

Chair Person/Board Member

Name Dr. Francis Ihejirika

Signature 

Title President

Date 2/27/2020

Attest _____

Date _____



**APPLICATION FOR FUNDING
CITY OF URBANA/CUNNINGHAM TOWNSHIP
CONSOLIDATED SOCIAL SERVICE PROGRAM**

FY 2020-2021

A. AGENCY INFORMATION

1.	Agency Name:	Urbana Neighborhood Connections Center
2.	Program(s) to be Funded:	Community Study Center Urbana Youth Development Program
3.	Amount Requested: <i>(List each program separately)</i>	Community Study Center - \$ 17,000.00 Urbana Youth Development Program - \$15,000.00
4.	Contact Person & Title:	Janice Mitchell, Executive Director
5.	Mailing Address:	1401 East Main Street Urbana, IL 61802
6.	Phone Number:	217-954-1749
7.	Email Address:	janice@urbanaconnectionscenter.org
8.	Website:	www.urbanaconnectionscenter.org
9.	Year Established / Incorporated:	2010
10.	Fiscal Year of Agency:	January 1 st – December 31 st
11.	Funding History:	<input checked="" type="checkbox"/> Funded in FY 19-20 <input type="checkbox"/> Funded in Year: _____ <input type="checkbox"/> Not Funded in FY 19-20 <input type="checkbox"/> Never Applied for Funding

AGENCIES MUST ATTACH THE FOLLOWING REQUIRED INFORMATION	
<input checked="" type="checkbox"/>	List of Agency Board Members & Officers
<input checked="" type="checkbox"/>	Actual Agency Budget for current fiscal year (FY19-20)
<input checked="" type="checkbox"/>	Preliminary Agency Budget for next fiscal year (FY 20-21)
<input checked="" type="checkbox"/>	Preliminary budget for the program(s) in which funds are requested
<input checked="" type="checkbox"/>	Internal Revenue Service Department of the Treasury: Tax Exemption Letter/Proof of 501 (c)(3) status
<input checked="" type="checkbox"/>	Illinois Department of Revenue Tax Exemption Letter
<input checked="" type="checkbox"/>	Most recent annual Illinois Annual Charitable Report AG990-IL
<input checked="" type="checkbox"/>	Illinois Certificate of Good Standing
<input checked="" type="checkbox"/>	Most recent audit or certified financial statements

***DEADLINE FOR SUBMISSION OF THIS APPLICATION IS 4:00 P.M., Friday February 28, 2020.**

NO INCOMPLETE APPLICATIONS OR LATE APPLICATIONS WILL BE ACCEPTED.

B. AGENCY INFORMATION

B1. Provide the agency mission statement:

Urbana Neighborhood Connections Center's mission is to aide with maintaining a healthy, compassionate, progressive community where children and families have access to services and supports that empowers successful development. To bring that vision into reality, UNCC provides quality educational, social-emotional, and recreational activities for youth and their families within the context of a safe, structured and nurturing environment.

D. PROGRAM INFORMATION

Please attach additional pages if necessary. If applying for multiple programs, complete this section separately for each program.

Program Name:	Urbana Youth Development Program
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D1. Describe in detail the program to be funded:

Many families whose children receive education in the Urbana School District 116 (USD 116) face serious challenges, including poverty, crime, unemployment, and low educational attainment. According to the 2018-2019 Illinois Report Card, of the 4,566 students enrolled in USD 116, the predominant student characteristics were 31% White, 37% Black, 15% Hispanic, 5% Asian, 1% American Indian, and two or more races 10%. In addition to the 72% Low income, four of the nine schools within the district are identified as Under Performing Schools. 82% of all students in the USD 116 did not meet the Illinois Assessment of Readiness (state achievement test for 3rd -8th grades) expectations in English Language Arts and 84% did not meet expectations in Math.

Urbana Youth Development Program (UYDP) continues to operate as a comprehensive college and career readiness initiative mainly targeting in-school youth who are currently pursuing a high school diploma and need assistance in seeking entry into college and/or the workforce. Designed as a seamless one-stop youth development and transition program, UYDP continues to target youth in need of academic, social-emotional and financial assistance preparation for success beyond high school.

Since Fall 2012, UYDP program youth have benefited from many supplements including: (1) weekly check-ins re: academic status with follow-up referral for tutorials in English, Math, and Science; (2) twice-monthly individual and group mentoring with students attending the University of Illinois, Parkland College and local community alumni from various institutions of higher education; (3) in and out-of-state college tours; and (4) one-to-one assistance with completion of the college application process, which included a parent workshop focused on completion of the federal student aid application facilitated by a representative from the Illinois Student Assistance Commission. In addition to the above college preparation enrichment, participants engaged in monthly digital and community-wide workforce exploration experiences including tours to local professional, para-professional, factories and other employment establishments.

D2. Program is a: New Program Continuation of Existing Program, started: 2012

If continuation of existing program, describe in narrative the quantifiable increase anticipated in service level:

The requested increase of \$5,000.00 will assist with providing funding for the following:

1. \$3,000.00 - Restore 2 program youth participant positions with incentives
2. \$2,000.00 - In and/or out-of-town college and career exploration trips (transportation, meals, bus passes, etc..)

D3. Is there a fee to participate in the program? Yes No

If yes, indicate how much and for what purpose:

D4. Does the program have a waiting list? Yes No

If yes, please identify the number of persons on the waiting list: _____

D5. List other agencies collaborating on this program. Briefly describe the extent of involvement and a point of contact for the agency. Agencies collaborating with one another will be prioritized.

UNCC has successfully established and maintains a very positive partnership with: UNCC has successfully established and maintains a very positive partnership with Urbana High School. UNCC's values the relationship with the district superintendent and other administrators; the building principals, teachers and support staff. In an effort to meet the needs of program participants. UYDP continues to benefit from effective collaboration with Urbana High School as it includes several supports such as: direct contact with classroom teachers, access to academic, behavior and social emotional functioning as related to program participants and the school environment. (Points of Contact: Linda Gibbens/217-384-3600) and /or April Thomas / 217-384-3522).

In addition to Urbana High School, UYDP collaborates with the following in order to achieve effective program outcomes:

1. Parkland College's Office of Admission which assist with on and off-site guidance and supports for students entering Parkland (Points of Contact: Mary K. Smith or Nicholas Sanders)
2. Champaign County Regional Planning - Workforce Innovation and Opportunity Act (Youth Program) which provides primary funding and on-site support to assist program participants with progression toward high school graduation, entry into higher education or into the workforce. (Point of Contact: Lisa Knight / 217-531-)

D6. Please explain how the program serves an unmet need for low-income residents of Urbana.

The requested funds will continue to help build capacity and bring long term benefits to UNCC's overall operation and the individuals we serve by bridging the gap between high school graduation and preparation for a successful transition into adulthood. Urbana students participating in structured community-based services and supports together with school based education will equip program participants with awareness, knowledge and skills that will help them become productive adult citizens with potential for successful functioning whether entering college and/or the workforce.

FY 19-20 funding provided 10 (as committed to in application) Urbana youth the opportunity to participate in 10 months of college and career readiness activities. Activities included on-site and community workshops, college tours, worksite visits, etc. that helped to prepare them for life after high school graduation. Of the 10 youth served via Urbana funding, 9 will graduate in May 2019 and the other 2 will continue into next year program activities.

D7. How does the program differ from similar services offered in the community?

Urbana Youth Development Program is the only community-based college and career readiness program located in the City of Urbana that specifically targets in-school youth (who are currently enrolled in the high school vs. an alternative school setting). UYDP was once again selected as a successful performance college and career readiness program by the local Workforce Development Grants Committee which resulted in our program receiving continued funding during FY 2019-20.

D8. Identify the number of recipients the program has the capacity to serve: 25

• Identify the actual total number of persons currently served: 20

• If the program is serving under 85% capacity, please explain:

• Of the total number served, identify the number of persons from Urbana: 20

• Based on the funding received in FY 19-20 (if funded), how did these funds benefit the total number of persons from Urbana (listed above)?

Grant funds received from our City of Urbana/ Cunningham Township combined with grant funds from WIOA Agency afforded 20- youth the opportunity to benefit from progressive college and career readiness planning and/or workforce preparedness prior to high school graduation. Urbana funding specifically provided 5 (as committed to in the revised application) Urbana youth the opportunity to participate in 10 months of college and career readiness activities. Activities included on-site and community workshops, college tours, worksite visits, etc.. that helped to prepare them for life after high school graduation. Of the 5 youth served via Urbana funding, will graduate in May 2020 and the other 4 are high school freshman and will continue into next year program activities.

D9. Using the table* below, answer the following question:

FAMILY SIZE	EXTREMELY LOW INCOME (30% MFI)	VERY LOW INCOME (50% MFI)	LOW INCOME (60% MFI)	MODERATE INCOME (80% MFI)	100% MFI
1	\$16,700	\$27,850	\$33,400	\$44,550	\$55,700
2	\$19,100	\$31,800	\$38,160	\$50,900	\$63,600
3	\$21,500	\$35,800	\$42,960	\$57,250	\$71,600
4	\$25,750	\$39,750	\$47,850	\$63,600	\$79,750
5	\$30,170	\$42,950	\$51,550	\$68,700	\$85,900
6	\$34,590	\$46,150	\$55,380	\$73,800	\$92,300
7	\$39,010	\$49,300	\$59,160	\$78,900	\$98,600
8	\$43,430	\$52,500	\$63,000	\$84,000	\$105,000

Income amounts subject to Dept. of Housing and Urban Development (HUD) as of 4/24/2019

- How many persons in each category does the program serve? Of those, how many live in Urbana?

(Please provide a specific number, not a range or percentage)

Extremely Low	3	Live in Urbana	3
Very Low	3	Live in Urbana	3
Low Income	11	Live in Urbana	11
Moderate Income	1	Live in Urbana	1
100% MFI	2	Live in Urbana	2

D10. Describe the goal(s) of the program:

Urbana Youth Development Program is committed to achieving the following goal(s) of the UYDP and desired outcomes:

UYDP commits to providing quality supports that will assist each program participant to advance to the next grade level with the overall goal of obtaining a high school diploma and/or GED.

- Placed in entry level Employment/Education that may result in long term success.

UYDP commits to providing quality supports that will assist each program participant to obtain entry into an accredited 2 or 4 year college/university and/or assist participants with obtaining gainful employment.

- Attain Degree or Certification that will allow youth to experience success as an adult.

D11. Explain how the long-term impact of the activity on Clients and/or the Community will be measured:

In addition to tracking data required to predict on time graduation from high school, measurable skills gains will be recorded in the testing provided every quarter for those students who are testing below grade level in reading and math until the student graduates high school or receives a GED.

The college schedules for each semester will be provided to UYDP at exit and the semester after exit providing the 2nd and 4th quarter information needed.

Proof of employment will be provided to UYDP staff for the 2nd and 4th quarter for those student who are not in secondary educational instruction, providing the information needed to prove employment for those students.

D12. Explain the indicators that will be used to measure the impact on the Community or on the lives of persons assisted:

The following indicators will be used to measure the impact of UYDP's supports on the Community or on the lives of persons assisted:

1. Total number of students engaged in and completes the college and/or career planning process through UYDEP
2. Number of participants who attend regularly scheduled program activities
3. Number of students who earn a high school diploma or GED
4. Number of students who enter into either a 2 or 4 year college or enter the workforce.

D13. Does the program meet one or more key service areas? (Please check all that apply.)

- | | |
|---|---|
| <input type="checkbox"/> Supports homeless/housing insecure | <input type="checkbox"/> Assists residents who are food insecure |
| <input type="checkbox"/> Creates paths to employment | <input type="checkbox"/> Fills gaps in existing services |
| <input checked="" type="checkbox"/> Reduces violence, harm, and discrimination against vulnerable populations | <input checked="" type="checkbox"/> Provides tangible benefits to low-income residents and vulnerable populations |
| <input checked="" type="checkbox"/> Supports youth safety and wellbeing | <input type="checkbox"/> Prioritizes services needed by township participants |
| <input type="checkbox"/> Supports residents re-entering from jail or prison | |

D14. Will this funding help build capacity for the program and promote a long-term benefit in the organization, i.e. can it be leveraged to get other grant funds? If so, include the name of the grantor and the award (or anticipated) amount.

The requested funds will continue to help build capacity and bring long term benefits to UNCC's overall operation and the individuals we serve by bridging the gap between high school graduation and preparation for a successful transition into adulthood. Urbana students participating in structured community-based services and supports together with school based education will equip program participants with awareness, knowledge and skills that will help them become productive adult citizens. with potential for successful functioning whether entering college and/or the workforce.

UYDP was once again selected as a successful performance college and career readiness program by the local Workforce Development Grants Committee which resulted in our program receiving an increase in funding from \$45,000 to \$54,000 during for the past two years. Grant funds received from our City of Urbana combined with grant funds from WIOA Agency affords 20 youth the opportunity to benefit from progressive college and career readiness planning prior to high school graduation.

E. PROGRAM BUDGETARY INFORMATION

Please attach additional pages if necessary. If applying for multiple programs, complete this section separately for each program.

Program Name:	Urbana Youth Development
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E1. **Attach** a preliminary program budget. List the total expenses and income (including those funds still awaiting a response) that will be required to operate the program. **Include** a narrative on how the expenses are related to project delivery.

See attached preliminary program budget.

E2. Full funding is not guaranteed for the requested amount. Please explain how the proposal and anticipated outcomes would change at the following level:

Funded at 75% of request:

If funded at 75% of the requested amount, the UYDP will decrease expenses in the areas of supplies and community exposure activities.

E3. List the name of all funding sources and amount received for the Program for each fiscal year listed; include all government funding from Federal, State, County, and other Cities, as well as funds raised through fundraising activities.

Previously Received Funding Sources & Fundraising Activities	Amount Received	
	FY 18-19	FY 19-20
City of Urbana / Cunningham Township	\$16,000.00	\$ 7,000.00
Champaign County Regional Planning / Workforce Innovation Opportunity Act	\$54,000.00	\$54,000.00
Total Revenue Sources	\$70,000.00	\$61,000.00

E4. List the name of the funding source and the requested amount for next fiscal year (FY 20-21) for the program. Enter the type of funding received from funding source: Cash (C), In-kind (I), or Grant (G). Enter the status of the funding commitment by entering the appropriate option from the following list of choices: Funding Secured (FS), Awaiting Final

Funding Sources & Fundraising Activities	Requested Amount	Type	Commitment Status	Fundraising Dates & Amount Raised
Requested from City of Urbana / Cunningham Township	\$15,000.00	G	SU	
Champaign County Regional Planning / Workforce Innovation Opportunity Act	\$54,000.00	G	SU	
Total Anticipated for FY 20-21	\$69,000.00			

Approval (AFA), Awaiting Response (AR), or Status Unknown (SU).

**Urbana Youth Development
PROGRAM BUDGET**

LINE ITEM / TYPE OF EXPENDITURE	TOTAL BUDGET	JUSTIFICATION
Salaries & Wages	\$15,000.00	Salaries and taxes for 4 staff
<i>Executive Director (List full salary)</i>		Administrative, supervisory, direct service duties related to agency operations
<i>CFO/Finance Director (List full salary)</i>	\$1000	Quickbook and other daily, monthly and quarterly financial tasks related to operation of overall agency operations.
<i>Program Director (For this program)</i>	\$6,500	Administrative, supervisory, direct service duties related to the UYDP operations
<i>Other Program Staff</i>	\$9,000	Direct service and support with UYPD program participants
<i>Fringe Benefits (Related to Program Staff)</i>		Required by state and federal guidelines
Supplies/quarterly incentives	\$25,740.00	Books, paper, pens, laptops, quarterly financial incentives etc...
Postage	\$100.00	Stamps and other mailing fees
Publications/Printing	\$150.00	Program literature, letters to parents, correspondence to school/community
Transportation	\$9,500.00	In and out of state college tours, bus passes, local visits to workforce facilities
Other (specify):	\$2000.00	Food, recognition program
Rent	0	
Equipment	0	
Utilities	0	
Telephone	0	
Maintenance/Repair	0	
Insurance	0	
TOTAL PROGRAM BUDGET:	\$69,000.00	

URBANA NEIGHBORHOOD CONNECTIONS CENTER

1401 East Main Street
Urbana, IL 61802
(217) 954-1749
info@urbanaconnectionscenter.org

UNCC Board of Directors *As of 01/01/2020*

Dr. Francis Ihejirika - *President*
CEO & Founder, Director of PASS Program
2302 Moreland Blvd, Champaign, IL 61822
(217) 378-8018
fihejirika@passprogram.net
December 2018

Otis Williams - *Vice President*
Associate Director of Minority Student Affairs
(retired)
University Of Illinois at Urbana - Champaign
2302 Nugent Circle
Urbana, IL 61802
(217) 337-6959, (217)418-8927
ogwillia@illinois.edu, ogwillia@gmail.com
December 2020

Michael Jeffries - *Treasurer*
Associate Dean of Student & Director of
Minority Student Affairs (retired)
University Of Illinois at Urbana-Champaign
4803 Sandcherry Dr.
Champaign, IL 61822
(217) 398-2109
mjeffrie@illinois.edu
December 2018

Donna Tanner-Harold - *Member*
Professor/Parkland College
115 East Holmes
Urbana, IL 61801
(217) 351-2429
dtanner@parkland.edu
December 2019

Tracee Palmer - *Member*
Chief Clerk
University of Illinois at Urbana-Champaign
Department of African American Studies
(217) 693-7844 / (217) 550-8005
tpalmer@illinois.edu
December 2020

Laurel Prussing - *Member*
2106 Grange Drive
Urbana, IL 61801
(217) 344-5078
laurelprussing@att.net
December 2020

Urbana Neighborhood Connections Center (UNCC)

Fiscal 2020 Budget

Item	Acct	Budget	Actual	Var	Balance
Income:					
Unrestricted Funds					
	40001:				
United Way, CFC Contributions	42,000	14,282		0%	14,282
Community Donations	42,500	41,567		0%	41,567
Membership Fees	43,000	25,848		0%	25,848
Special Events	44,000	500		0%	500
Total 40001- Unrestricted Funds	-	\$ 82,197	\$ -	0%	\$ 82,197
City of Urbana Grant	40,010	23,730		0%	23,730
United Way Grant	40,020	43,671		0%	43,671
Mental Helath Grant	40,030	20,213		0%	20,213
Community Coalition	40,035	5,250		0%	5,250
Community Foundation of ECI	40,040	12,810		0%	12,810
Vyuha Inc	40,045	2,625		0%	2,625
WIA Grant	40,050	36,049		0%	36,049
Umana School District 116	40,060	10,500		0%	10,500
The Prodential Foundation	40,065	5,250		0%	5,250
Teen Reach Grant	40,071	115,811		0%	115,811
State of Illinois Commercial	40,080	51,818		0%	51,818
Center Rental Income	41,000	1,307		0%	1,307
Reimbursement Income	41,010	1,378		0%	1,378
Restricted Income	-	330,410			330,410
Total Income	-	\$ 412,607	\$ -	0%	\$ 412,607
Expenses:					
Postage & Mailing	60,020	133		0%	133
DHS Discretionary	60,032	3,868		0%	3,868
Snacks and meals PGM	60,040	27,345		0%	27,345
Entertainment & Recreation Program	60,050	3,763		0%	3,763
Scholarships	60,065	2,600		0%	2,600
Hotel Accommodations	60,080	110		0%	110
UC2B - Salaries	61,005	7,888		0%	7,888
Salaries - PGM	61,010	9,146		0%	9,146
ICHF Hope - Salaries	61,011	6,124		0%	6,124
TEEN REACH - Perosnnel Salary	61,012	71,620		0%	71,620
United Way - Payroll	61,013	11,233		0%	11,233
Mental Health Board - Payroll	61,014	260		0%	260
C/U YDEP - Payroll	61,015	8,338		0%	8,338
C/U CSC- Payroll	61,016	88,819		0%	88,819
CFECI - Payroll	61,017	7,108		0%	7,108
Satate of Illinois Comm - Payroll	61,018	25,065		0%	25,065
Payroll Taxes - PGM	61,020	4,282		0%	4,282
Fringe Benefits - Hope Challenge	61,021	2,943		0%	2,943
TEEN REACH - Fringe Benefits	61,022	9,320		0%	9,320
Mental Health Board - Fringe Benefits	61,024	66		0%	66

Urbana Neighborhood Connections Center (UNCC)

Fiscal 2020 Budget

Item	Acct .	Budget	Actual	Var	Balance
Unrestricted Family/Comm Asst	61,029	431		0%	431
TEEN REACH - Contractual Service	61,032	2,338		0%	2,338
C/U CSC- Supplies	61,036	68		0%	68
UC2B - Equipment/Supplies	61,037	983		0%	983
State of Illinois Comm - Food	61,038	178		0%	178
Community Coalition	61,039	2,964		0%	2,964
C/U YDEP - Incentyives/Student	61,045	12,602		0%	12,602
Service Charge	61,050	2,930		0%	2,930
Operations & Service	61,060	41,590		0%	41,590
WIOA - Student Incentives	61,070	12,388		0%	12,388
Center Supplies	62,000	5,926		0%	5,926
Teen REACH - Supplies	62,002	313		0%	313
Utilities - PGM	62,010	11,669		0%	11,669
TEEN REACH - Occupancy	62,012	1,897		0%	1,897
TEEN REACH -Telecommunications	62,022	312		0%	312
Janitorial Supplies & Services	62,040	43		0%	43
Facilities and Equipment - PGM	62,050	276		0%	276
City of Urbana UYDEF	62,070	1,944		0%	1,944
Center Vehicle Fuel - PGM	63,010	1,623		0%	1,623
Center Bus Exopense	63,011	448		0%	448
Center Van Expense	63,012	2,084		0%	2,084
Bus Service	63,020	1,099		0%	1,099
Advertising Expenses	64,010	192		0%	192
Other or Misc Costs - Teen	67,012	1,519		0%	1,519
Insurance Expense	68,000	7,747		0%	7,747
Business Expensess - M&A	70,010	42		0%	42
Reimbursement Income	70,040	1,979		0%	1,979
Total Expenses	-	\$ 405,614	\$ -	0%	\$ 405,614
Net Income	-	\$ 6,993			\$ 6,993

Urbana Neighborhood Connections Center (UNCC)
1401 E. Main Street
Urbana, Illinois

1 of 1
2/27/2020

Preliminary Agency Budget - Fiscal 2021

Income:	Amount (\$)
Community Donations	\$ 43,646
Grants	\$ 361,926
Membership Fees	\$ 27,140
Special Events	\$ 525
Total Income	\$ 433,237
Expenses:	
Salaries & Wages	\$ 245,025
Fringe Benefits	\$ 17,275
Program Expenses	\$ 125,790
Contractual Services	\$ 2,431
Equipment	\$ 287
Insurance	\$ 8,057
Marketing & Communications	\$ 525
Supplies, Postage, Mailings	\$ 7,764
Utilities, Network Services	\$ 12,136
Other	\$ 2,549
Total Expenses	\$ 421,838
Net Income	\$ 11,399

pow://
2/27/2020

Janice Mitchell
Executive Director

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **AUG 10 2010**

URBANA NEIGHBORHOOD CONNECTIONS
CENTER
111 SOUTH DODSON DR
URBANA, IL 61802

Employer Identification Number:
27-1136885
DLN:
17053147302020
Contact Person:
THOMAS C KOESTER ID# 31116
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170 (b) (1) (A) (vi)
Form 990 Required:
Yes
Effective Date of Exemption:
September 24, 2009
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

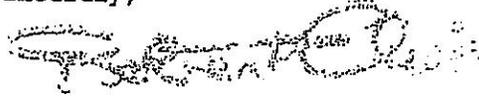
Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

URBANA NEIGHBORHOOD CONNECTIONS

Sincerely,

A handwritten signature in dark ink, appearing to read "Robert Choi", with a circular flourish at the end.

Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)

Verify that all of your Illinois Sales Tax Exemption Certificate information is correct

If not, contact us immediately.

Do not discard - your Illinois Sales Tax Exemption Certificate is an important tax document that authorizes you to purchase tangible personal property for use or consumption tax-free.

Illinois Sales Tax Exemption Certificate

URBANA NEIGHBORHOOD CONNECTIONS CENTER
UNCCC
1401 E MAIN ST
URBANA IL 61802-2833

Sales Tax Exemption Certificate

Issue date: 02/16/2016
Expiration date: 03/01/2021

Sales Tax Exemption (E99000565)

This entity is authorized under the Retailers' Occupation Tax Act to purchase tangible personal property for use or consumption tax-free.


Director
DEPARTMENT OF REVENUE

For Office Use Only

PMT #	_____
AMT	_____
INIT	_____

ILLINOIS CHARITABLE ORGANIZATION ANNUAL REPORT

Attorney General LISA MADIGAN State of Illinois
 Charitable Trust Bureau, 100 West Randolph
 11th Floor, Chicago, Illinois 60601

COPY Form AG990-IL
 Revised 3/05

CO # 01059193

Report for the Fiscal Period:

Beginning 01/01/2018

& Ending 12/31/2018
MO DAY YR

Check all items attached:

- Copy of IRS Return
- Audited Financial Statements
- Copy of Form IFC
- \$15.00 Annual Report Filing Fee
- \$100.00 Late Report Filing Fee

Make Checks Payable to the Illinois Charity Bureau Fund

MO DAY YR

Federal ID # 27-1136885

Are contributions to the organization tax deductible?

Yes No

Date Organization was created:

LEGAL NAME Urbana Neighborhood Connections Center	Year-end amounts	
MAIL ADDRESS 1401 E Main Street	A) ASSETS	A) \$ 125,803.
CITY, STATE Urbana, IL	B) LIABILITIES	B) \$ 13,910.
ZIP CODE 61802	C) NET ASSETS	C) \$ 111,893.
I. SUMMARY OF ALL REVENUE ITEMS DURING THE YEAR:	PERCENTAGE	AMOUNT
D) PUBLIC SUPPORT, CONTRIBUTIONS & PROGRAM SERVICE REV. (GROSS AMTS.)	21.278%	D) \$ 89,582.
E) GOVERNMENT GRANTS & MEMBERSHIP DUES	77.895%	E) \$ 327,941.
F) OTHER REVENUES	0.827%	F) \$ 3,481.
G) TOTAL REVENUE, INCOME AND CONTRIBUTIONS RECEIVED (ADD D, E, & F)	100%	G) \$ 421,004.
II. SUMMARY OF ALL EXPENDITURES DURING THE YEAR:		
H) OPERATING CHARITABLE PROGRAM EXPENSE	82.718%	H) \$ 325,075.
I) EDUCATION PROGRAM SERVICE EXPENSE	%	I) \$
J) TOTAL CHARITABLE PROGRAM SERVICE EXPENSE (ADD H & I)	82.718%	J) \$ 325,075.
J1) JOINT COSTS ALLOCATED TO PROGRAM SERVICES (INCLUDED IN J):		\$
K) GRANTS TO OTHER CHARITABLE ORGANIZATIONS	6.706%	K) \$ 26,353.
L) TOTAL CHARITABLE PROGRAM SERVICE EXPENDITURE (ADD J & K)	89.424%	L) \$ 351,428.
M) MANAGEMENT AND GENERAL EXPENSE	10.576%	M) \$ 41,564.
N) FUNDRAISING EXPENSE	%	N) \$
O) TOTAL EXPENDITURES THIS PERIOD (ADD L, M, & N)	100%	O) \$ 392,992.
III. SUMMARY OF ALL PAID FUNDRAISER AND CONSULTANT ACTIVITIES: (Attach Attorney General Report of Individual Fundraising Campaign- Form IFC. One for each PFR.)		
PROFESSIONAL FUNDRAISERS:		
P) TOTAL AMOUNT RAISED BY PAID PROFESSIONAL FUNDRAISERS	100%	P) \$ 0.
Q) TOTAL FUNDRAISERS FEES AND EXPENSES	%	Q) \$
R) NET RECEIVED BY THE CHARITY (P MINUS Q=R)	%	R) \$
PROFESSIONAL FUNDRAISING CONSULTANTS:		
S) TOTAL AMOUNT PAID TO PROFESSIONAL FUNDRAISING CONSULTANTS		S) \$ 0.
IV. COMPENSATION TO THE (3) HIGHEST PAID PERSONS DURING THE YEAR:		
T) NAME, TITLE: Janice Mitchell		T) \$ 30,350.
U) NAME, TITLE: Dawn Sallee		U) \$ 10,789.
V) NAME, TITLE: Danny Mitchell		V) \$ 13,525.
V. CHARITABLE PROGRAM DESCRIPTION: CHARITABLE PROGRAM (3 HIGHEST BY \$ EXPENDED) CODE CATEGORIES	List on back side of Instructions	CODE
W) DESCRIPTION: Youth	W) #	040
X) DESCRIPTION:	X) #	
Y) DESCRIPTION:	Y) #	

688091 04-01-18

IF THE ANSWER TO ANY OF THE FOLLOWING IS YES, ATTACH A DETAILED EXPLANATION:

		YES	NO
1.	WAS THE ORGANIZATION THE SUBJECT OF ANY COURT ACTION, FINE, PENALTY OR JUDGMENT?		X
2.	HAS THE ORGANIZATION OR A CURRENT DIRECTOR, TRUSTEE, OFFICER OR EMPLOYEE THEREOF, EVER BEEN CONVICTED BY ANY COURT OF ANY MISDEMEANOR INVOLVING THE MISUSE OR MISAPPROPRIATION OF FUNDS OR ANY FELONY?		X
3.	DID THE ORGANIZATION MAKE A GRANT AWARD OR CONTRIBUTION TO ANY ORGANIZATION IN WHICH ANY OF ITS OFFICERS, DIRECTORS OR TRUSTEES OWNS AN INTEREST; OR WAS IT A PARTY TO ANY TRANSACTION IN WHICH ANY OF ITS OFFICERS, DIRECTORS OR TRUSTEES HAS A MATERIAL FINANCIAL INTEREST; OR DID ANY OFFICER, DIRECTOR OR TRUSTEE RECEIVE ANYTHING OF VALUE NOT REPORTED AS COMPENSATION?		X
4.	HAS THE ORGANIZATION INVESTED IN ANY CORPORATE STOCK IN WHICH ANY OFFICER, DIRECTOR OR TRUSTEE OWNS MORE THAN 10% OF THE OUTSTANDING SHARES?		X
5.	IS ANY PROPERTY OF THE ORGANIZATION HELD IN THE NAME OF OR COMMINGLED WITH THE PROPERTY OF ANY OTHER PERSON OR ORGANIZATION?		X
6.	DID THE ORGANIZATION USE THE SERVICES OF A PROFESSIONAL FUNDRAISER? (ATTACH FORM IFC)		X
7a.	DID THE ORGANIZATION ALLOCATE THE COST OF ANY SOLICITATION, MAILING, ADVERTISEMENT OR LITERATURE COSTS BETWEEN PROGRAM SERVICE AND FUNDRAISING EXPENSES?		X
7b.	IF "YES", ENTER (i) THE AGGREGATE AMOUNT OF THESE JOINT COSTS \$ _____; (ii) THE AMOUNT ALLOCATED TO PROGRAM SERVICES \$ _____; (iii) THE AMOUNT ALLOCATED TO MANAGEMENT AND GENERAL \$ _____; AND (iv) THE AMOUNT ALLOCATED TO FUNDRAISING \$ _____		
8.	DID THE ORGANIZATION EXPEND ITS RESTRICTED FUNDS FOR PURPOSES OTHER THAN RESTRICTED PURPOSES?		X
9.	HAS THE ORGANIZATION EVER BEEN REFUSED REGISTRATION OR HAD ITS REGISTRATION OR TAX EXEMPTION SUSPENDED OR REVOKED BY ANY GOVERNMENTAL AGENCY?		X
10.	WAS THERE OR DO YOU HAVE ANY KNOWLEDGE OF ANY KICKBACK, BRIBE, OR ANY THEFT, DEFALCATION, MISAPPROPRIATION, COMMINGLING OR MISUSE OF ORGANIZATIONAL FUNDS?		X
11.	LIST THE NAME AND ADDRESS OF THE FINANCIAL INSTITUTIONS WHERE THE ORGANIZATION MAINTAINS ITS THREE LARGEST ACCOUNTS: <u>Busey Bank 100 W University Ave Champaign IL 61820</u>		
12.	NAME AND TELEPHONE NUMBER OF CONTACT PERSON: <u>The Organization - 217-954-1749</u>		

ALL ATTACHMENTS MUST ACCOMPANY THIS REPORT - SEE INSTRUCTIONS

UNDER PENALTY OF PERJURY, I (WE) THE UNDERSIGNED DECLARE AND CERTIFY THAT I (WE) HAVE EXAMINED THIS ANNUAL REPORT AND THE ATTACHED DOCUMENTS, INCLUDING ALL THE SCHEDULES AND STATEMENTS AND THE FACTS THEREIN STATED ARE TRUE AND COMPLETE AND FILED WITH THE ILLINOIS ATTORNEY GENERAL FOR THE PURPOSE OF HAVING THE PEOPLE OF THE STATE OF ILLINOIS RELY THEREUPON. I HEREBY FURTHER AUTHORIZE AND AGREE TO SUBMIT MYSELF AND THE REGISTRANT HEREBY TO THE JURISDICTION OF THE STATE OF ILLINOIS.

BE SURE TO INCLUDE ALL FEES DUE:

- 1.) REPORTS ARE DUE WITHIN SIX MONTHS OF YOUR FISCAL YEAR END.
- 2.) FOR FEES DUE SEE INSTRUCTIONS.
- 3.) REPORTS THAT ARE LATE OR INCOMPLETE ARE SUBJECT TO A \$100.00 PENALTY.

Janice Mitchell

PRESIDENT or TRUSTEE (PRINT NAME)

SIGNATURE

DATE

TREASURER or TRUSTEE (PRINT NAME)

SIGNATURE

DATE

Allen K Murphy CPA

PREPARER (PRINT NAME)

SIGNATURE

DATE



To all to whom these Presents Shall Come, Greeting:

I, Jesse White, Secretary of State of the State of Illinois, do hereby certify that I am the keeper of the records of the Department of Business Services. I certify that

URBANA NEIGHBORHOOD CONNECTIONS CENTER, A DOMESTIC CORPORATION, INCORPORATED UNDER THE LAWS OF THIS STATE ON SEPTEMBER 24, 2009, APPEARS TO HAVE COMPLIED WITH ALL THE PROVISIONS OF THE GENERAL NOT FOR PROFIT CORPORATION ACT OF THIS STATE, AND AS OF THIS DATE, IS IN GOOD STANDING AS A DOMESTIC CORPORATION IN THE STATE OF ILLINOIS.

In Testimony Whereof, I hereto set my hand and cause to be affixed the Great Seal of the State of Illinois, this 27TH day of FEBRUARY A.D. 2020 .



Authentication #: 2005802088 verifiable until 02/27/2021
Authenticate at: <http://www.cyberdriveillinois.com>

Jesse White

SECRETARY OF STATE

URBANA NEIGHBORHOOD CONNECTIONS CENTER

**FINANCIAL STATEMENTS
INDEPENDENT AUDITOR'S REPORT**

DECEMBER 31, 2018

URBANA NEIGHBORHOOD CONNECTIONS CENTER

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Statement of Functional Expenses for the Year Ended December 31, 2018	4
Statement of Cash Flows for the Year Ended December 31, 2018.....	5
Notes to the Financial Statements.....	6

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Urbana Neighborhood Connections Center
Urbana, Illinois

We have audited the accompanying financial statements of Urbana Neighborhood Connections Center (the "Center"), a nonprofit organization, which comprise the statement of financial position as of December 31, 2018 and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements: Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility: Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion: In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Center as of December 31, 2018 and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Murphy & Associates CPAs LLC

August 21, 2019

URBANA NEIGHBORHOOD CONNECTIONS CENTER

**STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2018**

ASSETS	
CURRENT ASSETS	
Cash and cash equivalents	\$ 66,892
Grants receivable	36,126
Prepaid expense	1,353
Total current assets	104,371
PROPERTY AND EQUIPMENT, net	21,432
Total assets	<u>\$ 125,803</u>
LIABILITIES AND NET ASSETS	
CURRENT LIABILITIES	
Accounts payable	\$ 9,587
Accrued payroll taxes	3,475
Accrued wages	848
Operating line of credit	-
Total current liabilities	13,910
NET ASSETS	
With donor restrictions	20,000
Without donor restrictions	91,893
Total net assets	111,893
Total liabilities and net assets	<u>\$ 125,803</u>

The accompanying notes are an integral part of these financial statements.

URBANA NEIGHBORHOOD CONNECTIONS CENTER

**STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2018**

	Net Assets Without Donor Imposed Restrictions	Net Assets With Donor Imposed Restrictions	Total
PUBLIC SUPPORT AND REVENUES			
Grant revenue	\$ 363,750	\$ 20,000	\$ 383,750
Donated occupancy costs	66,000	-	66,000
Membership fees	18,951	-	18,951
Donations	14,355	-	14,355
Rental income	2,195	-	2,195
Special events	465	-	465
Other income	1,288	-	1,288
Net assets released from restrictions	-	-	-
	<u>467,004</u>	<u>20,000</u>	<u>487,004</u>
EXPENSES			
Program services	417,428	-	417,428
Supporting services			
Management and general	41,564	-	41,564
Total expenses	<u>458,992</u>	<u>-</u>	<u>458,992</u>
Change in net assets	<u>8,012</u>	<u>20,000</u>	<u>28,012</u>
NET ASSETS			
Beginning of year, as previously stated	63,761	-	63,761
Prior period adjustment	20,120	-	20,120
Net assets, beginning of year as restated	<u>83,881</u>	<u>-</u>	<u>83,881</u>
Net assets, end of year	<u>\$ 91,893</u>	<u>\$ 20,000</u>	<u>\$ 111,893</u>

The accompanying notes are an integral part of these financial statements.

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URBANA NEIGHBORHOOD CONNECTIONS CENTER

**STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2018**

	Program Service	Supporting Services Management & General	Total
Wages	\$ 169,900	\$ 22,763	\$ 192,663
Payroll taxes and benefits	12,832	1,741	14,573
Student incentives	25,853	-	25,853
Snacks and meals	30,537	-	30,537
Occupancy	86,075	-	86,075
Contractual services	38,993	-	38,993
Bus service	6,282	-	6,282
Other supplies	17,305	35	17,340
College tours	6,981	-	6,981
Entertainment and recreation	4,146	-	4,146
Phone, cable, and internet	4,170	-	4,170
Depreciation	5,582	-	5,582
Scholarships	500	-	500
Professional fees	-	12,860	12,860
Insurance	5,047	303	5,350
Advertising	597	-	597
Bank service charges	-	298	298
Other expenses	2,628	3,564	6,192
Total expenses	<u>\$ 417,428</u>	<u>\$ 41,564</u>	<u>\$ 458,992</u>

The accompanying notes are an integral part of these financial statements.

URBANA NEIGHORHOOD CONNECTIONS CENTER

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2018**

CASH FLOWS FROM OPERATING ACTIVITIES

Change in net assets	\$ 28,012
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Depreciation expense	5,582
Decrease (increase) in operating assets:	
Grants receivable	2,184
Prepaid expense	1,038
Increase (decrease) in operating liabilities	
Accounts payable	8,107
Accrued payroll taxes	(2,122)
Accrued wages	(4,241)
Net cash provided by operating activities	<u>38,560</u>
CASH AND CASH EQUIVALENTS, beginning of year	<u>28,332</u>
Cash and cash equivalents, end of year	<u>\$ 66,892</u>

The accompanying notes are an integral part of these financial statements.

URBANA NEIGHBORHOOD CONNECTIONS CENTER

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2018

1. SUMMARY OF OPERATIONS AND SIGNIFICANT ACCOUNTING POLICIES

Summary of Operations - The Urbana Neighborhood Connections Center (the "Center"), is a nonprofit organization, incorporated under the laws of the State of Illinois and operates primarily in Urbana, Illinois. The Center provides quality education, social emotional, spiritual, and recreational enrichments to youth and their families within the context of a safe, structured, and nurturing environment. The Center has transformed an unused portion of a warehouse into a viable human service facility where the principle office and place of programs are held.

The Center is funded through grants from the State of Illinois and local entities, contributions from individuals and companies, and membership fees from participating children.

Significant Accounting Policies:

New Accounting Pronouncements - During the year ended December 31, 2018, the Center adopted Financial Accounting Boards Standards Update No. 2016-14 - *Not-for-Profit Entities (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities*. This update addresses the complexity and understandability of net asset classification, deficiencies in information about liquidity and availability of resources, and the lack of consistency between not-for-profit entities in the type of information provided about expenses and investment return. A key change required by ASU 2016-14 is the net asset classes used in financial statements. Amounts previously reported as unrestricted net assets are now reported as net assets without donor restrictions and amounts previously reported as temporarily restricted net assets and permanently restricted net assets are now reported as net assets with donor restrictions.

Basis of Accounting - The financial statements of the Urbana Neighborhood Connections Center have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America.

Net Assets - The Center reports information regarding its financial position and activities according to two classes of net assets: 1) net assets with donor-imposed restrictions and 2) net assets without donor-imposed restrictions.

- Net assets without donor restrictions are net assets that generally result for revenues generated by receiving contributions that have no donor restrictions or providing services, less expenses incurred in providing program related services, raising contributions, and performing administrative functions.
- Net assets with donor imposed restrictions are net assets that result from gifts of cash and other assets that are received with donor stipulations that limit the use of the donated assets, either temporarily or permanently, until the donor restriction expires, that is until the stipulated time restriction ends or the purpose of the restriction is accomplished, the net assets are restricted.

Estimates - The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures at the date of the financial statements. These estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent liabilities, and the reported revenue and expenses. Actual results could differ from those estimates.

URBANA NEIGHBORHOOD CONNECTIONS CENTER

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2018

Income Taxes - The Center is a nonprofit organization exempt from Federal and State income taxes under Internal Revenue Code Section 501(c)(3) and similar provisions of state law. In addition, the Center is not a private foundation as defined in Section 509(a)(1) and Section 170(b) of the Internal Revenue Code.

The Center's Form 990, Return of Organization Exempt from Income Tax, remains subject to audit by the Internal Revenue Service for three years after filing. At December 31, 2018, the returns for the years ended December 31, 2015, 2016, 2017, and 2018 remain open.

The Center follows the statutory requirements for its income tax accounting and generally avoids risks associated with potentially problematic tax positions that may be challenged upon examination. Management believes any liability resulting from taxing authorities imposing additional income taxes from activities deemed to be unrelated to the Center's tax-exempt status would not have a material effect on the Center's financial statements.

Cash and Cash Equivalents - The Center considers cash in operating bank accounts, certificates of deposit, and all highly liquid instruments (including money market funds) with maturities of three months or less when purchased as cash and cash equivalents.

Prepaid Expenses - Prepaid expenses such as insurance or service contracts are deferred and expensed over the term in which the services are received.

Property and Equipment - Purchased property and equipment is stated at cost. Donated property is stated at estimated fair value at the time the donation is received. Acquisition of property and equipment in excess of \$1,000 is capitalized. Restrictions, if any, expire when the asset is placed in service. Maintenance and repairs, including major repairs, are charged to operations when incurred.

Depreciation is provided on a straight-line basis over five years for kitchen equipment and seven years for vehicles.

Donated Services - Donated services are recognized as contributions if the services create or enhance nonfinancial assets (for example property and equipment) or a) would typically need to be purchased by the Center if the services had not been provided by contribution, b) require specialized skills, and c) are provided by individuals with those skills (such as accounting, financial, construction, educational, legal, medical, electrical and other such services provided by accountants, investment advisors, contractors, teachers, electricians, lawyers, doctors, and other professionals and craft-people).

Volunteers also provide time and perform a variety of duties throughout the year that are not recognized as contributions in the financial statements since the recognition criteria were not met.

Contributed Supplies and Goods - Donated goods are reported as contribution revenue and expenses at estimated cost or fair market value. For the year ended December 31, 2018 contributed supplies and goods were insignificant and therefore not recorded.

URBANA NEIGHBORHOOD CONNECTIONS CENTER

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2018**

Grant Revenue - The Center recognizes grant revenue, up to the associated grant ceiling, either on a prorated basis over the service period of the grant or to the extent of expenses incurred. The excess of monies received over expenses incurred or pro-rata service period is accounted for as deferred revenue. The excess of expenses incurred or pro-rata service period over monies received is accounted for as grants receivable to the extent that additional revenue has been awarded and will be paid.

Grant funds received with only general restrictions and public donations are considered to be available for unrestricted use unless specifically restricted by the donor. When such restrictions exist, the revenue is recorded with temporarily restricted revenue until the restrictions are met. Revenue received with temporary restrictions that are met in the same reporting period is reported as unrestricted support and increases unrestricted net assets.

Expense Allocation - The costs of providing various activities have been summarized on a functional basis in the Statement of Functional Expenses. Program expenses include the costs incurred providing services to youth and their families. Fundraising expenses relate to activities conducted to increase donation income or events whose primary purpose is fundraising. Management and general expenses include those expenses that are not directly identifiable with any program specific function but provide for the overall support and direction of the Center. Certain costs have been allocated between the program and supporting services benefitted.

Advertising - All advertising costs are expensed as incurred.

2. CONCENTRATIONS OF CREDIT RISK

Financial instruments that potentially subject the Center to credit risk consist principally of cash and cash equivalents on deposit at financial institutions. At December 31, 2018 the Center had deposits at one financial institution located in Urbana, Illinois totaling \$28,332. The bank balances were insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000 per financial institution. At December 31, 2018 the bank balances were fully insured.

3. GRANTS RECEIVABLE

At December 31, 2018 grants receivable consist of the following:

Illinois Department of Human Services - Teen Reach Grant	\$ 26,517
Champaign County Mental Health-Community Study Center	1,625
Champaign County Regional Planning Commission - WIA Grant	<u>7,984</u>
Total grants receivable	<u>\$ 36,126</u>

URBANA NEIGHBORHOOD CONNECTIONS CENTER

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2018**

4. PROPERTY AND EQUIPMENT

At December 31, 2018 property and equipment consist of the following:

Kitchen equipment	\$ 11,227
Vehicles	23,350
	<hr/>
Total property and equipment	34,577
Less accumulated depreciation	(13,145)
	<hr/>
Property and equipment, net	<u>\$ 21,432</u>

Depreciation expense for the years ended December 31, 2018 was \$5,582.

5. LINE OF CREDIT

The Center has an operating line of credit with Busey Bank. The available borrowing limit is \$25,000 which expires on March 29, 2019. There were no outstanding borrowings on the line at December 31, 2018.

6. NET ASSETS WITH DONOR RESTRICTIONS

At December 31, 2018, the \$20,000 of net assets with donor restrictions consists of support required to be used to purchase buses.

7. RESTATEMENT OF PRIOR YEAR NET ASSETS

During the year ended December 31, 2018, it was discovered that grants receivable had been understated by \$20,120 at December 31, 2017. This correction results in an increase in grant revenue and grants receivable at December 31, 2017, in the amount of \$20,120.

8. DONATED OCCUPANCY COSTS

Donated occupancy costs are recorded as revenue and expense on the Statement of Activities at fair market value. The Center received donated building space from the Housing Authority of Champaign County. For the year ended December 31, 2018 the estimated fair rental value of the space was \$66,000. The donated space is utilized for essentially all program activities.

9. DISCLOSURE OF CASH FLOW INFORMATION

The Center did not pay any income taxes or interest during the years ended December 31, 2018.

URBANA NEIGHBORHOOD CONNECTIONS CENTER

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2018**

10. LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

The Center's primary sources of support are grants from various state agencies, local governments, and non-profit organizations. Most of these grants are restricted to use for a specific program of the Center. The Center also receives unrestricted support from United Way contributions and other community donations.

To assist in meeting its liquidity needs the Center maintains an operating line of credit in the amount of \$25,000 at a local bank.

Following is an analysis of financial assets available to meet cash needs for expenditures within one year:

Cash and cash equivalents	\$ 66,892
Grants receivable	36,126
Prepaid expense	<u>1,353</u>
Total financial assets	104,371
Contractual or donor-imposed restrictions:	
Financial assets restricted to purchase of buses	<u>(20,000)</u>
Financial assets available to meet cash needs for expenditures within one year	<u>\$ 84,371</u>

11. SUBSEQUENT EVENTS

Management has evaluated subsequent events through August 21, 2019, the date the financial statements were available to be issued.
