

Albany County and City of Laramie Community Partner Organization Funding Request Application FY2027

ALL APPLICATIONS ARE DUE ON OR BEFORE 5:00 P.M. ON WEDNESDAY, MARCH 11TH 2026 AND WILL ONLY BE CONSIDERED IF ALL PREVIOUS FINAL REPORTS HAVE BEEN COMPLETED.

The City of Laramie and Albany County provide funding to local community partner organizations through their annual budget making processes. Organizations receiving these funds do not operate within the formal structure of city or county governments but may utilize support from these governments to achieve their missions or fund special projects. Community partner organizations generally have a strong presence within the community and provide vital services, products, or activities that serve to improve the community in a variety of ways. Only non-profit/not-for-profit entities are eligible to apply for funding. For-profit entities are ineligible.

Historically, organizations requesting funding fall within the following three categories:

Recreational/Arts and Culture: These organizations exist to promote, sustain, and develop recreational, cultural, and leisure activities within the community. These organizations may also sponsor educational and community events and celebrations designed to encourage a diverse cultural and active lifestyle while promoting a strong sense of community.

Social Services: The primary objective of these organizations is to support or engage in activities designed to enhance the wellbeing of individuals and families within the community. These organizations provide a variety of services that focus on basic human needs, access to programs and services designed to maintain human dignity and health, and the overall welfare of citizens.

Civic Organizations/Quasi-Governmental: These organizations have been established within our community to A) work for the overall improvement, advancement, and economic health through civic involvement, economic development initiatives, and fostering community spirit; or B) provide services, programs and other opportunities for the betterment of the community through the organization of Joint Powers Boards or other Quasi-Governmental Organizations that work collaboratively with the City of Laramie and/or Albany County on shared goals, concerns, and interests.

This Community Partner Funding is available from funds collected via Albany County's 5th Penny Tax and historically has funded approximately \$250,000 in County requests and \$235,000 in City requests. In their sole discretion, the City and County each reserve the right to waive any informality in any application and/or reject any application.

Organizations can submit a request to both the City and County. If an organization is awarded funding, the organization is solely responsible for its costs including, but not limited to, operations, personnel, taxes,

maintenance, and insurance coverage against public liability and property damage.

Priority of requests is as follows:

- Requests that improve the community.
- Requests that are not more than 20% of organization's general operating budget and do not exceed \$20,000 each from City or County.
- Requests to either City or County that are less than 20% of organization's general operating budget but in excess of \$20,000 are considered on a case by case basis and may affect the priority of the organization's request.
- Demonstration of multiple revenue sources for organization.
- The number of people served by organization.
- Clear identification of those who benefit from the organization's work.
- Demonstration of the organization's partnership with other organizations in the community.
- Requests that do not duplicate efforts already existing in the community.

For-profit entities are not eligible to apply. Only non-profit/not-for-profit entities are eligible to apply for funding.

Presentation dates are as follows:

City-Only and Joint City/County Applicants:

March 24th, 2026 beginning at 5:30pm.

City Hall-Council Chambers, 406 Iverson Ave.

County-Only Applications:

April 7th, 2026 beginning at 9:30 am

County Courthouse, County Commissioners Room, Room 105.

*****Send presentation materials to Nancy Oakland-Potter noaklandpotter@cityoflaramie.org by 5:00 p.m. on Friday, March 13th*****

Schedule for Decision Making Process and Availability of Funds:

City: Laramie City Council intends to make its preliminary funding decisions in early to mid-April 2026 and final funding decisions will be announced upon adoption of the City's FY2026/2027 Budget in June 2026. The City's award payments to successful organizations will be made on or around August 1, 2026, pending receipt of the fully executed agreement.

County: The Albany County Commissioners make their final funding decisions upon the adoption of the County's FY2026/2027 Budget in June 2026. Agreements will be sent to successful organizations in July 2026. Pending the County's receipt of the fully executed Agreement, the County's award payments to successful organizations will only be made on a reimbursement basis.

All information on this form and all requested documentation must be complete and submitted before the application will be considered. Applications that are incomplete or are missing required materials may be rejected. If there are additional questions from City Council or the Albany County Commissioners after review of the applications Nancy Oakland-Potter or Bailey Quick will reach out to the organization for additional information.

Contact the following for assistance:

City of Laramie: Nancy Oakland-Potter, noaklandpotter@cityoflaramie.org, 307-721-5226

Albany County: Bailey Quick, grants@albanycountywy.gov, 307-721-1803

Email *

director@lrhealth.org

The organization has read, understands, and agrees to the above guidelines? *

Yes

No

Applicant Information

Please provide the following information about your organization:

Organization Name: *

Laramie Reproductive Health

Contact Name, Title: *

Jessi Colehour, MSW, LCSW - Executive Director

Mailing Address: *

605 Skyline Rd. Ste. 201 Laramie, WY 82070

Contact Phone: *

3077519309

Contact E-Mail: *

director@lrhealth.org

Type of Organization: *

- Recreation/Arts and Culture
- Social Service
- Civic/Quasi-Governmental
- Non-Profit Agency (501(c)(3))
- Not-for-Profit Agency (501(c)(4) or 501(c)(7))
- Other: _____

Are you a first time applicant for Community Partner Funding? *

- Yes
- No

Requested Amount from the City of Laramie: *

Enter dollar amount only

20000

Requested Amount from Albany County: *

Enter dollar amount only

20000

Will this amount be used to leverage additional funds through grants or other means? *

- Yes
- No

If yes, indicate the dollar amount of additional funds that will be leveraged.

.....

Provide examples of grants the organization has received in the past 2 years. *

(Excluding prior City of Laramie and Albany County Community Partner Funds programs)

Title X, Wyoming Community Foundation, Guthrie Foundation, Albany County - CSBG, Wyoming Women's Foundation

List organization board of director(s), indicating officers. *

Betty Wills - President

Linda Valenti, RN - Vice President

Adam Huck - Treasurer

Jamie Nippgen - Secretary

Michaela Plein - BoD at Large

Breann May - BoD at Large

Jamie McKim - BoD at Large

Maddie Mason - BoD at Large

Bree Coxbill - BoD at Large

Ami Hopper-Helms - BoD at Large

Vic Pumilio - BoD at Large

Jenny Patel - BoD at Large

Description of request:

Provide a detailed explanation of how the requested funds would be utilized by the organization. *

Include any additional funding sources and amounts received by the organization. Maximum character count is 2,500, including spaces.

These funds will be used to offset the ever increasing costs of healthcare for the clinic supplies, treatment, and birth control that we pay out of pocket for; while we are able to recoup some of this with our sliding fee scales and insurance, for our lowest socio-economic status they do not pay anything for our staple services. Some of these funds are also used to pay for a very small portion of the physician's salary, which is our highest expense, but necessary for their expertise.

We get funds currently from Title X that we use for some of the staff salaries, but it doesn't cover all of it, of course - we receive \$109,000 currently from them which decreased by \$12,000 last year and is expected to continually decrease over the next 3 years. We also receive \$31,000 to cover certain services through Albany County - CSBG, but we will write off over \$100,000 a year to ensure that everyone has equitable access to reproductive healthcare.

With our new Executive Director we are hopeful to get more funds from fundraising to assist in supplementing the budget, far more than we ever have in the past.

Describe the positive effects and benefits the requested funds would provide to the organization and the community, including goals the organization hopes to accomplish. *

Maximum character count is 2,500, including spaces.

The funds provided would assist us as we move into the primary care space to ensure those who are low income and with insurance also have access to primary healthcare, but on a sliding fee scale, similar to our current sliding fee scale. This is a new program that we launched at the beginning of 2026. We hope that this will be available for all the community after the mid-2026 - we want to grow responsibly and mindfully of the provider's capacity. If this is successful we will hire more providers and medical assistants to fulfill the need - the first half of the year will be gathering data to show the need. We would like to see at least 50 patients for general health being mindful that it is not what we are known for, but working heavily to market to current patients and in the community.

We assist with the maternal healthcare dessert that exists in our area of the state by ensuring those that are trying to get pregnant/have positive pregnancy tests and want to keep their fetus are taking prenatal vitamins, they can access free/severely discounted bloodwork through the partnerships we have through our labs, and we will test for a multitude of STIs that have been shown to lead to poor birth outcomes for both mom and child - especially in relation to trichomonas infections, chlamydia, syphilis, gonorrhea, and HIV.

Public Health is reporting an increase in HIV at the most recent kick off for the CHNA that Iverson does and it is important to note that we follow the protocols to prescribe PeP/PreP at our location.

Describe your organization's partnerships with other organizations in the community and how your organization avoids duplication of efforts while carrying out impactful work in your service area. *

Maximum character count is 2,500, including spaces.

We partner with all the local non-profits to assist with patient's needs as they are varying at times; from mental health, housing, to food insecurity. Because we are a first touch for those experiencing domestic violence, human trafficking, and sexual assault, we are well versed in the nonprofits that assist these survivors with long term support; however, if they choose not to engage or report, we follow the same protocols that a hospital would for sexual assault when it comes to their treatment.

Our biggest partner, however, is the Downtown Clinic (DTC). We refer patients to them who don't have insurance for primary care, and they refer patients to us who need reproductive healthcare and who may not meet their criteria for their services for primary care. When we started thinking of venturing into primary care we discussed with DTC, with them reporting that this is an "All hands on deck situation"; and ensuring the proper referrals means we can both maximize the resources we have while filling distinct needs/gaps in the community.

We work with the schools to provide factual physiological changes that will be starting next year to 4th and 5th graders since it was pulled as a requirement from the legislature which we are very excited about.

Is this a new or existing project, or ongoing operations? *

- New Project
- Existing Project
- Ongoing Operations

Is this a one-time request or an ongoing expense? *

- One-time request
- Ongoing expense

Number of individuals your organization serves annually. *

1000

Populations served: *

Check all boxes that apply

- Children Ages 0-5
- Children Ages 6-10
- Children Ages 11-18
- Adults Ages 18-25
- Adults Ages 26-40
- Adult Ages 41-64
- Adults Ages 65+
- K-12 School/School District
- Veterans
- Low to Moderate Income
- LGBTQIA+
- Persons with Disabilities
- College/University
- Tribal Organizations
- Other: _____


Additional information in support of this application?


Maximum character count is 1,000, including spaces.

We have started a period equity program where we distribute products to 8 other nonprofits/schools, and we provide condoms to 6 bars in town and 2 non-profits, all for free. We also have a free pantry people in the community can grab products for free, no questions asked. These products include period underwear, tampons, condoms, dental dams, and lube.

Provide your organization's financial statements for the most recent fiscal year. *

File must be saved as a .pdf labeled by the organization requesting funding (ex. LaramieSoupKitchen2025FinancialStatment)


 2025PnLLaramie...


 Add file

Provide an itemized budget for this request and include other revenue sources as applicable. *

Budget Template available in the link below.


File must be saved as a .pdf labeled by the organization requesting funding (ex. LaramieSoupKitchenFY27Budget)


 2026 Operating ...

 Add file

Provide organization's most recent Form 990, 990-EZ, or 990-N, including all schedules. *

File must be saved as a .pdf labeled by the organization requesting funding (ex. LaramieSoupKitchen2025_990-N)

 FY2024-990Lara...

 Add file

FY2025 City Award Information

Please complete the following additional questions if you are applying for City funds. If you are only applying for County funds you may skip this section.

Amount of **City** funds awarded in FY2025?

1 _____

Has your organization spent all awarded FY2025 **City** Funds?

Yes

No

If organization has not spent all awarded FY2025 **City** funds, note the remaining amount and the date by which you intend to expend those funds.

0 _____

Assurance and Signature

Please review all previous questions to ensure their completeness and accuracy, and make sure all files have been attached.

We, as the Grantee Organization, understand that we are responsible for signing an Agreement * with Albany County and/or the City of Laramie if funds are awarded:

Yes

No

We, as the Grantee Organization, understand that a final report **must** be submitted to the awarding agency as part of this funding: *

- Yes
- No

We, as the Grantee Organization, understand that a representative must present to the City Council and/or County Commission at the appointed date to be eligible for funding: *

- Yes
- No

We, as a Grantee Organization, have submitted all previous required final reporting to each funding agency. *

- Yes
- No

We, as the Grantee Organization, understand that all funding awarded through **Albany County** will be on a reimbursement basis: *

- Yes
- No

We, as the Grantee Organization, understand that submission of this application is not a guarantee of funding: *

Yes

No

Digital Signature, Title: *

Jessi Colehour, MSW, LCSW - Executive Director

Date: *

MM DD YYYY

01 / 27 / 2026

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Profit and Loss

Laramie Reproductive Health
January-December, 2025

Distribution account	Total
Income	
4010 Patient Fees-Private Pay	
4011 Patient fees - credit card	23,551.72
4012 Patient fees-cash/check	9,149.95
Total for 4010 Patient Fees-Private Pay	\$32,701.67
4015 Insurance reimbursements	193,410.46
4020 Fundraising income	36,155.41
4030 Interest Income	6,416.05
5000 Support	
5010 Title X Grant	112,137.74
5020 Equality Care	7,196.84
5055 Albany County	12,057.00
5080 Community Services Block Grant	11,420.00
5090 Donations	5,253.24
5100 Other Grants	
5105 Guthrie Foundation	15,000.00
Total for 5100 Other Grants	\$15,000.00
Total for 5000 Support	\$163,064.82
5200 Grants	\$3,643.00
5210 WY Community Fndn Grant	18,656.00
Community Serv Block Grant	10,302.00
United Way Grant	15,596.40
Total for 5200 Grants	\$48,197.40
Total for Income	\$479,945.81
Gross Profit	
\$479,945.81	
Expenses	
558 Contract Services	21,156.40
585 INSURANCE - BOND, LIABILITY	\$2,980.31

Profit and Loss

Laramie Reproductive Health
January-December, 2025

Distribution account	Total
HUB - Cyber Insurance	464.77
UMIA - Malpractice Insurance	5,156.00
Total for 585 INSURANCE - BOND, LIABILITY	\$8,601.08

Profit and Loss

Laramie Reproductive Health
January-December, 2025

Distribution account	Total
6000 Personnel expenses	
6005 Wages & Salaries	315,494.73
6015 Payroll taxes	120,400.69
6020 Fringe Benefits	
6021 Health insurance	4,631.01
6025 Employee Morale	1,172.31
Total for 6020 Fringe Benefits	\$5,803.32
Total for 6000 Personnel expenses	\$441,698.74
6030 Payroll Processing Fee	4,203.20
6100 Patient Services	
6114 Supplies	
6116 Contraceptives	52,295.10
6117 Clinic supplies	14,759.98
6120 Laboratory Services	2,041.97
Total for 6114 Supplies	\$69,097.05
Total for 6100 Patient Services	\$69,097.05
6200 Fundraising	200.00
6300 Office expense	\$29.99
6305 Accounting, Legal & Professional Services	6,654.90
6310 Advertising	154.99
6315 Bank/CC charges	1,904.71
6325 Clinic Software Fees	520.00
6327 Dues and Subscriptions	2,834.53
6335 Insurance	1,058.00
6341 Rent	23,500.00
6345 Office equipment	5,020.60
6350 Office supplies	2,833.45
6355 Postage and Delivery	1,309.51

Profit and Loss

Laramie Reproductive Health
January-December, 2025

Distribution account	Total
6360 Telephone & internet	2,589.79
6385 IT services	1,549.15
Total for 6300 Office expense	\$49,959.62
6380 Meals	124.67
6400 Facility Expense	
6405 Utilities	5,400.00
6415 Repairs & Maintenance	2,680.42
Total for 6400 Facility Expense	\$8,080.42
6600 Travel & training	1,428.80
Charitable Donations	3,900.00

Profit and Loss

Laramie Reproductive Health
January-December, 2025

Distribution account	Total
Events	1,779.70
Total for Expenses	\$610,229.68
Net Operating Income	-\$130,283.87
Other Income	
448 Misc Revenue	4,631.74
Total for Other Income	\$4,631.74
Net Other Income	\$4,631.74
Net Income	-\$125,652.13

2026 Operating Budget

Income

Total Patient Fees-Private Pay	\$ 31,559
Insurance reimbursements	194,904
Fundraising income	40,000
Interest Income (WYCF + Bank Account)	6,531

Wyogives, PitS, and Pickelball

Support

Title X Grant	105,348
Equality Care (HIV/WBCC)	7,356
Albany County	13,153
United Way	8,006
Community Services Block Grant	31,000
Donations	10,000
City of Laramie	7,000
Total Support	\$ 423,298

Foundations/Grants	\$ 90,000.00
In Kind Donations	\$ 35,000
Write Offs	\$ 109,014
Total Income	\$ 688,871

Elbogen, Wyoming Women's F

Expenses

Contract Services	22,916
INSURANCE - BOND, LIABILITY	4,716
CRC Group - BOND Insurance	1,058
HUB - Cyber Insurance	1,837
UMIA - Malpractice Insurance	4,996
Total 585 INSURANCE - BOND, LIABILITY	\$ 35,523

Personnel expenses	
Wages & Salaries	271,625
Payroll taxes	51,169
Unemployment	1,700
Worker's Comp	500
Fringe Benefits	
Health insurance	26,023
Employee Morale	1,000
Cost of Living Raises - 3%	9,684
Total Personnel Expenses	\$ 361,701.00

Payroll Processing Fee	\$ 4,249.00
Contraceptives/Prescriptions	56,376
Clinic supplies	15,540
Total Patient Services	\$ 71,916

Fundraising	3,500
Office expense	

Accounting, Legal & Professional Services	5,892
Bank/CC Charges	1,837
Dues and Subscriptions	2,991
Marketing (Pt recruitment)	500
Rent/Utilities	29,400
Repairs/Maintenance	2,700
Office equipment	5,021
Office supplies	2,354
Outreach Events	814
Postage and Delivery (Statements)	1,000
Telephone & internet	2,575
IT services	1,489
Total Office expense	\$ 60,073
Travel & Training	\$ 1,428.00
In Kind Expenses	\$ 35,000.00
Write Offs	\$ 109,014.00
Total Expenses	\$ 678,904.00
Net Income	\$ 9,967

Plus Smaller fundraisers

Foundation, WYCF and others