

# 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](mailto: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](mailto:noaklandpotter@cityoflaramie.org), 307-721-5226

**Albany County:** Bailey Quick, [grants@albanycountywy.gov](mailto:grants@albanycountywy.gov), 307-721-1803

Email \*

sara@laramieinterfaith.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 Interfaith

Contact Name, Title: \*

Joshua Watanabe, Executive Director

Mailing Address: \*

712 E Canby St

Contact Phone: \*

(307) 742-4240

Contact E-Mail: \*

Josh@laramieinterfaith.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.

60,000

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)

TANF, ESG, CSBG, Wyoming Community Foundation

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

Lisa McElwee, President. Brittany Brigham, Vice President. Warren Greaser, Treasurer. Jerricka Becken, Diana Denison, James Van Dyke, Deby Forry, Gail Hankin, Charlie Ksir, Sue Sandeen, Aaron Tomisich (Secretary vacant)

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.

Laramie Interfaith will use these funds to continue working with low-income households in Albany County. Albany County is the poorest county in Wyoming. According to the most recent Census Bureau facts, nearly 16% of the population lives in poverty.

City funds would be used to provide short-term rental and utility assistance to keep people in their homes while they work with our case managers to set and achieve goals that will help them create a stable household, whether it be finding employment, signing up for job training, or getting connected to other resources such as mental health counseling.

Additional funding sources that will support this mission include other grant revenue United Way (\$20,000) TANF (\$45,000) CSBG (\$48,500) ESG (\$60,000) Wyoming Community Foundation(\$10,000), donations (\$330,000) and fundraisers (\$50,000).

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.

Low incomes and high housing costs are widespread in the Laramie community, with many referring to the current situation as a 'housing crisis'. A 2024 Statewide Housing Needs Assessment stated that the county needs between 2,500-3,700 new homes to meet the demand – a tall order. Solving the housing issue in our community will require a multi-faceted, community-wide approach, and Laramie Interfaith is working to be part of the solution by keeping people in their homes and preventing homelessness in our community. Many low-income residents are facing rising costs in rental and mobile home housing; from \$300 a month up to close to \$700 a month or higher in recent years. City funding gives Laramie Interfaith the ability to assist these households in addressing immediate needs before they can work on longer term strategies for stability. By helping our neighbors build resiliency and self-sufficiency, we are also helping to build a more resilient community.

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.

Laramie Interfaith partners with many community organizations such as the VOA, Soup Kitchen, Climb, Albany County School District and the Eppson Center for Seniors. Laramie Interfaith utilizes our close partnerships with other organizations to provide well-rounded assistance to clients. Referrals are a useful part of our toolkit when building self-sufficiency in clients. Some barriers to self-sufficiency, such as mental health issues, cannot be addressed by Laramie Interfaith. In these circumstances, providing referrals to our partners such as the VOA increases the chances of our clients' ongoing success. Our close relationship with other organizations means that we are familiar with our partners' mission and activities and can avoid duplication of services, adjusting when necessary. Last month, Laramie Interfaith announced that it is merging with Family Promise of Albany County, with the latter organization continuing to provide its services as a program offered through Interfaith. This partnership demonstrates a commitment to supporting families experiencing housing instability while improving efficiency and collaboration between local service providers. This move provides an opportunity for greater collective impact by reducing overhead and administrative costs for providing services.

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. \*

4000

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.

\_\_\_\_\_

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)


 LaramieInterfaith...


 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)


 LaramieInterfaith...

 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)

 LaramieInterfaith...

 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?

21112

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.

\$16029.08, spent by 6/30/2026

### 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: \*

Sara Teter

Date: \*

MM DD YYYY

03 / 10 / 2026

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# Statement of Financial Position

Laramie Interfaith

As of December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
<b>Assets</b>	
Current Assets	
Bank Accounts	
1110 FIB - Operating Checking (x3001)	295,178.86
1135 FIB - Reserve Savings (x4318)	326,179.66
1140 FIB - Reserve Checking (x1604)	0.00
1172 Bill.com Money Out Clearing	703.76
PLCLUS D Plooto Clearing (USD)	0.00
<b>Total for Bank Accounts</b>	<b>\$622,062.28</b>
Accounts Receivable	
1310 Accounts Receivable	31,931.73
<b>Total for Accounts Receivable</b>	<b>\$31,931.73</b>
Other Current Assets	
1180 Undeposited Funds	0.00
1910 Head Start of Laramie Loan	0.00
1930 Salsa Clearing	0.00
1999 Uncategorized Asset	0.00
<b>Total for Other Current Assets</b>	<b>\$0.00</b>
<b>Total for Current Assets</b>	<b>\$653,994.01</b>
Fixed Assets	
1510 Machinery & Equipment	38,380.43
1515 Vehicles	13,250.00
1525 Furniture & Fixtures	13,056.44
1555 Buildings	582,330.42
1590 Land	42,000.00
1600 Accumulated Depreciation/Amortization	
1610 A/D Machinery & Equipment	-26,917.08
1615 A/D - Vehicles	-13,250.00
1625 A/D Furniture & Fixtures	-13,056.44
1655 A/D Buildings	-124,322.41
<b>Total for 1600 Accumulated Depreciation/Amortization</b>	<b>-\$177,545.93</b>
<b>Total for Fixed Assets</b>	<b>\$511,471.36</b>
Other Assets	
1210 Edward Jones	1,015,431.25
1220 Wyoming Community Foundation	371,045.34
Deferred Revenue	0.00
<b>Total for Other Assets</b>	<b>\$1,386,476.59</b>
<b>Total for Assets</b>	<b>\$2,551,941.96</b>

# Statement of Financial Position

Laramie Interfaith

As of December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
<b>Liabilities and Equity</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2150 Accounts Payable	1,283.12
<b>Total for Accounts Payable</b>	<b>\$1,283.12</b>
Credit Cards	
2105 FIB - Parent CC (1264)	\$0.00
2110 FIB - J. Watanabe CC (x3305)	495.84
2115 FIB - Operations Manager CC (x9781)	924.47
2120 FIB - Client Services CC (x3313)	0.00
<b>Total for 2105 FIB - Parent CC (1264)</b>	<b>\$1,420.31</b>
<b>Total for Credit Cards</b>	<b>\$1,420.31</b>
Other Current Liabilities	
2200 Accrued Compensation & Related Items	\$0.00
2205 Accrued & W/H - FICA/FIT (941)	0.00
2215 Accrued - SUTA	0.00
2230 Accrued - Payroll	0.00
2235 Accrued - Worker's Comp	0.00
<b>Total for 2200 Accrued Compensation &amp; Related Items</b>	<b>\$0.00</b>
2300 Accrued Payroll Expenses	0.00
<b>Total for Other Current Liabilities</b>	<b>\$0.00</b>
<b>Total for Current Liabilities</b>	<b>\$2,703.43</b>
<b>Total for Liabilities</b>	<b>\$2,703.43</b>
Equity	
3000 Without Donor Restrictions	1,821,796.64
3020 With Donor Restrictions	
3021 Time & Purpose Restrictions	66,058.83
3022 Held in Perpetuity	267,776.30
<b>Total for 3020 With Donor Restrictions</b>	<b>\$333,835.13</b>
3295 Unrealized Gain/(Loss)	\$0.00
3296 Current Year Unrealized Gain/(Loss)	0.00
<b>Total for 3295 Unrealized Gain/(Loss)</b>	<b>\$0.00</b>
3900 Opening Balance Equity	0.00
3200 Retained Earnings	0.00
Net Income	393,606.76
<b>Total for Equity</b>	<b>\$2,549,238.53</b>
<b>Total for Liabilities and Equity</b>	<b>\$2,551,941.96</b>

**Community Partner Funding Budget FY 2026-2027**

Laramie Interfaith

Expense Category	Total Expense	County Total	City Total	Other Total	Brief Discription
<b>Personnel:</b>					
Salary:	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00		Our case manager recruits participants, engages them in goal setting, financial planning, client follow-ups, and reporting and data tracking. The average cost of a case manager is \$40,000 in salary.
Fringe:	\$ -				
<b>TOTAL:</b>	<b>\$ 4,000.00</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	<b>\$ -</b>	
<b>Supplies/Equipment:</b>					
Enter Supplies Here	\$ -				
Enter Supplies Here	\$ -				
Enter Supplies Here	\$ -				
Enter Supplies Here	\$ -				
Enter Supplies Here	\$ -				
Enter Supplies Here	\$ -				
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Utilities:</b>					
Enter Utilites Here	\$ -				
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Direct Client Services:</b>	<b>\$ 36,000.00</b>	<b>\$ 18,000.00</b>	<b>\$ 18,000.00</b>		
<b>Homelessness Prevention</b>	\$ 24,465.00				The average rent request is about \$950. With this request amount Interfaith can assist about 25 households in stabilizing rent payments
<b>Client Utilities</b>	\$ 11,535.00				The average utility request is about \$450. With this request amount Interfaith can assist about 25 households with utility payments to keep power on in their homes
Enter Service Here	\$ -				
Enter Service Here	\$ -				
Enter Service Here	\$ -				
Enter Service Here	\$ -				
<b>TOTAL:</b>	<b>\$ 36,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Other Expenses:</b>					
Enter Expense Here	\$ -				
Enter Expense Here	\$ -				
Enter Expense Here	\$ -				
Enter Expense Here	\$ -				
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>GRAND TOTAL:</b>	<b>\$ 40,000.00</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	<b>\$ -</b>	