

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 *

robbieshouselaramie@gmail.com

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: *

Robbie's House

Contact Name, Title: *

Oscar Lilley, Executive Director

Mailing Address: *

312 E Custer St, Laramie WY 82070

Contact Phone: *

3077608890

Contact E-Mail: *

robbieshouseelaramie@gmail.com

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: Mental Health Clubhouse (MHC)

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

- Yes
- No

Requested Amount from the City of Laramie: *

Enter dollar amount only

6000

Requested Amount from Albany County: *

Enter dollar amount only

6000

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)

Hughes Foundation, WYCF Intertie Program, Pulte Foundation, Wyoming Cultural Trust, US Dept of Agriculture via Feeding Laramie Valley, WYCF cyclical grant, Citellus Foundation, United Church of Christ, Goodwill of Wyoming, TJX Foundation, Blue Cross/ Blue Shield of Wyoming, Schwab Charitable Foundation

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

Deb Hinkel- President; Terra Hess- VP; Ginger Davis- Treasurer; Sydney Holiday- Secretary; Mike Samp; Dr Sharon Montez; Jennifer Boese; Ryan Harper

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.

We spend over 6,000 dollars a year on food and kitchen/ custodial supplies and utility costs. Each year we have received support from the city and county through the community partner fund to finance our vibrant meal program. Last year we started our gardening program as an adjunct to our meal program so our members could grow and eat their own produce. Through the Feeding Laramie Valley- administered USDA specialty crops grant we were able to build garden beds and a green house. From this program we ate fresh produce grown on site for our meals for many months.

With the remaining 6,000 we want to add seating and shade to our deck so more meals can be enjoyed outside, sunlight and fresh air being a great boost to the emotional wellness of people living with severe mental illness. The primary costs for this would be lumber and labor costs as well as material for the shade that needs to be taken down and put up seasonally. Additionally, the greenhouse we put up last summer did not stand up well to our Wyoming wind and snow. We would like the person who built the deck to upgrade our greenhouse to make it more sturdy, accessible, and lasting. Lastly, we want to buy a shed for storage located with the greenhouse.

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.

Our ultimate goal is a happier, healthier Laramie. For the last 20 years Wyoming is the ONLY state in the Union to always be in the top three states for suicides per capita. This fact is shameful and we have grown so used to this tragedy that we no longer consider it a problem to fix but rather a fact of life in Wyoming. We as a state and a community MUST do better. Incorporating mental health clubhouses as nonclinical partnerships in the mental healthcare ecosystem throughout the rural communities of Wyoming WILL reduce suicides in this state and here in Laramie with operations at Robbie's House. That of course is the broad picture. Locally, we have become an important element of our community's collective wellness. We are the place that ensures no one needs to isolate. We are the place that understands and welcomes those who do not feel understood or welcomed elsewhere. Most of all, our goal is to protect the dignity of every person in Laramie, regardless of circumstances.

The positive effects and benefits of these funds are two-fold. First, we continue our meal program that has served hundreds of people thousands of meals. The meal program has the added benefit of hosting our "Lunch n Learns" wherein funding and program partners are developed and we deepen our brand recognition and community outreach. Second, we will be able to expand our operations to be more often operating outdoors with the further development of our meal program and by getting more vitamin D and fresh air during as many outdoor meals as weather will allow.

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.

Some people have made the observation that we overlap too much with the Soup Kitchen because we both serve meals to low income individuals in Laramie. We don't see things that way. For the soup kitchen, the meal itself is the service. For us, the meal is almost secondary to the experience of the preparation and serving of the meal. The clubhouse is member-run and is only as good as its members make it. Therefore, members managing the meal program represents an opportunity for purpose, pride, and ownership.

We used to heavily use Connections to save on transportation costs. Most of our most active members did not drive. It has been a great burden losing those services. We often are approached for respite care or as a drop in center for those with cognitive disabilities. We have tried to educate the community and other local programs that our mission is focused on supporting people with emotional disabilities. With that said we are inclusive and support those with physical and/or cognitive disabilities as long as the individual has support that covers anything beyond simple accommodations. Through our Lunch n Learns we have deepened awareness and mutual goals with such entities as Feeding Laramie Valley, Voc Rehab, and the Unaccompanied Youth Initiative to name a few. Some of our most important partnerships have been local law enforcement in the form of our support of their CIT training as well as our training for Post Suicide response and our partnership with BHS at Iverson Hospital. This partnership allows us to contact patients to introduce them to our clubhouse so they have a supportive community to connect with after discharge.

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. *

100

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.

Less than 5% of our budget comes directly from a government source. We all know that funding for mental health in Wyoming is woefully inadequate. The support we receive from local government is crucial in illustrating the value and importance our program holds for our community. This funding informally leverages more funding because those other sources must be convinced that the local government and the citizens they represent are supportive of our program. This is not conjecture, this is what has been told to us directly by the foundations that represent around three quarters of our funding. When this fact is considered the city and county is our most important funding partner. We believe we have earned the support of this community and are constantly striving to improve and continue to be good stewards of the gracious support we receive.

Most of all, we do it for our members. We know we are changing and saving lives and we don't take our role lightly.

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)


 Robbie's House ...

 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)


 Robbie's House ...


 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)

 ROBBIES HOUSE ...

 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?

1768

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.

N/A

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: *

Oscar Lilley. Executive Director

Date: *

MM DD YYYY

03 / 11 / 2026

Balance Sheet

Robbies House
As of March 11, 2026

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
24 Month CD	87,719.12
5 Month CD	125,000.00
6 Month CD	20,552.36
Riverstone Savings	2,627.95
Robbies House	8,184.08
Total for Bank Accounts	\$244,083.51
Total for Current Assets	\$244,083.51
Fixed Assets	
Electronics	
Video Marketing Equipment	0.00
Total for Electronics	\$0.00
Vehicle	5,000.00
Total for Fixed Assets	\$5,000.00
Other Assets	
Greenhouse	1,499.98
Total for Other Assets	\$1,499.98
Total for Assets	\$250,583.49
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	0.00
Total for Accounts Payable	\$0.00
Other Current Liabilities	
Payroll Liabilities	-\$28,958.31
MCare	1,819.15
SS	9,386.66
Withholding	6,081.25
Total for Payroll Liabilities	-\$11,671.25
Total for Other Current Liabilities	-\$11,671.25
Total for Current Liabilities	-\$11,671.25
Total for Liabilities	-\$11,671.25
Equity	
Opening Balance Equity	-157,300.27
Unrestricted Net Assets	178,314.16
Net Income	241,240.85
Total for Equity	\$262,254.74
Total for Liabilities and Equity	\$250,583.49



PROJECT INFORMATION

Project name	Robbie's House Meal and Garden Program Expansion
Project description	Two Fold: To fund our ongoing meal programs cyclical expenses including utilities, groceries, and supplies. Second, to upgrade our greenhouse and develop storage space as well as to create deck seating and shade to serve as many meals as possible outside. We would also like to fund a stipend for a lead gardener to support the members in
Contact name	Oscar Lilley
Phone	307-760-8890
Address	312 E Custer St, Laramie WY 82070

Project Budget

Cyclical Meal Program Costs

Utilities \$1,000

Groceries and Supplies \$5,000

Subtotal \$6,000

Garden Program

Gardener Stipend \$1,000

Greenhouse Repair/Upgrade \$2,000

Deck Seating and Shading \$2,000

On Site Storage Unit \$1,000

Subtotal \$6,000

PROPOSED CPF PROJECT TOTAL \$12,000