

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@fpalbanycounty.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: *

Family Promise of Albany County

Contact Name, Title: *

Celeste Quinton, Executive Director

Mailing Address: *

PO Box 1859, Laramie WY 82073

Contact Phone: *

307-742-6480

Contact E-Mail: *

director@fpalbanycounty.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

10000

Requested Amount from Albany County: *

Enter dollar amount only

11000

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)

Community Service Block Grant, Help Us Move In (HUMI), Clayton - Eviction Prevention, Soroptimist Community Service Funds, Wyoming Intertie Community Investment Program

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

Board Chair: Michelle Harris

Vice Chair: Stephen GrandPre

Treasurer: Michael Harokopis

Secretary: Jess Dooley

Linda Melcher

Melissa Allen

Jenice Duke

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.

The Community Partners funding will provide support to all Family Promise programming including rental/utility assistance, temporary shelter, the low barrier Diaper & Hygiene Pantry, and the Wyoming Kids Closet. Family Promise is dedicated to supporting families in our community at-risk of experiencing or currently experiencing homelessness through financial support, case management, and necessities like diapers, hygiene products, & youth clothing. This grant will support our efforts to keep Laramie families housed, clothed, and connected to all the community resources Laramie has to offer.

In the coming weeks, Family Promise is becoming a program of Laramie Interfaith. This transition will allow us to reduce overhead and duplication of efforts while continuing to benefit from our National Affiliation. The Community Partner Funds allocated to Family Promise will remain with the Family Promise Program supporting our focus of providing assistance for families in Albany County at-risk of experiencing or currently experiencing homelessness.

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.

Community Partner Funds would allow the Family Promise Program to continue providing support for families in our community through rental assistance and utility assistance and basic necessity support. Family Promise financial assistance programs go beyond monetary aid to include personalized case management for each family including goal setting, budgeting, and assistance connecting with other supports such as LIEAP or SNAP.

As Family Promise enters a year of transition our goal is to remain focused on assisting families in our community to become sustainable. These funds provide direct support to our clients ensuring families in our community have housing, heat in the winter, and running water year-round.

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.

Family Promise was founded on the grounds of community collaboration and continues to focus on our community partner relationships. We frequently collaborate with the Laramie Soup Kitchen, SAFE Project, CLIMB,, and the Department of Family Services to support families in our programs. A recent collaboration that has enhanced our success has been our relationship with DFS since Family Promise operates the Kids Closet. Youth entering the DFS system frequently need clothing items on a quick turn around which empowers us to work together and get them items they may need.

As Family Promise embarks on our new chapter as a program of Laramie Interfaith we are dedicated to collaboration with all our community has to offer while reducing duplication of efforts in the housing assistance space.

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. *

1110

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.

Family Promise is excited to begin our next chapter as a program of Laramie Interfaith, however, our case load and request for assistance from clients will not decrease in this transition.

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)


 FamilyPromise...


 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)

 FamilyPromiseF...

 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)

 FamilyPromise2...

 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?

7834

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.

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: *

Celestial Quinton, Executive Director

Date: *

MM DD YYYY

03 / 11 / 2026

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Google Forms

Statement of Financial Position

Family Promise of Albany County

As of December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
1110 Path & Shelter - FIB (x6301)	6,275.93
1115 General Operating - FIB (x9852)	1,297.73
1120 Diaper Hygiene & KC - FIB (x0810)	2,233.32
1130 Savings - FIB (x7514)	13,632.46
1135 PayPal	0.00
Total for Bank Accounts	\$23,439.44
Accounts Receivable	
1310 Accounts Receivable (A/R)	-55.00
Total for Accounts Receivable	-\$55.00
Other Current Assets	
1180 Undeposited Funds	0.00
1210 Edward Jones	103,039.75
Total for Other Current Assets	\$103,039.75
Total for Current Assets	\$126,424.19
Fixed Assets	
1515 Vehicles	8,990.00
1600 Accumulated Depreciation/Amortization	\$0.00
1615 A/D Vehicles	-8,390.67
Total for 1600 Accumulated Depreciation/Amortization	-\$8,390.67
Total for Fixed Assets	\$599.33
Total for Assets	\$127,023.52
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2150 Accounts Payable (A/P)	-719.00
Total for Accounts Payable	-\$719.00
Credit Cards	
2115 FIB - Celeste CC (x4485)	1,220.01
Total for Credit Cards	\$1,220.01
Other Current Liabilities	
2200 Accrued Compensation & Related Items	\$0.00
2205 Accrued & W/H - FICA/FIT (941)	0.00
2210 Accrued & W/H - FUTA	0.00
2230 Accrued - Payroll	0.00
2235 Accrued - Worker's Comp	420.93
Total for 2200 Accrued Compensation & Related Items	\$420.93

Statement of Financial Position

Family Promise of Albany County

As of December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Total for Other Current Liabilities	\$420.93
Total for Current Liabilities	\$921.94
Long-term Liabilities	
Total for Liabilities	\$921.94
Equity	
3000 Without Donor Restrictions	247,682.85
3298 Investment Unrealized Gain/Loss	\$5,283.02
3299 Current Year	0.00
Total for 3298 Investment Unrealized Gain/Loss	\$5,283.02
3900 Opening Balance Equity	0.00
3200 Retained Earnings	-52,930.17
Net Income	-73,934.12
Total for Equity	\$126,101.58
Total for Liabilities and Equity	\$127,023.52

Revenue	Budget
Grants	\$ 94,797.54
Donations	\$ 88,100.00
Events	\$ 12,500.00
Investment Income	\$ 9,600.00
Total Revenue	\$ 204,997.54

Expenses	Budget
Administrative	\$ 145,320.00
Tech, Equipment, Website, Software	\$ 695.00
Insurance	\$ 5,500.00
Affiliation Fees	\$ 2,600.00
Accountant Fees	\$ 5,230.00
Background Checks	\$ 150.00
Fundraising Expense Total	\$ 1,200.00
Client Support Services	\$ 65,480.00
Vehicles	\$ 100.00
Total Expenses	\$ 226,275.00

Total Expenses	\$ 226,275.00
Total Revenue	\$ 204,997.54
Total Difference	\$ (21,277.46)