

## SECTION I: *Cover Sheet*

### APPLICANT INFORMATION

<b>Organization Name:</b>	LARAMIE PLAINS CIVIC CENTER FOUNDATION
<b>Contact Person:</b>	MELISSA DANIELE
<b>Mailing Address:</b>	710 E. GARFIELD STREET, SUITE 110, LARAMIE, WY 82070
<b>Phone:</b>	307-745-8000
<b>E-mail:</b>	MDANIELE@LPCCWY.ORG
<b>Web:</b>	WWW.LPCCWY.ORG

<b>Type of Organization:</b>
<input type="checkbox"/> Recreation/ Arts and Culture <input checked="" type="checkbox"/> Civic/Quasi-Governmental
<input type="checkbox"/> Social Service <input type="checkbox"/> Other _____

<b>Requested Amount for FY19/20: City \$ <u>20,000</u>      County \$ <u>20,000</u></b>
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<b>Will this amount be used to leverage additional funds either through grants or other means?</b>
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>If you marked "yes", indicate the amount of additional funds that will be leveraged and note whether these are estimated or actual.</b>
<b><u>\$328,551</u></b> <input checked="" type="checkbox"/> Estimated <input type="checkbox"/> Actual


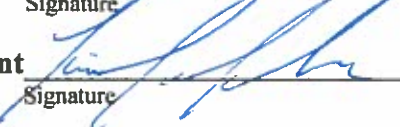
**Description of request:** Using the space below, *briefly* describe how your organization will use these funds and how the proposed program/project will benefit the community. A more detailed description is requested in Section III

The LPCC Foundation (a registered 501(c)3) respectfully requests \$40,000 in Community Partner Funding from the City of Laramie and Albany County. The LPCCF will use Community Partner Funding as match for the State Lands & Investments Board grant (pending) for the LPCC Elevator Modernization Project. The LPCC (3 stories, 167,000 ft<sup>2</sup>) has one elevator, installed in 1982. The continued, reliable service of this elevator is essential in order for the LPCC to carry out its mission of serving the citizens of Albany County and the City of Laramie. Unfortunately, parts for the elevator are no longer manufactured and it must undergo modernization. As such, this project is a *critical* and *time-sensitive* project.

The importance of local nonprofits who provide essential services to member of the community is widely recognized, however many fail to fully understand the importance of the LPCC as an essential housing structure for these non-profits. One of the main tenants of the LPCCF and LPCC missions is to provide safe, comfortable,

and affordable accommodations for local nonprofits. This allows them to distribute more of their funds for the community rather than overhead costs.

**Declaration:** I hereby certify that the information give in this application for Community Partner funding is true and correct to the best of my knowledge.

<b>Agency Director</b>		Melissa Daniele	3/8/19
	Signature	Print Name	Date
<b>Board President</b>		T.M. Gaddis	3/8/19
	Signature	Print Name	Date

## SECTION II: Organization History

### Organizational History and Mission

**Provide a mission statement and brief history of your organization in Laramie and/or Albany County, including services provided to area residents.**

The historic Laramie Plains Civic Center (LPCC) is an impressive building located in the heart of Laramie, Wyoming. The LPCC is the oldest school building in the state, originally built as the East Side School in 1878 and the first stone schoolhouse in the Wyoming Territory. Following the original construction, there were two major additions completed in 1926 and 1939. These multiple structures of the LPCC form facility occupying an entire block with the footprint of nearly 58,000 square feet. The building has the total space of over 167,000 square feet and currently has 85% of the total space open to tenant use, recreation, and entertainment.

The LPCC began making significant contributions to the city of Laramie from its inception. The largest contribution of the building was made through educating the community's youth for 100 years until 1979, as well as providing a meeting place for the local members of the community. As a point of comparison, the LPCC has a longer history than the University of Wyoming, which was established in 1886. This historic past demonstrates that the LPCC is one of the Laramie's irreplaceable treasures. The building has been listed on the National Register of Historic Places since March 17, 1981.

The LPCC as a multi-use building continues to grow and adapt to the needs of the Laramie community, fulfilling the role of education, recreation, retail, entertainment, and workplace. The facilities of LPCC provide an otherwise unmet need for community members to gather, teach, and explore new possibilities for a diverse demographic. When the LPCC was established, one main premise was to provide rental spaces for local nonprofits at a discounted rate. The LPCC currently houses 46 tenants and 12 facilities users, 22 (40%) of whom are nonprofits. Each of these nonprofits receives discounted rent for their spaces. As a registered 501(c)3, the LPCCF exists to support the LPCC which relies solely on rental income. Monthly tenant income must cover all utilities (approximately \$10,000/month), staff salaries, and routine repair and maintenance. All major projects are grant-based. Emergent situations that often arise with historic structures can leave the operational budget over-extended. The LPCCF raises funds for the LPCC through fundraising and grant-writing.

Current tenants include Abundance Creative Arts and Preschool, Interfaith/Good Samaritan, the Wyoming Coalition against Domestic Violence and Sexual Assault, Laramie Foster Closet, Wyoming Women's Business

Center, Wyoming State Engineers, Wyoming State Fire Marshall, Wyoming State Department of Forestry, a primary care physician, and Works of Wyoming (a project of the Wyoming Women's Business Center). Tenants also include 25 artists, 10 musicians, Laramie Children's Musical Theater Workshop, Laramie Community Guitar, String Academy of Wyoming, Relative Theatrics, and most recently Dexter's Iron Monkey Self Defense. The LPCC also offers The Office Co-Work Space for community members and visitors. The LPCC also houses a remarkable theatre that can hold up to 850 audience members. One prominent goal of the current LPCC strategic business plan is the commitment to providing first-rate entertainment for the city of Laramie through musical, theatrical, and educational programs. In the past few years grant funding has allowed the LPCC to established two new community facilities: the 7<sup>th</sup> Street Studio (pottery) and the Phoenix Ballroom.

Adding to the LPCC's diverse facility, the building houses two gymnasiums that encourage intramural recreation, provide childcare recess options, host holiday and craft bazaars, co-host Breakfast with Santa in partnership with Hospice of Laramie, as well as supply additional venues for other community events such as the Albany County Library Foundation, Soroptimist International of Laramie, and the Rocky Mountain Elk Foundation fundraisers. Regular facilities users include Kempo Karate, Zumba, Kung Fu, ACSD#1, the Open School, Abundance Preschool, and two youth basketball organizations. The LPCC also offers storage for Laramie Youth Football and Laramie Youth Baseball. The centralized location of the LPCC in the city of Laramie is extremely valuable for members of the community and remains a viable option for an array of events, functions, and workspaces. Most recently these events have included wedding receptions, large office parties, and space utilized by several local photographers.

All LPCC operations and activities are dedicated to the mission of bringing together agencies throughout the city and state to promote recreational, educational, and cultural activities by cultivating an environment conducive to cooperation, synthesis, and creativity, while preserving the historical integrity of the building. By maintaining and managing the property, the Laramie Plains Civic Center exists to promote, stimulate, and support essential services, the arts, and professional development to the citizens of Laramie and Albany County while preserving the historical integrity of the building for future generations.

### **Organizational Structure**

List your officers and director(s), indicating their terms of office

Tim Gaddis – Chair (October 2014 – September 2019)  
Caitlin White – Vice Chair (May 2017 – April 2022)  
Sarah Hintz – Treasurer (June 2017 – May 2022)  
Adam Coop – Secretary (July 2017 – June 2022)  
Vivian banks – Director (May 2016 – April 2021)  
Laura Shevling – Director (June 2017 – May 2022)  
Jason Shogren – Director (March 2018 – February 2023)

## SECTION III. *Funding Request Justification*

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**Briefly explain how the funds will be used and why public funds are necessary to accomplish this goal. Some discussion items to cover in this section may include:**

- *whether or not the funding request has increased from prior years;*
- *whether or not this is a one-time or on-going request;*
- *description of any large program or staff expansion occurring in this fiscal year;*
- *large equipment or other fixed assets that will be purchased fiscal year;*
- *how your project relates to city or county goals or improves the overall quality, character or health of the community; and*
- *whether or not funding will be used to leverage additional monies for your organization either through grants or other means*

The current request of \$40,000 from the City of Laramie and Albany County is a one-time request for a large elevator modernization project that is critical for the community in terms of public safety and ADA accessibility. Structural maintenance and upgrades coupled with the safety and security of the building are on-going concerns for every large community facility, but especially for one the age of the LPCC. It is with a passion for preservation of our grand old building and helping the community in as many ways as possible that we do our jobs every day. Many of the 1000 people who walk through our doors daily are children and those who require an elevator for access to the second and third floors of our building. We feel a strong commitment to making the LPCC a safe and comfortable place for them in our community, whether they are at basketball practice, preschool, special education programs, music lessons, attending a play, or seeking services with their parents. Our mission is to serve them and the rest of the community to the best of our ability.

The current elevator was installed in 1982 (37 years ago). Unfortunately, most parts for this elevator are no longer manufactured. Replacement of these parts is necessary and we are near the end of their availability. We experience malfunctioning of the elevator nearly every month. The service techs are not local (coming in from Cheyenne, Casper, or Fort Collins, CO), so service can take days to complete. This renders the elevator unusable, much to the detriment of our tenants and visitors.

Many tenants serve local community members who require an elevator to access the second and third floors of our building. Not only are our handicapped visitors affected (counter to ADA standards), but also are the many artists, musicians, music students, and cleaning staff. If the elevator goes out of service while individuals who require it are on the upper floors, we have to call emergency personnel to assist them safely to the first floor. This occupies first responders at a non-emergent site, potentially keeping them from true emergencies. Thus, this project is truly one focused on public safety.

The bulk of the project involves replacing the following: (machines) geared machine, transformer, governor and tension weight, governor rope; (fixtures) hall and lobby fixtures; (equipment) hoistway and doorway equipment; pit ladder and switch; testing; and necessary electrical work. In addition, the cab interior and existing hoistway doors will be replaced. See attachment D for photos of the existing elevator and mechanical systems.

**Section IV. Financial Information** (a current balance sheet can be submitted to satisfy this requirement)

**Balance Sheet as of December 31, 2018:**

<p><b>Assets</b>  <b>Current:</b>                  Cash:                  CDs , etc.:                  Receivables:</p> <p><b>Fixed:</b>                  Equipment:                  Building:                  Less Depreciation:</p>	<p><b>Liabilities</b>  <b>Current:</b>                  Payables:                  Withholding:</p> <p>Long Term:                  Promissory Notes:                  Mortgage:</p> <p>Owner's Equity:</p>	<p><b>Other Financial Information</b>  <b>You Wish to Include:</b></p> <p><b>BALANCE SHEET ATTACHED.</b></p>
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**SECTION V. Fiscal Year Budget Information**

**Revenue**

	Amount	Secured or pending?
City of Laramie, Community Partner	20,000	pending
Albany County, Community Partner	20,000	pending
United Way	0	n/a
Donors	5,000	pending
Fundraisers	5,000	pending
Interest	0	n/a
State Lands & Investments Board	276,413.25	pending
Union Pacific	10,000	pending
Black Hills Community Giving	25,000	pending
Rocky Mountain Power Foundation	10,000	pending
Wyoming Community Foundation	5,000	pending
Wyoming Cultural Trust Fund	12,755	secured
Albany County Rec Board	24,000	pending
Albany County	2,000	pending
<b>Total Estimated Revenue</b>	<b>415,168.25</b>	

*Expense*

	<b>Amount</b>	<b>Comments</b>
Salary, Director	<b>0</b>	
Salary, Other(s)	<b>0</b>	
Benefits	<b>0</b>	
Rent	<b>0</b>	
Utilities	<b>0</b>	
Client Service	<b>0</b>	
Client Aid	<b>0</b>	
Equipment	<b>0</b>	
Grants to the LPCC	<b>410,168.25</b>	
Other	<b>0</b>	
Other	<b>0</b>	
Other	<b>0</b>	
<b>Total Estimated Expense</b>	<b>410,168.25</b>	

**Section VI: Interim Report for FY 2018/2019 Awardees Only**

**Complete this section if your agency was awarded Community Partner Funding in Fiscal Year 2018/2019**

**Amount Awarded?** \$ 0

**Have you used all of the funds awarded?**  Yes  
 No

**If you have not used all of the funds awarded, please include *amount remaining* and *date* by which you intend to use those funds.** \$ \_\_\_\_\_  
Date: \_\_\_\_\_

**Briefly describe the impact that the FY 2018/2019 award has had on your program, project or organizational operations. Some discussion items to cover in this section may include:**

- *Number of persons served and demographics of persons served (income level, age, race, etc.)*
- *Describe the overall impact of these funds on your program, project or organization*
- *If your agency has not yet to spent all of the awarded funds, please briefly describe your plans to expend the funds by the end of the fiscal year*
- *Did your agency use Community Partner funding to leverage additional funds, either through grants or other means?*

N/A

9:49 PM

01/12/19

Accrual Basis

**LPCC Foundation**  
**Balance Sheet**  
As of December 31, 2018

	<u>Dec 31, 18</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Checking UniWyo LPCC Foundation	8,408.90
UniWyo LPCC Foundation Savings	5.00
<b>Total Checking/Savings</b>	<u>8,413.90</u>
<b>Other Current Assets</b>	
Civic Center Loan	500,000.00
<b>Total Other Current Assets</b>	<u>500,000.00</u>
<b>Total Current Assets</b>	<u>508,413.90</u>
<b>TOTAL ASSETS</b>	<u><u>508,413.90</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
Centennial Lending Loan	500,000.00
Pass-thru Grants	0.00
<b>Total Other Current Liabilities</b>	<u>500,000.00</u>
<b>Total Current Liabilities</b>	<u>500,000.00</u>
<b>Total Liabilities</b>	500,000.00
<b>Equity</b>	
Unrestricted Net Assets	9,384.72
Net Income	-970.82
<b>Total Equity</b>	<u>8,413.90</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>508,413.90</u></u>