

TOWN OF PORTSMOUTH 2200 East Main Road, Portsmouth, RI 02871 www.portsmouthri.com	CIVIC SUPPORT REQUEST FORM FY 2021
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Applicant Information

Name of Organization: Eastern RI Conservation District	
Address: PO Box 158	Phone: 401-934-0842
City: Tiverton	
State: RI	Zip: 02898
Primary Contact: Sara Churgin, district manager	
Email: schurgin.ericd@gmail.com	
Title: District Manager	
Secondary Contact: Beverly Migliore	Email: bevmigliore@gmail.com
Title: Chair	

Funding Request

Amount requested for FY 2020-21 :\$1000	Amount granted in previous year: \$1000	
Time period over which funds will be used	From: July 1, 2020	To: June 30,2021

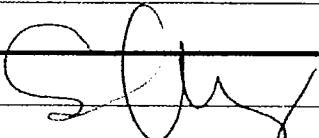
Explain any increases in your request over last year:

Organization Information (attach additional pages if needed)

Organization description: ERICD provides financial and technical assistance to landowners, municipalities, etc. on Natural resource concerns.

Indicate the purpose of the appropriation: (Please be specific with respect to how the funds will be used.)
 We are working with Portsmouth schools on stormwater runoff issues as well as working on Green and Complete Streets . Also, we work with Portsmouth farmers on a regular basis providing technical and financial assistance. Funds are used for meetings, creating designs, project management.

Identify the population of Portsmouth that is served by your organization: (Please also be specific with respect to the number of Portsmouth residents supported by your organization.) School students and parents, farmers and The community at large on stormwater runoff and Green and Complete Streets.

Signature of Applicant 

Additional Information (Please attach)				
	Provided:			
	Yes	No		
1) Proof of agency 501c(3) status, or other:	X			
2) Agency's current and proposed annual budget:	X			2020-21 not yet prepared
3) Latest year end audited financial statement (or equivalent document):			X	*****

***** ERICD is providing a balance sheet and P/L. It just received its 501c3 status and does not yet have audited financials. They will be done for the next fiscal year.

CIVIC SUPPORT - APPLICATION REQUIREMENTS

PURPOSE	To fund projects or programs of non-profit civic organizations, which primarily benefit residents of the Town of Portsmouth.
ELIGIBLE ORGANIZATION	Only 501c(3) tax-exempt organizations are eligible for funding. To be eligible, organizations or projects must primarily serve the residents of the Town of Portsmouth, Aquidneck Island, or Newport County. Organizations that do not have a 501c(3) status must provide documentation that identifies the status they operate under.
APPLICATION	Each request for funding must be submitted on the Town of Portsmouth's Civic Support Request Form. Applications must be signed by an authorized officer of the organization and received by the Finance Director no later than Jan 17, 2020.
INELIGIBLE ACTIVITIES	The following activities will not be funded with civic appropriations: <ol style="list-style-type: none"> 1. Programs or services that serve primarily non-Portsmouth residents 2. Political activities 3. Marketing and/or fundraising
AGREEMENT & REPORTING	All recipients of civic support funding may be required and agree to provide project status report(s) to the Finance Director at intervals specified in advance by the Town Council.
RETURN TO	Town of Portsmouth Attn: Finance Director 2200 East Main Road Portsmouth, RI 02871

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **AUG 13 2019**

EASTERN RHODE ISLAND CONSERVATION
DISTRICT INC
P O BOX 158
TIVERTON, RI 02878

Employer Identification Number:
05-0381214
DLN:
29053198380029
Contact Person:
CYNTHIA A CLARK ID# 17264
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
June 28, 2019
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

EASTERN RI CONSERVATION DISTRICT

2019-2020 Budget

Income

Contribution Income

Municipal Contributions 5,000.00
State Allocation Funding 15,000.00

Total Contributions Income 20,000.00

Supervisor Support Income from AT504 \$16,000.00

Supervisor Support Income from RCPP Soil Health \$5,400.00

Supervisor Support income from RCPP Conservation Planning \$5,000.00

Supervisor Support income from RCPP Conservation Implementation \$3,000.00

Total Income 49,400.00

Expense

Business Expenses

Bank Fees and Charges 50.00

Director's Stipend -

Total Business Expenses 50.00

Employee Expenses

Salaries and Wages (non-billable leave & admin.) 32,000.00

employer taxes 2,880.00

payroll fees 2,000.00

Total Employee Expenses 36,880.00

Facilities and Equipment

Overhead Expenses and Utilities -

Total Facilities and Equipment Expenses -

Other Types of Expenses

Advertising Exp. (promos/flyers) 420.00

Ancillary Expenses -

Copy Machine Expense 1,000.00

Computer Expense 1,000.00

Insurance - Liab., D&O,WC/Bonding 3,000.00

Membership and Dues (NACD,Farm Bureau, RI Ag Trust) 200.00

Postage, Mailing Service 650.00

Supplies and Stationary 1,500.00

Telephone 200.00

Misc/Other Expenses 500.00

Total Other Types of Expenses 8,470.00

Travel and Meetings

Meetings and Workshops Held 500.00

Mileage 3,500.00

Total Travel and Meetings 4,000.00

Total Expense 49,400.00

NET INCOME/(LOSS) -

Eastern RI Conservation District
Balance Sheet
As of June 30, 2019

Jun 30, 19

ASSETS	
Current Assets	
Checking/Savings	
FFOS- Bank Newport (3966)	4,759.51
Checking- Bank Newport (0578)	59,924.29
Petty Cash (5924)	121.25
Total Checking/Savings	64,805.05
Accounts Receivable	
Grants Receivable	26,801.64
Total Accounts Receivable	26,801.64
Other Current Assets	
A/R Other	1,613.18
Total Other Current Assets	1,613.18
Total Current Assets	93,219.87
TOTAL ASSETS	93,219.87
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Deferred Revenue	
ERICD	3,229.81
GIC	
vBCF	4,047.86
RIF	4,445.87
Total GIC	8,493.73
Deferred Revenue - Other	3,623.59
Total Deferred Revenue	15,347.13
Total Other Current Liabilities	15,347.13
Total Current Liabilities	15,347.13
Total Liabilities	15,347.13
Equity	
Unrestricted Net Assets	66,112.92
Net Income	11,759.82
Total Equity	77,872.74
TOTAL LIABILITIES & EQUITY	93,219.87

Eastern RI Conservation District
Profit & Loss
 July 2018 through June 2019

Jul '18 - Jun 19

Ordinary Income/Expense	
Income	
Unrestricted Income	15,001.00
Program/Project Income	
GIC	
RIF	5,091.83
vBCF	11,590.39
GIC - Other	4,650.00
Total GIC	21,332.22
Contract Income	21,247.06
Fee for Service	910.00
FFOS Income	5,850.00
Program/Project Income - Other	80,488.82
Total Program/Project Income	129,828.10
Contribution Income	
Municipal Contributions	5,500.00
Total Contribution Income	5,500.00
Other Types of Income	
Admin Income	10,200.26
Total Other Types of Income	10,200.26
Total Income	160,529.36
Gross Profit	160,529.36
Expense	
Legal	750.00
Admin	316.30
Allocation Expense	6,678.67
Due to	
Due to NRICD	1,174.72
Due to SRICD	1,194.72
Due to - Other	0.00
Total Due to	2,369.44
Program Expenses	
Direct Labor	105,743.25
Other Program Expenses	6,817.43
Program Expenses - Other	4,650.00
Total Program Expenses	117,210.68
Employee Expenses	
Employer Taxes	8,768.12
Payroll Fees	2,121.44
Total Employee Expenses	10,889.56
Other Types of Expenses	
Advertising Exp (Promos/Flyers)	450.18
Annual Dinner	21.90
Computer Expense	554.78
Insurance - Liability, D & O	3,704.09
Memberships and Dues	205.00
Postage, Mailing Service	74.00
Supplies & Printing	54.92
Telephone & Communications	13.37
Misc./Other Expense	3,059.29
Other Types of Expenses - Other	1,471.28
Total Other Types of Expenses	9,608.81

10:32 AM
01/04/20
Accrual Basis

Eastern RI Conservation District
Profit & Loss
July 2018 through June 2019

	Jul '18 - Jun 19
Travel and Meetings	
Mileage	946.08
Total Travel and Meetings	946.08
Total Expense	148,769.54
Net Ordinary Income	11,759.82
Net Income	<u>11,759.82</u>

November 9, 2019

Portsmouth Town Council Members
Town of Portsmouth Town Hall
2200 E. Main Rd.
Portsmouth, RI 02871

Re: Eastern RI Conservation District Letter of Support for Civic Funding FY2020-21

Dear Members of the Town Council:

As the Principal of Melville Elementary School in Portsmouth, I am writing a letter of support on behalf of the Eastern RI Conservation District (ERICD) for their request for Portsmouth Civic Appropriation Funding FY2020-21. ERICD has a passionate drive to help Portsmouth regarding natural resource management and outreach.

ERICD helped with funding for the design and installation of Melville Elementary School's "Outdoor Learning Adventure Zone" (OLAZ). It is not only an educational area where Next Generation Science Standards and Common Core subjects are being taught, but also a stormwater runoff mitigation project. Since its almost completed installation, it has been very well accepted and successfully used by the teachers and students. We are still looking for funding for a few more items, such as the handicap path that will connect the Outdoor Classroom to the OLAZ. ERICD is will again be helping with the funding search. It is ERICD's leadership and enthusiasm that has made this such a successful partnership. None of this would have happened without ERICD's participation.

I encourage the members of the town council to support funding for ERICD in the FY2020-21 budget cycle. In addition to Melville Elementary, there are unique opportunities here in Portsmouth. Opportunities that will have a lasting impact on the environment and the learning experience of our students.

Sincerely,



Elizabeth Viveiros, Principal