



TOWN OF PORTSMOUTH

2200 East Main Road, Portsmouth, RI 02871

www.portsmouthri.com

CIVIC SUPPORT REQUEST FORM FY 2021

Applicant Information

Name of Organization: Common Fence Point Improvement Association (CFPIA)

Address: 933 Anthony Rd

Phone: 401-484-3972

City: Portsmouth

State: RI

Zip: 02871

Primary Contact: Conley Zani

Email: czani@commonfencepoint.org

Title: President, CFPIA

Secondary Contact: Aimee Sweeney

Email: asweeney@commonfencepoint.org

Title: Vice President, CFPIA

Funding Request

Amount requested for FY 20_21: \$ 20,000

Amount granted in previous year: \$ 20,825

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: Please see attached document

Indicate the purpose of the appropriation: (Please be specific with respect to how the funds will be used.)

Please see attached document

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.)

Please see attached document

Signature of Applicant

Date: Jan 17, 2020

Applicant's Signature:

Conley Zani

Additional Information (Please attach)

	Provided:	Yes	No
1) Proof of agency 501c(3) status, or other:	Attached		
2) Agency's current and proposed annual budget:	Attached		
3) Latest year end audited financial statement (or equivalent document):	Attached		

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:
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



ARTS, WELLNESS, COMMUNITY

933 Anthony Rd
Portsmouth, RI 02871
www.commonfencepoint.org

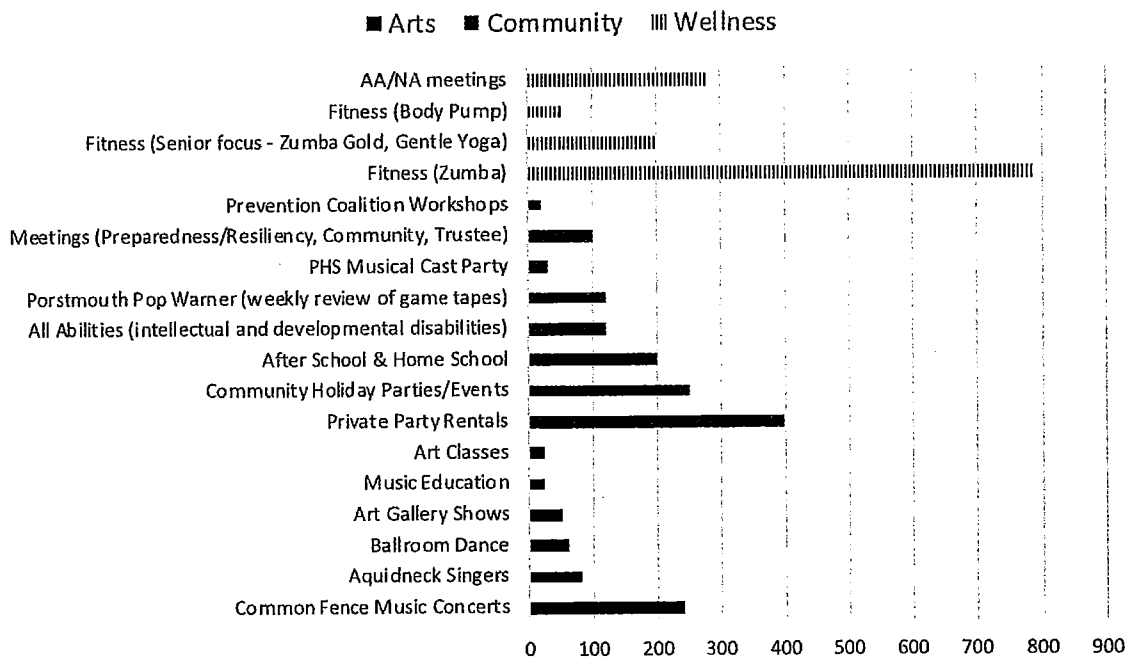
Organization Description:

The Common Fence Point Improvement Association is a non-profit organization that protects over fifty acres of community land and operates a Community Hall in the Common Fence Point neighborhood. In 2018 and 2019, the CFPIA raised over \$800,000 to transform the CFP Hall into a vibrant center of community, arts, and wellness for all of Portsmouth to enjoy.

During and after the renovation of the new CFP Arts, Wellness, and Community Center, we have forged a wonderful and unprecedented new relationship with the Town of Portsmouth. Both of our organizations are working toward a brighter future for the citizens of Portsmouth and we have found success and strength in working together.

Below is what the activities look like in a typical month at the CFP Hall. Over 3,000 “check-ins” occur to a variety of arts, wellness, and community programming in an average month:

CFP Arts, Wellness, and Community Center Activities
(number of people attending in a typical month)



Many of the activities mentioned above were supported by our Civic Support Funding FY 2020 grant. As we re-opened our doors in the Fall of 2019, in an historic and symbolic move, CFPIA opened up membership to everyone in Portsmouth. This enabled everyone in Portsmouth, not just CFP residents, to take advantage of membership benefits. We offered several discounted and/or free classes – especially targeting activities geared toward seniors. We supported Portsmouth youth sports – offering the Pop Warner football team Monday evenings at our facility to review their weekend game plays on our new state of the art A/V system. We hosted a cast party for the members of the Portsmouth High School musical. Annually we host a Halloween celebration for all of Portsmouth in which the PHS marching band leads a costume parade; everyone, kids and parents alike, march along with the band before trick or treating. We host and lead meetings at CFP that are relevant and timely for all of Portsmouth: notably the Preparedness and Resiliency efforts that are currently a major initiative across the State of RI. We are working eagerly with other Portsmouth non-profit organizations – such as the Portsmouth Community Theater and the Portsmouth Historical Society – allowing them to use our facility to further their missions. We are hosting a fundraiser for the Portsmouth Arts Guild in May 2020 to help them get their budget back on track. We also have many free programs designed to simply build community – a Friday morning café run by our All Abilities adapted community, educational workshops, and AA/NA meetings. We have partnered with the YMCA to bring affordable childcare and summer camps to the northern end of Portsmouth. We are doing our best to serve as a resource for all of Portsmouth to enjoy.

Indicate the Purpose of the Appropriation:

We propose to continue our efforts to serve Portsmouth as a vibrant center of community, providing fitness, wellness, and social support programming for everyone in our Town. Civic Support Funding in 2021 would be used to enable:

- 1) Expanding our offerings to create a low-cost, affordable “active older adult” suite of fitness and wellness classes to serve a growing Portsmouth demographic.
- 2) Offering our main event space, as the schedule allows, for the Town to host critical discussion forums and educational events about the initiatives it is exploring, such as the proposed \$65M renovation of the schools, and a proposed future Community Center. We know how important it is for citizens to receive accurate information and have a place to discuss and debate their options. CFP can serve as an accessible, modern, and appealing meeting place.
- 3) Continuing to work with other Portsmouth-based non-profits – the Arts Guild, the Historical Society, the Community Theater, the Pop Warner football and cheer teams - and provide our space, as the schedule allows, free of charge or at deeply discounted rates. Our goal is to serve the community and support these organizations that do the same.
- 4) Leading the charge on environmental, resiliency, and preparedness initiatives – CFP has been identified as a model neighborhood in the State of RI and we have been and will continue to host several organizational meetings to share best practices in FY2021. CFP was just featured in the RI Green Infrastructure Coalition’s 2019 Impact Report – about

"Putting Nature to Work In RI" for our amazing community volunteerism and activism in creating our Rain Garden to control wastewater runoff and spreading the word about how private citizens can use the same technology.

- 5) Coordinating with the Portsmouth Parks and Recreation Director on efforts to serve the community through fitness and summer/vacation camp initiatives. Discussions are underway about joint grant opportunities for youth programming during the school year.


We are respectfully seeking Civic Support Funding in the amount of \$20,000 (\$5,000 per quarter) toward operating budget support for facility usage and compensation for staff. This amount is less than we requested and were awarded in FY2020.

Identify the population of Portsmouth that is served by your organization:

Over 3,000 people check in to the new CFP Arts, Wellness, and Community Center each month. Given the nature of the mixed programming, we do not have exact demographic data on all participants in all programs. However, we assume that a majority of people who frequent our facility are Portsmouth residents. We serve all ages: multiple generations dance together or frequent concerts or take art classes. And, we are very proud to have a significant and active community of people with intellectual and developmental disabilities who enjoy daily activities with us: Zumba, Culinary Arts Life Skills, Art, and Café (in which they prepare and serve baked goods and coffee!). If you have time to check out one short, very meaningful video that captures the work CFP does with our All Abilities community, please view this link: <https://vimeo.com/384288628>.

Thank you so much for your consideration for funding in 2021.

Respectfully,



Conley Zani
President, CFPIA
czani@commonfencepoint.org
401-484-3972

Nonprofit Explorer

Research Tax-Exempt Organizations

COMMON FENCE POINT IMPROVEMENT ASSOCIATION

PO BOX 134, PORTSMOUTH, RI 02871-0134 | TAX-EXEMPT SINCE MARCH 2003

EIN: 05-0440929

Classification (NTEE)

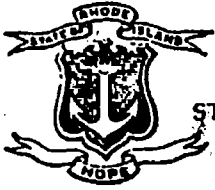
Housing Owners, Renters Organizations (Housing, Shelter)

Nonprofit Tax Code Designation: 501(c)(3)

Defined as: Organizations for any of the following purposes: religious, educational, charitable, scientific, literary, testing for public safety, fostering national or international amateur sports competition (as long as it doesn't provide athletic facilities or equipment), or the prevention of cruelty to children or animals.

Donations to this organization are tax deductible.

More Resources: [↗ GuideStar](#) [↗ National Center for Charitable Statistics](#)



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration
DIVISION OF TAXATION
289 Promenade Street
Providence, R. I. 02908

Common Fence Point Improvement Association
P. O. Box 134
Anthony Road
Portsmouth, RI 02871

CERTIFICATE OF EXEMPTION

This is to certify that the above-named institution has qualified for exemption pursuant to the provisions of the Rhode Island Sales and Use Tax Act, Chapter 18, Title 44, of the General Laws of 1956, as amended, and is accordingly exempt from the payment of the Sales Tax on sales made to it and from the Use Tax on the storage, use or other consumption of tangible personal property by it.

R. GARY CLARK
TAX ADMINISTRATOR

BY:

Maurice M. Lariviere

Maurice M. Lariviere
Assistant Chief
Field Audit Services

CERTIFIED NUMBER: #3685

DATE OF ISSUANCE: July 28, 1988

Common Fence Point Improvement Association

BUDGET OVERVIEW: FY2020 OPERATING BUDGET - FY20 P&L

January - December 2020

	TOTAL
Revenue	
Operating Revenue	
Hall Rental Fees	18,000.00
Membership Dues	6,500.00
Unrestricted Grant Revenue	10,412.50
YMCA Basement Rental	14,400.00
Total Operating Revenue	49,312.50
Total Revenue	\$49,312.50
GROSS PROFIT	\$49,312.50
Expenditures	
Annual Report	20.00
Fire Code Expense	1,335.00
Fundraising Expense	1,500.00
Hall Maintenance Expense	
Cleaning	6,000.00
Elevator Maintenance Contract	1,000.00
Plowing/Lawn/Garden	2,000.00
Rubbish Removal	1,200.00
Septic Expense	1,800.00
Supplies	1,500.00
Total Hall Maintenance Expense	13,500.00
Insurance	6,500.00
Marketing/Social Media/Website	1,750.00
Membership Expenses	500.00
Merchant Service Fees	
PayPal Fees	150.00
Total Merchant Service Fees	150.00
Office Expenses	200.00
Playground Expenses	1,500.00
Postage	300.00
Program Expenses	2,000.00
Stationery & Printing	200.00
Tax Preparation	700.00
Utilities	
Cable & Internet	1,050.00
Electric Expense	2,500.00
Oil Expense	3,000.00
Water	450.00
Total Utilities	7,000.00
Total Expenditures	\$37,155.00
NET OPERATING REVENUE	\$12,157.50
NET REVENUE	\$12,157.50



Treasurer's Report

**Common Fence Point Improvement Association
For the period ended January 31, 2018**

Prepared by
Heather D. Satterley, Co-treasurer

Prepared on
January 17, 2020

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Statement of Activity Summary

January - December 2019

	Jan - Dec 2019	Jan - Dec 2018 (PY)	Total
REVENUE			
In-Kind Donation			20,341.00
Operating Revenue	58,200.78		49,931.44
Program Revenue	1,015.00		
Restricted Donations	55,120.00		108,774.28
Restricted Grant Revenue	230,269.39		37,269.88
Total Revenue	344,605.17		216,316.60
GROSS PROFIT	344,605.17		216,316.60
EXPENDITURES			
Annual Report	20.00		20.00
Bank Charges	40.00		10.00
Fire Code Expense	909.50		1,573.00
Fundraising Expense	406.00		1,651.51
Hall Maintenance Expense	6,324.80		9,581.89
Insurance	4,919.24		4,442.24
Land Development Costs	1,614.20		
Legal & Professional Fees	773.50		
Marketing/Social Media/Website	414.76		472.50
Membership Expenses	314.59		348.77
Merchant Service Fees	136.34		574.88
Office Expenses	55.25		108.02
Playground Expenses			178.99
Postage	166.18		7.90
Program Expenses	9,559.09		3,256.45
Rent or Lease	4,420.00		
Stationery & Printing	185.00		
Tax Preparation	700.00		700.00
Taxes & Licenses	268.00		
Utilities	6,272.57		6,725.16
Total Expenditures	37,499.02		29,651.31
NET OPERATING REVENUE	307,106.15		186,665.29
OTHER REVENUE			
Interest Earned	29.02		23.06
Total Other Revenue	29.02		23.06
NET OTHER REVENUE	29.02		23.06
NET REVENUE	\$307,135.17		\$186,688.35

Statement of Financial Position Summary

As of December 31, 2019

		Total
	As of Dec 31, 2019	As of Dec 31, 2018 (PY)
ASSETS		
Current Assets		
Bank Accounts	53,292.22	238,155.95
Accounts Receivable	1,200.00	1,600.00
Other Current Assets	0.00	225,838.36
Total Current Assets	54,492.22	465,594.31
Fixed Assets	3,826,995.94	3,108,758.68
TOTAL ASSETS	\$3,881,488.16	\$3,574,352.99
LIABILITIES AND EQUITY		
Liabilities		
Total Liabilities		
Equity	3,881,488.16	3,574,352.99
TOTAL LIABILITIES AND EQUITY	\$3,881,488.16	\$3,574,352.99