

Mayor's Office: Council Agenda Item Request Form
*This form and supporting documents (if applicable) are due the Wednesday
before the COW meeting by noon.*

Date Received (office use)	
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Date of Request	1/23/18
Requesting Staff Member	Anna Vukin-Chow
Requested Council Date	1/30/18
Topic/Discussion Title	Mayor's Contribution Fund
Description	Contribution to People Helping People for its 2018 Chili Open fundraiser. The contribution is in the form of gift cards totaling \$450: one \$50 gift card to Clark Planetarium; two \$100 gift cards to Riverbend Golf Course; and, two \$100 ArtTix gift certificates.
Requested Action¹	Council Approval, Consent Items
Presenter(s)	
Time Needed²	
Time Sensitive³	
Specific Time(s)⁴	
Contact Name & Phone	Anna Vukin-Chow, 8-7031
Please attach the supporting documentation you plan to provide for the packets to this form. While not ideal, if supporting documents are not yet ready, you can still submit them by 10 am the Friday morning prior to the COW agenda. Items without documentation may be taken off for consideration at that COW meeting.	

Mayor or Designee approval: _____



¹ What you will ask the Council to do (e.g., discussion only, appropriate money, adopt policy/ordinance) – in specific terms.

² Assumed to be 10 minutes unless otherwise specified.

³ Urgency that the topic to scheduled on the requested date.

⁴ If important to schedule at a specific time, list a few preferred times.

January 23, 2018

The Honorable County Council
2001 S. State Street, Suite N2200
Salt Lake City, Utah 84190

Attn: Amy Winder Newton, Chair

Re: Community Contribution Recommendation

Council Members:

I have reviewed and approved the Salt Lake County Mayor's recommendations for the following community contribution amount under the Mayor's Contribution Fund, subject to the ratification of the County Council as outlined in county ordinance:

<u>Entity</u>	<u>Granted</u>
People Helping People (2018 Chili Open)	\$450.00
<hr/>	
	\$450.00 In Kind

Purpose: To support People Helping People's 2018 Chili Open fundraiser. Proceeds from the fundraiser will help low-income, single mothers served in the PHP Employment Program.

This contribution is approved under the authority of **County Wide Policy 1200:**

- 2.9 Public Purpose - Salt Lake County government's authority or responsibility to promote the safety, health, prosperity, moral well-being, peace, order, comfort, or convenience of County inhabitants.

This contribution will be appropriated in the Salt Lake County Mayor's 2018 budget. Please place this item on your next available agenda for action. Thank you for your help in this matter.

Sincerely,

Ben McAdams
Mayor, Salt Lake County



APPLICATION FOR CONTRIBUTION

NAME OF ORGANIZATION: People Helping People
ADDRESS: 205 N 400 W
CITY: Salt Lake City STATE: UT ZIP CODE: 84004
CONTACT PERSON: Stephanie Gardner PHONE NUMBER: 801-364-4412 EMAIL: stephanie@php

ORGANIZATION OVERVIEW (which could include mission, history, and demographics served):

People Helping People (PHP) is dedicated to reducing the number of children living in poverty by teaching low-income women, primarily single mothers, how to earn an adequate income through stable employment that pays a living wage.

TYPE OF REQUEST: Money ☐ In-Kind ☒

Have you previously requested money from SLCo? ☐ No ☒

If yes, when and how much (previous three years)? _____

What is the amount of your request? _____

The amount you are requesting is 0.00% of your annual agency budget.

What is the purpose of the money you are requesting?:

I am not requesting money but an in-kind donation for the Chili Open Event on February 10th 2017. This donation will be included in a silent auction package.

PLEASE ATTACH:

- ☒ Copy of 501(c)(3)
- ☒ Copy of independent audit. If you do not have one, please enclose a copy of current financial statements.

You will be expected to report to the Salt Lake County Mayor on how the money was used and the success of the project.

The undersigned hereby acknowledges that he or she has authority to bind the organization listed in the application. The applicant accepts the following terms and conditions as a condition of receiving and using County funds or the waiver of fees: County funds will be used solely for the purposes approved by the Mayor of Salt Lake County as applied for in this application. Any expenditure for purposes other than those approved will require a return of the entire grant amount and may disqualify the grantee from receiving any additional County funds. It is further understood that no grant fund will be made available to any County officer or employee or in violation of the requirements of the Public Employees Ethics Act (67-16-1 et seq.). No grant funds will be used for political or campaign purposes. As a further condition of the grant, all County funds may be subject to an audit as required by Salt Lake County. The applicant is required to complete the Disbursement of Funds Report Form for contributions more than \$2,500.

Dated this 8 day of Jan, 2018

Applicant [Signature]



People Helping People

Strengthening Families through Successful Employment

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Pamela Okumura

FOUNDER

Kayleen Simmons

MISSION

People Helping People breaks the cycle of poverty for low-income women by teaching them how to earn a living wage.

Each single mother that transitions from welfare to self-sufficiency saves our community up to \$20,000 annually.

January 8, 2017

Anna Vukin-Chow
Salt Lake County Office of the Mayor
2001 S State Street N2100
SLC, UT 84190-1020

Dear Anna,

Winter is just around the corner and we are gearing up for the **Chili Open** sponsored by the Rotary Club of Sugar House. The **2018 Chili Open** will include a *dinner and silent auction* and will be held at the **Little America Hotel** on **February 10, 2018**.

The **Chili Open** is our biggest fundraising event of the year and makes a huge contribution to our fundraising efforts. With your support, over the last **18** years, this event has helped us raise approximately **\$955,000** for our *Employment Program*. Thank you so much!

The purpose of this letter is to ask if you would consider making an in-kind donation this year. In the past, you donated *(2) golf gift cards and 8 Clark Planetarium gift cards* which we included in our very popular *Family Fun* package.

Your donation will be included in packages sold at the **Chili Open** Auction. **Proceeds from the auction directly benefit the low-income single moms served in our *Employment Program* which teaches them how to become financially self-sufficient through long-term successful employment.**

Each low-income woman we transition from public assistance to work saves our community between \$5,000 and \$20,000 per year.

Please let us know if you can help us this year. We are happy to pick up your donation or you can mail it to our office. Thanks again for your generous support.

Sincerely,

Pam Okumura, Executive Director
801.583.4175 - pam@phputah.org

PHP and the Chili Open are 501(c)(3) non-profit organizations. Your donation is tax deductible.

205 North 400 West • Salt Lake City, UT 84103
www.phputah.org • 801.583.5300

Internal Revenue Service

Date: July 28, 2004

People Helping People, Inc.
205 North 400 West
Salt Lake City, UT 84103

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:

Stephanie Broach-Camp 31-04022
Customer Service Specialist

Toll Free Telephone Number:

8:00 a.m. to 6:30 p.m. EST
877-829-5500

Fax Number:

513-263-3756

Federal Identification Number:

84-1373515

Dear Sir or Madam:

This is in response to your request dated June 8, 2004. We have updated our records to reflect your organization's new address as indicated above.

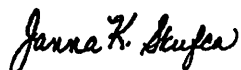
In January 1998 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Janna K. Skufca, Director, TE/GE
Customer Account Services

People Helping People

Year Ended June 30, 2016

Financial Statements

And

Independent Auditor's Report



People Helping People

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
People Helping People
Salt Lake City, Utah

Report on the Financial Statements

We have audited the accompanying financial statements of People Helping People (a nonprofit organization) which comprise the statement of financial position as of June 30, 2016, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of People Helping People as of June 30, 2016, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited People Helping People's June 30, 2015 financial statements, and our report dated November 16, 2015, expressed an unmodified opinion on those audited financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2015, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Shaw & Co PC

Bountiful, Utah
November 12, 2016