

KENAI PENINSULA BOROUGH GRANTS MANAGEMENT

MEMORANDUM

TO:

Mike Navarre, Mayor

FROM:

Brenda Ahlberg, Community & Fiscal Projects Manager

DATE:

August 03, 2017

SUBJECT:

FY17-4Q Senior Grant Narrative Reports

The following senior grant reports have been submitted for FY17-4Q:

Anchor Point Senior Citizens

Cooper Landing Senior Citizens

Forget-Me-Not Center

Homer Senior Center

Kenai Senior Citizens (narrative)

Nikiski Senior Citizens (narrative)

Seward Seniors Citizens

Sterling Area Senior Citizens

Senior programs that have previously submitted final, financial reports:

Homer Friendship Center

Kenai Senior Citizens

Ninilchik Senior Center

Seldovia Senior Center

Soldotna Senior Citizens



144 North Binkley Street . Soldotna, Alaska 99669-7599 PHONE: (907) 714-2153 • FAX (907) 714-2377

EMAIL bahlberg@kpb us

FROM: Anchor Point Senior Citizens, Inc. KPB ACCOUNT: 100.62110.ANCSR,43011

Award Amount: \$44,86\$ Ending: 30 June 2017

Financial / Progress Report

Submit Report To:

Project Name: FY17 Senior Grant Program

Brenda Ahlberg

Date: April 1, 2017

Community & Fiscal Projects Manager

Report No.: 4

Kenai Peninsula Borough

Quarter From: April 1, 2017

144 N. Binkley St., Soldotna, AK 99669

June 30, 2017

FINANCIAL REPORTS

FINAL REPORT DUE ON OR BEFORE

10 July 2017

Cost Category	Authorized Budget	Expenditures from Last Report	Expenditures This Period	Total Expenditures to Date	Balance of Funds
Personnel	23,369	6,981.54	4,484.23	23,369.00	\$ -
Contractual	5500	1,543.70		5,500.00	\$ -
Utilities	16000	4,034.45	2,376,71	16,000.00	\$ -
				•	\$.
					8
TOTALS	\$ 44,869.00	12,559.69	\$ 6,860.94	\$ 44,869.00	\$//-

Payment Request

6,860.94

PROGRESS REPORT: Reference attachment D to ensure eligible cost compliance. Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

The Anchor Point Senior Center has Bingo with concessions every Friday night. A 3 Day Bingo Event was held starting March 31 through April 2nd. APSCI hosts a community dinner every Thursday night, weekday lunch to those in need, and a once a month all-you-can eat breakfast. Our facility has agreed to once again be a USDA agent for Seniors Farmer Market Nutrition Program.

Haircuts in the center are available, for a donation every Monday, Monday and Wednesday mornings are exercise class and vary on being inside or outside dependent on the weather. We have a caregiver meeting the 3rd Wednesday of each month. APSCI offer public assistance avenues and legal guidelines. . APSCI also provides the needy of our community with a charitable giving center, Helping Hands, open two days a week for clothes, household items, use of crutches, walkers, and, other necessities.

For entertainment there are games and puzzles, Wii, cards, daily newspapers, and a pool table on premise for anyone to come in during operating hours to enjoy. Once a month the End of the Road Quilting Group get together and open their club to the public.

With the arrival of spring our nutrition, fish proxy, and garden programs are in full swing. Thank you for your generous

Grantse Certification: I certify that the above information is true and correct, and that expenditures have been made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.



144 North Binkley Street • Soldotna, Alaska 99669-7599 PHONE: (907) 714-2153 • FAX: (907) 714-237

EMAIL: bahlberg@kpb.us

FROM: Cooper Landing Senior Citizens Corp., Inc. KPB ACCOUNT: 100.62115.CLSEN.43011

Award Amount: \$18,665 Ending: 30 June 2017

Financial / Progress Report

Submit Report To:

Project Name: FY17 Senior Grant Program

Brenda Ahlberg

Date: June 30, 2017

Community & Fiscal Projects Manager

Report No.: Four

Quarter From: April 1, 2017

Kenai Peninsula Borough

144 N. Binkley St., Soldotna, AK 99669

To: June 30, 2017 Report Correction

FINANCIAL REPORT

FINAL REPORT DUE ON OR BEFORE

10 JULY 2017

Expenditures Total Authorized **Expenditures** Expenditures to **Balance of Funds Cost Category** from Last Budget This Period Date Report 11,646.00 11,646.00 \$ (2,481.00)9,165 Contractual Transportation 5,527.90 6.000 472.10 472.10 \$ 3,500 165.00 3,521.00 3,686.00 (186.00)Insurance Utilities 1.322.50 14794/68.06 1,390.56 \$ (1.390.56)(1,470.34) Supplies/Equipment 1,335.66 134.68 1,470.34 \$ 18,665.00 14,941.26 3,723.74 TOTALS 18,665.00

Payment Request

3803.64

PROCRESS REPORT: Reference attachment D to ensure eligible cost compliance. Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen The expenses on this FY17 FINAL REPORT INCLUDE WSURANCE ON problems, and/or any special requests. Attach additional pages.

FOR THE SENIOR BUSES WHICH TAKE THE SEXY SENIOR DUMPSTER CLEANERS ON THEIR MONDAY JOBS IN SUPPORT OF CLSCCI (PHOTO INCLODED) AS WELL TAXING SENIORS TO SOLDOTNA + KENAI FOR MEDICAL APPOINTMENTS, GROCERY SHOPPING, ETC. PICTURES ALSO INCLUDED OF SENIOR ACTIVITIES.

WE WILL GET THOSE RECEIPTS NOT INCLUDED TO YOU ASAP. (68.66 & 134.68.) OUR BOOKKEEPER HAS BEEN GONE AWHILE AND BOARD PRES. SLOAN IS IN NINILCHIK THIS SUMMER.

Grantee Certification: I certify that the above information is true and correct, and that expenditures have been	
made for the purpose of, and in accordance with, applicable grant agreement terms and conditions. Signature:	
Signature: Shurley (Wilmith) Date: 7-8-17	
Printed Name and Title SHIRLEY A. WILMOTH - VICE PRESIDEN	T



Sexy Senior Dumpster Cleaners Filled CLSCCI bus + 5 in Maynes car 7/3/17. Cleaned Cooper Landing and Crown Point transfer sites.

Eagles View Commons 5/17 Heather Daniels, Kenaitze Indian Tribe





Eagles View Commons gathering to watch Senator Sullivan describe Mone's activities - 2/2017







144 North Binkley Street • Soldotna, Alaska 99669-7599 PHONE: (907) 714-2153 • FAX: (907) 714-2377

EMAIL: bahlberg@kph.us

GRANTS
JUL 1 0 2017
RECEIVED

FROM: dba Forget-Me-Not Center

KPB ACCOUNT: 100.62195.FNTCO,43011

Award Amount: \$33,045.00

Ending: 30 June 2017

Financial / Progress Report

Po my

Submit Report To:

Project Name: FY17 Senior Grant - Adult Daycare Prgm

Brenda Ahlberg

Report No.: 4

Community & Fiscal Projects Manager

Quarter From: 04/01/17

Kenai Peninsula Borough 144 N. Binkley St., Soldotna, AK 99669

To: 06/30/17

Date: 07/11/17

FINANCIAL REPORTS

FINAL REPORT DUE ON OR BEFORE 10 JULY 2017

Cost Category	Authorized Budget		Expenditures from Last Report	Expenditures This Period	Total Expenditures to Date	Balance of Funds	
Personnel	\$	22,000.00	19,606.00	2,394.00	22,000.00	\$ -	
Transportation	\$	1,500.00	1,485.00	35.00	1,500.00	\$.	
Senior Events	\$	3,000.00	1,437.86	1,562.14	3,000.00	\$ -	
Supplies	\$	6,545.00	4,374.14	2,170.86	, 6,545.00	\$ -	
TOTALS	\$	33,045.00	26,883.00	\$ 6,162.00	\$ 33,045.00	\$ -	

PROGRESS REPORT: Reference attachment D to ensure eligible cost compliance. Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

Durmort love in file Kanai Peninsula Borough Report

Forget-Me-Not Adult Day Center Fourth Quarter Narrative, FY17

During the fourth quarter of FY17 Forget-Me-Not (FMN) was finally successful in establishing a partnership with the Kenaitze Indian Tribe's Elder Center, Tyotkas. We have visited their center with some of our participants and are finalizing plans on elders from the Tyotkas program visiting us at FMN during FY18. One of our participants was a member of the Tyotkas program before becoming ineligible to attend without a caregiver. FMN staff has taken her to lunch at Tyotkas and to visit with her old friends. Staff provided assistance so that she was able to attend and the participant expressed that she felt it was a huge success. We now have other participants attending twice a month with her.

FMN had a host of senior events throughout the fourth quarter. We held a spring barbeque in April in addition to an Easter celebration. We had a Mother's Day luncheon in May, a Father's Day barbeque in June, Country Western week, Basebali week, and some themed days such as "Virgin Pina Colada Day." Some of the participants chose to go on an outing to local vendors in order to purchase flowers, herbs, and vegetables for our garden.

The Elders' Council meetings have been a continuing source of information. The elders have been able to shape the activities they participate in on a day-to-day basis and have suggested outings they would like to take part in. They have provided input for the snacks and beverages that they would like to be offered while in attendance at FMN. The council meetings have led to some very interesting conversations on events the elders would like to happen in the near future. One of the outings that have been suggested is to Sharps Billiards in Kenai to play pool and eat pizza. They have also

expressed interest in going fishing this summer to a local lake. FMN has sent out applications for fishing licenses and is walting for them to return in order to facilitate the outing.

During the fourth quarter one elder was discharged to Heritage Place and another was discharged due to relocation to another state. Our partnership with the Kenai Senior Center continues to provide FMN with referrals. During this time period, FMN was able to enroll two new participants after providing them with trial days.

Training was provided to FMN staff by Alzheimer's Resource Agency in the form of monthly webinars. Staff attended the following webinar trainings:

- "Behaviors That Challenge Us"
- "Dining and Dementia"
- "Legal Issues for Caregivers"

FMN staff had a special treat in May when Mary Sharp, an internationally renowned speaker on dementia, spent an entire day with FMN participants and staff. She showed the elders how to create a collaborative art project which can then be copied and shrunk to the size of greeting cards, then used in a space called "The Kindness Center," which will be stocked and operated by the elders at FMN.

FMN's philosophy remains that of welcoming new and returning volunteers to the FMN Program. We are fortunate to have the following people volunteer regularly:

- Pat Robinson and her Canine Companions, Hope and Joy, visit FMN weekly. The elders enjoy the
 companionship of the dogs as Pat reads a story out loud. Each elder is able to participate in the emotional and
 physical benefits that come from being around the dogs.
- The Apostolic Assembly of Jesus Christ (AAIC) singers come every other week to sing hymns, standards, and
 patriotic songs that are a part of the elders' backgrounds. The elders are able to play musical instruments
 alongside the AAIC singers and look forward to their visits.
- The Kenai Senior Center's Bell Ringers visit every other month. They use movement and musical rhythm
 activities to provide exercise and cognitive stimulation. This collaboration between the FMN participants and
 the Kenai Senior Center senior volunteers benefits both groups.
- Shelly Merrill visits once monthly to provide hand massages and fingernal care for the FMN participants. Shelly
 has a special connection to FMN as her father was once a participant.
- The Kenai Senior Center Choir visited once this quarter.
- Truman Krogel provided Seated Zumba chair exercises once a week for half an hour for FMN participants.
- A participant's family member, Deborah Sounart, paid to have the FMN plano tuned once each fiscal quarter.
 Deborah also played the plano for our participants during lunch once this quarter.

made for the purpose of, and in accordance with, applic	cable grant agreement terms and conditions.
Signature: La Race Pacour	Date: 7/1917
2 Aven Parton.	Operations Director

Grantee Certification: I certify that the above information is true and correct, and that expenditures have been



144 North Binkley Street • Soldotna, Alaska 99669-7599 PHONE: (907) 714-2153 • FAX: (907) 714-2377

EMAIL: bahlberg@kpb.us

GRANTS

JUL 1 0 2017

RECEIVED

FROM: Homer Senior Citizens, Inc. KPB ACCOUNT: 100.62120.HOMSR.43011 Award Amount: \$132,668 Ending: 30 June 2017

Financial / Progress Report

Submit Report To:

Project Name: FY17 Senior Grant Program

Brenda Ahlberg

Date: 07/10/2017

Community & Fiscal Projects Manager

Report No.: 4 (Final)

Kenai Peninsula Borough

Quarter From: 04/01/2017

144 N. Binkley St., Soldotna, AK 99669

To: 06/30/2017

FINANCIAL REPORTS

FINAL REPORT DUE ON OR BEFORE 15 JULY 2017

Cost Category	Authorized Budget	Expenditures From last Report	Expenditures This Period	Expenditures Total to Date	Balance of Funds
Personnel	40,831	40,831	0	40,831	0
Transportation					
Contractual					
Supplies	91,837	74,511	17,328	91,837	0
Equipment			()	
TOTALS	132,668	115,342	/ 17,328	132,668	0

PROGRESS REPORT: Reference attachment D to ensure eligible cost compliance. Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

Our flooring grant was postponed until the next fiscal year. Rasmuson suggested we re-bid the project as the bids were way to high for the amount of work to be performed. We will be soliciting for new bids this mouth.

We had a huge turnover in our kitchen personnel this quarter. Our Food Services Manager, three cooks and one FSA employee resigned. This was the first turnover in five years for this program. We have replaced the Manager with a lead cook and hired a weekend cook. We are revisiting the staffing pattern for this program.

We signed up for the meals on wheels program donations for this department.

Between 4-1-2017 and 6-30-2017 we provided 338 seniors a total of 6,027 meals. We firmly believe proper nutrition is the first step in preventive medicine. We have been serving the DASH diet for the past five years.

Grantee Certification: I certify that the above information is true and correct, and that expenditures have been made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature: Kerley	Thele	Date: July 10, 2017	
Drinted Name and Title:	Vam I Kullau Bras	-tim Director	



144 North Binkley Street . Soldotna, Alaska 99669-7L. PHONE: (907) 714-2153 • FAX: (907) 714-2377

EMAIL: bahlberg@kpb.us

FROM: City of Kenai dba Kenai Senior Services

KPB ACCOUNT: 100.62130.KENSR.43011

Award Amount: \$126,207

Ending: 30 June 2017

Tillanciai / Tilgiess Report		Financial /	Progress Report
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Submit Report To:

Project Name: FY17 Senior Grant Program

Brenda Ahlberg

Date: 7-5-17

Community & Fiscal Projects Manager

Report No.:

Kenai Peninsula Borough

Quarter From: 04-01-2017

144 N. Binkley St., Soldotna, AK 99669

To: 06-30-2017

FINANCIAL REPORT:

FINAL REPORT DUE ON OR BEFORE

10 JULY 2017

Cost Category	Authorized Budget	Expenditures from Last Report	Expenditures This Period	Total Expenditures to Date	Balance of Funds
Personnel	72,032	72,032.00		72,032.00	\$ -
Transportation	828	828.00	-	828.00	\$ -
Contractual	21,176	21,176.00	-	21,176.00	\$ -
Supplies	32,171	32,171.00		32,171.00	\$ -
					\$ -
TOTALS	\$ 126,207.00	126,207.00	\$ -	\$ 126,207.00	\$ -

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Payment Request				- 5	_
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PROGRESS REPORT: Reference attachment D to ensure eligible cost compliance. Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

See Attached.				

Grantee Certification: I certify that the above information is true and correct, and that expenditures have been made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature:

Printed Name and Title: Paul Ostrander, City Manager

City of Kenai-Kenai Senior Services 3rd Quarter Progress Report to Kenai Peninsula Borough Ending June 30, 2017

Senior Center Director attended six department head meetings, three Senior Center staff meetings, and three City Council meetings. She assisted seniors with information concerning independent housing and assisted living, escorted one senior to doctor appointments. The Director participated in the Area-Wide Directors meeting in Homer. There were four Directors present: Homer, Seward, representative from Cooper Landing and Kenai Senior Center. She and the Admin. Assistant assisted seniors with information and assistance, assisted seniors with Medicaid, assisted living placement to 75 seniors. She assisted one senior from the senior housing to Anchorage to catch a plane and move to Texas so the senior could live close to her grandson/guardian. She was moved into assisted living.

The Senior Center Director, Rachael Craig gave a letter of resignation to the City Manager in May. After 16 years and 3 months she will be retiring from the City of Kenai.

The Senior Center was used this quarter for one senior memorial service, one senior couple's wedding reception, and five rentals, and the seniors hosted the Kenai Junior-Senior "After-Prom" breakfast.

This past quarter our 65 volunteers provided 3,164.86 hours of service. They served as board members, assisted in the dining room, checked senior blood pressures, provided transportation, delivered meals, volunteered in the kitchen, provided entertainment, checked in community members during social security visits, served as receptionists, and assisted with other various miscellaneous duties. Our volunteers are amazing, they are willing to step up to whatever challenge we request.

Family Caregiver group met three times this quarter. There were 5 caregivers that were present at each session.

The fundraiser arm of the senior center, Kenai Senior Connection, Inc. planned and prepared for the July 4th fundraiser.

Special events this quarter were Easter Celebration with an Easter Egg Hunt, Celebrated Earth Day, Cinco De Mayo Party, Mother's Day Celebration, Memorial Day Tribute, Kenai Senor Center's first "Walker and Roller Fun Run," along with the third annual Health and Fair. We were very pleased that 38 senior walkers participated and finished the 2.5 mile walk around Olde Town Kenai. In June we began our Mystery Drives, celebrated Father's Day and had a Summer Dance.

The Council on Aging decided to increase the suggested meal donation to \$7.00. They voted that in June the Home Meal Drivers hand out policy and procedures for each home meal client to read and review. Beginning July 1, meal drivers would deliver each Monday a yellow envelope. Home Meal participants are encouraged to donate what they can, place a donation in the yellow envelope and return it to the driver on Friday. The Mea's Driver is to pick up all envelopes whether there is a donation or not. The Nutrition, Transportation and Services grant states, "only a suggested donation" can be accepted. There is no means test for this grant, so no staff member can "charge" for a meal. This way, the yellow envelope is a suggestion to place something no matter how small or large, or nothing at all. We also increased our suggested donations for rides and reinforced that the grant allows for trips to and from the senior center and to any medical appointments.

There is a \$10.00 charge for rides to Soldotna (includes K-Beach Road outside the City limits), each additional stop, i.e. post office, bank, store is \$3.00. When the Activity Coordinator plans a special outing or trip there is a charge based upon mileage and the number of seniors going.

Seniors that were active between 04/01/17 through 06/30/2017

Age Range	<u>Count</u>	<u>Percent</u>
Ages 55 - 59	12	3.0%
Ages 60 – 64	44	11.1%
Ages 65 – 69	65	16.4%
Ages 70 – 74	69	17.4%
Ages 75 – 79	58	14.6%
Ages 80 – 84	39	9.8%
Ages Below 55	22	5.5%
Ages Over 85	85	21.4%
Unknown	_3	0.8%
Totals	397	100%

This is an 8% increase from last quarter!

City/Town	Count	Percent
In City of Kenai	219	75.8%
Out of City of Kenai	<u>70</u>	<u>24.2%</u>
Totals	289	100%



144 North Binkley Street . Soldotna, Alaska 99669-7599 **GRANTS**

PHONE: (907) 714-2153 • FAX: (907) 714-2877

EMAIL: bahlberg@kpb.us

JUL 05 2017

FROM: Nikiski Senior Center KPB ACCOUNT: 280.63190

Award Amount: \$52,981 Ending: 30 June 2017

RECEIVED

Financial / Progress Report

Submit Report To:

Project Name: FY17 Senior Grant Program

Brenda Ahlberg

Date: 06/30/2017

Community & Fiscal Projects Manager

Report No.: 4 Quarter From: 04/01/2017

Kenał Peninsula Borough 144 N. Binkley St., Soldotna, AK 99669

To: 06/30/2017

FINANCIAL REPORTS

FINAL REPORT DUE ON OR BEFORE 10 JULY 2017

Authorized Budget	Expenditures from Last Report	Expenditures This Period	Total Expenditures to Date	Balance of Funds		
52,981.00	39,735.00	13,246.00	52,981.00	\$ -		
				\$ -		
\$ 52,981.00	39,735.00	\$ 13,246.00	\$ 52,981.00	\$.		



RESS REPORT: Reference attachment D to ensure eligible cost compliance. Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

All programs are being held and managed in our new building on Lake Marie Ave in Nikiski.

We will be using this grant for a portion of our payroll expense. We are serving lunches five (5) days per week with one full time cook and two part time kitchen helpers. Our kitchen staff also prepares and packages the Meals on Wheels program. We are delivering the meals on wheel's program fresh daily.

Other fulltime employees are the executive director and custodian. We also have several part time employees including a bookkeeper, event planner, housing manager, and administrative assistant.

Some of the programs at the center are Tuesday & Thursday card days, Saturday afternoon cribbage, Saturday evening bingo, and Friday evening game night. In addition we are adding crafts two days a month. We have seen a marked increase in our food pantry serving seniors and their families in need of assistance. We continue to adjust our program to suit the needs of our seniors.

		true and correct, and that expenditures have been
made for the purpose of, and in acc	ordines with applicable go	ant agreement terms and conditions.
Signature:		Date:07/03/17
Printed Name and Title:	Pat Clark, President	



144 North Binkley Street . Soldotna, Alaska 99669-7599 PHONE: (907) 714-2153 • FAX: (907) 714-2377

EMAIL: bahlberg@kpb.us

FROM: Seward Senior Citizens, Inc. KPB ACCOUNT: 100 62150 SEWSR 43011 Award Amount: \$47,238 Ending: 30 June 2017

Financial / Progress Report

Submit Report To:

Project Name: FY17 Senior Grant Program

Brenda Ahlberg

Date: 7/7/2017

Community & Fiscal Projects Manager

Report No.: 4th Quarter Quarter From: April 1, 2017

Kenai Peninsula Borough

144 N. Binkley St., Soldotna, AK 99669

To: June 30th, 2017

FINANCIAL REPORT:

10 JULY 2017 FINAL REPORT DUE ON OR BEFORE

Cost Category	1	uthorized Budget	Expenditures from Last Report	penditures his Period	Ex	Total penditures to Date	Bala	nce of Funds
Personnel	\$	47,238.00	35,428.50	11,809.50	-	47,238.00	\$	
				-			\$	-
			-	•		-	\$	•
TOTALS	\$	47,238.00	35,428.50	\$ 11,809.50	\$	47,238.00	\$	-

Payment Request

11,809.50

PROGRESS REPORT: Reference attachment D to ensure eligible cost compliance. Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

The Seward Senior Center supported Tai Chi for Arthritis, Strength Training, and Core Balance classes for 34

Served 1543 congregate meals; 716 meals on wheels; transported more than 20 different low income seniors, with 550 one way rides on a fixed route to senior shopping, USPO, Banks, r/t to center services and medical appointments.

SSCI staff counseling 29 different seniors in social security and Medicare services and referred many other seniors into community support services.

SSCI provided a monthly newsletter to 310 seniors in Seward.

Through partnership with Seward Community Foundation, provided mentorship in Tablet training, in partnership with the Seward High School, senior class community service projects.

Distributed 78 boxes of Community Supplemental Food Boxes, through partnership with the Food Bank of Alaska.

Provided 12 seniors access to the Aging Mastery Program, sponsored by Providence Foundation, slated to be taught 4 more times in the next 20 months.

The center continues to partner with foundations and non-profit organizations to continue expanding our scope of services.

Currently, we are working on grants to modernize senior services of Seward, with a capital project this winter.

Grantee Certifleation: I certify that the above information is true and correct, and that expenditures have been made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Date: 7/7/2017 Signature: Dana Paperman

Printed Name and Title: Dana Paperman

Support dans on file