

2021



Allocation Packet

due July 31, 2020



GVHSC Providing A Hand Up

The Golden Valley Human Services Commission (GVHSC), appointed by the City Council, is a volunteer board comprised of citizens-at-large, community and business members, and one City Council member. Each year, this board of citizen volunteers reviews funding requests from local human service organizations and allocates 100 percent of the funding raised by the GVHSC (see Fundraising on page 4).

Mission

Identify the community's needs for human services.

Develop guidelines to evaluate funding requests and allocate funds to human service organizations that meet the identified needs of the community.

Determine funds needed and strategies to provide funding through charitable gambling proceeds, fundraisers, or community events.

Encourage and enlist participation from the greater Golden Valley community.

Guidelines For Funding

- The service provided is for Golden Valley residents at a time of crisis or need.
- The services must not be duplicated by a level of government.
- The service must include cooperation or collaboration between organizations.
- The organization should use the funds granted by the GVHSC to serve Golden Valley citizens.
- Funding shall be granted to human service organizations and not to an individual or individuals.
- Funding will not be granted to any organization licensed in the City for lawful gambling operations.
- Funding is not intended to be used for salaries or general operating expenses.

Each organization that requests money must fill out an application, send in the required documents asked for by the GVHSC, and be available to present the application information to GVHSC members at the September meeting, if needed. In 2020, the meeting date is September 8.

The GVHSC is happy to be able to help your organization financially and would appreciate your help in volunteering your time at any of our fundraisers.



GVHSC Funding Standards

To receive funding from the GVHSC, applicants must:

- provide a program, project, or service that contributes to the City of Golden Valley and serves clients located in the City of Golden Valley
- be incorporated as a non-profit organization
- have operated and delivered services consistently for a minimum of one year, evidenced by an established record of meaningful service utilization levels and adequate support through financial and/or volunteer contributions
- operate on a non-discriminatory basis, according to federal, state, or Golden Valley ordinances, as appropriate according to the jurisdiction consistent with the applicant's service area
- demonstrate that administrative management, general, and fundraising costs do not exceed 15 percent of revenue in any year for which the applicant has received funding from GVHSC without special GVHSC review and concurrence in the appropriateness of the particular unique circumstances which resulted in these costs exceeding 15 percent; and GVHSC together with the applicant agree upon a strategy for reducing these costs within the following fiscal year. Whenever applicant management, general, and fundraising costs exceed 15 percent, applicant representatives must justify to GVHSC.

Required Documents

All applicants must submit **12 copies** each of the:

- GVHSC Application for Funding
- Minnesota Common Grant Application Form (download at www.mcf.org/mcf/grant/applicat.htm#Form)

In addition, all applicants must submit **one copy** of the following organizational documents:

- letter of determination of tax exempt status under Section 501(c)(3) of the Internal Revenue Code filed by the applicant
- articles of incorporation
- constitution and bylaws
- approved operating budget (including revenue and expenses)
- Affirmative Action policy
- most recent annual IRS Report #990 on Report of Organization Exempt From Income Tax
- most recent annual Charitable Organization Finance Statements filed with the appropriate State of Minnesota Agency or Office of Attorney General
- most recent annual certified total audit (organizations that are not required to submit an audited financial statement to the State of Minnesota may submit an audited balance sheet)

If all documents and copies are not included, submission may be withheld.

Please direct all information or questions to:

Brian Erickson, GVHSC Staff Liaison
 City of Golden Valley
 316 Brookview Parkway S
 Golden Valley, MN 55426
 763-512-2366
berickson@goldenvalleymn.gov



GVHSC Fundraising

The Golden Valley Human Services Commission (GVHSC) raises funds by hosting two annual events—*Run The Valley* in April and the *Golden Valley Greens Classic* in September—and soliciting support from the community through the Golden Valley Community Foundation. The GVHSC also receives 10 percent of the pull tab monies collected in the city.

Run The Valley

Run The Valley, the GVHSC's annual 5K/10K race, 5K walk, and kids fun run, has become a successful spring fundraiser and a popular community activity. Starting at Brookview, the race/walk winds through residential Golden Valley. The 2019 event drew 408 runners and walkers and raised more than \$17,000.



Due to COVID-19, the 2020 *Run The Valley* was modified to a virtual event in early June.

Corporate sponsors for 2020 were were Lunds & Byerlys–Golden Valley, CCX Media, and City of Golden Valley (Gold); Commers, Liberty Packaging, Bassett Creek Dental, TrueStone, Golden Valley Kids Dental, and Advances in Orthodontics (Silver); and Fluency Digital Inc, Gary Metchnek Edina Realty, Oak Grove Church, New Hope YMCA, and Under Pressure Brewing (Bronze).

Participants receive *Run The Valley* T-shirts.

Golden Valley Greens Classic

In 2019, the *Golden Valley Golf and Lawn Bowling Classic* was renamed the *Golden Valley Greens Classic*. Held at Brookview Golf & Lawn Bowling, the *Greens Classic* raises thousands of dollars each year for the GVHSC. Participants enjoy a day of fun and prizes, including lunch. The 2019 event drew 68 golfers, 40 lawn bowlers, and raised more than \$10,000. The 2020 event is scheduled for Monday, Sept 14.

Hole sponsors for 2019 were were SEH (Short Elliot Hendrickson), Rudy Luther, Lunds and Byerlys-Golden Valley, BNC Bank, Liberty Packaging, Room and Board, Frankies Pizza, Bolton & Menk, Inc, and the City of Golden Valley. Lawn bowling sponsors included Room and Board, City of Golden Valley, and Discover St Louis Park.



For more information about the GVHSC and its fundraising activities, go to www.goldenvalleymn.gov/boards/gvhsf/ or contact staff liaison Brian Erickson at 763-512-2366 or berickson@goldenvalleymn.gov.

Golden Valley Human Services Commission

Application for Funding 2021



Name of Agency/Organization _____

Address _____

City _____ State _____ ZIP _____

Phone _____ Contact Person _____

Contact Person Title _____ Contact Email _____

What other funding sources provided money to your agency/organization for the last three years?

Briefly describe how the GVHSC funds will be used by your organization (ie, program or service, etc).

How many communities does your organization serve? Please list, and provide the number of clients for each community served in 2019.

Describe how **Golden Valley residents** directly benefit from the project/services you provide.

Describe the scope of services to **Golden Valley residents** your organization provides in a year (eg, the number of households served and the number of times on average a household receives help in a year).

If you received funds from the GVHSC for 2020, how were the funds used by your organization?

If you do not receive funds from the GVHSC for 2021, how would this affect your program?

Are you aware of any other agencies providing this project/services to **Golden Valley** residents?

No Yes *If yes, explain why they are not fulfilling the current needs:*

Signature _____

Date _____

Title _____



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www.goldenvalleymn.gov

**Attach additional sheet if needed.*