

**Agency Application and Forms
2019 - 2021**

(Revised November 2018)

Application to: **City of Medford** **City of Ashland** **United Way**
(Choose one only)

ORGANIZATION LEGAL NAME Community Volunteer Network DATE: 03/04/2019

OTHER NAMES ORGANIZATION KNOWN BY (DBA) _____

ADDRESS 1 W. Main St. #303 Medford OR 97501
Street City State Zip

FEDERAL EMPLOYER ID NUMBER (FEIN) _____

PROGRAM/PROJECT TITLE Foster Grandparent Program

See MEMO for important information on goals and priorities for Ashland, Medford and United Way.

Ashland – on which strategic priority does your program focus? Maintaining Housing/basic needs

Medford – which essential safety net service is provided? _____

United Way – on which impact area does your program focus? Select Impact Area

AMOUNT REQUESTED from this funder for this program/project 2019-2020 \$ 3,000
2020-2021 \$ 3,000

GRANT CONTACT (If other than Executive Director listed below)

Name _____

Telephone _____

E-mail _____

EXECUTIVE DIRECTOR INFORMATION

Name Kristin Milligan

Telephone 541-857-7784

E-mail kmilligan@retirement.org

CERTIFICATION

The information contained in this application is true and correct to the best of my knowledge.


Signature of Board President

Michele Jones
Type Name


Signature of Executive Director/CEO

Kristin Milligan
Type Name

SUMMARY INFORMATION

RECIPIENT AGENCY Community Volunteer Network (CVN)

PROGRAM/PROJECT TITLE Foster Grandparent Program

1. Program/project is: new established/continuing pilot
If pilot, expected duration _____

2. Primary geographic location and population program funding will serve. *(If funding awarded, City of Medford and City of Ashland, will require tracking the number of city residents served for reporting purposes. United Way requires tracking for Jackson County.)*

The Foster Grandparent Program (FGP) of Southern Oregon is administered out of Medford, with volunteers serving in Jackson, Josephine, and Klamath County. Currently the program has 52 active volunteers, 3 living in Ashland, serving at-risk and special needs children in 36 different sites in Jackson County, 3 sites in the city of Ashland.

3. What will this funding enable?

Funding received from the City of Ashland would further allow sustainability and growth of the program. The funding would support further community outreach and recruitment specifically in Ashland. Foster Grandparent volunteers will in turn serve as a valuable resource, mentor, and non-judgmental companion to the at-risk children of Ashland.

4. Number of volunteers this program/project will engage: 65

Number of paid program employees this program/project will engage: 2.5

5. Total number volunteers agency utilizes: 574

Total number of paid agency employees: 4.5

6. Outline key strategies of the project/program with timeline and staff structure.

Program Strategies: To ensure complete dispersment of federally funded stipends made available to our community's low-income senior population through volunteerism with the Foster Grandparent Program; increase Ashland's low-income seniors participation in the program.

Timeline: A majority of the volunteers services are provided during the school year; however some placements extend into summer months (i.e. YMCA). The fiscal year for stipend disbursements are July 1 - June 30.

Staff Structure: FGP Program Manager in Jackson County is overseen by Executive Director.

7. Use this space for comments, explanations, and exceptions to questions on this application that can't be included within the question format. You may also leave it blank.

Brief Program Overview: Foster Grandparents are low-income volunteers 55+, that tutor, mentor and support at-risk youth. Volunteers work 15 to 40 hours/week at supervised sites in schools, and non-profit organizations. Volunteers receive a non-taxable stipend of \$2.65/hour, transportation reimbursement of .50/mile, are eligible for free lunches and a free annual physical.

AGENCY AND PROGRAM/PROJECT NARRATIVE

RECIPIENT AGENCY Community Volunteer Network (CVN)

PROGRAM/PROJECT TITLE Foster Grandparent Program

Answer all three narrative questions. Use only the space provided – place the question number and letter preceding each answer; the amount of space you allot for each response is your choice. Use Helvetica font – 11 point.

- 1. Description of organization (include inception date) and**
 - a. mission statement, purpose(s) and how this program/project fits with your mission.**
 - b. your organization's unique qualifications to accomplish your program outcomes?**
 - c. what approach is your agency taking to serve clients and train staff on trauma informed care?**

- 2. What:**
 - a. issues(s) is the project/program intended to impact,**
 - b. strategy for change your program will be based on,**
 - c. evidence do you have that the project/program will be successful in the proposed setting, and**
 - d. what tool(s) will you use to measure outcomes?**

- 3. How would the community as a whole benefit if your program receives funding? (Include a description of collaborations and integration and the role program/project plays in the sector.)**

1.a. Community Volunteer Network was established in 1986. CVN's mission is to "provide meaningful volunteer opportunities for seniors to enrich the lives of people in their communities." CVN administers two national service programs in Southern Oregon: The Foster Grandparent Program and RSVP. The Foster Grandparent Program is at the core of our purpose. The multi-generational approach of seniors volunteering with our local youth while earning a stipend and transportation reimbursement, benefits the community at large by providing an opportunity for meaningful senior engagement and one-on-one attention for at risk-youth.

1.b The Foster Grandparent Program was developed in Jackson County in 1975, with expansion to Josephine County in 1994, and Klamath County in 1996. For 44 years the program has been devoted to serving low-income seniors and at-risk youth of Southern Oregon. The program was strengthened in 1986 when the Rogue Valley Manor (RVM), a non-profit organization also specializing in serving seniors, was granted the role of sponsor; these duties were assumed by Pacific Retirement Services (PRS) in the early 1990's as it was established as the parent corporation for RVM and other subsidiaries throughout the country. Using the combined 30 plus years of experience as the sponsoring organization, PRS has assisted the Foster Grandparent Program in building upon existing partnerships in addition to forming new ones as the number of organizations utilizing Foster Grandparent volunteers continues to increase and broaden throughout the community.

1.c. CVN's approach to serve our senior client volunteers is to support their needs holistically whether it be emotionally, socially or by connecting them to our network of non-profits and resources when we are not the proper agency to fulfill their needs. Our volunteers receive paid time off, free annual physicals, are eligible to receive free lunches at their volunteer sites, receive free meals during trainings, and are treated to special recognition events. Our Foster Grandparents attend week-long session trainings in summer and in-service trainings are held on a monthly basis. The training topics vary from life skills applicable to healthy aging such as Alzheimer's

awareness, to a Medford Police officer presenting on the types of illegal drugs that are readily available to the students in the very settings they are volunteering. Program staff attend a variety of senior focused trainings to ensure we are keeping up with trends and recognizing the needs of our volunteers.

2.a. The Foster Grandparent Program was designed to engage seniors with limited income in community service and receive a modest stipend for that activity. This program has a financial impact on the low-income seniors in our community who are living on low fixed monthly incomes. In addition to the hourly stipend and transportation reimbursement, our program provides our volunteers with paid time off, free annual physicals, and regular free meals. A high percentage of senior's fixed income are directly paying for housing costs, leaving little money for utilities, food, medications, and clothing. Jackson County currently has a 1% vacancy rate, and as costs of living continues to rise our community's seniors fixed incomes remain unchanged. The Foster Grandparent Program provides an opportunity for seniors to earn additional non-taxable, non-deductible income that doesn't effect any benefits they may receive. In addition to the financial support, the volunteers in our Program often share feelings of accomplishment and joy as most of them end up finding a renewed excitement and purpose to get out of bed in the morning. Finally, this program impacts our local youth. The sites at which Foster Grandparents are placed all share a mission of service to children, whether that be in more traditional settings of public schools and Head Start centers or involvement with children at the local YMCA. The youth served by Foster Grandparents greatly benefit from the personal attention given within the context of an ongoing relationship with a caring Foster Grandparent.

2.b. Foster Grandparent volunteers will be able to prolong their independence and financial stability with an increase to their income through productive community engagement.

2.c. Evidence of success of the Foster Grandparent Program can be identified by looking at the dollars our program puts back into the community. During the program's 2017-2018 Fiscal Year, we were able to put \$185,345.00 non-taxable dollars (including stipend and transportation reimbursements) directly into the pockets of our low-income volunteers, approximately 2.5% went to Ashland seniors. With further support of this program, we can outreach and engage more Ashland volunteers and can further augment senior's income so that a larger portion of the Ashland population can benefit and be better equipped to afford life's necessities.

2.d. Our goal is to meet or exceed \$185,000 of disbursements to volunteers, and increase the percentage received by Ashland seniors. The data will be tracked and managed in the program's income statements, which will serve as the tool to measure our outcomes.

3. This program benefits the entire community by supporting a multi-generational approach empowering seniors to serve our community's children. The cost of volunteering can be high; transportation related expenses such as bus passes, gas, and car maintenance can be a factor that prevent seniors from engaging in community service. Our intent is to remove those barriers, to improve the overall quality of life for our senior population while providing enrichment opportunity's for our youth. Approximately a quarter of Jackson County's population are 65 and older and yet senior's remain an under-served and often overlooked vulnerable demographic. Lastly, per the "Health Benefits of Volunteering Research" compiled by the Corporation for National and Community Service, older individuals who volunteer have lower mortality rate, lower rates of depression and greater functional ability than those that do not. We know that Jackson County has a high rate of older adults living with depression and committing suicide. Our program provides seniors with a healthy opportunity to be active, social and involved, benefiting the community at large.

GENERAL FINANCIAL INFORMATION

RECIPIENT AGENCY Community Volunteer Network (CVN)
 PROGRAM/PROJECT TITLE Foster Grandparent Program

1. For most recently completed 990:

a. FISCAL YEAR (mm/yyyy – mm/yyyy): 07/2016 - 06/2017

b. Administration & Fundraising expense: \$ 56,339 10.58 %

Administration & Fundraising (expressed as percent of total budget - also known as management and general, that portion of your expenses not dedicated solely to program or services), calculated directly from your IRS form 990, Part IX: Add Line 25 C (administrative cost total) and Line 25 D (fundraising cost total) and divide by Part IX, Line 25, Column A (total expenses).

c. Program expense \$ 539,597

d. **Total expenses:** \$ 595,936

e. Sources of **revenue:**

Memberships/ individual contributions \$ _____ %

Raised through fundraising activities \$ _____ %

Government \$ 452,848 77.57 %

Foundations \$ 50,606 8.67 %

United Way \$ 21,050 3.61 %

Fees for Service \$ _____ %

Other (reimbursements, payments, bequests, etc.) \$ 59,296 10.16 %

f. **Total revenue:** \$ 583,800

2. What is the highest level of financial reporting required by your funders? Financial Review

3. Briefly describe your sustainability outlook for the project/program in the future.

Known for its longevity and reliability, Community Volunteer Network will continue to focus on the recruitment and retention of volunteer participants within the older adult population residing in Ashland. We will leverage existing federal funding opportunities and strengthen our local match dollars from public and private funders by focusing on extended community outreach across the County.

4. a. Total organizational annual budget **current ongoing** fiscal year: 696,047

b. Total program/project budget **current ongoing** fiscal year: 460,336

ORGANIZATION BUDGET 2019-20

PROJECT PERIOD July 1, 2019 to June 30, 2020

RECIPIENT AGENCY Community Volunteer Network (CVN)

REVENUE	Pending Commitments	Secured Commitments
City of Medford Funds	\$ 10,000	\$
City of Ashland Funds	\$ 9,000	\$
Jackson County Funds	\$ 3,200	\$
CDBG (identify)City of Medford CDBG	\$ 8,000	\$
Other State or Federal Funds	\$ 345,165	\$ 53,700
United Way Funds	\$ 20,000	\$
Other Funds (identify) Foundation;School;in-kind	\$ 308,420	\$
SUB TOTALS	\$ 703,785	\$ 53,700
TOTAL REVENUE (Pending & Secured)		\$ 757,485
EXPENDITURES		
A. PERSONNEL SERVICES		
Total Salaries		\$ 208,892
Total Benefits		\$ 105,624
TOTAL PERSONNEL SERVICES		\$ 314,516
B. MATERIALS & SERVICES: (please detail other major budget categories)		
Payroll Taxes, Local Mileage, Travel and Education		\$ 28,406
Contract Services, Dues & Subscriptions		\$ 7,450
Postage, Printing, Office Supplies and Phone		\$ 7,350
Direct Volunteer; Stipends, Meals, Insurance, Physicals, Travel, Recognition		\$ 263,250
Other Misc.		\$ 19,513
In-Kind		\$ 117,000
TOTAL MATERIALS & SERVICES		\$ 442,969
C. CAPITAL OUTLAY (must constitute part or all of funded public service activity to be eligible expense)		
Equipment		\$
Furnishings		\$
Other capital expenses /Identify:		\$
TOTAL CAPITAL OUTLAY		\$ 0
TOTAL EXPENDITURES (Sum of A, B & C)		\$ 757,485

PROGRAM BUDGET 2019-20

PROJECT PERIOD July 1, 2019 to June 30, 2020

RECIPIENT AGENCY Community Volunteer Network (CVN)

REVENUE	Pending Commitments	Secured Commitments
City of Medford Funds	\$	\$
City of Ashland Funds	\$ 1,000	\$
Jackson County Funds	\$	\$
CDBG (identify) City of Medford CDBG	\$ 8,000	\$
Other State or Federal Funds	\$ 333,165	\$
United Way Funds	\$ 8,000	\$
Other Funds (identify) foundation;schools;in-kind	\$ 134,820	\$
SUB TOTALS	\$ 484,985	\$ 0
TOTAL REVENUE (Pending & Secured)		\$ 484,985
EXPENDITURES		
A. PERSONNEL SERVICES		
Total Salaries		\$ 97,747
Total Benefits		\$ 51,847
TOTAL PERSONNEL SERVICES		\$ 149,594
B. MATERIALS & SERVICES: (please detail other major budget categories)		
Payroll taxes, Local Mileage, Travel and Education		\$ 14,492
Contract Services, Dues & Subscriptions		\$ 4,150
Postage, Printing, Office Supplies and Phone		\$ 3,450
Direct Volunteer; Slipends, Meals, Insurance, Physicals, Travel, Recognition		\$ 227,550
Other Misc		\$ 13,749
In-kind		\$ 72,000
TOTAL MATERIALS & SERVICES		\$ 335,391
C. CAPITAL OUTLAY (must constitute part or all of funded public service activity to be eligible expense)		
Equipment		\$ 0
Furnishings		\$ 0
Other capital expenses /Identify:		\$ 0
TOTAL CAPITAL OUTLAY		\$ 0
TOTAL EXPENDITURES (Sum of A, B & C)		\$ 484,985

PROGRAM BUDGET 2020-21

PROJECT PERIOD July 1, 2020 to June 30, 2021

RECIPIENT AGENCY Community Volunteer Network (CVN)

REVENUE	Pending Commitments	Secured Commitments
City of Medford Funds	\$	\$
City of Ashland Funds	\$ 1,000	\$
Jackson County Funds	\$	\$
CDBG (identify) City of Medford	\$ 8,000	\$
Other State or Federal Funds	\$ 333,165	\$
United Way Funds	\$ 8,000	\$
Other Funds (identify) foundation;schools;in-kind	\$ 154,820	\$
SUB TOTALS	\$ 504,985	\$ 0
TOTAL REVENUE (Pending & Secured)		\$ 504,985
EXPENDITURES		
A. PERSONNEL SERVICES		
Total Salaries		\$ 100,680
Total Benefits		\$ 53,403
TOTAL PERSONNEL SERVICES		\$ 154,083
B. MATERIALS & SERVICES: (please detail other major budget categories)		
Payroll taxes, Local Mileage, Travel and Education		\$ 14,931
Contract Services, Dues & Subscriptions		\$ 4,275
Postage, Printing, Office Supplies and Phone		\$ 3,565
Direct Volunteer; Stipends, Meals, Insurance, Physicals, Travel, Recognition		\$ 234,376
Other Misc		\$ 18,755
In-Kind		\$ 75,000
TOTAL MATERIALS & SERVICES		\$ 350,902
C. CAPITAL OUTLAY (must constitute part or all of funded public service activity to be eligible expense)		
Equipment		\$
Furnishings		\$
Other capital expenses /Identify:		\$
TOTAL CAPITAL OUTLAY		\$ 0
TOTAL EXPENDITURES (Sum of A, B & C)		\$ 504,985

CURRENT MEMBER/CLIENT DEMOGRAPHIC PROFILE

(Use absolute numbers only – no percentages.)

RECIPIENT AGENCY Community Volunteer Network (CVN)

PROGRAM/PROJECT TITLE Foster Grandparent Program

City of Medford and City of Ashland applicants fill out right column only. United Way applicants fill out left column only.

		# Whole Program	# Medford or Ashland	III. Residence* For Whole Program	
I. Gender	Female	<u>54</u>	<u>2</u>		
	Male	<u>8</u>	<u> </u>		
	Other	<u> </u>	<u> </u>		
	Totals	<u>62</u>	<u>2</u>		
II. Age*	0 to 5	<u> </u>	<u> </u>	FOR UNITED WAY APPLICANTS ONLY	
	6 to 12	<u> </u>	<u> </u>	Ashland <u> </u>	
	13 to 17	<u> </u>	<u> </u>	Central Point <u> </u>	
	18 to 30	<u> </u>	<u> </u>	Eagle Point <u> </u>	
	31 to 50	<u> </u>	<u> </u>	Gold Hill and <u> </u>	
	51 to 61	<u>1</u>	<u> </u>	Rogue River <u> </u>	
	62 +	<u>61</u>	<u>2</u>	Jacksonville, Ruch, <u> </u>	
	Unknown	<u> </u>	<u> </u>	& Applegate <u> </u>	
	Total	<u>62</u>	<u>2</u>	Medford <u> </u>	
				Phoenix/Talent <u> </u>	
			Shady Cove, Butte <u> </u>		
			Falls, Trail, Prospect <u> </u>		
			& other Upper Rogue <u> </u>		
			White City <u> </u>		
			Other <u> </u>		
			Unknown <u> </u>		
			Total <u>0</u>		

*at point of entry for service

IV. Race/Ethnicity

City of Medford and City of Ashland applicants fill out ethnicity and Medford/Ashland columns. United Way applicants fill out Whole Program and Ethnicity portions.

	#Whole Program	Ethnicity Hispanic/Latino*	#Medford or Ashland
White	<u>56</u>	<u> </u>	<u>1</u>
Black/African American	<u> </u>	<u> </u>	<u> </u>
American Indian/Alaskan Native	<u>2</u>	<u> </u>	<u> </u>
Native Hawaiian/other Pacific Islander	<u> </u>	<u> </u>	<u> </u>
American Indian/Alaskan Native and White	<u> </u>	<u> </u>	<u> </u>
Black/African American and White	<u> </u>	<u> </u>	<u> </u>
American Indian/Alaskan Native and Black/African American	<u> </u>	<u> </u>	<u> </u>
Other Multi Racial	<u> </u>	<u> </u>	<u> </u>
Other	<u>4</u>	<u>4</u>	<u>1</u>
Totals	<u>62</u>	<u>4</u>	<u>2</u>

* Fill out this column as it relates to Whole Program or Medford/Ashland columns according to the entity you are applying to. Ethnicity is a portion of each Race category listed and will likely not match the total demographic served – it would only match if 100% of your clients identify as Hispanic/Latino.

Agency Board Profile

RECIPIENT AGENCY Community Volunteer Network (CVN)

PROGRAM/PROJECT TITLE Foster Grandparent Program

(For City of Medford and City of Ashland, Board must have residents of respective city.)

1. Number of board members required in bylaws? Minimum 5 Maximum 9
2. Number of board members currently active? # Voting 6 Vacancies
3. Average percentage board meeting attendance (over last completed year): 87.50%
4. Percent of board in attendance required for a quorum: 51.00%
5. List various board, advisory and ad hoc committees and the number of people on each.

<i>Committee</i>	<i>Number of Members</i>
CVN Board of Directors	6
Event committee	20
Klamath Falls Advisory Council	4

6. Characteristics of Board of Directors at time of application:

Race/Ethnicity

	<i>Number Identifying</i>	<i>Ethnicity Hispanic/Latino*</i>
White	6	
Black/African American		
American Indian/Alaskan Native		
Native Hawaiian/other Pacific Islander		
American Indian/Alaskan Native and White		
Black/African American and White		
American Indian/Alaskan Native and Black/African American		
Other Multi Racial		
Other		
Totals	6	0

* Fill out this column pertaining to board Ethnicity is a portion of each Race category listed. It will very likely not match the total board category – it would only match if 100% of your board identifies as Hispanic/Latino.

Residence

	<i>Male</i>	<i>Female</i>	<i>Other</i>
Ashland			
Central Point			
Eagle Point	1		
Gold Hill/Rogue River			
Jacksonville, Ruch, Applegate			
Medford	4	1	
Phoenix/Talent			
Shady Cove, Butte Falls, Trail, Prospect, Other Upper Rogue			
White City			
Other			
Total	5	1	0

Community Volunteer Network

 A PRRS Organization

Community Volunteer Network Board Member Roster 2018-2019

Chair

Michele Jones, 2011
Retired, United Way, CVN
H: (541) 779-1097
C: (541) 261-1097
Michele.jones1097@gmail.com

Members At Large:

Doug Spani, 2012
Retired, Phoenix-Talent School District
C: (541) 944-7622
mspani@charter.net

Vice Chair

Tim Clayton, 2014
US Bank
W: 541-776-2546
Timothy.clayton@usbank.com

Greg Jones, 2008
Retired, City of Medford, CCCS
H: (541) 770-5020
C: (541) 944-6291
Gregejones48@gmail.com

Treasurer

Nick Parsons, 2013
Rogue Credit Union
W: 541-858-7125
nparsons@roguefcu.org

Secretary

John Howard, 2013
Retired, Congressman Walden's office
541-292-4172
bboxtek@gmail.com

OGDEN UT 84201-0029

In reply refer to: 4077591934
May 29, 2014 LTR 4168C 0
[REDACTED] 000000 00
00038736
BODC: TE

COMMUNITY VOLUNTEER NETWORK
1045 ELLENDALE DR
MEDFORD OR 97504-8706



047017

Employer Identification Number: [REDACTED]
Person to Contact: Ms. Wiles
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Apr. 08, 2014, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in November 1986.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

4077591934

May 29, 2014 LTR 4168C 0

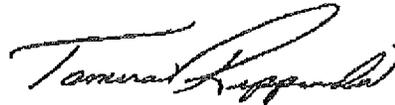
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COMMUNITY VOLUNTEER NETWORK
1045 ELLENDALE DR
MEDFORD OR 97504-8706

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

Sincerely yours,



Tamera Ripperda
Director, Exempt Organizations

COMMUNITY VOLUNTEER NETWORK

STATEMENTS OF FINANCIAL POSITION

June 30, 2018

ASSETS

	<u>Foster Grandparent Program</u>	<u>RSVP - An Invitation to Serve</u>	<u>Total</u>
Current assets			
Cash and cash equivalents	\$ 54,266	\$ 13,473	\$ 67,739
Support and other receivables	26,857	16,921	43,778
Prepaid expenses	<u>715</u>	<u>2,713</u>	<u>3,428</u>
Total current assets	<u>81,838</u>	<u>33,107</u>	<u>114,945</u>
Other assets			
Interest in net assets of PRS Foundation	<u>29,770</u>	<u>-</u>	<u>29,770</u>
Total other assets	<u>29,770</u>	<u>-</u>	<u>29,770</u>
Total assets	<u>\$ 111,608</u>	<u>\$ 33,107</u>	<u>\$ 144,715</u>

The accompanying notes are an integral part of these financial statements.

COMMUNITY VOLUNTEER NETWORK

STATEMENTS OF FINANCIAL POSITION

(Continued)

June 30, 2018

LIABILITIES AND NET ASSETS

	<u>Foster Grandparent Program</u>	<u>RSVP - An Invitation to Serve</u>	<u>Total</u>
Liabilities			
Accounts payable	\$ 80,830	\$ 2,859	\$ 83,689
Due to affiliates	52,370	106,929	159,299
Accrued payroll and taxes	17,509	20,952	38,461
Other liabilities	-	96	96
	<u>150,709</u>	<u>130,836</u>	<u>281,545</u>
Total liabilities, all current			
Net assets			
Unrestricted	(53,742)	(98,325)	(152,067)
Temporarily restricted	-	596	596
Permanently restricted	14,641	-	14,641
	<u>(39,101)</u>	<u>(97,729)</u>	<u>(136,830)</u>
Total net assets			
Total liabilities and net assets	<u>\$ 111,608</u>	<u>\$ 33,107</u>	<u>\$ 144,715</u>

The accompanying notes are an integral part of these financial statements.

COMMUNITY VOLUNTEER NETWORK

STATEMENTS OF FUNCTIONAL EXPENSES

For the Year Ended June 30, 2018

	<u>Program</u>	<u>Supporting Services</u>			<u>Total</u>
	<u>Program Services</u>	<u>Management and General</u>	<u>Fundraising</u>	<u>Total Supporting Services</u>	
<u>Foster Grandparent Program</u>					
Salaries and wages	\$ 83,602	\$ 18,515	\$ -	\$ 18,515	\$ 102,117
Employee benefits	16,742	3,537	-	3,537	20,279
Pension plan contributions	12,621	3,210	-	3,210	15,831
Payroll taxes	7,258	1,496	-	1,496	8,754
Travel	2,031	532	-	532	2,563
Insurance	-	197	-	197	197
Volunteer expenses	205,388	-	-	-	205,388
In-kind expenses	66,437	6,500	-	6,500	72,937
Contract services	412	2,560	-	2,560	2,972
Supplies	426	75	-	75	501
Postage and shipping	545	-	-	-	545
Dues and subscriptions	-	283	-	283	283
Legal fees	-	50,000	-	50,000	50,000
Licenses and fees	-	175	-	175	175
Transportation	755	252	-	252	1,007
Telephone	413	73	-	73	486
Miscellaneous	1,050	273	-	273	1,323
	<u>397,680</u>	<u>87,678</u>	<u>-</u>	<u>87,678</u>	<u>485,358</u>
<u>RSVP - An Invitation to Serve</u>					
Salaries and wages	100,815	15,949	-	15,949	116,764
Employee benefits	22,787	2,319	-	2,319	25,106
Pension plan contributions	16,034	1,840	-	1,840	17,874
Payroll taxes	8,799	856	-	856	9,655
Travel	1,815	466	-	466	2,281
Insurance	-	197	-	197	197
Volunteer expenses	33,400	-	-	-	33,400
In-kind expenses	40,032	6,500	-	6,500	46,532
Contract services	1,071	1,663	-	1,663	2,734
Supplies	2,700	476	-	476	3,176
Information technology	24	-	-	-	24
Postage and shipping	1,298	-	-	-	1,298
Dues and subscriptions	-	183	-	183	183
Licenses and fees	-	175	-	175	175
Transportation	87	29	-	29	116
Telephone	413	73	-	73	486
Miscellaneous	-	233	-	233	233
	<u>229,275</u>	<u>30,959</u>	<u>-</u>	<u>30,959</u>	<u>260,234</u>

The accompanying notes are an integral part of these financial statements.

COMMUNITY VOLUNTEER NETWORK

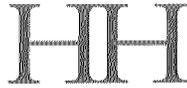
STATEMENTS OF FUNCTIONAL EXPENSES

(Continued)

For the Year Ended June 30, 2018

	<u>Program</u>		<u>Supporting Services</u>		<u>Total</u>
	<u>Program Services</u>	<u>Management and General</u>	<u>Fundraising</u>	<u>Total Supporting Services</u>	
Total:					
Salaries and wages	\$ 184,417	\$ 34,464	\$ -	\$ 34,464	\$ 218,881
Employee benefits	39,529	5,856	-	5,856	45,385
Pension plan contributions	28,655	5,050	-	5,050	33,705
Payroll taxes	16,057	2,352	-	2,352	18,409
Travel	3,846	998	-	998	4,844
Insurance	-	394	-	394	394
Volunteer expenses	238,788	-	-	-	238,788
In-kind expenses	106,469	13,000	-	13,000	119,469
Contract services	1,483	4,223	-	4,223	5,706
Supplies	3,126	551	-	551	3,677
Information technology	24	-	-	-	24
Postage and shipping	1,843	-	-	-	1,843
Dues and subscriptions	-	466	-	466	466
Legal fees	-	50,000	-	50,000	50,000
Licenses and fees	-	350	-	350	350
Transportation	842	281	-	281	1,123
Telephone	826	146	-	146	972
Miscellaneous	1,050	506	-	506	1,556
	<u>\$ 626,955</u>	<u>\$ 118,637</u>	<u>\$ -</u>	<u>\$ 118,637</u>	<u>\$ 745,592</u>

The accompanying notes are an integral part of these financial statements.



HANSEN HUNTER & CO. P.C.
Certified Public Accountants

November 19, 2018

To the Board of Directors
Community Volunteer Network
Medford, Oregon

We have audited the financial statements of Community Volunteer Network for the year ended June 30, 2018, and we will issue our report thereon dated November 19, 2018. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated February 9, 2017. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Community Volunteer Network are described in Note 2 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2018. We noted no transactions entered into by Community Volunteer Network during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements was:

- Management's estimate of collectability of support and other receivables.

Management's estimate is based on historical experience. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the financial statements taken as a whole.



HANSEN HUNTER & CO. P.C.
Certified Public Accountants

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Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

- The disclosure of Revenue and Expenses in Note 8 to the financial statements describing in-kind transactions and the concentration of revenue.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The audit did not identify any misstatements required to be communicated to management.

Disagreements with Management

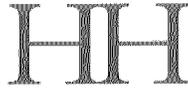
For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 19, 2018.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to Community Volunteer Network's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.



HANSEN HUNTER & CO. P.C.
Certified Public Accountants

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Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Community Volunteer Networks's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Communication of Significant Deficiencies and Material Weaknesses

In planning and performing our audit of the financial statements of Community Volunteer Network as of and for the year ended June 30, 2018, in accordance with auditing standards generally accepted in the United States of America, we considered Community Volunteer Network's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Community Volunteer Network's internal control. Accordingly, we do not express an opinion on the effectiveness of Community Volunteer Network's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of Community Volunteer Network's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This information is intended solely for the use of the Board of Directors and management of Community Volunteer Network and is not intended to be, and should not be, used by anyone other than these specified parties.

We would like to thank the staff and management of Community Volunteer Network for all of their help and continued assistance during the course of our audit.

Hansen Hunter & Co. P.C.