

# CDBG Applications

Row 7

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**Submission Date**

01/26/22 4:52 PM

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**Applicant Organization**

Wellspring (incorporated as Domestic Violence and Rape Crisis Services of Saratoga County)

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**Activity Name**

Emergency Shelter Repairs

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**Address**

2816 US 9, Malta, NY 12020

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**City**

Malta

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**State**

NY

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**Zip Code**

12020

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**Phone Number**

+1 (518) 583-0280

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**Email Address**

executive@wellspringcares.org

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**Contact Person**

Maggie Fronk

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**Title**

executive director

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**Applicant Type**

Non-Profit Organization

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**Department**

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**Agency**

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<b>Federal ID #</b>	141644567
<b>DUNS #</b>	781611009
<b>National Objective</b>	Benefit persons of low-moderate income
<b>Low-Mod Income Benefits</b>	Low-Mod Income Limited Clientele Activities
<b>Requested CDBG Entitlement Funding</b>	\$8,550.00
<b>Funding leveraged from other sources</b>	\$2,850.00
<b>Total activity cost</b>	\$11,400.00
<b>Proposal Summary</b>	We are requesting support to complete repairs to our emergency domestic violence shelter, including bathroom repair and exterior wood repair.
<b>Persons served</b>	50
<b>This activity is...</b>	new
<b>Approval/ Permit?</b>	N/A
<b>Previous CDBG awards</b>	Yes

**Award  
Completion**      Yes

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**Signature**     

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**WELLSPRING  
FINANCIAL REPORT  
DECEMBER 31, 2020**

# WELLSPRING

## TABLE OF CONTENTS

	<b>PAGE</b>
INDEPENDENT AUDITOR'S REPORT	1-2
STATEMENT OF FINANCIAL POSITION	3
STATEMENT OF ACTIVITIES	4
STATEMENT OF FUNCTIONAL EXPENSES	5
STATEMENT OF CASH FLOWS	6
NOTES TO FINANCIAL STATEMENTS	7-13
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS	14
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS	15
INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING STANDARDS</i>	16-17
INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE	18-19
SCHEDULE OF FINDINGS AND QUESTIONED COSTS	20

## INDEPENDENT AUDITOR'S REPORT

The Board of Directors  
Wellspring

### Report on the Financial Statements

We have audited the accompanying financial statements of Wellspring (a New York not-for-profit organization), which comprise the statement of financial position as of December 31, 2020, and the related statement 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 and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from 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 judgement, 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 have 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 Wellspring as of December 31, 2020, 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 Wellspring's 2019 financial statements, and we expressed an unmodified opinion on those audited financial statements in our report dated September 9, 2020. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2019, is consistent, in all material respects, with the audited financial statements from which it has been derived.

## **Other Matters - Other Information**

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

## **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated July 26, 2021, on our consideration of Wellspring's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Wellspring's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Wellspring's internal control over financial reporting and compliance.

*Marvin and Company, P.C.*

Latham, NY  
July 26, 2021

**WELLSPRING  
STATEMENT OF FINANCIAL POSITION  
DECEMBER 31, 2020  
(WITH COMPARATIVE TOTALS FOR 2019)**

**ASSETS**

	<u>2020</u>	<u>2019</u>
<b>Assets</b>		
Cash	\$ 2,580,699	\$ 1,272,773
Certificates of deposit	-	169,092
Accounts receivable		
Contributions receivable (Note 2)	474,854	69,910
Grants	15,142	2,894
Governmental contracts	347,372	342,128
Program services (DSS)	72,596	63,297
Other	2,515	1,712
Prepaid expenses and deposits	35,170	11,721
Property and equipment, net (Note 3)	<u>870,334</u>	<u>560,213</u>
<b>TOTAL ASSETS</b>	<u>\$ 4,398,682</u>	<u>\$ 2,493,740</u>

**LIABILITIES AND NET ASSETS**

<b>Liabilities</b>		
Accounts payable and accrued expenses	\$ 144,702	\$ 82,044
Paycheck protection program loan (Note 4)	160,000	-
Deferred revenue	-	100,000
Security deposits	<u>2,246</u>	<u>4,399</u>
Total Liabilities	<u>306,948</u>	<u>186,443</u>
<b>Commitments and Contingencies (Note 7)</b>		
<b>Net Assets (Note 5)</b>		
Without donor restrictions	4,004,810	2,299,797
With donor restrictions	<u>86,924</u>	<u>7,500</u>
Total Net Assets	<u>4,091,734</u>	<u>2,307,297</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u>\$ 4,398,682</u>	<u>\$ 2,493,740</u>

See accompanying notes to financial statements.

**WELLSPRING**  
**STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED DECEMBER 31, 2020**  
**(WITH COMPARATIVE TOTALS FOR 2019)**

	<u>2020</u>			<u>2019</u>
	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total</u>	<u>Total</u>
<b>Support and Revenues</b>				
Public support				
Contributions and grants	\$ 1,882,082	\$ 104,000	\$ 1,986,082	\$ 385,450
Governmental contracts	1,080,007	-	1,080,007	1,082,361
Program services (DSS)	267,224	-	267,224	322,639
Special events	15,700	-	15,700	78,151
Interest income	6,159	-	6,159	18,325
Miscellaneous income	68	-	68	1,268
Net assets released from restrictions	24,576	(24,576)	-	-
Total Support and Revenues	<u>3,275,816</u>	<u>79,424</u>	<u>3,355,240</u>	<u>1,888,194</u>
<b>Expenses</b>				
Program Services				
Domestic violence prevention/rape crisis services	1,323,079	-	1,323,079	1,251,179
Supporting Services				
Management and general	214,459	-	214,459	204,530
Fundraising	33,265	-	33,265	49,458
Total Expenses	<u>1,570,803</u>	<u>-</u>	<u>1,570,803</u>	<u>1,505,167</u>
<b>Changes in Net Assets</b>	1,705,013	79,424	1,784,437	383,027
Net Assets, Beginning of Year	<u>2,299,797</u>	<u>7,500</u>	<u>2,307,297</u>	<u>1,924,270</u>
<b>Net Assets, End of Year</b>	<u>\$ 4,004,810</u>	<u>\$ 86,924</u>	<u>\$ 4,091,734</u>	<u>\$ 2,307,297</u>

See accompanying notes to financial statements.

**WELLSPRING  
STATEMENT OF FUNCTIONAL EXPENSES  
FOR THE YEAR ENDED DECEMBER 31, 2020  
(WITH COMPARATIVE TOTALS FOR 2019)**

	<b>2020</b>				<b>2019</b>
	<b><u>Program Services</u></b>	<b><u>Management and General</u></b>	<b><u>Fundraising</u></b>	<b><u>Total</u></b>	<b><u>Total</u></b>
Salaries and wages	\$ 648,046	\$ 91,489	\$ 22,872	\$ 762,407	\$ 779,214
Payroll taxes and employee benefits	125,187	17,673	4,418	147,279	137,227
Agency development	-	2,108	-	2,108	2,598
Dues and subscriptions	2,418	2,418	-	4,835	4,740
Insurance	10,584	2,646	-	13,230	13,280
Office expenses	7,725	7,725	1,717	17,167	13,656
Professional and outside services	63,305	63,305	-	126,610	93,065
Postage	632	632	141	1,405	2,073
Occupancy	62,709	6,968	-	69,677	64,936
Telephone	28,103	2,186	937	31,226	17,154
Supplies	10,383	3,046	415	13,844	9,535
Rent subsidies	295,116	-	-	295,116	210,641
Program expenses	31,545	-	-	31,545	60,806
Travel	14,623	-	-	14,623	31,875
Special events	-	-	2,765	2,765	19,591
Miscellaneous	-	4,534	-	4,534	8,273
Bad debt expense	-	-	-	-	6,150
Depreciation	22,702	9,730	-	32,432	30,353
<b>Total Expenses</b>	<b><u>\$ 1,323,079</u></b>	<b><u>\$ 214,459</u></b>	<b><u>\$ 33,265</u></b>	<b><u>\$ 1,570,803</u></b>	<b><u>\$ 1,505,167</u></b>

**WELLSPRING  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED DECEMBER 31, 2020  
(WITH COMPARATIVE TOTALS FOR 2019)**

	<u>2020</u>	<u>2019</u>
<b>Cash Flows From Operating Activities</b>		
Change in net assets	\$ 1,784,437	\$ 383,027
Adjustments to reconcile change in net assets to net cash provided by operating activities		
Depreciation	32,432	30,353
Bad debt expense	-	6,150
Change in operating assets and liabilities		
Accounts receivable	(432,538)	(92,690)
Prepaid expenses and deposits	(23,449)	13,246
Accounts payable and accrued expenses	62,658	5,600
Deferred revenue	(100,000)	93,587
Security deposits	(2,153)	1
Net Cash Provided By Operating Activities	<u>1,321,387</u>	<u>439,274</u>
<b>Cash Flows From Investing Activities</b>		
Redemption (purchases) of certificates of deposit, net	169,092	727,441
Acquisitions of property and equipment	(342,553)	(438,875)
Net Cash (Used) Provided By Investing Activities	<u>(173,461)</u>	<u>288,566</u>
<b>Cash Flows From Financing Activities</b>		
Proceeds from paycheck protection program loan	160,000	-
Net Cash Provided By Financing Activities	<u>160,000</u>	<u>-</u>
<b>Net Increase in Cash</b>	1,307,926	727,840
Cash, Beginning of Year	<u>1,272,773</u>	<u>544,933</u>
<b>Cash, End of Year</b>	<u>\$ 2,580,699</u>	<u>\$ 1,272,773</u>

See accompanying notes to financial statements.

**WELLSPRING  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2020**

**1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

***Organization***

Wellspring, incorporated as Domestic Violence and Rape Crisis Services of Saratoga County, Inc., is a not-for-profit organization incorporated during 1982 under the Not-for-Profit Corporation Law of New York State. Wellspring provides services, principally to Saratoga County residents, who are victims of domestic violence, and rape and sexual assault. Additionally, Wellspring provides educational and other services aimed at prevention. As part of its mission, Wellspring provides safe shelter, services and support programs to victims of domestic violence and their children, regardless of ability to pay for emergency assistance. For victims of rape and sexual assault, Wellspring provides crisis intervention, counseling, advocacy, and support programs. Wellspring is primarily funded through public support.

Wellspring qualifies as a tax exempt organization under Section 501(c)(3) of the Internal Revenue Code and has received a determination letter from the Internal Revenue Service stating it is exempt from federal income taxes, except on net income derived from unrelated business activities. Management believes there are no sources of unrelated business taxable income and has determined that Wellspring does not have any uncertain tax positions.

Significant accounting policies followed by Wellspring in preparation of its financial statements, on the accrual basis of accounting, are presented below:

***Basis of Presentation***

Net assets, revenues, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. The net assets of Wellspring and changes therein are classified and reported as follows:

Without Donor Restrictions - Net assets that are not subject to any donor-imposed stipulations. The Board of Directors may designate monies to be used to supplement program expenses.

With Donor Restrictions - Net assets subject to donor-imposed restrictions on their use that may be met either by actions of Wellspring or the passage of time. Certain donor-imposed or other legal restrictions may require that the principal be maintained permanently by Wellspring. There were no net assets with permanent restrictions as of December 31, 2020.

***Use of Estimates***

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities in the financial statements. Estimates and assumptions may also affect disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses. Actual results could differ from management's estimates.

**WELLSPRING**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2020**

**1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

***Revenue Recognition***

Contributions, Grants and Recognition of Donor Restrictions

Contributions and grants are recognized as revenues in the period received or promised and are considered to be without donor restrictions unless specifically restricted by the donor.

Wellspring reports contributions and grants in a restricted net asset class if they are received with donor stipulations as to their use. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, net assets with donor restrictions are released and reclassified to net assets without donor restrictions in the statement of activities. Donor-restricted contributions and grants are reported as without donor restrictions if such restrictions are met in the current reporting period. Conditional promises to give are not recognized until the conditions on which they depend are met.

Governmental Contracts

Support from governmental agencies, which are generally considered nonreciprocal transactions restricted for certain purposes, is reported as revenue as qualifying expenses are incurred and conditions under the agreements are met. Wellspring has elected the simultaneous release policy available under Financial Accounting Standards Board (FASB) Accounting Standards Update (ASU) 2018-08, which allows a not-for-profit organization to recognize a restricted contribution directly in net assets without donor restrictions if the restriction is met in the same period that the revenue is recognized. A receivable is recognized to the extent revenue earned exceeds cash received. Conversely, deferred revenue is recorded when cash received exceeds revenue earned. Conditional awards outstanding as of December 31, 2020 were \$933,834.

Program Services (DSS)

Program services revenue, which arises principally from the provision of safe shelter, is recognized at approved rates when Wellspring satisfies its performance obligations under contracts by transferring services to individuals. The transaction price is based on established charges for services provided. Wellspring reviews individual contracts in order to determine estimated uncollectible accounts due from third party payors, and records these implicit price concessions as a direct reduction of revenue. Based on this review, Wellspring expects to collect the established charges and has determined there are no implicit price concessions provided to individuals.

Settlements for retroactive adjustments due to audits, etc. are considered variable consideration and are included in the determination of the estimated transaction price for providing services using the most likely outcome method. Settlements are estimated based on terms of the payment agreement, correspondence from the payor and historical settlement activity.

Performance obligations for all Wellspring services are provided and consumed at a point in time, not over time, and therefore these types of fees allocated to performance obligations are not left unsatisfied at the end of the reporting period.

***Fair Values of Financial Instruments***

The carrying value of financial instruments, including cash, certificates of deposit, accounts receivable, and liabilities approximates fair value.

**WELLSPRING  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2020**

**1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

***Accounts Receivable***

The management of Wellspring considers accounts receivable to be fully collectible. Accordingly, no allowance for doubtful accounts is required. If, in the future, Wellspring determines that amounts may be uncollectible, an allowance will be established and activities will be charged when that determination is made.

***Property and Equipment***

Property and equipment having a unit cost of \$2,500 or greater and a useful life of more than one year, and significant betterments that extend useful lives, are capitalized at cost if purchased, or estimated fair value if donated. When units of property are disposed of their costs and related accumulated depreciation are removed from the accounts and any resulting gain or loss is credited or charged to operations. Expenditures for normal repairs and maintenance are charged to expense as incurred.

Depreciation is computed under the straight-line method over the estimated useful lives of a building (27 years), building improvements and additions (6-27 years), office equipment, furniture and fixtures (4-7 years), and vehicles (5 years).

***Functional Expense Allocation***

The costs of providing programs and activities have been summarized on a functional basis in the statement of activities and statement of functional expenses. While some expenses can be charged in their entirety to a single function through specific identification, certain categories of expenses are attributable to more than one program or supporting service and need to be allocated as such. Significant expenses that are allocated include salaries and wages, and related payroll taxes and employee benefits, occupancy, professional and outside services, and depreciation. Common allocation methods include estimates of time and effort, square footage, actual usage, percentage of direct costs and number of employees.

***Contributed Services***

Contributed services are reported at fair value in the financial statements for voluntary donations of services when those services (1) create or enhance non-financial assets, or (2) require specialized skills provided by individuals possessing those skills and are services which would be typically purchased if not provided by donation. No amounts have been reflected in the financial statements for donated services because they do not meet the criteria for inclusion. Wellspring estimates it received 465 volunteer hours from 26 volunteers during the year ended December 31, 2020, mostly in support of program and fundraising activities.

***Agency Development***

Wellspring follows a policy of charging the cost of agency development to expense as incurred. Total agency development expense for 2020 was \$2,108.

**WELLSPRING  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2020**

**1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

***Reclassifications***

Certain reclassifications have been made to the 2019 financial statement presentation to correspond to the current year's format. Net assets and changes in net assets are unchanged due to these reclassifications.

***Comparative Totals***

The financial statements include certain prior year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles. Such information should be read in conjunction with Wellspring's financial statements for the year ended December 31, 2019, from which the summarized information was derived.

**2. CONTRIBUTIONS RECEIVABLE**

Contributions receivable are as follows at December 31, 2020:

Receivables due in less than one year	\$ 204,074
Receivables due in one to three years	<u>270,780</u>
	<u>\$ 474,854</u>

Contributions receivable were recognized at the promised amount because management believes the difference between the promised amount and the fair value of the promise is immaterial.

**3. PROPERTY AND EQUIPMENT**

Property and equipment were as follows at December 31, 2020:

Land and building, including improvements and construction in progress	\$ 1,373,893
Office equipment, furniture and fixtures	25,285
Vehicles	<u>46,567</u>
Total	1,445,745
Less accumulated depreciation	<u>575,411</u>
Total Property and Equipment	<u>\$ 870,334</u>

**4. PAYCHECK PROTECTION PROGRAM LOAN**

Wellspring received a loan in the amount of \$160,000 under the Paycheck Protection Program (PPP) established by the Coronavirus Aid, Relief, and Economic Security Act. The loan was subject to a note dated April 2020. Wellspring was notified during May 2021 that their loan forgiveness application has been confirmed by the Small Business Administration and loan forgiveness had been approved in the amount of \$139,850. Wellspring will derecognize this amount and recognize income during May 2021. Wellspring repaid the outstanding balance of \$20,150, plus interest, to the lending bank during June 2021.

**WELLSPRING  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2020**

**5. NET ASSETS**

Net assets without donor restrictions consisted of the following at December 31, 2020:

Board designated for building project and program expenses	\$ 984,656
Carrying value of property and equipment	870,334
Undesignated	<u>2,149,820</u>
Total Without Donor Restrictions	<u>\$ 4,004,810</u>

Net assets with donor restrictions are available for the following at December 31, 2020:

Building project	\$ 85,424
Holiday help	<u>1,500</u>
Total With Donor Restrictions	<u>\$ 86,924</u>

**6. RETIREMENT PLAN**

Wellspring provides a 403(b) retirement plan (defined contribution plan) for substantially all employees who work more than 20 hours per week. Employees are eligible to participate upon hire. Wellspring matched 100% of the first 3% of eligible compensation contributed by the participant. Vesting of matching contributions occurs over a five year period. Wellspring contributed \$15,495 to the Plan for the year ended December 31, 2020.

**7. COMMITMENTS AND CONTINGENCIES**

Lease Arrangements and Commitment

Wellspring clients, or Wellspring on behalf of clients, leases real property for varying periods, but generally one year or less. Management expects that in the normal course of business, leases will be renewed or replaced by other leases. Rent subsidies paid by Wellspring under these leases were \$295,116 for the year ended December 31, 2020.

Wellspring leases office space under an operating lease that was extended through June 2021. Rent expense was \$40,103 for the year ended December 31, 2020. Approximate minimum future rental payments are as follows:

2021	\$ 21,210
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Purchase Commitment

During October 2020, Wellspring executed an agreement with a contractor to construct a building. The contract amount, including change orders, and balance to finish totaled \$2,303,069 and \$2,146,412, respectively, at December 31, 2020.

Contract and Grant Programs

Wellspring participates in contract and grant programs. Costs charged under contracts and grants are subject to audit. Therefore, all such costs are subject to adjustment. Management believes that adjustments, if any, would not have a significant effect on the financial statements.

Risks and Uncertainties

Financial instruments that potentially subject Wellspring to concentrations of credit risk consist principally of cash accounts and certificates of deposit in financial institutions which, from time to time, exceed the Federal depository insurance coverage limit. The amount in excess of Federal depository insurance coverage totaled \$2,010,505 at December 31, 2020. Wellspring has not experienced any losses in these accounts and believes it is not exposed to any significant credit risk related to these accounts.

**WELLSPRING  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2020**

**7. COMMITMENTS AND CONTINGENCIES**

COVID-19

The United States is presently in the midst of a national health emergency related to a virus, commonly known as Novel Coronavirus (COVID-19). The overall consequences of COVID-19 on a national, regional and local level are unknown, but it has the potential to result in a significant economic impact. The impact of this situation on Wellspring and its future results and financial position is not presently determinable.

**8. AVAILABLE RESOURCES AND LIQUIDITY**

Wellspring regularly monitors liquidity required to meet its operating needs and other contractual commitments, while also striving to maximize the investment of its available funds. For purposes of analyzing resources available to meet general expenditures over a 12-month period, Wellspring considers all expenditures related to its ongoing activities of providing shelter and comprehensive support services for victims of domestic violence and sexual assault, along with all prevention activities, to be general expenditures.

In addition to financial assets available to meet general expenditures over the next 12 months, Wellspring operates with a balanced budget and anticipates collecting sufficient revenue to cover general expenditures not covered by donor-restricted resources. Refer to the statement of cash flows which identifies the sources and uses of Wellspring's cash and shows positive cash provided by operating activities for fiscal years 2020 and 2019.

As part of Wellspring's liquidity management, it invests cash in excess of daily requirements in short-term investments, typically a money market account or certificates of deposit. The governing board has the objective of setting funds aside to be drawn upon in the event of financial distress or an immediate liquidity need resulting from events outside of the typical life cycle of converting financial assets to cash or settling financial liabilities.

The following table shows the amount of financial assets that could readily be made available within one year of the statement of financial position date to meet general expenditures.

Total assets as of December 31, 2020	\$ 4,398,682
Less non-financial assets:	
Prepaid expenses and deposits	35,170
Property and equipment, net	<u>870,334</u>
Total Financial Assets as of December 31, 2020	3,493,178
Less unavailable for general expenditures within one year:	
Contributions receivable due in one to three years	270,780
Board designated net assets	984,656
Net assets with donor restrictions	<u>86,924</u>
Financial Assets Available to Meet Cash Needs for General Expenditures Within One Year	<u>\$ 2,150,818</u>

**WELLSPRING**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2020**

**9. SUBSEQUENT EVENTS**

During March 2021, Wellspring obtained a construction line of credit in the amount of \$500,000 as a safety net in the event funds raised are not sufficient to cover building construction (Note 7). No funds have been drawn to date.

Management has evaluated subsequent events for possible adjustment or disclosure through July 26, 2021, the date on which the financial statements were available to be issued. Except as described above and in Note 4, Wellspring determined there were no subsequent events requiring recording or disclosure.

**10. FUTURE ACCOUNTING STANDARDS**

In February 2016, the FASB issued ASU 2016-02, *Leases (Topic 842)*, which was effective for fiscal years beginning after December 15, 2019. During November 2019, the FASB issued ASU 2019-10 extending the effective date to fiscal years beginning after December 15, 2020. Subsequently, in June 2020, the FASB issued ASU 2020-05, which extended the effective date to fiscal years beginning after December 15, 2021. The standard requires a change in the way Wellspring will account for its leases, eliminating operating leases and requiring lease obligations to be recorded as a liability on the statement of financial position with a corresponding right to use asset. Wellspring is currently evaluating the impact this standard will have on its financial statements and related disclosures.

**WELLSPRING  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED DECEMBER 31, 2020**

<u>Federal Grantor/Pass Through Grantor/Program or Cluster Title</u>	<u>Federal CFDA Number</u>	<u>Grantor Identifying Number</u>	<u>Sub-Recipients</u>	<u>Federal Expenditures</u>
United States Department of Justice				
Pass-through New York State		C10946	\$ -	\$ 392,200
Office of Victim Services		C10855	69,438	69,438
Crime Victim Assistance	16.575		<u>69,438</u>	<u>461,638</u>
Pass-through New York State				
Division of Criminal Justice Services				
Violence Against Women Formula Grants	16.588	C652085	-	35,600
Pass-through New York State Coalition Against Sexual Assault				
Sexual Assault Services Formula Program	16.017	Unknown	-	16,989
Pass-through Legal Aid Society of Northeastern New York, Inc.				
Legal Assistance for Victims	16.524	Unknown	-	3,924
Direct Program				
Transitional Housing Assistance for Victims of Domestic Violence, Dating Violence, Stalking, or Sexual Assault	16.736	2017-WH-AX-0066	-	76,115
Total Department of Justice			<u>69,438</u>	<u>594,266</u>
United States Department of Housing and Urban Development				
Pass-through CAPTAIN Community Human Services, Inc.				
COVID-19 Emergency Solutions Grant Program	14.231	C00639GG	-	13,762
Direct Program				
Community Development Block Grants -		NY1221D2C231800	-	20,914
Section 108 Loan Guarantees	14.248	NY1220D2C231800	-	8,865
			<u>-</u>	<u>29,779</u>
		NY1221D2C231901	-	56,600
		NY1220D2C231901	-	12,218
		NY0187L2C231811	-	77,502
		NY0187L2C231912	-	99,176
		NY0184L2C231811	-	26,298
Direct Program		NY0184L2C231912	-	36,959
Continuum of Care Program	14.267		-	308,753
Total Housing and Urban Development			<u>-</u>	<u>352,294</u>
United States Department of Health and Human Services				
Pass-through County of Saratoga, New York				
<u>477 Cluster</u>				
Temporary Assistance for Needy Families	93.558	Unknown	-	6,272
Pass-through New York State Office of Children and Family Services				
Family Violence Prevention and Services/Domestic Violence Shelter Supportive Services	93.671	C028834	-	10,882
COVID-19 Family Violence Prevention and Services/Domestic Violence Shelter Supportive Services	93.671	T012436	-	12,000
Total Health and Human Services			<u>-</u>	<u>29,154</u>
Total Federal Expenditures			<u>\$ 69,438</u>	<u>\$ 975,714</u>

See accompanying notes to schedule of expenditures of federal awards and accompanying independent auditor's report on the financial statements.

**WELLSPRING**  
**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**DECEMBER 31, 2020**

**1. BASIS OF PRESENTATION**

The accompanying Schedule of Expenditures of Federal Awards (the Schedule) includes the federal award activity of Wellspring under programs of the federal government for the year ended December 31, 2020. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of Wellspring, it is not intended to and does not present the financial position, changes in net assets, or cash flows of Wellspring.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

1. Expenditures reported in the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance and/or other cost principles applicable to not-for-profit organizations, wherein certain types of expenditures are not allowable or are limited as to reimbursement.
2. Wellspring has not elected to use the 10 percent de minimis indirect cost rate as allowed under the Uniform Guidance.
3. Grantor identifying numbers are presented where available.

**3. NONCASH ASSISTANCE**

Wellspring did not expend federal awards in the form of noncash assistance during the year ended 2020.

**4. INSURANCE**

Wellspring did not participate in any federal insurance programs as of December 31, 2020.

**5. LOANS AND LOAN GUARANTEES**

Wellspring had no federal loans or federal loan guarantees outstanding as of December 31, 2020.

**6. MATCHING COSTS**

The accompanying Schedule of Expenditures of Federal Awards does not include matching costs.

**7. AUDITS BY OTHER AUDITORS**

There were no audits by other auditors of Wellspring's federal award programs during 2020.

## **INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Board of Directors  
Wellspring:

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of Wellspring (a New York not-for-profit organization), which comprise the statement of financial position as of December 31, 2020, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated July 26, 2021.

### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Wellspring'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 Wellspring's internal control. Accordingly, we do not express an opinion on the effectiveness of Wellspring'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 combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. 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.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Wellspring's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Wellspring's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Wellspring's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Marvin and Company, P.C.*

Latham, NY

July 26, 2021

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE  
FOR EACH MAJOR PROGRAM AND ON  
INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY  
THE UNIFORM GUIDANCE**

Board of Directors  
Wellspring:

**Report on Compliance for Each Major Federal Program**

We have audited Wellspring's (a New York not-for-profit organization) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2020. Wellspring's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of Wellspring's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Wellspring's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination on Wellspring's compliance.

***Opinion on Each Major Federal Program***

In our opinion, Wellspring complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended December 31, 2020.

## Report on Internal Control Over Compliance

Management of Wellspring is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Wellspring's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Wellspring's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*Marvin and Company, P.C.*

Latham, NY  
July 26, 2021

**WELLSPRING  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED DECEMBER 31, 2020**

**SUMMARY OF AUDITOR'S RESULTS**

**Financial Statements:**

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified?  yes  no
- Significant deficiencies identified that are not considered to be material weaknesses?  yes  none reported

Non-compliance material to financial statements noted?  yes  no

**Federal Awards:**

Internal control over major program:

- Material weakness(es) identified?  yes  no
- Significant deficiencies identified that are not considered to be material weaknesses?  yes  none reported

Type of auditor's report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR section 200.516(a)?  yes  no

**Identification of Major Program:**

Crime Victim Assistance - CFDA No. 16.575

Dollar threshold used to distinguish between Type A and B programs: \$750,000

Auditee qualified as low-risk auditee  yes  no

**FINANCIAL STATEMENT FINDINGS**

None noted

**MAJOR FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

None noted

**STATUS OF PRIOR YEAR FINDINGS**

Not applicable



# CITY OF SARATOGA SPRINGS

OFFICE OF COMMUNITY DEVELOPMENT

City Hall - 474 Broadway  
Saratoga Springs, New York 12866  
518.587.3550 x2575 www.saratoga-springs.org



## Community Development Block Grant (CDBG) Entitlement Program

### IMPORTANT

### 2022 CDBG Guidebook

**\*\*DO NOT attempt to complete this application prior to reviewing the 2022 CDBG Guidebook (link provided above). Questions should be directed to the Community Development Planner at [Amber.Upton@saratoga-springs.org](mailto:Amber.Upton@saratoga-springs.org)\*\***

Applicant Organization\*

Address\*

City\*

State\*

Zip Code\*

Phone Number\*

Email Address\*

**Proposal Abstract** \* Please provide an overview of your proposal.

A large empty rectangular box intended for writing the proposal abstract.

**Priorities Addressed\***

Please include which of the community development priorities listed in the City's 2020 Consolidated Plan this project will address. Describe how the project fill those identified needs.

**Activity Beneficiaries\*** Identify who will benefit from the proposed activity. If the activity is designed to benefit: 1) individual persons of low- to moderate-income, describe the process you will use to identify these persons and determine their income eligibility and the number of persons you expect to serve. 2) The inhabitants of a predominantly low-moderate income area, identify the Census Block Group in which the activity is located. 3) A low-moderate income "limited clientele", identify the "limited clientele" group.

**Performance Goals and Indicators\*** Identify your performance goals and the types of indicators you will use to document activity accomplishments and success. (Examples should include: # of persons with new/improved access to services, # of affordable houses rehabilitated, # of businesses assisted, # of jobs saved or created, etc.)

**Activity Timeframe/Schedule \*** Include start, completion dates, and other significant performance stages.

**Organization Overview\***

Provide an overview of your organization including length of time in existence. List current officers and board members.

**Experience\*** Describe your organization's experience in successfully conducting this type of activity. Identify any skills, current services, or special accomplishments that demonstrate your capacity for success.

**Key Persons\*** Identify the person(s) responsible for program and financial management of the activity. Identify all other persons involved in this activity noting whether these positions are current or new, pending this award. For construction/site development projects, identify the development team including proposed contractors, subcontractors, and project manager.

**Partner Agencies\*** Identify any other agencies/partners involved in this activity and define their roles and responsibilities.

Application For  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT FORM  
-2022 Program Year Funding-

Activity Name: Shelter Repairs

Applicant: **Wellspring** (incorporated as Domestic Violence Rape Crisis Services of Saratoga County)

Mailing Address: 2816 US9 , Malta NY 12020

Phone: 518-583-0280 Fax: 518-583-2215 Email: executivedirector@wellspringcares.org

Contact Person: Maggie Fronk Title: Executive Director

**Applicant**

(Select 1):  City Department  Private non-profit organization  Other Public Agency

\_\_\_\_\_  
(List Dept.)

14-1644567  
(List Federal ID#)

\_\_\_\_\_  
(Specify)

NATIONAL OBJECTIVE (Select 1)

"Benefit persons of Low/moderate income"

"Address slum/blight Conditions"

"Urgent CD Need"

L/M Income Area Benefit

"N/A" Slum/blighted Area

"N/A" Urgent Need

L/M Income Limited Clientele Activities

Slum/blighted Spot Basis

L/M Income Housing Activities

"N/A" Urban Renewal Completion

L/M Income Job Creation/Retention

**REQUESTED ENTITLEMENT FUNDING: \$8,550**

Funding Leveraged from other sources \$2,850

Total Activity Cost \$11,400

Proposal Abstract-please provide a brief overview of your proposal including the number of persons that will be served with this grant in the space below:

We are requesting support to complete repairs to our emergency domestic violence shelter. While current restrictions on shared rooms have temporarily decreased our occupancy as we have to limit how many people can be housed in shelter due to COVID safety protocols, the typical shelter occupancy rate is >85% accommodating ~ 50 shelter residents annually.



Maggie Fronk

1/19/2022

Executive Director

Title

**Budget Form 2**  
**CONSTRUCTION / SITE DEVELOPMENT**

	Entitlement Grant	Leveraged Funding	Total Activity Cost
<b>PRECONSTRUCTION</b>			
Legal			\$ -
Land Acquisition			\$ -
Engineering			\$ -
Architectural/Design			\$ -
Fees and Permits			\$ -
<i>Subtotal</i>	\$ -	\$ -	\$ -
<b>DEVELOPMENT</b>			
Relocation			\$ -
Site Preparation			\$ -
Construction - materials			\$ -
Construction - labor	\$ 8,550.00	\$ 2,850.00	\$ 11,400.00
Construction Financing			\$ -
Other (please list below)			
			\$ -
			\$ -
			\$ -
<i>Subtotal</i>	\$ 8,550.00	\$ 2,850.00	\$ 11,400.00
<b>TOTAL COST</b>	<b>\$ 8,550.00</b>	<b>\$ 2,850.00</b>	<b>\$ 11,400.00</b>



(ATTACHMENT I)

**PROGRAM OPERATING BUDGET**

(Entitlement Grant + Leveraged Funds = Total Activity Cost)

	ENTITLEMENT GRANT	Leveraged Funds*	Total Activity Cost	*Source of leveraged Funds and In-Kind Services
<b>PERSONNEL</b>				
Salaries				
Fringe				
Other (consultants, etc.)				
<i>Subtotal</i>				

<b>OVERHEAD</b>				
Advertising/Marketing				
Program Supplies				
Rent & Utilities				
Other – list below				
<i>Subtotal</i>				

<b>TOTAL COST</b>				
-------------------	--	--	--	--

(ATTACHMENT 2)

**CONSTRUCTION / SITE DEVELOPMENT BUDGET**

(Entitlement Grant + Leveraged Funds = Total Activity Cost)

	ENTITLEMENT GRANT	Leveraged Funds*	Total Activity Cost	*Source of leveraged Funds and In-Kind Services
<b>PRECONSTRUCTION</b>				
Legal				
Engineering				
Architectural/Design				
Fees and Permits				
<i>Subtotal</i>				

<b>DEVELOPMENT</b>				
Relocation				
Site Preparation				
Construction - materials	8550	2850	11400	AGENCY SAVINGS
Construction Financing				
Other – (explain)				
<i>Subtotal</i>				
<b>TOTAL COST</b>	8550	2850	11400	

(ATTACHMENT 3)

**OFFICE OF MANAGEMENT AND BUDGET (OMB) CIRCULAR A-133  
MONITORING OF FEDERAL FINANCIAL ASSISTANCE TO SUBRECIPIENTS**

ORGANIZATION: Wellspring (incorporated as Domestic Violence and Rape Crisis Services of Saratoga County)

MAILING ADDRESS: 2816 US 9, MALTA NY 12020

FEDERAL ID #: 14-1644567

PHONE: (518) 583-0280

FAX: (518) 583-2215

1. Please identify your fiscal year (mth/yr to mth/yr): 01/2022 to 12/2022

Please identify the funding received during your last fiscal year:

2. Community Development Block Grant Entitlement Funding (CDBG): -0-

CDBG Activity Name: Shelter Repairs

CDBG Funding Program Year: 2022

CDBG Funding Amount: \$8,550

3. Other Federal Financial Awards (cash & non-cash):

GIVE NAME & CATALOG OF FEDERAL FINANCIAL ASSISTANCE (CDFA) #

AMOUNT OF AWARDS

<b>Grant</b>	<b>Total</b>	<b>Fed Funds*</b>
DCJS 16.588	135,600	135,600
OVS 16.575	422,692	422,692
HUD RR&Perm 14.267	282573	282573
DOJ OVW 16.736	75000	75000
DCJS RC 19	135,600	135,600
OVS Attorney	103,880	103,880
HUD II 14.267	110,585	110,585
TANF 93.558	6,000	6,000
<b>Sub-Contracts</b>		
NYSCASA 16.017SASP16.017	6,000	6,000
<b>TOTAL</b>		<b>1,277,930</b>

4. During your last fiscal year, has your organization expended more than \$750,000 in total federal financial awards (incl. CDBG & all other federal assistance)? YES \* X No \_

\* If "yes", include a copy of your latest Single Audit Report with this completed and signed form as part of your application. If you answered "no", please complete, sign and return this form.

5. Are you aware of any financial audit violations, findings or questioned costs related to any activity funded with federal financial assistance? YES \* X No \_

6. Other Saratoga County Awards (cash & non-cash):

IDENTIFY PROGRAM NAME & YEAR OF AWARD

IDENTIFY AMOUNT OF CO. AWARDS

DSS NON-RESIDENTIAL CONTRACT

\$38,500

Domestic Violence Shelter CDBG

\$50,000

<b>Name 1st Term Start Date</b>	<b>Address</b>	<b>Phone / E-mail</b>	<b>Community Affiliation</b>	<b>Occupation</b>
Banks, Cerri 1/1/2021	7 Maiden Circle NY 12020 Malta,	315-759-9367 cerrivp1@gmail.com	Skidmore College	Dean and Vice President
Behuniak, Jake 1/1/2018	125 High Rock Ave #206 Saratoga Springs, NY 12866	518-380-4568 jbehuniak@marshallsterling.com	Saratoga County Chamber Ambassador Hawley Foundation	Independent Insurance Broker
Corp, Shawn 1/1/2022	15 Cider Mill Way, Saratoga Springs, NY 12866	518.322.1386 shawncorp@nycap.rr.com	Leadership Saratoga Alumni	Architect
Cumming, David L. 1/1/2018	Morgan Stanley 340 Broadway Saratoga Springs, NY 12866	518-312-2731 Cummingd89@gmail.com	Leadership Saratoga Alumni	Financial Advisor CFP ®
DeCrescente, Carmine 1/1/2022	DeCrescente Distributing Co. 211 North Main Street Mechanicville, NY 12118	518-539-2025 Carmine@ddcbev.com	Leadership Saratoga Alumni 2016, Capital Region Chamber, Universal Preservation Hall, Discover Saratoga	Vice President
Dolinsky, Andi 1/1/2020	40 5th Avenue Saratoga Springs, NY 12866	518-681-9525 Astaffan@gmail.com		Recruiter
D'Orazio, Giovanna 1/1/2020	D'Orazio Peterson LLP 193 Lake Ave Saratoga Springs, NY 12866	518-308-8339 gad@doraziopeterson.com	Board Member - Saratoga Springs Preservation Foundation; Board Member - Adirondack Women's Bar Association; Flower and Fruit Mission	Attorney

Name 1st Term Start Date	Address	Phone / E-mail	Community Affiliation	Occupation
Fuller, Erica 1/1/2016	34 Lefferts Street Saratoga Springs, NY 1866	518-225-4026 ericabfuller@gmail.com	Flower and Fruit Mission	Community Volunteer
Higgins, Audra 1/1/2022	Simmons Capital Group 139 Meyers Road Halfmoon, NY 12065	(518)859-7619 ahiggins@simmonscapitalgroup.com	Board Chair of CARES of New York Member of Community Foundation Professional	Partner, COO
Kolligian, Dean 1/1/2019	Adirondack Trust Company 473 Broadway Saratoga Springs, NY 12866	518-584-5844 x2277 dkolligian@adirondacktrust.com	Leadership Saratoga Alumni; Downtown Special Assessment District Board; Saratoga Hospital Fdn Golf Event - Chair; Saratoga Wilton Youth Baseball-Coach; Town of Wilton Zoning Board member; Saratoga Springs City School District Trustee; NYSP Signal 30 Trustee	Vice President- Security Officer and Facilities Manager
Munter, Lisa 1/1/2022	909 Murray Road Middle Grove NY 12850	518-528-6178 lisa@getknitt.com	Board Member and Past President of the Dake Foundation for Children Co-Founder of FLAG Saratoga (Front Line Appreciation Group) Leadership Saratoga Alumni 2016	Founder/President of Knitt/Community Volunteer

Name 1st Term Start Date	Address	Phone / E-mail	Community Affiliation	Occupation
Pecora, John 1/1/2020	290 West Avenue Saratoga Springs, NY 12866	518-796-8878 john.pecora@srymca.org	Saratoga Regional YMCA; Leadership Saratoga 2007; Wilton Kiwanis	CFO
Roohan, Margaret 1/1/2020	P.O. Box 118 Saratoga Springs, NY 12866	518-857-3003 MQRoohan@gmail.com	Leadership Saratoga Alumni 2016	Owner Granite and Marble Works, Inc.
Smith, Margaret 10/1/2020	318 West Ave. Saratoga Springs, NY12866	(518)588-9800 msmith@airosmithdevelopment.com	Saratoga Hospital Board	President/CEO/ Business Owner
Sosler, Karen 1/1/2018	Rivkin Radler, LLP 66 South Pearl Street 11th FL Albany, NY 12207	518-538-6591 karen.sosler@rivkin.com		Partner, Attorney
Toohey, Linda 1/1/2018	30 Longwood Drive Saratoga Springs, NY 12866	518-281-9833 lindatoohy904@gmail.com	Board member: Saratoga Performing Arts Center; Charles R. Wood Foundation	Community Volunteer



<b>Name</b> <b>1st Term Start Date</b>	<b>Address</b>	<b>Phone / E-mail</b>	<b>Community Affiliation</b>	<b>Occupation</b>

Board Committee	Officers
Governance (Co-Chair)	
Finance	
Facilities	
Facilities, Finance	
Facilities      Finance	
Advancement	
Executive Advancement (Chair)	Secretary

Board Committee	Officers
Executive (Co-Chair) Governance	Co-President
Advancement	
Facilities (Chair)	
Advancement	

<b>Board Committee</b>	<b>Officers</b>
Executive Finance (Chair) Facilities	Treasurer
Executive (Co-Chair) Finance	Co-President
Executive	
Executive Governance (Co-Chair)	Vice President
Governance Advancement	

Board Committee	Officers

Board Committee	Officers

**OFFICE OF MANAGEMENT AND BUDGET (OMB) CIRCULAR A-133 --  
MONITORING OF FEDERAL FINANCIAL ASSISTANCE TO SUBRECIPIENTS\***

Organization\*

Mailing Address\*

Federal ID\*

Phone #\*

DUNS #\*

Please identify your fiscal year (mth/yr to mth/yr):\*

**Please identify below the funding received during your LAST FISCAL YEAR.**

CDBG Activity Name\*

If not applicable, please reply N/A.

CDBG Program Year\*

CDBG Funding Amount\*

**Other Federal Financial Awards (cash & non-cash):**

Name & Catalog of Federal Financial Assistance (CFDA)#\*

Federal Funding Amount\*

If not applicable, please reply N/A.

Name & CFDA #\*

Federal Funding Amount\*

Name & CFDA #\*

Federal Funding Amount\*

During your last fiscal year, has your organization expended more than \$750,000 in total federal financial awards (incl. CDBG & all other federal assistance)?\*

Single Audit Report\* Upload a copy of your organization's latest Single Audit Report.

Are you aware of any financial audit violations, findings or questioned costs relating to any activity funded with federal financial assistance? \*

Please describe:\*

**Other Saratoga County Awards (cash & non-cash):**

Program Name\*

Year\*

Award Amount\*

If not applicable, please reply N/A.

Program Name\*

Year\*

Award Amount\*

Program Name\*

Year\*

Award Amount\*

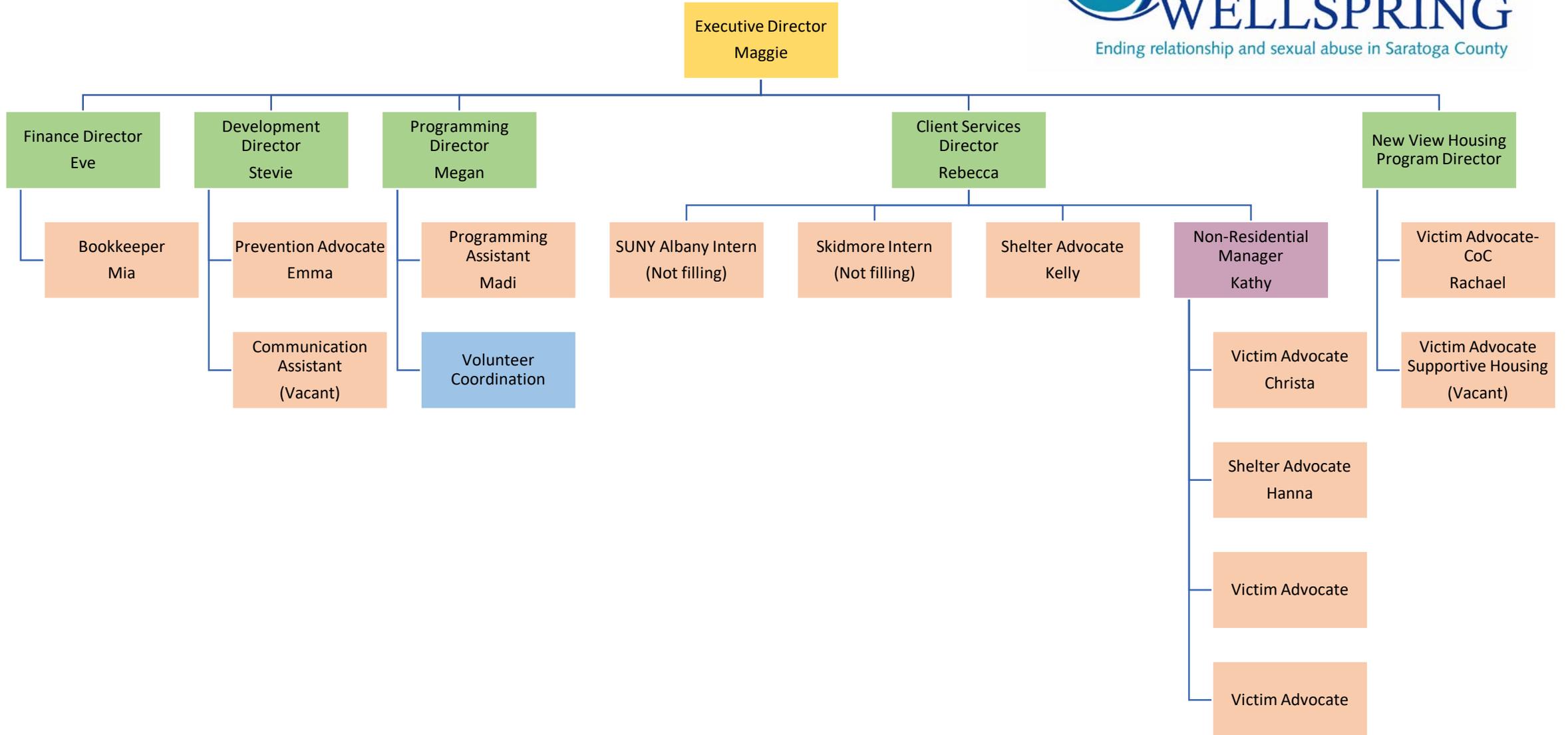
**Authorized Electronic Signature Agreement\***

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.



# WELLSPRING

Ending relationship and sexual abuse in Saratoga County



## 2021 PERFORMANCE OUTCOMES

In 2021, our emergency domestic violence shelter housed 56 domestic violence victims (33 adults and 23 children) for a total of 2,149 nights of safe sleep. While our occupancy rate of 65% is far below our average rate of 87%, that is not because of lack of need but because of lack of demand, but because COVID required extreme social distancing to keep everyone safe, so we had to drastically reduce the number of people we accepted into shelter (we placed many we could not accept into motels).

Wellspring's 24/7/365 hotline responded to 1,206 calls in 2021 and we accompanied 33 rape victims to the hospital for sexual assault forensic exams.

**IA. ACTIVITY DESCRIPTION- New Project-** This is a new proposal. We request assistance with repairs to our county’s only emergency domestic violence shelter. We need some modest repairs including:

- new flooring in 2 bathrooms as the current vinyl floors have damage, thus exposing the subflooring which can allow for water damage
- painting and new mirrors in those same bathroom
- Replacement of trim with water resistant baseboard trim
- New electrical outlets in all client bedrooms and the office as the current ones are wearing out; timely replacement prevents and safety issues
- Exterior maintenance including: repairing rotting wood on window framing, porch railings, and stairs and priming and painting the exterior to prevent further damage.

This proposal is identified as a high priority in the Consolidated Plan, addressing homeless facilities and services needs. The proposal addresses both 1) emergency shelter for families with children and 2) supportive services to prevent and/or alleviate homelessness. Wellspring operates the only emergency domestic violence shelter in Saratoga County, the only shelter for families of all sizes and configurations, and the county’s only 24-hour hotline for domestic violence. Nationally, 50% of all homeless women and children are on the streets because of violence in the home. Domestic violence is not only the second most common violent crime in Saratoga County and a primary cause of homicide, but it frequently leads to homelessness for individuals and families with children. Some victims are chronically homeless because of repeated incidents where they needed to flee their homes; we help survivors to exit violent homes, develop safety plans and access resources so they live safely and independently.

**1B. NEED IDENTIFICATION**

Most people don’t talk about it...  
so you may not realize you know anyone who has experienced it.

You rarely notice it because it happens out of sight...  
or it’s something you can’t readily observe.

Yet it affects 1 in 4 women...  
and 1 in 7 men in their lifetime.  
And in **Saratoga County**, it is:

- **The #2 violent crime**
- The leading cause of **family homelessness**, and
- **The primary cause of homicide.**

**It’s Domestic Violence.**

Our shelter is the only emergency housing in Saratoga County for women, men, and children who are fleeing abuse. Often the ability to enter shelter is the only way these victims can start the process of breaking free of their abuser. According to the 2020 Division of Criminal Justice Services Uniform Crime Reporting System (the most recent available data) Saratoga County had 763 domestic violence crime victims-- with 162 victims specifically from Saratoga Springs (21%.) In 2020, the Saratoga County Sheriff’s Department reported that domestic violence incidents increased by 14% over the past year and by 24% over the past 5-year period; while these are

numbers from the Sheriff's Department, the increased incidence is typical of what Wellspring is observing in our work with the Saratoga Springs Police Department.

Our shelter provides no cost services to adults and children exiting abusive homes. In 2019 we provided a record 3,043 nights of shelter to 52 adults and children fleeing abuse. Our current occupancy is much lower than usual, not because of decreased need, but because COVID protocols have limited the number of people we can house in our shelter for safety reasons; instead Wellspring is placing many families in motels until we are again able to have full occupancy. Families may remain in shelter as they develop transitional plans so that they exit shelter with increased safety for all family members. The project benefits women, men and children in our emergency shelter who are homeless due to family violence (homelessness intervention). This proposal benefits the 'limited clientele group' (category C3) of homeless persons, battered spouses and abused children.

Saratoga County has 19 towns and 2 cities, yet as one of the most populated sectors of the county, Saratoga Springs is the #1 demographic served by Wellspring. As noted above, 21% of the county's domestic violence crimes occur in Saratoga Springs. We recognize that CDBG funds serve Saratoga Springs; while only a portion of shelter residents originate from Saratoga Springs, victims often need to seek shelter away from their hometown; consequently, our agency frequently relocates victims to another county as it is unsafe to reside locally. So, while only a percentage of our shelter residents hailed from Saratoga Springs, many were sent to shelters outside of our community for safety or because we cannot house them when they need shelter (our most common reasons for not being able to accept someone into our shelter are 'no space or 'not enough space').

#### **1D. GOALS AND OUTCOME INDICATORS**

In 2021, we provided 2,149 nights of shelter to 42 adults and 18 children who are feeling abuse. Our goal is to provide a comfortable, well-maintained, handicap accessible, domestic violence shelter that serves the needs of all victims of abuse who may require crisis assistance. We estimate at least 85% occupancy of our shelter for the year, an approximately 50 shelter residents annually; however, COVID restrictions on density of people have drastically impacted our shelter occupancy since 2020, as have prohibited shared rooms for unrelated persons (previously we might have two adults sharing one room) In 2019, we had a typical occupancy of 92.5%. In 2020 it was 78% and 2021 it was 61%, not because there wasn't need, but because we could not double up and also many times had guests temporarily placed in motels due to possible or confirmed exposures to them or their children who attended school.

The reduced occupancy didn't just negatively impact the number of survivors we could shelter, but also dramatically impacted our budget as the cost to maintain and staff the shelter were the same, but the per diem revenue was significantly decreased (and often we had to pay to place people we couldn't shelter into a motel —still providing full advocacy services, but no reimbursement.)

## **1F. REQUIRED LICENSURE**

WELLSPRING is licensed by the New York State Office of Children and Family Services to operate the county's only domestic violence shelter. This project requires no additional licensure.

## **2. ORGANIZATIONAL CAPACITY**

- Wellspring has been in operation for almost 40 years. We have an active board of directors that oversees strategic planning, quality assurance resource development, fiscal oversight and personnel management (see attached board roster). We have benefited in the past from generous funding by the City of Saratoga Springs. In 2003 we received \$31,000 funding to install a ramp for handicapped accessibility in our shelter. Most recently CDBG funds supported a shelter case manager: 2004-5@ \$13,000; 2005-7@ \$16,000, 2008-9@\$15,000, 2009-10@\$17,000 2011 @\$12,575, 2012@\$12,573, 2013@\$10,473 2014@\$13,195, 2015@ \$7,500, and 2016@ \$6,922, 2017 @\$ 11,604 and 2018 @ \$7,848, 2020 \$40,000, 2020 \$6,000.

## **2B. ORGANIZATIONAL EXPERIENCE**

We have extensive background in helping domestic violence victims achieve self-sufficiency, having provided victim assistance services to Saratoga County residents since 1981. While our shelter is a safe home for adults and children fleeing abuse, our services are far more comprehensive. To successfully leave an abuse, a victim needs services and supports to adequately meet the family's basic living needs, such as: employment, housing, childcare, medical coverage, transportation, and legal protections. Without these skills and services the family risks repeat victimization or chronic homelessness. So that we may find housing and treatment options to meet the needs of families, we engage in community collaborations including: the Saratoga County Housing Committee, the Housing First Rental Assistance Program, and the Crisis Action Network.

While other community-based services exist that assist individuals with case management and vocational needs, we offer the only services specific to the needs of domestic violence victims and their families. As domestic violence is a leading cause of homelessness for families, Wellspring's services are a critical component in the plan to end homelessness in Saratoga Springs. Our self-sufficiency initiatives include:

- our financial Literacy program, *Project Hope and Power*, and
- a housing and employment specialist who works with clients on job-readiness training and with local employers who may be interested in hiring graduates of this program
- Permanent/and transitional housing programs to provide rent subsidies and on-going support services to individuals and families working toward self-sufficiency.

## **2C. KEY PERSONNEL**

The Executive Director is responsible for oversight of the program and the facility... including accommodations to provide vital services to victims with disabilities. The associate director and client services director directly supervise program staff. The shelter manager supervises the advocate and provides direct one-on-one case management assistance, transitional goal planning and our housing program manager oversees Project Hope and Power, a financial literacy program aiding participants in attaining sustained increases in financial skills and earning potential.

## **2D. OTHER PARTNERS**

While Wellspring has robust relationships with agencies and engages in highly interactive referrals for client services, other than our builder, there will be no other partner on this project. Because of the confidential nature of our shelter and the need for absolute privacy as to the location, we do not put our work out to competitive bid. Instead, we have a small pool of highly trusted contractors who have worked for us in the past and who have established internal protocols that help us to maintain the confidentiality of the location... as this is critical for victim safety—in truth it can be a life-or-death factor. We have board members on our facilities committee familiar with construction costs that vet the pricing to determine that it within market standards.