

**COUNTY OF RIVERSIDE  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

**APPLICATION FOR CITY OF Beaumont  
2023- 2024 COOPERATING CITY ALLOCATION**

**I. GENERAL INFORMATION**

Applicant Name: Boys & Girls Clubs of the San Gorgonio Pass

Type of Organization:    Non-Profit Organization     Faith Based Organization   

                                 For-Profit Organization     Institution of Higher Education

                                 Cooperating City

Address: 240 W. Ramsey Street

City: Banning

Zip Code: 92220

Mailing Address: P.O. Box 655

City: Beaumont

Zip Code: 92223

Telephone Number: 951-922-3259

Fax Number: (951) 922-0009

Executive Director/City Staff: Amy Herr, CEO

Telephone Number: 951-922-3259

E-mail: jathherr@gmail.com

Program Manager: Megan Grisham

Telephone Number: 951-922-3259

E-mail: bgc Megan@yahoo.com

Grant Writer: Rhonda Guaderrama

Address (if different from above): \_\_\_\_\_

Telephone Number: 760-908-2951

E-mail: rhondagwaderrama@yahoo.com

**II. ORGANIZATIONAL HISTORY (This is applicable only if you are a non-profit organization)**

Date Organization founded: 10/13/2005

Date Organization incorporated as a non-profit organization (Attach Articles of Incorporation and Bylaws): 11/4/2005

Federal identification number: 20-3812932

DUNS Number: 004791886

Organization Web Address: www.bgcsgpass.com

Does your Organization expend \$750,000 or more a year in federal funds? Y  or N

Number of paid staff: 64

Number of volunteers: 25

Members/Board of Directors (Attach): See attached

**III. PROJECT ACTIVITY**

A. Name of Project: Camp Kids

B. Specific Location of Project

*(Attach Project Map - include street address; if a street address has not been assigned provide APN)*

Street or APN:

City: 520 E Eighth St (Sundance Elementary)/38755 Brookside Ave (Brookside Elementary)

Zip Code: 92223

C. CDBG Funds Requested: \$35,000

*(total amount for the project only)*

D. Where will the proposed activity occur (be specific as to the geographic boundaries)? If the project involves a new or existing facility, what is the proposed service/benefit area for the facility?

E. In which City (ies)/Communities does the activity occur?

City (ies): Beaumont

Community (ies): San Gorgonio Pass

*NOTE: HWS will make the final determination of the appropriate service area of all proposals.*

F. If this project benefits residents of more than one community or jurisdiction, have requests been submitted to those other entitlement jurisdictions? (i.e., County district(s) 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, and/or 5<sup>th</sup>, City of Palm Springs, City of Moreno Valley, City of Riverside, etc.)

The project primarily benefits youth in the City of Beaumont. We are also applying for funds from the County of Riverside, 5th District.

G. Check ONLY the applicable category your application represents.

- Public Service
- Homeless Activities
- Real Property Acquisition (Must consult with EDA prior to submitting application)
- Housing
- Rehabilitation/Preservation (please provide picture of structure)
- Public Facilities (construction)
- Infrastructure (i.e. Streets, Sewer, Sidewalk, etc.)
- Other: (provide description) \_\_\_\_\_

H. Respond to A & B only if this application is for a public service project.

- (a) Is this a NEW service provided by your agency? Yes  No
- (b) If service is not new, will the existing public service activity level be substantially increased or improved? \_\_\_\_\_

#### IV. PROJECT NARRATIVE

A. Provide a detailed Project Description. The description should only address or discuss the specific activities, services, or project that is to be assisted with CDBG funds. If CDBG funds will assist the entire program or activity, then provide a description of the entire program or activity.

The City of Beaumont has witnessed tremendous growth over the past several years, increasing by more than 6% over the past two years alone. This has helped the local economy and improved the quality of life for residents. During this growth, many families have increased their affluence; however some have not. Currently, 9.4% of residents live in poverty (census.gov). More than 14% of Beaumont's children live in poverty (welfareinfo.org). While the COVID-19 pandemic affected everyone, it had a more significant impact on those living in poverty. As families recover from the pandemic's effects, our youth still struggle to catch up academically. They have suffered tremendous learning loss because of school closures which exacerbated the existing challenges they already faced. Numerous studies have shown that most youth lose about two months of grade-level math skills over the summer months and low-income youth also lose more than two months in reading achievement, while their more affluent peers make slight gains (Review of Educational Research). Out-of-school time for poor youth means learning loss and falling further behind. This is where the Boys & Girls Clubs of the San Geronimo Pass Comes In. Children who attend the Club during out-of-school time continue to learn and minimize their academic learning loss. In addition to academic support, according to the results of BGCSGP's NYOI (National Youth Outcomes Initiative) survey, used to gauge outcomes of local Boys & Girls Clubs, youth attending BGCSGP receive the vast majority of health knowledge and good character education in the Club. Continued on Attachment.

**B. Provide a detailed description of the proposed use of the CDBG funds only (e.g. construction design, purchase of specific equipment, rent, supplies, utilities, salaries, etc.):**

BGCSGP continues to offer scholarships and discounts to families in need to attend out-of-school time camps. BGCSGP has implemented a scholarship sliding scale that covers 30% to 100% of program costs based on income. Our commitment is to ensure no child is turned away from camp based on the inability to pay. BGCSGP has also worked hard to keep our camp fees low, allowing more families to access our services. As many parents in Beaumont must commute or work long hours, their children must have an enriching and positive place to go. BGCSGP provides parents with the peace of mind that their children are safe and thriving. BGCSGP camps operate Monday through Friday, from 8:30 a.m. to 6:00 p.m., when parents need us most. Grant funds will be used to offset the salary expense for our highly trained and professional staff so that we may continue providing high-quality programming at a low cost. Like all businesses, BGCSGP has been affected by increased staffing and associated costs. Club staff creates impactful program schedules that are interactive, educational, and engaging. Boys & Girls Club staff are trained through the National Boys & Girls Clubs of America's Leadership University, attend frequent in-house training, and attend Region 10 and California Department of Education after-school training six or more times per year. BGCSGP programs implemented during these out-of-school breaks maintain the same rigor and quality as our regular school-year programming. Grant funds will also be used to purchase program supplies to provide hands-on learning opportunities and field trips to museums and other cultural experiences throughout Southern California.

**C. What are the goals and objectives of the project, service, or activity? How will you measure and evaluate the success of the project to meet these goals and objectives (measures should be qualitative)?**

The goal of the project is to provide programming for 90 Beaumont youth ages 5-12 during out-of-school time. Grant funding would allow us to deliver impactful programming in a safe and positive setting for at-risk youth and help working families who need care for their children. Program objectives are: • A minimum of 90 participants will be enrolled in Camp Kids • 90% of all youth will participate in Project Learn programming • 90% of all youth will participate in Character Creators programming • 90% of all youth will participate in Healthy Habits programming • 80% of all youth will participate in educational field trips The success of the program will be measured by the following: • Tracking member enrollment • Daily attendance rosters • Program participation measured by attendance • Field trip sign-ups and rosters • Programmatic pre and post-tests • Staff observation of participants Parent surveys will also be conducted at the end of each program session to assess their observations of their children's behaviors, knowledge, and enjoyment of camp activities.

**D. Please identify the project milestones using an Estimated Timeline for Project Implementation:**

See below for the estimated project timeline.

Track CDBG data on all participants	- Start Date 07/01/23	Completion Date 4/01/24
Recruit at-risk youth to participate in programs	- Start Date 07/01/23	Completion Date 04/01/24
Implement Project Learn, Character Creators, and Healthy Habits	- Start Date 7/1/23	Completion Date 4/01/24
Utilize pre and post-tests	Start Date 7/01/23	Completion Date 4/01/24

**V. PROJECT BENEFIT**

A. Indicate the number of people or households that will directly benefit from your proposal using CDBG funds: *Note: This is based on the expected number of clients to be served if the County funds your project for the requested amount.*

A total of 90 youth will be served through Camp Kids using all funding sources,  
with 35 of those youth being served through CDBG funds.

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B. Indicate the number of unduplicated clients that will be served (*An unduplicated client is counted only once, no matter how many direct services the client receives during a funding year*):

35 unduplicated youth will be served using CDBG funds.

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C. Length of proposed CDBG-funded activities or service (weeks, months, year):

The Camp Kids program will run during school breaks when school is out of session, from 7/1/23-4/01/24.

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D. Service will be provided to (check one or more):

Men

Women

Children (Range of children's ages : 5-12 )

Homeless (Number of beds at facility : \_\_\_\_\_ )

Seniors

Severely Disabled Adults

Migrant Farm Workers

Families

E. What methods will be used for community involvement to assure that all who might benefit from the project are provided an opportunity to participate?

BGCSGP will attract low-income and at-risk youth to the Club in collaboration with our community partners.

Using teacher, principal, and district referrals, we will reach participants through the Beaumont Unified School District (BUSD).

We will provide marketing to parents through Peachjar, Constant Contact, our website, and social media platforms.

The Camp Kids program is well known throughout the community and continues to have high participation numbers year after year.

BUSD is an involved partner, supportive of the Club, and understands the tremendous impact the Camp Kids program has on Beaumont youth.

F. What evidence is there of a long-term commitment to the proposal? Describe how you plan to continue the work (project) after the CDBG funds are expended?

BGCSGP is committed to serving Beaumont youth, and we will continue to do so once CDBG funds are expended. We will utilize funds raised through agency events, including our Chances & Cheeses

soiree and our Horses & Attitudes fundraiser. We will also seek funding from individual donors

and continue pursuing other grants to sustain the program.

**VI. National Objective**

**All CDBG-funded activities must meet at least one of the following National Objectives of the CDBG program. Indicate the category of National Objective to be met by your activity.**

**CATEGORY A: Benefit to low-moderate income persons (must be documented). Please choose either subcategory 1 or 2:**

**1. Limited Clientele:**

**The project serves clientele that will provide documentation of their family size, income, and ethnicity. Identify the procedure you currently have in place to document that at least 51% of the clientele you serve are low-moderate income persons.**

The Boys & Girls Clubs of the San Geronimo Pass will document need using the "1" Limited Clientele Method.

BGCSGP requires income verification at the time of application. We use the County of Riverside's financial guidelines

for the CDBG Program (as prescribed through the EDA) and require current CDBG paperwork to be completed

at the time of application. This information will be updated at least once per year for all participants.

2. Clientele presumed to be principally low- and moderate-income persons:  
 The following groups are presumed by HUD to meet this criterion. You will be required to submit a certification from the client (s) that they fall into one of the following presumed categories.

The activity will benefit (check one or more)

- |                                                   |                                                   |
|---------------------------------------------------|---------------------------------------------------|
| <input type="checkbox"/> Abused children          | <input type="checkbox"/> Homeless persons         |
| <input type="checkbox"/> Battered spouses         | <input type="checkbox"/> Illiterate adults        |
| <input type="checkbox"/> Elderly persons          | <input type="checkbox"/> Persons living with AIDS |
| <input type="checkbox"/> Severely disabled adults | <input type="checkbox"/> Migrant Farm workers     |

- a. Describe the clientele above to be served by this activity:

N/A

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- b. Discuss how this project directly benefits low- and moderate- income residents:

CDBG funds will be used specifically to serve Beaumont's most needy youth. Our Brookside and Sundance Club camps serve all youth at a low-cost rate during summer and other school breaks. In addition, the Club provides scholarships from 30% to 100% to families in need. The program will directly benefit Beaumont youth and their families. CDBG funding will provide the highly trained, caring staff necessary to deliver quality Boys & Girls Club programs, allowing camp costs to remain low.

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**CATEGORY B: Area Benefit - The project or facility serves, or is available to, ALL persons located within an area where at least 51% of the residents are low/moderate-income. (Applicant is welcome to contact a County of Riverside, HWS CDBG Program Manager for Census Information)**

2010 Census Tract and Block Group numbers:

(must use 2011-2015 ACS data pursuant to HUD Notice -C&D-19-02)

<https://hud.maps.arcgis.com/apps/webappviewer/index.html?id=ffd0597e8af24f88b501b7e7f326bedd>

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Total population in Census Tract(s) / block group(s): \_\_\_\_\_

Total percentage of low-moderate population in Census Tract(s) / block group(s): \_\_\_\_\_

**CATEGORY C: Activities undertaken to create or retain permanent jobs, at least 51% of which will be made available to or held by low/moderate-income persons.**

**Proposed Job Creation/Retention**

Total Jobs Expected to Create: \_\_\_\_\_

Total Jobs Expected to Retain: \_\_\_\_\_

**CATEGORY D: Activities that provide assistance to micro-enterprise owners/developers who are low/moderate-income.**

**Proposed Assistance to Businesses**

New Businesses expected to assist: \_\_\_\_\_

Existing Businesses expected to assist: \_\_\_\_\_

Enter Total Businesses expected to assist: \_\_\_\_\_

**VII. FINANCIAL INFORMATION**

**A. Proposed Project Budget**

Complete the following annual program budget to begin July 1, 2023. If your proposed CDBG-funded activity will start on a date other than July 1, 2023, please indicate starting date. Provide total Budget information and distribution of CDBG funds in the proposed budget.

The budgeted items are for the specific activity for which you are requesting CDBG funding - NOT for the budget of the "entire" organization or agency. (Note: CDBG funds requested must match amount requested in Project Activity, C above.)

*(EXAMPLE: The Valley Senior Center is requesting funding for a new Senior Nutritional Program. The total cost of the program is \$15,000 and \$10,000 in CDBG funds is being requested for operating expenses associated with the proposed activity. The total Activity/Project Budget will include \$5,000 of other non-CDBG funding and \$10,000 in CDBG funds for a Grand Total of \$15,000).*

	<b>TOTAL ACTIVITY/ PROJECT BUDGET <u>(Include non-CDBG Funds and CDBG Funds)</u></b>	<b>CDBG FUNDS REQUESTED-Only</b>
<b>I. Personnel</b>		
A. Salaries & Wages	\$ 94,000	\$ 27,000
B. Fringe Benefits	\$ 26,320	\$ _____
C. Consultants & Contract Services	\$ 1,000	\$ _____
<b>PERSONNEL SUB-TOTAL</b>	<b>\$ 121,320</b>	<b>\$ 27,000</b>



II. Non-Personnel

A. Space Costs	\$ _____	\$ _____
B. Rental, Lease or Purchase of Equipment	\$ 1,000	\$ _____
C. Consumable Supplies	\$ 12,000	\$ 6,000
D. Travel	\$ 6,000	\$ 2,000
E. Telephone	\$ _____	\$ _____
F. Utilities	\$ _____	\$ _____
G. Other Costs	\$ _____	\$ _____
<b>NON-PERSONNEL SUB-TOTAL:</b>	<b>\$ 19,000</b>	<b>\$ 8,000</b>

III. Other

A. Architectural/Engineering Design	\$ _____	\$ _____
B. Acquisition of Real Property	\$ _____	\$ _____
C. Construction/Rehabilitation	\$ _____	\$ _____
D. Indirect Costs	\$ _____	\$ _____
E. Other	\$ 4,000	\$ _____
<b>OTHER SUB-TOTAL:</b>	<b>\$ 4000</b>	<b>\$ 0</b>
<b>GRAND TOTAL:</b>	<b>\$ 144,320</b>	<b>\$ 35,000</b>

B. Leveraging

List other funding sources and amounts (commitments or applications) which will assist in the implementation of this activity. Current and pending evidence of leveraging commitments/applications must be submitted with application. (Attach)

TYPE	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	TOTAL
<b>FEDERAL</b>	OJJDP	25,000					25,000
<b>STATE/LOCAL</b>							
<b>PRIVATE</b>	Dr, Seuss Foundation	15,000	Panda Cares Foundation	50,000			65,000
<b>OTHER</b>	Southern California Edison	5,000					\$5,000

**TOTAL:** 95,000

C. What type of long-term financial commitment is there to the proposal? Describe how you plan to continue the work (project) after the CDBG funds are expended?

BGCSGP is committed to serving Beaumont youth, and we will continue to do so once CDBG funds are expended.

We will utilize funds raised through agency events, including our Chances & Cheeses solree and our Horses & Hattitudes fundraiser. We will also seek funding from individual donors and continue pursuing other grants to sustain the program.

D. Provide a summary by line item of your organization’s previous year’s income and expense statement. (Attach)

See attached.

E. Does this project benefit residents of more than one community or jurisdiction, have requests been submitted to those other jurisdictions? Yes  No

If yes, identify sources and indicate outcome. We have requested CDBG funds from the County of Riverside.

If no, please explain.

F. Was this project or activity previously funded with CDBG? Yes  No

If yes, when? The Camp Kids program was funded in 2022/2023 as well as 21/22, 2021, 19/20, 18/19, and 16/17. The program was successfully implemented each year.

Is this activity a continuation of a previously funded (CDBG) project? Yes  No

If yes, explain: The Camp Kids program has successfully brought our youth high quality programming during out of school time for the past seven years. This program is a necessary addition to ensure youth and family receive much needed services when schools are not in session.

VIII. MANAGEMENT CAPACITY

A. Describe your organization’s experience in managing and operating project or activities funded with CDBG or other Federal funds.

BGCSGP has a long history of successfully implementing and managing projects funded with CDBG funds and the Office of Juvenile Justice (Federal) funds. We have received CDBG funds for the past eleven years for several agency programs. We are confident that BGCSGP has the ability, structure, leadership, and experience to implement a City of Beaumont CDBG grant.

**B. Management Systems**

Does your organization have written and adopted management systems (i.e., policies and procedures) including personnel, procurement, property management, record keeping, financial management, etc.?

BGCSGP has a solid organizational infrastructure to support the organization's day-to-day operations. There are written policies and procedures in place for all administrative functions. All staff are background checked and drug and TB tested. Program pass the district aid test or possess a degree. The organization employs a full-time CEO, and all agency finances are reviewed monthly by the Board of Directors to evaluate the organization's financial statements, financial position, investments, and financial health. BGCSGP operates under standard operating procedures regarding financial and accounting controls. An outside auditing agency also audits BGCSGP on an annual basis. This annual audit is a requirement to maintain membership with Boys & Girls Clubs of America.

**C. Capacity**

Please provide the names and qualifications of the person(s) that will be primarily responsible for the implementation and completion of the proposed project.

Amy Herr, CEO Qualifications: Ms. Herr has been with the organization since its inception seventeen years ago. She has an extensive background in grant and fund management. Ms. Herr has led the agency's growth, both during normal times and throughout the pandemic. She has built a highly committed board of directors while at the same time strengthening the organizational infrastructure. Megan Grisham, Director of Operations Qualifications: Ms. Grisham has been with the BGCSGP for fourteen years and has experience in grant writing, reporting, and management. She has also worked directly in programs, enabling her to analyze programmatic success effectively.

**IX. APPLICATION CERTIFICATION**

Undersigned hereby certifies that (check box after reading each statement and digitally sign the document):

1. The information contained in the project application is complete and accurate.  X
2. The applicant agrees to comply with all Federal and County policies and requirements imposed upon the project or activity funded by the CDBG program.  X
3. The applicant acknowledges that the Federal assistance made available through the CDBG program funding will not be used to substantially reduce prior levels of local, (NON-CDBG) financial support for community development activities.  X
4. The applicant fully understands that any facility built or equipment purchased with CDBG funds shall be maintained and/or operated for the approved use throughout its economic life, pursuant to CDBG regulation.  X
5. If CDBG funds are approved, the applicant acknowledges that sufficient non-CDBG funds are available or will be available to complete the project as described within a reasonable timeframe.  X
6. On behalf of the applying organization, I have obtained authorization to submit this application for CDBG funding. (DOCUMENTATION ATTACHED Minute Action and/or written Board Approval signed by the Board President)  X

DATE: 10/31/22

Signature: Rhonda Guaderrama

Print Name/Title  
Authorized Representative: Rhonda Guaderrama, Director of Advancement

**CHECK-LIST:**

The following required documents listed below have been attached. Any missing documentation to the application will be cause for the application to be reviewed as INELIGIBLE.

Yes	No	ATTACHMENT
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Members/Board of Directors
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Articles of Incorporation and Bylaws
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Project Activity Map
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4. Project Benefit, Category B, Low Mod Area Maps (Attach if applicable)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. Leveraging (Current evidence of commitment)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. Income and Expense Statement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7. Management Capacity (Detailed organizational chart)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	8. Board Written Authorization approving submission of application

## **Continued**

**A. Provide a detailed Project Description. The description should only address or discuss the specific activities, services, or project that is to be assisted with CDBG funds. If CDBG funds will assist the entire program or activity, then provide a description of the entire program or activity.**

Now, more than ever, our young people need positive role models to provide the guidance and supervision necessary to become good citizens, despite an ever-increasingly complicated world.

BGCSGP will provide those much-needed services and programs our youth so badly need. BGCSGP respectfully requests a \$35,000 grant to support the Camp Kids program to provide summer, fall, winter, and spring break camps to under-served youth in Beaumont.

By providing a safe environment with enriching programs, BGCSGP will help insulate the youth we serve from the negative influences many face. Through our camp program, children will be offered programming in Boys & Girls Club's core program areas: Character & Leadership, the Arts, Health & Life Skills, Education & Technology, and Sports & Recreation. Activities will include high-yield educational games, art, cultural enrichment, field trips, computer education, cooking instruction, and health and nutrition education. Children also enjoy fun, holiday-inspired crafts, games, and food during the holiday camps.

BGCSGP will provide three cornerstone programs:

- **Project Learn:** Boys & Girls Clubs of America's educational enhancement program to make education fun by ensuring academic activities are hands-on, build skills and incorporate youth interest. Project Learn is based on research showing that students do much better in school when they spend their non-school hours engaged in fun but academically beneficial activities. Extensively field-tested and formally evaluated by Columbia University, the program has been proven to boost the academic performance of youth.
- **Character Creators:** A program that teaches youth about leadership and communication skills, conflict resolution, how to make good choices, resist peer pressure and bullying, give back to the community and demonstrate good teamwork.
- **Healthy Habits:** A program designed to teach youth the foundations of a healthy lifestyle through exercise, nutrition, cooking, and fitness activities.

During school closures due to the pandemic, BGCSGP remained open, making the Camp Kids program a more critical resource than ever for the many families who needed our services. In a safe environment, mentally and physically, Boys & Girls Club youth continued to flourish, gain academic support, and receive the mentoring they needed and deserved. Now that youth are back in school, BGCSGP wants to ensure

they continue receiving the academic and social-emotional support they need. By providing the Camp Kids program, BGCSGP is able to meet our mission "to inspire and enable all youth, especially those who need us most, to reach their full potential as productive and caring citizens."



## 2022 BOARD OF DIRECTORS LIST

**Linda Hanley, Board President**  
**Account Manager, Bank of Hemet**

**Mayda Cox, Vice President**  
**Director of Patient Billing, San Gorgonio Memorial Hospital**

**Tammy Carter, Treasurer**  
**Accountant**

**Bette Rader, Secretary**  
**Director, Beaumont Chamber of Commerce**

**Phillip Hutchins, Past President**  
**Sr. Vice President, Bank of America, Small Business**

**Reverend Bill Dunn**  
**St Stephen's Episcopal Church**

**Estelle Lewis**  
**San Gorgonio Memorial Healthcare District**

**Ron Rader**  
**Retired**



2808338

State of California  
Secretary of State



I, BRUCE McPHERSON, Secretary of State of the State of California, hereby certify:

That the attached transcript of 1 page(s) has been compared with the record on file in this office, of which it purports to be a copy, and that it is full, true and correct.



IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this day of

NOV 04 2005

A handwritten signature in black ink, appearing to read "Bruce McPherson".

BRUCE McPHERSON  
Secretary of State

2808338

**ENDORSED - FILED**  
In the office of the Secretary of State  
of the State of California

OCT 13 2005

**ARTICLES OF INCORPORATION**

I. The name of this corporation is *Boys & Girls Clubs of the San Geronio Pass*

II A. This corporation is a nonprofit **PUBLIC BENEFIT CORPORATION** and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for:

- public purposes or
- charitable purposes or
- public and charitable purposes.

II B. The specific purpose of this corporation is to inspire and enable all youth to realize their full potential as productive, responsible, and caring citizens by providing stimulating and challenging programs through interaction with dedicated caring people.

III The name and address in the State of California of this corporation's initial agent for service of process is:

Name Barbara Hanna  
 Address 4678 W. Hoffer St  
 City Banning  
 State CA Zip 92220

**IV**

A. This corporation is organized and operated exclusively for charitable purposes within the meaning of Section 501(c)(3), Internal Revenue Code.

B. No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

**V**

The property of this corporation is irrevocably dedicated to charitable purposes and no part of the net income or assets of this corporation shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private person. Upon the dissolution or winding up of the corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for charitable purposes and which has established its tax exempt status under Section 501(c)(3), Internal Revenue Code.

Barbara Hanna

(Signature of Incorporator)

Barbara Hanna



# **Boys & Girls Clubs of the San Gorgonio Pass Bylaws**

## **ARTICLE I      NAME AND OFFICE**

### **Section 1.01   Name**

The name of the corporation shall be the "Boys & Girls Clubs of the San Gorgonio Pass" (hereinafter referred to as the "Clubs").

### **Section 1.02   Office**

(a) The principal executive office of the corporation for the transaction of business shall be located at 4678 W. Hoffer St, in the City of Banning, County of Riverside, and State of California.

(b) The Board of Directors may at any time establish branch or subordinate offices at any place or places where the corporation is qualified to do business.

## **ARTICLE II      PURPOSE AND LIMITATIONS**

### **Section 2.01   Purpose**

(a) Organized in 2005 as a nonprofit public benefit corporation, the specific and primary purpose of the corporation is to operate and conduct clubhouses for the education, recreation and enrichment of the youth of the San Gorgonio Pass.

(b) To meet at all times the Requirements for Membership of the Boys & Girls Clubs of America, incorporated under federal law.

### **Section 2.02   Limitations**

The corporation is formed solely and exclusively for nonprofit purposes, and not for monetary gain or profit, and no monetary gain or profit shall ever inure from its business to any Director or member of this corporation. Earnings, if any, shall be used exclusively for the purpose for which this corporation is formed.

## **ARTICLE III      MISSION**

### **Section 3.01   Mission**

The mission of the Boys and Girls Clubs of the San Gorgonio Pass is to inspire and enable all youth to realize their full potential as productive, responsible, and caring citizens by providing stimulating and challenging programs through interaction with dedicated caring people.

## **ARTICLE IV.      MEMBERSHIP**

### **Section 4.01   Membership**

There shall be no voting "members" of the corporation and all voting and other rights ordinarily vested in a corporate membership shall be vested in the Board of Directors, in accordance with the California Nonprofit Public Benefit Corporation Law. Non-voting youth and other club memberships may be created granting

privileges and subject to terms and conditions as specified by the Board of Directors.

## **ARTICLE V. ELECTION OF DIRECTORS**

### **Section 5.01 Nominations**

- (a) The Nominating Committee shall select qualified candidates for election to the Board of Directors as prescribed in these By-Laws, Section 6.02 and 6.03 and Article X, Section 10.01 (e) (ii). In September of each year, the Board Governance Committee will contact each Board member whose term expires in December of that year and inquire as to whether or not those members wish to continue to serve on the Board.
- (b) The Board Governance Committee shall make its report at the regularly scheduled October Board meeting of each calendar year. At that time, any Director present may nominate additional persons for nomination to the Board and may speak to the issue of any name in nomination. The Secretary shall immediately forward to each Director with notice of the meeting, a report listing the candidates nominated.
- (c) The election of Directors is an action item on the agenda of the regular meeting held in November of each calendar year.

### **Section 5.02 Election**

- (a) The election of Directors will be conducted by secret ballot at the regularly scheduled November Board meeting. A Director is permitted to submit a written statement regarding his/her vote, which shall be added as an exhibit to the minutes. Secret ballots, with a provision for write-in candidates, shall be available for inspection, in order to comply with fundamental fairness rules inherent in the law.
- (b) Before adjournment of the election meeting of the Board of Directors, the members of the Board Governance Committee will confidentially tabulate the ballots and report the results, in random order, to the Board.
- (c) Members of the Board Governance Committee will contact the approved candidates for the Board starting with the candidate who received the most votes to the candidate who received the least votes until all seats are filled.

### **Section 5.03 Seating of Directors**

All elected Directors shall be seated at the annual meeting in December of the Board of Directors and shall be participating members thereafter. Retiring Directors shall serve until the December meeting.

## **ARTICLE VI. BOARD OF DIRECTORS**

### **Section 6.01 Powers**

- (a) General corporate powers. The business and affairs of the corporation shall be managed, and all corporate powers shall be exercised, by or under the direction of the Board of Directors.
- (b) Specific powers. Without prejudice to these general powers, the Directors shall have the power to:

- (i) Select and remove all Directors, officers, agents and employees of the corporation; prescribe any powers and duties for them that are consistent with the law, Articles of Incorporation, and these By-Laws; and fix their compensation.
- (ii) Change the principal executive office or the principal business office in the State of California from one location to another; cause the corporation to be qualified to do business in any other state, territory, dependency or country and conduct business within or outside the State of California, for holding any Directors' meeting or meetings.
- (iii) Adopt, make and use a corporate seal and alter the form of the seal.
- (iv) Borrow money and incur indebtedness on behalf of the corporation and cause to be executed and delivered for the corporation's purposes, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgage, pledges, hypothecations, and other evidences of debt and securities.

Section 6.02 Number and Qualification

The authorized number of Directors at this time shall be not less than seven (7) or more than nineteen (19). The exact number of authorized Directors shall be fixed, within the limits specified, by act of the Board. Directors need not be residents of the San Geronio Pass, California, and may be any natural person eighteen years of age or older, of good character, and dedicated to the purpose of this corporation.

- (a) Voting power. All voting power in the corporation shall be vested in the Board of Directors, each Director to have one vote.

Section 6.03 Election and Term of Office

Directors shall be elected at the annual meeting of the Board at which a quorum is present. Unless sooner removed, Directors shall serve for a three (3) year term expiring on the date of the next annual meeting. Persons elected as Director may be nominated for reelection as a Director for a maximum of two consecutive terms. One-third of the authorized number of Directors shall be elected each year.

Section 6.04 Assessments

The Board of Directors may impose, from time to time, an amount which shall constitute an assessment against voting Directors to fund the general operation of the Board. The assessment shall be voluntary and in no way affect the ability of the Director to serve the Board.

Section 6.05 Vacancies

Vacancies in the Board may be filled by a majority of the remaining Directors, though less than a quorum, and each Director so elected shall serve until the vacated term expires and/or a successor is elected at an annual meeting, or at a special meeting called for that purpose.

- (a) Events causing vacancies. A vacancy or vacancies shall be deemed to exist in case of the death, incapacity, resignation or removal of any Director, or (i) the authorized number of Directors is increased, or (ii) if the members fail at any annual or special meeting of the Board at which any Director or Directors are elected, to elect the full authorized number of Directors, (iii) If a Director is

absent three scheduled Board meetings within a one year term, he or she shall be eligible for removal. The removal of the Director who has had three absences may appeal to the Board to determine good cause and, should the absences be excused, the Director will be reinstated to continue his/her term. If determined unexcused, the removal will become effective and the Board shall have the power to elect a successor to take office at such time as the removal shall become effective.

- (b) Resignations. A vacancy caused by resignation shall become effective upon giving written notice to the Board, unless the notice specifies a later time for the resignation to become effective.

Section 6.06 Removal

- (a) Events causing removal. A Director shall be removed on the occurrence of the following: (i) the declaration by resolution of the Board of removing a Director who has been declared of unsound mind by an order of the court or convicted of a felony or has been found by final order of judgment of any court to have breached a duty under California law, or (ii) the vote of a majority of the Directors to remove a Director, or (iii) having three consecutive unexcused absences.
- (b) No vacancy on reduction of number of Directors. No reduction of the authorized number of Directors shall have the effect on removing any Director before that Director's term of office expires.
- (c) Interested Persons. No more than forty-nine percent (49%) of persons serving on the Board may be "interested persons". An interested person is (i) any person compensated by the corporation for services rendered to it within the previous twelve months, whether as a full-time or part-time employee, independent contractor, or otherwise (ii) any mother, father, brother, sister, son, daughter, ancestor, descendent, spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, or father-in-law of such a person. However, any violation of this paragraph shall not affect the validity or enforceability of transactions entered into by the corporation.
- (d) Self-Dealing Transactions. No Director of this corporation nor any other corporation, firm, association, or other entity in which one or more of this corporation's Directors are Directors or have a material financial interest shall be interested, directly or indirectly, in any contract or transaction so long as the material financial interest is fully disclosed in good faith to the Board of Directors at the meeting in which the transaction is authorized. This Section does not apply to a transaction that is part of an educational or charitable program of this corporation if it (i) is approved or authorized by the corporation in good faith and without unjustified favoritism and (ii) results in a benefit to one or more Directors or their families because they are in the class of persons intended to be benefited by the educational or charitable program of this corporation.

**ARTICLE VII**

**MEETINGS**

Section 7.01 Place of Meetings and Meetings by Telephone

All meetings of the Board of Directors shall be held at the principal executive office of the corporation, or at any other place within or outside the State of California as may be designated at any time by resolution of the Board or by written consent of all voting members of the Board. If consents are given, they shall be filed with the minutes of the meeting. Any meeting may be held by conference telephone or similar communication equipment or Internet, so long as all Directors participating in the meeting can hear/read one another's communications, and all such Directors shall be deemed to be present, in person, at such meeting.

**Section 7.02 Annual Meeting/Organizational Meeting**

The annual meeting of the Board of Directors of this corporation shall be held during the month of December of each calendar year at the place designated in Section 7.01. The annual meeting will be to handle year-end business, financial matters, committee reports, the election of officers of the corporation and the transaction of other business.

(a) Immediately following each annual meeting of the Board of Directors, the Board shall hold a regular meeting for the purpose of organization.

**Section 7.03 Regular Meetings**

Regular meetings of the Board of Directors shall be held monthly, which includes the meetings outlined in Section 7.02, during the calendar year at the location stated in Section 7.01. The Board shall fix a date and time for all regular meetings and communicate such date and time to the members of the Board. Further notice of regular meetings, if established, shall not be required. If the day adopted for regular meetings falls on a legal holiday, the meeting shall be rescheduled with proper notice as prescribed in these By-Laws.

**Section 7.04 Special Meetings**

Special meetings of the Board of Directors may be called for any purpose, or purposes, by the Chair, any Vice Chair, Secretary, Treasurer, or any two Directors.

**Section 7.05 Notice of Meetings**

Unless not required under provisions of these By-Laws, notice of time and place of meetings shall be given to each Director by one of the following methods: (i) by personal delivery or written notice; (ii) by first class mail, postage prepaid; (iii) by telephone or electronic communication, either directly to the Director or to a person at the Director's office who would reasonably be expected to communicate such notice promptly to the Director. All such notices shall be given or sent to the Director's address, telephone or e-mail address as shown on the records of the corporation.

(a) Notices sent by first class mail shall be deposited into a United States mailbox at least four days before the time set for the meeting. Notices must be given by personal delivery, telephone, e-mail, or given to the telegraph company at least forty-eight (48) hours before the time set for the meeting.

(b) The notices shall state the time and place for the meeting. However, it need not specify the purpose of meeting, or the place of meeting, if it is to be held at the principal executive office of the corporation.

**Section 7.06 Quorum**

One-half of the authorized number of Directors shall constitute a quorum for the transaction of any business except adjournment as provided in Section 7.08. Every act or decision done or made by a majority of the Directors present at a meeting duly held at which a quorum is present shall be regarded as an act of the Board of Directors, subject to other provisions of the By-Laws and to the provisions of the California Nonprofit Corporation Law; (i) especially those provisions in which a Director has direct or indirect material financial interest; (ii) appoint committees; and (iii) indemnification of Directors. A meeting at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of Directors, if any action taken is approved by at least a majority of the required quorum for that meeting.

**Section 7.07 Waiver of Notice**

The transaction of any meeting of the Board of Directors, however called and noticed or wherever held, shall be valid as though taken at a meeting duly held after regular call and notice if (i) a quorum is present, and (ii) either before or after the meeting, each of the Directors not present signs a written waiver of notice, a consent to hold the meeting or an approval of the minutes. The waiver of notice or consent need not specify the purpose of the meeting. Notice of a meeting shall also be deemed given to any Director who attends the meeting without protesting before or at its commencement about the lack of adequate notice.

**Section 7.08 Adjournment**

A majority of the Directors present, whether or not constituting a quorum, may adjourn any meeting to another time and place.

**Section 7.09 Notice of Cancellation**

Notice of the time and place of holding a cancelled or rescheduled meeting need not be given unless the meeting is rescheduled for more than 24 hours, in which case personal notice of the time and place shall be given before the time of the cancelled meeting to the Directors who were not present at the time of cancellation.

**Section 7.10 Action Without Meeting**

Any action required or permitted to be taken by the Board of Directors may be taken without a meeting, if all Directors of the Board, individually or collectively, consent in writing to that action. Such action by written consent shall have the same force and effect as a unanimous vote of the Board of Directors. Such written consent or consents shall be filed with the minutes of the proceedings of the Board.

**Section 7.11 Compensation of Directors and Committee Members**

Directors and members of committees shall not receive any compensation for their duties as Directors or members of committees.

**Section 7.12 Confidentiality**

Any confidential information pertaining to employee matters, member information, legal issues, strategic decisions and general business operations obtained while serving the corporation, and in the course of discharging their duties, Directors, officers and personnel directly serving the corporation are bound by an "Oath of Confidentiality". Other confidential information, not



presently foreseeable, may also be discussed while in service to the Board. Held to the "Oath of Confidentiality", Directors, officers and personnel serving the corporation shall not misuse, misappropriate or disclose any such confidential information directly or indirectly to any other person, or use the information in any way, either during the term of their service or at any time thereafter, except as is required in the course of performing their duties or unless otherwise required by law. All records, files, communications or other records related to the Clubs shall remain exclusively the property of the Clubs and shall not be removed unless necessary in the performance of one's duties, and must be returned to the Clubs in the event the subject individual is no longer a Director, officer or personnel serving the corporation.

## **ARTICLE VIII.**

## **OFFICERS**

### **Section 8.01 Officers**

The officers of the corporation shall be Chair, First Vice Chair, Secretary, and such other officers as the Board of Directors shall appoint. Each officer of this corporation must be a member of the Board of Directors one year prior to election as an officer, and shall become a member of the Executive Committee of the Board of Directors (except for the first year).

### **Section 8.02 Nominations**

(a) The Nominating Committee shall select its recommended slate of Officers from the body of continuing Directors and present its report at the regularly scheduled December Board meeting of each calendar year. At the same meeting, any Director present may place names in nomination and may speak to the issue of any name in nomination. No nomination of a candidate for a position as an Officer will be accepted unless the candidate first agrees to fulfill the responsibility as an Officer if elected. As provided in Article V, Nominations, Section 5.01(b), the Secretary shall immediately forward to each Director with the notice of meeting, a report listing the candidates nominated for each of the elected offices.

### **Section 8.03 Election**

The Board of Directors shall elect all officers of the corporation for a term of one year, or until their successors shall be qualified and elected. The election shall occur as follows:

(a) The election of officers will be held at the regularly scheduled December meeting of the Board of Directors. As provided in Article V, Election, Section 5.02(b), the election of officers shall be conducted by secret ballot. Should only one candidate be nominated for each elected office and no nominations are made from the floor, the secret ballot may be dispensed with and the motion to accept the presented slate of officers can be voted on. Officers shall be elected by a majority vote of the Directors present.

### **Section 8.04 Seating of Officers**

Elected officers of the Board of Directors shall assume responsibility of their respective office January 1. Retiring officers shall continue to serve until December 31.

**Section 8.05** Removal and Resignation

Being first elected Directors, all elected officers of the Board of Directors are bound by the provisions of these By-Laws, Article VI, Resignation, Section 6.05 (b) and Removal, Section 6.06 (a).

**Section 8.06** Vacancies

A vacancy in any office because of the death, resignation, removal, disqualification, or any other cause, shall be filled by the Board of Directors.

**Section 8.07** Chair

The Chairman shall be the Chief Governing Officer of the corporation and shall, subject to the control of the Board of Directors, generally supervise, direct, and control the board and the officers of the corporation. In addition, the Chair shall have the following powers and responsibilities:

- (a) Preside at all meetings of the Board of Directors.
- (b) Appoint all committee chairpersons and four Directors to the Board Governance Committee with approval of the Board of Directors, and coordinate and manage the efforts of all committees with exception of the Board Governance Committee.
- (c) Represent the corporation in any communication with other corporations, entities or the public in general.

**Section 8.08** First Vice Chair

In the absence of the Chair, the First Vice Chair shall perform all the duties of the Chair, and when so acting shall have all the power of, and be subject to all the restrictions upon the Chair. The First Vice Chair shall have such other powers and perform such other duties as may be prescribed for the office respectively by these By-Laws, Board of Directors or the Chair.

**Section 8.09** Secretary

- (a) The Secretary shall keep and maintain, or cause to be kept and maintained, the book of minutes at the principal office or such other place as the Board of Directors may order, of all meetings of the Directors, with the time and place of holding, whether regular or special, and if special how authorized, the notice thereof given, the names of those present at the meeting on signed attendance sheet, and the proceedings thereof.
- (b) The Secretary shall give, or cause to be given, notice of all the meetings of the Board of Directors required by these By-Laws or by law to be given, and shall keep the seal of the corporation in safe custody, and handle all incoming or outgoing correspondence of the Board of Directors.
- (c) The Secretary shall have such other powers and perform such other duties as may be prescribed for the office respectively by these By-Laws, Board of Directors or the Chair.

**Section 8.12** Immediate Past Chair

- (a) The Immediate Past Chairman shall perform such other duties as may be prescribed for the office respectively by these By-Laws, Board of Directors or Chair. The Immediate Past Chair shall serve until the subsequent successor's term of office expires and his/her successor is elected.

## ARTICLE IX.

## COMMITTEES

### Section 10.01 Committees

The Board of Directors may, by resolution and adopted by a majority of the Board at the annual organizational meeting, designate one or more standing committees each of which shall consist of two or more Directors. To the extent provided in said resolution, the committees named shall have and exercise the authority of the Board of Directors in the governance of the corporation. Further, the designation of such committees and the delegation thereto of authority shall not operate to relieve the Board of Directors, or any individual Director of any responsibility imposed upon it or him/her by these By-Laws or by law.

- (a) The Chair of the Board shall appoint all committee chairpersons subject to approval of the Board.
- (b) All committees shall serve at the pleasure of the Board. No committee shall adopt By-Laws or maintain funds of its own. All committees may have a separate mission statement approved by the Board. Persons appointed in charge of committees shall be recognized as "Chair" and by no other title.
- (c) The Board of Directors shall authorize and define the specific powers and duties of all standing committees in accordance with the Strategic Plan.

### Section 10.02 Other Committees

Other committees not having and exercising the authority of the Board of Directors in the management of the corporation may be designated by a resolution adopted by a majority of the Directors at which a quorum is present. Except as otherwise provided in such resolution, the Chair of the corporation shall appoint as many members as are deemed appropriate.

### Section 10.03 Meetings and Action of Committees

Meetings and action of committees shall be governed by, and held and taken in accordance with, the provisions of Article VII, Meetings, Section 7.03 of these By-Laws, concerning meetings of Directors, with such changes in the context of those By-Laws as are necessary to substitute the committee and its members for the Board of Directors and its members, except that the time for meetings of Committees may be determined either by resolution of the Board of Directors or by resolution of the committee. Meetings of committees may also be called by resolution of the Board of Directors. Minutes shall be kept of each meeting of any committee and shall be filed with the corporate records. The Board of Directors may adopt rules for the government of any committee not inconsistent with the provisions of these By-Laws.

### Section 10.04 Term of Office

Each member of a committee shall continue as such until the next annual meeting of the Board of Directors, and/or until his/her successor is appointed, unless such member shall cease to qualify as a member thereof.

### Section 10.05 Vacancies

Vacancies in the membership of any committee may be filled by appointments made in the same manner as provided in the case of the original appointment.

### Section 10.06 Quorum

Unless otherwise provided in the resolution of the Board of Directors designating a committee, a majority of the whole committee shall constitute a quorum and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

## **ARTICLE X. Chief Executive Officer**

### **Section 12.02 Employment**

The Board of Directors shall employ a Chief Executive Officer (CEO) of the corporation, fix compensation and prescribe the terms of employment.

- (a) In November of each calendar year, the Chair and all other elected officers holding office at year-end shall meet with the CEO for an annual review and evaluation of his/her performance.
- (b) The CEO's review and recommendations, with respect to continued employment and salary increases, shall be presented to the Board of Directors at their next regular meeting.

### **Section 12.03 Duties and Responsibilities**

In accordance with the elements of competence established for Boys and Girls Club executive, the Chief Executive Officer is responsible for overseeing strategic planning and operation of the Clubs, in support of organizational mission and goals as set forth by the Board of Directors of this corporation. The Chief Executive Officer provides leadership, direction and support to the Board of Directors in developing organizational goals, attaining/allocating resources, and establishing policies. He/She also provides leadership and direction to staff management in carrying out the key roles assigned to them. The Chief Executive Officer reports directly to the Board of Directors and shall be ex-officio member of all committees.

## **ARTICLE XI. INDEMNIFICATION OF DIRECTORS, OFFICERS, EMPLOYEES, AND OTHER AGENTS**

### **Section 13.01 Proceedings**

To the fullest extent permitted by law, this corporation shall indemnify its directors, officers, employees, and other persons formerly occupying any such positions, against all expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred by them in connection with any "proceeding" as that term is used in that section, and including an action by or in the right of the corporation, by reason of the fact that the person is or was a person described in that section. "Expenses" as used in this By-law, shall have the same meaning as in that section of the Corporation Code.

### **Section 13.02 Board Authorization**

On written request to the Board by any person seeking indemnification under Corporations Code section 5238(b) or section 5238(c), the Board shall promptly decide under Corporation Code section 5238(e) whether the applicable standard of conduct set forth in Corporation Code section 5238(b) or section 5238(c) has been met and, if so, the Board shall authorize indemnification. If the Board

cannot authorize indemnification, because the number of Directors who are parties to the proceeding with respect to which indemnification is sought prevents the formation of a quorum of Directors who are not parties to that proceeding, the Board shall promptly call a meeting of members. At that meeting, the members shall determine under Corporations Code section 5238(e) whether the applicable standard of conduct has been met and, if so, the members present at the meeting in person or by proxy shall authorize indemnification.

**Section 13.03 Advancement of Expenses**

To the fullest extent permitted by law and except as otherwise determined by the Board in a specific instance, expenses incurred by a person, seeking indemnification under these By-laws in defending any proceeding, shall be advanced by the corporation before final disposition of the proceeding. On receipt by the corporation of an undertaking by or on behalf of that person the advance will be repaid unless it is ultimately found that the person is entitled to be indemnified by the corporation for those expenses.

**ARTICLE XII**

**FISCAL MATTERS**

**Section 14.01 Contracts or Contract Agreements**

The Board of Directors, except as in these By-Laws as otherwise provided, may authorize any officer or officers, agent or agents, to enter into any contract or execute any instrument in the name and on behalf of the corporation, and such authority may be general or confined to specific instances; and unless so authorized by the Board of Directors, no officer, agent or employee shall have any power or authority to bind the corporation by any contract or engagement or to pledge its credit or to render it liable for any purpose or to any amount.

**Section 14.02 Purchases of \$1,000 or More**

Chief Executive Officer, on purchases of \$1,000 or more, shall secure a minimum of three (3) bids. The Chief Executive Officer may select the acceptable bid on purchases up to \$10,000, unless previously approved in the annual budget, or a special activities budget. For purchases in excess of \$10,000, the Board of Directors shall select the acceptable bid.

**Section 14.03 Payment by Check or Draft**

All checks, drafts or other orders for payment of money, note or other evidence of indebtedness, issued in the name or payable to the corporation, shall be signed or endorsed by such person or persons and in such manner as, from time to time, shall be determined by resolution of the Board of Directors.

(a) Disbursement of funds exceeding \$1,000 shall be made by check with two signatures required: that of the CEO, and/or the Director of Operations, and/or one officer of the Board.

**Section 14.04 Deposits**

All funds of the corporation shall be deposited promptly to the credit of the corporation in such banks, trust companies, or other depositories as the Board of Directors may select.

**Section 14.05 Gifts**

The Board of Directors may accept on behalf of the corporation any contribution, gift, bequest, or device for the general purposes or for any special purpose of the corporation.

**Section 14.06 Books, Records and Inspection Rights**

The corporation shall keep at the principal office correct and complete books and records of accounting, minutes of the proceedings of its Board of Directors and Committees having any authority of the Board of Directors, a copy of the By-Laws as amended or otherwise altered to date, and a record giving the names and addresses of the Directors entitled to vote. A Director or his agent or attorney may inspect all books and records of the corporation for any proper purpose at any reasonable time.

**Section 14.07 Fiscal Year**

The fiscal year of the corporation shall be the calendar year ending December 31.

**Section 14.08 Annual Report**

The annual report referred to in the California Nonprofit Corporation Law is expressly dispensed with, but nothing in these By-Laws shall be interpreted as prohibiting the Board of Directors from issuing such annual or periodic reports to any person, as the Board considers appropriate. However, within 120 days of the close of its fiscal year, the corporation shall provide to the Directors a report containing the following information in reasonable detail:

- (a) The assets and liabilities, including the trust funds of the corporation as of the end of the fiscal year.
- (b) The principal changes in assets and liabilities, including trust funds, during the fiscal year.
- (c) The revenue or receipts of the corporation, both unrestricted and restricted to particular purposes, for the fiscal year.
- (d) The expenses or disbursements of the corporation, for both general and restricted purposes, during the fiscal year.
- (e) Any information required by California Corporations Code Section 6322.

**ARTICLE XIII.**

**GENERAL PROVISIONS**

**Section 15.01 Non-Partisan Activities**

This corporation has been formed under the California Nonprofit Public Benefit Corporation Law for public benefit purpose described in Article II, Purpose, Section 2.01 (a), (b) and 2.02, and it shall be nonprofit and nonpartisan. No part of the activities of the corporation shall consist of the publication or dissemination of material with the purpose of attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign on behalf of any candidate for public office or for or against any cause or measure being submitted to the people for vote.

- (a) The corporation shall not engage in any activities or exercise any powers that are not in furtherance of the purpose described above.

**Section 15.02 Parliamentary Procedure**

Proceedings of the corporation meetings shall be governed and conducted in accordance with the latest edition of Roberts Rules of Order, except as

otherwise provided herein.

**Section 15.03 Amendments**

These By-Laws may be amended and restated or repealed and new By-Laws adopted by the vote or written consent of a majority of the voting Directors at any regular or special meeting at which a quorum is present.

**Section 15.04 Dedication of Assets**

The properties and assets of this nonprofit corporation are irrevocably dedicated to charitable purposes. No part of the net earnings, properties or assets of this corporation, on dissolution or otherwise, shall inure to the benefit of any private person or individual or any member or Director of this corporation. On liquidation or dissolution, all properties and assets and obligations shall be distributed and paid over to the Boys & Girls Clubs of America. If for any reason, the Boys & Girls Clubs of America should not accept all property and assets and obligations, the Board of Directors of this corporation may select such other nonprofit charitable corporation or corporations as shall at that time qualify as a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code of 1954, as amended, or corresponding provisions of any subsequent federal tax laws so that the business properties and assets of the corporation shall in such event be used for and devoted to the purpose of providing Boys & Girls Clubs of the San Gorgonio Pass.

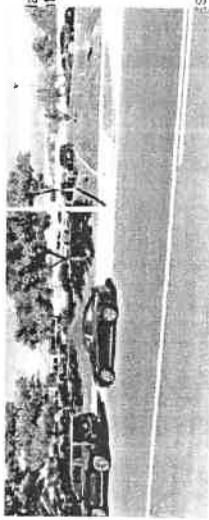
Approved

Date: November 14, 2005

By: \_\_\_\_\_  
President

By: \_\_\_\_\_  
Secretary

# Project Activity Map – Sundance Elementary



## Sundance Elementary School

4.5 • 19 reviews  
Primary school

Directions Save Nearby Send to phone Share

1520 E 8th St, Beaumont, CA 92223

Open • Closes 4PM

ses.beaumontusd.us

(951) 845-2621

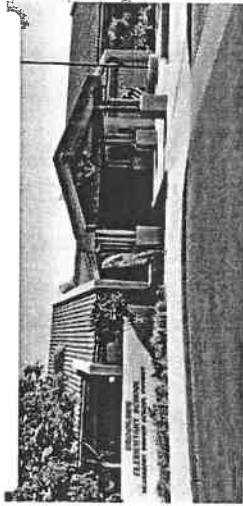
W2MW+CH Beaumont, California

Send to your phone

The map displays the location of Sundance Elementary School at the intersection of E 8th St and W Wilson St. The school is marked with a red pin and labeled. Surrounding streets include American Ave, Blue Orchid, E 8th St, W Wilson St, and others. Various points of interest are marked with pins, including businesses like Walgreens Photo, RIKERS REPTILES, and restaurants like Applebee's Grill + Bar. Landmarks such as Sunburst Dr and Sunshin Park are also visible. The map includes a search bar at the top, navigation controls, and a Google logo at the bottom.




# Project Activity Map -- Brookside Elementary School




## Brookside Elementary School


3.0 (2 reviews)  
Elementary school

-  Directions
-  Save
-  Nearby
-  Share
-  Send to phone


 38755 Brookside Ave, Beaumont, CA 92223

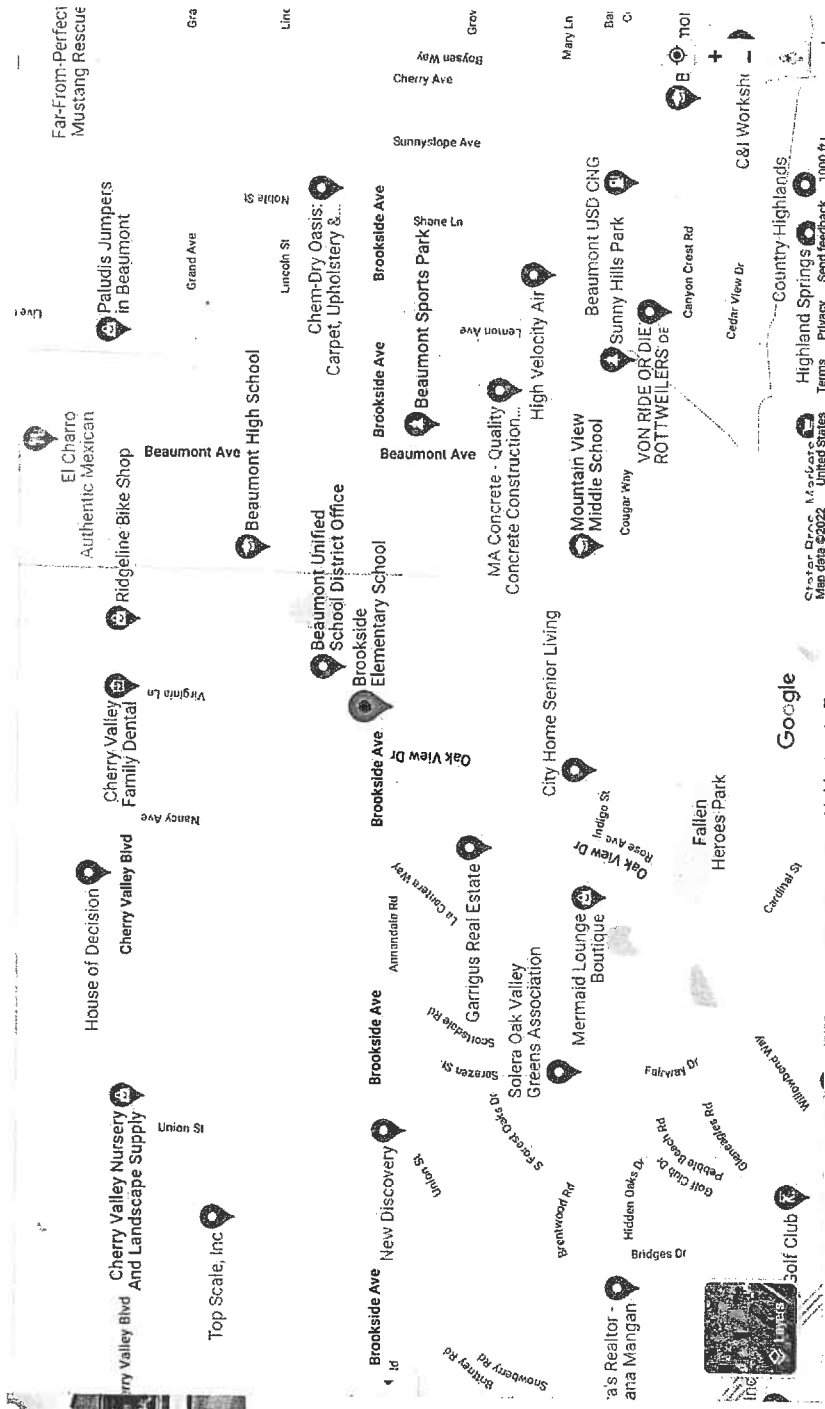
 Open - Closes 4PM

 [bes.beaumontusd.us](http://bes.beaumontusd.us)

 (951) 845-3473

 X267+9H Beaumont, California

 Send to your phone



Google

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Privacy Policy



Date: 7/21/2022

Rhonda Guaderrama

Boys & Girls Clubs of the San Gorgonio Pass  
P.O. Box 655  
Beaumont, CA, 92223

Dear Rhonda Guaderrama :

On behalf of the Board of Trustees, it is my pleasure to inform you that a grant to BOYS & GIRLS CLUBS OF THE SANGORGONIO PASS in the amount of \$ 15,000 has been approved for No Excuse, It's Time for Seuss for the period of 08/01/2022 through 05/31/2023.

This grant will be awarded upon your acknowledgement and acceptance of the terms that follow below.

The following grant agreement ("Agreement") is entered into between the Dr. Seuss Foundation (hereafter referred as "DSF") and BOYS & GIRLS CLUBS OF THE SANGORGONIO PASS (hereafter referred to as "Grantee"). This grant is to be used solely for the purposes described in (Attachment A) hereto.

The grant funds will be disbursed on the funding schedule set forth in Attachment B.

This grant, made by DSF, is subject to the following terms and conditions:

- a. Grantee is an organization that is:
  - i. Both exempt from tax under section 501(c)(3) of the Internal Revenue Code (IRC) and an organization described in IRC section 509(a)(1), (2) or (3), which statuses have been duly confirmed by one or more operative IRS rulings or determination letters, copies of which Grantee has filed with DSF;
  - ii. OR an integral part of, and wholly controlled by, a governmental unit (Grantee agrees to provide proof of such status upon request)
- b. Grantee will utilize the grant's proceeds only for charitable, literary, or educational purposes as defined under IRC section 501(c)(3), and only in accordance with the approved proposal and budget as set forth in Attachment A.
- c. DSF grant funds may not be used for any type of activity intended to influence the outcome of any specific public election, carry on directly or indirectly any voter registration drive, or influence legislation.
- d. DSF grant funds may not be used for re-granting to secondary organizations except for payments for travel, lodging, and tuition (and reimbursement for these purposes).
- e. Grantee will immediately inform DSF in writing of (1) any actual or proposed change in its tax status described above (whether or not appealed); (2) Grantee's inability to expend the grant, or any portion of the grant, for the purposes set forth in Attachment A according to the budget; and, (3) any expenditure of grant funds for a purpose other than those for which the grant was intended or in violation of this Agreement.
- f. Grantee will immediately inform DSF in writing if significant changes or events occur during the term of this award that could potentially impact the progress or outcome of



the project for which the grant was awarded, including, without limitation, changes in Grantee management personnel, losses of funding, or significant changes in the project budget.

- g. If Grantee breaches this Agreement, or if DSF becomes aware of facts that cast serious doubt on Grantee's ability to use the grant as intended or that cause DSF to determine that allowing the Grantee to retain its grant funds would present a significant risk to DSF's reputation or tax-exempt status, DSF reserves the right to discontinue, suspend, modify, or withhold any payments to be made under this Agreement, or to require a total or partial refund of any grant funds (other than funds already spent on the purposes of the grant in full compliance with this Agreement), if DSF deems such action necessary in its sole discretion. DSF's judgement on these matters will be final and binding.
- h. Grantee shall not state or imply that the DSF endorses Grantee's activities or statements without DSF's express written consent. Any uses of DSF's name or logo must be approved in advance in writing by an authorized DSF representative.
- i. Grantee shall indemnify and hold DSF and its trustees, officers, and employees free and harmless from any and all claims, demands, causes of action, costs, expenses, liabilities, losses, damages or injuries, in law or equity, to property or persons (including wrongful death), arising from this grant, to the extent arising out of or incident to any negligent acts, omissions or willful misconduct of the Grantee, its directors, officers, employees, contractors, volunteers or other personnel.
- j. The Grantee and DSF agree that the grant that is the subject of this Agreement is not the subject of a binding commitment or agreement by any party other than DSF and that this grant will not satisfy any commitment or agreement by any individual who is an officer, trustee, or representative of DSF. Neither the sponsoring charity of a donor advised fund funded by DSF, any member of DSF's board of trustees, a trust or donor advised fund funded by any current or former member of DSF's board of trustees or by a family member of such persons (collectively referred to as "Other Parties") has any obligation to make gifts to the Grantee for the purposes stated in this Agreement. However, Other Parties may make gifts, distributions, or bequests to the Grantee for such purposes. Any funding provided by another Party is purely discretionary and will be provided solely in the determination of such Other Party. The reference to the grant amount, above, notwithstanding, DSF agrees to contribute a total amount that when added to any gifts by Other Parties equals the amount set forth above.
- k. Grantee Accounting
  - i. Grantee is required to maintain financial records for expenditures and receipts related to this grant, retaining these records and other supporting documentation for five years after the grant's termination date. Grantee agrees that it will provide DSF with reasonable access to review relevant records for the purpose of evaluating the expenditure of grant funds and ensuring compliance with the terms of the grant and this Agreement.
  - ii. If Grantee anticipates exceeding any budgeted line item by ten percent (10%) or more any time during the project period, Grantee must submit a revised budget and budget narrative for approval.
  - iii. If the project is one year in length, DSF may require a mid-project narrative and financial report, and if multi-year, a narrative and financial report is required once a year. In all cases, a final, written report (narrative and financial) is due two months after the project period ends. All reports must include:
    1. Narrative report summarizing what was accomplished by the expenditures of the funds, including a description of progress made toward achieving the following objectives:



Even before the pandemic, our members were already at-risk and, compared to their more affluent peers, suffering from a formidable academic achievement gap. In 2019, based on the California School Dashboard, where scores range from blue (highest) green, yellow, orange, and red (lowest), youth who attended schools in Banning Unified School District scored in the red and orange in following areas:

- Chronic Absenteeism – Red
- Mathematics – Red
- Suspension Rate - Orange
- English Language Arts - Orange
- Graduation Rate – Orange

In even more abysmal news, Banning High School ranked 8,010 out of 9,659 schools (PublicSchoolReview.com). Our kids need our help.

Staff will implement the No Excuse, It's Time For Seuss! program with 300 elementary youth ages 5-10 and 130 youth ages 11-18. The program objectives are:

1. At least 90% of youth participants will attain and maintain grade level reading proficiency
2. At least 80% of youth, ages 11-18, will create, write, and publish a children's book
3. 100% of youth participants will have on time grade progression

BGCSGP will track program participation and attendance through attendance sheets and our Vision member tracking system. Members will complete pre and posttests. The Club will use a specialized spreadsheet to track member progress, as well as to gather crucial information: attendance, progress reports and report cards.

2. Financial report showing the approved budget, expenditures against each line item since the start of the grant, and balances remaining (or overruns) for each item.
  3. Grantee must report against the approved budget. If the approved budget covers multiple years, each report should include cumulative expenditures since the beginning of the grant period. The report must also include a summary of all funding received for this project (listed by source and grant period).
- l. Unexpended funds: Grantee is required to return any unexpended grant funds to DSF within two months after the end of the project. Any refund of less than \$100 will be waived.
  - m. Intellectual property:
    - i. Grantee and the DSF agree that any materials produced during the project that are intended for public distribution will, whenever feasible, be made available with an appropriate Creative Commons license<sup>1</sup>, or equivalent.
    - ii. Grant-funded products will be made available at no cost to the public or, when justified and with advance approval by DSF, at a reasonable price.
    - iii. Copyright or patent rights to grant-funded products will ordinarily remain with the Grantee, with DSF granted a no-cost, assignable license to use or publish the grant-funded products. The DSF may, by written instrument referring specifically to this requirement, forgo or limit the requirement of a license if the

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<sup>1</sup> <https://creativecommons.org/about/cclicenses/>



Foundation is reasonably satisfied that other appropriate arrangements are in place that will assure the goals of this Policy.

- iv. Grantee represents and warrants that it has obtained necessary licenses for third-party content and that the project will not infringe on third-party intellectual property rights.
- n. Public information: DSF will include information on this grant in its period public reports. DSF also welcomes Grantees making announcements of grants upon return of this signed Agreement. A copy of any announcement or press release will be sent to DSF for approval prior to its dissemination.
- o. Acceptance: This letter contains the entire agreement between the Grantee and the DSF on the subject of the grant, and there are no conditions or stipulations, oral or written, governing the use of the grant funds other than those contained in this letter. It is understood that by countersigning this letter, Grantee confirms that there has been no change in its qualification as an organization exempt from income taxation pursuant to section 501(c)(3) of the Internal Revenue Code or its classification under section 509(a)(1), 509(a)(2), or 509(a)(3) of the Internal Revenue Code. If any such changes occur, Grantee must notify the DSF.

Please acknowledge acceptance of the forgoing terms by returning one complete copy of this Agreement with the original signature of an appropriate representative of the Grantee in the space provided below.

This grant may be withdrawn if the DSF has not received your acceptance within one month from the date of the letter.

On behalf of the Dr. Seuss Foundation, I am pleased to extend our best wishes for success on this project.

Sincerely,

Jay Hill  
Executive Director

BOYS & GIRLS CLUBS OF THE SANGORGONIO PASS accepts the terms and conditions set forth in this agreement and agrees to comply. Grantee acknowledges that appropriate personnel have read and understand this Agreement.

Name of Grantee Boys & Girls Clubs of the San Gorgonio Pass

Printed Name of Authorized Signer Amy Herr

Authorized Signature 



Title Executive Director

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Date Signed July 21, 2022

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**BOYS & GIRLS CLUBS  
OF AMERICA**

**LETTER OF AGREEMENT**

March 28, 2022

Amy Herr  
Chief Executive Officer  
Boys & Girls Clubs of San Gorgonio Pass (Org Global ID # 27328)  
240 W Ramsey St  
Banning, CA 92220-4821

Subject: Panda Cares Foundation, 2022 Panda Cares Music Program Grant

Dear Amy Herr,

I am pleased to inform you that the **Boys & Girls Clubs of San Gorgonio Pass** has been selected by Boys & Girls Clubs of America (BGCA) to receive **\$50,000.00** in order to establish, re-establish, or further enhance a performance-based music program, at the **BGC of the San Gorgonio Pass - Teen Center** as outlined in your Clubs application for the 2022 Panda Cares Music Program Grant. This opportunity is made possible through **Panda Cares Foundation**, the philanthropic arm of Panda Express. The grant period is **April 1, 2022, to March 31, 2023**. This Letter of Agreement (LOA), once signed, will signify your acceptance of the partnership and your agreement to fulfill the grant requirements.

The signed LOA must be submitted to BGCA no later than April 1, 2022. **Please do not make any changes to the LOA without first consulting your BGCA contact, Kayla Hiller, khiller@bgca.org.** This LOA, delivered via email, is your official award document. Hard copy documents, including the LOA, will not be mailed to grant recipients.

**Boys & Girls Clubs of San Gorgonio Pass** agrees to the following:

**Key Deliverables:**

- 1. Programming**
  - a. Implement the performance-based music program at the BGC of the San Gorgonio Pass - Teen Center as outlined and described in your Clubs application (attached) for the 2022 Panda Cares Music Program Grant.
- 2. Branding/Marketing**
  - a. Boys & Girls Clubs of San Gorgonio Pass will recognize Panda Cares Foundation/Panda Express on their website in accordance with other partners
  - b. At least two social media post, story, or engagement to highlight the support from Panda Cares Foundation
- 3. Employee Engagement**

[Funding Code 2248-21]

- a. Facilitate Club engagement/volunteerism with local Panda Express associates, as appropriate. Club engagement can include, but is not limited to Club tour, restaurant visit, program assistance, event assistance or administrative task.
  - i. Invite local Panda Express restaurant manager to tour local Club and/or to Club music performance events
  - ii. Establish ongoing volunteer relationship with local Panda Express location(s)

#### **Program or Administrative Requirements:**

1. Designate a point of contact to work with BGCA on the grant and promptly inform BGCA if that point of contact changes.
2. Submit a grant report by **September 23, 2022** (template to be provided by BGCA) to summarize grant related activities to-date and highlights participation of youth in the music program.
  - a. Report will include questions on the topics listed below and the report template will be provided to the Club 10 business days prior to the report due date.
    - i. Number of youth participating in the music program
    - ii. Share a direct statement of impact by club member and staff that can be used publicly (include picture of youth/staff)
    - iii. Photos and videos of youth performances, practices, equipment and activities sponsored by this grant.

#### **Terms of Funding**

To carry out these activities, your organization will receive a grant in the amount of **\$50,000.00** to be paid in **one payment**, upon the signature of this LOA.

Payments are contingent upon the continuation of funding by Panda Cares Foundation and the conditions of the contract between BGCA and Panda Cares Foundation.

Additionally, to receive payments from BGCA, your organization must maintain good membership standing with BGCA and meet the requirements for membership. Please refer to the "Requirements for Membership" document available on bgca.net under Operations/Compliance/Governance Documents. Your organization must also provide for the long-term sustainability of the BGC of the San Gorgonio Pass - Teen Center in which this grant project is implemented.

**This agreement may not be modified in any way except in writing by authorized representatives of Boys & Girls Clubs of San Gorgonio Pass and BGCA. This agreement may be terminated by either party giving 30 days' notice in writing to the other. If the organization decides to terminate the agreement before all requirements have been completed, a prorated portion of the full grant amount may be payable back to BGCA for non-completion. BGCA will determine the exact amount the organization should return after examining evidence of the Club's completed project activities. If BGCA decides to terminate the agreement before all requirements have been completed, it will determine whether any remaining portion of the grant should be disbursed based on the amount of work the organization was able to complete and document in reports submitted to BGCA.**

[Funding Code 2248-21]

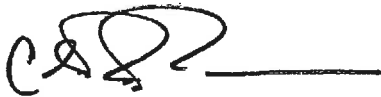


Please sign this LOA indicating the willingness of your organization to meet these specified requirements. Return one signed, scanned copy to Kayla Hiller at [khiller@bgca.org](mailto:khiller@bgca.org) and retain one copy for your files.

If you have questions about this project, contact Kayla Hiller, Director, Account Strategy and Corporate Development, at 407-487-5675 or [khiller@bgca.org](mailto:khiller@bgca.org).

We look forward to working with you on this exciting and important project.

Sincerely,



Chad Royal-Pascoe,  
Senior Vice President, Resource Development  
Corporate, Cause and Events

cc: Linda Hanley, Board Chair, Boys & Girls Clubs of San Gorgonio Pass  
Clifford Hackney, Director, Organizational Development Services

_____ Signature, Chief Executive Officer	_____ Signature, Board Chair
_____ Print Name, Chief Executive Officer	_____ Print Name, Board Chair
_____ Date	_____ Date

[Funding Code 2248-21]



**BOYS & GIRLS CLUBS  
OF AMERICA**

**LETTER OF AGREEMENT**

March 11, 2022

Amy Herr  
Chief Executive Officer  
Boys & Girls Clubs of the San Gorgonio Pass  
240 W Ramsey St  
Banning, CA 92220-4821

**SUBJECT: Mentoring Youth At-Risk # OJJDP 2021-49944**

Dear Ms. Herr:



I am pleased to inform you that the **Boys & Girls Clubs of the San Gorgonio Pass** (your organization), DUNS number 004791886, has been selected by Boys & Girls Clubs of America (BGCA) to participate in the federally funded project, Mentoring at Boys & Girls Clubs (OJJDP 2021), funded through the Office of Juvenile Justice and Delinquency Prevention (OJJDP), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ). [(OJJDP FY 2021 National Mentoring Programs; Office of Juvenile Justice and Delinquency Prevention Award Number 15PJDP-21-GG-02763-MENT awarded October 18, 2021 for \$28 million; CFDA #16.726; federal fiscal year 2021)].

Your organization will receive this mentoring grant in the amount of up to **\$25,000** to be used for allowable expenses associated with this initiative. Please note that indirect costs may be charged to OJJDP 2021 grants. You may elect to charge indirect costs at your organization's current negotiated indirect cost rate. If your organization has never had a negotiated indirect cost rate, you may elect to charge a de minimis rate of 10% of modified total direct costs which may be used indefinitely. While indirect costs are allowable, organizations are not required to charge indirect costs to OJJDP 2021 grants. It is important to note that the methodology chosen for indirect costs must be used consistently for all federal awards.

All grant funds must be appropriately expended or obligated between February 7, 2022 and December 31, 2022. I encourage you to use this grant to secure matching funds from local sources.

**Grant Requirements**

By no later than December 31, 2022 (and earlier if specifically noted herein), your organization will:

  
CEO        
BC

1. **Mentorships:** Match at least 25 youth with an appropriate mentor at the following Club site: **Boys & Girls Club of the San Gorgonio Pass**. Mentors may be volunteers, professional staff or peers. Each mentor may be assigned more than one mentee. These mentorships cannot be attributed to any other grant or restricted funding source. For future reference and to provide a sufficient audit trail, appropriate records must be maintained documenting the grant-related mentorships, including case management files. Additional information may be found on the BGCA Federal Grants Department webpage.

Mentors must be appropriately screened and have successfully passed all required background checks per BGCA membership requirements and OJJDP suitability determination requirements. All mentoring activities and interactions should be site-based to take place at the Boys & Girls Club.

  
CEO        
BC

2. **Evidence-Based Program:** Ensure that all youth mentored complete a full program cycle of an approved evidence-based program as outlined in the applicable program materials. (BGCA's Project Learn and SMART Leaders programs currently qualify as



Rhonda Guaderrama <rhondag45@gmail.com>

**Fwd: Edison International Funding Application Request: Boys and Girls Club - San Gorgonio Pass**

1 message

Amy Herr <jathherr@gmail.com>

Mon, Aug 1, 2022 at 4:52 PM

To: Rhonda Guaderrama <rhondag45@gmail.com>

Woooohooooo

----- Forwarded message -----

From: **Edison International** <mail@grantapplication.com>

Date: Mon, Aug 1, 2022 at 4:51 PM

Subject: Edison International Funding Application Request: Boys and Girls Club - San Gorgonio Pass

To: <jathherr@gmail.com>

Cc: <aileen.flores@sce.com>

Dear Ms. Herr:

On behalf of Edison International, we are pleased to announce your organization has been selected to receive a grant in the amount of \$5,000.00 for your Creators Program. Our office has processed the submitted application and will initiate the electronic payment to your organization within the next two to three weeks. As soon as the funds have been transmitted to your organization, our office will send a follow-up email which will include details about specific deliverables that may be due to our office.

We value our partnerships in the community and appreciate the good work your organization does throughout the year. If you have any questions or need more information, please feel free to contact our office.

Thank you!

Corporate Philanthropy & Community Engagement Team  
2244 Walnut Grove Avenue, Rosemead, CA 91770  
(626) 302-1104 | Edison.Gifts@sce.com

—  
Amy Herr, Executive Director  
Boys & Girls Clubs of the San Gorgonio Pass

**Boys & Girls Clubs of the San Geronio Pass, Inc.**  
**Statement of Financial Income and Expense**  
**January through December 2021**

	<u>Jan - Dec 21</u>
Ordinary Income/Expense	
Income	
42000 · PROGRAM FEES	
42100 · Youth Member Dues	4,340.00
42200 · Day Camp	
42203 · Day Camp-Multiple Camps	1,643.75
42215 · Day Camp Summer-Bmnt	21,840.00
Total 42200 · Day Camp	<u>23,483.75</u>
42700 · PROGRAM INCOME	398,243.85
Total 42000 · PROGRAM FEES	<u>426,067.60</u>
43400 · FUND RAISERS	
43425 · Horses & Hattitudes-Income	
43425a · H&H Event Tickets	4,150.00
43425b · H&H Sponsorships	4,600.00
43425d · H&H Donations	3,600.00
43425f · H&H Raffle Tickets	4,934.00
43425g · H&H Drink Tickets	130.00
Total 43425 · Horses & Hattitudes-Income	<u>17,414.00</u>
Total 43400 · FUND RAISERS	17,414.00
44800 · CONTRIBUTIONS	
44821 · Board Contributions	700.00
44840 · Corporation Support	246,650.68
44844 · Civic Groups/Service Orgs	5,500.00
44850 · Individuals & Giving Campaigns	13,266.33
44851 · AmazonSmile Campaign	57.75
44860 · Scholarship Funds	21,674.00
44870 · Grants - Foundations	
44804 · Bank of America	5,000.00
44816 · Edison International	5,000.00
44818 · Sun Lakes Cntry Club Charitable	3,000.00
44822 · Linda J.Stone Memorial Fund	1,000.00
44836 · United Way	
44836a · United Way Goals For Graduatlon	1,250.00
Total 44836 · United Way	<u>1,250.00</u>
44873 · Grant-BGCA	818.31
44870 · Grants - Foundations - Other	5,800.00
Total 44870 · Grants - Foundations	<u>21,868.31</u>
44880 · Grants - Government	
44820 · CDBG Grant	
44882 · City CDBG Banning	10,000.00
Total 44820 · CDBG Grant	<u>10,000.00</u>
44830 · OJP	26,954.75
44881 · ASES Prop 49	839,257.35
44880 · Grants - Government - Other	2,500.00
Total 44880 · Grants - Government	<u>878,712.10</u>
Total 44800 · CONTRIBUTIONS	1,188,429.17
47500 · In Kind Income	
47501 · In Kind Inc-Office	250.00
47502 · In Kind Inc-Program	79,372.89
Total 47500 · In Kind Income	<u>79,622.89</u>
48000 · Gain/Loss on Asset Sales	<u>-2,996.55</u>

**Boys & Girls Clubs of the San Gorgonio Pass, Inc.**  
**Statement of Financial Income and Expense**  
**January through December 2021**

	<u>Jan - Dec 21</u>
<b>Total Income</b>	<b>1,708,537.11</b>
<b>Gross Profit</b>	<b>1,708,537.11</b>
<b>Expense</b>	
<b>60000 · PAYROLL EXPENSES</b>	
60010 · Admin Wages	
60011 · Admin Wages Exec.Dir.	94,078.00
60015 · Admin Wages Res Dev Dir	5,120.00
60017 · Admin Wages Bookkeeper	29,515.41
<b>Total 60010 · Admin Wages</b>	<b>128,713.41</b>
60020 · Program Wages	
60020a · Program Wages Program Director	68,026.52
60025 · Program Wages Site Director	324,122.03
60026 · Program Wages Site Lead	88,277.76
60028 · Program Wages Y.D.P.	218,043.30
60029 · Program Wages - Driver	4,213.10
<b>Total 60020 · Program Wages</b>	<b>702,682.71</b>
60000 · PAYROLL EXPENSES - Other	3.01
<b>Total 60000 · PAYROLL EXPENSES</b>	<b>831,399.13</b>
<b>60001 · PAYROLL EXPENSES (non wages)</b>	
60030 · Payroll Taxes	74,451.57
62150 · Payroll Service Fees	3,791.25
64100 · Medical - Employee	23,134.05
64340 · Long Term Disability Ins	2,714.19
64345 · Life Ins	369.14
64370 · Workers Comp Ins	7,204.77
65008 · Background Check/Drug Screening	1,863.51
65017 · Covid testing	693.40
65345 · Pension	27,754.09
<b>Total 60001 · PAYROLL EXPENSES (non wages)</b>	<b>141,975.97</b>
<b>60900 · Business Expenses</b>	
60903 · Interest Expense	
60903a · Interest Loan 240 W Ramsey	13,451.25
60903b · Interest Loan Line of Credit	3.11
60903 · Interest Expense - Other	-3.81
<b>Total 60903 · Interest Expense</b>	<b>13,450.55</b>
60910 · Fundraiser Expenses	
60933 · Chances & Cheeses-Expenses	
60933a · Chances & Cheeses-Expenses	53.88
<b>Total 60933 · Chances &amp; Cheeses-Expenses</b>	<b>53.88</b>
60940 · Horses & Hattitudes-expenses	
60940a · H&H - Expenses	6,808.78
<b>Total 60940 · Horses &amp; Hattitudes-expenses</b>	<b>6,808.78</b>
<b>Total 60910 · Fundraiser Expenses</b>	<b>6,862.66</b>
60950 · Board Expense	
60954 · Board Meetings	200.61
60956 · Board Supplies	311.84
<b>Total 60950 · Board Expense</b>	<b>512.45</b>
<b>Total 60900 · Business Expenses</b>	<b>20,825.66</b>
<b>62100 · CONTRACT SERVICES</b>	
62130 · Bank Service Fees	465.65
62133 · Credit Card Finance Charges	184.19

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**Boys & Girls Clubs of the San Geronio Pass, Inc.**  
**Statement of Financial Income and Expense**  
**January through December 2021**

	<u>Jan - Dec 21</u>
62138 · Shred services	120.00
62140 · Legal Fees	5,729.45
62175 · Credit Card Processing Fees	8,360.32
<b>Total 62100 · CONTRACT SERVICES</b>	<u>14,859.61</u>
<b>62800 · FACILITIES &amp; EQUIPMENT</b>	
62805 · Building Repair	1,112.97
62835 · Property Taxes	75.32
62840 · Equip Rental and Maintenance	69.22
62845 · Equip-Copier Lease	2,526.55
62900 · Lease/Rent	4,203.28
62950 · Security	609.64
62958 · Landscaping	1,510.00
62960 · Maintenance & Cleaning Supplies	3,488.78
62970 · Vehicle Fuel	1,304.14
62980 · Vehicle Maintenance	6,992.64
<b>Total 62800 · FACILITIES &amp; EQUIPMENT</b>	<u>21,892.54</u>
<b>64000 · INSURANCES</b>	
64150 · Accident and Medical	1,514.00
64320 · D&O Liability	13,042.31
64330 · General Liability	17,386.38
64335 · Vehicle Insurance	1,546.97
<b>Total 64000 · INSURANCES</b>	<u>33,489.66</u>
<b>65000 · OPERATIONS</b>	
65005 · Awards & Gratuities	571.99
65011 · Field Trips	358.00
65018 · Computers, Cameras & Printers	2,758.76
65019 · Conferences	663.85
65020 · Dues & Subscriptions	9,622.48
65037 · In-Kind Supplies Program	42,647.89
65038 · In-kind Prof. Services Program	36,725.00
65039 · Invoicing Software-Wave	3,999.06
65040 · Marketing/Advertising	2,239.11
65045 · Meetings Staff	1,813.40
65049 · Business Reg/License Fees	195.00
65050 · Office Supplies	10,672.26
65060 · Postage	1,861.92
65065 · Program Special Events	12,184.48
65070 · Printing & Copies	2,474.16
65080 · Scholarship Members	21,674.00
65085 · Software	4,656.50
65090 · Supplies Program Sites	84,668.36
65180 · Tech Support	40.00
65201 · Phone landline/Internet office	3,185.81
65208 · Phone wireless	9,565.82
65210 · Training	2,301.40
65220 · Travel/Mileage	339.73
65230 · Uniforms	11,078.92
65233 · Use Tax	21.00
65235 · Utilities	33,962.39
65240 · Website Domain	754.40
<b>Total 65000 · OPERATIONS</b>	<u>301,035.69</u>
<b>Total Expense</b>	<u>1,365,478.26</u>
<b>Net Ordinary Income</b>	343,058.85
<b>Other Income/Expense</b>	
<b>Other Income</b>	
46400 · OTHER INCOME	
45030 · Interest Income	746.05
46410 · PPP Loan Forgiveness	151,150.00
	<u>151,896.05</u>

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**Boys & Girls Clubs of the San Gorgonio Pass, Inc.**  
**Statement of Financial Income and Expense**  
**January through December 2021**

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	<u>Jan - Dec 21</u>
Total 46400 - OTHER INCOME	<u>151,896.05</u>
Total Other Income	<u>151,896.05</u>
Net Other Income	<u>151,896.05</u>
Net Income	<u><u>494,954.90</u></u>

## Management Capacity and Organizational Chart

Amy Herr, CEO, and Megan Grisham, Director of Operations, will be primarily responsible for implementing and completing the proposed project.

**Name:** Amy Herr

**Title:** CEO

**Qualifications:** Ms. Herr has been with the organization since its inception seventeen years ago. She has an extensive background in grant and fund management. Ms. Herr has led the agency's growth, both during normal times and throughout the pandemic. She has built a highly committed board of directors while at the same time strengthening the organizational infrastructure.

**Name:** Megan Grisham

**Title:** Director of Operations

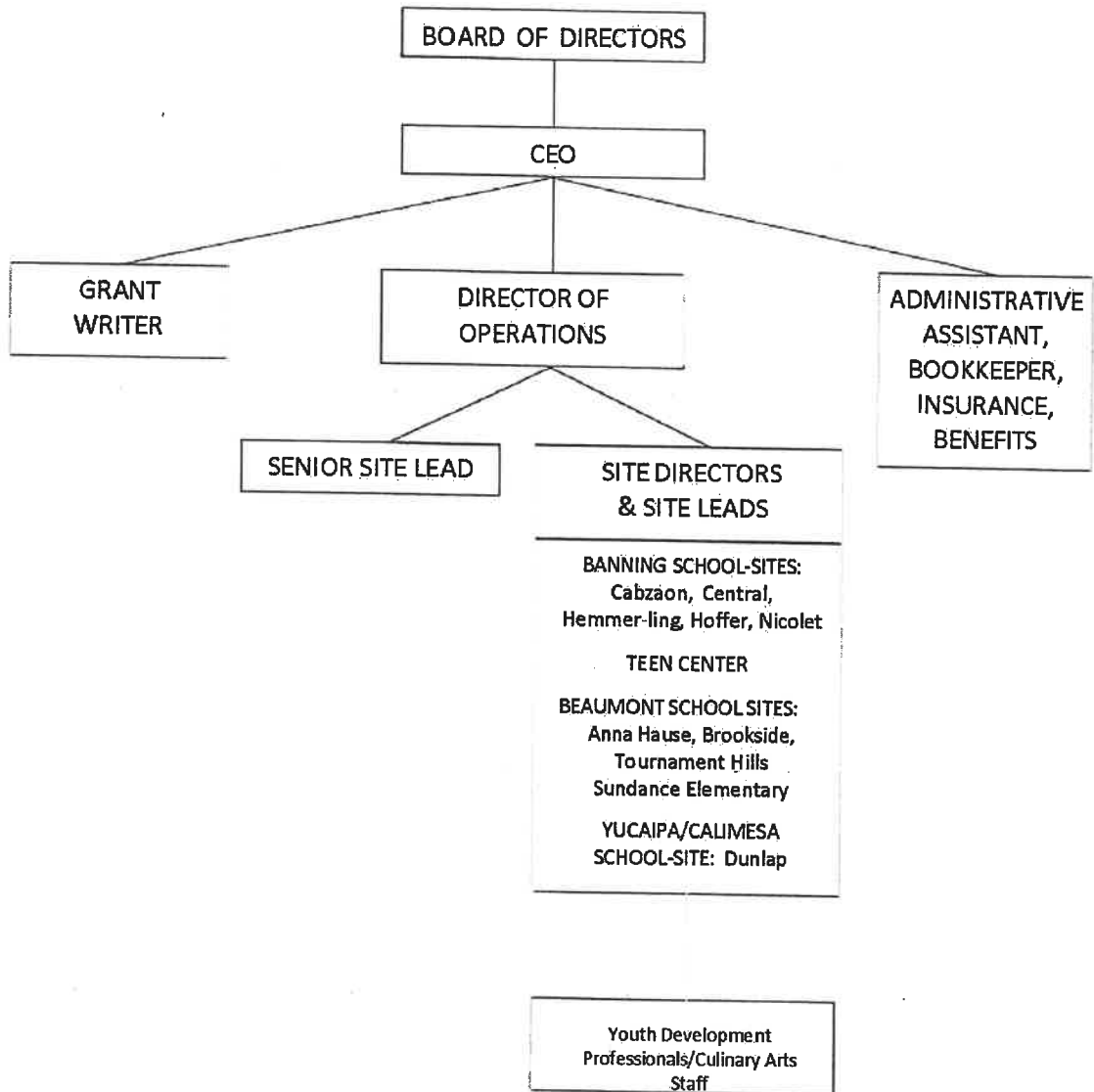
**Qualifications:** Megan has been with the BGCSGP for fourteen years and has experience in grant writing, reporting, and management. She has also worked directly in programs, enabling her to analyze programmatic success effectively.

They will work with the Site Directors at Brookside and Sundance Elementary Schools to ensure accurate and timely CDBG data on each participant. They will be responsible for administering the grant funds, invoicing them, participant data collection, and quarterly reporting.





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**BOYS & GIRLS CLUBS**  
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Minutes from the Board of Directors Meeting  
October 31, 2022

**CDBG**

The Board of Directors formally gives authorization for and approves the submission of the Beaumont CDBG application for 2023-2024.

\*Motion by Bill Dunn and second Bette Rader to approve submission of CDBG application for 2023-2024. The motion passed unanimously.

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