

Subject: New submission ALBANY Arts, Culture, and Tourism Application**Date:** Friday, June 30, 2023 at 2:30:00 PM Eastern Daylight Time**From:** jnytko@govsol.org**To:** jnytko@govsol.org

General Information
Date of application
06/28/2023
Name of Entity
Colonie Senior Service Centers, Inc.
Entity TIN, EIN or Social Security Number
22-2366576
Entity physical address
6 Winners Circle Albany, NEW YORK 12205 United States Map It
Is the physical address different from the mailing address?
No
Website (if available)
https://www.colonieseniors.org
Primary Contact Information
Primary contact name
Diane Conroy-LaCivita
Primary contact title
Executive Director
Primary contact phone
(518) 459-2857
Primary contact email
dconroylacivita@colonieseniors.org
What is the primary contacts preferred method of contact?
Either
Entity Info and Structure
Which structure best describes the entity?
Non-profit organization
What is the date of establishment?
1981

If applicable, is the entity a W/MAM (Minority or Women-Owned Business Entity)?

No

Have you or the entity ever received any form of COVID-19 relief funds or loans specific to the negative impacts of the Pandemic?

Yes

If "Yes" above, please specify the type(s) and amount(s).

\$388,200

General Project Information

Describe the arts/cultural/tourism activities your organization provides in Albany County.

Established in 1981, Colonie Senior Service Centers, Inc. (CSSC) is currently the largest provider of senior programs and services in the Capital Region. As a mission driven independent nonprofit, we currently provide a vast array of arts and culture activities geared towards individuals who are 55+ years of age including at least two (2) monthly live musical concerts at each of our three low / affordable independent senior living communities which are always open to the public (one at lunchtime and one at dinnertime monthly). Additionally, we have been fortunate over the last two years to receive grants from the NYS Council for the Arts as well as the Local Musicians Union to hold both a series of monthly free evening ethnic/cultural concerts at The Beltrone Living Center (four (4) were held in 2022 and seven (7) are scheduled for 2023) in addition to a three-week Monday night concert series in the south gazebo at The Beltrone during the month of July which has attracted hundreds of seniors attendees from around the Capital Region.

In September of 2019, CSSC launched a new program entitled THE CENTER at CSSC to promote lifelong creative learning and healthy aging. Through offerings in the four categories of Creative Pursuits, Education for Life, Fitness Opportunities, and Travel Experiences, members of the Capital Region senior community have the opportunity to be as active and social as they want to be. THE CENTER at CSSC is an excellent way for Colonie Senior Service Centers, Inc. to share its beautiful buildings/campuses with the community with space for dance classes and yoga, music lessons (ukulele and piano), computer training, art lessons in countless mediums, games, and cooking demonstrations as well as other valuable programming. Each quarter a new catalogue of offerings is released with no fewer than 75 options to choose from. For instance, CSSC has a retired Rockette who teaches beginning, intermediate and advanced tap to seniors. There is no residency requirements to participate in activities except we ask that participants be at least 55+ years of age. There is a \$20 annual membership option for THE CENTER which then provides discounted and/or FREE classes but membership is not a requirement to participate.

If an award is made, describe how Albany County will benefit. Where possible, please quantify impact.

Based on current wait time of five to seven years for one of CSSC's low/affordable income independent senior apartments, Colonie Senior Service Centers, Inc. broke ground earlier this year for a new community, called King Thiel II Senior Community, which will be located where the Colonie Elks Lodge originally stood for over fifty (50) years at 11 Elks Lane in Latham. The new building will have 99 affordable independent senior units for rent. Adjacent to the proposed new structure is a very large preexisting handicap accessible pavilion with public restrooms built in 2017 but never occupied by the Colonie Elks. CSSC's intent is, once construction is completed at KTSC II, the pavilion, now named the Donald Led Duke Pavilion, will become a two to three season senior center for older adults throughout the Capital Region. Since we are an independent nonprofit there will not be any resident requirement/restrictions for attending events, activities, or programming at the Pavilion. If CSSC is successful in securing American Rescue Plan Act funding, our commitment would be to offer ongoing arts and culture activities at no cost or low cost for senior attendees. We envision such activities as square dances and line dances, summer concerts and theatrical performances. What is so wonderful about this particular location is the easy accessibility for seniors from the Village of Menands, City of Watervliet, City of Green Island, the City of Cohoes, the Town of Colonie as well as Rensselaer County and beyond. The impact will be an inclusive, supportive facility that will operate to help seniors stay active, and engaged while promoting lifelong creative learning and healthy aging. Currently, CSSC annually reaches tens of thousands of seniors. In our humble opinion, this number would only increase if provided this opportunity.

If an award is made, describe how the funds will help you to sustain your operations in Albany County.

Although we do have some reach in Rensselaer and Schenectady Counties, most of CSSC's current programs and services concentrate on the seniors of Albany County.

If this ARPA award was made, Colonie Senior Service Centers would be able to provide a new top-notch entertainment venue where seniors could gather, be social and have something to look forward to. In essence, having this additional program location would open up all sorts of sustainable entertainment and cultural opportunities that would not require seniors to have great sums of disposable income to participate/attend. The

award would make this a win-win for all, including Albany County and its senior population.

Describe the extent to which the COVID-19 pandemic increased or decreased demand for your services. As an option, you may attach to this application any optional information that supports you're the service increase or decrease being described below.

In March of 2020 with the onset of the COVID-19 pandemic, CSSC was instructed by the New York State Office for the Aging and Albany County Office for the Aging (ACOFA) to cease all congregate activities which included: transportation, social adult day, community meals, as well as health and wellness programs. With the uncertainty of what we were dealing with, CSSC staff were given the option to go home or remain at our facilities. Our staff decreased from 62 to 11 in a day. A meeting was held with the remaining staff to decide whether we were going to "step up" or "step aside." A vote was taken and all those present voted unanimously that we were "stepping up."

Literally overnight, we pivoted and reengineered ourselves. We asked ACOFA if we could utilize our large commercial kitchen to deliver hot meals daily to isolated seniors so that older adults would have access to fresh, nutritious food, as well as some form of human interaction even if it was at a distance. Originally, we said we would call it "Ring and Run." The County came back and gave us permission but asked that it be called "Grab and Go." Seven days a week and working in teams of two, we used our transportation fleet to drop hot meals to any senior that asked. Between March and August 2020, we delivered over 37,000 meals. Additionally, we did grocery and pharmacy runs and made tens of thousands of reassurance calls. We entered into contract with Albany County Department of Social Services to deliver three meals daily to homeless or housing insecure individuals who tested positive and were placed by the County in hotels/motels throughout Albany, Rensselaer and Schenectady counties. Because we became rudely aware of individuals struggling, we entered into a volunteer partnership with the Regional Food Bank where once a month a tractor trailer would drop pallets of fresh, frozen and shelf stable food in the back parking lot of The Beltrone Living Center which CSSC staff and volunteers repackaged into individual bags that were dropped using our transportation fleet at needy seniors' homes throughout Albany County. In the thirteen months we did this, we delivered over 250,000 pounds of food to the needy.

Entering into contracts with Albany County to perform tasks this organization never did prior to the pandemic, actually ended up saving us. We were able to maintain ourselves financially as well as help thousands in the community. In addition, our network at least doubled in size. Individuals from around the Capital Region who did not know about us now came into contact with CSSC for the first time. For instance, currently our congregate lunch numbers have skyrocketed at our five locations. Many now coming to lunch are seniors who tasted our food when it was delivered to them by us during the pandemic.

Please select the grant opportunity you wish to apply to

Arts, Culture, and Tourism (ACT) Promotion Grants (Up to \$100,000)

Project Information – Promotion Grants

Please select whether the proposed project is new or existing

Creates a new initiative or project

Please provide a short summary of your proposed project including a project name, general description, total cost, reason(s) why you are pursuing the project and anticipated impact:

The Donald Led Duke Pavilion Senior Center

In June 2024, the Donald Led Duke Pavilion will become a two to three season senior center available to older adults throughout the Capital Region. The structure is handicap accessible and has public restrooms. Since we are an independent nonprofit there will not be any resident requirement/restrictions for attending events, activities, or programming at the Pavilion. Ongoing arts and culture activities at no cost or low cost for senior attendees. We envision such activities as square dances and line dances, summer concerts, craft fairs, artist fairs, comedy nights and theatrical performances. What is so wonderful about this particular location is the easy accessibility for seniors from the Village of Menands, City of Watervliet, City of Green Island, the City of Cohoes, the Town of Colonie as well as Rensselaer County and beyond. The impact will be an inclusive, supportive facility that will operate to help seniors stay active and engaged while promoting lifelong creative learning and healthy aging.

The monies that are being requested by CSSC will help offset initial costs for furniture and fixtures (tables, chairs, picnic tables and risers, etc.), electronic facility signage at the base of Elks Lane and Watervliet-Shaker Road to advertise upcoming events/activities as well as monies to help offset/subsidize entertainment costs such as band fees and performer honorariums, salaries and fringe benefits to cover planning and coverage at events.

What amount of funding is being requested?

\$100,000.00

Please describe the entity's capabilities to implement the project you propose including organizational structure, staff members involved, a summary of similar initiatives you have undertaken and the date they were completed:

Currently, CSSC has approximately fifty (50) staff members. Our expectation is we will be hiring an event/program person as well as a custodian for this facility once open in June 2024. In the winter months, these individuals will transition to accommodate programmatic needs elsewhere on the senior campus. Initially, the Executive Director, Director of Finance and a Program Director will be involved in creation and implementation of this initiative. Being a mission driven nonprofit organization, CSSC is about inclusivity. We pride ourselves on being welcoming to all.

Since reopening from the pandemic, CSSC has taken on (or grown) several new initiatives that have been successful based upon the caliber of staff and volunteers we have been able to recruit and hire. Examples of these successes include: THE CENTER at CSSC now boasts over 1,500 members, our free two day a week ESL program for senior refugees and immigrants that currently is working with individuals from Afghanistan, China, South Korea, Thailand and Ukraine, and our Aging with Pride group which meets once a month for programming, discussion and lunch which has just blossomed and has created a wonderful partnership between the Pride Center of the Capital Region and CSSC.

Please describe, in detail, the impact your proposed project will have on Arts, Culture and/or Tourism in Albany County. Describe how your project will attract new visitors to Albany County. Where possible use metrics/estimates of impact (i.e. increased visitation etc.).

The Donald Led Duke Pavilion Senior Center will most certainly attract older adults to participate in the proposed vast array of art and culture programs and activities. Even with our current facilities and public spaces, we often are at full capacity. We recognize, especially since the end of the pandemic, seniors want to (need to) get out and socialize. They are done being isolated and unconnected to their community. It is almost as if they realize this is there time to live they life they always wanted to.

The impact of this project will be the creation of connectivity and happiness for seniors while supporting tourism, arts and culture.

How will you track performance goals and define success? Include at least two key performance indicators and expected annual outcomes/impact during the reporting period (September 2023 - December 2026).

As with other initiatives CSSC involves itself in, we will track all activities at this senior center both quantitatively and qualitatively by maintaining sustainability and revenue growth as well as customer satisfaction.

We would anticipate and assess the achievement of our operational goals such as proper budgeting, zero defects, and 10/10 customer satisfaction, as well as success as defined in terms of making progress toward strategic goals created by our Board of Directors.

What is the proposed project start date?

June 2024

What is the anticipated date of completion?

October 2026

Please provide key performance indicator(s) demonstrating anticipated results

Indicator	2024	2025	2026
number and variety of events offered and attendance	25 events, 2,500 in overall attendance	35 events, 3,500 in overall attendance	40 events, 5,000 in overall attendance

Please provide key project milestones inclusive of the anticipated timelines and descriptions

Milestone	Anticipated Timeline	Task Description
2024 season	June through October/November	organize at least 25 events representing a wide variety of interests
2025 season	April/May through October/November	organize and implement 35 events

2026 saeson	April/May through October/November	organize and implement 40 events
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At the top of this page is a downloadable project budget. Please download the budget form and upload it here.

- [CSSC-project-budget.pdf](#)

If you are funding a multi-year initiative, please provide a breakdown of funding level per year below*:

2023	2024	2025	2026
5,000	40,000	35,000	20,000

Is any upfront funding needed to successfully implement your proposed project?

No

Describe how the funding will support a sustainable Arts/Culture/Tourism initiative that will continue to serve Albany County residents after ARPA funds have been exhausted .

CSSC will make this initiative sustainable by continually fundraising and writing grants. An annual fundraising event for the programs/concerts to sustain the Pavilion could be held at the Pavilion with all proceeds going towards that initiative.

Explain why ARPA Funds Are Needed to Complete the proposed program/project. Would the proposal be Possible Without ARPA Assistance? Describe how your proposal would be impacted if you are awarded a smaller grant than requested?

Colonie Senior Service Centers, Inc. has committed over \$24 million dollars to build this new 99 unit independent senior living facility adjacent to the Pavilion. We are not in a position to pay for the programming at the Donald Led Duke Pavilion Senior Center as we have proposed in this proposal. In the event we were not successful or the monetary amount awarded was less that what was requested, we will plan accordingly by reducing/eliminating the number of events/activities we would be able to offer seniors.

Tax Information

Please upload Federal tax returns for 2020

- [2020-COLONIE-SENIOR-SERVICE-CENTERS-INC-TAX-RETURN-CLIENT-COPY.PDF](#)

Please upload Federal tax returns for 2021

- [2021-COLONIE-SENIOR-SERVICE-CENTERS-INC-CLIENTS-COPY-1.pdf](#)

If available, please provide your Unique Entity Identifier (UEI) from SAM.gov

ESX9UGJYKKQ7

Risk Assessment

Has the entity adopted and/or implemented policies relating to: records retention, conflict of interest, code of ethics, and/or nondiscrimination policies?

Yes

If "Yes" above, please specify which policies have been adopted

Our organization and the Board of Directors continually implement these policies.

Is the entity properly insured?

Yes

If "Yes" above, please specify which types of insurance(s) are held and the limit(s).

Commercial General Liability \$2,000,000 general aggregate, Automobile Liability \$1,000,000 each accident, Umbrella Liability \$5,000,000 each occurrence and \$5,000,000 aggregate, Sexual/Physical Liability \$1,000,000 each occurrence. Employee Dishonesty \$400,000 Limit

Does the entity have a financial management system?

Yes

If "Yes" above, please provide details about the financial management system.

CSSC's Director of Finance, who is a CPA, reports to a Finance Committee made up of the Board Treasurer as well as three board members on a monthly basis. The organization goes through an annual audit by a licensed CPA firm.

Has there been any change in the entity's key staffing positions in the last 2 years?

No

Has the entity previously done work for the Federal government (i.e. Is the entity experienced in managing Federal funds)?

Yes

If "Yes" above, please provide details on the Federal funds managed

RSVP - \$174,000 with match that promotes volunteering in Albany, Rensselaer, and Schenectady Counties

The County is careful about identifying and avoiding conflicts of interest, especially with grants awarded through the County. A conflict of interest arises when a person's self-interest and professional interest or public interest intersect. In this situation, there is the potential for biased professional judgment and lack of objectivity which creates a serious conflict when one of the interests can benefit financially or personally from actions or decisions made in the official capacity. A conflict of interest exists whether or not decisions are affected by a personal interest; there only needs to be the possibility of bias for a conflict. If your organization knows of a possible conflict of interest with your application for funds please disclose that information here. Otherwise write "None."

None

Certifications

US Treasury Reporting & Compliance Acknowledgment 1

- I Have Been Provided a Copy and Understand the U.S. Treasury's Compliance and Reporting Guidance for State and Local Fiscal Recovery Funds (see link or PDF included at the top of page)

US Treasury Reporting & Compliance Acknowledgment 2

- Should the County Allocate ARPA Funds, I am Able to and Pledge to Adhere to ALL Compliance and Reporting Requirements of the U.S. Treasury as it relates to any State and Local Fiscal Recovery Funds

US Treasury Reporting & Compliance Acknowledgment 3

- I Understand the County Will Contact me if/when Additional Information is Needed and that Information will be Promptly Provided to the County to Support Reporting Requirements

US Treasury Reporting & Compliance Acknowledgment 4

- If for Any Reason I am Unable to Comply with the U.S. Treasury's Compliance and Reporting Requirements I will Immediately Notify the County in writing by email or letter

US Treasury Reporting & Compliance Acknowledgment 5

- All Information Submitted in this Application is True & Accurate

Electronic Signature Agreement

- I Agree

Type name
Diane Conroy-LaCivita