

**Nonprofit Recovery Grant : Entry # 2323****General Information****Date or application:**

01/05/2024

**Organization Name**

Albany Therapeutic Riding Center, Inc

**Organization TIN or EIN:**

22-2351589

**Organization physical address:**

6640 Fuller Station Road  
Altamont, NY 12009  
United States  
[Map It](#)

**Is the mailing address different from the physical address?**

No

**Contact Information****Primary contact name:**

Kate Fitzpatrick

**Primary contact title:**

Board of Advisors, Treasurer

**Primary contact phone:**

518-253-8884

**Primary contact email:**[treasurer@albanytherapeuticridingcenter.com](mailto:treasurer@albanytherapeuticridingcenter.com)**Preferred method of contact:**

Doesn't matter

**Website (if available):**

<https://www.albanytherapeuticridingcenter.com/>

**Organization Info and Structure:****Date of establishment:**

07/01/1981

**Give a brief description of your organization. Please include information on the organization's activities or mission statement (150 words or less):**

Albany Therapeutic Riding Center, Inc. (ATRC) provides equine assisted therapies to qualifying individuals including youth, adults and senior citizens. Participants are assessed and work with ATRC's instructors to achieve their respective physical, cognitive, social, and emotional goals, as described in their individual plans. Therapies include adaptive horsemanship lessons at a level that is safe and most beneficial for each individual and may include mounted horseback riding, or unmounted lessons in grooming, horse care and groundwork.

Our instructors hold certifications through the Professional Association of Therapeutic Horsemanship International (PATH), the Council for Education and Certification in Therapeutic Horsemanship (CECTH), Equine Specialist in Mental Health and Learning (ESMHL) and are certified coaches for the NYS Special Olympics Equestrian Team.

**Provide the total number of part time employees (if applicable):**

2

**Provide the total number of full-time employees (if applicable):**

3

**Provide the total number of volunteers (if applicable):**

60

**What is the organization's current annual budget?**

269,210

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

Yes

**If you selected "Yes" above, please specify type and amount.**

Paycheck Protection Program Loan Forgiveness in the amount of \$11,570

**Describe the purpose of the organization. Include a description of the target population, as well as the goals and objectives of your proposed project and the amount of Albany County residents that are served (250 words or less).**

Albany Therapeutic Riding Center, Inc (ATRC) was the first therapeutic riding center in the Capital District, has been in

operation since 1981 and was incorporated as a 501(c)(3) in 1985. As a PATH certified program, ATRC serves youth and adult individuals with physical, intellectual and emotional disabilities and/or impairments while also promoting the advancement of equine assisted services for life-long impact. In addition to therapy services, ATRC provides mentorship services to future instructors seeking their own PATH certification and partners with local medical programs as an approved organization through which medical students can earn volunteer hours. Most recently, ATRC became certified as a training facility for the NYS Special Olympics Equestrian team and our instructors are certified to coach the team.

ATRC serves any qualifying individual who can access our facilities, and over half of the current ridership are Albany County residents. Some of the populations we serve include but are not limited to: Autism Spectrum Disorder, Cerebral Palsy, Paraplegia, Traumatic Brain Injury, Multiple Sclerosis, Down Syndrome, Attention Deficit Disorder (ADD), Attention Deficit Hyperactivity Disorder (ADHD), Anxiety, PTSD, visual and hearing impairment, Spina Bifida, veterans, youth at risk, and other physical, social, and learning disabilities. Finally, we take great pride in enabling people who might not otherwise be able to access a social or recreational program to enjoy therapeutic horseback riding.

**If an award is made, describe how Albany County stakeholders will benefit.**

ATRC will leverage any awarded funding in continuation and expansion of our therapeutic riding program by supporting staff retention and recruitment, and grant seeking activities with the goal of opening additional spots to individuals currently on our waitlist or otherwise interested in our services.

**Negative Economic Impact:**

**What amount of funding is being requested?**

\$25,000

**Provide the total amount of lost revenue/additional expenses attributable to the COVID-19 Pandemic.**

2020 Lesson Fee Revenue lost: \$7,200  
Estimated 2020 Fundraising Revenue Lost: \$22,000

**Sustainable Operating Model: Describe how your organization adapted its operations to respond to (a) the immediate impacts of the COVID-19 pandemic and (b) any long-term trends brought about by the COVID-19 pandemic.**

In the immediate response to the COVID health emergency, ATRC closely followed safety guidelines as determined by the federal Center for Disease Control (CDC), the NYS Department of Health (NYSDOH) and PATH. Response measures included a complete closure for 3 months, followed by a staged and stepped reopening incorporating mask mandates for staff, volunteers and riders, enhanced cleaning protocols and quarantine/return to work guidelines for staff and volunteers directly impacted by COVID.

ATRC continues to monitor and implement ongoing CDC, NYSDOH and PATH COVID-related guidelines, has sought to increase virtual fundraising where possible and continues to prioritize outdoor settings for in-person fundraising and other events.

**If an award is made, describe how the funds will help the organization to recover from the negative economic impacts associated with the COVID-19 pandemic and to sustain long-term operations in Albany County.**

Awarded funds will support the recoupment of revenue lost due to COVID-19 mandatory closures and will be leveraged to expand ATRC's capacity to serve members of our community through staff retention and recruitment and grant seeking

activities.

**Does the organization possess a financial management system that provides records that can identify the sources and application of ARPA funds if an award is made? Please explain below:**

ATRC tracks the receipt and usage of all funding including grants using Excel workbooks developed by the organization's treasurer. ATRC's treasurer maintains records on all of the organization's financials and produces monthly reports for presentation to the Board of Advisors.

**Please explain how the negative impact associated with the COVID-19 pandemic led to revenue loss:**

As a PATH certified therapeutic riding center, ATRC serves a population with an increased risk of both contracting communicable illnesses and experiencing more severe disease outcomes. As such, ATRC followed all safety guidelines as determined by the Center for Disease Control, the New York State Department of Health and PATH to keep our rider population safe, including reducing or canceling services as called for. These safety measures resulted in zero fee-related revenue collected for the months of March - May 2020, a significant decrease in fee-related revenue collected over the duration of the declared emergency and the cancellation of key in-person fundraising activities.

**(Optional) Use the below space, or attached supplemental files, to provide any additional information that you believe will support the organization's request:**

During the COVID health emergency, ATRC was faced with the significant challenges of keeping staff on board and caring for the herd and maintaining their health so that they could adequately serve our ridership. These costs are incurred regardless of the number of lessons held. Although it is difficult to estimate exactly the amount of fundraising revenue lost for the year, we have provided an estimate to the best of our ability by comparing to funds raised in adjacent years. As a publicly funded non-profit organization, ATRC relies heavily on in-person fundraising activities to support our program, staff and the therapeutic horses that make the program possible. Many of these activities were restricted during the COVID health emergency, resulting in a significant decrease in vital funding for ATRC.

## Tax Information

**Please upload Federal tax returns for tax year 2019**

- [ATRC-2019-Form-990.pdf](#)

**Please upload Federal tax returns for tax year 2020**

- [2020\\_Form990Package.pdf](#)

**Please upload Federal tax returns for tax year 2021**

- [FY21\\_Form990Package\\_SUBMITTED.pdf](#)

**Please upload Federal tax returns for tax year 2022**

- [2022\\_Form990Package.pdf](#)

**Please upload IRS Form W-9**

- [ATRC-Inc.-Form-W9.pdf](#)

**Risk Assessment**

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

Yes

**If you selected "Yes" above, please specify:**

ATRC's Board of Advisors is actively engaged in the process of formally documenting currently implemented policies, including records retention and conflict of interest.

**Is the organization properly insured?**

Yes

**If you selected "Yes" above, please specify the types of insurance held and the limits:**

Commercial General Liability - \$3 million aggregate  
Health and Accident - \$50,000 aggregate

**Does the organization have a financial management system?**

Yes

**If you selected "Yes" above, please specify**

ATRC's treasurer works in conjunction with the executive director to create and track annual budgets, monitor revenues, spending and fund balances, and report on financial data to the board on a monthly basis.


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

No

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

No

**Certifications:****Acknowledgment 1**

 I have read and understand the U.S. Treasury's Compliance and Reporting Guidance for State and Local Fiscal Recovery Funds (see link below)

U.S. Treasury's Compliance and Reporting Guidance for State and Local Fiscal Recovery Funds:  
<https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>

**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

**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

**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

**Acknowledgment 5**

✔ All information submitted in this application is true and accurate

**Electronic Signature Agreement**

✔ I agree

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

**Type name**

Kathryn Fitzpatrick

**Notes**



**Admin Notification (ID: 655253b8f18ee)**

added January 5, 2024 at 7:58 pm

WordPress successfully passed the notification email to the sending server.