Program Overview

Please provide the following information.

This application portal is to request funding from the City of Winston-Salem as part of the Transformational Non-Profits Application Process. Applications received through this portal will only be reviewed by the City of Winston-Salem. Other jurisdictions may have separate application processes. Please contact other jurisdictions (e.g., Forsyth County) for instructions regarding requests to those jurisdictions.

Submitting an application does not guarantee funding. Please see the section below regarding the scoring process. The Mayor and City Council will have final decision-making authority regarding program funding requests.

Non-profit organizations may submit funding requests for capital or operating costs.

Minimum Criteria

- Must be registered non-profit organization (includes faith-based organizations providing a public purpose)
- Must have been incorporated as a non-profit for at least one year

Scoring Process and Matrix

All completed applications will undergo a review to ensure required documents are attached. Fully completed applications will be reviewed by selected City staff members and scored based on the scoring matrix approved by the Mayor and City Council. Click here to view the scoring matrix. Scored applications will be reviewed by the City’s Management Team for potential recommendation to the Mayor and City Council who will have authority to appropriate funding for programs.

Staff reserves the right to contact any applicant to request clarification or additional details regarding application responses and materials.
Defining Performance Measures

Sections of the application will reference performance measures and outcomes as required by the U.S. Department of Treasury. Specifically, the application will request workload and effectiveness/outcome measures. Please see this video (https://www.cityofws.org/2809/Performance-Measures-Video) for general information on performance measures.

Upcoming Application Orientation Session

The City will host a virtual application orientation session on April 1, 2022 at 10:00 am. The meeting will take place virtually via the Zoom platform and will also have a live simulcast on the City’s YouTube page. The link for that meeting will be posted the morning of the meeting to the website: www.cityofws.org/clfrf

Contact Information

For any questions or concerns, please email ARPA@cityofws.org or call City Link at 336-727-8000.
A. Contact Information

Please provide the following information.

ORGANIZATION/AGENCY INFORMATION
A.1. Organization/Agency Name
Eliza's Helping Hands, Inc

A.2. Mailing Address
1225 EAST 5TH STREET SUITE 100 Winston Salem, NC 27101

A.3. Organization Website
www.elizashelpinghands.org

A.4. Year 501 (c)(3) Status Obtained
2,015

A.5. Organization/Agency Fiscal Year
122,022

A.6. Federal Tax ID Number

A.7. Federal DUNS Number

A.8. Federal SAM Registered?
Yes

ORGANIZATION/AGENCY CONTACT INFORMATION
EXECUTIVE DIRECTOR
A9. First Name
Kenya

A10. Last Name
Thornton

A11. Title
Agency Director

A12. E-mail
kenyact2015@gmail.com

A13. Phone Number
(336) 682-2331

BOARD CHAIR
A14. First Name
Tenika

A15. Last Name
Clark

A16. E-Mail
tenikacelizashelpinghands@gmail.com

A17. Phone Number
(336) 865-0388

A18. Term Expiration Date
01/01/2024
B. General Project Information

Please provide the following information.

PROJECT INFORMATION
B.1. Project/Program Title
Eliza’s Helping Hands

B.2. Project Location/Address
1225 East 5th Street Winston-Salem, NC 27101

PROJECT CONTACT/MANAGER
B3. First Name
Danielle

B4. Last Name
Giles

B5. Title
Financial Consultant

B6. E-Mail
daniellegiles.pands@gmail.com

B7. Phone Number
(336) 682-2331
Please provide the following information.

C.1. Provide description of project and how funds will be used
Eliza's Helping Hands is a local non-profit whose mission is to provide quality and supportive services to those marginalized individuals and families who have been exposed to all types of inequality, violence, and injustice. Our focus is to work with our other community partners to provide services that heal, educate, inform, nurture and advocate for those in our community who have been historically and systematically left in vulnerable situations that have generationally at times have continued to stunt their growth and the growth of their offspring. We already know by large foundational Black Americans, those from the Latin and undocumented community, those indigenous to this land, and the poor are often left with the same place they have been for generations due to systematic oppression. Those challenges in the community have led to violence in many forms, lack of education and training, job and wealth opportunities which have affected many in our community.

That's why with our new project "Community Bridge Connect" we hope to partner with other organizations that we already work with to close the gap of services that are needed and to focus on preventing family violence, giving educational and job opportunities, COVID preparedness, engaging the community in open dialogue to challenges and issues effecting them every day and to those who are not informed and helping to close the wealth and health gap that has been prevented so many from these communities from equally being able to have some level of mental and physical stability in their lives.

Services include crisis intervention, access to mental health services, domestic violence substance abuse assistance, case management, preventative gang education, financial literacy, career planning, and access to health education. In addition to that, we want to focus on Community engaging services such as COVID information access, and engaging with community leaders that include law enforcement and other government and city institutions. These services would include access to all age groups including children as young as 3 as part of our preventative and nurturing initiative. This is also important why our partnership with Junee Bees and Hogar Immigrate is so important. Just like our organization both are local, they both have been doing the grassroots hard work with helping our marginalized communities for extended periods of time and all organizations look like and can identify with some of the challenges of the very people they are trying to service.

C.2. How will a participant access the proposed project/program, use the services, and derive a beneficial outcome from participation?
If we are awarded the resources through this fund, we will continue to fund our programs and services. Since COVID, we have enhanced and grown our services to include online portals which are HIPPA approved, to help us manage how we deliver services.

With that being said with this new initiative we want to be able to use our partnership with our partners to enhance the
services we have but more emphasis on bridging the wealth gap, providing more preventative initiatives to children and young people, giving more access to education and job training by providing closer relationships with local employers and community educators and making sure we do a great job marketing all these opportunities out into the community and making sure that they have access to get to us for those services. Mental Health, wealth disparities, lack of access to jobs, education, and health information. Along with families with domestic violence, sexual violence, and those who are hiding in the shadows from their legal status, we hope to be a place for individuals and families to come for access to services. We want to honor our program name Community Bridge Connect not just by providing a tagline, but actually, by continue doing the work.

Accessing the program:

Our number one goal is to make sure we are effectively treating clients and making sure they can access our services without any barriers. The partnerships will help us to close the gap by all 3 agencies referring clients within our organization, continuing to market programs and services with this program initiative. We have a great location which is easy to access through two main interstates and is also on a bus line. We have also had access to bus passes and discounts through uber. For those clients who can't get out, we have our HIPPA-approved telehealth which gives clients access to us via handheld devices along with other platforms that provide access via distance education and learning.

Benefits

This country loses billions of dollars each year because of systematic institutions that deprive Black Americans, Undocumented persons, people of the Latinx community, indigenous people, and the poor working class. The very fact that we have to identify people based on their color can be a barrier in and of itself. So our goal is to continue to provide the services we already have and enhance them by adding wealth-building education, preventative nonviolent solutions, access to health education, access to real job connections, and learning from the community what they are lacking in pursuing their own personal goals. This investment will not only help the country as a whole but will bring significant growth all around to our community.

C.3 Total estimated number of unique participants to be served annually
500

C.4. Will program beneficiaries be only residents of Winston-Salem?
Yes

TOTAL FUNDING REQUEST
C.5. Total Operating Funding Request
$500,000.00

C.6. Total Capital Funding Request
$265,000.00

SPENDING TIMEFRAME
C.7 Capital Spending Timeframe
24

C.8 Operating Spending Timeframe
60
D. Project Budget Categories

Please provide the following information.

Use templates below to input the total Project Budget (only requested expenses and estimated revenues related to the program or project for which you are requesting funding) by clicking Add Column. Please include all funding from the City and other sources.

<table>
<thead>
<tr>
<th>Operating Costs</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Economic Growth and Development</td>
<td>$45,000.00</td>
</tr>
<tr>
<td>Poverty reduction and Community Connections</td>
<td>$35,000.00</td>
</tr>
<tr>
<td>Community engagement</td>
<td>$35,000.00</td>
</tr>
<tr>
<td>Health Educational Services</td>
<td>$35,000.00</td>
</tr>
<tr>
<td>Personnel Salaries</td>
<td>$175,000.00</td>
</tr>
<tr>
<td>Technical Services</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>Marketing</td>
<td>$7,500.00</td>
</tr>
<tr>
<td>Staff Development</td>
<td>$15,000.00</td>
</tr>
<tr>
<td>Rent</td>
<td>$25,620.00</td>
</tr>
<tr>
<td>Telephone</td>
<td>$400.00</td>
</tr>
<tr>
<td>Internet</td>
<td>$2,500.00</td>
</tr>
<tr>
<td>Office Supplies</td>
<td>$2,500.00</td>
</tr>
<tr>
<td>Website</td>
<td>$1,200.00</td>
</tr>
<tr>
<td>Consultants/Professional Services</td>
<td>$35,000.00</td>
</tr>
<tr>
<td>Legal/Insurance</td>
<td>$3,500.00</td>
</tr>
<tr>
<td>Accounting</td>
<td>$6,000.00</td>
</tr>
<tr>
<td>Printing/Copying</td>
<td>$2,400.00</td>
</tr>
<tr>
<td>Subscriptions and Dues</td>
<td>$1,200.00</td>
</tr>
<tr>
<td>Computers</td>
<td>$3,580.00</td>
</tr>
<tr>
<td>Professional Contractors</td>
<td>$50,000.00</td>
</tr>
<tr>
<td>Board Meetings</td>
<td>$100.00</td>
</tr>
<tr>
<td>Travel and Lodging</td>
<td>$8,500.00</td>
</tr>
<tr>
<td></td>
<td>$500,000.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Capital Costs</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Safe House</td>
<td>$125,000.00</td>
</tr>
<tr>
<td>Program Vehicles</td>
<td>$140,000.00</td>
</tr>
<tr>
<td></td>
<td>$265,000.00</td>
</tr>
</tbody>
</table>
PROJECT/PROGRAM REVENUE CATEGORIES
Please fill out the revenue estimate table. **Note: operating revenues and expenses must be balanced (be equal).**

<table>
<thead>
<tr>
<th>Operating</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meditation Services</td>
<td>$70,000.00</td>
</tr>
<tr>
<td>Donations</td>
<td>$190,000.00</td>
</tr>
<tr>
<td>Counseling</td>
<td>$95,000.00</td>
</tr>
<tr>
<td>Foundation Grants</td>
<td>$45,000.00</td>
</tr>
<tr>
<td>Program Fees</td>
<td>$100,000.00</td>
</tr>
<tr>
<td></td>
<td><strong>$500,000.00</strong></td>
</tr>
</tbody>
</table>

Please list below all known/expected *individual* grants and contributions totaling 10% or more of the project's budget. **Note: capital revenues and expenditures must be balanced (be equal)**

<table>
<thead>
<tr>
<th>Capital</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>$0.00</strong></td>
</tr>
<tr>
<td></td>
<td><strong>$0.00</strong></td>
</tr>
</tbody>
</table>
E. Demographic and Geographic Distribution

Please provide the following information.

Demographic distribution is an assessment of the level of the project funds spent on a program or service provided at a physical location in a Qualified Census Tract (QCT), OR where the primary intended beneficiaries live within a QCT, OR whether the program benefits residents that earn less than 60 percent of median income for the City, OR whether over 25 percent of program beneficiaries are below the federal poverty line.

E.1 Is this project/program located in a QCT or serve residents that live in a QCT?
Yes

If yes, what percentage of clients served are estimated to be residents of QCTs? Click here to view the QCT mapping tool
95.00 %

E.2 If the project or program is not a QCT or specifically serve residents in a QCT, will residents meet the follow criteria:

- 25% or more of participants below the federal poverty line or participants served make less than 60% of the Area Median Income
- The project/program does not operate in a QCT, and beneficiaries neither reside in a QCT nor meet the income thresholds mentioned above.
F. Alignment to Strategic Plan

Please provide the following information.

Strategic planning is a process in which organizational leaders determine their goals and objectives, and allocate needed/limited resources to successfully achieve those goals and objectives. [Click here](#) to view Winston Salem's Strategic Plan. The Strategic Plan includes three (3) tiers of priorities:

**Tier 1:**
- Focus on job creation/sustainability and workforce development
- Collaboration and funding for pre-K opportunities
- Funding for affordable housing
- Funding for economic development

**Tier 2:**
- Poverty reduction/cessation
- COVID reopening plan
- Community engagement (Power of connections)
- Funding for arts

**Tier 3:**
- Community Fundraising
- Environmental initiatives
- Address digital divide
- Address childcare needs
- Neighborhood maintenance
- Organization efficiency and public-private partnerships
- Law enforcement reform

F.1. Please select the primary priority from the list above addressed by your project/program.
Tier 1

F.2. Please select the secondary priority from the list above addressed by your project/program.
Tier 3

F.3. Please describe how the workload or outcomes from your project/program addresses the primary priority you
selected.
When we look at tier 1.
Focus on job creation/sustainability and workforce development-
We will work with local employers and programs that focus on starting small businesses

Collaboration and funding for pre-K opportunities
Teaching young people early about the fundamentals of wealth education, giving them accesses to additional outside cultural and educational opportunities, and beginning the work in teaching them about non-violence both from the domestic perspective and from the community perspective

Funding for affordable housing
Providing education on home buying, credit education, saving for the future, and how to make every dollar work for themselves, potentially matching what they can save in the scenario

Funding for economic development
Proving access to education for starting a small business, learning about purchasing and investing in real estate with collaboration from local businesses and services

Tier 2

Poverty reduction/cessation-

Proving education and training on saving money, investing wisely by using tools from our local small businesses

COVID reopening plan-
Giving educational training on survival from the perspective of being ready for the potential lockdown, learning how to prep and survival skills, and connecting with neighbors in the time of crisis

Community engagement (Power of connections)
We live and work around our neighbors but yet we may not know how and what their needs are. This area is important for us to focus on raising a village perspective by encouraging the importance of community and knowing who and what is going on in the community.

Funding for arts-
This is especially important for young people to see art and books as a way to learn and engage with the world outside of the city. It plants a seed in any mind to appreciate the arts focusing on works and contributions from people of color.

Tier 3:
Community Fundraising
Environmental initiatives
Address digital divide
Address childcare needs
Neighborhood maintenance
Organization efficiency and public-private partnerships
Law enforcement reform
We are a very resourceful and engaging community but we can do better in how we communicate the services and needs of the residents of this city. In this tier making sure that we have the voices of the people that we would like to service is especially important. So organize in-person or zoom meetings to talk about and set action plans for addressing the needs that often don't get talked about. Communicating is the key which is why we hope that in this area of focus we can have meetings throughout the year where we include clients and community leaders on what is needed, lacking, and hear from the grassroots as to what they need to enhance their lives.
G. Collaboration

Please provide the following information.

Collaboration is when an organization is partnering or proactively working with one or more external stakeholders to achieve the same goal.

G.1. How many other external partners, organizations, stakeholders will you be collaborating with to provide the project/program?

2

G.2. Please provide the names of the organizations and the roles they will serve in the project/program?

We have partnered with Hogar del Inmigrante; Coordinator Journee Bees as these organizations have worked with us from the grassroots level to provide large gaps in services and access to other

Journee Bees will work with participants ages 16-25 to provide case management services, linkages to post-secondary education programs, social and emotional learning, community resource connection, peer support training and WRAP groups (wellness recovery action plans).

Hogar Immigrant will provide bilingual perspective and access to therapists, group support, and case managers that are well versed in helping the Latinx and undocumented community with their issues and challenges and help us with language and cultural barriers.
H. Administration/Reporting

Please provide the following information.

Per U.S. Treasury rules and associated guidance, the City’s framework for using these funds aligns with specific administrative reporting requirements. The administration/reporting criterion has three core elements: 1) the organization’s/project’s development of clear performance indicators and measurable outcomes, 2) the use of evidence-based interventions, 3) and the City’s evaluation of organization and project risk.

H.1. Please clearly define the workload and outcome measures that are associated with your project/program

<table>
<thead>
<tr>
<th>Workload</th>
<th>Marketing services and programs to community, collaborating with our partners to work with clients and the community on programs and services, acting on the programs and services by providing access to clients on each level through the 3 tiers.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effectiveness/Outcome</td>
<td>Community will be successful at having access, education helpful information in regards to Job opportunities, affordable housing, poverty reduction and COVID reopening plan, and making sure that the community is engaging with community issues such as Community fundraising, childcare needs and healthy dialogue with law enforcement just to mention a few things from each tier.</td>
</tr>
</tbody>
</table>

H.2. Does the project/program use evidence-based interventions?
Yes

Please provide a link to (or attach a copy of) the evaluation of the program model
Friends for youth, Duluth domestic violence program, ADETS for substance abuse, Horizans and Family Unidas and Across Ages, RAP and Castle

☑ Program Model Evaluation
Community Engagement .pdf

H.3. For transparency purposes, the risk matrix is attached. This is NOT required, however, you can self-assess if you wish. Please fill out and upload the Risk Matrix.
☑ Risk Matrix
Risk Assessment.xlsx
I. Capacity

Please provide the following information.

An organization’s capacity can be defined as its ability to implement the proposed project, as characterized by the alignment of its mission and vision with the proposed project, existing internal infrastructure to support it, and its plan for implementation and assessment of project success.

I.1. Please provide your organization’s vision and mission statements and explain the alignment between the proposed project/program and the organizational mission.

Eliza’s Helping Hands was founded in 2015 in Winston-Salem with a focus on helping victims of various crimes, including survivors of physical, sexual, and emotional abuse. Since its founding, the organization has served over 5,000 clients. Eliza’s Helping Hands is a Winston-Salem-based minority-women-led non-profit focused on advocating and serving men, women, and children affected by domestic violence, sexual assault, human trafficking, and other violent crimes as well as advocating for social justice and equality for all in our community.

Since 2015, we have advocated for social equality in legal justice, access to health care, and economic and educational opportunities. We support all communities but make sure we are serving those communities that are often unserved such as the Black American, Immigrant, and Indigenous Communities. However, we never discriminate against anyone regardless of race, ethnicity, gender, or sexual orientation. We believe that we must work and come together as a community to provide access to quality services and support for the residents of Forsyth and surrounding counties.

We see this current initiative as aligning with our mission and the current services that we already have in place. We have already been actively trying to put some of the programs and services from the Tier selection we chose but of course, want to do more. This investment from the city would do very well if awarded so that we may continue with our mission and the much-needed work in the community.

I.2. Describe the organization’s current infrastructure and capacity to deliver the program services or complete the project. Include any relevant current programming and experience providing similar services.

We have been located inside the Winston Mutural Building located in the Eastward since 2016 which has been such a huge gift as it is what we called the gem of the city. We are located right near two major intersections, surrounded by the 4 large universities, and are in a historic Black neighborhood. We have provided services to over 5,000 clients to date and have provided services such as mental health services, court advocacy, victim support services, preventative services for teens and children, access to resources during COVID, and have worked with other organizations to help with implementing policies which help the community. Our service area includes 2100 square feet of space to comfortably service the community and its needs.

I.3. Describe the program/project implementation plan. Include any known barriers to success and how those will be overcome

As we already do, we would start by meeting with our partners to focus on how to get the program and services information out into the community, prepare a referral system for this project, assign tasks within each organization to
team members, work with a system to make sure that reporting is done with collaboration with an outside source. Of course, the next step is to start seeing clients to determine any barriers and guide and assist them with those barriers as needed.

Documentation and evaluation of the services and programs are going to be key in how we make sure we are delivering quality and productive services and that we are honoring our mission.

1.3a. Describe the program assessment plan including how the data will be collected for selected performance metrics and any other evaluation tools that will be used to determine program/project success.

We will use all three of our current tech data systems to collect demographic, services given as well as gaging effectiveness to clients and the community. Since we have already been providing services and collecting data, we would just create another portal specifically for this program. Tele Health, Therapy Notes, Nonprofit tracker are our main systems as well as our own in house client tracking system used to measure our goals.
J. Impact/Community Need

Please provide the following information.

Impact/Community needs concern whether or not the proposed project will address an identified need within the community and what the short term (One year) and long term (3 years) impact of this project will be.

J1. Describe the identified community need for this project/program. Cite specific data or studies/reports that have identified this as a community need.

Forsyth County is ranked third from the bottom of all U.S counties. The odds of getting out of the bottom 20th percentile in Winston-Salem is just 4.5%.2

Economic mobility is stagnated and increasingly harder for those experiencing poverty to move up the economic chain. Concentrated poverty in Winston-Salem increased from two in 2000 to nineteen between 2008-2012. Colorado is the only other city in the nation that shares the same rate of change.

Source: Why is Economic Mobility So (Surprisingly) Low in North Carolina?; CSEM Policy Brief: Volume 1, Issue 1, Spring 2019 Craig Richardson, Ph.D., Winston-Salem State University

With the recent pandemic and recession, it is expected that these numbers will skyrocket within the upcoming months and years, specifically for individuals in black and brown communities.

Mitigating factors that will contribute to this increase include; decrease in adequate and available housing, gaps in education, loss of household income, gaps in mental health and substance use treatment for uninsured individuals.

As a result, Winston-Salem has experienced a recent surge of violent crimes, homelessness, and an increased cost of living.

Community Bridge Connect will offer services to alleviate some of the barriers for black and brown communities to access much needed services to help them sustain their needs or improve their current circumstances.

J2. Describe the short-term impacts of the project/program and how they align with the community need identified above.

Participants involved with Community Bridge Connect will gain low barrier access to resources that will assist them with job skills training in accredited certification courses, crisis intervention, domestic violence assistance, substance abuse assistance, case management, preventative gang education, financial literacy, career planning and access to health education.

J3. Describe the long-term impacts of the project/program and how they align with the community need identified above.
Participants who complete Community Bridge Connect will gain the education and skills necessary to obtain employment that pays above poverty level wages. They will also learn how to navigate the system and advocate for needed resources. Participants will also gain the tools necessary to resolve negative life situations.

**J4. Referencing previous section on outcomes, describe how the impacts noted above will be measured.** Quarterly assessments will be conducted for the duration of program participation (1-4yrs). After participants complete the program, six month and one year follow-up assessments will be conducted in the areas of: education, finances, housing, health and family dynamics.
K. Funding Stability

Please provide the following information.

Funding stability is an assessment of both the organization's annual funding and the planned funding mechanism for the project/program from grants, donations, sales, and other income generators. To the extent possible, the City wishes to ensure applying entities have sustainable funding sources outside the City's ARPA allocation. An entity will be deemed as having superior funding stability if it demonstrates at least three years of sustainable grant, contribution, and/or fee-based revenues to cover operating costs. The entity must also demonstrate commitments from other organizations to cover the full cost of project deficits or future-year operating costs (in combination with realistic fee-based revenue assumptions).

K.1. Have your organization’s operating revenues covered operating expenses the last three years?  
Yes

K.2. Approximately what percentage of your organization’s total budget is covered by competitive grants that you must re-apply for?  
2.00 %

K.3. What percentage of your project/program’s budget is covered by City ARPA funds as part of this request?  
0.00 %

K.4. Please provide narrative on funding for this program after City ARPA funding has been exhausted.  
N/a

K.5. Please attach commitment letters from other organizations showing financial support for the project/program.  
☐ Commitment Letters  
**No files uploaded
L. Representation

Please provide the following information.

Representation deals with how diverse an organization's leadership is compared with community demographics, which includes Winston-Salem's race/ethnic backgrounds as well as gender. Local non-profit organizations should reflect the communities they serve. Since organizations are requesting to receive ARPA funding through the City, we must ensure these entities hold themselves accountable to having diverse staff and leadership panels.

L.1. Provide a list of board members including the race, ethnicity, and gender identification for each member.

<table>
<thead>
<tr>
<th>Name</th>
<th>Race</th>
<th>Ethnicity</th>
<th>Gender Identification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tenika Clark</td>
<td>Black</td>
<td>Black</td>
<td>Female</td>
</tr>
<tr>
<td>Daniel Giles</td>
<td>Black</td>
<td>Black</td>
<td>Female</td>
</tr>
<tr>
<td>Andrea Rodriguez</td>
<td>Hispanic</td>
<td>Hispanic</td>
<td>Female</td>
</tr>
<tr>
<td>Reina Rodriguez</td>
<td>Hispanic</td>
<td>Hispanic</td>
<td>Female</td>
</tr>
<tr>
<td>Zaques McCullum</td>
<td>Black</td>
<td>Black</td>
<td>Male</td>
</tr>
<tr>
<td>Kelly Graves</td>
<td>White</td>
<td>White</td>
<td>Female</td>
</tr>
<tr>
<td>Kenya Thornton</td>
<td>Black</td>
<td>Hispanic</td>
<td>Female</td>
</tr>
<tr>
<td>Denise Trjos</td>
<td>Hispanic</td>
<td>Hispanic</td>
<td>Female</td>
</tr>
</tbody>
</table>
M. Required Documents

Case Id: 15180
Name: Transformitive - 2022
Address: *No Address Assigned

Please provide the following information.

For North Carolina Secretary of State - Current and Active Status, Click Here

Documentation

- Code of Conduct/Conflict of Interest Policy *Required
  CONFLICT OF INTEREST POLICY.docx

- Copy of the agency’s latest 990 Form as submitted to the Internal Revenue Service *Required
  Eliza's 2020 990 (1).pdf

- Organization By-Laws *Required
  Bylaws 2021 Elizas Helping hands.docx

- Articles of Incorporation *Required
  Articles of Secretary nc.pdf

- Organization Policies (including personnel, formal non-discrimination, procurement, accounting, etc) *Required
  Procurement-Policies-Elizas.doc
  ELIZA DESCRIMINATION POLICY-converted.docx
  Eliza's Helping Hands Employee handbook.pdf
  Statement of Accounting 2020.docx
- **IRS 501(c)3 Designation Letter** *Required
  IRS Determination letter 2021.pdf

- **Most recent audited financial statements or a third-party review** *Required
  Statement of Review of books.docx

- **North Carolina Secretary of State - Current and Active Status** *Required
  Eliza Secretary Street .png
Please provide the following information.

- I certify that all information entered into this application is true.

KENYA THORNTON

Electronically signed by kenyact2015@gmail.com on 4/25/2022 3:58 PM

04/25/2022