



TOWN OF PORTSMOUTH

2200 East Main Road, Portsmouth, RI 02871  
www.portsmouthri.com

CIVIC SUPPORT  
REQUEST FORM FY 2020

**Applicant Information**

Name of Organization: *Portsmouth Multi Purpose Senior Center*

Address: *110 Bristol Ferry Rd* Phone: *401-683-4106*

City: *Portsmouth*

State: *Rhode Island* Zip: *02871*

Primary Contact: *Cynthia J Konecki* Email: *directorck@pmppsc.net*<sup>com</sup>

Title: *Director*

Secondary Contact: *Helen Mathieu* Email: *hmathieu@aol.com*

Title: *Chairperson of the Board*

**Funding Request**

Amount requested for FY 2020: \$ *90,000* Amount granted in previous year: \$ *90,000*

Time period over which funds will be used From: *July 1, 2020* To: *June 30, 2021*

Explain any increases in your request over last year: *No increase - Level funding*

**Organization Information (attach additional pages if needed)**

Organization description: *see attached*

Indicate the purpose of the appropriation: (Please be specific with respect to how the funds will be used.)  
*see attached*

Identify the population of Portsmouth that is served by your organization: (Please also be specific with respect to the number of Portsmouth resident supported by your organization.)  
*see attached*

**Signature of Applicant**

Date: *1/16/2020* Applicant's Signature: *Cynthia J Konecki*



Portsmouth Multi-Purpose Senior Center

## Organizational information

### Organization Description

Our description of the Portsmouth Multi-Purpose Senior Center is a 501(3) non-profit organization that provides services, resources and activities to our senior community to maintain their self-esteem and independence. Our center provides a welcoming environment for all seniors in Portsmouth and surrounding communities interested in taking part in the group atmosphere to enhance their social relationships amongst their peers and the community.

The Portsmouth Multi Purpose Senior Center also publishes a monthly newsletter of all the latest news and activities offered at the center. Please see enclosed brochure.

### Purpose of Appropriation

Fundraising is not enough to sustain the many programs that are offered by The Portsmouth Multi Purpose Senior center.

The Town of Portsmouth's funding is a crucial part for our senior center to continue to provide the necessary services and activities that our senior community needs to maintain their mental and physical health to independence.

Funding will offset some of our expenses in utilities (in which our senior center is a designated Heating and Cooling Center for the elder population), maintenance, instructor's fees, mealsite operations, and partial staff salaries to operate efficiently.

Funding will also allow us to maintain our low membership dues and provide low cost or no fees to our membership for the many classes that we offer.

### Number of Portsmouth residents served by the Portsmouth-Multi Purpose Senior Center

Portsmouth Residents 487   Non-Residents 253   Total Membership 740



**Additional Information (Please attach)**

	Provided:	Yes	No
1) Proof of agency 501c (3) status, or other:		✓	
2) Agency's current and proposed annual budget:		✓	

**CIVIC SUPPORT – APPLICATION REQUIREMENTS**

<b>PURPOSE</b>	To fund projects or programs of non-profit civic organizations, which primarily benefit residents of the Town of Portsmouth.
<b>ELIGIBLE ORGANIZATION</b>	Only 501c(3) tax-exempt organizations are eligible for funding, To be eligible, organizations or projects must primarily serve the residents of the Town of Portsmouth, Aquidneck Island, or Newport County. Organizations that do not have a 501c(3) status must provide documentation that identifies the status they operate under.
<b>APPLICATION</b>	Each request for funding must be submitted on the Town of Portsmouth's Civic Support Request Form.  Applications must be signed by an authorized officer of the organization and received by the finance Director no later than Jan 17, 2020.
<b>INELIGIBLE ACTIVITIES</b>	The following activities will not be funded with civic appropriations: <ol style="list-style-type: none"> <li>1. Programs or services that serve primarily non-Portsmouth residents</li> <li>2. Political activities</li> <li>3. Marketing and/or fund raising</li> </ol>
<b>AGREEMENT &amp; REPORTING</b>	All recipients of civic support funding may be required and agree to provide project status report(s) to the Finance Director at intervals specified in advance by the Town Council.

Internal Revenue Service  
District Director

Department of the Treasury

G.P.O. BOX 1680  
BROOKLYN, NY 11202

Date: FEB 14 1990

Employer Identification Number:  
05-0395253

Contact Person:  
JOSEPH WOLF

Contact Telephone Number:  
(718) 780-4048

PORTSMOUTH MULTI-PURPOSE SENIOR  
CENTER INC  
BRISTOL FERRY ROAD PO BOX 202  
PORTSMOUTH, RI 02871

Addendum Applies:  
NO

Dear Applicant:

Based on the information you recently submitted, we have classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Internal Revenue Code because you are described in sections 509(a)(1) and 170(b)(1)(A)(vi).

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in 501(c)(3) is still in effect.

This classification is based on the assumption that your operations will continue as you have stated. If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status.

This supersedes our letter dated November 9, 1989.

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, you should keep it in your permanent records.

PORTSMOUTH MULTI-PURPOSE SENIOR

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,



Eugene B. Alexander  
District Director

## MEMBER SERVICES & ACTIVITIES

- Adult Coloring
  - Alzheimer's Support Group
  - Art Class
  - Billiards
  - Bingo
  - Board Games: Mah Jongg, Scrabble
  - Bocce Ball
  - Blood Pressure Screening
  - Bridge, Cards, Cribbage, Pitch
  - Calendar Raffle
  - Computer Lab/Tutoring
  - Country Jammin' Session
  - Crafts (Seasonal)
  - Cribbage, Pitch
  - Dinner Dances
  - Entertainment
  - Exercise Classes (Cardio Exercise, Chair Yoga, Tai Chi, Zumba Gold)
  - \*Fitness Center
  - Health Screenings & Seminars
  - Holiday Bazaar in November
  - Information & Referral
  - Island Senior Chorus
  - Library
  - Line Dancing
  - \*Medical Equipment
  - Notary
  - Pharmacy Outreach Program
  - Portsmouth Café
  - RSVP (Retired Senior Volunteer Program)
  - SMP (Senior Medical Patrol)
  - SNAP (Supplemental Nutrition Assistance Prog)
  - Tax Preparation (AARP) During tax season
  - Thrift Shop (M-F 9:30am - 12pm & 1pm - 3pm)
  - Trips - Local & Overnight
  - Walking Club
  - \*Yard Sale in August — Tables for Rent
- \*Please note asterisk denotes programs no longer available as of January 13, 2020.

## SHIP

### SENIOR HEALTH INSURANCE PROGRAM

A SHIP Counselor will be here every Tuesday through Thursday 1p.m.—4p.m. A SHIP counselor is a trained & certified person to help you navigate the Medicare system and to answer your questions about Medicare A, B, C and D, Medicare Advantage and supplemental plans. SHIP counselors can also review your medical summary notices (MSN) and bills. Please call 401-293-0114 to book an appointment or e-mail at [PMPSC@OUTLOOK.com](mailto:PMPSC@OUTLOOK.com).

### Don't forget about Medicare Open Enrollment

Oct 15—Dec 7 every year (7 weeks) This is the only time during the year when we can review your prescription drug plan; you might save money in January next year!

## SMP

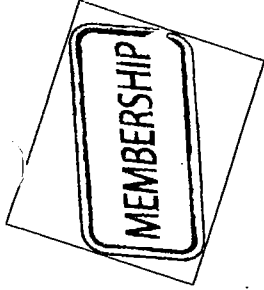
Senior Medical Patrol teaches beneficiaries about how to recognize & report suspected instances of Medicare fraud or abuse. Keep an eye out for announcements about SMP activities & presentations here at the center. Remember the SMP motto: "Protect, Detect, Report!"

## SNAP

### Supplemental Nutrition Assistance Program

SNAP, formerly called food stamps, is a government program to help people who need a little help buying food. If you are over 60 and your income is at or below guidelines. (644-3317 for guidelines), you may be eligible to receive SNAP benefits & other state programs.

You must fill out a DHS-2 Form and file with the Department Human Services (DHS).



To become a member, you must be 55 or older. Spouses not yet 55 can also join as a non-voting member and enjoy all the other privileges of membership, becoming a full member on reaching 55. Annual dues are \$15.00 (\$1.25 Month). A membership card is issued upon payment and is valid for fiscal year, which runs from July 1st through June 30th.

You will receive a Monthly Newsletter in the mail, with all activities for that month.

## AARP Tax Assistance

February—April

Call for dates and times at (401) 683-4106.

## Wanted

Clements Receipts—Clements Market contributes 1% of all the receipts totals to our Senior Center; great Mini Fundraiser. Remember Wednesday is Senior Day 5% off for anyone who is over 55 years old. Just let them know at the register you are a senior, then mail or drop your receipt to the Portsmouth Senior Center.

## THE PORTSMOUTH CAFÉ

Join us Monday through Friday at noon for a nutritious lunch. The Senior Lunch Program is open to all older adults age 60+. The suggested donation for lunch is \$3.00. Meal requests must be called in before 11:30 a.m. the previous day! Please call 401-683-4106. Funded in part by the U.S. Administration on Aging, and State Funds through the RI OHA.



*P*ARULOUS  
*F*IELDS

## COME AND VISIT OUR THRIFT SHOP

Open : Monday - Friday  
9:30 a.m. - 12:00pm & 1 pm—3pm  
Closed for Lunch 12 noon—1pm  
Closed Weekends and Holidays

All Donations are appreciated  
Please drop off during business hours  
DO NOT leave articles outside building  
Closed 12noon—1 pm for Lunch

## Portsmouth Multi-Purpose Senior Center

Founded in 1981 as a non-profit organization, we serve as a community resource for people who are 55 and over.

As an important part of the network for serving older people, we keep our membership appraised of current programs designed to assist older adults through our monthly newsletter, "The Windmill", and through seminars, informational and educational programs on health and legal issues, and printed material.

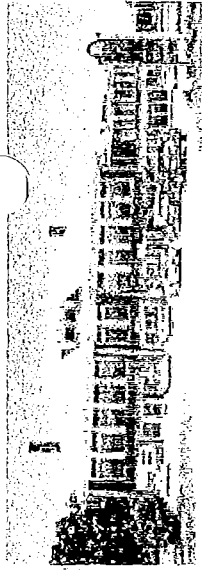
We also offer a variety of classes and social activities on a weekly basis.

Members become involved in the daily operation of the Center.

We also sponsor Boy Scouts of America Troop 1 which meets evenings on Tuesday.

Other groups using our Center on a regular basis for their evening meetings include: Town Howlers Square Dancing (Sunday, Monday & alternate Saturdays), and Portsmouth Grange (Thursday, 1/month). Round Dance (Seasonal; April-October), Boy Scouts—Troop 1, Girl Scout—Troop 702). Specific information is available directly from each organization.

1/2019



## **Portsmouth Multi-Purpose Senior Center**

110 Bristol Ferry Road  
PO Box 202

Portsmouth, RI 02871-0202

Executive Director: Cynthia J. Koniecki

Email: [directorck@pmpsc.necoxmail.com](mailto:directorck@pmpsc.necoxmail.com)

Phone: 401-683-4106

Fax: 401-683-4001

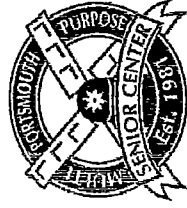
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The Center is a private, non-profit community focal point for residents of Newport County and surrounding communities where older persons can come together for services and/or activities which enhance their dignity, reflect their experience and skills, support their independence, encourage their involvement in and with the Center and the community, and respond to their diverse needs and interests.

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Open: Monday through Friday  
9:00a.m. to 4:00p.m.

Closed: 12 noon—1:00pm Lunch



	Actual Income		Incr / Decr	Recommended		Finance Committee		31-Dec-19 Board
	FY Budget 2020	1/1/2019 - 12/31/2019		FY 2021 Budget	Approved 1/14/20	Approved 1/16/20		
<b>INCOME</b>								
Building Donations	\$ 3,500.00	\$ 2,805.00	\$ 695.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
Fund Raising	\$ 50,000.00	\$ 57,938.00	\$ (7,938.00)	\$ 54,000.00	\$ 54,000.00	\$ 54,000.00	\$ 54,000.00	
Program Fees	\$ 8,000.00	\$ 7,739.00	\$ 261.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	
Medical Equipment	\$ 1,000.00	\$ 1,005.00	\$ (5.00)	\$ -	\$ -	\$ -	\$ -	
Membership Dues	\$ 9,000.00	\$ 8,644.00	\$ 356.00	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00	
Interest Income	\$ 405.00	\$ 360.00	\$ 45.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	
State Grant	\$ 9,265.00	\$ 13,697.00	\$ (4,432.00)	\$ 18,622.00	\$ 18,622.00	\$ 18,622.00	\$ 18,622.00	
Town Grant	\$ 90,000.00	\$ 85,000.00	\$ 5,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	
Other Grants	\$ 2,000.00	\$ 2,500.00	\$ (500.00)	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
<b>Total Budgeted income</b>	\$ 173,170.00	\$ 179,688.00	\$ (6,518.00)	\$ 184,472.00	\$ 184,472.00	\$ 184,472.00	\$ 184,472.00	
<b>EXPENSES</b>								
Bldg Maint	\$ 3,000.00	\$ 2,289.00	\$ 711.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
Custodian Supplies	\$ 2,000.00	\$ 2,920.00	\$ (920.00)	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
Trash Removal	\$ 2,500.00	\$ 3,427.00	\$ (927.00)	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	
Electricity	\$ 8,000.00	\$ 7,699.00	\$ 301.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	
Heat	\$ 7,000.00	\$ 7,098.00	\$ (98.00)	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	
Water	\$ 400.00	\$ 414.00	\$ (14.00)	\$ 425.00	\$ 425.00	\$ 425.00	\$ 425.00	
Internet/tv	\$ 720.00	\$ 1,078.00	\$ (358.00)	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
Capitol Equipment	\$ 4,000.00	\$ 394.00	\$ 3,606.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
Advertising/Printing	\$ 1,300.00	\$ 1,195.00	\$ 105.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	
Dues/Member/Subs	\$ 250.00	\$ 344.00	\$ (94.00)	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	
Insurance	\$ 2,000.00	\$ 2,500.00	\$ (500.00)	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
Lease & Maint Contracts	\$ 5,000.00	\$ 4,328.00	\$ 672.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
Office/Computer Supplies	\$ 2,300.00	\$ 992.00	\$ 1,308.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
Postage	\$ 2,500.00	\$ 2,036.00	\$ 464.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
Audit/990	\$ 700.00	\$ -	\$ 700.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	
Telephone	\$ 1,000.00	\$ 1,092.00	\$ (92.00)	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
Pod Leases	\$ -	\$ -	\$ -	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
Professional Fees	\$ 1,000.00	\$ 1,200.00	\$ (200.00)	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
Program Instructor	\$ 8,000.00	\$ 7,030.00	\$ 970.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	
Program Activities	\$ 10,000.00	\$ 11,920.00	\$ (1,920.00)	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	
General Payroll	\$ 100,000.00	\$ 111,238.00	\$ (11,238.00)	\$ 105,297.00	\$ 105,297.00	\$ 105,297.00	\$ 105,297.00	
Medical Insurance	\$ 9,000.00	\$ 8,462.00	\$ 538.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	
Workmen's Comp	\$ 2,000.00	\$ 1,508.00	\$ 492.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
Med Equip Refund	\$ 500.00	\$ 805.00	\$ (305.00)	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	
<b>Total Budgeted Expense</b>	\$ 173,170.00	\$ 179,969.00	\$ (6,799.00)	\$ 184,472.00	\$ 184,472.00	\$ 184,472.00	\$ 184,472.00	



Audit  
2018

PORTSMOUTH MULTI-PURPOSE SENIOR CENTER, INC

(A NON-PROFIT ORGANIZATION)

FINANCIAL STATEMENT

AND SUPPLEMENTARY INFORMATION

FOR THE YEAR ENDED

JUNE 30, 2018

Prepared by:

Towers and Associates

Public Accountants

88 Main Road, Tiverton, RI 02878



88-90 Main Road • Tiverton • RI • 02878

telephone 401.624.2840

fax 401.624.2841

November 5, 2018

To The Board of Directors  
Portsmouth Multi-Purpose Senior Center, Inc  
Portsmouth, RI 02871

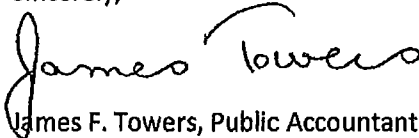
**Independent Auditor's Report**

I have audited the accompanying Balance Sheet for the Portsmouth Multi-Purpose Senior Center Inc. as of June 30, 2018 and the related statement of Income for the fiscal year then ended. These financial statements are the responsibility of the Portsmouth Multi-Purpose Senior Center. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit, including examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis of my opinion.

In my opinion, the financial statements of Portsmouth Multi-Purpose Senior Center as of June 30, 2018 are in conformity with accounting principles generally accepted in the United States of America.

Sincerely,

  
James F. Towers, Public Accountant

Porrrtsmouth Multi-Purpose Senior Center, Inc  
Statement of Assets, Liabilities and Net Assets

30-Jun-18

**ASSETS**

People's Cr Un Acct 0396	\$ 41,135.49	
People's Cr Un Acct 7928	67,001.50	
People's Cr Un Acct 9002	5,743.20	
People's Cr Un Acct 7046	<u>140,092.27</u>	
<b>Total Cash on Deposit</b>		\$ 253,972.46

Equipment and Misc. Property	13,974.00	
Less Accum Depr.	<u>(13,974.00)</u>	

**TOTAL ASSETS** \$ 253,972.46

**LIABILITIES AND NET ASSETS**

**LIABILITIES**

Deposits - travel club	\$ 762.90	
Payroll Taxes Payable		
Internal Revenue	\$ 2,184.39	
Rhode Island	327.71	
RI Emp and Training	<u>172.98</u>	<u>2,685.08</u>

**TOTAL LIABILITIES** 3,447.98

**NET ASSETS (UNRESTRICTED)** 250,524.48

**LIABILITIES AND NET ASSETS** \$ 253,972.46

Portsmouth Multi-Purpose Senior Center, Inc  
Statement of Revenues, Expenses and Changes in Net Assets

For the Fiscal Year Ended June 30, 2018

**REVENUES**

Contributions and Grants	116,378.00	
Program Services	11,369.00	
Dues	8,700.00	
Interest Income	398.00	
Fundraising Activities	26,096.00	
Misc. Other Income	21,820.00	
<b>TOTAL INCOME</b>	<u>184,761.00</u>	<b>\$ 184,761.00</b>

**EXPENDITURES**

Fundraising Activities	12,605.00	
Program Services	7,832.00	
Salaries, taxes, benefits	136,265.00	
Professional Fees	2,147.00	
Internet	824.00	
Telephone	771.00	
Office Supplies	1,144.00	
General Insurance	2,000.00	
Workers Compensation	1,495.00	
Heat	5,892.00	
Electric	6,684.00	
Water	436.00	
Custodial Supplies	1,393.00	
Maintenance/Repairs	4,283.00	
Postage	1,860.00	
Advertising	1,519.00	
Trash Removal	1,965.00	
Small Equipment	1,915.00	
<b>TOTAL EXPENSES</b>	<u>191,030.00</u>	
<b>Net Change to Values</b>	<u>(6,269.00)</u>	