



Municipality: WINDSOR, CT

Form NAA-01
2022 Connecticut Neighborhood Assistance Act (NAA)
Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax exempt organization/municipal agency: _____
WINDSOR POLICE CADETS, INC.

Address: 110 ADDISON ROAD, WINDSOR, CT 06095

Federal Employer Identification Number: 20-5190035

Program title: 2022 PROGRAM SPONSORSHIP

Name of contact person: SERGEANT BERNARD PETKIS

Telephone number: (860) 604-8635

Email address: PETKIS@TOWNOFWINDSORCT.COM

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ 8,000.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?

Yes No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- Energy conservation; **or**
- Comprehensive college access loan forgiveness (see Conn. Gen. Stat. § 12-635(3)).

60% credit percentage

- Job training/education for unemployed persons aged 50 or over;
- Job training/education for persons with physical disabilities;
- Program serving low-income persons;
- Child care services;
- Establishment of a child day care facility;
- Open space acquisition fund; **or**
- Other (specify): YOUTH LEADERSHIP PROGRAM

Description of program: _____
SEE ATTACHED

Need for program: _____
SEE ATTACHED

Neighborhood area to be served: _____
WINDSOR, CT AND SURROUNDING COMMUNITIES

Plan to implement the program: _____
SOLICITING LOCAL BUSINESSES AS PROGRAM SPONSORS

Timetable:

Program start date: JANUARY 1, 2022

Program completion date: DECEMBER 31, 2022

The program completion date must not be more than two years from the program start date. A certified post-project audit is due to the municipality overseeing implementation no later than three months after program completion date for all projects receiving \$25,000 or more in NAA funding.

Part III — Financial Information

Program Budget:

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:

NAA funds requested	<u>\$8,000.00</u>
Other funding sources - itemized sources:	
a) <u>SEE ATTACHED</u>	<u>\$51,416.66</u>
b) _____	_____
c) _____	_____
d) _____	_____
Total Funding:	<u>\$59,416.66</u>

Proposed Program Expenditures:

Direct operating expenses - itemized description:	
a) <u>SEE ATTACHED</u>	<u>\$60,548.79</u>
b) _____	_____
c) _____	_____
d) _____	_____
Administrative expenses - itemized description:	
a) <u>N/A</u>	_____
b) _____	_____
c) _____	_____
d) _____	_____
Total Proposed Expenditures:	<u>\$60,548.79</u>

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: _____ _____
Mailing address: _____ _____
Name of municipal liaison: _____
Telephone number: _____
Fax number: _____
Email address: _____

<p style="text-align: center;">Post-Project Audit</p> <p style="text-align: center;">Is a post-project audit required for this proposal?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p style="text-align: center;">If Yes, date post-project audit due:</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Date</p>
--

2022 Connecticut Neighborhood Assistance Act (NAA) Program Proposal Instructions

Complete all items on **Form NAA-01**, *2022 Connecticut Neighborhood Assistance Act (NAA) Program Proposal*. Incomplete applications will **not** be accepted. For where to direct inquiries, see *For Further Information* below.

Part I – General Information

Enter the name of the tax exempt organization or municipal agency, address, Federal Employer Identification Number, and email address.

Program Title: Assign a unique program title to each program for which your organization is making an application.

Federal Form 990: Attach a copy of the first page of your organization's most recent federal Form 990 or Form 990EZ. If your organization is not required to file either Form 990 or Form 990EZ, attach a copy of the determination letter from the Internal Revenue Service.

Part II – Program Information

Description of Program: Describe the program, including information about how the program will operate, its benefit to the community, how recipients will be selected, and any measures used to determine the program's impact on the community.

Need for Program: Demonstrate a need for this program. For example, provide relevant statistics.

Neighborhood Area to Be Served: Describe the neighborhood or municipality this program will serve.

Plan to implement the program: Describe how the program will operate. Identify other persons or organizations involved in the administration of the program.

Timetable: Indicate the starting and completion dates of the program. The program completion date must not be more than two years from the program start date.

Part III – Financial Information

Each program proposal must include a program budget that includes all sources of funding and all anticipated expenditures. The information provided in the budget may be used during a post-project audit.

Sources of Revenue: The budget must include the requested NAA funding and any other anticipated revenue sources.

NAA Funding Requested: Indicate the total amount your organization is requesting for its program.

This amount may not exceed the total proposed expenditures. Please note that the minimum NAA funding is \$250, with a maximum funding of \$150,000 per organization or agency per year.

Other Funding Sources: Provide a detailed description(s) and the amount(s) of all funding sources.

Proposed Program Expenditures: The budget must include a detailed description and the amount of all direct operating and administrative expenditures. **Expenditures must equal or exceed total funding.**

Direct Operating Expenses: Expenses include materials, equipment, wages, salaries, tuition fees, sub-contracting services, and any other expenses needed to administer the program.

Part IV – Municipal Information

This part is to be completed by the municipal agency overseeing implementation of the program.

Municipal Liaison: The municipality must designate an individual to serve as a liaison with DRS for all NAA matters.

Post-Project Audit: Any program receiving \$25,000 or more in NAA funding is required to provide a post-project audit, prepared by a certified public accounting firm, to the municipality overseeing the program. This audit must be submitted to the municipality no later than three months after the program completion date.

For Further Information

Email inquiries to:

- NAAProgram@ct.gov

or call DRS Monday through Friday, 8:30 a.m. to 4:30 p.m. at:

- **860-297-5687**
- **860-297-4911** (TTY, TDD, and Text Telephone users **only**, let the 711 relay operator know the number you wish to call and the relay operator will dial it and then communicate using a TTY.)

PART II-PROGRAM INFORMATION

DESCRIPTION OF PROGRAM

THE WINDSOR POLICE CADETS, ESTABLISHED IN 1981, IS A COMMUNITY-ORIENTED PROGRAM, OPERATING YEAR-ROUND UNDER THE DIRECTION OF AN ADVISORY BOARD. ITS MISSION IS TO DEVELOP RESPONSIBLE YOUTH; ENCOURAGE ACADEMIC EXCELLENCE, LEADERSHIP, TEAMWORK, AND VOLUNTEERISM; AND OFFER YOUNG MEN AND WOMEN INSIGHT INTO THE FIELD OF LAW ENFORCEMENT.

THE PROGRAM IS SUPPORTED BY THE WINDSOR POLICE CADETS, INC., A NON-PROFIT, TAX-EXEMPT, CHARITABLE ORGANIZATION UNDER I.R.C. SECTION 501(C)(3).

NEED FOR PROGRAM

IN ADDITION TO THE OBVIOUS BENEFITS REAPED BY THE COMMUNITY AND ITS MEMBERS, THE WINDSOR POLICE CADETS BENEFIT THE POLICE DEPARTMENT IN MANY WAYS:

- BECAUSE OF THEIR INVOLVEMENT IN THE PROGRAM, OVER FORTY YOUNG ADULTS STAY OUT OF TROUBLE IN TOWN. ADDITIONALLY, THEIR FRIENDS AND THOSE WISHING TO JOIN THE PROGRAM ARE DISCOURAGED FROM GETTING INTO TROUBLE. THIS PROMOTES OUR EFFORTS TO REDUCE CRIME THROUGH PREVENTION.
- I CONTINUALLY RECEIVE "INTELLIGENCE" INFORMATION FROM CURRENT AND FORMER MEMBERS. THIS INFORMATION RESULTS IN NUMEROUS ARRESTS AND CASES SOLVED.
- ON SEVERAL OCCASIONS, MEMBERS OF THE WINDSOR POLICE CADETS HAVE ASSISTED THE POLICE DEPARTMENT IN INVESTIGATIONS WHICH WOULD BE MAN-POWER AND COST-PROHIBITIVE (I.E. DISTRIBUTING FLYERS, SEARCHING FOR EVIDENCE, ETC.).
- THE CADETS ASSIST WITH TRAFFIC AND SAFETY AT A VARIETY OF EVENTS (I.E. NORTHWEST PARK COUNTRY FAIR, SHAD DERBY). WITHOUT THEIR ASSISTANCE, THE POLICE DEPARTMENT WOULD LIKELY INCUR ADDITIONAL OVERTIME EXPENSES AND BE FORCED TO ORDER POLICE OFFICERS TO WORK.
- THE PROGRAM ALLOWS US TO NURTURE AND SCREEN PROSPECTIVE CANDIDATES FOR FUTURE POSITIONS AS WINDSOR POLICE OFFICERS. ALREADY, SEVERAL MEMBERS HAVE BEEN HIRED BY OUR DEPARTMENT. OFTEN TIMES, THEY HAVE AN "EDGE" OVER OTHER CANDIDATES.
- THE WINDSOR POLICE CADETS HAVE BEEN PRAISED BY BUSINESSES, CIVIC ORGANIZATIONS, AND RESIDENTS FOR THEIR SERVICE TO THE COMMUNITY. ADDITIONALLY, THE PROGRAM HAS BEEN RECOGNIZED BY MANY POLICE DEPARTMENTS. OVERALL, THE PROGRAM IS A POSITIVE REFLECTION ON THE POLICE DEPARTMENT AND ITS COMMUNITY/YOUTH OUTREACH INITIATIVES.

IT COULD ALMOST BE ARGUED THAT THE PROGRAM PAYS FOR ITSELF.

PART II-ADMINISTRATION OF PROGRAM

SEE ATTACHED

DIRECTOR

SERGEANT BERNARD PETKIS

CALENDAR & MEMBERSHIP

FLORIDA WEEKEND GET-AWAY

LAW ENFORCEMENT STATIONS DAY

-FIREARMS QUALIFICATION

-OBSTACLE COURSE QUALIFICATION & COMPETITION (OFFICER TYRA TAYLOR)

LAW ENFORCEMENT TRAINING & COMPETITION

-AMERICAN HEART BLS HEALTHCARE PROVIDER COURSE W/RE CERTIFICATION

-CADET POLICE ACADEMY

-INSTRUCTOR (OFFICER ALAN MASON)

-P.O.S.T. FITNESS ASSESSMENT (OFFICER TYRA TAYLOR)

MONTHLY AGENDA

-ALUMNI & SCHOLARSHIP CONTRIBUTIONS

-AMAZON SMILE & UNITED WAY CAMPAIGN DONATIONS

-BUDGET FUNDING

-CORPORATION & PUBLIC CHARITIES FILINGS

-FINANCES

-GRANTS

-INSURANCE

-MATCHING CONTRIBUTION CHALLENGE

-N.A.A. PROGRAM PROPOSAL

-N.E.R.L.E.E.A. COORDINATOR (AIDE SANDY BUETTIKER)

-PROGRAM SPONSORS

-TAX PREPARATION

-TELEMARKETING

MEETINGS

PARENT/GUARDIAN COMMUNICATIONS (AIDE LISA TATKO)

SOCIALS

ASSOCIATE DIRECTOR

DETECTIVE NICOLE ALBERTI

ADVISOR SELECTION & ORIENTATION

-ADVISOR MANUAL REFRESHER

ATTENDANCE & SIGN-UP SHEETS

EQUIPMENT MAINTENANCE & REPAIRS

-MOUNTAIN BIKE & U.T.V. SERVICE (AIDE MATT ALBERTI)

FACILITIES

FOOD & BEVERAGES

RECOGNITION GATHERINGS

-MEMBER & POST PHOTOGRAPHS (LIEUTENANT MICHELE NEARY)

-RECOGNITION CEREMONY

-SENIOR NIGHT

REGISTRATION NIGHT

SPAGHETTI SUPPER

ADVISORS

ADVISOR SHONTAY GIBSON

LEADERSHIP & TEAM-BUILDING EXPERIENCES

-LEADERSHIP REACTION QUALIFICATION & COMPETITION

MEMBER SELECTION & ORIENTATION

SHAD DERBY

OFFICER PATRICK DOWD

LAW ENFORCEMENT TRAINING & COMPETITION

-"ACTIVE SHOOTER" RESPONSE

-HIGH STRESS SCENARIOS

-PERSONNEL & SCENARIOS

-RANDOM STATIONS QUALIFICATION

-SEARCH & CONTROL

ADVISOR CAROLYN JOSEPH

SOUTH PARK INN

ADVISOR CHRIS DOWD

VEHICLE INSPECTION & MAINTENANCE

ADVISOR CONNOR DOWD

POST OFFICERS

- CADET MANUAL REFRESHER*
- CANDY SALE*
- DRILL & CEREMONY*
- OUTDOOR CHALLENGES*
- POST ACTIVITY GUIDELINES, TRAFFIC DIRECTION & RADIO PROCEDURES*
- POST OFFICER APPRECIATION OUTING*
- POST OFFICER SELECTION PROCESS*

SENIOR CADETS

- COLLEGE & MILITARY CARE PACKAGE PREPARATION*
- UPDATES*

ADVISOR STACEY SAMSON

ACADEMICS & DISCIPLINE

- DISCIPLINARY REVIEW BOARD*

LAW ENFORCEMENT TRAINING & COMPETITION

- DISPATCHER*

PUBLIC RELATIONS

- AUDIO VISUAL PRESENTATIONS*

RECRUITMENT INCENTIVES

- OPEN HOUSE W/ANNOUNCEMENTS*

SOCIAL MEDIA

- FACEBOOK*
- INSTAGRAM*
- PHOTOGRAPH MANAGEMENT*
- WEB SITE*

ADVISOR KEVIN ARZT

UNIFORMS & EQUIPMENT

- SEWING & TAILORING (AIDE SANDY ANDERSEN)*
- UNIFORM & EQUIPMENT RECOVERY*

OFFICER NICCO CARILLI

LAW ENFORCEMENT TRAINING & COMPETITION

- EVALUATOR*

PART III-FINANCIAL INFORMATION

SOURCES OF REVENUE:

BANK INTEREST & CREDIT CARD REWARDS	\$15.30
CONTRIBUTIONS (W/O PROGRAM SPONSORS)	\$34,570.36
FEES	\$2,875.00
FUNDING	\$10,500.00
FUNDRAISERS	\$3,456.00
<i>NAA FUNDS REQUESTED (LESS THAN \$25,000)</i>	\$8,000.00
TRAFFIC & SAFETY EVENTS	N/A
VEHICLE RENTALS	N/A

TOTAL FUNDING: \$59,416.66

PROPOSED PROGRAM EXPENDITURES:

ACADEMIC, LEADERSHIP & TEAM-BUILDING ACTIVITIES	N/A
ADMINISTRATIVE EXPENSES	\$6,222.81
BANK/CREDIT CARD FEES & INTEREST PAID	\$2,817.32
COMMUNITY SERVICE ACTIVITIES	N/A
GOOD & WELFARE	\$842.36
ITEMIZED PURCHASES	\$6,603.05
LAW ENFORCEMENT TRAINING & COMPETITION	\$230.78
MARKETING	\$514.93
MEMBER BENEFITS	\$500.00
ORGANIZATIONAL FEES	\$100.00
PROFESSIONAL FEES	\$2,583.75
RECOGNITION GATHERINGS	\$105.03
REGISTRATION & INSURANCE	\$2,970.00
RESERVE FUNDING	\$30,000.00
REVIEW TRAINING	N/A
SOCIALS	\$2,080.78
UNIFORMS & EQUIPMENT	\$4,977.98
VEHICLES	N/A

TOTAL PROPOSED EXPENDITURES: \$60,548.79

** EXPENDITURES MUST EQUAL OR EXCEED EARNINGS.*

Form 990-EZ

Short Form Return of Organization Exempt From Income Tax
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

COPY

OMB No. 1545-0047
2019
Open to Public Inspection

Department of the Treasury Internal Revenue Service

Do not enter social security numbers on this form as it may be made public.
Go to www.irs.gov/Form990EZ for instructions and the latest information.

A For the 2019 calendar year, or tax year beginning 07-01, 2019, and ending 06-30, 2020

B Check if applicable: Address change, Name change, Initial return, Final return/terminated, Amended return, Application pending
C Name of organization: WINDSOR POLICE CADETS INC
D Employer identification number: 20-5190035
E Telephone number: (860) 688-4545
F Group Exemption Number

G Accounting Method: [X] Cash [] Accrual Other (specify)
H Check [X] if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

I Website: WWW.WINDSORPOLICECADETS.ORG
J Tax-exempt status (check only one) - [X] 501(c)(3) [] 501(c)() (insert no.) [] 4947(a)(1) or [] 527

K Form of organization: [X] Corporation [] Trust [] Association [] Other

L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B)) are \$500,000 or more, file Form 990 instead of Form 990-EZ \$ 80,068

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I)
Check if the organization used Schedule O to respond to any question in this Part I [X]

Table with 3 columns: Description, Line Number, Amount. Rows include Revenue (1-9), Expenses (10-17), and Net Assets (18-21). Total revenue is 63,885 and total expenses is 78,184, resulting in a deficit of 14,299.