



Municipality: WINDSOR

Form NAA-01
2023 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: 2023 PROGRAM SPONSORS

Name of contact person: SGT. BERNARD PETKIS

Telephone number: (860) 604-8635

Email address: PETKIS@TOWNOFWINDSORCT.COM

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ 7,500.00

<p>Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes, attach a copy of the first page of your most recent return.</p> <p>If No, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.</p>
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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 Volunteer/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: 01/01/2023
MM - DD - YYYY
Program completion date: 12/31/2023
MM - DD - YYYY
Post-project audit due date: _____
MM - DD - YYYY

The program start date must not be more than two years prior to the program completion date.
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, no later than three months after the program completion date.

Part III — Financial Information

Program Budget:

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

Sources of Revenue:

NAA funds requested	<u>\$7,500.00</u>
Other funding sources - itemized sources:	
a) <u>SEE ATTACHED</u>	_____
b) _____	_____
c) _____	_____
d) _____	_____

Total Funding: \$42,205.00

Proposed Program Expenditures:

Direct operating expenses - itemized description:

a) <u>SEE ATTACHED</u>	_____
b) _____	_____
c) _____	_____
d) _____	_____

Administrative expenses - itemized description:

a) _____	_____
b) _____	_____
c) _____	_____
d) _____	_____

Total Proposed Expenditures: \$49,546.00

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 checked="" 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>

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)

2020

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 2020 calendar year, or tax year beginning 07-01, 2020, and ending 06-30, 2021

B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	C Name of organization WINDSOR POLICE CADETS INC	D Employer identification number 20-5190035
	Number and street (or P.O. box if mail is not delivered to street address) Room/suite 110 ADDISON ROAD	E Telephone number (860) 688-4545
City or town, state or province, country, and ZIP or foreign postal code WINDSOR, CT 06095		F Group Exemption Number ▶

G Accounting Method: Cash Accrual Other (specify) ▶

I Website: ▶ WWW.WINDSORPOLICECADETS.ORG

J Tax-exempt status (check only one) - 501(c)(3) 501(c)() (insert no.) 4947(a)(1) or 527

H Check if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

K Form of organization: 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 ▶ \$ 59,777

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

		COPY	
Revenue	1 Contributions, gifts, grants, and similar amounts received	1	8,587
	2 Program service revenue including government fees and contracts	2	
	3 Membership dues and assessments	3	525
	4 Investment income	4	1
	5a Gross amount from sale of assets other than inventory	5a	
	b Less: cost or other basis and sales expenses	5b	
	c Gain or (loss) from sale of assets other than inventory (subtract line 5b from line 5a)	5c	
	6 Gaming and fundraising events:		
	a Gross income from gaming (attach Schedule G if greater than \$15,000)	6a	
	b Gross income from fundraising events (not including \$ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)	6b	31,814
c Less: direct expenses from gaming and fundraising events	6c	21,834	
d Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)	6d	9,980	
7a Gross sales of inventory, less returns and allowances	7a		
b Less: cost of goods sold	7b		
c Gross profit or (loss) from sales of inventory (subtract line 7b from line 7a)	7c		
8 Other revenue (describe in Schedule O)	8	18,850	
9 Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8 ▶	9	37,943	
Expenses	10 Grants and similar amounts paid (list in Schedule O)	10	500
	11 Benefits paid to or for members	11	14,087
	12 Salaries, other compensation, and employee benefits	12	
	13 Professional fees and other payments to independent contractors	13	2,584
	14 Occupancy, rent, utilities, and maintenance	14	
	15 Printing, publications, postage, and shipping	15	
	16 Other expenses (describe in Schedule O)	16	22,301
	17 Total expenses. Add lines 10 through 16 ▶	17	39,472
Net Assets	18 Excess or (deficit) for the year (subtract line 17 from line 9)	18	(1,529)
	19 Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	19	9,888
	20 Other changes in net assets or fund balances (explain in Schedule O)	20	(3,620)
	21 Net assets or fund balances at end of year. Combine lines 18 through 20 ▶	21	4,739

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 TWENTY-FIVE 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

ADVISOR SELECTION & ORIENTATION

-ADVISOR MANUAL REFRESHER (ADVISOR ROTATION)

CALENDAR & MEMBERSHIP

COMMUNICATIONS (AIDE LISA TATKO)

EQUIPMENT MAINTENANCE & REPAIRS

-MOUNTAIN BIKE & U.T.V. SERVICE (AIDE NICK PINARD)

FACILITIES

FLORIDA WEEKEND GET-AWAY

FOOD & BEVERAGES (AIDE DAWN SANDONE)

LAW ENFORCEMENT STATIONS DAY

-OBSTACLE COURSE QUALIFICATION & COMPETITION (OFFICER TYRA TAYLOR)

LAW ENFORCEMENT TRAINING & COMPETITION

-AHA BASIC LIFE SUPPORT & STOP THE BLEED CERTIFICATIONS

-CADET POLICE ACADEMY

-INSTRUCTOR (OFFICER ALAN MASON)

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

-SEARCH & CONTROL (OFFICER ALAN MASON)

-MATCHING CONTRIBUTION CHALLENGE

-N.A.A. PROGRAM PROPOSAL

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

-PROGRAM SPONSORS

MONTHLY AGENDA

-ALUMNI & SCHOLARSHIP CONTRIBUTIONS

-AMAZON SMILE & UNITED WAY CAMPAIGN DONATIONS

-BUDGET FUNDING

-CORPORATION & PUBLIC CHARITIES FILINGS

-FINANCES

-GRANTS

-INSURANCE

-TAX PREPARATION

-TELEMARKETING

MEETINGS

SOCIALS

SPAGHETTI SUPPER (AIDES MATT ALBERTI/DAWN SANDONE)

(CONTINUED ON BACK...)

ADVISORS (CONTINUED...)

ADVISOR SHONTAY GIBSON

LEADERSHIP & TEAM-BUILDING EXPERIENCES

-LEADERSHIP REACTION QUALIFICATION & COMPETITION

MEMBER SELECTION & ORIENTATION

RECOGNITION GATHERINGS

-ADVISOR APPRECIATION OUTING (ADVISOR ROTATION)

-RECOGNITION CEREMONY

-SENIOR NIGHT

OFFICER PATRICK DOWD

LAW ENFORCEMENT TRAINING & COMPETITION

-“ACTIVE SHOOTER” RESPONSE

-HIGH STRESS SCENARIOS

-PERSONNEL & SCENARIOS

-RANDOM STATIONS QUALIFICATION

ADVISOR CAROLYN JOSEPH

SOUTH PARK INN

ADVISOR CHRIS DOWD

SENIOR CADETS

-COLLEGE & MILITARY CARE PACKAGE PREPARATION

-UPDATES

SHAD DERBY COMMAND POST

OFFICER CONNOR DOWD

LAW ENFORCEMENT TRAINING & COMPETITION

-EVALUATOR

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

-SHAD DERBY PERSONNEL

ADVISORS (CONTINUED...)

ADVISOR KEVIN ARZT

ACADEMICS & DISCIPLINE

-DISCIPLINARY REVIEW BOARD

ATTENDANCE & FEES/SIGN-UP SHEETS

LAW ENFORCEMENT TRAINING & COMPETITION

-DISPATCHER

REGISTRATION NIGHT

OFFICER NICCO CARILLI

LAW ENFORCEMENT TRAINING & COMPETITION

-EVALUATOR

-OFFICER DOWN QUALIFICATION (OFFICER O'CONNELL)

KYLE PETKIS

PUBLIC RELATIONS

-AUDIO VISUAL PRESENTATIONS

SOCIAL MEDIA

-FACEBOOK

-PHOTOGRAPH MANAGEMENT

-WEB SITE

POST CALENDAR & SIGN-UP SHEETS

ADVISOR DILLON GOLD

UNIFORMS & EQUIPMENT

-MEMBER & POST PHOTOGRAPHS (OFFICER ALLY FINIK)

-SEWING & TAILORING (AIDE SANDY ANDERSEN)

-UNIFORM & EQUIPMENT RECOVERY

ADDITIONAL RESPONSIBILITIES MAY BE REQUIRED OF ADVISORS AS NEEDED. ADVISOR AIDES MAY BE SELECTED TO ASSIST ADVISORS WITH THEIR RESPONSIBILITIES.

PART III-FINANCIAL INFORMATION

SOURCES OF REVENUE:

BANK INTEREST & CREDIT CARD REWARDS	\$268.00
CONTRIBUTIONS (W/O PROGRAM SPONSORS)	\$15,859.00
FEEES	\$4,790.00
FUNDING	\$10,750.00
FUNDRAISERS	\$3,038.00
<i>NAA FUNDS REQUESTED (LESS THAN \$25,000)</i>	\$7,500.00
TRAFFIC & SAFETY EVENTS	N/A
VEHICLE RENTALS	N/A

TOTAL FUNDING: \$42,205.00

PROPOSED PROGRAM EXPENDITURES:

ACADEMIC, LEADERSHIP & TEAM-BUILDING ACTIVITIES	\$901.00
ADMINISTRATIVE EXPENSES	\$5,096.00
BANK/CREDIT CARD FEES & INTEREST PAID	\$200.00
COMMUNITY SERVICE ACTIVITIES	\$403.00
GOOD & WELFARE	\$2,104.00
ITEMIZED PURCHASES	\$8,064.00
LAW ENFORCEMENT TRAINING & COMPETITION	\$907.00
MARKETING	\$52.00
MEMBER BENEFITS	\$289.00
ORGANIZATIONAL FEES	\$100.00
PROFESSIONAL FEES	\$2,075.00
RECOGNITION GATHERINGS	\$3,162.00
REGISTRATION & INSURANCE	\$2,897.00
RESERVE FUNDING	N/A
REVIEW TRAINING	\$310.00
SOCIALS	\$13,941.00
UNIFORMS & EQUIPMENT	\$8,756.00
VEHICLES	\$289.00

TOTAL PROPOSED EXPENDITURES: \$49,546.00

** EXPENDITURES MUST EQUAL OR EXCEED EARNINGS.*

