

COUNTY OF RIVERSIDE
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

APPLICATION FOR CITY OF Beaumont
2020 - 2021 COOPERATING CITY ALLOCATION

I. GENERAL INFORMATION

Applicant Name: Life Lifters International

Type of Organization: Non-Profit Organization Faith Based Organization
For-Profit Organization Institution of Higher Education
Cooperating City

Address: P.O. Box 6166

City: Riverside Zip Code: 92518

Mailing Address: P.O. Box 6166

City: Riverside Zip Code: 92518

Telephone Number: 760-819-1006 Fax Number: n/a

Executive Director/City Staff: Tracey Holcomb

Telephone Number: 760-819-1006 E-mail: lifeliftersinternational@gmail.com

Program Manager: Monique Lumpkin

Telephone Number: 951-385-1741 E-mail: lli.coo2019@gmail.com

Grant Writer: Sara Cortes de Pavon

Address (if different from above): 3345 Heliotrop St.

Telephone Number: 951-318-1404 E-mail: scortesdepavon@gmail.com

II. ORGANIZATIONAL HISTORY (This is applicable only if you are a non-profit organization)

Date Organization founded: June 15, 2012

Date Organization incorporated as a non-profit organization (Attach Articles of Incorporation and Bylaws): 6/15/12

Federal identification number: 45-5334930

DUNS Number: 068530014

Organization Web Address: www.lifeliftersinternational.org

Does your Organization expend \$750,000 or more a year in federal funds? Y or N

Number of paid staff: 6

Number of volunteers: 4

Members/Board of Directors (Attach): see attachment

III. PROJECT ACTIVITY

A. Name of Project: Diamonds & Pearls Mentoring Program

B. Specific Location of Project

(Attach Project Map - include street address; if a street address has not been assigned provide APN)

Street or APN:

City: Beaumont

Zip Code: 92223

C. CDBG Funds Requested: \$20,000

(total amount for the project only)

D. Where will the proposed activity occur (be specific as to the geographic boundaries)? If the project involves a new or existing facility, what is the proposed service/benefit area for the facility?

E. In which City (ies)/Communities does the activity occur?

City (ies): City of Beaumont

Community (ies): Female students from the school district
Grades 9-12 and their mothers.

NOTE: EDA will make the final determination of the appropriate service area of all proposals.

F. If this project benefits residents of more than one community or jurisdiction, have requests been submitted to those other entitlement jurisdictions? (i.e., County district(s) 1st, 2nd, 3rd, 4th, and/or 5th, City of Palm Springs, City of Moreno Valley, City of Riverside, etc.)

A CDBG application will be submitted for the same program to the County of Riverside.

G. Check ONLY the applicable category your application represents.

- Public Service
- Homeless Activities
- Real Property Acquisition (Must consult with EDA prior to submitting application)
- Housing
- Rehabilitation/Preservation (please provide picture of structure)
- Public Facilities (construction)
- Infrastructure (i.e. Streets, Sewer, Sidewalk, etc.)
- Other: (provide description) _____

H. Respond to A & B only if this application is for a public service project.

(a) Is this a NEW service provided by your agency? Yes No

(b) If service is not new, will the existing public service activity level be substantially increased or improved? Yes, with more funding we will be able to provide more services to clients.

IV. PROJECT NARRATIVE

A. Provide a detailed Project Description. The description should only address or discuss the specific activities, services, or project that is to be assisted with CDBG funds. If CDBG funds will assist the entire program or activity, then provide a description of the entire program or activity.

The Diamonds & Pearls Mentoring program provides female students, grades 9-12 & mothers with opportunity for mentoring in a small group environment. Our clients meet twice a month, on the first and third Saturday, for 4 hours of programming. Our curriculum is taught by experienced professionals in their respective fields and includes: Restorative Justice, Team Building, Emotional Intelligence, Post Secondary Education, First Generation Experience, College Tours, Vision Boards, Financial Literacy, Resume Building, Mock Interviews, Professional development, CPR/AED/First Aid certification, anti-bullying & suicide prevention training, and Ballroom Dancing. At the end of their program, a graduation is held where the participants friends, family community are invited to.

B. Provide a detailed description of the proposed use of the CDBG funds only (e.g. construction design, purchase of specific equipment, rent, supplies, utilities, salaries, etc.):
CDBG funds will be used for the following programmatic items:

- Instructor Salaries
- Tutoring- 8 sessions
- Instructor mileage
- General program & class supplies/materials
- Printing
- CPA/book keeper expenses
- Van rental for college tours
- Program shirts for participants- must be worn at each class meeting

C. What are the goals and objectives of the project, service, or activity? How will you measure and evaluate the success of the project to meet these goals and objectives (measures should be qualitative)?

The goal of the Diamonds & Pearls Mentoring Program is to assist participants acquire the attitudes, competencies, professionalism, and leadership skills that will aid in their success both personally and academically. The Teen Compass self assessment will be administered at the beginning and end of the program. This assessment will assist staff in identifying the wellness of each participant in the 8 interconnected areas of Organization, Stress Resilience, Relationships, Rest & Play, Handling Emotions, Spirituality, School & Work, and Care for Body. In a small group context, participants open and share their challenges and successes thereby getting peer support, empowerment to make changes, and building a sisterhood & community. The participating mothers get an inside perspective on how to better approach their daughters, communicate, and reflect on their wellness and needs.

D. Please identify the project milestones using an Estimated Timeline for Project Implementation:

- July 2020: Meet with Beaumont Unified School District (BUSD) staff to identify participants and mail out program information. Prep curriculum, conduct instructor training, receive any applications/intake.
- Aug 2020: Hold evening Parent/Student information sessions as scheduled by BUSD. continue intake.
- Sep 2020: Begin program. Parent & teen orientation. Conduct teen assessments.
- Dec 2020: Conduct grade check.
- Jan 2021: community service project
- April 2021: college tours and ballroom dancing lessons begin.
- June 2021: conduct teen assessment and final grade check. Graduation.

V. PROJECT BENEFIT

A. Indicate the number of people or households that will directly benefit from your proposal using CDBG funds: *Note: This is based on the expected number of clients to be served if the County funds your project for the requested amount.*

We project to serve 28 individuals from the City of Beaumont. this includes teens and their mothers.

B. Indicate the number of unduplicated clients that will be served (*An unduplicated client is counted only once, no matter how many direct services the client receives during a funding year*):

We project to serve 28 unduplicated clients as participants will all receive the same programming

C. Length of proposed CDBG-funded activities or service (weeks, months, year):

Administrative duties, marketing, promotion, intake and orientation will be conducted in July and August 2020. Program activities/services will be conducted in September 2020 - June 2021.

D. Service will be provided to (check one or more):

- | | |
|---|---|
| <input type="checkbox"/> Men | <input type="checkbox"/> Seniors |
| <input checked="" type="checkbox"/> Women | <input type="checkbox"/> Severely Disabled Adults |
| <input checked="" type="checkbox"/> Children (Range of children's ages : <u>14-18</u>) | <input type="checkbox"/> Migrant Farm Workers |
| <input type="checkbox"/> Homeless (Number of beds at facility : <u> </u>) | <input type="checkbox"/> Families |

E. What methods will be used for community involvement to assure that all who might benefit from the project are provided an opportunity to participate?

Life Lifters will continue to work closely with BUSD's Parent Engagement & Expanded Learning Coordinator to identify high school females who could benefit most from this small group mentoring program. Life Lifters will advertise the program through mailers, community newsletters, Peach Jar, and tabling at community events.

Currently out participants in Beaumont are young ladies who have experienced trauma and have poor social, communication, and coping skills. Additionally, the teens have strained relationships at home. We anticipate similar clientele for the 2020-2021 program year.

F. What evidence is there of a long-term commitment to the proposal? Describe how you plan to continue the work (project) after the CDBG funds are expended?

We anticipate to leverage Beaumont CDBG funding with that of the BUSD LCAP funding.

Currently we administer this program for BUSD students with LCAP funds. While this funding is limited, we have been able to provide services on a smaller scale. Life Lifters is dedicated to the commitment we made to our clients to provide optimal services to them in their personal and professional growth. Additionally we are applying for Riverside County CDBG funds and if awarded, we will leverage those monies as well. We also will conduct fundraising, seek grants, and pursue state and local funding to help offset costs.

VI. National Objective

All CDBG-funded activities must meet at least one of the following National Objectives of the CDBG program. Indicate the category of National Objective to be met by your activity.

CATEGORY A: Benefit to low-moderate income persons (must be documented). Please choose either subcategory 1 or 2:

1. Limited Clientele:

The project serves clientele that will provide documentation of their family size, income, and ethnicity. Identify the procedure you currently have in place to document that at least 51% of the clientele you serve are low-moderate income persons.

Currently, Life Lifters utilizes a CDBG intake form which requires all clients to disclose their race/ethnicity, household size and income prior to services being rendered in order to establish program eligibility. Clients are required to provide proof of income for all household members age 18 and over. Staff is trained on calculating household income, which sources of income to include based on Part 5, and understand that at least 51% of our clients cannot exceeds 80% of the established income limits by HUD for their household size.

2. Clientele presumed to be principally low- and moderate-income persons:

The following groups are presumed by HUD to meet this criterion. You will be required to submit a certification from the client (s) that they fall into one of the following presumed categories.

The activity will benefit (check one or more)

- | | |
|---|---|
| <input type="checkbox"/> Abused children | <input type="checkbox"/> Homeless persons |
| <input type="checkbox"/> Battered spouses | <input type="checkbox"/> Illiterate adults |
| <input type="checkbox"/> Elderly persons | <input type="checkbox"/> Persons living with AIDS |
| <input type="checkbox"/> Severely disabled adults | <input type="checkbox"/> Migrant Farm workers |

a. Describe the clientele above to be served by this activity:

N/A

b. Discuss how this project directly benefits low- and moderate- income residents:

N/A

CATEGORY B: Area Benefit - The project or facility serves, or is available to, ALL persons located within an area where at least 51% of the residents are low/moderate-income. (Applicant is welcome to contact a County of Riverside, EDA CDBG Program Manager for Census Information)

2010 Census Tract and Block Group numbers:

(must use 2011-2015 ACS data pursuant to HUD Notice -C&D-19-02)

<https://hud.maps.arcgis.com/apps/webappviewer/index.html?id=ffd0597e8af24f88b501b7e7f326bedd>

N/A

Total population in Census Tract(s) / block group(s): N/A

Total percentage of low-moderate population in Census Tract(s) / block group(s): N/A

CATEGORY C: Activities undertaken to create or retain permanent jobs, at least 51% of which will be made available to or held by low/moderate-income persons.

Proposed Job Creation/Retention

Total Jobs Expected to Create: N/A

Total Jobs Expected to Retain: N/A

CATEGORY D: Activities that provide assistance to micro-enterprise owners/developers who are low/moderate-income.

Proposed Assistance to Businesses

New Businesses expected to assist: N/A

Existing Businesses expected to assist: N/A

Enter Total Businesses expected to assist: N/A

VII. FINANCIAL INFORMATION

A. Proposed Project Budget

Complete the following annual program budget to begin July 1, 2020. If your proposed CDBG-funded activity will start on a date other than July 1, 2020, please indicate starting date. Provide total Budget information and distribution of CDBG funds in the proposed budget.

The budgeted items are for the specific activity for which you are requesting CDBG funding - NOT for the budget of the "entire" organization or agency. (Note: CDBG funds requested must match amount requested in Project Activity, C above.)

(EXAMPLE: The Valley Senior Center is requesting funding for a new Senior Nutritional Program. The total cost of the program is \$15,000 and \$10,000 in CDBG funds is being requested for operating expenses associated with the proposed activity. The total Activity/Project Budget will include \$5,000 of other non-CDBG funding and \$10,000 in CDBG funds for a Grand Total of \$15,000).

	TOTAL ACTIVITY/ PROJECT BUDGET <small>(Include non-CDBG Funds and CDBG Funds)</small>	CDBG FUNDS REQUESTED-Only
i. Personnel		
A. Salaries & Wages	\$ 10,194	\$ 10,194
B. Fringe Benefits	\$ 0	\$ 0
C. Consultants & Contract Services	\$ 3,706	\$ 3,706
PERSONNEL SUB-TOTAL	\$ 13,900	\$ 13,900

II. Non-Personnel

A. Space Costs	\$ 0	\$ 0
B. Rental, Lease or Purchase of Equipment	\$ 1,600	\$ 1,600
C. Consumable Supplies	\$ 0	\$ 0
D. Travel	\$ 2,500	\$ 2,500
E. Telephone	\$ 0	\$ 0
F. Utilities	\$ 0	\$ 0
G. Other Costs	\$ 2,000	\$ 2,000
NON-PERSONNEL SUB-TOTAL:	\$ 6,100	\$ 6,100

III. Other

A. Architectural/Engineering Design	\$ 0	\$ 0
B. Acquisition of Real Property	\$ 0	\$ 0
C. Construction/Rehabilitation	\$ 0	\$ 0
D. Indirect Costs	\$ 0	\$ 0
E. Other	\$ 0	\$ 0
OTHER SUB-TOTAL:	\$ 0	\$ 0
GRAND TOTAL:	\$ 20,000	\$ 20,000

B. Leveraging

List other funding sources and amounts (commitments or applications) which will assist in the implementation of this activity. Current and pending evidence of leveraging commitments/applications must be submitted with application. (Attach)

TYPE	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	TOTAL
FEDERAL	RIV CO. CDBG	\$20,000					
STATE/LOCAL							
PRIVATE							
OTHER	BUSD	\$7,200					

TOTAL: 27,200

C. What type of long-term financial commitment is there to the proposal? Describe how you plan to continue the work (project) after the CDBG funds are expended?

We anticipate to leverage Beaumont CDBG funding with that of BUSD LCAP funding. Currently we administer this program for BUSD students with that funding. While LCAP funds is

extremely limited, we have been able to provide limited services. Life Lifters is dedicated to the commitment we made our clients to provide optimal services to assist them in their personal and professional growth. Additionally we are applying for Riverside County CDBG funds to leverage this program. We will seek grants, state and local funds & do fundraising.

D. Provide a summary by line item of your organization's previous year's income and expense statement. (Attach)

see attached

E. Does this project benefit residents of more than one community or jurisdiction, have requests been submitted to those other jurisdictions? Yes No

If yes, identify sources and indicate outcome. _____

If no, please explain. program serves BUSD students only.

F. Was this project or activity previously funded with CDBG? Yes No

If yes, when? _____

Is this activity a continuation of a previously funded (CDBG) project? Yes No

If yes, explain: _____

VIII. MANAGEMENT CAPACITY

A. Describe your organization's experience in managing and operating project or activities funded with CDBG or other Federal funds.

Life Lifters is experienced in administering program utilizing CDBG funds since 2015. Our grant writer and instructor has 11 years experience administering the CDBG program at the local level as an entitlement city. Furthermore, our CEO hold a degree in Management with a concentration in Human Resources. In addition to CDBG, Life Lifters has received funds from the State of CA for Violence Intervention & Prevention for the past 1.5yrs.

B. Management Systems

Does your organization have written and adopted management systems (i.e., policies and procedures) including personnel, procurement, property management, record keeping, financial management, etc.?

Life Lifters has written and adopted systems in place that adheres to procurement, record keeping, financial management, and personnel policies in alignment with 24 CFR Part 200.

C. Capacity

Please provide the names and qualifications of the person(s) that will be primarily responsible for the implementation and completion of the proposed project.

Tracey Holcomb- LLI CEO/President. Holds BS in Management with concentration in HR.

Programs for women and teens since 2012. Trauma informed care certificate in process. Trainer Multi-Craft Core Curriculum Pre-Apprenticeship program instructor for building trades.

Monique Lumpkin- COO. 31 yrs experience in early childhood education and youth development BS in Family Resource Management with minor in Early childhood education & ethnic studies.

Sara Cortes de Pavon- Bachelor of Social Work, Master in Public Administration with 11 yrs of CDBG administration experience at the local level. 17 yrs of social service programming.

IX. APPLICATION CERTIFICATION

Undersigned hereby certifies that (check box after reading each statement and digitally sign the document):

1. The information contained in the project application is complete and accurate. ✓ TCH
2. The applicant agrees to comply with all Federal and County policies and requirements imposed upon the project or activity funded by the CDBG program. ✓ TCH
3. The applicant acknowledges that the Federal assistance made available through the CDBG program funding will not be used to substantially reduce prior levels of local, (NON-CDBG) financial support for community development activities. ✓ TCH
4. The applicant fully understands that any facility built or equipment purchased with CDBG funds shall be maintained and/or operated for the approved use throughout its economic life, pursuant to CDBG regulation. ✓ TCH
5. If CDBG funds are approved, the applicant acknowledges that sufficient non-CDBG funds are available or will be available to complete the project as described within a reasonable timeframe. ✓ TCH
6. On behalf of the applying organization, I have obtained authorization to submit this application for CDBG funding. (DOCUMENTATION ATTACHED Minute Action and/or written Board Approval signed by the Board President) ✓ TCH

DATE: October 24, 2019

Signature: Tracey C. Holcomb

Print Name/Title
Authorized Representative: Tracey C. Holcomb, CEO

CHECK-LIST:

The following required documents listed below have been attached. Any missing documentation to the application will be cause for the application to be reviewed as INELIGIBLE.

Yes	No	ATTACHMENT
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Members/Board of Directors
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Articles of Incorporation and Bylaws
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Project Activity Map
<input type="checkbox"/>	<input type="checkbox"/>	<i>N/A</i> 4. Project Benefit, Category B, Low Mod Area Maps (Attach if applicable)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. Leveraging (Current evidence of commitment)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. Income and Expense Statement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7. Management Capacity (Detailed organizational chart)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	8. Board Written Authorization approving submission of application



Life Lifters International Board Members

Tracey C. Holcomb, CEO

Monique Lumpkin, COO

Ella Cole, CFO

Jessica Muñoz, Secretary

A handwritten signature in black ink, appearing to read "Tracey C. Holcomb". The signature is fluid and cursive, with the first name being the most prominent.

OGDEN UT 84201-0029

In reply refer to: 4077591934
Feb. 09, 2016 LTR 4168C 0
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BODC: TE

LIFE LIFTERS INTERNATIONAL
% TRACEY C HOLCOMB
1486 GRABER ST BLDG 323 NO 6166
MARCH AIR RESERVE BASE CA 92518-8008

Employer ID Number: 45-5334930
Form 990 required: YES

Dear Taxpayer:

This is in response to your request dated Jan. 20, 2016, regarding
A NAME CHANGE

We issued you a determination letter in NOVEMBER2013, recognizing
you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)
(3).

Our records also indicate you're not a private foundation as defined
under IRC Section 509(a) because you're described in IRC Sections
509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC
Section 170. You're also qualified to receive tax deductible bequests,
legacies, devises, transfers, or gifts under IRC Sections 2055, 2106,
and 2522.

In the heading of this letter, we indicated whether you must file an
annual information return. If a return is required, you must file Form
990, 990-EZ, 990-N, or 990-PF by the 15th day of the fifth month after
the end of your annual accounting period. IRC Section 6033(j) provides
that, if you don't file a required annual information return or notice
for three consecutive years, your exempt status will be automatically
revoked on the filing due date of the third required return or notice.

For tax forms, instructions, and publications, visit www.irs.gov or
call 1-800-TAX-FORM (1-800-829-3676).

If you have questions, call 1-877-829-5500 between 8 a.m. and 5 p.m.,
local time, Monday through Friday (Alaska and Hawaii follow Pacific
Time).

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LIFE LIFTERS INTERNATIONAL
% TRACEY C HOLCOMB
1486 GRABER ST BLDG 323 NO 6166
MARCH AIR RESERVE BASE CA 92518-8008

Sincerely yours,



Jeffrey I. Cooper
Director, EO Rulings & Agreement

NCTO

3487068

A0778828

**Certificate of Amendment
of Articles of Incorporation**

FILED
Secretary of State
State of California

JM

The undersigned certify that:

DEC 21 2015
uu

1. They are the president and the secretary, respectively, of SISTERS GOING DEEPER IN GOD ORGANIZATION, a California corporation.
2. Article One of the Articles of Incorporation of this corporation is amended to read as follows:

The name of the Corporation is Life Lifters International!
3. The foregoing amendment of Articles of Incorporation has been duly approved by the board of directors.
4. The corporation has no members.

We further declare under penalty of perjury under the laws of the State of California that the matters set forth in this certificate are true and correct of our own knowledge.

DATE: 12/14/2015

Clara D. Priester

Clara D. Priester, President

Lillian Hussein

Lillian Hussein, Secretary



I hereby certify that the foregoing transcript of _____ page(s) is a full, true and correct copy of the original record in the custody of the California Secretary of State's office.

DEC 30 2015 *RM*

Date: _____

Alex Padilla
ALEX PADILLA, Secretary of State

BY-LAWS OF

LIFE LIFTERS INTERNATIONAL (LLI)

ARTICLE I

ACTIVITIES

The activities of this Corporation shall be those necessary and appropriate to accomplish the purposes of the Corporation as stated in the Articles of Incorporation.

ARTICLE II

OFFICES

Section 2.1 Principal Office. The principal office of the Corporation shall be at such place in the State of California and Hawaii as the Board of Directors shall from time to time determine. The initial principal office of the Corporation is 26268 Adelina Dr, Menifee, CA 92584.

ARTICLE III

MEMBERS

The Corporation shall have no members.

ARTICLE IV

BOARD OF DIRECTORS

Section 4.1 Number and Qualification of Directors. The initial number of directors of the Corporation shall be as set forth in the Articles of Incorporation. The number of directors may be increased or decreased from time to time by amendment to the By-laws. The number of directors of the Corporation shall not be less than four (4).

Section 4.2 Election. The directors shall be elected at each biennial meeting of the Board of Directors of the Corporation or at any special meeting of the Board of Directors held for that purpose.

Section 4.3 Term of Office. All directors shall hold office for two years.

Section 4.4 Vacancies. Any vacancy occurring in the Board of Directors and any directorship to be filled by reason of any increase in the number of directors may be filled by the affirmative vote of a majority of the remaining directors, though less than a quorum, or by a sole remaining director. A director elected to fill a vacancy shall be elected for the unexpired term of such director's predecessor in office.

Section 4.5 Removal. Any director may be removed from the Board without cause by the affirmative vote of a majority of the directors in office (President, Chief Financial Officer and Board of Directors) at any meeting called for such purpose. Any vacancy so created may be filled by the Board of Directors.

Section 4.6 Reduction. No reduction of the number of directors shall have the effect of removing any director prior to the expiration of such director's term of office.

ARTICLE V

MEETINGS OF THE BOARD OF DIRECTORS

Section 5.1 Regular Meetings. Regular meetings of the Board of Directors shall be held, at least annually, at such times and places as the Board of Directors may provide by resolution. No notice other than such resolution need be given.

Section 5.2 Special Meetings. Special meetings of the Board of Directors may be called by or at the request of the President, Chief Operations Officer, or Chief Executive Officer. The person or person authorized to call special meetings of the Board of Directors may fix the place for holding any special meeting of the Board of Directors called by them. Notice of each special meeting shall be given in accordance with Section 5.3 of these By-Laws.

Section 5.3 Notice. The Secretary shall give notice of each meeting of the Board of Directors (for which notice is required) in writing by mailing the same not less than five days before the meeting or by giving notice personally, by telephone or telegraph not less than three days before the meeting, or as otherwise prescribed by the Board of Directors. The failure by the Secretary to give such notice or by any director to receive such notice shall not invalidate the proceedings of any meeting at which a quorum of the directors is present. Notice need not be given to any director who shall, either before or after the meeting, submit a signed waiver or notice or attend such meeting with protesting, prior to or at its commencement, the lack of notice to him or her. Except as otherwise provided by law, the Articles of Incorporation or the By-Laws, a notice or waiver of notice need not state the purposes of such meeting.

Section 5.4 Quorum and Adjournment. A majority of the number of directors fixed pursuant to Section 4.1 of these By-Laws shall constitute a quorum. No action taken, other than the appointment of directors to fill vacancies, shall bind the Corporation unless it shall receive the concurring vote of a majority of the directors present at a meeting at which a quorum is present. In the absence of a quorum, the presiding officer or a majority of the directors' present may adjourn the meeting from time to time without further notice until a quorum is present.

Section 5.5 Telephone Meetings. Subject to the notice requirements in Section 5.3 hereof, members of the Board of Directors or any committee designated thereby may participate in a meeting of the Board or of such committee by means of a conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other at the same time. Participation by such means shall constitute presence in person at a meeting.

Section 5.6 Action Without Meeting. Any action required or permitted to be taken at any of the Board of Directors or any committee designated thereby may be taken if all the directors or all of the members of the committee, as the case may be, sign a written consent setting forth the action taken or to be taken at any time before or after the intended effective date of such action. Such consent shall be filed with the minutes or the Board of Directors or committee, as the case may be, and shall have the same effect as a unanimous vote.

Section 5.7 Presumption of Assent. A director of the Corporation who is present at a meeting of the Board of Directors at which action on any corporate matter is taken shall be presumed to have assented to the action taken unless such director's dissent or refusal to vote is entered in the minutes of the meeting or unless the director either files a written dissent to such action with the person acting as the secretary of the meeting before the adjournment thereof or forwards such dissent by certified mail to the Secretary of the Corporation immediately after the adjournment of the meeting. Such right to dissent shall not apply to a director who voted in favor of such action.

Section 5.8 Annual Meetings. Annual meetings will be conducted yearly in a location to be determined by the Board. Board members must attend one Annual Meeting within two years. Board members can attend the Annual Meetings by electronic visual communication.

ARTICLE VI

DUTIES OF THE BOARD OF DIRECTORS

Section 6.1 Duties. It shall be the duty of the Board of Directors to conduct, manage and control the affairs and business of the Corporation and to promulgate and enforce rules and regulations therefore not inconsistent with

law, the Articles of Incorporation or the By-Laws of the Corporation. The Board of Directors is further expected to promote and implement the plans and special instructions of this organization when requested.

6.2 Annual Commitment - All Board members are required to give an Annual Commitment to be paid monthly or as agreed upon by the Board to Life Lifters International. If a Board member is paid for their services by Life Lifters International their Annual Commitment can either be taken from their fees or paid separately.

ARTICLE VII

OFFICERS

Section 7.1 Election and Term of Office. The Board of Directors and Officers will elect successors. Any two or more offices may be held by the same person, provided that the Corporation shall have not fewer than two persons as officers. The term of office for Officer Board positions is two years. The Board has the right to reappoint the same person for their current office to continue for the next two-year term. Should the Board deem it necessary to replace an officer within the two-year term, it shall be said by the majority vote.

Section 7.2 President. The President shall preside at all meetings of the Board of Directors. Unless otherwise determined by the Board of Directors, the President shall have general charge and supervision of the Corporation. The President shall perform such other duties as are incident to the office or are required by the Board of Directors. The President reports to the Chief Executive Director.

Section 7.3 Chief Financial Officer. The Chief Financial Officer will exercise the duties and responsibilities of the Treasurer until the position of Treasurer is filled. In the absence of disability or refusal to act by the CEO, the Chief Financial Officer shall perform all of the duties of the CEO, and when so acting shall have all the powers of and be subject to all the restrictions upon the CEO. The Chief Financial Officer shall have such powers and perform such other duties as from time to time may be prescribed by the CEO, the Board of Directors or the By-Laws.

Section 7.4 Treasurer. The Treasurer should create and maintain systems for ensuring the organization's ongoing solvency and oversee the development of the organization's financial policies. Helpful policies to consider include check signing authority, expense reimbursement, credit card usage, and petty cash policies, if applicable. Budgets. The Treasurer may be responsible for preparing, or facilitating the preparation of an annual budget, as well as regularly monitoring and comparing the actual revenues and expenses incurred against such budget. The development of a budget that supports the organization's goals and drives decision-making is an important part of an organization's success in effectuating its mission. The budget should be reviewed and approved by the board; however, the Treasurer should be prepared to explain and justify the document. The Treasurer will give financial reports to the CEO and CFO only.

Section 7.5 Secretary. The Secretary shall keep the minutes of all meetings of the Board of Directors. The Secretary shall keep or cause to be kept a register showing the names of the directors and officer with their addresses. The Secretary shall give notice in conformity with the By-Laws of all meetings of the Board of Directors. The Secretary shall also perform all other duties assigned by the Board of Directors. The Assistant Secretary or Assistant Secretaries, if elected, shall, in the order designated by the President or the Board of Directors, perform all the duties and exercise all the powers of the Secretary during the absence or disability of the Secretary; or whenever the office is vacant.

Section 7.6 Chief of Operations. The COO is responsible for ensuring that business operations are efficient and effective and that the proper management of resources, distribution of goods and services to customers is conducted. The COO will report to the CEO and President. The COO position is California location only. The Chief of Operations reports to the Chief Executive Director and President.

ARTICLE VIII

AUDITOR

An auditor may be elected by the Board of Directors to serve until a successor is elected. No director or officer of the Corporation shall be eligible to serve as auditor.

ARTICLE IX

DISBURSEMENTS AND CONTRIBUTIONS

Section 9.1 Disbursements. Disbursements of the funds of the Corporation for the purpose for which it is organized shall be made by the Board of Directors in its discretion. All disbursements from this Corporation shall be made only by approval of the majority of the account holders (President, Chief Financial Officer and Executive Director).

Section 9.2 Limitations on Disbursements. The Board of Directors shall not make any disbursements or contributions of the funds or assets of the Corporation to or for the benefit, directly or indirectly, of any director or officer of the Corporation, except for reasonable payments for services actually rendered to the Corporation by such director or officer as an employee of the Corporation.

Section 9.3. Grants and Donations. All proposals for grants or donations will be submitted to the Chief Executive Officer, Chief Financial Officer and Treasurer for approval before approving grants and donations to an organization or person.

Section 9.4 Karen Knodt Memorial Foundation. The purpose of the Karen Knodt Memorial Fund is to assist women throughout Hawaii who encounter the financial struggle of rebuilding their lives post-incarceration. The application process requires submittal of a completed application accompanied by supporting documentation (as requested) for the specific need. Benevolence assistance is given on a case-by-case basis per approval by the Board of Directors of Life Lifters International. For approved requests regarding assistance with rent, utilities, medical care, or legal services, checks will be issued directly to landlords/property owners, utility companies, medical centers/facilities/doctors, or attorneys. Receipts for these checks (used for payment) must be submitted to Life Lifters International.

ARTICLE X

MISCELLANEOUS

Section 10.1 Inspection of Corporate Records. The books of account and minutes of proceedings of the directors shall be open to inspection upon the written demand of any director, at any reasonable time, and for a purpose reasonably related to such director's interests as a director. Such inspection may be made in person or by an agent or attorney, and shall include the right to make copies. Demand for inspection may be made in writing upon the President, the Secretary or Chief Financial Officer of the Corporation. All Board members, employees and customers shall observe all safety rules and regulations within all property owned and/or operated by this Corporation. Failure to observe safety rules and regulations may result in removal from all property owned and/or operated by this Corporation. All Board members, employees, and customers shall be bound by all Codes of Ethics promulgated by this Corporation. Failure to observe these Codes may result in removal from property owned and/or operated by this Corporation or termination of Board membership or employment, whichever is applicable.

Section 10.2 Execution of Instruments

- (1) All checks and other orders for the payment of money, drafts, notes, bonds, acceptances, contracts and all other instruments, except as otherwise provided in these By-Laws, shall be signed by such person or person as shall be provided by general or special resolution of the Board of Directors, and in the absence of any provision in these By-Laws or any such general or special resolution applicable to any such instrument, then such instrument shall be signed by the President, Chief Financial Officer, or by the Chief Executive Officer. Unless authorized by the Board of Directors, no officer, agent or employee or the Corporation shall have any power or authority to bind the Corporation by any contract or engagement or to pledge its credit or to render it liable for any purpose or to any amount.
- (2) The Board of Directors may provide for the execution of checks by the printed, lithographed or engraved facsimile signature or signatures of the person or persons authorized to sign checks (President, Chief Executive Officer and Chief Financial Officer).

Section 10.3 Inspection of By-Laws. The Corporation shall keep in its principal office the original or a copy of the By-Laws as amended, certified by the Secretary, which shall be open to inspection by the directors at all reasonable times during office hours.

ARTICLE X

SEAL

The Corporation may, but need not, have a seal of such form as the Board of Directors may from time to time determine.

ARTICLE XII

AMENDMENTS

The By-Laws will be amended only by the Chief Executive Officer for the Corporation with or without input from the Board of Directors.

CERTIFICATION

I certify that I am the Acting Secretary of the above-named Corporation and that the foregoing By-Laws were adopted as the By-Laws of the Corporation by its President on

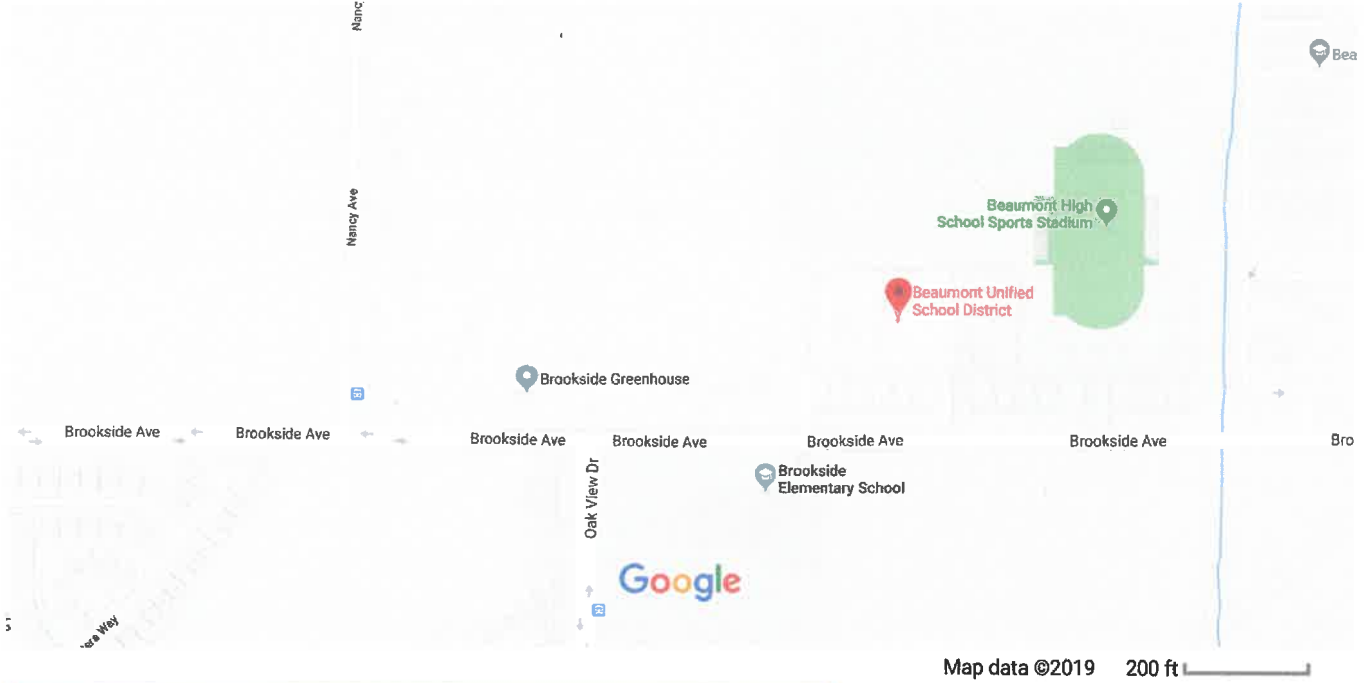
1 day of October, 2019.



Secretary, Signature

Tracey C. Holcomb

Print Name



Beaumont Unified School District

3.6 ★ ★ ★ ★ (8)

School administrator

- Directions
- Save
- Nearby
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- Share

NOV 7 Thu, Nov 7–Sun, Nov 17
The Wizard Of Oz



Diamonds and Pearls Mentoring Program (760) 819-1006, lifeliftersinternational@gmail.com

MISSION

To enable healing, personal growth and self-sustainability by compassionately supporting the educational, professional endeavors and empowerment of our youth through mentoring programs, technology training and workforce development.

OVERVIEW

This program will support and mentor local underprivileged youth girls and their families by harnessing the resources and contributions of many positive role models, professionals, and supporters of all kinds to create a life changing experience that will impact the lives of these young girls for years to come. The mentoring program will include a 10-month training module that concludes with a debutante ball graduation. The program will consist of classes promoting and supporting celibacy, health and wellness, post-secondary education and study skills, financial literacy, creative writing, volunteering, interviewing, appropriate dress, cultural competence, and CPR and first aid. The 10-month training will end with etiquette, ballroom dancing instruction, and a debutante ball graduation.

Its is expected to promote young ladies and their parents from the grade levels of 9th to 11th grade with the hopes of having the following year having a senior cohort to help mentor new participants the following year.

EXPECTATIONS

- ❖ The expectation of service is 12 girls
- ❖ The expectation of Recruitment is 25 girls
- ❖ The expected duration length of program is September 2019 to June 2020
- ❖ The Cost of the program \$7420.00

FLOW OF SELECTION PROCESS

(Dates of these process depends on Beaumont School District's Schedule)

<p>1. Introduction of Program</p> <ul style="list-style-type: none"> ❖ To include Interest, Sign Up Sheet & Application Given 	<p>Beaumont School District</p>	<p>TBA</p> <p>Parent Orientation</p>
<p>2. Participant will be contacted for Interview</p>	<p>Diamonds & Pearls Program</p>	<p>TBA</p> <p>One week after application deadline submission</p>
<p>3. Interview Conducted</p>	<p>Diamonds & Pearls Program</p>	<p>TBA</p> <p>One week after contact has been made</p>
<p>4. Participants Contacted that they were chosen for program</p>	<p>Diamonds & Pearls Program & School Counselors</p>	<p>TBA</p> <p>Two days after interview</p>
<p>5. Parent Orientation after Selection of 14 participants</p> <ul style="list-style-type: none"> ❖ Signed Contracts of agreement for Entire Program 	<p>Diamonds & Pearls Program & Beaumont School District</p>	<p>TBA</p> <p>The following weekend of selection</p>

WORKSHOP OVERVIEW TITLES AND POTENTIAL DATES

Workshop Title	Time	Participant	Potential Dates
Teen Compass & Restorative Circles	3hrs	Students	September 7, 2019 9am-12pm
Post-Secondary Education Study Techniques	3hrs	Student & Parent	September 28, 2019 9am-12pm October 5, 2019 9am-12pm
Cultural Competence	3hrs	Student & Parent	October 26, 2019 9am-12pm
Financial Literacy	6hrs	Student & Parent	November 9, 2019 November 23, 2019 9am-12pm
Sassy & Celibate The Importance of Self Esteem	3hrs	Student & Parent	December 14, 2019 Time: 9am-12pm
How to Write a Resume Email Etiquette	3hrs	Student & Parent	January 11, 2020 9am-12pm
How to Prepare for an Interview How to Dress for Body Type	3hrs	Student & Parent	January 25, 2020 9am-12pm
Vision Boards	4hrs	Student/ Parent Participation is Optional	February 8, 2020 9am-1pm
CPR/First Aid	4hrs	Student \Parent Participation is Optional	February 22, 2020 9am-12pm
Make it a Day	5hrs	Student	March 14, 2020 9am-2pm
Ballroom Etiquette & Dancing	3hrs	Student & Parent	March 28, 2020 9am-12pm
Ballroom Dancing	3hrs	Student	April 11, 2020 9am-12pm
Ballroom Dancing	3hrs	Student	April 25, 2020 9am-12pm
Ballroom Dancing	3hrs	Student	May 9, 2020 9am-12pm
Ballroom Dancing	3hrs	Student	May 23, 2020 9am-12pm
Ballroom Dancing	3hrs	Student	May 30, 2020 9am-12pm

Debutant Ball		Family	June 6, 2020 5pm-9pm
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DESCRIPTIONS OF EACH CLASS

<p><i>Teen Compass & Restorative Justice Circle</i></p> <p>This training is a Teen Wellness Assessment it will help participants become aware of their emotional intelligence and learn about what makes them motivated and how to manage this information. We will also be introducing the Restorative Justice Circle which allows the participants to set the rules and the guidelines of the circle and create a safe environment to express their current state of emotion and or mind during the course of the program. Each workshop begins with a Restorative Circle and End with Journaling.</p>
<p><i>Post-Secondary Education Preparedness & Study Skills</i></p> <p>Participants will learn study techniques and how to develop a positive study habit. They will also be introduced to what is required to continue their education onto post-secondary education whether it be in the trade or professional field.</p>
<p><i>Cultural Competence</i></p> <p>Participants will learn how to identify if they are culturally competent and if not how to get there. They will also get an understanding of how society forms how we view culture.</p>
<p><i>Financial Literacy</i></p> <p>Participants will learn how to manage finances through the banking system, through credit systems and how to prepare a budget.</p>
<p><i>Sassy & Celibate & Satisfied</i></p> <p>This class will focus on teaching the participants the importance of having self-esteem and identifying their value. It will also help the participants to understand that when you understand your value you will not allow anyone to abuse or miss use you. Self Esteem breeds confidence and this is the program goal</p>
<p><i>How to Write a Resume</i></p> <p>Participants will learn the current formats to write resumes and what should be placed in them. They will be taken step by step to produce a usable resume.</p>
<p><i>How to Prepare for an Interview</i></p> <p>Participants will learn how to communicate and confirm an interview, they will be taught the appropriate attire to wear for an interview, they will be prepared for how to greet an</p>

interviewer, they will be informed on the verbiage to answer questions, they will have mock interviews with actual professionals.

Vision Boards

They will be taught of the importance of having a vision for your life and how to cast it visually so that it will help them stay on course and they can make literal tweaks and also mark off their accomplishments. They will also, be taught that vision boards can be created for many areas of their lives and for their professional development as well.

CPR/FA

The participants will become certified with a "Community Rescuer Certification" in Infant, Child & Adult CPR and AED use. They will also learn how to give first aid to anyone in need from Sever bleeding, Hearth attacks to animal or insect bites.

Make it A Day

This is an off-campus event where we take the girls to have a MAC makeup day in preparation for the Ball. They will also have their dresses altered and have breakfast with their Mentors.

Ballroom Etiquette & Ballroom Dancing

The participants will be taught how to eat properly with utensils and napkin placement. They will also be taught the beginning of their ball dance selection. Also, during the ball dancing segment, they will be instructed on proper walking posture.

Life Lifters International
Profit & Loss
 May 24 through June 23, 2018

	May 24 - Jun 23, 18
Ordinary Income/Expense	
Income	
Direct Public Support	
Individ, Business Contributions	984.07
Total Direct Public Support	984.07
Dividends	1.39
Program Income	
Annual Commitment	490.00
Basic Steps Ballet Program	400.00
CDBG	700.00
Debutante Ball	822.39
Total Program Income	2,412.39
Total Income	3,397.85
Gross Profit	3,397.85
Expense	
Bank Fees	1.00
Donation	
Basic Steps Ballet Program	500.00
Debutante Ball	288.86
Karen Memorial Fund	500.00
Total Donation	1,288.86
Meal and Entertainment	282.49
Operations	
Postage, Mailing Service	138.50
Total Operations	138.50
Other Types of Expenses	
Insurance - Liability, D and O	200.00
Other Types of Expenses - Other	5.54
Total Other Types of Expenses	205.54
Travel and Meetings	
Auto Expense	
Fuel	52.91
Auto Expense - Other	43.00
Total Auto Expense	95.91
Travel	25.00
Total Travel and Meetings	120.91
Total Expense	2,037.30
Net Ordinary Income	1,360.55
Net Income	1,360.55

Life Lifters International
Statement of Cash Flows
May 24 through June 23, 2018

	<u>May 24 - Jun 23, 18</u>
OPERATING ACTIVITIES	
Net Income	1,360.55
Net cash provided by Operating Activities	1,360.55
Net cash increase for period	1,360.55
Cash at beginning of period	8,956.82
Cash at end of period	<u>10,317.37</u>

Life Lifters International
Profit & Loss
July through December 2018

Accrual Basis

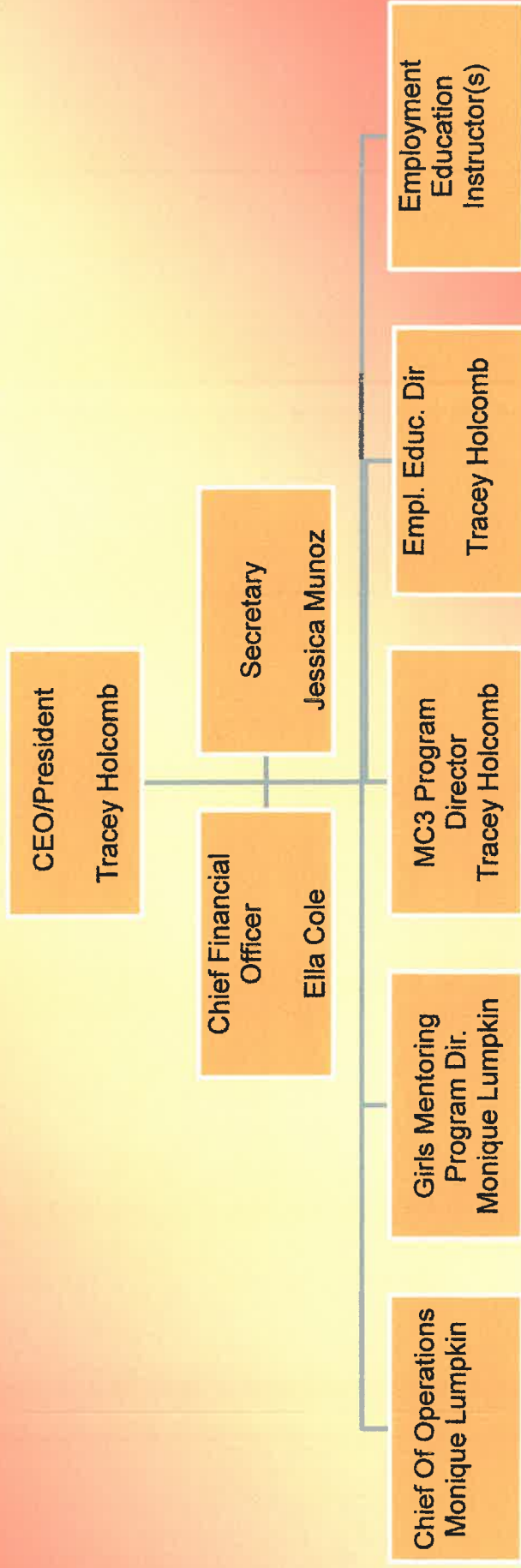
	Jul - Dec 18
Ordinary Income/Expense	
Income	
Direct Public Support	
Individ, Business Contributions	7,560.00
Total Direct Public Support	7,560.00
Grants	
CDBG	13,681.67
Total Grants	13,681.67
Program Income	
Annual Commitment	1,925.00
Basic Steps Ballet Program	935.00
Debutante Ball	105.00
Women in Crisis	500.00
Total Program Income	3,465.00
Total Income	24,706.67
Gross Profit	24,706.67
Expense	
Bank Fees	15.00
Donation/ Grants	
Backpack Giveaway	5,120.35
Basic Steps Ballet Program	910.06
CDBG	11,445.42
Debutante Ball	613.42
Diamonds & Pearls	470.86
Employment Education	109.51
Karen Memorial Fund	2,064.20
Mentoring Program	18.59
Safety Training	170.36
SWAG	204.31
Women in Crisis	500.00
Donation/ Grants - Other	405.29
Total Donation/ Grants	22,032.37
Meal and Entertainment	
Meeting Meals	84.45
Meal and Entertainment - Other	180.36
Total Meal and Entertainment	264.81
Operations	
Postage, Mailing Service	819.60
Printing and Copying	281.66
Supplies	310.12
Website	207.75
Operations - Other	252.77
Total Operations	1,871.90
Other Types of Expenses	
Insurance - Liability, D and O	202.39
Total Other Types of Expenses	202.39
Professional Fees	
CDBG Pro Fee	700.00
Total Professional Fees	700.00

Life Lifters International
Profit & Loss
July through December 2018

Accrual Basis

	<u>Jul - Dec 18</u>
Travel and Meetings	
Auto Expense	
Fuel	13.37
Auto Expense - Other	315.49
Total Auto Expense	328.86
Hotel	437.60
Travel	831.21
Total Travel and Meetings	1,597.67
Total Expense	26,768.59
Net Ordinary Income	-2,061.92
Other Income/Expense	
Other Income	
Dividends	5.25
Total Other Income	5.25
Other Expense	
Ask Owner	29.16
Total Other Expense	29.16
Net Other Income	-23.91
Net Income	<u><u>-2,085.83</u></u>

LLI Organizational Chart





October 24, 2019

Christina Taylor, Community Development Director
City of Beaumont
550 E. 6th Street
Beaumont, CA 92223

Dear Ms. Taylor,

We the Board of Directors of Life Lifters International, give our Chief Executive Officer the authorization and approval to sign the submitted Community Development Block Grant (CDBG) application for fiscal year 2020-2021.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Tracey C. Holcomb".

Tracey C. Holcomb
Life Lifters International
760-819-1006

RECEIVED

OCT 24 2019