

Ceta Canyon Camp and Retreat Center

Refurbishment of Trust Cabin Lodges

Request Amount: \$50,000 Project Budget: \$53,642 (93.21% of Project Budget)

| Applicant Organization |
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| <p>Ceta Canyon Camp and Retreat Center 37201 FM 1721 Happy, TX 79042-3417 Year Founded: 01/01/2019* Type of Organization: Religion Related Website: www.cetacanyon.org</p> |

Mission Statement: A Special Place Where God Is Experienced And Lives Are Changed.

Organization and Leadership: Ceta Canyon Camp and Retreat Center (Ceta Canyon or Ceta) is located in a beautiful branch of the Palo Duro Canyon, about 30 minutes Southeast of Canyon, Texas, in Randall County, on over 400 acres of God's magnificent canyon setting with trees, a natural waterfall, and wildlife. Since 1918, generations of lives have been touched by the ministry of Ceta Canyon.

The Ministry and Outreach of Ceta Canyon normally serves 9,000 guests throughout the Texas Panhandle and beyond, from 2nd Grade up to Seniors, on an annual basis. The variety of program areas include: Outdoor Learning Center, Giant Double Water Slide, Jumping Pillow, Schaeffer Challenge Course, Sumner Pond, Archery, Swimming Pool, and Hiking Trails. A total of 8,618 individuals were served in 2019 and include the following groups.

- Summer Youth Camp – Served 2,006 campers in 2019. The Northwest Texas Methodist Camping Conference oversees the programming for seven weeks.
- Specialty Camps – Served 542 guests in 2019. Campers enjoy new fun experiences, build relationships with new friends, and learn new skills.
 - Camp New Day - Diabetic - children and youth - ages 6-14
 - New Dawn - Mentally Challenged - adults 18 and up
 - Sky Camp - Grief Camp - children and youth
 - Camp Alphonse - Cancer Camp - children and youth - ages 6-14
- In House Programs - 504 guests served in 2019. Mother/Daughter Retreat, Restore Winter Youth Retreat, Lil' Ceta Camp for 2nd-3rd graders, Family Camp, Teen Mentor Retreat, and Day Camp ministry through the Wesley Community Center.
- Outdoor Education - 1,476 students and teachers served in 2019. School Districts served include: Amarillo, Big Spring, Canyon, Cotton Center, Dumas, Kress, Idalou, Littlefield, Sunray, Tulia, and Wildorado as well as private schools St. Anthony's Catholic in Amarillo and Dalhart Mennonite.
- Universities/Colleges – 713 students served in 2019 from West Texas A&M University, Amarillo College and Texas Tech University groups.
- Church retreats – 2,211 guests served from churches in the Panhandle and beyond in 2019. These guests experience renewal and spiritual growth.
- Leadership Groups - 335 guests from Community Organizations and Chamber of Commerce Leadership Groups from the Panhandle Region served in 2019. These guests experience leadership development and team building.
- Family Reunions – 831 individuals served in 2019.

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Financial Information

Operating budget: \$1,522,750

Reserves: Yes

If yes, value of reserves: \$150,000

Description of reserves: Reserves are available in case of emergency. Must have board approval.

Endowment? Yes

If yes, value as of the most current 990/Audit: \$277,164

Where is your Endowment(s) managed or held? Is it restricted, and if so, for what purpose(s)?

The Camp's endowment funds consist of a fund established in 2005 held with the Texas Methodist Foundation. The purpose of this fund is to be able to use the earnings for capital improvements, maintenance, repairs, and replacement of real and personal property owned by the camp. The funds may be used for other purposes with approval by the endowment fund committee. The Camp took advantage of the Amarillo Area Foundation's Future Focus Initiative in 2019 where AAF would match up to \$25,000 and opened an endowment there also.

Financial notes: *During 2019, Ceta Canyon filed IRS Form 1023 to have the IRS recognize them as a tax exempt entity on a stand-alone basis. Prior to 2019 the Camp was a tax exempt entity under a group ruling issued to the United Methodist Church in 1974.

| MEBF giving history to Organization | | |
|-------------------------------------|---|-----------|
| Year | Project Title | Amount |
| 2002 | To assist in funding the Garrison Retreat Lodge at Ceta Canyon Camp & Retreat Center. | \$75,000 |
| 2007 | To assist in funding out-of-pocket expenses for the purchase of Ceta Glen Christian Camp and capital improvements at Ceta Glen. | \$40,000 |
| 2008 | To repair and upgrade the on-site septic waste water system. | \$100,000 |
| 2014 | Purchase and construction of the "Hillside Slide Model: Yogi Bear Double Water Slide. | \$50,000 |
| 2017 | Construction of a New Outdoor Learning & Nature Center Facility. | \$50,000 |

Total Number of Grants Awarded: 5

Total Amount Granted: \$315,000

| 3 Most Recent Year End Financials | Income | Expenses | Variance | Net Assets |
|-----------------------------------|-------------|-------------|------------|-------------|
| FYE 12/31/2019 Audit | \$1,763,760 | \$1,805,638 | -\$41,878* | \$3,729,842 |
| FYE 12/31/2018 Audit | \$1,632,766 | \$1,700,407 | -\$67,641* | \$3,771,720 |
| FYE 12/31/2017 Audit | \$1,707,417 | \$1,706,271 | \$1,146 | \$3,839,361 |

*FYE 12/31/2019 includes \$356,707 in depreciation and FYE 12/31/2018 includes \$340,528 in depreciation.

| Staff | |
|------------|---|
| Full Time | 8 |
| Part Time | 2 |
| Volunteers | |

| Board Giving/Volunteering | |
|--|-----|
| Does your organization require board members to make a "meaningful" financial contribution to your organization according to their ability? | Yes |
| If yes, what percentage of your Board of Directors made a "meaningful" financial contribution to your organization during the current fiscal year? | 100 |
| What percentage of your Board of Directors volunteered time and/or services to the charity – beyond attending board meetings? | 100 |

Funding Sources as per most recent IRS 990 or Audit (in percentages):

| | | | | | |
|--------------------------|----|-------------------------------|----|--------------------------------|---------|
| Religious Organizations: | 3 | Special Events: | 12 | United Way: | |
| Civic Clubs: | | Endowment or Interest Income: | 1 | In-Kind Contributions: | |
| Corp/Bus Donors: | 2 | Fees or Earned Income: | 69 | Other: | |
| Individuals: | 11 | Government Grants: | | Explain Other Funding Sources: | |
| Foundations: | 2 | Government Contracts: | | Total % of Funding Sources: | 100.00% |

| | | |
|--|------------------------|---|
| Age Group: Children (6-13), Young Adults (14-18), Adults | Gender: Both | Program Area: Housing & Shelter |
|--|------------------------|---|

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| | | |
|--|---|--|
| Ethnicity: Caucasian, Hispanic, African American | Counties Served: All Counties | Type of Support: Capital - New Construction, Renovation, Equipment, Land/Building Purchase |
| Beneficiaries: Children or Youth | | # of Beneficiaries: 750 |

*Beneficiary Clarification: Expected guests that would stay in the Trust Cabin over the course of a year.

Project Description:

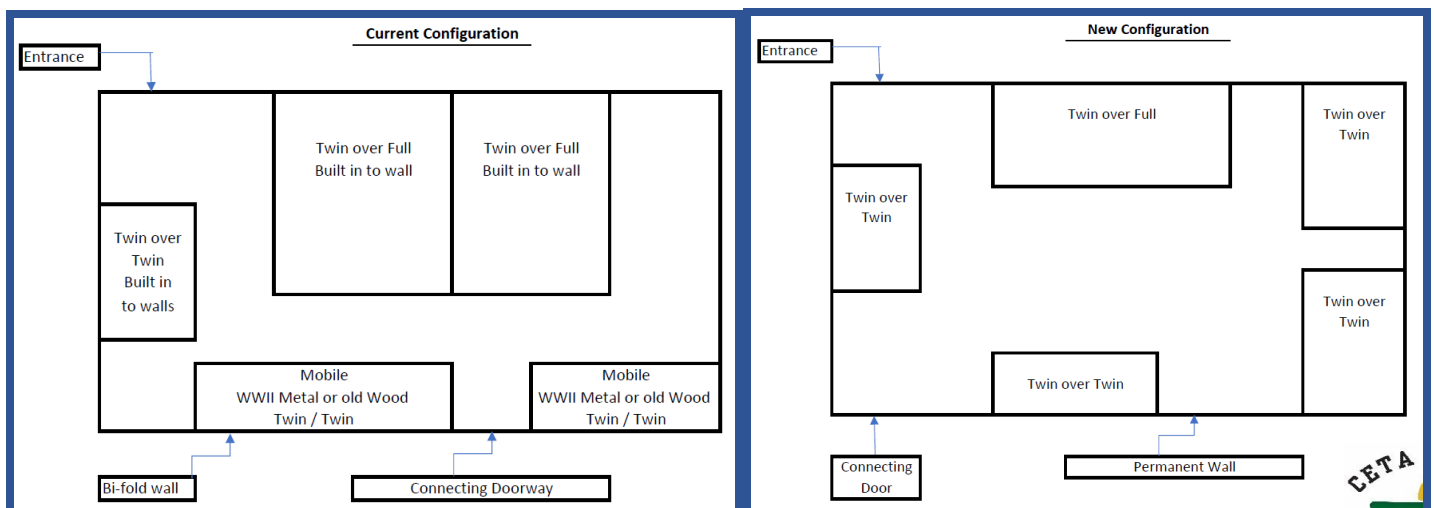
The four Trust Cabins (Trust 100, 200, 300 and, 400) at Ceta Canyon were built in the late 1980's and were originally designed to sleep 24 people per cabin (4 rooms with 6 beds each). Each cabin has a set of built in bunk beds. As the demand for the bed space increased, additional beds were added until each room now has 10 beds for a total of 40 people per cabin. This has created an area that is overcrowded and inflexible. When the Trust Cabins were built, they were built with a pad and pier method; however, the exterior below the lodges were left open leaving plumbing and floor not insulated for year-round use and vulnerable to cold temperatures. This means that the Trust Cabins are shut down and unusable for much of the year (at least October to May).

In 2018, Ceta Canyon started replacing all beds across the camp with metal frames as the new frames and mattresses are sturdier and more resistance to insect issues and easier to clean and sanitize. They are also easier for staff to break down and move around. Garrison Lodge and Ceta Lodge have both been upgraded with metal bed frames and new sealed mattresses. Ceta is now ready to replace and upgrade the Trust Cabins.

First, Ceta will remodel the interior rooms by removing the built in bunks and redesigning interior walls and partitions to allow for more flexibility for room usage while maintaining the needed capacity of 10 beds per room. Second, Ceta will replace the existing wooden and mismatched beds with metal frame bunkbeds. Third, and lastly, Ceta Canyon will enclose the area below each Trust Cabin and properly insulate the plumbing to allow for year-round use.

Ceta Canyon staff plan for this to be a two-phase project due to limited resources resulting from the COVID-19 Pandemic. Phase 1 will be Trust Cabins 100 & 200. Phase 2 will be Trust Cabins 300 & 400. Anticipated Phase 1 project timeline (2021): FEB - Grant approval Mary E. Bivins Foundation. MAR - Order carpet and remove old beds for Trust 100 & 200. APR - Purchase beds and mattresses for Trust 100 & 200. MAY - Open Trust Cabins 100 & 200 for group usage. SEPT - Enclose and insulate lower area of buildings 100 & 200.

Below is a picture of the current configuration of a Trust Cabin Room with beds and the new configuration.



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Current built in wooden beds



Movable metal beds to be purchased



Ceta Canyon has worked with a planning consultant, Jody Oates, from Kaleidoscope Inc. since 2012. In 2019, Ceta opened the Outdoor Learning Center and construction on the new Welcome Center/Office will begin in 2021. Ceta is in the process of finalizing a new 3-5 year Strategic Plan and Key Area Facility Plan with Jody. According to the plan, "Family programming continues to be the fastest growing model of growth for camping. During the past year, many camps have offered programs and spaces for families to utilize camps. Families are seeking a place away from the social distant manner of living and are comfortable with a short get away with family. Ceta can explore providing retreat programming for extended family events, singles, single parents, grandparent/grandchild, parent/child, etc." Ceta needs space to accommodate more and varied groups.

Ceta Canyon turns away groups during the fall and winter because of lodging/bed limitations. This project will provide Ceta with another year-round lodging facility to better accommodate guests needs and allow growth of the facility's use. Garrison Lodge has 200 beds available year-round; Ceta Lodge has 84 beds available year-round; and each Trust Cabin that is updated will increase the number of beds by 40 (a total of 160 once all four Trust Cabins are complete) which will bring the total of year-round available beds from 284 to 444.

Ceta was closed for 4.5 months starting in mid-March due to COVID-19. Ceta re-opened August 1, 2020 on a much smaller scale but many retreats were cancelled resulting in an unprecedented FYE 2020 projected loss of \$1 million in earned revenue from retreats and camps. In May of 2020, Ceta established an Emergency Operation Fund because of the revenue losses due to COVID-19. This special fund has now raised over \$184,000 and helped reduce the projected year-end deficit from over \$400,000 down to \$200,000. A capital project grant for Phase 1 of the Trust Cabins will ensure that Maintenance Reserve Funds are freed up and can be used to continue to reduce the projected 2020 year end deficit.

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Upon Phase 1 completion, Ceta Canyon will have two nicely re-modeled and attractive Trust Cabin Lodges available for year-round usage, with new beds, mattresses, and carpet. The rooms will be much more appealing and spacious than before. Ceta will be able to serve more groups in the winter months and accommodate a small group environment for groups that desire one. The increase in facility use due to the upgraded cabins that maintain physical distancing requirements will increase earned revenue.

Trust Cabin Refurbish Phase I Cabins 100 & 200

| Item | Vendor | Cost | Qty | Extended |
|------------------------------------|----------------------|-------------|------------|-----------------|
| <u>Beds</u> | | | | |
| Twin / Full Bunkbed | American Bedding Co. | \$514.00 | 8 | \$4,112 |
| Twin / Twin Bunkbed | American Bedding Co. | \$424.00 | 32 | \$13,568 |
| Full Mattress | American Bedding Co. | \$218.00 | 8 | \$1,744 |
| Single Mattress | American Bedding Co. | \$114.00 | 8 | \$912 |
| Twin Mattress | American Bedding Co. | \$109.00 | 64 | \$6,976 |
| Carpet 1600' sq. | Carpet World | \$3.50 | 4,000 | \$14,000 |
| <u>Wall Materials</u> | | | | |
| Lumber | Lowes / Home Depot | \$680.00 | 2 | \$1,360 |
| Wall Covering | Lowes / Home Depot | \$1,070.00 | 2 | \$2,140 |
| Doors | Lowes / Home Depot | \$250.00 | 2 | \$500 |
| Hardware | Lowes / Home Depot | \$375.00 | 2 | \$750 |
| <u>Foundation Materials</u> | | | | |
| Lumber | Lowes / Home Depot | \$925.00 | 2 | \$1,850 |
| Insulation | Lowes / Home Depot | \$640.00 | 2 | \$1,280 |
| Sheeting | Lowes / Home Depot | \$1,575.00 | 2 | \$3,150 |
| Hardware | Lowes / Home Depot | \$300.00 | 2 | \$600 |
| Paint / Stain | Lowes / Home Depot | \$350.00 | 2 | \$700 |
| Totals | | | | \$53,642 |

Maintenance of the Trust Cabins will be supported with guest fees, operations, and maintenance reserve funds. Normally \$124,000 annually is allocated into a Maintenance Reserve fund for capital projects in the following year. This year, due to the projected \$200,000 year-end deficit from the COVID-19 closure and cancellations, Ceta Canyon has had to reduce the Maintenance Reserve fund to cover the deficit and might have to do so again next year. This grant would ensure the reduction is minimal. The project may have to continue to be put on hold if the grant is not funded. Several other Foundations have provided grants to the 2020 Emergency Fund and Ceta Canyon may not be able to seek grants from them in 2021.