

**REVISED Executive Committee (Acting as Board)**

Thursday, October 26, 2017

9:00 am – 11:00 am

Charles Morris Conference Room

***Be the Driving Force*** to meet our roles and responsibilities as a non-profit Board by:

➤ *Providing Oversight* ➤ *Ensuring Adequate Resources* ➤ *Establishing a Strategic Direction*

**I. Determination of Quorum & Call to Order – Chris Rey, Chair**

- A. Fundraising and Friend Raising
  - 1. Board Donations – Currently at 31%
  - 2. Thank You Note Cards to Donors
  - 3. Volunteer Forms

**II. Consent Agenda – Providing Oversight\* (See Section VIII.A.)**

**III. Closed Session Minutes – September 28, 2017\***

**IV. President's Report <sup>Δ</sup> – M. Sonnenberg**

- A. North Carolina Partnership for Children (NCPC) Update / Legislative Update
- B. PFC Annual Celebration Update
- C. Forward March Conference Update
- D. Network for Southern Economic Mobility
- E. PFC United Way Campaign
- F. NC Justice Center, Pathways to Prosperity Forum
- G. Bikes & Barbecue
- H. Allocation Process
- I. Opportunities for Corporate Grants

**V. Establishing a Strategic Direction for the Future**

- A. Smart Start Bidders Conference <sup>Δ</sup> – Linda Blanton

**VI. New Business**

- A. Financial Summary: September 2017 <sup>Δ</sup> – M. Lilly
  - 1. Cash and In-Kind <sup>Δ</sup> – A. Hall
- B. FY 17/18 Partnership Umbrella Budget (PUB)\* – M. Lilly
- C. Contingency Reversion Plan\* – M. Lilly
- D. Budget Revision/Amendment\* – C. Mangum
  - 1. Child Care Resource and Referral (CCR&R)
- E. Dolly Parton Imaginary Library (DPIL) Expansion <sup>Δ</sup> – M. Sonnenberg

**VII. Old Business**

- A. PFC Audit Update <sup>Δ</sup> – M. Lilly
- B. Bikes & BBQ Event Update <sup>Δ</sup> – S. Moyer
- C. 2018 Soirée, March 10, 2018, 5:30pm-10:00pm, Crown Arena <sup>Δ</sup> – P. Melton

**VIII. CONSENT ITEMS/ITEMS FOR INFORMATION**

A. Consent Agenda Items

**1. Minutes\***

- a. *September 28, 2017*

**2. Program (Action Items)\***

- a. *Planning and Evaluation – (Meeting October 10, 2017) – A. Cannon, Chair*

- i. *Planning, Research and Evaluation Policy*
- ii. *Programmatic Monitoring of Smart Start Funded Activities Policy*
- iii. *Contract Activity Description (CAD) Changes*
- iv. *Planning, Assumptions and Strategic Priorities*
- v. *2018-21 Three Year Plan*

- b. *Facility and Tenant – (Meeting October 16, 2017) – H. Debnam, Chair*

- i. *Lease Renewals*

- (1) *Boys and Girls Homes of North Carolina 11/30/17*
- (2) *Clean World USA 1/31/18*
- (3) *Darlene Fairley 1/31/18*
- (4) *Knight Consulting 12/31/17*
- (5) *Johnson Financial Services 1/31/17*

- ii. *New Lease Applications*

- (1) *True North Counseling and Assessments, PLLC*
- (2) *EmPower2Shift, PLLC*
- (3) *CateRRRflies Lifework, PLLC*

- c. *Finance – (Meeting October 17, 2017) – M. Hedgepeth, Chair*

- i. *Unallocated Smart Start Funds, \$49,750*

**3. Committee Information (Non Action) <sup>Δ</sup>**

- a. *Planning and Evaluation*

- i. *Community Child Abuse Prevention Plan*

- b. *Facility and Tenant*

- i. *Policy Review*

- c. *Finance*

- i. *Smart Start<sup>e</sup>*

- ii. *NC Pre-Kindergarten<sup>e</sup>*

- iii. *DCDEE – Region 5<sup>e</sup>*

- iv. *All Funding Source <sup>e</sup>*

- v. *Unrestricted State Revenues<sup>e</sup>*

**B. Upcoming Committee Meetings**

| <b>MEETING</b>                              | <b>MEETING DATE</b> | <b>MEETING TIME</b> |
|---|---------------------|---------------------|
| Human Resource                              | November 8, 2017    | 8:00 am – 9:15 am   |
| CCR&R                                       | November 16, 2017   | 9:00 am – 11:00 am  |
| Facility & Tenant                           | November 20, 2017   | 11:30 am – 1:00 pm  |
| Board Development                           | November 28, 2017   | 1:00 pm – 2:30 pm   |
| Board of Directors<br>(& NC Pre-K Planning) | November 30, 2017   | 12:00 pm – 2:00 pm  |
| Planning & Evaluation                       | December 12, 2017   | 2:00 pm – 4:00 pm   |
| Executive                                   | December 14, 2017   | 9:00 am – 11:00 am  |
| Finance                                     | January 16, 2018    | 3:00 pm – 5:00 pm   |
| Public Engagement &<br>Development (PED)    | February 6, 2018    | 3:00 pm – 5:00 pm   |

**C. External Events**

| <b>EVENT</b>   | <b>DATE</b>       | <b>TIME</b>   | <b>LOCATION</b>       | <b>CONTACT</b>                |
|--|-------------------|---------------|-----------------------|-------------------------------|
| NC Justice Center, Pathways to Prosperity Public Forum | November 18, 2017 | 9:00am-4:00pm | Cumberland County DSS | Mary Sonnenberg<br>@ 826-3102 |

**D. Upcoming Events/Volunteer Opportunities**

| <b>EVENT</b>                    | <b>DATE</b>  | <b>LOCATION</b> | <b>CONTACT</b>                 |
|---------------------------------|--|-----------------|--------------------------------|
| Truckload of Hope (Diaper Bank) | November 4, 2017   | PFC             | Michelle Hearon<br>@ 826-3073  |
| Soirée                          | March 10, 2018   | Crown Arena     | Daniele Malvesti<br>@ 826-3037 |
| Story & Art Time                | 2 <sup>nd</sup> & 4 <sup>th</sup> Friday of each Month – 10:30- noon | PFC             | Bobbie Capps<br>@ 826-3044     |
| Grandparent Support Group       | 3 <sup>rd</sup> Tuesday of each Month 10:00-noon                     | PFC             | Vicky Jimenez<br>@ 826-3024    |

**E. Holiday Schedule**

| <b>HOLIDAY</b>      | <b>DATE(S) CLOSED</b>                                 |
|---------------------|---|
| Veteran's Day       | Friday, November 10, 2017                             |
| Thanksgiving        | Wednesday, November 22 – Friday, November 24, 2017    |
| Christmas           | Monday, December 25, 2017 – Friday, December 29, 2017 |
| New Year's Day 2018 | Monday, January 1, 2018                               |

**IX. Adjournment – Chris Rey, Chair**

\* Needs Action    ^ Information Only ! Possible Conflict of Interest (Recusals)

° Electronic Copy (Hard copies are available upon request)

## **Executive Committee (Acting as Board) – President’s Report**

Tuesday, October 26, 2017

- A. North Carolina Partnership for Children (NCPC) Update / Legislative Update
  - 1. CHIP and MIECHV expiration 9/30. Still being worked on, no agreement on how to pay. NC can cover for a few months but notices could start going out to families.
  - 2. Federal legislation: Child Care for Working Families Act (S.1806/H.R. 3773) would amend the Child Care and Development Grant to provide sufficient funding so that all eligible families can afford high-quality childcare.
    - a. Quality care and workforce development.
    - b. Challenging due to price tag but highlights our areas of focus.
  - 3. NCPC Updates
    - a. Dolly Parton Imagination Library – contracts have gone out to partnerships. Press conference in Spruce Pines October 20 to launch. NCPC providing some materials to promote. Will be collaborating with United Way to expand in Cumberland County. We submitted a press release for the expansion in Cumberland County.
    - b. Information on the B-3 Council. Members appointed by November 1. Survey was sent out by Susan Perry-Manning out to gather information.
- B. PFC Annual Celebration –
  - a. Susan Perry-Manning presented on the state perspective in her talk “Unleashing Potential: North Carolina’s Early Childhood Action Plan”.
  - b. We presented Individual and Organization Driving Force Awards as well as specific volunteer awards for some of our key corporate partners.
  - c. Perry Melton announced the theme for the 2018 Soiree.
- C. Forward March Conference, October 24-25, 2017, Iron Mike Conference Center on Fort Bragg
  - 1. Good attendance. Focus on behavioral health services; session on integrated medicine and best practices for integrated behavioral health and application in our community.
  - 2. VIP dinner hosted here at PFC.
  - 3. Requests for Family Focus Guides and listings of behavioral and medical providers.
- D. Network for Southern Economic Mobility – The City of Fayetteville submitted an application to participate in a 2-year program focused on investing in youth economic mobility. The application was based on a Harvard study finding Cumberland County to be “among the worst counties in the U.S. for helping poor children up the income ladder.” Many of the issues related to this study and other initiatives going on in Cumberland County focus on areas of concentrated poverty. This includes the work by the NC Justice Center (Pathways to Prosperity), Greater Fayetteville United’s Social Capital survey and the work being done by NC State’s Institute for Emerging Issues Crib

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to Career Workshops. Fayetteville was selected and received funding to cover the cost for participating. A leadership team of eight people has been formed and I will be representing the Partnership in this initiative. The first meeting is November 1-3 in Durham. It is a very exciting time to be here collaborating and convening groups to focus on these critical issues.

- E. PFC United Way Campaign – each year we do an employee campaign. The kick-off was Monday. The goal is to support overall community engagement with other agencies who serve the community. It is a great effort to broaden our focus and reach other partners. Our goal is \$8,000. There will be several opportunities for Board members to engage, beginning with lunch and bake sale items today. In addition, we are doing a food drive. Our campaign will end November 20<sup>th</sup>.
- F. NC Justice Center, Pathways to Prosperity Forum, November 18, 9-4:00, Department of Social Services. Lunch will be provided for attendees. Click here for quick RSVP: <http://www.pathwaysforprosperity.org/rsvpmaker/pathways-for-prosperity-summit-2017-11-18/>
- G. Bikes & Barbecue, October 14 – new outreach event in conjunction with the Chamber of Commerce. We are continuing to look at new and different places for community outreach.
- H. Allocation process – Bidders Conferences in process. Session held October 12; next one scheduled for November 9. Invitations will be sent out to get committee members.
- I. Opportunities for Corporate Grants - nominations
  - a. Staples 2 Million and Change Grant (inquiry stage)
  - b. CarMax Regional Grant from the CarMax Foundation (\$10,000, potentially up to 3 years; looking at potentially augmenting planned Kindergarten transition work)

**PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.**  
**FINANCIAL SUMMARY - WHAT YOU NEED TO KNOW**

## **Board Responsibility**

*The review of the financial statements is the responsibility of the Committee and Board Members of PFC.*

*The detailed financial reports have been provided to you via email and will be provided electronically during the meeting.*

**September 30, 2017**

### **1 Balance Sheet**

- a. The cash balances; investments and liabilities are at the anticipated amounts and are sufficient for the current needs.
- b. Historically at yearend and in July, funds are at its lowest until grant reimbursements are received during the first quarter.

### **2 Smart Start Grant**

- a. PFC's Smart Start grant budgets are reflected at full allocation effective 07-01-2017
- b. The remaining \$49,750.00 of unallocated Smart Start services funds will be reflected in service activity budgets once additional contractors and/or activities have been put into place; or if current contractors request additional funding.

### **3 NC Pre-Kindergarten Grant**

- a. PFC is in full contract with DCDEE effective 07-01-2017.
- b. The total grant of \$8,410,172 currently consists of ONLY state funds.
- c. An initial advance of \$841,017 was requested on 8-16-17 and was received in September 2017.
- d. No direct payments to providers for services have been made and are expected to begin in October 2017.
- e. During the month of September, advances of funds were made to providers who requested them.

### **4 DCDEE - Region 5 Grants**

- a. PFC's three Region 5 grants are now in contract effective 07-01-17.
- b. All budgets and expenditures are at the expected percentages at the month end.
- c. No reimbursements for the region grants have been received.

### **5 All Funding Sources**

- a. The cash balance at month-end is as projected and is sufficient for the requirements of the upcoming month.
- b. The reimbursement based grantors are behind schedule with their monthly reimbursements.
- c. The NC Pre-K reimbursements from DCDEE are sometimes received later than anticipated which causes the reimbursements to providers to be delayed.

### **6 Unrestricted State Revenues (USR)**

- a. The goal is to continue to use these funds only when other funding streams cannot be used or is not available.
- b. Some investment funds will **need to be converted to operating cash during this fiscal yearend** to cover the current and the anticipated shortfall as projected.
- c. In March 2017, the First Citizens Bank CD matured at \$249,522.08, including interest, and was deposited into the Partnership's main checking account until future investment decisions are made by the Investment Committee.
- d. In March 2017, the First South Bank Money Market account of \$243,587.60, including interest, was deposited into the Partnership's main checking account until future investment decisions are made by the Investment Committee.
- e. \$26,000 plus \$22,000 of the funds from items 6 e. and 6 f. above will remain in the Partnership's main checking account to assist in filling the shortfall in the operating funds portion of the USR funding stream. Any additional amounts will be determined at a later date by the Investment Committee.

### **7 Cash and In-kind Report**

- a. The 19% match amount reflected on the monthly report is reflected at 100% of the full allocation.
- b. PFC's Leadership Team, staff and Board members will continue to discuss and implement strategies to make up our potential short-fall to meet our match requirement. PFC did not meet last year's match requirement which was also at 19%.
- c. Since the 19% required match was not met for the FY ended June 30, 2017, there will be no contribution to the PFC endowment.
- d. Since the 19% required match was not met for the FY ended June 30, 2017, PFC will not be eligible to apply for additional grants with NCPC.
- e. Of the required \$1,253,751 match, we are required to report at least 13% in cash match. At the end of FY2016-2017, PFC exceeded that goal and projects to exceed the cash goal at the end of the 2017-18 fiscal year.
- f. **The actual shortfall was \$34,753.39 for FY2016-2017.**

# PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

## Cash & In-Kind Contributions Report Fiscal Year 2017/2018

Total Smart Start Allocation: \$ 6,598,689.00  
 Target Cash & In-Kind Required (19%): \$ 1,253,750.91  
 Target Cash Required (≥13%): \$ 857,829.57  
 Target In-Kind Required (±6%): \$ 395,921.34

1

| CASH DONATIONS                                   |          | July                | August              | September           | Y-T-D               |
|--|----------|---------------------|---------------------|---------------------|---------------------|
| <b>Cash Donations - In-House</b>                 |          |                     |                     |                     |                     |
| Board & Committee Donations                      | 501-4410 | \$ -                | \$ 160.00           | \$ 90.00            | \$ 250.00           |
| Staff Donations                                  | 501-4410 | \$ -                | \$ -                | \$ -                | \$ -                |
| Donations - General Admin Operations             | 501-4410 | \$ 216.11           | \$ 74.68            | \$ 194.93           | \$ 485.72           |
| Donations - General CCR&R                        | 501-4410 | \$ -                | \$ -                | \$ 400.00           | \$ 400.00           |
| Donations - Reach Out & Read                     | 501-4410 | \$ -                | \$ -                | \$ -                | \$ -                |
| Donations - General PD&C                         | 501-4410 | \$ -                | \$ -                | \$ -                | \$ -                |
| Donations - General PFCRC                        | 501-4410 | \$ -                | \$ -                | \$ -                | \$ -                |
| Donations - PD&C KidStuff                        | 501-4410 | \$ -                | \$ -                | \$ -                | \$ -                |
| Donations - CCR&R Angel Tree                     | 501-4410 | \$ -                | \$ -                | \$ -                | \$ -                |
| Donations - Vending Machine Proceeds             | 515-4410 | \$ 41.29            | \$ 41.73            | \$ -                | \$ 83.02            |
| Donations - PFC Annual Engagements               | 531-4410 | \$ -                | \$ -                | \$ -                | \$ -                |
| Donations - Forward March Conference             | 806-4830 | \$ 12,500.00        | \$ 1,667.00         | \$ 1,000.00         | \$ 15,167.00        |
| Donations - Fundraising Events 2016              | 820-4611 | \$ -                | \$ -                | \$ -                | \$ -                |
| Donations - Fundraising Events 2017              | 820-4611 | \$ -                | \$ -                | \$ -                | \$ -                |
| Donations - Fundraising Event Sales 2016         | 820-4601 | \$ -                | \$ -                | \$ -                | \$ -                |
| Donations - Fundraising Event Sales 2017         | 820-4601 | \$ -                | \$ -                | \$ -                | \$ -                |
| Program Income - Rent from Resource Center I     | 801-4824 | \$ 3,172.15         | \$ 4,041.15         | \$ 4,347.14         | \$ 11,560.44        |
| Program Income - Conference Room Rental RCI      | 801-4762 | \$ -                | \$ -                | \$ 350.00           | \$ 350.00           |
| Program Income - Nurturing Parenting Workshop Fc | 801-4836 | \$ -                | \$ -                | \$ -                | \$ -                |
| Program Income - Tenant Copier Fees              | 801-5311 | \$ 97.70            | \$ 10.00            | \$ 76.65            | \$ 184.35           |
| Program Income - CCR&R Workshop Fees             | 801-4823 | \$ 20.00            | \$ 2,105.00         | \$ 1,795.00         | \$ 3,920.00         |
| Program Income - CCR&R Resource Library Fees     | 801-4823 | \$ 33.90            | \$ 609.95           | \$ 169.70           | \$ 813.55           |
| Program Income - PDCC IACET Workshop Fees        | 801-4822 | \$ -                | \$ 500.00           | \$ 410.00           | \$ 910.00           |
| Program Income - PD&C Services                   | 801-4834 | \$ -                | \$ -                | \$ -                | \$ -                |
| Program Income - PD&C KidStuff                   | 801-4834 | \$ -                | \$ -                | \$ -                | \$ -                |
| Program Income - Summer Camp Expo                | 801-4833 | \$ -                | \$ -                | \$ -                | \$ -                |
| Program Income - Other                           | 801-4827 | \$ -                | \$ -                | \$ -                | \$ -                |
| Program Income - Rent from Resource Center II    | 812-4761 | \$ 4,166.66         | \$ 4,166.66         | \$ 4,166.66         | \$ 12,499.98        |
| Cost Reduction - Car Seat Program Parent Fees    | 144-6902 | \$ -                | \$ 620.00           | \$ 400.00           | \$ 1,020.00         |
| Quality Enhancement - Cash Matches               | 144-6904 | \$ -                | \$ -                | \$ -                | \$ -                |
| Cost Reduction - Unlimited Online Learning       | 144-5317 | \$ -                | \$ -                | \$ -                | \$ -                |
| <b>Total Cash Donations - In-House</b>           |          | <b>\$ 20,247.81</b> | <b>\$ 13,996.17</b> | <b>\$ 13,400.08</b> | <b>\$ 47,644.06</b> |

|  |  |             |              |                     |                     |
|--|--|-------------|--------------|---------------------|---------------------|
| <b>Cash Donations - Direct Service Providers</b>       |  |             |              |                     |                     |
| 1st Quarter (July - September)                         |  |             | \$ 26,089.67 | \$ 26,089.67        |                     |
| 2nd Quarter (October - December)                       |  |             |              | \$ -                |                     |
| 3rd Quarter (January - March)                          |  |             |              | \$ -                |                     |
| 4th Quarter (April - June)                             |  |             |              | \$ -                |                     |
| <b>Total Cash Donations - Direct Service Providers</b> |  | <b>\$ -</b> | <b>\$ -</b>  | <b>\$ 26,089.67</b> | <b>\$ 26,089.67</b> |

|                             |                     |                     |                     |                     |  |
|-----------------------------|---------------------|---------------------|---------------------|---------------------|--|
| <b>TOTAL CASH DONATIONS</b> | <b>\$ 20,247.81</b> | <b>\$ 13,996.17</b> | <b>\$ 39,489.75</b> | <b>\$ 73,733.73</b> |  |
|-----------------------------|---------------------|---------------------|---------------------|---------------------|--|

2

|   |          |             |             |                     |                     |
|---|----------|-------------|-------------|---------------------|---------------------|
| <b>GRANTS</b>                                 |          |             |             |                     |                     |
| WalMart Foundation (100% Private Grants)      | 533-4423 | \$ -        | \$ -        | \$ -                | \$ -                |
| Raising A Reader (100% Private Grants)        | 534-4420 | \$ -        | \$ -        | \$ -                | \$ -                |
| Kohl's Corporate Grants (100% Private Grants) | 518-4420 | \$ -        | \$ -        | \$ -                | \$ -                |
| Cumberland Community Foundation (100% Private | 535-4425 | \$ -        | \$ -        | \$ 10,000.00        | \$ 10,000.00        |
| <b>TOTAL GRANTS</b>                           |          | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 10,000.00</b> | <b>\$ 10,000.00</b> |

1.3%

|   |  |                    |                    |                    |                     |
|---|--|--------------------|--------------------|--------------------|---------------------|
| <b>IN-KIND DONATIONS</b>                          |  |                    |                    |                    |                     |
| <b>In-Kind Donations - In-House</b>               |  |                    |                    |                    |                     |
| In-Kind Donations - Volunteer Time                |  | \$ 4,288.40        | \$ 2,317.44        | \$ 4,112.32        | \$ 10,718.16        |
| Discounts on Materials - Kaplan                   |  | \$ -               | \$ -               | \$ -               | \$ -                |
| Discounts on Materials - Brame                    |  | \$ -               | \$ -               | \$ -               | \$ -                |
| Discounts on Materials - Discount School Supply   |  | \$ -               | \$ -               | \$ -               | \$ -                |
| Discounts on Materials - Lakeshore                |  | \$ -               | \$ -               | \$ -               | \$ -                |
| Discounts on Software - Techsoup Stock            |  | \$ -               | \$ -               | \$ -               | \$ -                |
| Donations - Other In-Kind                         |  | \$ -               | \$ -               | \$ -               | \$ -                |
| PFC Staff Donations - Supplies and Mileage        |  | \$ -               | \$ -               | \$ -               | \$ -                |
| PFC Board Member Donations - Supplies and Mileage |  | \$ -               | \$ -               | \$ -               | \$ -                |
| PFC Child Care Subsidy Parent Fees                |  | \$ -               | \$ -               | \$ -               | \$ -                |
| <b>Total In-Kind Donations - In-House</b>         |  | <b>\$ 4,288.40</b> | <b>\$ 2,317.44</b> | <b>\$ 4,112.32</b> | <b>\$ 10,718.16</b> |

|   |  |      |      |                     |                     |
|---|--|------|------|---------------------|---------------------|
| <b>In-Kind Donations - Direct Service Providers</b>       |  |      |      |                     |                     |
| 1st Quarter (July - September)                            |  | \$ - | \$ - | \$ 17,499.06        | \$ 17,499.06        |
| 2nd Quarter (October - December)                          |  |      |      | \$ -                | \$ -                |
| 3rd Quarter (January - March)                             |  |      |      | \$ -                | \$ -                |
| 4th Quarter (April - June)                                |  |      |      | \$ -                | \$ -                |
| <b>Total In-Kind Donations - Direct Service Providers</b> |  |      |      | <b>\$ 17,499.06</b> | <b>\$ 17,499.06</b> |

|                                |                    |                    |                     |                     |  |
|--------------------------------|--------------------|--------------------|---------------------|---------------------|--|
| <b>TOTAL IN-KIND DONATIONS</b> | <b>\$ 4,288.40</b> | <b>\$ 2,317.44</b> | <b>\$ 21,611.38</b> | <b>\$ 28,217.22</b> |  |
|--------------------------------|--------------------|--------------------|---------------------|---------------------|--|

0.4%

3

|                    |                     |                     |                     |                      |  |
|--------------------|---------------------|---------------------|---------------------|----------------------|--|
| <b>GRAND TOTAL</b> | <b>\$ 24,536.21</b> | <b>\$ 16,313.61</b> | <b>\$ 71,101.13</b> | <b>\$ 111,950.95</b> |  |
|--------------------|---------------------|---------------------|---------------------|----------------------|--|

1.7%

- 1 - Current Month Reporting
- 2 - YTD Cash Reported
- 3 - YTD In-Kind Reported
- 4 - Amount remaining to reach target

### TARGET REMAINING

**\$ (1,141,799.96)**

4



Partnership for Children of Cumberland County, Inc.  
Partnership Umbrella Budget for Major Funding Sources  
FY 17/18 Projection

Updated :  
FY 17 18 Projection Oct 17

|   |  | Major Funding Sources                              |                                |   |   |                     |                                      |                               |                        |                           |  |  |           |                  |        |                |                        |                            |  |                |
|---|--|--|--------------------------------|---|---|---------------------|--------------------------------------|-------------------------------|------------------------|---------------------------|--|--|-----------|------------------|--------|----------------|------------------------|----------------------------|--|----------------|
| Budgets for Select Funding Sources and Programs/Activities (Does not include: prior-year Smart Start, Sales Tax Reimbursement or Expense and Forfeited Flexible Spending Accounts.) |  | Smart Start (Allocation - 100%) Effective 07/01/17 | Multi-Accounting & Contracting | Unrestricted State Revenues (Reserve Accts) | Unrestricted State Revenues (Prior Yr. Carryover) | NC Pre-Kindergarten | NC Pre-K Admin. Fees (Reg. & Expan.) | NC Pre-K Quality Funds (CCDF) | Family Caregiver Grant | Region 5 DCD Grant - Core | Region 5 DCD Grant Special Projects - Infant/Toddler | Region 5 DCD Grant Special Projects - Healthy Social Behaviors | Donations | Vending Machines | Kohl's | Private Grants | PFC Annual Engagements | CCF - Grandparents Support | Unrestricted State Revenues (Endowment Fund) | Program Income |
| Fund Code   |  | 143 & 144  | 201                            | 208   | 208   | 206 & 319           | 211                                  | 3XX                           | 301                    | 307                       | 312  | 313  | 501       | 515              | 518    | 526            | 531                    | 535                        | 599  | 801            |
| Contract Period   |  | 07/17-06/18  | 07/17-06/18                    | N/A   | N/A   | 07/17-06/18         | 07/17-06/18                          | TBD                           | 07/17-06/18            | 07/17-06/18               | 07/17-06/18  | 07/17-06/18  | N/A       | N/A              | N/A    | N/A            | N/A                    | N/A                        | N/A  | N/A            |
| (1) Direct Service Providers & State Level Contracts  |  | 3,299,945  |                                |   | (2)   |                     |                                      |                               |                        |                           |  |  |           | -                |        |                |                        |                            |  |                |
| (2) CCR&R-Core Services (less IT)   |  | 633,244  |                                | 50,000                                      |   |                     | 62,308                               |                               | 3,000                  | 291,241                   | 119,163  | 118,259  | 2,000     |                  |        |                |                        | 17,427                     |  |                |
| (3) CCR&R-Professional Development Career Center  |  | 268,453  |                                |   |   |                     |                                      |                               |                        |                           |  |  | 1,000     |                  |        |                |                        |                            |  | 31,000         |
| (4) CCR&R-Subsidy (TANF/CCDF eligible)  |  | 366,368  |                                |   |   |                     |                                      |                               |                        |                           |  |  |           |                  |        |                |                        |                            |  |                |
| (5) CCR&R-Subsidy (non-TANF/CCDF eligible)  |  | 60,000   |                                |   |   |                     |                                      |                               |                        |                           |  |  |           |                  |        |                |                        |                            |  |                |
| (6) CCR&R-Subsidy - Administration  |  | 35,450   |                                |   |   |                     |                                      |                               |                        |                           |  |  |           |                  |        |                |                        |                            |  | 11,000         |
| (7) CCR&R-Early Childhood Programs (QEG)  |  | 188,317  |                                |   |   |                     |                                      |                               |                        |                           |  |  |           |                  |        |                |                        |                            |  |                |
| (8) CCR&R-NC Pre-K Direct Support   |  |  |                                |   |   | 8,073,765           |                                      |                               |                        |                           |  |  |           |                  |        |                |                        |                            |  |                |
| (9) CCR&R-NC Pre-K Qual. Maint./Support & Coordination  |  |  |                                |   |   |                     | -                                    |                               |                        |                           |  |  |           |                  |        |                |                        |                            |  |                |
| (10) CCR&R-High Quality Maintenance (HQM)   |  | 251,275  |                                |   |   |                     |                                      |                               |                        |                           |  |  |           |                  |        |                |                        |                            |  |                |
| (11) CCR&R-NC Pre K Direct Administrative Support   |  |  |                                |   |   |                     | 121,938                              |                               |                        |                           |  |  |           |                  |        |                |                        |                            |  |                |
| (12) EPA - Evaluation, Planning & Accountability (less IT)  |  | 273,260  |                                |   |   |                     |                                      |                               |                        | -                         |  |  |           |                  | -      |                | -                      |                            |  | 25,000         |
| (13) EPA - Prog. Coord.-Mon./Support  |  | 145,554  |                                |   |   |                     |                                      |                               |                        |                           |  |  |           |                  |        |                |                        |                            |  |                |
| (14) Community Engagement & Resource Development  |  | 190,083  |                                |   |   |                     |                                      |                               |                        |                           |  |  |           |                  |        |                | 1,080                  |                            |  | -              |
| (15) Government & Military Affairs (Advocacy)   |  |  |                                |   |   |                     |                                      |                               |                        |                           |  |  | -         |                  |        |                |                        |                            |  |                |
| (16) PFC Family Resource Center   |  | 300,227  |                                |   |   |                     |                                      |                               |                        |                           |  |  |           |                  |        | 200            |                        |                            |  | 30,000         |
| (17) Information Technology (160,553 + 56,411)  |  | 216,964  |                                |   | -   |                     |                                      |                               |                        |                           |  |  |           |                  |        |                |                        |                            |  |                |
| (18) Fundraising  |  |  |                                |   |   |                     |                                      |                               |                        |                           |  |  |           |                  |        |                |                        |                            |  |                |
| (19) Subtotal   |  | 6,229,140  | -                              | 50,000                                      | -   | 8,073,765           | 184,246                              |                               | 3,000                  | 291,241                   | 119,163  | 118,259  | 3,000     | -                | -      | 200            | 1,080                  | 17,427                     | -  | 97,000         |
| (20) Administrative Operations  |  | 319,799  | 74,431                         | -   | 12,850  | -                   | 152,161                              | -                             | -                      | 28,129                    | 11,586   | 11,386   | 5,500     |                  | 4,100  |                | -                      | -                          |  |                |
| (21) PFC Staff Events and Training  |  |  |                                |   | -   |                     |                                      |                               |                        |                           |  |  |           | 500              | -      | 2,000          |                        |                            |  |                |
| (22) Total  |  | 6,548,939  | 74,431                         | 50,000                                      | 12,850  | 8,073,765           | 336,407                              | 0                             | 3,000                  | 319,370                   | 130,749  | 129,645  | 8,500     | 500              | 4,100  | 2,200          | 1,080                  | 17,427                     | 0  | 97,000         |
| (23)  |  |  |                                |   |   |                     |                                      |                               |                        |                           |  |  |           |                  |        |                |                        |                            |  |                |
| (24)  |  |  |                                | (3)   |   |                     |                                      | (4)                           |                        | (5)                       |  |  |           |                  |        |                |                        | (6)                        |  |                |
| (25) Projected for FY 17/18   |  | 6,598,689  | 74,431                         | 429,000                                     | (429,000)   | 8,073,765           | 336,407                              | 168,203                       | 3,000                  | 319,370                   | 130,749  | 129,645  | 4,500     | 500              | 1,000  | -              | -                      | 10,000                     | -  | 95,500         |
| (26) Actual Carryover for FY 16/17  |  | -  |                                | 84,696                                      | 444,448   | -                   | -                                    | -                             | -                      | -                         | -  | -  | 19,816    | 1,730            | 5,510  | 4,468          | 1,080                  | 7,427                      | 31,384                                       | 96,952         |
| (27)  |  | 6,598,689  | 74,431                         | 513,696                                     | 15,448  | 8,073,765           | 336,407                              | 168,203                       | 3,000                  | 319,370                   | 130,749  | 129,645  | 24,316    | 2,230            | 6,510  | 4,468          | 1,080                  | 17,427                     | 31,384                                       | 192,452        |
| (28) Allocated  |  | 6,548,939  | (1)                            | 74,431                                      | 50,000  | 8,073,765           | 336,407                              | -                             | 3,000                  | 319,370                   | 130,749  | 129,645  | 8,500     | 500              | 4,100  | 2,200          | 1,080                  | 17,427                     | -  | 97,000         |
| (29) Unallocated  |  | 49,750   | -                              | 463,696                                     | 2,598   | -                   | -                                    | 168,203                       | -                      | -                         | -  | -  | 15,816    | 1,730            | 2,410  | 2,268          | -                      | -                          | 31,384                                       | 95,452         |
| (30)  |  | A  | B                              | C   | D   | E                   | F                                    | G                             | H                      | I                         | J  | K  | L         | M                | N      | O              | P                      | Q                          | R  | S              |

Notes:

- (1) Smart Start funds remaining to be allocated; Finance recommends plan to allocate to both literacy and non-literacy activities.
- (2) If there is a federal shutdown, allocate \$50,000 to fund Region 5 activities (staffing) until a budget is passed.
- (3) Transfer from Bank of America to PNC money market pending action by the Investment Committee.
- (4) Anticipated additional funds from DCDEE from federal CCDF funds - contract amendment has not been received.
- (5) Contracts were increased by 3% for FY 17/18.
- (6) Additional funding available for FY 17/18.



Partnership for Children of Cumberland County, Inc.  
Partnership Umbrella Budget for Major Funding Sources  
FY 17/18 Projection

Updated :  
FY 17 18 Projection Oct 17

| Budgets for Select Funding Sources and Programs/Activities<br>(Does not include: prior-year Smart Start, Sales Tax Reimbursement or Expense and Forfeited Flexible Spending Accounts.) | PFC RC II Rental Income | Old GEMS Shared Services | Forward March | Region 5 - Project Income | Hoke County PFC | Contracted Data Services - iDashboards/ New GEMS | Annual Fundraiser (Soiree) | Soiree - KidStuff | Fundraising - Admin Ops. (Prior Yrs Allocation) | PFC FRC - Capital Projects | Annual Fundraiser - Mission Moment FY 16/17 (Restricted) | Annual Fundraiser - ECE Education (Restricted) | Interest Income - Non SS Related | Information Technology - Outside Orgs. | Total      |
|--|-------------------------|--------------------------|---------------|---------------------------|-----------------|--|----------------------------|-------------------|---|----------------------------|--|--|----------------------------------|--|------------|
| Fund Code  | 802 & 812               | 804                      | 806           | 807                       | 815             | 816  | 820                        | 822               | 824   | 825                        | 827  | 828  | 899                              | 992-996                                |            |
| Contract Period  | N/A                     | N/A                      | N/A           | 07/17-06/18               | 07/17-06/18     | N/A  | N/A                        | N/A               | N/A   | N/A                        | N/A  | N/A  | N/A                              | N/A                                    |            |
| (1) Direct Service Providers & State Level Contracts   |                         |                          |               | -                         |                 |  |                            |                   |   |                            |  |  |                                  |  | 3,299,945  |
| (2) CCR&R-Core Services (less IT)  |                         |                          |               | 8,300                     |                 |  |                            |                   |   |                            |  | 5,000  |                                  |  | 1,309,942  |
| (3) CCR&R-Professional Development Career Center   |                         |                          |               |                           |                 |  |                            |                   |   |                            |  | -  |                                  |  | 300,453    |
| (4) CCR&R-Subsidy (TANF/CCDF eligible)   |                         |                          |               |                           |                 |  |                            |                   |   |                            |  | -  |                                  |  | 366,368    |
| (5) CCR&R-Subsidy (non-TANF/CCDF eligible)   |                         |                          |               |                           |                 |  |                            |                   |   |                            | 9,170  |  |                                  |  | 69,170     |
| (6) CCR&R-Subsidy - Administration   |                         |                          |               |                           |                 |  |                            |                   |   |                            |  |  |                                  |  | 46,450     |
| (7) CCR&R-Early Childhood Programs (QEG)   |                         |                          |               |                           |                 |  |                            |                   |   |                            |  |  |                                  |  | 188,317    |
| (8) CCR&R-NC Pre-K Direct Support  |                         |                          |               |                           |                 |  |                            |                   |   |                            |  |  |                                  |  | 8,073,765  |
| (9) CCR&R-NC Pre-K Qual. Maint./Support & Coordination   |                         |                          |               |                           |                 |  |                            |                   |   |                            |  |  |                                  |  | 0          |
| (10) CCR&R-High Quality Maintenance (HQM)  |                         |                          |               |                           |                 |  |                            |                   |   |                            |  |  |                                  |  | 251,275    |
| (11) CCR&R-NC Pre K Direct Administrative Support  |                         |                          |               |                           |                 |  |                            |                   |   |                            |  |  |                                  |  | 121,938    |
| (12) EPA - Evaluation, Planning & Accountability (less IT)   |                         | 14,500                   |               |                           | 14,775          | 12,900   |                            | -                 |   |                            | -  | -  |                                  |  | 340,435    |
| (13) EPA - Prog. Coord.-Mon./Support   |                         |                          |               |                           | -               |  |                            |                   |   |                            |  |  |                                  |  | 145,554    |
| (14) Community Engagement & Resource Development   |                         |                          |               |                           |                 |  | 6,000                      | 6,800             |   |                            |  |  |                                  |  | 203,963    |
| (15) Government & Military Affairs (Advocacy)  |                         |                          | 10,500        |                           |                 |  | 5,000                      |                   |   |                            | -  | -  |                                  |  | 15,500     |
| (16) PFC Family Resource Center  | 100,000                 |                          |               |                           |                 |  |                            |                   |   |                            |  |  |                                  |  | 430,427    |
| (17) Information Technology (160,553 + 56,411)   |                         |                          |               |                           |                 |  |                            |                   |   |                            |  |  |                                  | 98,800                                 | 315,764    |
| (18) Fundraising   |                         |                          |               |                           |                 |  | 50,000                     |                   |   |                            |  |  |                                  |  | 50,000     |
| (19) Subtotal  | 100,000                 | 14,500                   | 10,500        | 8,300                     | 14,775          | 12,900   | 61,000                     | 6,800             | -   | -                          | 9,170  | 5,000  | -                                | 98,800                                 | 15,529,266 |
| (20) Administrative Operations   | 50,000                  | -                        | 3,000         |                           |                 | 660  | 2,000                      | (8)               | 2,000   | -                          |  |  | 4,200                            | -                                      | 681,802    |
| (21) PFC Staff Events and Training   |                         |                          |               |                           |                 |  | 5,000                      |                   |   |                            |  |  | 1,860                            |  | 9,360      |
| (22) Total   | 150,000                 | 14,500                   | 13,500        | 8,300                     | 14,775          | 13,560   | 63,000                     | 6,800             | 2,000   | 0                          | 9,170  | 5,000  | 6,060                            | 98,800                                 | 16,211,068 |
| (23)   |                         |                          |               |                           |                 |  |                            |                   |   |                            |  |  |                                  |  |            |
| (24)   |                         |                          |               |                           |                 |  |                            | (7)               |   |                            |  |  |                                  |  | (9)        |
| (25) Projected for FY 17/18  | 125,410                 | 9,100                    | 19,800        | 8,300                     | 14,720          | 18,200   | 125,000                    | -                 | 2,000   | 6,500                      | -  | -  | 420                              | 137,500                                | 16,412,709 |
| (26) Actual Carryover for FY 16/17   | 112,970                 | 14,179                   | 10,677        | -                         | 14,925          | 26,372   | 76,198                     | 15,074            | 3,609   | 21,578                     | 9,170  | 5,000  | 16,094                           | 27,897                                 | 1,051,254  |
| (27)   | 238,380                 | 23,279                   | 30,477        | 8,300                     | 29,645          | 44,572   | 201,198                    | 15,074            | 5,609   | 28,078                     | 9,170  | 5,000  | 16,514                           | 165,397                                | 17,463,963 |
| (28) Allocated   | 150,000                 | 14,500                   | 13,500        | 8,300                     | 14,775          | 13,560   | 63,000                     | 6,800             | 2,000   | -                          | 9,170  | 5,000  | 6,060                            | 98,800                                 | 16,211,068 |
| (29) Unallocated   | 88,380                  | 8,779                    | 16,977        | -                         | 14,870          | 31,012   | 138,198                    | 8,274             | 3,609   | 28,078                     | -  | -  | 10,454                           | 66,597                                 | 1,248,535  |
| (30)   | T                       | U                        | V             | W                         | X               | Y  | Z                          | AA                | BB  | CC                         | DD   | EE   | FF                               | GG                                     | HH         |

Notes:

(7) Projected revenue (cash) for 2018 Soiree.

(8) Funding for staff development in addition to \$5,000 in Fund 828, which is restricted to professional development for ECE staff.

(9) Reconciliation between the amounts on the Final FY 16/17 PUB and FY 16/17 Carryover on this FY 17/18 PUB:

1,206,863 Final FY 16/17 PUB - Ending Balance

(53,406) FY 16/17 Smart Start reversion

(46,124) FY 16/17 NC Pre-K funds - not drawn down

(120) FY 16/17 Family Caregiver Grant reversion

(55,959) FY 16/17 Region 5 - Infant Toddler Project - not drawn down

\$ 1,051,254 FY 17/18 PUB - Beginning Balance



**Partnership for Children of Cumberland County, Inc.  
Contingency Reversion Plan  
FY 17/18**

| Reversions or Reserved Funds    |                                     |   |              |  |          |                      |              |
|---------------------------------|-------------------------------------|---|--------------|--|----------|----------------------|--------------|
| Direct Service Provider         | Activity                            | Description/Comments  | Amount       | Approval or Recommendation   | Date     | Description/Comments | Amount       |
| PFC                             |                                     | Unallocated Smart Start funds   | \$49,750     | Finance Recommended to Exec Cmte acting as Board to be placed on CR Plan | 10/26/17 |                      | \$49,750     |
|                                 |                                     |   |              |  |          |                      |              |
|                                 |                                     |   |              |  |          |                      |              |
|                                 |                                     |   |              |  |          |                      |              |
|                                 |                                     |   | \$49,750     | Total Reverted/Received  |          | \$                   | 49,750.00    |
| Requests for Additional Funding |                                     |   |              |  |          |                      |              |
| KH                              | Kindermusik/Music Therapy           | Serve an additional 7 classrooms in Cumberland County Schools, approximately 112 children and 14 teachers will be reached through additional services. Also serve the NC Pre-K Class at Dorothy Spainhour for 10 weeks (18 children, 2 teachers) with Music Therapy. Includes cost of kits for children and teachers. | \$9,694      | Submitted to Exec Cmte acting as Board for approval                      | 10/26/17 |                      | \$ 9,964.00  |
| ASCC                            | Autism Outreach & Resource Services | Requesting additional funding to support child care during Circle of Parent meetings to increase the number of families served and meet COP/PCANC requirements. Additionally, requesting funding to allow staff members to attend the 2018 Autism Society of NC annual conference.                                    | \$1,100      | Submitted to Exec Cmte acting as Board for approval                      | 10/26/17 |                      | \$ 1,100.00  |
| ESUCP                           | Spainhour/Child Play                | To serve 5 additional children for 8 months, November through June.   | \$15,286     | Submitted to Exec Cmte acting as Board for approval                      | 10/26/17 |                      | \$ 15,286.00 |
| PFC                             | The PFC Resource Center             | Repairs and maintenance in Suite 200 lobby  | \$6,000      | Submitted to Exec Cmte acting as Board for approval                      | 10/26/17 |                      | \$ 6,000.00  |
|                                 |                                     |   |              |  |          |                      |              |
|                                 |                                     |   |              |  |          |                      |              |
|                                 |                                     |   |              |  |          |                      |              |
|                                 |                                     |   | \$ 32,080.00 | Total Allocated  |          | \$                   | 32,350.00    |
|                                 |                                     |   |              | Balance Left to Allocate   |          | \$                   | 17,400.00    |

**Partnership for Children of Cumberland County, Inc.  
In-House Activity Budget Revision/Amendment Request**

|  |  |  |  |
|--|--|--|--|
| Unit: <b>Partnership for Children of Cumberland County, Inc.</b> |  | Activity Name: <b>PFC Family Resource Center</b> |  |
|  |  | Requested Effective Date: <b>11/15/2017</b>      |  |

  

| Line # | Description                                  | Budget Effective<br>XX/XX/XX | Amount Changed     | Budget Effective<br>XX/XX/XX | Explanation  |
|--------|--|------------------------------|--------------------|------------------------------|--|
| 11     | Personnel                                    | \$211,777.00                 |                    | \$ 211,777.00                |  |
| 12     | Contracted Professional Services             | \$19,500.00                  |                    | \$ 19,500.00                 |  |
| 14     | Office Supplies & Materials                  | \$5,000.00                   |                    | \$ 5,000.00                  |  |
| 15     | Service Related Supplies                     | \$ 4,000.00                  |                    | \$ 4,000.00                  |  |
| 17     | Travel                                       | \$ 2,000.00                  |                    | \$ 2,000.00                  |  |
| 18     | Communications & Postage                     | \$ 1,500.00                  |                    | \$ 1,500.00                  |  |
| 19     | Utilities                                    | \$ 15,600.00                 |                    | \$ 15,600.00                 |  |
| 20     | Printing and Binding                         | \$ 1,100.00                  |                    | \$ 1,100.00                  |  |
| 21     | Repair and Maintenance                       | \$ 19,500.00                 | \$ 6,000.00        | \$ 25,500.00                 | 200 Lobby wall finishing project, Remove paper, repair, paint, décor install |
| 22     | Meeting/Conference Expense                   | \$ 2,000.00                  |                    | \$ 2,000.00                  |  |
| 23     | Employee Training (no travel)                | \$ 1,500.00                  |                    | \$ 1,500.00                  |  |
| 24     | Advertising and Outreach                     | \$ 2,500.00                  |                    | \$ 2,500.00                  |  |
| 25     | Board Member Expense                         |                              |                    | \$ -                         |  |
| 27     | Office Rent (Land, Buildings, Etc.)          |                              |                    | \$ -                         |  |
| 28     | Furniture Rental                             |                              |                    | \$ -                         |  |
| 29     | Equipment Rental (Phones, Computers, etc.)   |                              |                    | \$ -                         |  |
| 30     | Vehicle Rental                               |                              |                    | \$ -                         |  |
| 31     | Dues, Subscriptions and Fees                 | \$ 1,000.00                  |                    | \$ 1,000.00                  |  |
| 32     | Insurance & Bonding                          | \$ 3,000.00                  |                    | \$ 3,000.00                  |  |
| 33     | Book/Library Reference Materials             |                              |                    | \$ -                         |  |
| 34     | Mortgage Interest/Bank Fees                  |                              |                    | \$ -                         |  |
| 35     | Other Expenses                               |                              |                    | \$ -                         |  |
| 39     | Furniture/Non-Computer Eqpt. \$500+ per item |                              |                    | \$ -                         |  |
| 40     | Computer Equipment/Printers, \$500+ per item | \$ 4,750.00                  |                    | \$ 4,750.00                  |  |
| 41     | Furniture/Eqpt. under \$500 per item         | \$ 500.00                    |                    | \$ 500.00                    |  |
| 43     | Purchases of Services                        |                              |                    | \$ -                         |  |
| 45     | Stipends/Scholarships                        |                              |                    | \$ -                         |  |
| 46     | Cash Grants and Awards                       |                              |                    | \$ -                         |  |
| 47     | Non-Cash Grants and Awards                   | \$ 5,000.00                  |                    | \$ 5,000.00                  |  |
|        | <b>Total</b>                                 | <b>\$ 300,227.00</b>         | <b>\$ 6,000.00</b> | <b>\$ 306,227.00</b>         |  |

Department VP Signature \_\_\_\_\_

Date \_\_\_\_\_

Fiscal Year 2016/2017



## Direct Service Provider

### Revision or Amendment Request Form

#### Section I. Basic Information

Direct Services Provider: Easter Seals UCP Dorothy Spainhour Center

Contract #: DSP-1718-003

Activity Name: Child Play

Amendment #: \_\_\_\_\_

Purpose Svc Code/Activity ID: 2347

Revision #: \_\_\_\_\_

#### Section II. Change Type Requested

☐ Initiate Contract

☐ Terminate Contract/Activity

☐ Change existing Contract Activity Description

☒ Amend Budget

☐ Revise Budget

☐ Other Changes (dates, provisions, etc.)

\*\*Requested Effective Date: \_\_\_\_\_

Describe: \_\_\_\_\_

\*\*Unless a later month is requested, Revision/Amendment Requests received on or before the 10<sup>th</sup> of each month, if approved, will be effective on the 15<sup>th</sup> of the following month. All revisions/amendments are effective on the 15<sup>th</sup> or 31<sup>st</sup> depending on NCPC timeframes.

#### Section III. Justification

Our center currently provides care for a total of 82 children, ranging in age from 7 weeks to 5 years of age. This care is provided in an inclusive environment with enhanced staff to child ratios. Included in those 82 children more than 30 children are under the age of 4. Our current budget provides a cost of care amount for up to 20 children, the proposed increase would allow us to utilize this funding for an additional 5 children, bringing our total to 25 children that could be served through our project

#### Section IV. DSP Authorizing Signature(s)

Amanda Huneburt  
Signature of Contract Administrator

1020-17  
Date

\_\_\_\_\_  
Second Authorized Signature (if required by Direct Service Provider)

\_\_\_\_\_  
Date

#### Section V. Partnership for Children Approval or Denial

The contract/budget revision/amendment is approved as submitted, effective: \_\_\_\_\_

The contract/budget revision/amendment is denied for the reason(s) stated below:  
\_\_\_\_\_  
\_\_\_\_\_

Copies of the Executive Committee and/or Board of Directors Meetings indicating the approval or denial of amendment and revision requests are on file in the Contracts Office.



**Partnership for Children of Cumberland County, Inc.  
DSP Budget Revision/Amendment Request**

|   |  |  |  |
|---|--|--|--|
| DSP: <u>Easter Seals UCP Dorothy Spainhour Center</u> |  | Activity Name: <u>Child Play</u>   |  |
|   |  | Requested Effective Date: <u>11/1/2017</u> Contract #: <u>DSP 1718-003</u> |  |

  

| Line #       | Description                                  | Budget Effective<br>11/01/17 | Amount Changed   | Budget Effective<br>xx/xx/xxxx | Explanation                                      |
|--------------|--|------------------------------|------------------|--------------------------------|--|
| 11           | Personnel                                    |                              |                  | \$ -                           |  |
| 12           | Contracted Professional Services             |                              |                  | \$ -                           |  |
| 14           | Office Supplies & Materials                  |                              |                  | \$ -                           |  |
| 15           | Service Related Supplies                     |                              |                  | \$ -                           |  |
| 17           | Travel                                       |                              |                  | \$ -                           |  |
| 18           | Communications & Postage                     |                              |                  | \$ -                           |  |
| 19           | Utilities                                    |                              |                  | \$ -                           |  |
| 20           | Printing and Binding                         |                              |                  | \$ -                           |  |
| 21           | Repair and Maintenance                       |                              |                  | \$ -                           |  |
| 22           | Meeting/Conference Expense                   |                              |                  | \$ -                           |  |
| 23           | Employee Training (no travel)                |                              |                  | \$ -                           |  |
| 24           | Advertising and Outreach                     |                              |                  | \$ -                           |  |
| 25           | Board Member Expense                         |                              |                  | \$ -                           |  |
| 27           | Office Rent (Land, Buildings, Etc.)          |                              |                  | \$ -                           |  |
| 28           | Furniture Rental                             |                              |                  | \$ -                           |  |
| 29           | Equipment Rental (Phones, Computers, etc.)   |                              |                  | \$ -                           |  |
| 30           | Vehicle Rental                               |                              |                  | \$ -                           |  |
| 31           | Dues, Subscriptions and Fees                 |                              |                  | \$ -                           |  |
| 32           | Insurance & Bonding                          |                              |                  | \$ -                           |  |
| 33           | Book/Library Reference Materials             |                              |                  | \$ -                           |  |
| 34           | Mortgage Interest/Bank Fees                  |                              |                  | \$ -                           |  |
| 35           | Other Expenses                               |                              |                  | \$ -                           |  |
| 39           | Furniture/Non-Computer Eqpt. \$500+ per item |                              |                  | \$ -                           |  |
| 40           | Computer Equipment/Printers, \$500+ per item |                              |                  | \$ -                           |  |
| 41           | Furniture/Eqpt. under \$500 per item         |                              |                  | \$ -                           |  |
| 43           | Purchases of Services                        | \$ 91,716                    | \$ 15,286        | \$ 107,002                     | Increase number of children served from 20 to 25 |
| 45           | Stipends/Scholarships                        |                              |                  | \$ -                           |  |
| 46           | Cash Grants and Awards                       |                              |                  | \$ -                           |  |
| 47           | Non-Cash Grants and Awards                   |                              |                  | \$ -                           |  |
| <b>Total</b> |  | <b>\$ 91,716</b>             | <b>\$ 15,286</b> | <b>\$ 107,002</b>              |  |

Amanda Hurlburt  
DSP Authorized Signature

10-23-17  
Date

Fiscal Year 2017/2018





## Direct Service Provider Revision or Amendment Request Form

### Section I. Basic Information

Direct Services Provider: Kerri Hurley Contract #: DSP-1718-005  
Activity Name: Kindermusik and Music Therapy Amendment #: 1  
Purpose Svc Code/Activity ID: 3109 Revision #: \_\_\_\_\_

### Section II. Change Type Requested

- ☐ Initiate Contract ☐ Terminate Contract/Activity  
☐ Change existing Contract Activity Description ☒ Amend Budget  
☐ Revise Budget ☐ Other Changes (dates, provisions, etc.)

\*\*Requested Effective Date: 11/15/17

Describe:

\*\*Unless a later month is requested, Revision/Amendment Requests received on or before the 10<sup>th</sup> of each month, if approved, will be effective on the 15<sup>th</sup> of the following month. All revisions/amendments are effective on the 15<sup>th</sup> or 31<sup>st</sup> depending on NCPC timeframes.

### Section III. Justification

Please provide a clear but concise justification for the change(s) requested. For budget change requests, please provide a line-item specific justification on the Budget Revision/Amendment Form. Begin typing here, the box will expand if necessary: Current grant only covers 25 classrooms served with Kindermusik. 45 classrooms need services with a current waiting list. 7 additional Pre-K classrooms will be served by 7 weekly Kindermusik sessions in Cumberland County Schools. Approximately 112 additional children will be served and an additional 14 teachers. Application requests have been received from these classes currently not being served. NC Pre-K class needs services from Music Therapist and they are currently not served at Dorothy Spainhour. NC Pre-K class at Dorothy Spainhour to be served for 10 weeks with additional 18 children and 2 teachers. Mileage for additional schools and classes added. In kind mileage always exceeds budgeted and allotted allocation. Request also covers 119 home kits including literacy magazine/CD (112 new children and 7 new classroom teachers) with Kindermusik services added to 7 classrooms. 55 home kits including literacy book/magazine and CD to be provided for 3 classes (52 children) at Dorothy Spainhour class and for teachers in each class. Evaluations and observations support evidence of enhanced services when parents and children have literacy and music at home. Home kits are supported with Kindermusik Evidence Based curricula.

### Section IV. DSP Authorizing Signature(s)

Signature of Contract Administrator \_\_\_\_\_ Date \_\_\_\_\_  
Second Authorized Signature (if required by Direct Service Provider) \_\_\_\_\_ Date \_\_\_\_\_

### Section V. Partnership for Children Approval or Denial

The contract/budget revision/amendment is approved as submitted, effective: \_\_\_\_\_  
The contract/budget revision/amendment is denied for the reason(s) stated below:  
\_\_\_\_\_  
\_\_\_\_\_

Copies of the Executive Committee and/or Board of Directors Meetings indicating the approval or denial of amendment and revision requests are on file in the Contracts Office.

**Partnership for Children of Cumberland County, Inc.**  
**DSP Budget Revision/Amendment Request**

| DSP: <b>Kerri Hurley</b> |  | Activity Name: <b>Kindermusik and Music Therapy</b>                         |                 |   |   |
|--------------------------|--|---|-----------------|---|---|
|                          |  | Requested Effective Date: <b>11/15/2017</b> Contract #: <b>DSP-1718-005</b> |                 |   |   |
|                          |  |   |                 |   |   |
| Line #                   | Description                                  | Budget Effective<br><small>xx/xx/xxxx</small>                               | Amount Changed  | Budget Effective<br><small>xx/xx/xxxx</small> | Explanation   |
| 11                       | Personnel                                    | \$ 27,299   | \$ 6,380        | \$ 33,679                                     | 7 additional Pre-K classrooms will be served by 7 weekly  |
| 12                       | Contracted Professional Services             | \$ 25,560   | \$ 1,000        | \$ 26,560                                     | Adding NC Pre-K class at Dorothy Spainhour to be served for   |
| 14                       | Office Supplies & Materials                  |   |                 | \$ -  |   |
| 15                       | Service Related Supplies                     |   |                 | \$ -  |   |
| 17                       | Travel                                       | \$ 822  | \$ 400          | \$ 1,222                                      | Additional mileage for additional schools and classes added. In   |
| 18                       | Communications & Postage                     |   |                 | \$ -  |   |
| 19                       | Utilities                                    |   |                 | \$ -  |   |
| 20                       | Printing and Binding                         |   |                 | \$ -  |   |
| 21                       | Repair and Maintenance                       |   |                 | \$ -  |   |
| 22                       | Meeting/Conference Expense                   |   |                 | \$ -  |   |
| 23                       | Employee Training (no travel)                |   |                 | \$ -  |   |
| 24                       | Advertising and Outreach                     |   |                 | \$ -  |   |
| 25                       | Board Member Expense                         |   |                 | \$ -  |   |
| 27                       | Office Rent (Land, Buildings, Etc.)          |   |                 | \$ -  |   |
| 28                       | Furniture Rental                             |   |                 | \$ -  |   |
| 29                       | Equipment Rental (Phones, Computers, etc.)   |   |                 | \$ -  |   |
| 30                       | Vehicle Rental                               |   |                 | \$ -  |   |
| 31                       | Dues, Subscriptions and Fees                 |   |                 | \$ -  |   |
| 32                       | Insurance & Bonding                          | \$ 257  |                 | \$ 257  |   |
| 33                       | Book/Library Reference Materials             |   |                 | \$ -  |   |
| 34                       | Mortgage Interest/Bank Fees                  |   |                 | \$ -  |   |
| 35                       | Other Expenses                               |   |                 | \$ -  |   |
| 39                       | Furniture/Non-Computer Eqpt. \$500+ per item |   |                 | \$ -  |   |
| 40                       | Computer Equipment/Printers, \$500+ per item |   |                 | \$ -  |   |
| 41                       | Furniture/Eqpt. under \$500 per item         |   |                 | \$ -  |   |
| 43                       | Purchases of Services                        |   |                 | \$ -  |   |
| 45                       | Stipends/Scholarships                        |   |                 | \$ -  |   |
| 46                       | Cash Grants and Awards                       |   |                 | \$ -  |   |
| 47                       | Non-Cash Grants and Awards                   | \$ 3,771  | \$ 1,914        | \$ 5,685                                      | *119 home kits including literacy magazine and CD provided (112 new children and 7 new classroom teachers) with Kindermusik services added to 7 classrooms.*55 home kits including literacy book/magazine and CD to be provided for 3 |
|                          | <b>Total</b>                                 | <b>\$ 57,709</b>  | <b>\$ 9,694</b> | <b>\$ 67,403</b>                              |   |
|                          |  |   |                 |   |   |

DSP Authorized Signature

Date

Fiscal Year 2017/2018



## Direct Service Provider Revision or Amendment Request Form

### Section I. Basic Information

|  |                                 |
|--|---------------------------------|
| Direct Services Provider: <u>Autism Society of Cumberland County</u> | Contract #: <u>DSP 1718-001</u> |
| Activity Name: <u>Autism Outreach and Resource Services</u>          | Amendment #: <u>1</u>           |
| Purpose Svc Code/Activity ID: _____                                  | Revision #: _____               |

### Section II. Change Type Requested

- |  |  |
|--|--|
| <input type="checkbox"/> Initiate Contract<br><input type="checkbox"/> Change existing Contract Activity Description<br><input type="checkbox"/> Revise Budget | <input type="checkbox"/> Terminate Contract/Activity<br><input checked="" type="checkbox"/> Amend Budget<br><input type="checkbox"/> Other Changes (dates, provisions, etc.) |
|--|--|

\*\*Requested Effective Date: 11/15/17

Describe: \_\_\_\_\_

**\*\*Unless a later month is requested, Revision/Amendment Requests received on or before the 10<sup>th</sup> of each month, if approved, will be effective on the 15<sup>th</sup> of the following month. All revisions/amendments are effective on the 15<sup>th</sup> or 31<sup>st</sup> depending on NCPC timeframes.**

### Section III. Justification

ASCC is requesting additional funds in Contracted Services to continue to provide childcare for parents and caregivers who attend Circle of Parents (COP). COP meets every Thursday from 10:00 am to 12:00 pm. Childcare is required by Prevent Child Abuse NC (PCANC). As the ASCC wants to continuously increase the number of parents and caregivers attending COP, additional childcare may be necessary and it is important that we are in compliance with COP requirements and protocol. It also provides much needed respite for our parents and caregivers while they attend COP. Additional funds are also requested in Travel for food and lodging for the: (1) COP training so that the ASCC Director of Programs and Outreach and COP Parent Leader/Facilitator can attend the Circle of Parents Core Training in December and for (2) the Autism Society of NC Annual Conference in March. The COP training provides organizational staff and parent leaders the tools and skills to help families build safe, stable, nurturing and healthy relationships for their children. It provides on-going skill-building and is an opportunity for Parent Leaders and other new facilitators to make COP sessions with parents and caregivers as effective as possible. Funds are also requested in Employee Training to allow both staff members to attend the 2018 Autism Society of NC annual conference. Attending the annual conference of the Autism Society of NC is a great opportunity for ASCC staff to expand their knowledge and network of professionals which will benefit the community we serve, as well as to better understand the dynamics of the challenges of raising a child with Autism Spectrum Disorder (ASD). The conference features nationally recognized speakers on the topic of ASD.

### Section IV. DSP Authorizing Signature(s)

|   |               |
|---|---------------|
| _____<br>Signature of Contract Administrator                                  | _____<br>Date |
| _____<br>Second Authorized Signature (if required by Direct Service Provider) | _____<br>Date |

### Section V. Partnership for Children Approval or Denial

The contract/budget revision/amendment is approved as submitted, effective: \_\_\_\_\_

The contract/budget revision/amendment is denied for the reason(s) stated below:

\_\_\_\_\_

\_\_\_\_\_

Copies of the Executive Committee and/or Board of Directors Meetings indicating the approval or denial of amendment and revision requests are on file in the Contracts Office.

**Partnership for Children of Cumberland County, Inc.**  
**DSP Budget Revision/Amendment Request**

|      |                                     |                           |  |
|------|-------------------------------------|---------------------------|--|
| DSP: | Autism Society of Cumberland County | Activity Name:            | Autism Outreach and Resource Services  |
|      |                                     | Requested Effective Date: | 11/15/2017    Contract #: DSP-1718-001 |

| Line # | Description                                  | Budget Effective<br>07/01/17 | Amount Changed  | Budget Effective<br>11/15/17 | Explanation   |
|--------|--|------------------------------|-----------------|------------------------------|---|
| 11     | Personnel                                    | \$ 34,025                    |                 | \$ 34,025                    |   |
| 12     | Contracted Professional Services             | \$ 2,690                     | \$ 400          | \$ 3,090                     | Contracted childcare provided during program meetings |
| 14     | Office Supplies & Materials                  | \$ 1,375                     |                 | \$ 1,375                     |   |
| 15     | Service Related Supplies                     |                              |                 | \$ -                         |   |
| 17     | Travel                                       | \$ 300                       | \$ 200          | \$ 500                       | Travel , food, and lodging for staff development      |
| 18     | Communications & Postage                     | \$ 1,700                     |                 | \$ 1,700                     |   |
| 19     | Utilities                                    |                              |                 | \$ -                         |   |
| 20     | Printing and Binding                         |                              |                 | \$ -                         |   |
| 21     | Repair and Maintenance                       |                              |                 | \$ -                         |   |
| 22     | Meeting/Conference Expense                   | \$ 200                       |                 | \$ 200                       |   |
| 23     | Employee Training (no travel)                |                              | \$ 500          | \$ 500                       | Registration fees for staff development training      |
| 24     | Advertising and Outreach                     | \$ 1,000                     |                 | \$ 1,000                     |   |
| 25     | Board Member Expense                         |                              |                 | \$ -                         |   |
| 27     | Office Rent (Land, Buildings, Etc.)          |                              |                 | \$ -                         |   |
| 28     | Furniture Rental                             |                              |                 | \$ -                         |   |
| 29     | Equipment Rental (Phones, Computers, etc.)   | \$ 1,200                     |                 | \$ 1,200                     |   |
| 30     | Vehicle Rental                               |                              |                 | \$ -                         |   |
| 31     | Dues, Subscriptions and Fees                 | \$ 750                       |                 | \$ 750                       |   |
| 32     | Insurance & Bonding                          | \$ 1,600                     |                 | \$ 1,600                     |   |
| 33     | Book/Library Reference Materials             |                              |                 | \$ -                         |   |
| 34     | Mortgage Interest/Bank Fees                  |                              |                 | \$ -                         |   |
| 35     | Other Expenses                               |                              |                 | \$ -                         |   |
| 39     | Furniture/Non-Computer Eqpt. \$500+ per item |                              |                 | \$ -                         |   |
| 40     | Computer Equipment/Printers, \$500+ per item |                              |                 | \$ -                         |   |
| 41     | Furniture/Eqpt. under \$500 per item         |                              |                 | \$ -                         |   |
| 43     | Purchases of Services                        |                              |                 | \$ -                         |   |
| 45     | Stipends/Scholarships                        | \$ 160                       |                 | \$ 160                       |   |
| 46     | Cash Grants and Awards                       |                              |                 | \$ -                         |   |
| 47     | Non-Cash Grants and Awards                   |                              |                 | \$ -                         |   |
|        |  |                              |                 |                              |   |
|        | <b>Total</b>                                 | <b>\$ 45,000</b>             | <b>\$ 1,100</b> | <b>\$ 46,100</b>             |   |
|        |  |                              |                 |                              |   |

\_\_\_\_\_  
 DSP Authorized Signature

\_\_\_\_\_  
 Date

Fiscal Year 2017/2018

**Partnership for Children of Cumberland County, Inc.  
Smart Start Child Care Resource Referral  
Budget Revision/Amendment Request**

| Partnership For Children of Cumberland County, Inc. |  |                           | Activity Name: CHILD CARE RESOURCE & REFERRAL |                           |  |
|---|--|---------------------------|---|---------------------------|--|
|   |  |                           | Requested Effective Date: 11/15/2017          |                           |  |
| Line #  | Description                                  | Budget Effective 07/01/17 | Amount Changed                                | Budget Effective 11/15/17 | Explanation  |
| 11  | Personnel                                    | \$ 520,716.00             | \$ -  | \$ 520,716.00             |  |
| 12  | Contracted Professional Services             | \$ 166,553.00             | \$ -  | \$ 166,553.00             |  |
| 14  | Office Supplies & Materials                  | \$ 5,403.00               | \$ -  | \$ 5,403.00               |  |
| 15  | Service Related Supplies                     | \$ 5,000.00               | \$ -  | \$ 5,000.00               |  |
| 17  | Travel                                       | \$ 8,000.00               | \$ -  | \$ 8,000.00               |  |
| 18  | Communications & Postage                     | \$ 11,000.00              | \$ -  | \$ 11,000.00              |  |
| 19  | Utilities                                    | \$ 15,000.00              | \$ -  | \$ 15,000.00              |  |
| 20  | Printing and Binding                         | \$ 925.00                 | \$ -  | \$ 925.00                 |  |
| 21  | Repair and Maintenance                       | \$ 23,000.00              |   | \$ 23,000.00              |  |
| 22  | Meeting/Conference Expense                   | \$ 1,000.00               | \$ -  | \$ 1,000.00               |  |
| 23  | Employee Training (no travel)                | \$ 7,000.00               | \$ -  | \$ 7,000.00               |  |
| 24  | Advertising and Outreach                     | \$ 2,000.00               | \$ -  | \$ 2,000.00               |  |
| 25  | Board Member Expense                         | \$ 600.00                 | \$ (600.00)                                   | \$ -                      | Decreased to reflect the projected costs for a CCR&R Advisory Committee member's SS Conference registration & hotel costs as a non-cash grant. |
| 27  | Office Rent (Land, Buildings, Etc.)          | \$ -                      | \$ -  | \$ -                      |  |
| 28  | Furniture Rental                             | \$ -                      | \$ -  | \$ -                      |  |
| 29  | Equipment Rental (Phones, Computers, etc.)   | \$ 5,000.00               | \$ -  | \$ 5,000.00               |  |
| 30  | Vehicle Rental                               | \$ 2,000.00               | \$ -  | \$ 2,000.00               |  |
| 31  | Dues, Subscriptions and Fees                 | \$ 1,000.00               | \$ -  | \$ 1,000.00               |  |
| 32  | Insurance & Bonding                          | \$ 2,200.00               |   | \$ 2,200.00               |  |
| 33  | Book/Library Reference Materials             | \$ -                      | \$ -  | \$ -                      |  |
| 34  | Mortgage Interest/Bank Fees                  | \$ -                      | \$ -  | \$ -                      |  |
| 35  | Other Expenses                               | \$ -                      | \$ -  | \$ -                      |  |
| 39  | Furniture/Non-Computer Eqpt. \$500+ per item | \$ 500.00                 | \$ -  | \$ 500.00                 |  |
| 40  | Computer Equipment/Printers, \$500+ per item | \$ 1,400.00               | \$ -  | \$ 1,400.00               |  |
| 41  | Furniture/Eqpt. under \$500 per item         | \$ 500.00                 | \$ -  | \$ 500.00                 |  |
| 43  | Purchases of Services                        | \$ -                      | \$ -  | \$ -                      |  |
| 45  | Stipends/Scholarships                        | \$ -                      | \$ -  | \$ -                      |  |
| 46  | Cash Grants and Awards                       | \$ -                      | \$ -  | \$ -                      |  |
| 47  | Non-Cash Grants and Awards                   | \$ 15,000.00              | \$ 600.00                                     | \$ 15,600.00              | Increased to reflect the projected costs for a CCR&R Advisory Committee member's SS Conference registration & hotel costs.                     |
|   | <b>Total</b>                                 | <b>\$ 793,797.00</b>      | <b>\$ -</b>                                   | <b>\$ 793,797.00</b>      |  |





**Partnership for Children of Cumberland County, Inc. (PFC)**  
**Executive Committee (Acting as Board) Meeting Minutes**  
**September 28, 2017 (9:05am-10:07am)**  
*Be the Driving Force*



**MEMBERS PRESENT:** Angela Crosby, Hank Debnam (via phone), Jim Grafstrom, Marcus Hedgepeth, and Wanda Wesley

**MEMBERS ABSENT:** Amy Cannon, Van Gunter, Angie Malave, Perry Melton and Chris Rey

**NON-VOTING ATTENDEES:** Marie Clark, Belinda Gainey, Anna Hall, Carole Mangum, Sharon Moyer and Mary Sonnenberg

| AGENDA ITEM  | DISCUSSION & RECOMMENDATION   | ACTION          | FOLLOW-UP |
|--|---|-----------------|-----------|
| I. Determination of Quorum & Call to Order – Jim Grafstrom, Vice-Chair<br>A. Fundraising and Friend Raising <ol style="list-style-type: none"> <li>1. Board Donations – Currently at 19%</li> <li>2. Thank You Note Cards to Donors</li> <li>3. Volunteer Forms</li> </ol> | <p>The scheduled meeting of the Executive Committee was held at the PFC Family Resource Center at 351 Wagoner Drive, Fayetteville, NC, on Thursday, September 28, 2017, and beginning 9:05am pursuant to prior written notice to each committee member. Jim Grafstrom, Vice-Chair, determined that a quorum was present and called the meeting to order. Belinda Gainey was Secretary for the meeting and recorded the minutes.</p> <p><i>Action items were reviewed first due to the fact that Hank Debnam could only remain on the phone for a short period of time.</i></p> <p>A.1. Jim Grafstrom reported to the members that PFC is at 19% board donations.<br/>           A.2. Thank You Note cards were distributed for committee members to complete.<br/>           A.3. Jim asked committee members to complete a volunteer form if they read the packet and emails prior to coming to the meeting.</p> | Called to Order | None      |
| II. Consent Agenda – Providing Oversight (Section VIII.A.)<br>(Please Reference Agenda)  | <p>Jim Grafstrom requested a motion to accept the Executive Committee Consent Agenda Section VIII.A.</p> <p>Angela Crosby moved to accept the Executive Committee Consent Agenda Section VIII.A. as presented. Wanda Wesley seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. All votes were unanimous. There were no abstentions. The motion carried.</p>  | Motion Carried  | None      |
| III. President's Report<br>A. North Carolina Partnership for Children (NCPC) Update / Legislative Update<br>B. PFC Annual Celebration, October 5, 2017, Snyder Memorial Baptist Church<br>C. Forward March Conference, October 24-25, 2017                                 | <p>Mary Sonnenberg gave the President's Report;</p> <p>A. North Carolina Partnership for Children (NCPC) Update / Legislative Update</p> <ol style="list-style-type: none"> <li>1. Legislature out of session.</li> <li>2. Federal legislation: Child Care for Working Families Act (S.1806/H.R. 3773) would amend the Child Care and Development Grant to provide sufficient funding so that all eligible families can afford high-quality child care.               <ol style="list-style-type: none"> <li>a. Covers eligibility and workforce requirements</li> <li>b. Provides substantial federal investment in quality improvement; including underserved areas (infants &amp; toddlers, children with disabilities and nontraditional care hours)</li> </ol> </li> </ol>   |                 |           |



**Partnership for Children of Cumberland County, Inc. (PFC)**  
**Executive Committee (Acting as Board) Meeting Minutes**  
**September 28, 2017 (9:05am-10:07am)**  
***Be the Driving Force***



**MEMBERS PRESENT:** Angela Crosby, Hank Debnam (via phone), Jim Grafstrom, Marcus Hedgepeth, and Wanda Wesley

**MEMBERS ABSENT:** Amy Cannon, Van Gunter, Angie Malave, Perry Melton and Chris Rey

**NON-VOTING ATTENDEES:** Marie Clark, Belinda Gainey, Anna Hall, Carole Mangum, Sharon Moyer and Mary Sonnenberg

| AGENDA ITEM | DISCUSSION & RECOMMENDATION   | ACTION | FOLLOW-UP |
|-------------|---|--------|-----------|
|             | <ul style="list-style-type: none"> <li>c. Prohibition on suspensions, expulsions and aversive behavioral interventions</li> <li>d. Funds for voluntary high-quality care for three- and four-year-old children in diverse settings</li> <li>e. Authorizes increased funding for Head Start programs to offer full school year and full school day services and for Migrant Head Start programs to extend their hours.</li> <li>f. Five percent of state funds to be set aside for lead IDEA agency to provide infant/toddler services in high-quality inclusive setting and supports for children with disabilities who are less than 13 in settings that provide high-quality inclusive care.</li> <li>g. Increased investment in Maternal, Infant and Early Childhood Home Visiting Programs.</li> <li>3. NCPC Updates.               <ul style="list-style-type: none"> <li>a. Hiring an Early Literacy Coordinator to drive literacy initiatives throughout the state.</li> <li>b. Planning the 25th Anniversary for NCPC</li> <li>c. MAC workgroup and other surveys going out to local partnerships for feedback</li> </ul> </li> <li>B. PFC Annual Celebration, October 5, 2017, Snyder Memorial Baptist Church               <ul style="list-style-type: none"> <li>1. Caught in the Cookie Jar is catering the meal.</li> <li>2. Susan Perry-Manning, Deputy Director DHHS will be the speaker to bring state perspective</li> <li>3. Driving Force Awards and recognitions completed.</li> <li>4. Announcing theme for 2018 Soiree.</li> </ul> </li> <li>C. Forward March Conference, October 24-25, 2017, Iron Mike Conference Center on Fort Bragg               <ul style="list-style-type: none"> <li>1. VIP dinner will be at the Airborne Museum on October 24. It is open to conference attendees as well as sponsors.</li> <li>2. Registration is open, including being able to sign up for VIP dinner.</li> </ul> </li> </ul> <p><i>Not on Agenda: Fayetteville Observer is hosting a forum at the Cumberland County Public Library Thursday evening discussing issues with the child welfare system, including foster care.</i></p> |        |           |



**Partnership for Children of Cumberland County, Inc. (PFC)**  
**Executive Committee (Acting as Board) Meeting Minutes**  
**September 28, 2017 (9:05am-10:07am)**  
*Be the Driving Force*



**MEMBERS PRESENT:** Angela Crosby, Hank Debnam (via phone), Jim Grafstrom, Marcus Hedgepeth, and Wanda Wesley

**MEMBERS ABSENT:** Amy Cannon, Van Gunter, Angie Malave, Perry Melton and Chris Rey

**NON-VOTING ATTENDEES:** Marie Clark, Belinda Gainey, Anna Hall, Carole Mangum, Sharon Moyer and Mary Sonnenberg

| AGENDA ITEM  | DISCUSSION & RECOMMENDATION  | ACTION   | FOLLOW-UP  |
|--|--|--|--|
| IV. Establishing a Strategic Direction for the Future<br>A. Smart Start Allocation <sup>Δ</sup><br>B. Succession Plan <sup>Δ</sup><br>C. NC Pre-K Advances <sup>Δ</sup>  | A. Mary Sonnenberg reported that Request for Proposals (RFPs) are being requested for the Smart Start Allocation. There will be two bidders conferences with one held in October and one in November. Board and committee members will receive an invitation to join the Smart Start Allocation team.<br><br>B. Mary stated that at the next board meeting, the succession plan will be reviewed and a recommendation will be made to change the chain of command as to who will be in charge when Mary is out of the office. Currently it reads the President, COO and then the VP of Planning and Evaluation. The recommendation will be to change it to the President, COO and Controller. Each of these individuals work in the business office and ensure that someone is in place to handle the administrative and financial responsibilities.<br><br>C. Mary stated that our organization is working to make sure we have a plan in place before providing advances to child care centers. If PFC does not have the money in reserves, then we can not provide advances for NC Pre-K child care providers.  | None<br><br>None<br><br>None                                       | None<br><br>None<br><br>None                             |
| V. New Business<br>A. Financial Reports: August 2017<br>1. Smart Start <sup>e</sup><br>2. NC Pre-Kindergarten <sup>e</sup><br>3. All Funding Sources <sup>e</sup><br>4. Unrestricted State Revenues <sup>e</sup><br>5. Cash and In-Kind <sup>Δ</sup><br>B. Fixed Assets Disposal*<br>C. Dolly Parton Imaginary Library (DPIL) Expansion <sup>Δ</sup><br>D. Job Description/Positions*<br>1. Governmental Liaison to Community Engagement Liaison<br>E. PFC Reserved Funds* | A. Marcus Hedgepeth provided an overview of the Financial Summary.<br>A.5. Anna Hall provided an overview of the Cash and In-Kind Report for FY 17/18. Anna stated that for FY 16/17, the actual shortfall for PFC was \$34,753.39.<br>B. Marie Clark reviewed the Fixed Assets Disposals with the committee. The Apple iPad 2s listed will be rendered obsolete by Apple in October 2017. The iOS 11 version update will be incompatible with these units and render the systems incapable of receiving updates from the app store. The unit may function for a few more months before they are completely useless. These devices are configured on the private accounts of the PFC staff who use them, and as such, are not connected directly to the PFC network resources. Due to the sensitive information contained on the devices it is being recommended that the units be disposed to the custody of the staff who currently have possession of them.<br>Angela Crosby moved to accept the Fixed Assets Disposal list as presented to include that the iPads custody will be given to staff who are already in custody of them. Marcus Hedgepeth seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. All votes were unanimous. There were no abstentions. The motion carried. | None<br>None<br><br><br><br><br><br><br><br><br><br>Motion Carried | None<br>None<br><br><br><br><br><br><br><br><br><br>None |



**Partnership for Children of Cumberland County, Inc. (PFC)**  
**Executive Committee (Acting as Board) Meeting Minutes**  
**September 28, 2017 (9:05am-10:07am)**  
***Be the Driving Force***



**MEMBERS PRESENT:** Angela Crosby, Hank Debnam (via phone), Jim Grafstrom, Marcus Hedgepeth, and Wanda Wesley

**MEMBERS ABSENT:** Amy Cannon, Van Gunter, Angie Malave, Perry Melton and Chris Rey

**NON-VOTING ATTENDEES:** Marie Clark, Belinda Gainey, Anna Hall, Carole Mangum, Sharon Moyer and Mary Sonnenberg

| AGENDA ITEM | DISCUSSION & RECOMMENDATION   | ACTION                            | FOLLOW-UP               |
|-------------|---|-----------------------------------|-------------------------|
|             | <p>C. Mary Sonnenberg provided a brief overview of the Dolly Parton's Imagination Library (DPIL) Statewide Expansion Memorandum. A Request for Application (RFA) was submitted to NCPC by PFC to expand the Dolly Parton's Imagination Library in Cumberland County. PFC requested RFA's from organizations in Cumberland County to assist with the expansion. Only two RFAs were submitted to PFC. NCPC will notify PFC and other local partnerships on the status of the awards by September 29. A recommendation will be made to keep the program in-house.</p> <p>D. Marie Clark stated that the Community Engagement department currently has three positions, Community Engagement Administrator, Community Engagement Liaison and the Governmental Liaison. Due to the scope of the specific duties and responsibilities and targeting experience with government issues and entities, the Governmental Liaison position has been difficult to fill. It is being recommended to dissolve the Governmental Liaison position and replace it with a second Community Engagement Liaison. The government and military communities will still be a focus as part of the overall board-approved Community Engagement Plan. Marcus Hedgepeth moved to accept dissolving the Governmental Liaison position and creating a second Community Engagement Liaison position as presented. Wanda Wesley seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. All votes were unanimous. There were no abstentions. The motion carried.</p> <p>E. Marie Clark provided an overview of the Reserve Funds – Investment Committee Memorandum. The following is being recommended until the Investment Committee meets to determine the specific electronic trading platform to be utilized and the bonds to be purchased:</p> <ul style="list-style-type: none"><li>• In addition to the \$159,000 that was approved to be transferred to PNC, \$286,000 of the reserve funds also be transferred from PFC's operating account at Bank of America to the current money market account at PNC Bank.</li><li>• \$22,000 of the funds be utilized to cover the deficit in available funds for FY 16/17 Admin. Ops. expenses and Admin. Ops. budgeted expenses for FY 17/18.</li></ul> | <p>None</p> <p>Motion Carried</p> | <p>None</p> <p>None</p> |



**Partnership for Children of Cumberland County, Inc. (PFC)**  
**Executive Committee (Acting as Board) Meeting Minutes**  
**September 28, 2017 (9:05am-10:07am)**  
*Be the Driving Force*



**MEMBERS PRESENT:** Angela Crosby, Hank Debnam (via phone), Jim Grafstrom, Marcus Hedgepeth, and Wanda Wesley

**MEMBERS ABSENT:** Amy Cannon, Van Gunter, Angie Malave, Perry Melton and Chris Rey

**NON-VOTING ATTENDEES:** Marie Clark, Belinda Gainey, Anna Hall, Carole Mangum, Sharon Moyer and Mary Sonnenberg

| AGENDA ITEM  | DISCUSSION & RECOMMENDATION  | ACTION  | FOLLOW-UP                           |
|--|--|---|-------------------------------------|
|  | Wanda Wesley moved to accept the changes in PFC reserved funds as presented. Angela Crosby seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. All votes were unanimous. There were no abstentions. The motion carried.  | Motion Carried  | None                                |
| VI. Old Business<br>A. 2018 Soirée, March 10, 2018, 5:30pm-10:00pm, Crown Arena <sup>Δ</sup> | A. Mary Sonnenberg stated that wine donations are still being accepted for the Soirée. Vendors for the Chef Circle are still being recruited; trying to get at least ten. Sharon Moyer stated that there will be new sponsorship opportunities available. There will be a costume contest and other events taking place at the event. Volunteers are being recruited to assist. Sharon stated the staff at the Crown has been very helpful with setting up and breaking down the event.  | None  | None                                |
| VII. CLOSED SESSION – PERSONNEL ACTION*  | <p>At 9:16 am, Jim Grafstrom, Vice-Chair, asked for a motion to go into closed session to discuss Personnel Actions, pursuant to NC Open Meetings Law, §143-318.11. Closed Sessions, Section (6) – To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.</p> <p>Wanda Wesley moved to enter into closed session with Mary Sonnenberg and Marie Clark present. Marie Clark is to act as secretary for the closed session. Angela Crosby seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. All votes were unanimous. There were no abstentions. The motion carried.</p> <p>At 9:31 am Wanda Wesley moved to go out of closed session and enter open session. Angela Crosby seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. All votes were unanimous. The motion carried.</p> <p>The Executive Committee meeting went back into open session at 9:31 am. Marcus Hedgepeth made the motion to approve the decisions made in closed session. Wanda Wesley seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. All votes were unanimous. There were no abstentions. The motion carried.</p> | <p>Motion Carried</p> <p>Motion Carried</p> <p>Motion Carried</p> | <p>None</p> <p>None</p> <p>None</p> |





**Partnership for Children of Cumberland County, Inc. (PFC)**  
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**September 28, 2017 (9:05am-10:07am)**  
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| AGENDA ITEM   | DISCUSSION & RECOMMENDATION  | ACTION    | FOLLOW-UP |
|---|--|-----------|-----------|
| VIII. Consent Items/Items for Information<br>(See Agenda) |  | None      | None      |
| IX. Adjournment – Jim Grafstrom, Vice-Chair               | As there was no further business; the chair announced the meeting adjourned. The meeting was adjourned at 10:07am. | Adjourned | None      |

**Submittal:** The minutes of the above stated meeting are submitted for approval.

\_\_\_\_\_  
Secretary for the Meeting

\_\_\_\_\_  
Date

**Approval:** Based on committee consensus, the minutes of the above stated meeting are hereby approved as presented and/or corrected.

\_\_\_\_\_  
Committee Chair

\_\_\_\_\_  
Date

**Planning and Evaluation Committee Recommendations  
Meeting of October 10, 2017**

**ACTION**

**A. Planning, Research, and Evaluation Policy\***

The committee was reminded that each year the policies are to be reviewed for potential revisions and additions. The Planning, Research, and Evaluation policies were reviewed by the committee. There were no recommendations other than those reflecting title change. The Planning and Evaluation Committee reaffirmed the Planning, Research, and Evaluation Policy.

**B. Programmatic Monitoring of Smart Start Funded Activities Policy\***

The Programmatic Monitoring of Smart Start Funded Activities policy was reviewed by the committee. The committee reaffirmed the policy.

**C. Contract Activity Description (CAD) Changes\***

During the Direct Service Partners In-Service held Tuesday, August 10, 2017, DSPs reviewed their CADs and Logic Models and submitted changes as a set. The committee reviewed and recommend these changes.

**1. Autism Outreach and Resource Service**

The Autism Society of Cumberland County will provide **specialized family support** services to children with Autism Spectrum Disorders (ASD) in Cumberland County. This activity will serve children ages birth-5 with the Circle of Parent Curriculum. Support services provided may include resource, referral, parent education/training, support groups, workshops, conference scholarships, monthly newsletters, or resource directories. Services may be delivered by Autism Society of Cumberland County staff, board members, or parent and community volunteers. The program will fund up to .5 FTE for the Director of Programs and Outreach and up to .5 FTE for the Administrative Coordinator. Services may be provided at limited daytime and evening hours at various community locations. A childcare worker will be contracted to provide childcare services during weekly support group meetings, **exceptions include but not limited to holiday, weather-related, staffing issues.** An accounting professional will be contracted to provide accounting and payroll and a CPA firm will be contracted to file all Federal and State tax filing requirements. When funding is available, stipends may be provided for children to attend Camp Sunshine, a summer camp for children on the autism spectrum.

**2. Child Care Resource and Referral**

The Child Care Resource and Referral (CCR&R) **will oversee and provide services to families, childcare providers, and community stakeholders in the forms of public awareness, consumer education and referral, childcare subsidy, technical assistance and professional development supports families and childcare providers through consumer education and referral services along with the provision of information about childcare subsidy and other community resources.** Additional services may include a mobile resource van, a car seat program with the provision of car seats, connection to **the** mobile diaper bank, and a lending library for families, childcare providers and practitioners to have access to and borrow learning and instructional materials. The CCR&R hosts external meetings that involve the attendance of persons other than employees, such as the CCR&R Advisory Committee and DCDEE Childcare Consultants and food may be provided. Smart Start funds will support a minimum of 9.0 FTEs, staff development, travel, and contracted services such as temps, trainers, and security. **If funding is available, up to — CCR&R Advisory Committee member(s) to may attend trainings.**

**3. Community Engagement and Resource Development**

The Community Engagement and Resource Development (CERD) activity will mobilize Cumberland County's collective resources to drive community impact. The Community Engagement and Resource Development Director, with support from the Community Engagement Liaison and the **Governmental and Military Affairs** Liaison, will create, plan, and

Commented [SM1]: Renamed

implement annual and multi-year strategies that will increase PFCs brand awareness, engagement, and commitment to early childhood. The CERD activity will support and strengthen the early childhood system through community engagement, communications, volunteer coordination, public education and community relations. The CERD activity will maximize and leverage Smart Start dollars by bringing potential partners and their resources to the table to serve children and families in our community. The CERD activity will host external meetings and early childhood events that involve the attendance of persons other than employees and food may be provided. Contingent on funding contracted services such as temps, technology, and communication consultants may be utilized. Multiple funding streams will be used to support the staffing, purchase of materials, and coordination of this activity.

4. *Dolly Parton Imagination Library (DPIL)*

Dolly Parton's Imagination Library (DPIL) serves children, ages birth to five in Cumberland County. Children and families will be recruited locally. The program covers enrollment from 25 zip codes, which includes Fort Bragg and Pope Army Airfield ~~AFB~~. ~~Books will be ordered through the Dolly Parton purveyor. Dolly Parton's Imagination Library will provide books to the homes of children who register to participate. Books will be delivered to individual children through the U.S. mail monthly.~~ DPIL will work with the Post Office when possible to recover any undeliverable books and ~~disperse~~ them in a manner which follows LP policies and procedures. DPIL will update the DPIL database frequently to ensure maximum delivery. LP will terminate participation for children who cannot be located and whose books are undeliverable in any month. Postcards asking the parent to call the DPIL will be sent to the last known address which should then be forwarded to the new address. Once children are refound they will again be signed up for book delivery. ~~Measurement tools include kindergarten entrance assessment results, DPIL baseline and follow-up surveys, and program registration databases. Funds may be used for the purchase of DPIL books, mileage, education material, coordination of services, and training costs.~~

Commented [SM2]: Army Airfield

5. *High-Quality Maintenance*

Partnership staff will provide quality maintenance services targeting four and five-star childcare facilities to maintain high quality. Quality maintenance services will be provided in the form of training and on-site technical assistance. Training may be provided on-site or as community learning events. Community learning events may include refreshments, topic related materials, site rental, and outside presenters. Partnership staff will provide early childhood education curriculum support and technical assistance using an appropriate assessment tool, such as the Environment Rating Scale and the Program Administration Scale. Based on assessment results, Partnership staff will work collaboratively with facility staff to develop quality improvement plans. Coaching and consultation will be provided in implementing strategies from the quality improvement plans and progress will be measured through post assessments. Facilities with service agreements may be provided materials, such as copies of the assessment tool. Additionally, facilities may receive a one-time bonus for achieving a specific goal. Facilities receiving Program Administration Scale support may receive a bonus for ~~achieving 7 points in at least five of the 25 scale items as reflected in the post assessment~~ an assessment score increase as documented through pre- and post-assessment. Smart Start funds will support a minimum of 4.0 FTEs, staff development, and travel.

6. *Kindermusik & Music Therapy Connection*

Kindermusik will provide one-on-one training and coaching in utilizing music in daily lesson plans by modeling during 7 weekly sessions for classes of at-risk pre-kindergarten children and their teachers. Each teacher and child will receive "ABC Music & Me" curriculum materials including a parent/child magazine with story and CD allowing parents and children to build upon classroom experiences. Preschool teachers/assistants will learn methods through observing all class presentations so that concepts and musical activities can be integrated into the teacher's daily lesson plans. The music professional/licensed Kindermusik Instructor will explore ideas and help develop activities with the preschool teacher utilizing music through numbers, shapes,

colors, and letters; explore ways to share music in the child's world in the classroom and at home; and may provide follow-up consultation with preschool teachers to explore ways of enhancing daily experiences with the children. Music Therapy will be provided through one-on-one training and mentoring to improve teacher practice by a contracted Music Therapist for special needs preschoolers at Dorothy Spainhour and special needs preschoolers in Early Intervention classes. If available, children ages 3 and 4 at Dorothy Spainhour may receive a Kindermusik home kit.

7. *Planning, Evaluation & Accountability*

Evaluation, Planning, and Accountability will coordinate policies, procedures, daily practices of service delivery which includes monitoring of in-house and direct service partner's activities and/or support for evaluation of the effectiveness of Partnership activities and contract agencies. The Vice President of Evaluation, Planning, and Accountability, with support from Data Management Technicians and an Administrative Specialist, will develop and maintain relationships with service providers and provide services critical to program accountability including (1) Collaboration/coordination with community partners; (2) Review progress of programs toward meeting programmatic goals and objectives outlined in the contract activity description; (3) Development, measurement and reporting of outputs/outcomes and related programmatic data; (4) Collection and dissemination of information on the local early childhood system; to assess child care quality, availability and affordability needs and resources to include family support and health needs and resources; (5) Provision of technical assistance to service providers and grantees regarding data collection and program management; (6) Prepare evaluation on progress made by each project and the Partnership, as a whole, in achieving goals, objectives, benchmarks and outcomes; (7) Researching evidence for effective program delivery; and (8) Implementation and maintenance of centralized information management/centralized database that helps identify gaps in services and opportunities for increased collaboration and funding. Contingent on funding contracted services such as temps, data management, and evaluation, consultants may be utilized. Multiple funding streams will be used to support the staffing, purchase of materials, and coordination of this activity.

8. *Professional Development Career Center*

Professional Development Career Center will provide professional development services and supports to early childhood professionals. The Professional Development Career Center will provide professional development. Services will be provided in the forms of training and technical assistance professional development support and structured learning events, such as, to include conferences and leadership academies for child care centers and family child care homes. Conferences and leadership academies may include refreshments, topic related materials, site rentals, and outside presenters. Technical assistance will include the development of education plans. Professional development support may include and assistance in enrolling in credit-based courses. Financial assistance may be provided to cover the cost of tuition, books, and activity fees. Additional supports may include the provision of educational materials, mentoring, tutoring, and education bonuses for the completion of three semester credits with a 3.0 or better grade point average. Smart Start funds will support the use of the activity management tools, fees associated with certifications/authorizations, a minimum of 4.0 FTEs, staff development, travel, and contracted services in the form of trainers and temps during identified times of need.

9. *The PFC Family Resource Center*

The PFC Family Resource Center (FRC) will provide a single point of entry to facilitate access to a suite of prevention and intervention services of increasing intensity for parents of children between prenatal and kindergarten entry. The FRC staff will screen parent needs and refer the right model to meet families' needs. The Nurturing Skills for Families Programs will be designed for at-risk parents and families experiencing mild to moderate levels of individual and family dysfunction. The Nurturing Parent Program for Parents and their Infants, Toddlers & Preschoolers will be offered to families referred for parenting education by Social Services or Family Court for child maltreatment. FRC will work with all community partners to bring

together resources and activities into an integrated service system that is accessible and responsive. FRC will conduct parenting education services based on the family-centered philosophy and family support principles to ensure that families are supported and strengthened through quality practice. FRC staff will maintain a directory of community services ~~to~~ for families. ~~and an online parenting workshop calendar.~~ Non-cash grants for books may be given to parents participating in the program. Staffing will include the Facility Operations Manager (up to .25 FTE), the Information Referral Assistant (1 FTE), Nurturing Parent Supervisor (1 FTE), and 2 Nurturing Parent Facilitators (2FTE). Training may be provided on-site or as community learning events and may include refreshments, topic related materials, site rental, and outside presenters. P&E hosts external meetings that involve the attendance of persons other than employees, such as the Family Resource Advisory Group. Food may be provided.

10. *Program Coordination - Monitoring and Support*

The Program Coordination-Monitoring and Support activity will develop and maintain relationships with service partners and provide services critical to program accountability. This includes the monitoring of, and enforcement of compliance with, legislative mandates as well as, financial and programmatic monitoring of in-house and direct service partners. Grant monitoring is an involved, interactive, and proactive process that includes many activities, not just onsite monitoring visits to grant recipient locations. These include desktop monitoring, regular contact with recipient program staff, review of grant recipient reporting, and technical assistance visits. Annually, each DSP (excluding DSP with state contracts) participate in an onsite or desktop monitoring. The program monitoring staff will review programs to ensure that Smart Start requirements are being met and to assess how the program monitoring staff can provide the direct service partner with technical assistance. PFC uses a risk-based approach to prioritize monitoring activities by calculating an annual fidelity score of all DSPs (excluding DSP with state contracts). The score determines the frequency of desktop monitoring and the site visit. Each quarter, the program monitoring staff will request that the DSP upload specific data into GEMS Lite. A mandatory DSP in-service will be held at the beginning of each fiscal year for the Smart Start funded grantees where food may be provided. This activity will fund up to a .5 FTE Program Monitoring position and up to 1 minimum .5 FTE Fiscal Monitoring position which will provide the structure for monitoring direct service providers through formal and informal on-site visits. One FTE Grants Manager will be funded to ensure comprehensive monitoring of all CCR&R funded programs (Subsidy, PDCC, and QE, NC PreK) to comply with the guidelines as mandated. The Grants Manager will monitor ~~program effectiveness, strategies for service delivery,~~ fiscal/accounting accuracy, and maintenance of required documentation.

11. *Quality Enhancement Grant*

Quality enhancement services will be provided to help 1-3 star facilities, temporary licensed, and GS110s attain a higher star rating. Services that address program quality will be provided in the forms of training and technical assistance. Partnership staff will provide technical assistance using an assessment tool, such as the Environment Rating Scale and the Business Administration Scale. Based on assessment results, Partnership staff will work collaboratively with facility staff to develop quality improvement plans. Coaching and consultation will be provided in implementing strategies from the quality improvement plans and progress will be measured through post assessments. Facilities with service agreements may be provided materials, such as copies of the assessment tool. Additionally, facilities may receive a one-time bonus for achieving a specific goal. Facilities receiving Environment Rating Scale support may receive a bonus for achieving a 4 or 5-star rating. Family Child Care Homes receiving Business Administration Scale support may receive a bonus for ~~achieving 7 points in at least three of the 10 scale items as reflected in the post-assessment~~ an assessment score increase as documented through pre- and post-assessment. Smart Start funds will support a minimum of 2.5 FTEs, staff development, and travel.



## 12. Reach Out and Read® (ROR)

This activity will provide a Project Coordinator to partner with medical care practices to provide pre-literacy opportunities for children and their parents. The participating trained medical care providers will voluntarily incorporate Reach Out and Read (ROR), an evidence-based model, into young children's regular pediatric checkups or well-child visits. The medical care providers will implement ROR in their practices according to the National ROR guidelines. During each of the routine visits, children will receive a new, culturally- and developmentally-appropriate book to take home and read with their parents. The medical care providers will discuss the importance of reading, model reading a book aloud to the child, and encourage parent-child interactions as part of pre-literacy and language development. The program begins at the child's 6-month checkup and continues through age 5, with a special emphasis on children growing up in low-income communities. The medical care practice will display a literacy-rich waiting room area that reinforces the doctor's prescription to read. This activity will also ensure data collection for project evaluation. The medical provider and local partnership will work collaboratively to secure funds for book purchases during FY 15-16 and FY 16-17. Smart Start funds will be used to support the ROR Project Coordinator and may also be used to develop a literacy-rich waiting area, assist with the collection of data, purchase children's books and monitor clinics to ensure model fidelity.

### A. Planning, Assumptions and Strategic Priorities\*

The Planning Assumptions and Strategic Priorities were reviewed and approved by Board in February of 2017. During the review at the October 10<sup>th</sup> meeting, the consensus was that the planning assumptions and strategic priorities were still very valid.

### B. 2018-21 Three Year Plan\*

During the August and October meetings, the Planning and Evaluation Committee reviewed and reflected on the following question: What can we come away with, and how do we move forward? "Does this plan still hold true?" "Is there any aspect that needs to be adjusted?" After much discussion, the following revisions were made. The committee recommended the following changes to the Goals, Objectives, and Strategies for 2018-2021.

| 2018-2021 Strategic Goals, Objectives & Strategies  |   |   |
|---|---|---|
| Goal Area   | Objectives  | Strategies  |
| <b>Organizational Development</b><br><br><b>Internal Capacity To Realize Its Mission And Achieve Greater Impact</b> | <b>Board and Leadership:</b> Deepened management and staff awareness, understanding, knowledge, capacity, and involvement within and across organizational areas. | <b>Succession Plan:</b> Develop and adopt a written <b>Succession Plan</b>  |
|   |   | <b>Strategic Plan:</b> <del>Develop and adopt a written 3-year strategic plan (2016/17, 2017/18 &amp; 2018/19) including the organization's vision, mission, values, goals, and priorities, and the actions needed to accomplish the mission.</del> <b>Convene key partners to take on specific roles in supporting the implementation of the plan.</b> |
|   |   | <b>Board Composition and Structure:</b> <b>Transition to a new</b> Board structure with a date for full implementation (calendar year/fiscal year), plus a communications plan about the change   |
|   |   | <b>PFC Strengthening Initiative:</b> Enhance the governance and executive leadership capacity of the Partnership  |
|   | <b>Backbone Support:</b> <del>Has the resource and skills to be the backbone</del>  | Operations (Run Internal Process)<br>Financial (Manage Resources)<br>Learning and Growth (Develop Personnel)  |

| 2018-2021 Strategic Goals, Objectives & Strategies                           |  |  |
|--|--|--|
| Goal Area  | Objectives   | Strategies   |
|  | organization dedicated to coordinating the various dimensions and collaborators involved in the School Readiness Initiative-PFC, as the backbone organization, to coordinate & oversee implementation of the plan.   |  |
| <b>Engagement</b><br><br><b>Families and Communities Play a Leading Role</b> | <b>Unique &amp; Positive Brand:</b> PFC is recognized as a credible source on the school readiness issue.  | <p><del>Strategic Communication: Ensure a consistent understanding of the vision for improving outcomes for children beginning at birth throughout the community. This includes using multiple methods to communicate the message appropriately to different audiences.</del></p> <p>Communicate and build awareness around the importance of and progress being made in early childhood education.</p> <p><del>Child Promotion: Child (find) promotion strategies are collaboratively conducted to identify children birth to five. (Instead of child find which is deficit based, used child promotion to convey the “in thing” for parents to participate in.</del></p> |
|  | <b>Cross-Sector Engagement:</b> Representation from key sectors such as education, non-profit, philanthropic, business, civic and community leaders needed to develop and implement the vision to which the Partnership and community hold themselves accountable for achieving. | <b>Mobilizing Resources for Impact</b> – Stakeholders time, talent, and treasure are aligned & mobilized towards improving overall community level outcomes/indicators including the redirecting or initiation of resources including knowledge, time, volunteers, skills, financial contributions or other in-kind services and toward improving a common outcome.  |
|  | <b>Public and Political Will:</b> Unifying advocacy voices by bringing together individuals, groups, or organizations who agree on a particular issue or goal  | <p><b>Constituency Support Base Growth:</b> Increase in the number of individuals who can be counted on for sustained advocacy or action on an issue.</p> <p><del>Policy &amp; Advocacy Alignment: Policymakers educated about the impact of early childhood initiatives, the need to coordinate these services, and their positive effects on our community.</del> Enable policy and advocacy to catalyze and scale progress</p>  |
|  | <b>Investment &amp; Sustainability:</b> Increased public-sector investments in children and families and improve the policies  | <p><del>Fundraiser: The Partnership for Children of Cumberland County (PFC) hosts Soirée, our signature fundraiser, on or around the first weekend of March. Raise \$175,000</del></p> <p>Shared Services: Strategically expand high-quality, high-value, shared services to maximize funding toward our</p>   |
|  |  |  |

| 2018-2021 Strategic Goals, Objectives & Strategies                              |  |   |
|---|--|---|
| Goal Area   | Objectives   | Strategies  |
|   | that govern those investments  | <p><b>core mission.</b></p> <p><b>Funder's Collaborative:</b> Work with funders to establish common grant-making criteria that are research-based and address verified, priority needs in the community and help bring catalytic funding to the effort.</p>   |
| <b>Strengthen Partnerships</b><br><br><b>An Innovative and Connected System</b> | <b>Strengthen The Early Childhood Continuum Of Care:</b> Strengthened and sustained regional and local coalitions to address early childhood system-wide issues and interagency collaboration.           | <p><b>Collaboration &amp; Alignment:</b> A comprehensive, strategic approach to program design, implementation, financing, or measurement of results. Strengthen community-based decision making with respect to resource allocation and early childhood service delivery systems.</p>  |
|   |  | <p><b>Partnerships &amp; Alliance:</b> Convene local stakeholders to expand the work of existing or launch new public-private partnerships at the community level to integrate improved services and make expanded birth to five investments (<i>ABCD Workgroup, Autism Collaborative, Family Resource Center Advisory Team, Child Care Resource and Referral Advisory Workgroup, Forward March Conference, Living in the New Normal, and Behavioral Health Professional Association</i>)</p> |
|   |  | <p><b>Protective Factors Framework:</b> Scaling of evidence-based parent/caregiver-engagement models that increase family protective factors in ECE settings, family support, and related systems.</p>  |
|   | <b>Manage And Coordinate Stakeholder Information:</b> Maintain an integrated performance management approach that uses long-term goals in parallel with tracking indicators and annual performance goals | <p><b>Community Level Outcomes:</b> <del>Community-level outcomes are selected to ensure accountability to the community.</del> Adopt community-wide dashboards with measures across birth to 3<sup>rd</sup> grade</p>  |
|   |  | <p><b>Quality Assurance:</b> Build analytic, research and continuous improvement capability</p>   |
|   | <b>Enhanced Individual and Community Capacity:</b> Build the capacity of organizations to achieve mission-driven results   | <p><b>Data Collection &amp; Sharing:</b> Expand PFC's evaluation activities to work with other public and community agencies to support the focus on shared outcomes. Build data sharing infrastructure to coordinate services and inform action</p>  |
|   |  | <p><b>Evidenced Based TA Model - TAP – IT Data-Informed Decision Making Process &amp; Technical Assistance Approach:</b> Utilize the evidenced-based TAP-IT model to deepen management and staff awareness, understanding, knowledge, capacity, and involvement with planning and evaluation.</p>   |
|   |  | <p><b>Cross-Service System Professional Development:</b> Fund/oversee/support or advocate for evidenced-informed cross-service system training opportunities to increase access, diversify delivery methods, and improve the knowledge base and strategy utilization for increased family involvement</p>   |

| 2018-2021 Strategic Goals, Objectives & Strategies |   |  |
|--|---|--|
| Goal Area  | Objectives  | Strategies   |
| <b>High-Quality Opportunities for All Children</b> | <b>Advance Children's Well-Being:</b> Prepare children socially, emotionally, physically and intellectually to enter kindergarten ready to succeed.                     | <b>Developmental Screenings:</b> Continue to strengthen cross-system coordination for developmental screening across primary health care, child care/early learning, parent education, and home visitation   |
|  |   | <b>Young Child Mental Health Professionals:</b> Increase the number of trained professionals in infant and young children mental health  |
|  | <b>Empower Families:</b> Preventive and intervention services are accessible and meet a range of family needs.  | <b>Positive Parenting Practices:</b> Partners with community partners to adopt policies and practices that are proven effective in building family Protective Factors e.g., integration into community systems, contracts, and services.                                     |
|  |   | <b>Children's Pre-Reading Skills:</b> Institutionalize language and literacy activities county-wide and use this issue as a point of entry for discussion on other domains of school readiness   |
|  | <b>Raise the Quality of Early Care and Education:</b> Early care and education programs and providers are linked to the overall service system and community resources. | <b>High-Quality Early Care and Education:</b> Invest in service delivery strategies and policy directions grounded in culturally effective, evidence-based practices that produce positive changes in children and families, are measurable, cost-effective, and sustainable |
|  |   | <b>Kindergarten Transition:</b> Bridge the Pre K and Elementary divide by aligning pre-K and kindergarten curriculum, standards and teacher expectations   |
|  | <b>Enhanced ECE Workforce:</b> Increased pool and retention of qualified early educators  | <b>Early Educators Education Level:</b> <b>Recruit and retain high-quality early educators</b>   |
|  |   | <b>Compensation, Benefits, And Turnover Of Early Educators:</b> Improve compensation to support recruitment and retention of highly-qualified and well-prepared early educators  |

## INFORMATION

### 1. Community Child Abuse Prevention Plan – (See Attached Document)

The Planning and Evaluation Committee reviewed the Community Child Abuse Prevention Plan. This plan is a culmination of work over the last four years by the PFC-led SOAR Team. The Committee recommends supporting the Community Child Abuse Prevention Plan.

**Facility and Tenant Committee Recommendations**  
**Meeting of October 16, 2017**

**RECOMMENDATIONS**

**A. Lease Renewal Approvals**

The Facility & Tenant Committee recommends approval for tenancy at the center for: Boys & Girls Homes of NC, Clean World USA, Darlene Fairley, LPC, PLLC, Knight Consulting and Johnson Financial Services.

**B. New Leases**

The Facility & Tenant Committee recommends approval for tenancy for new lease applications from: True North and Assessments (Quincy Johnson) in Suite 318, CateRRRflies Lifework (Rachel Reid) in Suite 334 and Empower2Shift (Shakita Torres) in Suite 311.

**INFORMATION**

**C. Potential Changes**

- The committee will continue reviewing conference room policy to determine any needed changes.
- The committee will continue reviewing required documents to determine any needed changes.



# **Finance Committee Recommendations**

## **Meeting of October 17, 2017**

### **RECOMMENDATIONS**

- A. Unallocated Smart Start Funds, \$49,750: PFC has \$49,750 of Smart Start unallocated funds which were set aside for a literacy project. The committee recommends adding these to the Contingency Reversion Plan and emailing service providers, including in-house, to see they can use these funds to expand their services. The funds can be used for literacy or non-literacy activities.

### **INFORMATION**

- B. Cumberland Financial Reports for October 2017 were presented as an FYI:
  - 1. Smart Start
  - 2. NC Pre-Kindergarten
  - 3. DCDEE – Region 5
  - 4. All Funding Sources
  - 5. Unrestricted State Revenues
  - 6. Cash and In-Kind Report
- C. Auditors were on site, Tuesday, October 10 and Wednesday, October 11, 2017. PFC is awaiting contact from the auditors to see if any further information is required.
- D. The first Smart Start Bidders Conference took place on October 12 and another is scheduled on November 9, 2017. Proposals are due December 11, 2017. Team members are needed to participate on an allocation team.
- E. Final FY 16/17 Monitoring Reports for DSP Fiscal and Region 5 were submitted.

# PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

## FOOTNOTES FOR FINANCIAL REPORTS September 30, 2017

### FOOTNOTES - BALANCE SHEET

A. The cash accounts at September 30, 2017 total \$1,943,521.02.

Included in the cash balance amount are the following investment vehicles:

| Banking Institution             | Investment Type                       | Current Amount      | Term (months)   | Maturity Date | Interest Rate | Annual Percentage Yield |
|---------------------------------|---------------------------------------|---------------------|---|---------------|---------------|-------------------------|
| PNC Bank                        | Money Market                          | \$86,784.93         | n/a   | n/a           | n/a           | .50%                    |
| First South Bank                | Money Market                          | <b>\$-0-</b>        | <b>A \$243,587.60 check was deposited into PFC's main checking account until investment decisions are made.</b> |               |               |                         |
| First Citizens Bank             | CD                                    | <b>\$-0-</b>        | <b>A \$249,522.08 check was deposited into PFC's main checking account until investment decisions are made.</b> |               |               |                         |
| Cumberland Community Foundation | Beneficial Interest in Endowment Fund | \$31,384.00         | n/a   | n/a           | n/a           | n/a                     |
| <b>TOTAL</b>                    |                                       | <b>\$118,168.93</b> |   |               |               |                         |

B. Employees' payroll deductions at September 30, 2017 from the current month and from prior months total \$4,429.92. These accounts are reconciled on a monthly basis and at yearend to ensure that the correct amounts are being accounted for.

C. Per Board approval, an endowment fund was established on June 29, 2012 with the Cumberland Community Foundation, Inc. with an initial amount of \$25,000.00. Since this amount is an irrevocable gift of assets, it is classified as a permanently restricted net asset for accounting purposes. It is also classified as a "Beneficial Interest in Community Foundation" in the Assets section of the Balance Sheet.

NCPC defines permanently restricted net assets as "used to classify assets that have donor-imposed stipulations that neither expire with time nor can be fulfilled or removed by actions of the organization. An example would be an endowment fund whereby the principal is maintained for investment purposes and the interest earnings may be available for use. This FASB code is rarely used."

Additional funds totaling \$4,732.00 was added to the endowment as of June 30, 2013. The Partnership made an additional deposit of \$768.00 to the endowment in September 2014. The Partnership also made an additional deposit of \$666.00 to the endowment in July 2015. During January 2016, additional deposits totaling \$218.00 were received for the endowment. This amount was transferred to the Foundation in February 2016. The total contributions from the Partnership to the endowment, including these funds, are now a total of \$31,384.00. There were no additional funds added to this endowment during the 2016-2017 fiscal year.

## **FOOTNOTES FOR FINANCIAL REPORTS**

### **September 30, 2017**

#### **FOOTNOTES - SMART START GRANT SPREADSHEET**

**SERVICES (In-House Activities):** The Smart Start grants for all of the Services budgets are in full contract effective July 1, 2017.

**DIRECT SERVICE PROVIDERS:** The Smart Start grants for the Direct Service Providers (DSPs) budgets are in full contract at July 1, 2017.

**ADMINISTRATION:** The Smart Start grant for the Administration budget is in full contract at July 1, 2017.

**UNALLOCATED SERVICE FUNDS:** There is currently an unallocated amount of \$49,750.00 of Service funds that is anticipated to be put into contract once additional contractors and/or activities have been put into place; or if current contractors request additional funding.

**Partnership for Children of Cumberland County, Inc.**  
**Balance Sheet**  
**September 30, 2017**

**Assets**

|  |                 |   |          |
|--|-----------------|---|----------|
| Bank of America Checking Account               | \$ 1,824,952.09 | } | <b>A</b> |
| PNC Bank - Money Market Reserve                | 86,784.93       |   |          |
| Petty Cash, Change Funds, Undeposited Receipts | 400.00          |   |          |
| Beneficial Interest in Community Foundation    | 31,384.00       |   |          |

|                     |                     |
|---------------------|---------------------|
| <b>Total Assets</b> | <u>1,943,521.02</u> |
|---------------------|---------------------|

**Liabilities and Net Assets**

|   |              |          |          |
|---|--------------|----------|----------|
| Health Insurance Payable                  | 989.46       | }        | <b>B</b> |
| Flex-Spending Payable                     | 3,236.99     |          |          |
| AFLAC Payable                             | 0.14         |          |          |
| Dental Insurance Payable                  | 124.68       |          |          |
| Vision Payable                            | 6.06         |          |          |
| 529 College Plan                          | 72.50        |          |          |
| Legal Shield Payable                      | 0.09         |          |          |
| Tenant Security Deposits                  | 14,511.74    |          |          |
| Unrestricted Net Assets                   | 1,011,030.51 |          |          |
| Temporarily Restricted Net Assets         | 40,280.55    |          |          |
| Permanently Restricted Net Assets         | 31,384.00    | <b>C</b> |          |
| Excess Revenues over (under) Expenditures | 841,884.30   |          |          |

|   |                        |
|---|------------------------|
| <b>Total Liabilities and Net Assets</b> | <u>\$ 1,943,521.02</u> |
|---|------------------------|

***PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC. - SMART START GRANT - FY 2017 - 2018***

|  |  |                    |
|--|--|--------------------|
| <b>FY 17/18 SMART START FULL ALLOCATION</b>          |  | <b>\$6,598,689</b> |
| (per Allocation Memo dated 06-02-2017)               |  |                    |
| <b>TOTAL ALLOCATION FOR ADMINISTRATION -----&gt;</b> |  | <b>\$319,799</b>   |
| FY 17/18 Smart Start Admin Base Allocation           |  | <b>\$319,799</b>   |
| <b>TOTAL ALLOCATION FOR SERVICES -----&gt;</b>       |  | <b>\$6,278,890</b> |
| FY 17/18 Smart Start Services Allocation :           |  | <b>\$6,278,890</b> |

|   |   |   |            |                        |                    |                      |                      |                      |                        | AS OF SEPTEMBER 30, 2017  |                            |
|---|---|---|------------|------------------------|--------------------|----------------------|----------------------|----------------------|------------------------|---|----------------------------|
|   |   |   |            |                        |                    |                      |                      |                      |                        | If monthly spending was equal, at month-end, the percentages should be: |                            |
|   |   |   |            |                        |                    |                      |                      |                      |                        | 25%   | 75%                        |
|   |   |   |            |                        |                    |                      |                      |                      |                        | EXPENDITURES  |                            |
| Activity  |   | Agency                                  |            | 08/31/17<br>Budget     | Advances           | August               | September            | Y-T-D                | Remaining<br>Budget    | % of<br>Budget<br>Expended  | % of<br>Available<br>Funds |
| Early Care & Education Subsidy - TANF Only      |   |   |            |                        |                    |                      |                      |                      |                        |   |                            |
| 1   | Subsidized Child Care                   | Dept. of Social Services                |            | \$ 2,230,306.00        |                    | \$ 200,034.00        |                      | \$ 200,034.00        | \$ 2,030,272.00        | 9%  | 91%                        |
| 2   | CCR&R - Subsidy                         | IH Partnership for Children             |            | \$ 366,368.00          |                    | \$ 9,206.27          | \$ 29,453.02         | \$ 38,659.29         | \$ 327,708.71          | 11%   | 89%                        |
| 3   | Child Care Scholarships                 | Fayetteville Tech. Com. College         |            | \$ 207,260.00          |                    | \$ -                 | \$ 18,380.73         | \$ 18,380.73         | \$ 188,879.27          | 9%  | 91%                        |
|   |   | <b>ECE Subsidy TANF Total:</b>          | <b>45%</b> | <b>\$ 2,803,934.00</b> | <b>\$ -</b>        | <b>\$ 209,240.27</b> | <b>\$ 47,833.75</b>  | <b>\$ 257,074.02</b> | <b>\$ 2,546,859.98</b> | <b>9%</b>   |                            |
|   |   | <b>Minimum of 39% Required</b>          |            |                        |                    |                      |                      |                      |                        |   |                            |
| Early Care & Education Subsidy - Non-TANF       |   |   |            |                        |                    |                      |                      |                      |                        |   |                            |
| 4   | CCR&R - Non-TANF Dual Subsidy           | IH Partnership for Children             |            | \$ 60,000.00           |                    | \$ 810.00            | \$ 12,336.02         | \$ 13,146.02         | \$ 46,853.98           | 22%   | 78%                        |
| 5   | Spainhour/Child Play                    | Easter Seals UCP                        |            | \$ 91,716.00           |                    | \$ 7,643.00          | \$ 7,643.00          | \$ 22,929.00         | \$ 68,787.00           | 25%   | 75%                        |
|   |   | <b>ECE Subsidy Non-TANF Total:</b>      | <b>2%</b>  | <b>\$ 151,716.00</b>   | <b>\$ -</b>        | <b>\$ 8,453.00</b>   | <b>\$ 19,979.02</b>  | <b>\$ 36,075.02</b>  | <b>\$ 115,640.98</b>   | <b>24%</b>  |                            |
| Early Care & Education Subsidy - Administration |   |   |            |                        |                    |                      |                      |                      |                        |   |                            |
| 6   | Subsidy Support Staff                   | Dept. of Social Services                |            | \$ 178,424.00          |                    | \$ 122,280.00        |                      | \$ 122,280.00        | \$ 56,144.00           | 69%   | 31%                        |
| 7   | Child Care Scholarship - Admin Support  | Fayetteville Tech. Com. College         |            | \$ 11,550.00           |                    | \$ 1,209.31          | \$ 1,313.08          | \$ 2,522.39          | \$ 9,027.61            | 22%   | 78%                        |
| 8   | CCR&R - Subsidy Administration          | IH Partnership for Children             |            | \$ 35,450.00           |                    | \$ 2,777.19          | \$ 3,061.86          | \$ 8,599.63          | \$ 26,850.37           | 24%   | 76%                        |
|   |   | <b>ECE Subsidy Administration Total</b> | <b>4%</b>  | <b>\$ 225,424.00</b>   | <b>\$ -</b>        | <b>\$ 126,266.50</b> | <b>\$ 4,374.94</b>   | <b>\$ 133,402.02</b> | <b>\$ 92,021.98</b>    | <b>59%</b>  |                            |
|   |   |   |            |                        |                    |                      |                      |                      |                        |   |                            |
| Early Care & Education Quality & Affordability  |   |   |            |                        |                    |                      |                      |                      |                        |   |                            |
| 9   | CCR&R - Quality Enhancement Grants      | IH Partnership for Children             |            | \$ 188,317.00          |                    | \$ 20,834.03         | \$ 13,100.03         | \$ 44,900.72         | \$ 143,416.28          | 24%   | 76%                        |
| 10  | CCR&R - High Quality Maintenance        | IH Partnership for Children             |            | \$ 251,275.00          |                    | \$ 37,089.53         | \$ 24,335.89         | \$ 78,049.76         | \$ 173,225.24          | 31%   | 69%                        |
| 11  | CCR&R - Core Services                   | IH Partnership for Children             |            | \$ 793,797.00          |                    | \$ 56,687.10         | \$ 63,600.99         | \$ 169,703.17        | \$ 624,093.83          | 21%   | 79%                        |
| 12  | CCR&R - Professional Dev. Career Center | IH Partnership for Children             |            | \$ 268,453.00          |                    | \$ 12,959.38         | \$ 17,873.61         | \$ 43,233.14         | \$ 225,219.86          | 16%   | 84%                        |
| 13  | WAGE\$                                  | Child Care Svcs. Association            |            | \$ 374,680.00          |                    | \$ 46,315.65         | \$ 61,576.75         | \$ 107,892.40        | \$ 266,787.60          | 29%   | 71%                        |
| 14  | Kindermusik & Music Therapy             | Kerri Hurley                            |            | \$ 57,709.00           | \$ 9,618.00        | \$ 8,466.14          | \$ 5,126.99          | \$ 14,593.13         | \$ 43,115.87           | 25%   | 75%                        |
|   |   | <b>ECE Quality Total:</b>               | <b>31%</b> | <b>\$ 1,934,231.00</b> | <b>\$ 9,618.00</b> | <b>\$ 182,351.83</b> | <b>\$ 185,614.26</b> | <b>\$ 458,372.32</b> | <b>\$ 1,475,858.68</b> | <b>24%</b>  |                            |
|   |   | <b>Minimum of 70% Total Required</b>    |            | <b>81%</b>             |                    |                      |                      |                      |                        |   |                            |



***PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC. - SMART START GRANT - FY 2017 - 2018***

|  |  |                    |
|--|--|--------------------|
| <b>FY 17/18 SMART START FULL ALLOCATION</b>          |  | <b>\$6,598,689</b> |
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| FY 17/18 Smart Start Admin Base Allocation           |  | <b>\$319,799</b>   |
| <b>TOTAL ALLOCATION FOR SERVICES -----&gt;</b>       |  | <b>\$6,278,890</b> |
| FY 17/18 Smart Start Services Allocation :           |  | <b>\$6,278,890</b> |

|              |  |  |  |  |  |  |  |  |  | AS OF SEPTEMBER 30, 2017  |     |
|--------------|--|--|--|--|--|--|--|--|--|---|-----|
|              |  |  |  |  |  |  |  |  |  | If monthly spending was equal, at month-end, the percentages should be: |     |
|              |  |  |  |  |  |  |  |  |  | 25%   | 75% |
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| EXPENDITURES |  |  |  |  |  |  |  |  |  |   |     |
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**Partnership for Children of Cumberland County, Inc. - NC PRE-KINDERGARTEN GRANT**

|  |  |     |
|--|--|-----|
| <b>FY 17/18<br/>Projected<br/>Revenues</b> | <b>Fiscal Year 2017 / 2018</b>                 |     |
| \$ 8,073,765                               | NC Pre-k Grant Payments to Providers           |     |
| \$ -                                       | New Quality Funds                              |     |
| \$ 336,407                                 | 4% Administrative Fee                          |     |
| \$ 8,410,172                               | Total NC Pre-k Grant                           |     |
| \$ 8,410,172                               | Total Available for NC Pre-k Admin. & Services |     |
|  | as of September 30, 2017                       |     |
|  | SHOULD BE                                      |     |
|  | 25%  | 75% |

| FUND | Activity   | FY 17/18<br>Budget<br>8/1/2017 | July               | August             | September           | Y-T-D               | Remaining<br>Budget   | % of<br>Budget<br>Expended | % of<br>Available<br>Funds |
|------|--|--------------------------------|--------------------|--------------------|---------------------|---------------------|-----------------------|----------------------------|----------------------------|
| 211  | 9100-999 Administrative Operations   | \$ 152,161.00                  | \$7,616.09         | \$7,559.29         | \$12,165.89         | \$27,341.27         | \$124,819.73          | 18%                        | 82%                        |
| 211  | 3104-001 CCR&R - Core  | \$ 62,308.00                   | \$5,978.96         | \$5,000.92         | \$5,570.92          | \$16,550.80         | \$45,757.20           | 27%                        | 73%                        |
|      | 3323-017 NC Pre-k Coordination (In-Direct)   | \$ 121,938.00                  | \$9,562.57         | \$14,012.56        | \$13,520.84         | \$37,095.97         | \$84,842.03           | 30%                        | 70%                        |
|      | <b>Services Sub-Total</b>  | <b>\$ 184,246.00</b>           | <b>\$15,541.53</b> | <b>\$19,013.48</b> | <b>\$19,091.76</b>  | <b>\$53,646.77</b>  | <b>\$130,599.23</b>   | <b>29%</b>                 | <b>71%</b>                 |
| 206  | 2342-015 NC Pre-k Subsidy (Direct - Child Reimbursement) - State Funds               | \$ 6,862,700.00                | \$0.00             | \$0.00             | \$120,390.00        | \$120,390.00        | \$6,742,310.00        | 2%                         | 98%                        |
|      | 2348-015 NC Pre-K Non-TANF/CCDF - State Funds  | \$ 1,211,065.00                | \$0.00             | \$0.00             | \$0.00              | \$0.00              | \$1,211,065.00        | 0%                         | 100%                       |
|      | <b>Fund 206 Sub-Total</b>  | <b>\$ 8,073,765.00</b>         | <b>\$0.00</b>      | <b>\$0.00</b>      | <b>\$120,390.00</b> | <b>\$120,390.00</b> | <b>\$7,953,375.00</b> | <b>1%</b>                  | <b>99%</b>                 |
| 319  | 2342-015 NC Pre-k Subsidy TANF (Direct - Child Reimbursement) - <b>Federal Funds</b> | \$ -                           | \$0.00             | \$0.00             | \$0.00              | \$0.00              | \$0.00                | #DIV/0!                    | #DIV/0!                    |
|      | 2348-015 NC Pre-K Non-TANF/CCDF - <b>Federal Funds</b>                               | \$ -                           | \$0.00             | \$0.00             | \$0.00              | \$0.00              | \$0.00                | #DIV/0!                    | #DIV/0!                    |
|      | 3323-017 NC Pre-K New Quality Funds - <b>Federal Funds</b>                           | \$ -                           | \$0.00             | \$0.00             | \$0.00              | \$0.00              | \$0.00                | #DIV/0!                    | #DIV/0!                    |
|      | <b>Fund 319 Sub-Total</b>  | <b>\$ -</b>                    | <b>\$0.00</b>      | <b>\$0.00</b>      | <b>\$0.00</b>       | <b>\$0.00</b>       | <b>\$0.00</b>         | <b>#DIV/0!</b>             | <b>#DIV/0!</b>             |

|                               |                       |
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| <b>Total Budget Remaining</b> | <b>\$8,208,793.96</b> |
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| <b>Total NC Pre-K Grant</b>                                  | <b>\$ 8,410,172.00</b> |
| <b>Unallocated NC Pre-k Revenues</b>                         | <b>\$ -</b>            |
| <b>Total NC Pre-k Grant Expended</b>                         | <b>\$23,157.62</b>     |
|  | <b>\$26,572.77</b>     |
|  | <b>\$151,647.65</b>    |
|  | <b>\$201,378.04</b>    |
| <b>Total State Funds</b>                                     | <b>\$8,410,172</b>     |
| <b>Total Federal Funds</b>                                   | <b>\$0</b>             |
| <b>Total NC Pre-K Grant<br/>(Does not include Expansion)</b> | <b>\$8,410,172</b>     |

*Partnership for Children of Cumberland County, Inc.*

*Region 5 DCDEE Lead Agency Grant  
Fiscal Year 2017 - 2018*

TOTAL FY 2017 - 2018 REGION 5 LEAD AGENCY ALLOCATION **\$579,764.00**

FY 2017 - 2018 10% Overhead / Administration Allocation **\$52,351.00**

FY 2017 - 2018 Program/Services Allocation **\$527,413.00**

|   |     |                      |                     |                     |                     |                     |                      | as of September 30, 2017   |                            |
|---|-----|----------------------|---------------------|---------------------|---------------------|---------------------|----------------------|----------------------------|----------------------------|
| EXPENDITURES  |     |                      |                     |                     |                     |                     |                      | 25%                        | 75%                        |
| Activity  |     | 07/01/17<br>Budget   | July                | August              | September           | Y-T-D               | Remaining<br>Budget  | % of<br>Budget<br>Expended | % of<br>Available<br>Funds |
| Region 5 Lead Agency - Core Services                                |     | \$ 228,965.00        | \$ 12,401.87        | \$ 16,664.53        | \$ 13,952.47        | \$ 43,018.87        | \$ 185,946.13        | 19%                        | 81%                        |
| Core Services - 10% Overhead/Administration for CCR&R               |     | \$ 550.00            | \$ 29.57            | \$ 49.81            | \$ 91.89            | \$ 171.27           | \$ 378.73            | 31%                        | 69%                        |
| Core Services - 10% Overhead/Administration for Admin Ops           |     | \$ 28,129.00         | \$ -                | \$ 364.69           | \$ 3,754.83         | \$ 4,119.52         | \$ 24,009.48         | 15%                        | 85%                        |
| Contracts & Grants - Anson County                                   |     | \$ 9,954.00          | \$ -                | \$ -                | \$ -                | \$ -                | \$ 9,954.00          | 0%                         | 100%                       |
| Contracts & Grants - Montgomery County                              |     | \$ 8,345.00          | \$ -                | \$ -                | \$ -                | \$ -                | \$ 8,345.00          | 0%                         | 100%                       |
| Contracts & Grants - Moore County                                   |     | \$ 28,899.00         | \$ -                | \$ -                | \$ -                | \$ -                | \$ 28,899.00         | 0%                         | 100%                       |
| Contracts & Grants - Richmond County                                |     | \$ 14,528.00         | \$ -                | \$ -                | \$ -                | \$ -                | \$ 14,528.00         | 0%                         | 100%                       |
|   |     | <b>\$ 319,370.00</b> | <b>\$ 12,431.44</b> | <b>\$ 17,079.03</b> | <b>\$ 17,799.19</b> | <b>\$ 47,309.66</b> | <b>\$ 272,060.34</b> | <b>15%</b>                 | <b>85%</b>                 |
| Region 5 Infant Toddler Project                                     |     | \$ 118,863.00        | \$ 7,750.56         | \$ 8,407.59         | \$ 16,348.54        | \$ 32,506.69        | \$ 86,356.31         | 27%                        | 73%                        |
| Infant Toddler - 10% Overhead/Administration for CCR&R              |     | \$ 300.00            | \$ 0.62             | \$ 25.07            | \$ 70.40            | \$ 96.09            | \$ 203.91            | 32%                        | 68%                        |
| Infant Toddler - 10% Overhead/Administration for Admin Ops          |     | \$ 11,586.00         | \$ -                | \$ -                | \$ 3,154.54         | \$ 3,154.54         | \$ 8,431.46          | 27%                        | 73%                        |
|   |     | <b>\$ 130,749.00</b> | <b>\$ 7,751.18</b>  | <b>\$ 8,432.66</b>  | <b>\$ 19,573.48</b> | <b>\$ 35,757.32</b> | <b>\$ 94,991.68</b>  | <b>27%</b>                 | <b>73%</b>                 |
| Region 5 Healthy Social Behaviors Project                           |     | \$ 117,859.00        | \$ 6,774.20         | \$ 3,976.54         | \$ 9,092.72         | \$ 19,843.46        | \$ 98,015.54         | 17%                        | 83%                        |
| Healthy Social Behavior - 10% Overhead/Administration for CCR&R     |     | \$ 400.00            | \$ 0.62             | \$ 102.07           | \$ 60.34            | \$ 163.03           | \$ 236.97            | 41%                        | 59%                        |
| Healthy Social Behavior - 10% Overhead/Administration for Admin Ops |     | \$ 11,386.00         | \$ -                | \$ -                | \$ 1,821.31         | \$ 1,821.31         | \$ 9,564.69          | 16%                        | 84%                        |
|   |     | <b>\$ 129,645.00</b> | <b>\$ 6,774.82</b>  | <b>\$ 4,078.61</b>  | <b>\$ 10,974.37</b> | <b>\$ 21,827.80</b> | <b>\$ 107,817.20</b> | <b>17%</b>                 | <b>83%</b>                 |
| Total Allocated DCD Funds Remaining                                 |     |                      |                     |                     |                     |                     | <b>\$ 474,869.22</b> |                            |                            |
| Summary for 10% Overhead / Administration                           | PFC | \$ 52,351.00         | \$ 30.81            | \$ 541.64           | \$ 8,953.31         | \$ 9,525.76         | \$ 42,825.24         | 18%                        | 82%                        |

# Partnership for Children of Cumberland County, Inc.

## All Funding Sources

Fiscal Year 2017 - 2018

| FUND CODE |  | July 1, 2017<br>Beginning Cash<br>Balance | Receipts      |               |               |                 | Expenditures  |               |               |                  | Ending Cash<br>Balance |
|-----------|--|---|---------------|---------------|---------------|-----------------|---------------|---------------|---------------|------------------|------------------------|
|           |  |   | July          | August        | September     | YTD             | July          | August        | September     | YTD              |                        |
|           | <b>RESTRICTED FUNDS</b>                        |   |               |               |               |                 |               |               |               |                  |                        |
| 206       | NC Pre-K Grant - State Funds (per child)       | \$ -                                      | \$ -          | \$ -          | \$ -          | \$ -            | \$ -          | \$ -          | \$ -          | \$ -             | \$ -                   |
|           | CASH ADVANCE from DCDEE -NC Pre-K Grant        | \$ -                                      | \$ -          | \$ -          | \$ 807,377.00 | \$ 807,377.00   | \$ -          | \$ -          | \$ 120,390.00 | \$ 120,390.00    | \$ 686,987.00          |
| 211       | NC Pre-K Grant - 4% Admin Fees                 | \$ -                                      | \$ -          | \$ -          | \$ 23,223.20  | \$ 23,223.20    | \$ 23,157.62  | \$ 26,572.77  | \$ (2,382.35) | \$ 47,348.04     | \$ (24,124.84)         |
|           | CASH ADVANCE from DCDEE -NC Pre-K Grant        | \$ -                                      | \$ -          | \$ -          | \$ 33,640.00  | \$ 33,640.00    | \$ -          | \$ -          | \$ 33,640.00  | \$ 33,640.00     | \$ -                   |
| 319       | NC Pre-K Grant (per slot) - Federal Funds      | \$ -                                      | \$ -          | \$ -          | \$ -          | \$ -            | \$ -          | \$ -          | \$ -          | \$ -             | \$ -                   |
|           | CASH ADVANCE from DCDEE -NC Pre-K Grant        | \$ -                                      | \$ -          | \$ -          | \$ -          | \$ -            | \$ -          | \$ -          | \$ -          | \$ -             | \$ -                   |
|           | <b>Sub-total for NC Pre-K</b>                  | \$ -                                      |               |               |               |                 |               |               |               | <b>Sub-total</b> | <b>\$ 662,862.16</b>   |
| 301       | Family CareGivers Program                      | \$ 120.00                                 | \$ -          | \$ -          | \$ -          | \$ -            | \$ 120.00     | \$ -          | \$ -          | \$ 120.00        | \$ -                   |
| 307       | DCD Grant - SWCDC                              | \$ -                                      | \$ -          | \$ -          | \$ -          | \$ -            | \$ 12,431.43  | \$ 17,079.02  | \$ 17,799.18  | \$ 47,309.63     | \$ (47,309.63)         |
| 312       | Region 5 - Infant/Toddler Project              | \$ 55,958.94                              | \$ -          | \$ -          | \$ -          | \$ -            | \$ 63,710.12  | \$ 8,432.66   | \$ 19,573.48  | \$ 91,716.26     | \$ (35,757.32)         |
| 313       | Region 5 - Healthy Social Behavior             | \$ -                                      | \$ -          | \$ -          | \$ -          | \$ -            | \$ 6,774.81   | \$ 4,078.60   | \$ 10,974.36  | \$ 21,827.77     | \$ (21,827.77)         |
| 807       | Region 5 - Program Income                      | \$ -                                      | \$ 105.00     | \$ 125.00     | \$ 1,315.00   | \$ 1,545.00     | \$ 15.11      | \$ -          | \$ -          | \$ 15.11         | \$ 1,529.89            |
|           | <b>Sub-total for Other Restricted</b>          | \$ 56,078.94                              |               |               |               |                 |               |               |               | <b>Sub-total</b> | <b>\$ (103,364.83)</b> |
| 139       | Smart Start - Admin. (FY 15/16)                | \$ -                                      | \$ -          | \$ -          | \$ -          | \$ -            | \$ -          | \$ (117.39)   |               | \$ (117.39)      | \$ 117.39              |
| 140       | Smart Start - Services (FY 15/16)              | \$ 3,600.00                               | \$ -          | \$ -          | \$ -          | \$ -            | \$ 3,600.00   | \$ (344.91)   |               | \$ 3,255.09      | \$ 344.91              |
| 141       | Smart Start - Admin. (FY 16/17)                | \$ 4.84                                   | \$ -          | \$ -          | \$ -          | \$ -            | \$ (220.58)   | \$ (32.80)    |               | \$ (253.38)      | \$ 258.22              |
| 142       | Smart Start - Services (FY 16/17)              | \$ 55,981.42                              | \$ -          | \$ -          | \$ -          | \$ -            | \$ 53,719.77  | \$ 347.83     |               | \$ 54,067.60     | \$ 1,913.82            |
| 143       | Smart Start - Admin. (FY 17/18)                | \$ -                                      | \$ 39,975.00  | \$ 26,608.00  | \$ 27,217.00  | \$ 93,800.00    | \$ 23,455.89  | \$ 24,498.78  | \$ 34,392.42  | \$ 82,347.09     | \$ 11,452.91           |
| 144       | Smart Start - Services (FY 17/18)              | \$ -                                      | \$ 422,949.00 | \$ 281,523.00 | \$ 306,188.00 | \$ 1,010,660.00 | \$ 153,296.38 | \$ 232,933.37 | \$ 280,922.07 | \$ 667,151.82    | \$ 343,508.18          |
| 201       | MAC SS Grant (Accting/Contracting)             | \$ 101.93                                 | \$ -          | \$ 12,385.16  | \$ -          | \$ 12,385.16    | \$ 4,854.75   | \$ 4,838.16   | \$ 6,164.03   | \$ 15,856.94     | \$ (3,369.85)          |
| 801       | Program Income (SS Related)                    | \$ 96,952.64                              | \$ 4,295.01   | \$ 8,500.06   | \$ 8,040.80   | \$ 20,835.87    | \$ 3,943.42   | \$ 2,428.08   | \$ 4,374.20   | \$ 10,745.70     | \$ 107,042.81          |
| 804       | GEMS Shared Services (PI SS Related)           | \$ 14,178.12                              | \$ -          | \$ -          |               | \$ -            | \$ 8,480.00   | \$ -          |               | \$ 8,480.00      | \$ 5,698.12            |
| 902       | COBRA - Employee Insurance Withholdings        | \$ (137.96)                               | \$ 62.34      | \$ 2,062.34   | \$ 1,062.34   | \$ 3,187.02     | \$ 964.43     | \$ 964.43     | \$ -          | \$ 1,928.86      | \$ 1,120.20            |
|           | <b>Sub-total for Smart Start &amp; Related</b> | \$ 170,680.99                             |               |               |               |                 |               |               |               | <b>Sub-total</b> | <b>\$ 468,086.71</b>   |

# Partnership for Children of Cumberland County, Inc.

## All Funding Sources

Fiscal Year 2017 - 2018

| FUND<br>CODE |  | July 1, 2017<br>Beginning Cash<br>Balance | Receipts     |              |              |              | Expenditures   |              |                |                | Ending Cash<br>Balance |
|--------------|--|---|--------------|--------------|--------------|--------------|----------------|--------------|----------------|----------------|------------------------|
|              |  |   | July         | August       | September    | YTD          | July           | August       | September      | YTD            |                        |
|              | UNRESTRICTED FUNDS   |   |              |              |              |              |                |              |                |                |                        |
| 208          | Unrestricted State Revenues - For Operating Purposes                   | \$ (34,153.21)                            | \$ -         | \$ -         | \$ -         | \$ -         | \$ (20,893.36) | \$ 4,253.60  | \$ (28,782.32) | \$ (45,422.08) | \$ 11,268.87           |
|              | Unrestricted State Revenues - Invested in CDs and Money Market Account | \$ 563,322.79                             | \$ -         | \$ -         | \$ -         | \$ -         | \$ 26,000.00   | \$ -         | \$ 22,000.00   | \$ 48,000.00   | \$ 515,322.79          |
| 501          | Individual Gifts & Donations   | \$ 19,816.78                              | \$ 216.11    | \$ 234.68    | \$ 684.93    | \$ 1,135.72  | \$ -           | \$ 253.00    | \$ -           | \$ 253.00      | \$ 20,699.50           |
| 515          | Vending Machine Commissions  | \$ 1,730.10                               | \$ 41.29     | \$ 41.73     | \$ 77.61     | \$ 160.63    | \$ -           | \$ 686.63    | \$ 538.78      | \$ 1,225.41    | \$ 665.32              |
| 518          | Kohl's Corporate Grants  | \$ 5,510.44                               | \$ -         | \$ -         | \$ -         | \$ -         | \$ -           | \$ -         | \$ 2,775.00    | \$ 2,775.00    | \$ 2,735.44            |
| 526          | Unrestricted Private Funds   | \$ 4,467.73                               | \$ -         | \$ -         | \$ -         | \$ -         | \$ -           | \$ -         |                | \$ -           | \$ 4,467.73            |
| 531          | PFC Annual Engagements   | \$ 1,080.00                               | \$ -         | \$ -         | \$ -         | \$ -         | \$ -           | \$ -         |                | \$ -           | \$ 1,080.00            |
| 535          | Cumberland Community Foundation - Grandparents Support Grant           | \$ 7,426.80                               | \$ -         | \$ -         | \$ 10,000.00 | \$ 10,000.00 | \$ -           | \$ (30.00)   | \$ 45.00       | \$ 15.00       | \$ 17,411.80           |
| 802          | PFCRC II (Non-Smart Start)   | \$ 112,969.76                             | \$ 3,987.64  | \$ 10,707.59 | \$ 6,356.16  | \$ 21,051.39 | \$ 5,826.37    | \$ 35,329.50 | \$ 6,890.55    | \$ 48,046.42   | \$ 85,974.73           |
| 806          | Forward March Conference   | \$ 10,676.98                              | \$ 12,500.00 | \$ 1,667.00  | \$ 1,000.00  | \$ 15,167.00 | \$ -           | \$ -         | \$ 150.31      | \$ 150.31      | \$ 25,693.67           |
| 812          | PFCRC II - Administration  | \$ -                                      | \$ 4,166.66  | \$ 4,166.66  | \$ 4,166.66  | \$ 12,499.98 | \$ 3,860.75    | \$ 3,860.76  | \$ 5,791.15    | \$ 13,512.66   | \$ (1,012.68)          |
| 815          | Hoke - Contracted Eval (not program income)                            | \$ 14,925.04                              | \$ -         | \$ -         | \$ -         | \$ -         | \$ 3,180.00    | \$ 2,647.58  | \$ 2,259.03    | \$ 8,086.61    | \$ 6,838.43            |
| 816          | Contracted Data Services   | \$ 26,371.83                              | \$ 5,850.00  | \$ 2,600.00  | \$ 1,950.00  | \$ 10,400.00 | \$ 15,690.00   | \$ 3,180.00  | \$ -           | \$ 18,870.00   | \$ 17,901.83           |
| 820          | Fundraising - PFC Annual Soiree  | \$ 76,197.65                              | \$ -         | \$ -         | \$ -         | \$ -         | \$ 19.54       | \$ 488.54    | \$ 450.00      | \$ 958.08      | \$ 75,239.57           |
| 822          | Fundraising - PFC Annual Soiree - Kidstuff                             | \$ 15,074.46                              | \$ -         | \$ -         | \$ -         | \$ -         | \$ -           | \$ 675.00    | \$ -           | \$ 675.00      | \$ 14,399.46           |
| 824          | Fundraising - PFC Annual Soiree - Administrative Allocation            | \$ 3,609.29                               | \$ -         | \$ -         | \$ -         | \$ -         | \$ -           | \$ -         | \$ -           | \$ -           | \$ 3,609.29            |
| 825          | Capital Projects Fund  | \$ 21,578.00                              | \$ -         | \$ -         | \$ -         | \$ -         | \$ -           | \$ -         | \$ -           | \$ -           | \$ 21,578.00           |
| 827          | Fundraising - Mission Moments  | \$ 9,170.00                               | \$ -         | \$ -         | \$ -         | \$ -         | \$ -           | \$ 7,004.54  | \$ 2,165.46    | \$ 9,170.00    | \$ -                   |
| 828          | Fundraising - Early Care & Education Initiatives                       | \$ 5,000.00                               | \$ -         | \$ -         | \$ -         | \$ -         | \$ -           | \$ -         | \$ 100.00      | \$ 100.00      | \$ 4,900.00            |
| 897          | Sales Tax  | \$ (13,362.26)                            | \$ -         | \$ 13,362.26 | \$ -         | \$ 13,362.26 | \$ 277.09      | \$ 1,714.84  | \$ 1,166.78    | \$ 3,158.71    | \$ (3,158.71)          |
| 899          | Interest Income (from Investment Funds)                                | \$ 16,094.22                              | \$ 40.49     | \$ 40.50     | \$ 37.91     | \$ 118.90    | \$ -           | \$ 54.00     | \$ -           | \$ 54.00       | \$ 16,159.12           |
| 904          | Forfeited FSA  | \$ 148.62                                 | \$ -         | \$ -         | \$ -         | \$ -         | \$ -           | \$ -         | \$ -           | \$ -           | \$ 148.62              |
|              | Sub-total for Unrestricted Funds                                       | \$ 867,655.02                             |              |              |              |              |                |              |                | Sub-total      | \$ 841,922.78          |

# Partnership for Children of Cumberland County, Inc.

## All Funding Sources

Fiscal Year 2017 - 2018

| FUND<br>CODE                         |  | July 1, 2017<br>Beginning Cash<br>Balance | Receipts    |              |              |              | Expenditures |              |             |              | Ending Cash<br>Balance |
|--------------------------------------|--|---|-------------|--------------|--------------|--------------|--------------|--------------|-------------|--------------|------------------------|
|                                      |  |   | July        | August       | September    | YTD          | July         | August       | September   | YTD          |                        |
|                                      | INFORMATION TECHNOLOGY                       |   |             |              |              |              |              |              |             |              |                        |
| 992                                  | PFC IT Management                            | \$ -                                      | \$ -        | \$ -         | \$ -         | \$ -         | \$ 249.95    | \$ 112.96    | \$ 222.05   | \$ 584.96    | \$ (584.96)            |
| 993                                  | IT - Core                                    | \$ -                                      | \$ -        | \$ -         | \$ -         | \$ -         | \$ -         | \$ 0.01      | \$ (0.10)   | \$ (0.09)    | \$ 0.09                |
| 994                                  | IT - Outside Agencies                        | \$ 27,897.16                              | \$ 7,098.62 | \$ 18,305.72 | \$ 20,318.76 | \$ 45,723.10 | \$ 5,955.32  | \$ 10,339.58 | \$ 8,860.14 | \$ 25,155.04 | \$ 48,465.22           |
| 995                                  | IT - PFC Enhanced                            | \$ -                                      | \$ -        | \$ -         | \$ -         | \$ -         | \$ 1,581.07  | \$ 2,458.05  | \$ 1,211.03 | \$ 5,250.15  | \$ (5,250.15)          |
| 996                                  | IT - PFC Regular                             | \$ -                                      | \$ -        | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -        | \$ -         | \$ -                   |
| Sub-total for Information Technology |  | \$ 27,897.16                              |             |              |              |              |              |              |             | Sub-total    | \$ 42,630.20           |
|                                      | OTHER FUNDS                                  |   |             |              |              |              |              |              |             |              |                        |
| 599                                  | Cumberland Community Foundation<br>Endowment | \$ 31,384.00                              | \$ -        | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -        | \$ -         | \$ 31,384.00           |
|                                      | Sub-total for Other Funds                    | \$ 31,384.00                              |             |              |              |              |              |              |             | Sub-total    | \$ 31,384.00           |
|                                      |  |   |             |              |              |              |              |              |             |              |                        |
|                                      | TOTAL  | \$ 1,153,696.11                           |             |              |              |              |              |              |             | TOTAL        | \$ 1,943,521.02        |

| ADDITIONAL<br>SUMMARIZED<br>INFORMATION |                   |
|---|-------------------|
| USR                                     |                   |
| Operating Cash                          | 11,268.87         |
| Investments                             | 515,322.79        |
| <b>\$</b>                               | <b>526,591.66</b> |

| NCPK           |                   |
|----------------|-------------------|
| Operating Cash | (24,124.84)       |
| Cash Advance   | 686,987.00        |
| <b>\$</b>      | <b>662,862.16</b> |



Partnership for Children of Cumberland County, Inc. - UNRESTRICTED STATE REVENUES

Fiscal Year 2017 / 2018

|  |  |  |                       |                       |                      |                       | SHOULD BE:   | 25%  | 75%                        |
|--|--|--|-----------------------|-----------------------|----------------------|-----------------------|--|--|----------------------------|
|  | Activity   | FY 17/18<br>Budget Effective<br>7/1/2017 | July                  | August                | September            | Expenditures<br>Y-T-D | Unspent<br>Allocated<br>Budget Amount  | % of<br>Budget Expended  | % of<br>Available<br>Funds |
|  | Administrative Operations  | \$ 12,850.00                             | \$ 5,039.15           | \$ 4,567.01           | \$ (6,782.32)        | \$ 2,823.84           | \$ 10,026.16   | 22%  | 78%                        |
|  |  |  |                       |                       |                      |                       |  |  |                            |
|  | CC&R - Core (in case of Federal shutdown)  | \$ 50,000.00                             | \$ -                  | \$ -                  | \$ -                 | \$ -                  | \$ 50,000.00   | 0%   | 100%                       |
|  | Government & Military Affairs  | \$ 50.00                                 | \$ 42.87              | \$ (13.40)            | \$ -                 | \$ 29.47              | \$ 20.53   | 59%  | 41%                        |
|  | NCPK - Subsidy - TANF (to be reimbursed)   | \$ (300.00)                              | \$ -                  | \$ (300.00)           | \$ -                 | \$ (300.00)           | \$ -   | 100%   | 0%                         |
|  | <b>Sub-Total</b>   | <b>\$ 49,750.00</b>                      | <b>\$ 42.87</b>       | <b>\$ (313.40)</b>    | <b>\$ -</b>          | <b>\$ (270.53)</b>    | <b>\$ 50,020.53</b>  | <b>-1%</b>   | <b>101%</b>                |
|  |  |  |                       |                       |                      |                       |  |  |                            |
|  |  |  |                       |                       |                      |                       |  |  |                            |
|  | <b>Total Allocated Budget for FY17-18</b>  | <b>62,600.00</b>                         |                       |                       |                      |                       |  |  |                            |
|  | <b>Allocated Budget Amount SPENT</b>   |  | <b>\$ 5,082.02</b>    | <b>\$ 4,253.61</b>    | <b>\$ (6,782.32)</b> | <b>\$ 2,553.31</b>    |  |  |                            |
|  | <b>Allocated Budget Amount UNSPENT</b>   |  |                       |                       |                      |                       | <b>\$ 60,046.69</b>  |  |                            |
|  | <b>SUMMARY OF CASH AND INVESTMENTS</b>   |  |                       |                       |                      |                       |  |  |                            |
|  | <b>July 1 - Total Cash Carryover including Investments</b>   |  |                       |                       |                      |                       |  | <b>\$ 529,169.58</b>   |                            |
|  | <b>Unallocated Unrestricted State Revenues at the month end (see investment note below)</b>  |  |                       |                       |                      | <b>\$ (96,777.84)</b> | <b>&lt;---- Cash of \$(34,153.21) in GL 1113 at 07-01-17 less the FY 17-18 budget amount</b> |  |                            |
|  | <b>Funds Held for Others at the month end (Payroll Withholdings)</b>   |  |                       |                       |                      | <b>\$ 0.02</b>        |  |  |                            |
|  | <b>Unspent Budget for FY17-18 at the month end</b>   |  |                       |                       |                      | <b>\$ 60,046.69</b>   |  |  |                            |
|  | <b>Subtotal (cash in GL 1113 at the month end to be used for operating funds)</b>  |  | <b>\$ 26,000.00</b>   | <b>\$ 22,000.00</b>   |                      |                       | <b>\$ 11,268.87</b>  |  |                            |
|  | <b>Investments at month end (Includes money market account and certificates of deposits) \$240,000 PLUS \$238,626.82 LESS \$26,000 IS CURRENTLY HELD IN THE PFC MAIN CHECKING ACCOUNT UNTIL INVESTMENT DECISIONS ARE MADE.</b> | <b>\$563,322.79</b>                      | <b>\$ (26,000.00)</b> | <b>\$ (22,000.00)</b> | <b>\$ -</b>          |                       | <b>\$ 515,322.79</b>   | <b>&lt;---- \$200,000 of the investments may be redeemed and used for operating funds if needed.</b> |                            |
|  | <b>CURRENT TOTAL OF CASH AND INVESTMENTS AT THE MONTH END</b>  |  |                       |                       |                      |                       | <b>\$ 526,591.66</b>   |  |                            |