



The support you need to help children succeed.

PFC is a 501(c)(3) nonprofit organization supported by public and private funds through Smart Start, NC Pre-K, tax-deductible donations, and grants.

Board of Directors Meeting Agenda

Thursday, July 27, 2017
NC Pre-K – 12:00 pm – 12:30 pm
PFC Board – 12:30 pm – 2:00 pm
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. Networking and Lunch [12:00]

II. Introductions – C. Rey, Chair [12:10]

A. Fiscal Year (FY) 2017/2018 Board Officers

- | | |
|-------------------------------|---------------------------------|
| 1. Chris Rey – Chair | 3. Van Gunter – Secretary |
| 2. Jim Grafstrom – Vice-Chair | 4. Marcus Hedgepeth – Treasurer |

B. Partnership for Children (PFC) President – Mary Sonnenberg

C. New Board Members

- | | |
|------------------------|-------------------|
| 1. Dr. Tamara Brothers | 6. Karen McDonald |
| 2. Robin Deaver | 7. Tawnya Rayman |
| 3. Sandee Gronowski | 8. Chas Sampson |
| 4. Michael Hardin | 9. Betty Jo Smith |
| 5. Tim Kinlaw | 10. Wanda Wesley |

III. Determination of NC Pre-K Quorum & Call to Order [12:20]

IV. Adjourn NC Pre-K [12:30]

V. Determination of Board Quorum & Call to Order – C. Rey [12:30]

- A. Volunteer Forms
- B. FY 2017/2018 Required Documents
- C. Board Donations

VI. Approval of Minutes* – C. Rey [12:50]

- A. June 29, 2017 – Open Session
- B. June 29, 2017 – Closed Session

VII. Establishing a Strategic Direction for the Future [12:55]

- A. Board Development – J. Grafstrom
 - 1. New Board Orientation ^Δ – August 18, 2017
- B. Infographics ^Δ – L. Blanton

VIII. Ensuring Adequate Resources & Engagement [1:20]

- A. Financial Reports: June 2017^Δ – M. Lilly
 - 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
- B. Human Resource Policy Section 420b – Educational Assistance - Funder Requirements* – M. Clark
- C. North Carolina Partnership for Children (NCPC) Monitoring Update^Δ – M. Clark
- D. Lease Application* – M. Yeager
 - 1. Immersion for Spanish Language Acquisition (HUGS Program)
- E. Soirée, March 10, 2018^Δ – M. Sonnenberg

IX. President's Report^Δ [1:45]

- A. NCPC Update / Legislative Update
- B. NCPC Monitoring
- C. NC Diaper Bank – Mobile Unit for Cumberland County Update
- D. PFC Annual Celebration, October 5, 2017, Snyder Memorial Baptist Church
- E. Driving Force Awards
- F. Allocation
- G. NC Justice Center; Community Revitalization Project – Public Forum November 18, 2017
- H. Greater Fayetteville United – Social Capital Survey; Community Forum September 19, 2017
- I. NCSU Institute for Emerging Issues Kidonomics; Cradle to Career Workshops – Summer sessions
TBD

X. Adjourn [2:00]

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

^εElectronic Copy ((Hard copies are available upon request)





Partnership for Children of Cumberland County, Inc.
Board of Directors Meeting Minutes
June 29, 2017 (12:20 pm to 1:38 pm and 1:48 pm to 2:00 pm)



MEMBERS PRESENT: Julie Aul, Lisa Childers, Angela Crosby (arrived at 12:47pm), Patricia Crouch (D), Hank Debnam, James Grafstrom, Van Gunter, Robert Hines, Dr. Larry Keen, Sharon Moyer, Chris Rey, Lorna Ricotta, Meg Smith (D) and Wanda Wesley (D)
MEMBERS ABSENT: Christiana Adeyemi, Krista Caison (D), Amy Cannon, Dr. Jeannette Council, Marcus Hedgepeth, Lisa Hemstreet, Alana Hix (D), Brenda Reid Jackson, Tim Kinlaw, James Lawson (D), Wendy Lowery, Angie Malave, Perry Melton, Sarah Pitts, Jody Risacher, Deborah Sledge, Shirley Stallings (D), Dr. Deborah Teasley and Buck Wilson
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GUEST: Robin Deaver, Jamie Flanagan and Scottie Seawell (Governance and Leadership Consultant)

TOPIC	DISCUSSION, CONCLUSION, RECOMMENDATION, EVALUATION	ACTION	FOLLOW-UP PERSON
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I. Networking and Lunch		None	None
II. Determination of NC Pre-K Quorum & Call to Order		None	None
III. Adjourn NC Pre-K		None	None
IV. Determination of Quorum & Call to Order – Van Gunter, Chair A. Volunteer Forms B. FY 17/18 Required Documents C. Board Donations – Currently at 85%	<p>The meeting of the Board of Directors was held at the Partnership for Children Resource Center, 351 Wagoner Drive, Fayetteville, NC, on June 29, 2017 beginning at 12:20 pm pursuant to prior written notice to each Board member. Van Gunter, Chair, determined that a quorum was present and called the meeting to order. Belinda Gainey, Executive Specialist, was Secretary for the meeting and recorded the minutes.</p> <p><i>Due to lack of quorum, items for information were discussed first.</i></p> <p>Van welcomed Robin Deaver (FTCC) and Jamie Flanagan (Robeson County PFC) to the meeting.</p> <p>A. Van Gunter asked each board member to complete the volunteer form located with their packet if they reviewed the packet prior to the meeting. B. Belinda Gainey asked all board members to complete their FY 17/18 Required Documents and return it. These forms were sent out via email. C. Board donations are currently at 85% (<i>4 board members have yet to provide a donation</i>). 100% board donations are needed by June 30, 2017. These board members will be contacted again after the board meeting.</p>	None	None
V. Consent Agenda – Providing Oversight* (Section X.) <i>(Please Reference Agenda)</i>	A.1. Van Gunter requested a motion to accept the Consent Agenda Section X. Sharon Moyer moved to accept the Consent Agenda, Section X. as presented. Lorna Ricotta 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. Establishing a Strategic Direction for the Future A. Board Development 1. Strategic Planning i. Acting FY 2016/2017 Secretary – Sharon Moyer* ii. Bylaws* B. FY 2017/2018 1. Board Secretary* 2. Board Member Nomination – 1 st Term Ending	A.1.i. Van Gunter stated that due to Wendy Lowery’s recent resignation from the PFC Board of Directors and the position of PFC Board Secretary, Sharon Moyer is being nominated to serve in the secretary position until the end of fiscal year 2016-2017. Dr. Larry Keen moved to accept Sharon Moyer as board secretary as presented. Wanda Wesley seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. All votes were unanimous. The motion carried. A.1.ii. Mary Sonnenberg provided an overview of the changes to the bylaws. Hank Debnam moved to accept the bylaw changes as presented. Dr. Larry Keen seconded the motion. Hearing no further discussion, the Chair put the motion to a	Motion Carried	None
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June 30, 2020*																																																															
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<p>VII. Ensuring Adequate Resources & Engagement</p> <p>A. Financial Summary^Δ</p> <p>B. New TA Practitioner Qualifications*</p>	<p>A. Mary Sonnenberg provided an overview of the Financial Summary. Due to the Cumberland County Public Library withdrawing its Raising A Reader activity as a Smart Start activity and the Partnership not having other prospective literacy</p>	<p>None</p>	<p>None</p>																																																												



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<p>C. Human Resource Policy Section 420b – Educational Assistance - Funder Requirements*</p> <p>D. Committees^A</p> <ol style="list-style-type: none"> 1. Surveys Results 2. Strategic Plan Review 	<p>providers, an amount of \$117,887.00 of service funds was reallocated to other service activities. It is anticipated that a portion of these funds will not be spent by June 30, 2017 and will be reverted back to the North Carolina Partnership for Children (NCPC). It is currently projected that all of the state and federal allocation for direct payments to NC Pre-K providers will not be spent due to unfilled children “slots” each month. All of the Region 5 Core and that Region 5 Healthy Social Behaviors (HSB) Project allocations are anticipated to be spent down by June 30, 2017. The Region 5 Infant Toddler Project is anticipated to not spend the full allocation, primarily due to lapse salary for one position that was vacant most of the year. PFC has met the cash match but anticipate an overall match requirement shortfall of approximately \$128,000.</p> <p>B. Mary Sonnenberg reported that due to new requirements from NCPC, Smart Start funded Technical Assistance Practitioners must hold a BA degree in early care and education or a related field beginning July 1, 2017 and must have an Early Education Certification of 11 or higher on the Early Care and Education (ECE) Scale or School Age (SA) Scale. PFC is seeking approval to change job descriptions to meet these requirements.</p> <p>Lorna Ricotta moved to revise job descriptions to match the TA Practitioner Qualifications as presented. Sharon Moyer 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>Discussion: Dr. Keen – Has the resources been identified from where the cost of this coursework will come? Mary – The anticipated cost for four current TA staff to complete the necessary coursework is between \$4,000 and \$7,000. When available, scholarship and financial aid options will be utilized. Monies from the Professional Development budget may be used as well.</p> <p>C. Deferred</p> <p>D. Scottie Sonnenberg provided an overview of the information that was discussed at the Board/Leadership Team Retreat. The information was presented in a PowerPoint and consist of the following: The Roles and Responsibilities of Non-Profit Boards:</p> <ol style="list-style-type: none"> 1. Establish Strategic Direction 2. Ensure Resources 3. Provide Oversight 4. Legal Duties of Care, Loyalty and Obedience <p>Organizational Strengthening Initiative – FY 2016-2017</p>	<p>Motion Carried</p> <p>None</p> <p>None</p> <p>None</p>	<p>None</p> <p>None</p> <p>None</p>
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	<ol style="list-style-type: none"> 1. Vision, Mission and Goal Areas 2. Support Implementation of the Partnership’s Strategic Plan 3. Support Partnership During Transition to New President 4. Support Strategic Board Restructuring and Composition 5. Explore Broader Community Engagement Initiative <p>Vision Successful children ensure a thriving community and long-term economic prosperity.</p> <p>Mission Be the driving force to engage partners to achieve lasting positive outcomes for all children, beginning at birth.</p> <p>Goal Areas</p> <ol style="list-style-type: none"> 1. Organizational Development <ul style="list-style-type: none"> - Board and Leadership - Backbone Support 2. Engagement <ul style="list-style-type: none"> - Unique and Positive Brand - Cross-Sector Engagement - Public and Political Will - Investment and Sustainability 3. Strengthen Partnership <ul style="list-style-type: none"> - Strengthen the Early Childhood Continuum of Care - Manage and Coordinate Stakeholder Information - Enhanced Individual and Community Capacity 4. Programs <ul style="list-style-type: none"> - Advance Children’s Well-Being - Empower Families - Raise the Quality of Early Care and Education <p>Survey Results</p> <ol style="list-style-type: none"> 1. Focus: PFC’s Committees 2. Response Rate = 37% 3. Effective Strategic Navigation via Committees? 4. Priorities for next 2-3 years? 5. Key Themes 		
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	<p>After review of this information each group was asked to discuss priorities related to supporting the vision, mission and goals areas that can be discussed at committees. The following information was received from the discussions: FY 2017-2018 Board Priorities <u>Strengthen Broad Community Engagement; Including Follow-up</u></p> <ul style="list-style-type: none"> • Opportunities with Community Organizations <ul style="list-style-type: none"> ○ Chamber of Commerce and New Directors Meeting – Jim Grafstrom ○ Faith Community • Engage Fort Bragg through USO – Lorna Ricotta <ul style="list-style-type: none"> ○ With PED Committee (like Tom McCollum) ○ Renee Lane • Municipalities – Chris Rey <ul style="list-style-type: none"> ○ Town Leaders/Community Links ○ CBD Link • Engage and Follow-up; ensure follow-up with those we engage <ul style="list-style-type: none"> ○ ex. Engage with legislators @ events and then follow up with them <p><u>Strengthening Committees and Board</u></p> <ul style="list-style-type: none"> • Cultivate New Committee Members; pool of committee volunteers for possible board service <p><u>Educating Community/Parents on what we do though:</u></p> <ul style="list-style-type: none"> • Pediatricians’ Offices • Welcome Packets to new residents; add a flyer • New Families/New Residents/Focus Guides • Raising a Reader books; add PFC label with a QR code for more information • Use Star Ratings • Connecting with local child related businesses; ex. Mega play and other play places <p><u>Messaging and Marketing</u></p> <ul style="list-style-type: none"> • Who are our audiences?/Have they changed?/How are they accessing services? <ul style="list-style-type: none"> ○ Donors, Families, Businesses 		
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	<ul style="list-style-type: none"> • Tell Our Story; which delivery methods are best? <ul style="list-style-type: none"> ○ Channel 7 – City owned and they feature nonprofits ○ Speakers Bureau • Market services more; let people know what we do • Ambassadors Group → like United Way does; go out and speak on organization’s behalf • Family Focus Guide; develop a PFC App through which families can get information; app for family focus guide; star ratings • Public Service Announcements; local ads • Podcasts, YouTube, Twitter, Facebook, etc. • Weekly or Monthly Show • Internal Communications about what is going on <p><u>Events</u></p> <ul style="list-style-type: none"> • Soiree; bring people in; connecting with vendors/donors; making connections generally • Need to host more community events; We partner a lot but need to host more • Celebrate Success; do we celebrate our success enough? Think beyond annual celebration <p>Next steps for each board member: Commit to making sure PFC will have a stronger connection to one organization this fiscal year and that all of this information will be shared with committees. The committees will decide which committee will proceed with the ideas from the discussion and make it a goal for fiscal year 2017-2018.</p>		
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<p>VIII. President’s Report</p> <ul style="list-style-type: none"> A. North Carolina Partnership for Children (NCPC) Update / Legislative Update B. NCPC Monitoring Update C. NC Diaper Bank – Mobile Unit for Cumberland County Update D. Driving Force Awards E. Greater Fayetteville United Community Social Capital Survey F. NC Justice Center Economic Mobility Initiative 	<p>Mary Sonnenberg gave the President’s Report;</p> <ul style="list-style-type: none"> A. North Carolina Partnership for Children (NCPC) Update / Legislative Update <ul style="list-style-type: none"> 1. The Senate and House have voted to override Governor Cooper’s veto of the budget. There are significant investments in early education. <ul style="list-style-type: none"> a. Dolly Parton Imagination Library (funding would be exempt from admin. match and child care funding % requirements) \$3.5M FY17-18; \$7M FY18-19 recurring funds. NCPC is developing guidelines for allocation of this funding. b. Match requirement stays at 19% for next 2 years. c. Adds \$125k in one-time funds to the Cabarrus Partnership for Children. This funding was for Mental Health and Substance Abuse recovery services in Cabarrus County. 	None	None
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GUEST: Robin Deaver, Jamie Flanagan and Scottie Seawell (Governance and Leadership Consultant)

TOPIC	DISCUSSION, CONCLUSION, RECOMMENDATION, EVALUATION	ACTION	FOLLOW-UP PERSON
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	<ul style="list-style-type: none"> d. NC Pre-K – Eliminates 75% of waiting list by FY 18-19 (\$9M FY 17-18; \$18.3M FY 18-19. (Estimated 1,725 additional children served FY 17-18; 3,525 FY 18-19) e. \$23M to increase subsidy market rate to the 2015 study rate for children 0-2 in Tier 3 counties (phased in over 2 years) f. CCDF Block Grant funding of \$913k to DCDEE to establish 12 FTEs to oversee infant/toddler programs, subsidized child care, support early childhood workforce in licensing, professional development and educational assessment g. \$2M each year for Nurse Family Partnership (NFP) program bringing the total funding to \$3.7M in each year of the biennium h. \$690k to address staffing deficiencies in the two CDSAs remaining subject to federal corrective action (New Bern & Blue Ridge) i. Includes language from SB 429 which would provide Medicaid coverage for evidence-based home visits consistent with the model used by NFP j. Includes language creating a “B-3” Interagency Council between DHHS & DPI <ul style="list-style-type: none"> 2. NCPC is allowing partnerships to budget at 100% of allocation July 1. 3. This budget had 100+ direct allocations at the last minute to specific non-profits across the state. 4. Cuts to the SNAP (Food Stamp) program due to changes in eligibility guidelines did not make the final budget. 5. HB 630 Child Accountability Act passed. <ul style="list-style-type: none"> B. NCPC Monitoring – Visit completed. Received a few requests for additional information last week. Have not received report yet. C. NC Diaper Bank – Truckload of Hope Mobile Diaper Bank Unit; monthly distributions in Cumberland County; hosted at PFC <ul style="list-style-type: none"> 1. First distribution of diapers was June 3 (capped registrations at 250) <ul style="list-style-type: none"> a. 115 Families received diapers for 156 children b. PFC provided resource packets to all families attending c. 254 families registered for the event – 107 pre-registered families attended, 12 day of event registrations, 142 no shows 2. Registration link will be on website 3. Targeting military families 4. Press coverage - Fayetteville Observer, CBS and Spectrum TV coverage 5. Next event – July 8; new cap 750 registrations 		
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Partnership for Children of Cumberland County, Inc.
Board of Directors Meeting Minutes
June 29, 2017 (12:20 pm to 1:38 pm and 1:48 pm to 2:00 pm)



MEMBERS PRESENT: Julie Aul, Lisa Childers, Angela Crosby (arrived at 12:47pm), Patricia Crouch (D), Hank Debnam, James Grafstrom, Van Gunter, Robert Hines, Dr. Larry Keen, Sharon Moyer, Chris Rey, Lorna Ricotta, Meg Smith (D) and Wanda Wesley (D)
MEMBERS ABSENT: Christiana Adeyemi, Krista Caison (D), Amy Cannon, Dr. Jeannette Council, Marcus Hedgepeth, Lisa Hemstreet, Alana Hix (D), Brenda Reid Jackson, Tim Kinlaw, James Lawson (D), Wendy Lowery, Angie Malave, Perry Melton, Sarah Pitts, Jody Risacher, Deborah Sledge, Shirley Stallings (D), Dr. Deborah Teasley and Buck Wilson
NON-VOTING ATTENDEES: Betty Jo Smith (D), Rebecca Beck, Linda Blanton, Marie Clark, Belinda Gainey, Anna Hall, Anthony Howell, Marie Lilly, Carole Mangum, Candy Scott and Mary Sonnenberg
GUEST: Robin Deaver, Jamie Flanagan and Scottie Seawell (Governance and Leadership Consultant)

TOPIC	DISCUSSION, CONCLUSION, RECOMMENDATION, EVALUATION	ACTION	FOLLOW-UP PERSON
	<p>6. The NC Diaper Bank is soliciting organizations to assist in sponsoring the monthly trips. This includes a financial and volunteer commitment. Jody Risacher has contacted her Kiwanis Club to potentially sponsor a month.</p> <p>D. Driving Force Awards – Individual and Agency/Organization nominations for FY 16/17. Posted on website. Nominations due by June 30. To be awarded at Annual Celebration. Annual Celebration Date – October 5 at Snyder Memorial.</p> <p>E. Greater Fayetteville United – <i>Community Social Capital Survey</i>. Results will be presented to this group August, with a public forum scheduled for September 19. These results may be useful as we begin our review for our next allocation cycle in looking at community needs.</p> <p>F. NC Justice Center – <i>Economic Mobility Initiative</i>. The center has a grant to work with 9 communities across the state that based on demographics have economically distressed census tracts. They are working with the city and county to lead the initiative. They will be conducting a survey in September and anticipate having a summit in mid-November to develop a community action plan. This is another opportunity to gather additional information that may be useful in our planning processes.</p> <p><i>Not on Agenda: The 2018 Soiree will be held on March 10, 2018 at the Crown. The theme will be Studio 25, disco theme, which goes with the 25th anniversary of several Partnerships. Anyone wishing to join a committee can contact Mary or Daniele Malvesti.</i></p>		
Adjournment	<p>At 1:38 pm, Van Gunter, asked for a motion to go adjourn the board meeting and enter into the NC Pre-K Planning Committee.</p> <p>Lorna Ricotta moved to adjourn the board meeting and enter into the NC Pre-K Planning Committee 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>At 1:48 pm, Van Gunter, asked for a motion to go adjourn the NC Pre-K Planning Committee and enter into the board meeting.</p> <p>Sharon Moyer moved to adjourn the board meeting and enter into the NC Pre-K Planning Committee as presented. Chris Rey 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>None</p> <p>None</p>
<i>Not on Agenda</i> Approval of Minutes	The minutes of the June 29, 2017 Closed Session of the Board meeting were distributed at the meeting by Marie Clark and reviewed by the board members.		



Partnership for Children of Cumberland County, Inc.
Board of Directors Meeting Minutes
June 29, 2017 (12:20 pm to 1:38 pm and 1:48 pm to 2:00 pm)



MEMBERS PRESENT: Julie Aul, Lisa Childers, Angela Crosby (arrived at 12:47pm), Patricia Crouch (D), Hank Debnam, James Grafstrom, Van Gunter, Robert Hines, Dr. Larry Keen, Sharon Moyer, Chris Rey, Lorna Ricotta, Meg Smith (D) and Wanda Wesley (D)
MEMBERS ABSENT: Christiana Adeyemi, Krista Caison (D), Amy Cannon, Dr. Jeannette Council, Marcus Hedgepeth, Lisa Hemstreet, Alana Hix (D), Brenda Reid Jackson, Tim Kinlaw, James Lawson (D), Wendy Lowery, Angie Malave, Perry Melton, Sarah Pitts, Jody Risacher, Deborah Sledge, Shirley Stallings (D), Dr. Deborah Teasley and Buck Wilson
NON-VOTING ATTENDEES: Betty Jo Smith (D), Rebecca Beck, Linda Blanton, Marie Clark, Belinda Gainey, Anna Hall, Anthony Howell, Marie Lilly, Carole Mangum, Candy Scott and Mary Sonnenberg
GUEST: Robin Deaver, Jamie Flanagan and Scottie Seawell (Governance and Leadership Consultant)

TOPIC	DISCUSSION, CONCLUSION, RECOMMENDATION, EVALUATION	ACTION	FOLLOW-UP PERSON
A. June 29, 2017 – Closed Session*	Sharon Moyer moved to accept the June 29, 2017 Closed Session Board Meeting, as presented. Dr. Larry Keen 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
IX. CLOSED SESSION – PERSONNEL ACTION	<p>At 1:50 pm, Van Gunter, Chair, asked for a motion to go into closed session, with Mary Sonnenberg and Marie Clark present, to discuss a confidential matter, 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. Chris Rey moved to enter into closed session with Marie Clark present. Marie Clark is to act as secretary for the closed session. Dr. Larry Keen 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 2:00 pm Lorna Ricotta moved to go out of closed session and return to open session. Hank Debnam 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 2:00 pm Lorna Ricotta moved to approve the decisions made in closed session. Hank Debnam 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>
X. Consent Agenda Items (See Agenda)	The Consent Agenda items were approved in Section V. Consent Agenda – Providing Oversight.		
XI. Adjournment – Van Gunter, Chair	As there was no further business, the meeting was adjourned at 2:00 pm.		



Partnership for Children of Cumberland County, Inc.
Board of Directors Meeting Minutes
June 29, 2017 (12:20 pm to 1:38 pm and 1:48 pm to 2:00 pm)



MEMBERS PRESENT: Julie Aul, Lisa Childers, Angela Crosby (arrived at 12:47pm), Patricia Crouch (D), Hank Debnam, James Grafstrom, Van Gunter, Robert Hines, Dr. Larry Keen, Sharon Moyer, Chris Rey, Lorna Ricotta, Meg Smith (D) and Wanda Wesley (D)

MEMBERS ABSENT: Christiana Adeyemi, Krista Caison (D), Amy Cannon, Dr. Jeannette Council, Marcus Hedgepeth, Lisa Hemstreet, Alana Hix (D), Brenda Reid Jackson, Tim Kinlaw, James Lawson (D), Wendy Lowery, Angie Malave, Perry Melton, Sarah Pitts, Jody Risacher, Deborah Sledge, Shirley Stallings (D), Dr. Deborah Teasley and Buck Wilson

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GUEST: Robin Deaver, Jamie Flanagan and Scottie Seawell (Governance and Leadership Consultant)

TOPIC	DISCUSSION, CONCLUSION, RECOMMENDATION, EVALUATION	ACTION	FOLLOW-UP PERSON
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Submittal: The minutes of the above stated meeting are submitted for approval. _____

Secretary of 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

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.

June 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. Due to the Cumberland County Public Library withdrawing its Raising A Reader activity as a Smart Start service activity; and the Partnership not having other prospective literacy providers, an amount of \$117,887.00 of service funds was reallocated to other service activities. It was anticipated that all of these funds **would NOT be spent** by June 30, 2017 and thus would be reverted back to the North Carolina Partnership for Children (NCPC).

- b. All of the fiscal year 2016-2017 Smart Start allocation of **\$6,603,189** was spent except for six of PFC's in-house activities:

1 Child Care Resource & Referral (CCR&R) Core	16,768.51
2 Child Care Resource & Referral (CCR&R) Subsidy TANF	14,199.96
3 Child Care Resource & Referral (CCR&R) Subsidy Non-TANF	2,181.20
4 Child Care Resource & Referral (CCR&R) Quality Enhancement Grants (QEG)	8,580.03
5 Child Care Resource & Referral (CCR&R) Professional Development Career Center (PDCC)	5,093.68
6 Family Resource Center	6,583.20

TOTAL

\$ 53,406.58

0.81%

Percentage NOT Spent

3 NC Pre-Kindergarten Grant

All of the fiscal year 2016-2017 NC Pre-Kindergarten grants of **\$8,410,172** was spent except for:

1	Federal - Subsidy TANF	\$ 26,655.00	
2	Federal - Subsidy Non-TANF	17,501.00	
3	NC Pre-K Coordination	1,968.12	Reversion to DCDEE from UHC Insurance Rebate
	TOTAL	\$ 46,124.12	

0.55%

Percentage NOT Spent

4 DCDEE - Region 5 Grants

All of the fiscal year 2016-2017 Region 5 Lead Agency grants of **\$562,878** was spent except for:

	Infant Toddler Project	\$ 55,958.94	
	TOTAL	\$ 55,958.94	

9.94%

Percentage NOT Spent

5 All Funding Sources

- a. The cash balance at month-end is as projected and is sufficient for the requirements of the upcoming month.

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.

June 30, 2017

6 Unrestricted State Revenues (USR)

- a. The overall spending for this budget is less than anticipated at the end of the year.
- b. Some personnel costs for applicable staff was able to be realized in other funding streams instead of USR.
- b. The goal is to continue to use these funds only when other funding streams cannot be used or is not available.
- c. Some investment funds will **need to be converted to operating cash during the new fiscal yearend** to cover the current and the a
- d. There is a currently a shortfall in the operating funds portion of USR funding stream. This shortfall will be monitored closely and when additional action is required, the request will be brought to the Board for approval.
- e. 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.
- f. In March 2017, the First South Bank Money Market account of \$243,587.60, including interest, and was deposited into the Partnership's main checking account until future investment decisions are made by the Investment Committee.
- g. A portion of the funds from items 6 e. and 6 f. above will remain in the Partnership's main checking account to fill the shortfall in the operating funds portion of the USR funding stream. The amount 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 continue to discuss and implement strategies to make up our potential short-fall to meet our higher match requirement. PFC did not meet last year's match requirement of 17%.
- 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 NCPD.
- e. Of the required \$1,254,606 match, we have reported \$1,169,963; \$934,057 of which is cash. We are required to report at least 13% in cash and we have exceeded that goal.
- f. **We projected a shortfall of approximately \$128,000 but the actual shortfall was \$84,643.**

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

FOOTNOTES FOR FINANCIAL REPORTS

June 30, 2017

FOOTNOTES - BALANCE SHEET

A. The cash accounts at June 30, 2017 total \$1,153,696.11.

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	\$86,666.03	n/a	n/a	n/a	.50%
First South Bank	Money Market	\$-0-	A \$243,587.60 check was deposited into PFC's main checking account until investment decisions are made.			
First Citizens Bank	CD	\$-0-	A \$249,522.08 check was deposited into PFC's main checking account until investment decisions are made.			
Cumberland Community Foundation	Beneficial Interest in Endowment Fund	\$31,384.00	n/a	n/a	n/a	n/a
TOTAL		\$118,050.03				

B. Employees' payroll deductions at June 30, 2017 from the current month and from prior months total \$2,716.85. These accounts are reconciled on a monthly basis and at yearend to ensure that the correct amounts are being accounted for.

C. Due to State:

There were no fiscal year 2016-2017 Smart Start Administration funds due back to the North Carolina Partnership for Children (NCPC) at June 30, 2017.

The amount of fiscal year 2016-2017 Smart Start Services funds which is due as a reversion to NCPC at June 30, 2017 consisted of:

1.	Partnership for Children – CCR&R Subsidy TANF	\$14,199.96
2.	Partnership for Children – CCR&R Subsidy Non-TANF	2,181.20
3.	Partnership for Children – CCR&R Core	16,768.51
4.	Partnership for Children – CCR&R QEG	8,580.03
5.	Partnership for Children – CCR&R PDCC	5,093.68
6.	Partnership for Children – Family Resource Center	6,583.20
	TOTAL FY 2016-2017	\$53,406.58
7.	PRIOR YEAR FUNDS – Fiscal Year 2015-2016 Services	\$ 3,600.00
	TOTAL DUE TO STATE	\$57,006.58

FOOTNOTES FOR FINANCIAL REPORTS

June 30, 2017

- D. 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 - SMART START GRANT SPREADSHEET

SERVICES (In-House Activities): Smart Start funds for all of the Services budgets were fully expended for the year ended June 30, 2017 except for the activities previously listed in Footnote C above.

DIRECT SERVICE PROVIDERS: Smart Start funds for the Direct Service Providers (DSPs) budgets were fully expended for the year ended June 30, 2017.

ADMINISTRATION: Smart Start funds for the Administration budget were fully expended for the year ended June 30, 2017.

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

Assets

Bank of America Checking Account	\$ 1,035,246.08	
PNC Bank - Money Market Reserve	86,666.03	}
Petty Cash, Change Funds, Undeposited Receipts	400.00	
Beneficial Interest in Community Foundation	31,384.00	
	<u>31,384.00</u>	
Total Assets	1,153,696.11	
	<u><u>1,153,696.11</u></u>	

Liabilities and Net Assets

Health Insurance Payable	(41.86)	
Flex-Spending Payable	2,723.46	}
Dental Insurance Payable	29.52	
Vision Payable	5.73	
Due to State	57,006.58	
Tenant Security Deposits	11,277.57	C
Unrestricted Net Assets	915,662.62	
Temporarily Restricted Net Assets	40,404.96	
Permanently Restricted Net Assets	31,384.00	D
Excess Revenues over (under) Expenditures	95,243.53	
	<u>95,243.53</u>	
Total Liabilities and Net Assets	\$ 1,153,696.11	
	<u><u>\$ 1,153,696.11</u></u>	

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC. - SMART START GRANT - FY 2016 - 2017

FY 16/17 SMART START FULL ALLOCATION	\$6,603,189
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(per Allocation Memo dated 09-15-2016)

TOTAL ALLOCATION FOR ADMINISTRATION ----->		\$320,159
FY 16/17 Smart Start Admin Base Allocation	\$319,799	
FY 16/17 Reach Out and Read Implementation Grant - Administration Portion	\$360	

TOTAL ALLOCATION FOR SERVICES ----->		\$6,283,030
FY 16/17 Smart Start Services Allocation :	\$6,278,890	
FY 16/17 Reach Out and Read Implementation Grant - Services Portion	\$4,140	

AS OF JUNE 30, 2017

										If monthly spending was equal, at month-end, the percentages should be:	
										100%	0%
										EXPENDITURES	
Activity	Agency		06/15/17 Budget	Advances	June	Adjust to Actual	Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds	
Early Care & Education Subsidy - TANF Only											
1	Subsidized Child Care	Dept. of Social Services	\$ 2,230,306.00		\$ (31,948.70)		\$ 2,230,306.00	\$ -	100%	0%	
2	CCR&R - Subsidy	IH Partnership for Children	\$ 366,368.00		\$ 66,443.09		\$ 352,168.04	\$ 14,199.96	96%	4%	
3	Child Care Scholarships	Fayetteville Tech. Com. College	\$ 207,260.00	\$ 31,324.32	\$ 31,324.32		\$ 207,260.00	\$ -	100%	0%	
	ECE Subsidy TANF Total:		45%	\$ 2,803,934.00	\$ 31,324.32	\$ 65,818.71	\$ -	\$ 2,789,734.04	\$ 14,199.96	99%	
	<i>Minimum of 39% Required</i>										
Early Care & Education Subsidy - Non-TANF											
4	CCR&R - Non-TANF Dual Subsidy	IH Partnership for Children	\$ 100,000.00		\$ 21,692.89		\$ 97,818.80	\$ 2,181.20	98%	2%	
5	Spainhour/Child Play	Easter Seals UCP	\$ 107,002.00	\$ -	\$ 11,464.50	\$ -	\$ 107,002.00	\$ -	100%	0%	
	ECE Subsidy Non-TANF Total:		3%	\$ 207,002.00	\$ -	\$ 33,157.39	\$ -	\$ 204,820.80	\$ 2,181.20	99%	
Early Care & Education Subsidy - Administration											
6	Subsidy Support Staff	Dept. of Social Services	\$ 178,424.00		\$ -		\$ 178,424.00	\$ -	100%	0%	
7	Child Care Scholarship - Admin Support	Fayetteville Tech. Com. College	\$ 11,550.00	\$ 810.78	\$ 810.78		\$ 11,550.00	\$ -	100%	0%	
8	CCR&R - Subsidy Administration	IH Partnership for Children	\$ 35,450.00		\$ 3,355.72		\$ 35,450.00	\$ -	100%	0%	
	ECE Subsidy Administration Total		4%	\$ 225,424.00	\$ 810.78	\$ 4,166.50	\$ -	\$ 225,424.00	\$ -	100%	
Early Care & Education Quality & Affordability											
9	CCR&R - Quality Enhancement Grants	IH Partnership for Children	\$ 258,791.00		\$ 27,713.89	\$ -	\$ 250,210.97	\$ 8,580.03	97%	3%	
10	CCR&R - High Quality Maintenance NEW	IH Partnership for Children	\$ 193,905.00		\$ 50,077.03	\$ -	\$ 193,905.00	\$ -	100%	0%	
11	CCR&R - Core Services	IH Partnership for Children	\$ 649,153.00		\$ 121,285.35	\$ -	\$ 632,384.49	\$ 16,768.51	97%	3%	
12	CCR&R - Professional Dev. Career Center	IH Partnership for Children	\$ 285,848.00		\$ 32,264.55	\$ -	\$ 280,754.32	\$ 5,093.68	98%	2%	
13	WAGES	Child Care Svcs. Association	\$ 496,680.00		\$ 32,441.64	\$ -	\$ 496,680.00	\$ -	100%	0%	
14	Kindermusik & Music Therapy	Kerri Hurley	\$ 62,119.00	\$ 5,714.34	\$ 5,714.34	\$ -	\$ 62,119.00	\$ -	100%	0%	
15	CCR&R - NC Pre-K Quality Enhancement and Support ENDED 10-31-16	IH Partnership for Children	\$ 45,145.00		\$ -		\$ 45,145.00	\$ -	100%	0%	
	ECE Quality Total:		32%	\$ 1,991,641.00	\$ 5,714.34	\$ 269,496.80	\$ -	\$ 1,961,198.78	\$ 30,442.22	98%	
	<i>Minimum of 70% Total Required</i>										

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC. - SMART START GRANT - FY 2016 - 2017

FY 16/17 SMART START FULL ALLOCATION		\$6,603,189
(per Allocation Memo dated 09-15-2016)		
TOTAL ALLOCATION FOR ADMINISTRATION ----->		\$320,159
FY 16/17 Smart Start Admin Base Allocation		\$319,799
FY 16/17 Reach Out and Read Implementation Grant - Administration Portion		\$360
TOTAL ALLOCATION FOR SERVICES ----->		\$6,283,030
FY 16/17 Smart Start Services Allocation :		\$6,278,890
FY 16/17 Reach Out and Read Implementation Grant - Services Portion		\$4,140

AS OF JUNE 30, 2017

										If monthly spending was equal, at month-end, the percentages should be:		
										100%	0%	
										EXPENDITURES		
Activity	Agency		06/15/17 Budget	Advances	June	Adjust to Actual	Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds		
Health and Safety												
16	Assuring Better Health and Development (ABCD)	IH	Partnership for Children		\$ 48,825.00		\$ 13,003.96		\$ 48,825.00	\$ -	100%	0%
			Health & Safety Total:	1%	\$ 48,825.00	\$ -	\$ 13,003.96	\$ -	\$ 48,825.00	\$ -	100%	
Family Support												
17	Autism Outreach & Resource Ctr.		Autism of CC		\$ 46,100.00	\$ 264.87	\$ 264.87		\$ 46,100.00	\$ -	100%	0%
18	PFC Family Resource Center	IH	Partnership for Children		\$ 261,227.00		\$ 33,518.29		\$ 254,643.80	\$ 6,583.20	97%	3%
19	Raising A Reader - REMOVED 2-15-17		CC Public Library		\$ -		\$ -		\$ -	\$ -	#DIV/0!	#DIV/0!
20	Reach Out & Read Implementation Grant	IH	Partnership for Children		\$ 4,140.00	\$ -	\$ -		\$ 4,140.00	\$ -	100%	0%
			Family Support Total:	5%	\$ 311,467.00	\$ 264.87	\$ 33,783.16	\$ -	\$ 304,883.80	\$ 6,583.20	98%	
System Support												
21	PD&C - Program Coord. - Monitoring & Supp	IH	Partnership for Children		\$ 135,554.00	\$ -	\$ 16,197.48	\$ -	\$ 135,554.00	\$ -	100%	0%
22	PD&C - Program Dev. & Communication	IH	Partnership for Children		\$ 559,183.00	\$ -	\$ 74,493.22	\$ -	\$ 559,183.00	\$ -	100%	0%
			System Support Total:	11%	\$ 694,737.00	\$ -	\$ 90,690.70	\$ -	\$ 694,737.00	\$ -	100%	
			Total of Approved Projects:		\$ 6,283,030.00	\$ 38,114.31	\$ 510,117.22	\$ -	\$ 6,229,623.42	\$ 53,406.58		
23	Administration	IH	Partnership for Children	5%	\$ 320,159.00	\$ -	\$ 26,113.37		\$ 320,159.00	\$ -	100%	0%
			Unallocated Smart Start SERVICES Funds		\$ -							
			Unallocated Smart Start ADMINISTRATION Funds		\$ -							
				Total Smart Start Funds Expended	\$ 38,114.31	\$ 536,230.59	\$ -	\$ 6,549,782.42				
									Total Allocated Smart Start Funds Remaining	\$ 53,406.58		

Partnership for Children of Cumberland County, Inc. - NC PRE-KINDERGARTEN GRANT

FY 16/17 Projected Revenues
\$ 8,081,816
\$ 328,356
\$ 8,410,172
\$ 8,410,172

Fiscal Year 2016 / 2017

NC Pre-k Grant Payments to Providers
3.9% Administrative Fee
Total NC Pre-k Grant
Total Available for NC Pre-k Admin. & Services

as of June 30, 2017	
SHOULD BE	
100%	0%

FUND	Activity	FY 16/17 Budget					Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds
		6/30/2017	April	May	June					
211	9100-999 Administrative Operations	\$ 111,925.00	\$7,875.38	\$7,969.83	\$21,185.38	\$111,925.00	\$0.00	100%	0%	
211	5603-007 PD&C - Core	\$ 5,500.00	\$0.00	\$0.00	-	\$5,500.00	\$0.00	100%	0%	
	3104-001 CCR&R - Core	\$ 97,755.67	\$5,014.95	\$5,698.74	17,467.23	\$96,095.78	\$1,659.89	98%	2%	
	3323-017 NC Pre-k Coordination (In-Direct)	\$ 113,175.33	\$10,557.18	\$6,408.58	3,099.11	\$112,867.10	\$308.23	100%	0%	
	Services Sub-Total	\$ 216,431.00	\$15,572.13	\$12,107.32	\$20,566.34	\$214,462.88	\$1,968.12	99%	1%	
206	2342-015 NC Pre-k Subsidy (Direct - Child Reimbursement) - State Funds	\$ 1,685,927.00	\$357,500.00	\$156,000.00	\$298,202.00	\$1,685,927.00	\$0.00	100%	0%	
	2348-015 NC Pre-K Non-TANF/CCDF - State Funds	\$ 228,898.00	\$65,400.00	\$33,600.00	\$63,023.00	\$228,898.00	\$0.00	100%	0%	
	Fund 206 Sub-Total	\$ 1,914,825.00	\$422,900.00	\$189,600.00	\$361,225.00	\$1,914,825.00	\$0.00	100%	0%	
319	2342-015 NC Pre-k Subsidy TANF (Direct - Child Reimbursement) - Federal Funds	\$ 5,118,603.00	\$303,725.00	\$162,125.00	\$726,873.00	\$5,091,948.00	\$26,655.00	99%	1%	
	2348-015 NC Pre-K Non-TANF/CCDF - Federal Funds	\$ 1,026,303.00	\$61,150.00	\$60,150.00	\$104,227.00	\$1,008,802.00	\$17,501.00	98%	2%	
	3323-017 NC Pre-K Non-TANF/CCDF - Federal Funds	\$ 22,085.00	\$0.00	\$0.00	\$22,085.00	\$22,085.00	\$0.00	100%	0%	
	Fund 319 Sub-Total	\$ 6,166,991.00	\$364,875.00	\$222,275.00	\$853,185.00	\$6,122,835.00	\$44,156.00	99%	1%	

Total Budget Remaining \$46,124.12

Total NC Pre-K Grant	\$ 8,410,172.00
Unallocated NC Pre-k Revenues	\$ -
Total NC Pre-k Grant Expended	\$811,222.51 \$431,952.15 \$1,256,161.72 \$8,364,047.88
Total State Funds	\$2,243,181
Total Federal Funds	\$6,166,991
Total NC Pre-K Grant (Does not include Expansion)	\$8,410,172

Partnership for Children of Cumberland County, Inc.

TOTAL FY 2016 - 2017 REGION 5 LEAD AGENCY ALLOCATION **\$562,878.00**

FY 2016 - 2017 10% Overhead / Administration Allocation **\$51,171.00**

FY 2016 - 2017 Program/Services Allocation **\$511,707.00**

							as of June 30, 2017		
EXPENDITURES							100%	0%	
Activity		04/30/17 Budget	April	May	June	Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds
Region 5 Lead Agency - Core Services		\$ 219,654.00	\$ 11,564.34	\$ 10,660.39	\$ 26,738.40	\$ 219,654.00	\$ -	100%	0%
Core Services - 10% Overhead/Administration for CCR&R		\$ 1,039.48	\$ 159.77	\$ 0.60	\$ 30.85	\$ 1,039.48	\$ -	100%	0%
Core Services - 10% Overhead/Administration for Admin Ops		\$ 27,148.52	\$ 1,023.16	\$ 2,731.97	\$ 3,379.12	\$ 27,148.52	\$ -	100%	0%
Contracts & Grants - Anson County		\$ 9,954.00	\$ -	\$ -	\$ -	\$ 9,954.00	\$ -	100%	0%
Contracts & Grants - Montgomery County		\$ 8,345.00	\$ -	\$ 8,345.00	\$ -	\$ 8,345.00	\$ -	100%	0%
Contracts & Grants - Moore County		\$ 29,399.00	\$ -	\$ 8,863.92	\$ 6,738.64	\$ 29,399.00	\$ -	100%	0%
Contracts & Grants - Richmond County		\$ 14,528.00	\$ 265.00	\$ 79.00	\$ -	\$ 14,528.00	\$ -	100%	0%
		\$ 310,068.00	\$ 13,012.27	\$ 30,680.88	\$ 36,887.01	\$ 310,068.00	\$ -	100%	0%
Region 5 Infant Toddler Project		\$ 115,401.00	\$ 7,190.15	\$ 6,449.24	\$ 11,368.97	\$ 64,529.13	\$ 50,871.87	56%	44%
Infant Toddler - 10% Overhead/Administration for CCR&R		\$ 650.00	\$ 9.24	\$ 0.36	\$ 2.48	\$ 619.13	\$ 30.87	95%	5%
Infant Toddler - 10% Overhead/Administration for Admin Ops		\$ 10,890.00	\$ 709.77	\$ 629.81	\$ 1,149.19	\$ 5,833.80	\$ 5,056.20	54%	46%
		\$ 126,941.00	\$ 7,909.16	\$ 7,079.41	\$ 12,520.64	\$ 70,982.06	\$ 55,958.94	56%	44%
Region 5 Healthy Social Behaviors Project		\$ 114,426.00	\$ 9,325.95	\$ 8,072.58	\$ 9,989.67	\$ 114,426.00	\$ -	100%	0%
Healthy Social Behavior - 10% Overhead/Administration for CCR&R		\$ 360.87	\$ 24.64	\$ 0.36	\$ 2.48	\$ 360.87	\$ -	100%	0%
Healthy Social Behavior - 10% Overhead/Administration for Admin Ops		\$ 11,082.13	\$ 913.77	\$ 727.93	\$ 1,085.58	\$ 11,082.13	\$ -	100%	0%
		\$ 125,869.00	\$ 10,264.36	\$ 8,800.87	\$ 11,077.73	\$ 125,869.00	\$ -	100%	0%
Total Allocated DCD Funds Remaining							\$ 55,958.94		
Summary for 10% Overhead / Administration	PFC	\$ 51,171.00	\$ 2,840.35	\$ 4,091.03	\$ 5,649.70	\$ 46,083.93	\$ 5,087.07	90%	10%

Partnership for Children of Cumberland County, Inc.

**All Funding Sources
Fiscal Year 2016 - 2017**

FUND CODE		July 1, 2016 Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance
			April	May	June	YTD	April	May	June	YTD	
RESTRICTED FUNDS											
206	NC Pre-K Grant - State Funds (per child)	\$ -	\$ 424,200.00	\$ -	\$ 972,825.00	\$ 1,914,825.00	\$ 422,900.00	\$ 189,600.00	\$ 361,225.00	\$ 1,914,825.00	\$ -
211	NC Pre-K Grant - 4% Admin Fees	\$ -	\$ 1,752.28	\$ -	\$ 55,744.87	\$ 295,520.00	\$ 23,447.51	\$ 20,077.15	\$ 41,751.72	\$ 295,520.00	\$ -
	CASH ADVANCE from DCDEE -NC Pre-K Grant	\$ -	\$ -	\$ -	\$ -	\$ 32,836.00	\$ -	\$ -	\$ -	\$ 32,836.00	\$ -
319	NC Pre-K Grant (per slot) - Federal Funds	\$ -	\$ 367,375.00	\$ -	\$ 782,254.00	\$ 4,366,167.00	\$ 364,875.00	\$ 2,500.00	\$ 782,254.00	\$ 4,366,167.00	\$ -
	CASH ADVANCE from DCDEE -NC Pre-K Grant	\$ -	\$ -	\$ -	\$ -	\$ 1,756,668.00	\$ -	\$ 219,775.00	\$ 70,931.00	\$ 1,756,668.00	\$ -
Sub-total for NC Pre-K		\$ -								Sub-total	\$ -
301	Family CareGivers Program	\$ -	\$ -	\$ 211.00	\$ 2,174.00	\$ 3,000.00	\$ 149.10	\$ 1,656.80	\$ 398.39	\$ 2,880.00	\$ 120.00
307	DCD Grant - SWCDC	\$ -	\$ 26,610.45	\$ 52,250.95	\$ 67,567.89	\$ 310,068.00	\$ 13,024.75	\$ 30,605.06	\$ 36,887.49	\$ 310,068.00	\$ -
312	Region 5 - Infant/Toddler Project	\$ 28,583.62	\$ 3,757.11	\$ 18,036.70	\$ 75,558.98	\$ 126,941.00	\$ 7,909.16	\$ 7,079.41	\$ 12,520.64	\$ 99,565.68	\$ 55,958.94
313	Region 5 - Healthy Social Behavior	\$ -	\$ 7,934.23	\$ 27,466.10	\$ 19,975.85	\$ 125,869.00	\$ 10,264.35	\$ 8,800.86	\$ 11,078.02	\$ 125,869.00	\$ -
321	Race to the Top (RTT) ELC ABCD Implementation Grant	\$ 3,867.04	\$ -	\$ -	\$ -	\$ 4,852.16	\$ -	\$ -	\$ -	\$ 8,719.20	\$ -
325	Race to the Top (RTT) Data Entry Grant	\$ (5,764.50)	\$ -	\$ -	\$ -	\$ 15,074.11	\$ -	\$ -	\$ -	\$ 9,309.61	\$ -
326	Race to the Top (RTT) Data Grant - Technical Assistance	\$ -	\$ -	\$ -	\$ -	\$ 25,456.94	\$ -	\$ -	\$ -	\$ 25,456.94	\$ -
327	SWCDC - Market Rate Study Special Project (MRSSP) Grant	\$ -	\$ -	\$ -	\$ -	\$ 1,387.91	\$ -	\$ -	\$ -	\$ 1,387.91	\$ -
807	Region 5 - Program Income	\$ -	\$ 300.00	\$ 535.00	\$ 3,910.00	\$ 8,380.00	\$ -	\$ 285.00	\$ 7,269.74	\$ 8,380.00	\$ -
Sub-total for Other Restricted		\$ 26,686.16								Sub-total	\$ 56,078.94
132	Smart Start - Services (FY 11/12)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (453.31)	\$ 453.31	\$ -	\$ -
137	Smart Start - Admin. (FY 14/15)	\$ 0.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.08	\$ -
138	Smart Start - Services (FY 14/15)	\$ 0.16	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.16	\$ -
139	Smart Start - Admin. (FY 15/16)	\$ 236.62	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 148.62	\$ -	\$ 236.62	\$ -
140	Smart Start - Services (FY 15/16)	\$ 8,371.26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (3,027.85)	\$ 4,771.26	\$ 3,600.00
141	Smart Start - Admin. (FY 16/17)	\$ -	\$ 23,455.00	\$ 25,118.00	\$ 24,691.00	\$ 320,159.00	\$ 26,938.10	\$ 63,560.73	\$ 27,383.83	\$ 320,154.16	\$ 4.84
142	Smart Start - Services (FY 16/17)	\$ -	\$ 244,952.00	\$ 262,318.00	\$ 291,943.00	\$ 3,377,620.00	\$ 273,682.54	\$ 356,402.45	\$ 543,087.79	\$ 3,321,638.58	\$ 55,981.42
201	MAC SS Grant (Accting/Contracting)	\$ -	\$ 12,405.18	\$ 24,810.36	\$ -	\$ 74,431.08	\$ 5,086.01	\$ 8,883.17	\$ 9,368.63	\$ 74,329.15	\$ 101.93
801	Program Income (SS Related)	\$ 99,903.00	\$ 5,424.11	\$ 8,788.51	\$ 1,220.24	\$ 93,912.59	\$ 19,794.78	\$ 22,235.03	\$ 6,844.24	\$ 96,862.95	\$ 96,952.64
804	GEMS Shared Services (PI SS Related)	\$ 10,468.12	\$ -	\$ 8,050.00	\$ 3,550.00	\$ 14,200.00	\$ 10,678.00	\$ -	\$ (188.00)	\$ 10,490.00	\$ 14,178.12
902	COBRA - Employee Insurance Withholdings	\$ (97.52)	\$ 99.76	\$ 62.34	\$ 62.34	\$ 10,987.34	\$ 933.07	\$ 93.12	\$ 1,510.06	\$ 11,027.78	\$ (137.96)
Sub-total for Smart Start & Related		\$ 118,881.72								Sub-total	\$ 170,680.99

Partnership for Children of Cumberland County, Inc.

**All Funding Sources
Fiscal Year 2016 - 2017**

FUND CODE	July 1, 2016 Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance	
		April	May	June	YTD	April	May	June	YTD		
UNRESTRICTED FUNDS											
208	Unrestricted State Revenues - For Operating Purposes	\$ 55,932.59	\$ -	\$ -	\$ -	\$ -	\$ 6,985.27	\$ (40,299.41)	\$ (11,175.83)	\$ 90,085.80	\$ (34,153.21)
	Unrestricted State Revenues - Invested in CDs and Money Market Account	\$ 563,322.79	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 563,322.79
501	Individual Gifts & Donations	\$ 18,937.60	\$ 456.05	\$ 71.20	\$ 174.00	\$ 4,889.29	\$ 897.86	\$ -	\$ 42.80	\$ 4,010.11	\$ 19,816.78
515	Vending Machine Commissions	\$ 1,290.13	\$ 71.82	\$ 46.55	\$ 48.05	\$ 580.42	\$ 140.45	\$ -	\$ -	\$ 140.45	\$ 1,730.10
518	Kohl's Corporate Grants	\$ 5,471.30	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ 70.86	\$ 960.86	\$ 5,510.44
526	Unrestricted Private Funds	\$ 6,094.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,627.12	\$ 4,467.73
531	PFC Annual Engagements	\$ 1,080.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,080.00
533	Walmart Foundation - PDCC Initiatives	\$ 13,144.79	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,621.21	\$ 13,144.79	\$ -
534	Raising A Reader - Program Growth Grant	\$ 248.80	\$ -	\$ -	\$ -	\$ (248.80)	\$ -	\$ -	\$ -	\$ -	\$ -
535	Cumberland Community Foundation - Grandparents Support Grant	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 2,615.00	\$ (311.80)	\$ (30.00)	\$ 2,573.20	\$ 7,426.80
802	PFCRC II (Non-Smart Start)	\$ 152,639.92	\$ 4,943.75	\$ 6,731.52	\$ 4,514.40	\$ 95,038.48	\$ 2,774.68	\$ 18,151.84	\$ 11,887.04	\$ 134,708.64	\$ 112,969.76
805	Misc. Unrestricted Revenue	\$ 205.02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 205.02	\$ -
806	Forward March Conference	\$ 1,723.68	\$ -	\$ 1,667.00	\$ 2,166.67	\$ 29,833.68	\$ 11,367.10	\$ 237.79	\$ 236.75	\$ 20,880.38	\$ 10,676.98
812	PFCRC II - Administration	\$ -	\$ 4,166.66	\$ 4,166.66	\$ 3,122.60	\$ 50,000.00	\$ 3,785.04	\$ 3,785.04	\$ 3,885.84	\$ 50,000.00	\$ -
815	Hoke - Contracted Eval (not program income)	\$ 17,288.15	\$ -	\$ 11,060.00	\$ -	\$ 14,720.00	\$ -	\$ -	\$ 17,063.47	\$ 17,083.11	\$ 14,925.04
816	Contracted Data Services	\$ (47,202.45)	\$ -	\$ 1,950.00	\$ 10,050.00	\$ 82,618.98	\$ 770.00	\$ -	\$ (11,342.00)	\$ 9,044.70	\$ 26,371.83
820	Fundraising - PFC Annual Soiree	\$ 53,555.66	\$ 5,400.00	\$ (5,920.00)	\$ 397.63	\$ 83,547.13	\$ 5,933.36	\$ 1,914.95	\$ 3,366.00	\$ 60,905.14	\$ 76,197.65
822	Fundraising - PFC Annual Soiree - Kidstuff	\$ 16,386.21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 433.00	\$ 299.42	\$ 1,311.75	\$ 15,074.46
824	Fundraising - PFC Annual Soiree - Administrative Allocation	\$ 2,006.92	\$ -	\$ -	\$ 1,602.37	\$ 1,602.37	\$ -	\$ -	\$ -	\$ -	\$ 3,609.29
825	Capital Projects Fund	\$ 8,000.00	\$ -	\$ -	\$ 5,946.00	\$ 13,578.00	\$ -	\$ -	\$ -	\$ -	\$ 21,578.00
826	Fundraising - PFC Annual Soiree - Family Focus Guides	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00	\$ 5,000.00	\$ -
827	Fundraising - Mission Moments	\$ -	\$ -	\$ 9,170.00	\$ -	\$ 9,170.00	\$ -	\$ -	\$ -	\$ -	\$ 9,170.00
828	Fundraising - Early Care & Education Initiatives	\$ -	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
897	Sales Tax	\$ (21,784.41)	\$ -	\$ -	\$ -	\$ 26,747.41	\$ 1,594.99	\$ 4,477.12	\$ 5,427.70	\$ 18,325.26	\$ (13,362.26)
899	Interest Income (from Investment Funds)	\$ 12,376.11	\$ 29.88	\$ 35.24	\$ 35.83	\$ 8,092.57	\$ -	\$ -	\$ -	\$ 4,374.46	\$ 16,094.22
904	Forfeited FSA	\$ -	\$ -	\$ 148.62	\$ -	\$ 148.62	\$ -	\$ -	\$ -	\$ -	\$ 148.62
	Sub-total for Unrestricted Funds	\$ 865,717.66								Sub-total	\$ 867,655.02

Partnership for Children of Cumberland County, Inc.

**All Funding Sources
Fiscal Year 2016 - 2017**

FUND CODE	July 1, 2016 Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance	
		April	May	June	YTD	April	May	June	YTD		
INFORMATION TECHNOLOGY											
992	PFC IT Management	\$ (38,174.01)	\$ -	\$ -	\$ -	\$ -	\$ 135.71	\$ 125.48	\$ (40,856.30)	\$ (38,174.01)	\$ -
993	IT - Core	\$ 5.20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (0.01)	\$ 0.03	\$ 5.20	\$ -
994	IT - Outside Agencies	\$ 2,437.48	\$ 9,318.83	\$ 11,897.02	\$ 13,029.02	\$ 139,782.44	\$ 5,718.45	\$ 12,633.05	\$ 55,866.78	\$ 114,322.76	\$ 27,897.16
995	IT - PFC Enhanced	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 538.23	\$ 3,566.90	\$ (5,724.66)	\$ -	\$ -
996	IT - PFC Regular	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44.99	\$ -	\$ (236.62)	\$ -	\$ -
Sub-total for Information Technology		\$ (35,731.33)								Sub-total	\$ 27,897.16
OTHER FUNDS											
599	Cumberland Community Foundation Endowment	\$ 31,384.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,384.00
Sub-total for Other Funds		\$ 31,384.00								Sub-total	\$ 31,384.00
TOTAL		\$ 1,006,938.21								TOTAL	\$ 1,153,696.11

ADDITIONAL SUMMARIZED INFORMATION
USR
<i>Operating Cash</i>
(34,153.21)
<i>Investments</i>
563,322.79
\$ 529,169.58

NCPK
<i>Operating Cash</i>
-
<i>Cash Advance</i>
-
\$ -

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

Fiscal Year 2016 / 2017										
							SHOULD BE:	100%	0%	
Activity	FY 16/17 Budget Effective 3/31/2017	April	May	June	Expenditures Y-T-D	Unspent Allocated Budget Amount	% of Budget Expended	% of Available Funds		
Administrative Operations	\$ 132,000.00	\$ 6,179.56	\$ (37,593.45)	\$ (4,455.52)	\$ 78,597.48	\$ 53,402.52	60%	40%		
PDCC	\$ -		\$ 20.00	\$ (20.00)	\$ -	\$ -	#DIV/0!	#DIV/0!		
NC Pre-k Coordination (In-Direct)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!		
CC&R - Core	\$ -	\$ 92.61	\$ (72.61)	\$ 255.70	\$ 275.70	\$ (275.70)	#DIV/0!	#DIV/0!		
Government & Military Affairs	\$ 20,500.00	\$ 713.11	\$ 366.66	\$ 548.19	\$ 10,937.20	\$ 9,562.80	53%	47%		
NCPK - Subsidy - TANF (to be reimbursed)	\$ -	\$ -	\$ (3,000.00)	\$ (7,500.00)	\$ 300.00	\$ (300.00)	#DIV/0!	#DIV/0!		
Sub-Total	\$ 20,500.00	\$ 805.72	\$ (2,685.95)	\$ (6,716.11)	\$ 11,512.90	\$ 8,987.10	56%	44%		
Total Allocated Budget for FY16-17		152,500.00								
Allocated Budget Amount SPENT			\$ 6,985.28	\$ (40,279.40)	\$ (11,171.63)	\$ 90,110.38				
Allocated Budget Amount UNSPENT							\$ 62,389.62			
SUMMARY OF CASH AND INVESTMENTS										
July 1 - Total Cash Carryover including Investments								\$ 619,255.38		
Unallocated Unrestricted State Revenues at the month end (see investment note below)						\$ (96,567.41)	<---- Cash of \$55,932.59 in GL 1113 at 07-01-16 less the FY 16-17 budget amount			
Funds Held for Others at the month end (Payroll Withholdings)						\$ 24.58				
Unspent Budget for FY16-17 at the month end						\$ 62,389.62				
Subtotal (cash in GL 1113 at the month end to be used for operating funds)				\$ -		\$ (34,153.21)				
Investments at month end (Includes money market account and certificates of deposits) \$240,000 PLUS \$238,626.82 IS CURRENTLY HELD IN THE PFC MAIN CHECKING ACCOUNT UNTIL INVESTMENT DECISIONS ARE MADE.		\$563,322.79	\$ -	\$ -	\$ -	\$ 563,322.79	<---- \$200,000 of the investments may be redeemed and used for operating funds if needed.			
CURRENT TOTAL OF CASH AND INVESTMENTS AT THE MONTH END							\$ 529,169.58			



The support you need to help children succeed.

PFC is a 501(c)(3) nonprofit organization supported by public and private funds through Smart Start, NC Pre-K, tax-deductible donations, and grants.

**PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.
SUMMARY OF SMART START REVERSIONS DUE TO NCP**

YEARS	**TOTAL ALLOCATIONS	YEAREND AMOUNT REVERTED
FY 04-05	\$ 9,607,234	\$ 89,499
FY 05-06	\$ 9,801,495	\$ 84,967
FY 06-07	\$ 9,801,495	\$ 58,956
FY 07-08	\$ 9,997,525	\$ 44,650
FY 08-09	\$ 9,252,746	\$ 5,310
FY 09-10	\$ 8,793,297	\$ 7,035
FY 10-11	\$ 8,325,783	\$ 488
FY 11-12	\$ 6,826,125	\$ 596
FY 12-13	\$ 6,755,920	\$ 3,062
FY 13-14	\$ 6,617,810	\$ 22,429
FY 14-15	\$ 6,603,189	\$ 918
FY 15-16	\$ 6,603,189	\$ 5,386
FY 16-17	\$ 6,603,189	\$ 53,407

** includes DSS and WAGE\$



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PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.
 SUMMARY OF REGION 5 DCD GRANT REVERSIONS DUE TO SWCDC

YEARS	TOTAL ALLOCATIONS	YEAREND REVERSION AMOUNT
FY 10-11	\$ 688,258	\$ 114,686
FY 11-12	\$ 631,568	\$ 23,079
FY 12-13	\$ 631,568	\$ 24,976
FY 13-14	\$ 605,592	\$ 20,658
FY 14-15	\$ 561,856	\$ 13,462
FY 15-16	\$ 546,483	\$ 28,584
FY 16-17	\$ 562,878	\$ 55,959

Note: For FY 14-15 the School Age grant was only for three months is why the total allocation is less.

Note: For FY15-16 and FY16-17 the Infant Toddler grant had lapse salaries

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

Cash & In-Kind Contributions Report
Fiscal Year 2016/2017

Total Smart Start Allocation: \$ 6,603,189.00
 Target Cash & In-Kind Required (19%): \$ 1,254,605.91
 Target Cash Required (≥13%): \$ 858,414.57
 Target In-Kind Required (±6%): \$ 396,191.34

1

CASH DONATIONS		April	May	June	Y-T-D
Cash Donations - In-House					
Board & Committee Donations	501-4410	\$ 150.00	\$ -	\$ 174.00	\$ 1,152.12
Staff Donations	501-4410	\$ -	\$ -	\$ -	\$ 52.00
Donations - General Admin Operations	501-4410	\$ 40.05	\$ 71.20	\$ -	\$ 1,319.17
Donations - General CCR&R	501-4410	\$ -	\$ -	\$ -	\$ 200.00
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	\$ -	\$ -	\$ -	\$ 1,875.00
Donations - Vending Machine Proceeds	515-4410	\$ 71.82	\$ 46.55	\$ 48.05	\$ 539.26
Donations - PFC Annual Engagements	531-4410	\$ -	\$ -	\$ -	\$ -
Donations - Forward March Conference	806-4830	\$ -	\$ 1,667.00	\$ 2,166.67	\$ 29,833.68
Donations - Fundraising Events 2016	820-4611	\$ -	\$ -	\$ -	\$ 6,250.00
Donations - Fundraising Events 2017	820-4611	\$ 5,400.00	\$ 8,200.00	\$ 2,000.00	\$ 67,970.00
Donations - Fundraising Event Sales 2016	820-4601	\$ -	\$ -	\$ -	\$ 50.00
Donations - Fundraising Event Sales 2017	820-4601	\$ -	\$ 50.00	\$ -	\$ 25,049.50
Program Income - Rent from Resource Center I	801-4824	\$ 2,375.03	\$ 4,018.82	\$ 2,065.28	\$ 40,103.26
Program Income - Conference Room Rental RCI	801-4762	\$ 75.00	\$ 75.00	\$ -	\$ 3,475.00
Program Income - Nurturing Parenting Workshop F	801-4836	\$ -	\$ -	\$ -	\$ 1,345.00
Program Income - Tenant Copier Fees	801-5311	\$ 66.47	\$ 86.88	\$ -	\$ 1,122.23
Program Income - CCR&R Workshop Fees	801-4823	\$ 1,200.00	\$ 2,705.00	\$ 525.00	\$ 20,845.00
Program Income - CCR&R Resource Library Fees	801-4823	\$ 230.12	\$ 20.73	\$ 37.00	\$ 1,178.01
Program Income - PDCC IACET Workshop Fees	801-4822	\$ 475.00	\$ 725.00	\$ 325.00	\$ 12,465.00
Program Income - PD&C Services	801-4834	\$ -	\$ -	\$ -	\$ -
Program Income - PD&C KidStuff	801-4834	\$ -	\$ 175.00	\$ -	\$ 175.00
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	\$ 3,122.60	\$ 50,000.00
Cost Reduction - Car Seat Program Parent Fees	142-6902	\$ 280.00	\$ 140.00	\$ 380.00	\$ 2,940.00
Quality Enhancement - Cash Matches	142-6904	\$ -	\$ -	\$ -	\$ 2,450.00
Cost Reduction - Unlimited Online Learning	142-5317	\$ -	\$ -	\$ -	\$ 975.00
					\$ -
Total Cash Donations - In-House		\$ 14,530.15	\$ 22,147.84	\$ 10,843.60	\$ 271,364.23

Cash Donations - Direct Service Providers					
1st Quarter (July - September)					\$ 241,863.43
2nd Quarter (October - December)					\$ 188,141.69
3rd Quarter (January - March)	*				\$ 188,636.10
4th Quarter (April - June)		\$ 4,477.85	\$ (8,546.90)	\$ 37,121.07	\$ 33,052.02
Total Cash Donations - Direct Service Providers		\$ 4,477.85	\$ (8,546.90)	\$ 37,121.07	\$ 651,693.24
TOTAL CASH DONATIONS		\$ 19,008.00	\$ 13,600.94	\$ 47,964.67	\$ 923,057.47

2

GRANTS		April	May	June	Y-T-D
WalMart Foundation (100% Private Grants)	533-4423	\$ -	\$ -	\$ -	\$ -
Raising A Reader (100% Private Grants)	534-4420	\$ -	\$ -	\$ -	\$ -
Kohl's Corporate Grants (100% Private Grants)	518-4420	\$ -	\$ -	\$ -	\$ 1,000.00
Cumberland Community Foundation (100% Private	535-4425	\$ -	\$ -	\$ -	\$ 10,000.00
TOTAL GRANTS		\$ -	\$ -	\$ -	\$ 11,000.00

14.1%

IN-KIND DONATIONS		April	May	June	Y-T-D
In-Kind Donations - In-House					
In-Kind Donations - Volunteer Time		\$ 12,661.60	\$ 11,116.00	\$ 6,557.60	\$ 61,712.00
Discounts on Materials - Kaplan		\$ -	\$ 2,361.80	\$ 4,436.40	\$ 14,262.48
Discounts on Materials - Brame		\$ -	\$ -	\$ -	\$ -
Discounts on Materials - Discount School Supply		\$ -	\$ -	\$ -	\$ 41.72
Discounts on Materials - Lakeshore		\$ -	\$ -	\$ 235.60	\$ 470.80
Discounts on Software - Techsoup Stock		\$ -	\$ -	\$ -	\$ 67,242.00
Donations - Other In-Kind		\$ -	\$ 3,550.20	\$ 7,216.27	\$ 21,262.78
PFC Staff Donations - Supplies and Mileage		\$ 109.32	\$ 40.66	\$ 140.40	\$ 601.82
PFC Board Member Donations - Supplies and Mileage		\$ -	\$ 231.99	\$ -	\$ 231.99
PFC Child Care Subsidy Parent Fees		\$ -	\$ -	\$ 750.24	\$ 18,685.14
					\$ -
Total In-Kind Donations - In-House		\$ 12,770.92	\$ 17,300.65	\$ 19,336.51	\$ 184,510.73

In-Kind Donations - Direct Service Providers					
1st Quarter (July - September)					\$ 3,775.82
2nd Quarter (October - December)					\$ 12,946.46
3rd Quarter (January - March)					\$ 15,049.08
4th Quarter (April - June)		\$ -	\$ -	\$ 19,623.37	\$ 19,623.37
Total In-Kind Donations - Direct Service Providers				\$ 19,623.37	\$ 51,394.73

TOTAL IN-KIND DONATIONS		\$ 12,770.92	\$ 17,300.65	\$ 38,959.88	\$ 235,905.46
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3.6%

3

GRAND TOTAL		\$ 31,778.92	\$ 30,901.59	\$ 86,924.55	\$ 1,169,962.93
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17.7%

1 - Current Month Reporting	TARGET REMAINING			\$ (84,642.98)
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4

- 2 - YTD Cash Reported
- 3 - YTD In-Kind Reported
- 4 - Amount remaining to reach target

* Parent Fees previously reported then deleted at state level.

Partnership for Children of Cumberland County, Inc.
Human Resources Policies and Procedures

Employment Information – Benefits

Section 420B – Educational Assistance – Funder Requirements

1. General Information

- a. This policy applies to education assistance provided to an employee as a result of a requirement received from a funder.
- b. The Partnership for Children of Cumberland County, Inc. (PFC) recognizes that the skills and knowledge of its employees are critical to the success of the organization.
- c. The educational assistance program encourages personal development through formal education so that employees can maintain and improve job-related skills.
- d. Professional development through workshops/conferences/self-help classes is not part of the Educational Assistance process. Workshops/conferences/self-help classes must be requested, approved and processed according to the purchasing policies, guidelines and procedures outlined in the Accounting Policies and Procedures.

2. Policies

- a. PFC may pay for the number of courses per semester including tuition, books, and related fees required by the funder and based on available funding.
- b. The cost for tuition will not exceed the current rate at a North Carolina public institution for a college level course. Exceptions to the number of courses and rate may be approved by the President with a written justification.
- c. PFC may provide educational assistance to regular full-time employees and regular part-time employees.
- d. To maintain eligibility, employees must remain on the active payroll and be performing their job satisfactorily through completion of each course.
- e. Individual courses or courses that are part of a degree, licensing, or certification program must be related to the employee's current job duties or a foreseeable-future position in the organization in order to be eligible for educational assistance.
- f. While educational assistance is expected to enhance employee's performance and professional abilities, PFC cannot guarantee that participation in formal education will entitle the employee to automatic advancement, a different job assignment, or pay increases.
- g. Approval of educational assistance for one course does not guarantee that any future educational assistance is automatically approved.
- h. Employees will seek out all scholarships opportunities and/or grants, etc before submitting an educational assistance request.
- i. Employees may attend classes during the workday at the discretion of their supervisor and with written approval of the President.
- j. PFC invests in educational assistance to employees with the expectation that the investment be returned through enhanced job performance. However, if an employee voluntarily separates from PFC's employment within one year of the

Partnership for Children of Cumberland County, Inc.
Human Resources Policies and Procedures

Employment Information – Compensation

Section 420B – Educational Assistance– Funder Requirements

- an educational assistance payment, the employee will be required to repay up to 100 percent of the educational assistance payment or a portion of the payment based on the number of months he or she was employed following completion of the course. That sum may be deducted from the employee's final paycheck.
- k. The employee must complete an undergraduate-level course with a final grade no lower than a 'C'; The employee must complete a graduate-level course with a final grade of 'B' or better. Employee will provide documentation of the final grade to the Human Resources Manager.
 - 1) In the event the employee must complete the course with a final grade higher than a 'C' due to scholarship requirements, the employee will abide by the higher requirement.
 - l. Employees are required to sign an agreement agreeing that should they fail or not receive the required grade, the employee will pay back the assistance to PFC.
 - m. If an employee receives a scholarship that will pay for the course, but only after the employee has passed, PFC will pay the cost of the course up front, after an educational assistance has been approved.
 - 1) Once the employee receives the funds from the scholarship, the employee is required to reimburse PFC up to 100% of the amount paid or the amount of scholarship received, whichever is less.



July 27, 2017

Ms. Mary Sonnenberg
Executive Director
Partnership for Children of Cumberland County, Inc.
351 Wagoner Drive, Suite 200
Fayetteville, NC 28303

Dear Ms. Sonnenberg:

Enclosed is the final report of The North Carolina Partnership for Children, Inc.'s (NCPC) monitoring of the Partnership for Children of Cumberland County, Inc. (Partnership). The report indicates the areas reviewed, issues identified, recommendations for improvement, and your Partnership's responses.

During our monitoring, an issue was identified in the area of *Accounting and Financial Reporting*.

In order to assist with the resolution of this issue, technical assistance from NCPC is available. Additionally, we strongly encourage you and your staff to take advantage of our training opportunities in this area.

Thank you for your cooperation and assistance during the monitoring process.

Sincerely,





Holley White
Monitor

Enclosure

cc: Chris Rey, Board Chair, PFC of Cumberland County, Inc.
Executive Committee Members, PFC of Cumberland County, Inc.
Cindy Watkins, President
Donna White, Deputy Director
Ellen Preston, Finance Director
Susan Clark, Monitoring Manager

The North Carolina Partnership for Children

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The North Carolina Partnership for Children, Inc.
Monitoring Report
Partnership for Children of Cumberland County, Inc.

In accordance with North Carolina General Statute (N.C.G.S.) §143B-168.12(3), a monitoring visit was conducted at the Partnership for Children of Cumberland County, Inc. (Partnership) on May 22-25, 2017.

The purpose of the monitoring is to ensure that local programs are being implemented in accordance with Smart Start legislation and the Partnership's contract with The North Carolina Partnership for Children, Inc. (NCPC), as well as to ensure the fiscal accountability of Smart Start funds.

Scope

The scope of the monitoring included a review of the following for the fiscal year ended June 30, 2016, and the nine months ended March 31, 2017:

- Board operations;
- Accounting and financial reporting;
- Monitoring of service providers;
- Selected in-house and service provider activities;
- Policies, procedures, and practices;
- Selected contracts and grants;
- Financial Status Reports of the Partnership and service providers;
- Internal control environment; and
- Follow-up of issues identified in the Partnership's October 2013 monitoring report.

Conclusions

An issue was noted in the area of *Accounting and Financial Reporting*.

The Partnership has agreed to correct the monitoring issue no later than February 28, 2018. Discussion and recommendations follow.

Accounting and Financial Reporting

Monitoring Issue

During the fiscal year ended June 30, 2016, the Partnership used Smart Start funds totaling \$3,600 to pay a contractor who provided school-aged trainings to child care providers, which is outside the scope of *Smart Start legislation*.

Recommendation for Improvement

The Partnership must reclassify the prior fiscal year's expenditures of \$3,600 to a source of funds other than Smart Start and immediately revert the funds to NCPC. The current effective date should be used for the journal entry. Alternatively, the Partnership may identify allowable Smart Start expenses that were originally coded to non-Smart Start funds for these specific activities and replace the expenses in the Smart Start funds. A journal entry for the replacement is not required. Additionally, the Partnership must submit the documentation of allowable Smart Start expenses that were originally coded to non-Smart Start funds to NCPC for review.

Partnership Response

We agree with the monitoring issue and will implement the recommendations. We are reclassifying the prior year's expenditure of \$3,600 to a source of funds other than Smart Start and will be reverting the funds to NCPC. Funds will be reverted by July 31, 2017.

Closing Comments

We would like to thank Ms. Sonnenberg and her staff for their assistance during the monitoring process.

Holley White
Monitor



July 19 2017

Ms. Mary Sonnenberg
Executive Director
Partnership for Children of Cumberland County, Inc.
351 Wagoner Street, Suite 200
Fayetteville, NC 28303

Dear Ms. Sonnenberg:

During The North Carolina Partnership for Children, Inc.'s (NCPC) monitoring of the Partnership for Children of Cumberland County, Inc. (Partnership), an additional matter came to our attention as follows:

BOARD OPERATIONS

Pursuant to N.C.G.S. §143B-168.12(a)(1)(n), local board members must avoid conflicts of interest and the appearance of impropriety. When conflicts of interest or the appearance of impropriety occur, local board members must abstain from participating in any decision or deliberations by the partnership regarding the disbursement of funds. Review of the Partnership's board and executive committee meeting minutes from March 2016 through March 2017 disclosed that, on one occasion, a board member voted on an issue for which there was a real or perceived conflict of interest. **This issue was previously identified in the Partnership's October 2013 monitoring report.**

We recommend that the Partnership ensure that board members with conflicts of interest are not involved in any phase of the voting process. Additionally, the Partnership should ensure that minutes document the abstentions for all votes for which there is a real or perceived conflict of interest.





Please contact us if you need further clarification or assistance.

Holley White
Monitor

cc: Ellen Preston, Finance Director
Susan Clark, Monitoring Manager

The North Carolina Partnership for Children

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Marie Clark

From: Mary Sonnenberg
Sent: Friday, July 21, 2017 12:40 PM
To: Holley White
Cc: Susan Clark; Jenna Nelson; Marie Clark
Subject: RE: Draft Reports
Attachments: Cumberland Draft.docx

Importance: High

Holley:

Please find our response to the Partnership's Monitoring Report and the Management letter. We are in agreement with the Monitoring issues and have responded accordingly.

In regards to the issue regarding conflicts of interest, we continue to review our procedures and have worked diligently to implement stringent processes to identify and document conflicts of interest on board actions. While there was one occasion found in this monitoring visit where it was determined that a board member voted on an issue where there was a perceived conflict of interest, we have made significant progress in this area in determination of conflicts and documentation of those in minutes. We appreciate your continued guidance in this area to assist us in ensuring that we are in compliance with this policy.

Thank you for your work on our monitoring visit and in preparing the report. We look forward to our close-out meeting with you on July 27, 2017 at 11:15 am by phone. If our monitoring report will be finalized prior to Thursday, it would be great if we could get it so that we may present it to the board at our regular meeting.

Mary

Mary F. Sonnenberg, M.Ed.

President, Partnership for Children of Cumberland County, Inc.

351 Wagoner Dr., Suite 200

Fayetteville, NC 28303

Phone: (910) 826-3102

Fax: (910) 867-7772

Email: msonnenberg@ccpfc.org

Website: www.ccpfc.org



Vision: *Successful children ensure a thriving community and long-term economic prosperity.*

Mission: *Be the driving force to engage partners to achieve lasting positive outcomes for all children, beginning at birth.*



Board of Directors Meeting - President's Report

Thursday, July 27, 2017

- A. North Carolina Partnership for Children (NCPC) Update / Legislative Update/Contract updates
 - 1. Legislature out of session. Special session in August.
 - 2. State Plan Draft for Every Student Succeeds Act (ESSA) is under review. The most recent draft does not include birth-to-eight alignment as a strategy to achieve the state's goals. The previous drafts had included early childhood in the plan to advance the General Assembly's mandate to "develop and implement a statewide vision for early childhood education." Comments need to be submitted by July 27.
 - 3. Our NCPC contract has been executed.
 - 4. CCR&R Region 5 Contracts have been signed and returned to be executed. These contracts included a 3% increase in funding for the year (Core services, Infant/Toddler Specialists, Health Social Behavior Specialists)
- B. NCPC Monitoring – Visit completed. Final report and close-out session conducted this morning, 7/27/2017.
 - a. Management letter citing Conflict of Interest
 - b. Reversion of \$3,600 for FY 15/17 for BSAC (school age child care training).
- C. NC Diaper Bank – Truckload of Hope Mobile Diaper Bank Unit; monthly distributions in Cumberland County; hosted at PFC
 - 1. Registration link is on the PFC website. Registration opens each month on the 15th.
 - 2. Targeting military families
 - 3. Press coverage – Huffington Post filmed at the July 8 event
 - 4. Next event – August 5
 - 5. We are assisting the NC Diaper Bank in soliciting organizations to assist in sponsoring the monthly trips. This includes a financial and volunteer commitment. It costs approximately \$400 each time the truck comes to Cumberland County. The number of volunteers needed is 5-10.
 - 6. Family Support staff is present at the event to meet with families to take referrals for consumer education. They also make follow up calls to each family who requested additional information when they registered for the Diaper Bank.
- D. PFC Annual Celebration, October 5, 2017, Snyder Memorial Church
- E. **Driving Force Awards** – Individual and Agency/Organization nominations for FY 16/17.
 - a. Posted on website. Extending nominations to August 30, 2017.
 - b. Will be available through a Survey Monkey survey linked from Facebook page and website.

- c. To be awarded at Annual Celebration.
- F. **Allocation Process FY 2018/19 – 2020/21** – The process for assessing community needs, taking RFPs, and determining allocations for the next 3-year cycle for Smart Start funding begins in the fall.
 - a. We will need volunteers to be on allocation committees.
 - b. In addition to PFC's Family Needs Assessment, we will utilize data from other community surveys and assessments to determine the needs in the community and gaps in services.
- G. **NC Justice Center – Community Revitalization Task Force**. Public Forum November 18, 2017. Pathways to Prosperity will look specifically at the six economically stressed census areas in Cumberland County and develop a plan to address needs in these areas across a 3-year time span.
- H. **Greater Fayetteville United – Community Social Capital Survey**. Community Forum September 19, 2017 (evening).
- I. **NCSU Institute for Emerging Issues Kidonomics: Cradle to Career Workshops** – Summer sessions TBD. Focusing on the economic importance of strong birth-eight programming to communities. Working to coordinate hosting one of these sessions in Cumberland County.
- J. **Soiree** – The theme for the upcoming Soiree is **The Soiree Studio 25** (with a Disco twist!). This is a take on our 25th anniversary in 2018. Save the date: March 10, 2018 5:30-10:00 pm at the Crown Arena.
 - a. Don't forget to contribute one bottle of white wine and one bottle of red wine for the "Wine Pull".
 - b. More to come with requests for Dessert Dash items, auction items and ticket sales.

