



351 Wagoner Drive, Suite 200  
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P 910-867-9700 / F 910-867-7772  
ccpfc.org

OF CUMBERLAND COUNTY

## MEMORANDUM

Date: March 1, 2018  
To: Marie Clark, Chief Operating Officer  
From: Rebecca Beck, VP of Information Technology *RB 3/1/18*  
Subject: Fixed Assets Disposal Recommendation

Dottie Adams' employment ended with the Partnership for Children on February 23, 2018. As part of this separation, she has requested to retain ownership of the PFC assets that are currently in her possession, which she was using to complete her work, via remote access, from her home in Pennsylvania.

- Laptop, Dell Inspiron 15 – FXG70X1 – Purchased in April 2013
- Printer, HP Officejet 100 Mobile – MY248810MH – Purchased in August 2012
- Scanner, Epson ES-400 – X2H8009781 – Purchased in January 2017

Based on the age, network viability, and costs for return of the Dell Laptop and HP Mobile Printer, I recommend that these items be disposed to Dottie's ownership, with approval of the PFC Board of Directors, after the following actions have been taken:

- ITSC staff will remove all PFC network resources (including licensed software and network connections) from the laptop, via remote services. This work will take place upon Board approval
- Processing and approval of the attached "PFC Disposition of Assets" form

The Epson Scanner, also listed in Dottie's request, is a much newer product and is a valuable network tool for the individual replacing Dottie in the MAC Coordinator position at the Partnership. I recommend that this item be reassigned to Crystal Briscoe (the new MAC Coordinator) as soon as possible, with a deadline not to exceed June 30, 2018.

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# PROPERTY DISPOSITION FORM – PFC

Forward Original to the Controller

Issuing Department and Current Staff	Phone
Partnership for Children of Cumberland/ Rebecca Beck	910-826-3045
Receiving Agency (if applicable)	Phone
Dottie Adams (former PFC Employee)	910-

Miscellaneous Notes: Equipment is currently in the possession of Dottie Adams in Pennsylvania. The equipment is eligible for disposal per hardware specifications and age. It is not cost effective to return this equipment to PFC inventory and can be released to this former employee upon PFC Board approval.

RP 3/1/18

IF AN ASSET IS LOST OR STOLEN, YOU WILL NEED TO IMMEDIATELY FOLLOW THE PROCEDURES DETAILED IN SECTION 15 OF THE ACCOUNTING POLICIES.

## ASSETS SHOULD NOT BE REMOVED UNTIL AFTER FINAL BOARD APPROVAL

1. The Serial numbers should be located on the property and the column should be completed by the Issuing Department.
2. The Fixed Asset Inventory number column should be completed by the Issuing Department.
3. The Disposition Codes column should be completed by the Inspector.
4. The Date of Purchase and Cost columns should be completed by the Business Office of PFC.

Inspection Date	Inspector
3/1/2018	Rebecca Beck
Inspection Results	
Recommendation	Disposition Codes
<input checked="" type="checkbox"/> Usable <input type="checkbox"/> Unusable <input type="checkbox"/> Repairable	DISP -- Dispose TRAN -- Transfer DON -- Donate SELL -- Sell CAN -- Cannibalize

Qty	Item (Description/Model No.)	Serial No.	Fixed Asset Inventory No.	Disposition Code*	Cost	Date of Purchase
1	Laptop, Dell Inspiron 15	FXG70X1	Under \$500/ No Tag	DISP/ DON	---- NO VALUE	4/2013
1	Printer, HP Officejet 100 Mobile	MY248810MH	Under \$500/ No Tag	DISP/ DON	---- NO VALUE	8/2012

Rebecca Beck 3/1/2018  
Issuing Department Director

Date

PFC President

Date

Date to Controller:

RP 3/5/18

Receiving Director/Administrator

Date

Moved By

Date

Steve Riley 3-1-2018

## Board of Directors Meeting – President’s Report

Thursday, March 29, 2018

### A. North Carolina Partnership for Children (NCPC) Update / Legislative Updates

1. NCPC Legislative agenda
  - a. Promoting Young Children’s Healthy Development (Parent education on child development & positive parenting practices, home visiting programs that help new parents)
  - b. Strengthening Early Care and Education System (Expansion of NC Pre-K, additional funding for quality care for children birth-three, increased education and compensation for early childhood teachers and workforce)
2. DCDEE – Child Care Development Block Grant Focus Groups
  - a. Program Standards and Quality Improvement (NC Foundations for Early Learning and Development, School age care, Technical Assistance, Focus on Infant/Toddler initiatives, Healthy Social Behavior Specialists & other specialty areas)
  - b. Subsidy (waiting list, improving family-friendly policies, prioritization for vulnerable & underserved populations, Birth-3 year olds)
  - c. Capacity for expansion on NC Pre-K
3. Federal Level
  - a. **Omnibus spending bill passed by Congress late Thursday and signed by President Trump March 23. The bill funds the federal government through September 30, 2018. It included major early childhood investments.**
  - b. CHIP and MIECHV – last Continuing Resolution reauthorized for the next 10 and 5 years respectively; mandatory funding levels were set for each program.
  - c. The Child Care and Development Block Grant (CCDBG) increased funding by \$2.37B to \$5.226B. While less than previously indicated, this is still the largest single year increase in the program’s history. The amount estimated for NC is just under \$80M. The updated fact sheet from CLASP is in the electronic Board packet.
  - d. Head Start and Early Head Start: funding increased by \$610M to \$9.863B. \$115M of this increase directed to Early Head Start to serve more infants and for quality improvement.
  - e. Infant and Early Childhood Mental Health: \$5M was included to fund grants for early childhood mental health promotion, intervention and treatment. These funds were authorized in the 21st Century Cures Act passed in 2016.
  - f. Increased funding to the U.S. Census Bureau to help ensure a complete and accurate Census count in 2020. Census results used to allocate billions of dollars in federal funding to states. NC also could be up for an extra seat in Congress depending on the

- Census count.
- g. Reduction in funding from last year's expenditures in the Women, Infants, and Children (WIC) and the Supplemental Nutrition Assistance Program (SNAP).
- h. \$2.8B appropriation to fight opioid addiction, including \$1.4B for the Substance Abuse and Mental Health Administration.
- 4. State Level
  - a. Short session to start May 16. Expectation for second year of funding for expansion of Dolly Parton Imagination Library.
  - b. HB90 from last special session. In addition to addressing K-3 class size requirements (phasing in the requirements), State Board of Elections and fund related to the Atlantic Coast Pipeline, established a statutory appropriation for NC Pre-K with increases in funding to eliminate the current waiting list. It will be critical for Cumberland County to assess the capacity to serve children that are more eligible and to continue to recruit children to determine the ability to expand NC Pre-K. The legislation directs funding for NC Pre-K in the base budget as follows:
    - i. FY 2019-20: \$82 million
    - ii. FY 2020-21 (and each subsequent year): \$91 million
- B. **NC Justice Center, Pathways for Prosperity** ([www.pathwaysforprosperity.org](http://www.pathwaysforprosperity.org))
  - 1. The Early Childhood work group has finalized their objectives.
  - 2. Focus objectives: 1.) Improved attendance, including increased access to well-child health care for children, and 2.) Increased access to quality childcare.
  - 3. Overall plan being developed in March/April 2018; followed by convening of Neighborhood Revitalization groups.
- C. **Smart Start Conference – April 30-May 3, 2018, Greensboro**
  - 1. Birthday celebration Wednesday evening – Can register for that for \$25.
  - 2. Leadership Symposium Thursday, May 3, 2018, 8:00-noon. Board members attending: Perry Melton, Patricia Crouch, Wanda Wesley & Jim Grafstrom.
- D. **Dolly Parton Imagination Library Statewide Expansion**
  - 1. Expansion is going strong across the state. As of March 22<sup>nd</sup>, 75,977 expansion children have registered with DPIL. That takes the statewide total to over 127,809 children. The increase targeted statewide by NCPC is 100,000.
  - 2. We are completing our contract with United Way, the DPIL affiliate in Cumberland County. We anticipate launching expansion April 1.
  - 3. We have received a marketing grant from NCPC to assist with recruitment.
- E. **Week of the Young Child, April 16-21, 2018**
  - 1. Kick off will be here at PFC on April 16
  - 2. Activities will be posted on website and Facebook
  - 3. If you'd like to read or go to a program to assist with an activity, contact Michelle Hearon

## Child Care in the FY 2018 Omnibus Spending Bill

The fiscal year 2018 (FY 2018) omnibus spending bill, passed by the U.S. House of Representatives today, includes the largest-ever single-year increase in federal funding for the Child Care and Development Block Grant (CCDBG). The bill increases CCDBG discretionary funding by \$2.4 billion.<sup>1</sup>

This investment will fully fund the 2014 child care reauthorization, according to estimates from the U.S. Department of Health and Human Services (HHS).<sup>2</sup> The reauthorization included provisions to improve the health, safety, and quality of child care and make child care assistance a more stable support for families.<sup>3</sup> The funds will also allow states to expand access to child care assistance—reversing course from years of decline. Over nine years, CCDBG served 21 percent fewer children in an average month—resulting in the smallest number of children served in the program’s history in 2015.<sup>4</sup>

CLASP estimates that after funding the reauthorization costs, the increase will provide resources for more than 151,000 additional children to gain child care assistance.<sup>5</sup> The actual number of children served will depend on states’ current compliance with the reauthorization as well as state policy choices, including quality initiatives and provider payment rates.

State Impact of \$2.37 Billion Increase in CCDBG Funding		
State	Additional Funding in FY 18 <sup>6</sup>	Additional Children to Receive CCDBG-funded Child Care
Alabama	\$44,088,000	2,690
Alaska	\$4,417,000	388
Arizona	\$59,281,000	2,643
Arkansas	\$27,862,000	803
California	\$252,727,000	11,770
Colorado	\$29,321,000	1,833
Connecticut	\$15,248,000	923
Delaware	\$6,358,000	783
District of Columbia	\$3,823,000	161

State	Additional Funding in FY 18 <sup>7</sup>	Additional Children to Receive CCDBG-funded Child Care
Florida	\$139,521,000	8,906
Georgia	\$98,679,000	6,384
Hawaii	\$8,496,000	736
Idaho	\$13,888,000	723
Illinois	\$82,813,000	5,005
Indiana	\$53,575,000	3,767
Iowa	\$20,369,000	1,787
Kansas	\$21,465,000	1,519
Kentucky	\$42,802,000	1,097
Louisiana	\$41,585,000	1,994
Maine	\$7,505,000	301
Maryland	\$29,960,000	1,887
Massachusetts	\$29,497,000	3,199
Michigan	\$69,675,000	3,480
Minnesota	\$31,734,000	2,536
Mississippi	\$32,679,000	2,222
Missouri	\$44,556,000	3,901
Montana	\$6,680,000	348
Nebraska	\$12,932,000	1,258
Nevada	\$21,247,000	609
New Hampshire	\$4,930,000	596
New Jersey	\$42,478,000	5,199
New Mexico	\$20,106,000	1,780
New York	\$106,694,000	11,811
North Carolina	\$79,943,000	6,946
North Dakota	\$3,689,000	241
Ohio	\$79,631,000	5,112

State	Additional Funding in FY 18 <sup>8</sup>	Additional Children to Receive CCDBG-funded Child Care
Oklahoma	\$32,660,000	2,630
Oregon	\$26,860,000	1,660
Pennsylvania	\$69,759,000	10,131
Rhode Island	\$5,467,000	649
South Carolina	\$42,045,000	1,171
South Dakota	\$5,969,000	442
Tennessee	\$55,449,000	2,764
Texas	\$242,556,000	12,105
Utah	\$27,580,000	1,171
Vermont	\$3,064,000	468
Virginia	\$45,878,000	2,690
Washington	\$40,547,000	4,865
West Virginia	\$14,937,000	890
Wisconsin	\$35,482,000	3,005
Wyoming	\$2,937,000	348
<b>Total</b>	<b>\$2,370,000,000<sup>9</sup></b>	<b>151,370</b>

## Endnotes

<sup>1</sup> The federal government provides states with mandatory funding, or the Child Care Entitlement, authorized in Section 418 of the Social Security Act, and discretionary funding, authorized in the CCDBG Act and appropriated annually by Congress. The increase in discretionary funding would bring total annual federal funding, including mandatory and discretionary funds, for child care assistance to \$8.1 billion in FY 2018—an increase of \$2.4 billion over FY 2017 funding.

<sup>2</sup> Final Rule of September 30, 2016, Child Care and Development Fund Program, Federal Register, Vol. 81, No. 190 <https://www.gpo.gov/fdsys/pkg/FR-2016-09-30/pdf/2016-22986.pdf>.

<sup>3</sup> Hannah Matthews, Karen Schulman, Julie Vogtman, Christine Johnson-Staub, Helen Blank, Implementing the Child Care and Development Block Grant Reauthorization: A Guide for States, CLASP, 2017, <https://www.clasp.org/publications/report/brief/implementing-child-care-and-development-block-grantreauthorization-guide>.

<sup>4</sup> Hannah Matthews, Christina Walker, CCDBG Participation Drops to Historic Low, CLASP, 2017, <https://www.clasp.org/sites/default/files/public/resources-and-publications/publication-1/CCDBGParticipation-2015.pdf>.

<sup>5</sup> CLASP estimated the number of children served based on a per-child cost derived from CCDF expenditures and

participation. We also accounted for the costs of implementing the 2014 child reauthorization as outlined in the CCDF Final Rule and the costs of maintaining current caseloads.

<sup>6</sup> Estimated allocations based on FY 2017 CCDF Allocations, U.S. Department of Health and Human Services, Administration for Children and Families, 2017, <https://www.acf.hhs.gov/occ/resource/fy-2017-ccdf-allocations-including-redistributedfunds>. Actual amounts may differ due to Secretary discretion in set-aside funding.

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<sup>9</sup> Included in the \$2.4 billion is funding for U.S. territories; tribes; technical assistance; research and evaluation; and a national hotline and website.



## NAEYC Week of the Young Child Overview April 16-20, 2018

The Week of the Young Child™ is an annual celebration sponsored by the National Association for the Education of Young Children (NAEYC), the world's largest early childhood education association, with nearly 80,000 members and a network of over 300 local, state, and regional Affiliates. The purpose of the Week of the Young Child™ is to focus public attention on the needs of young children and their families and to recognize the early childhood programs and services that meet those needs. NAEYC first established the Week of the Young Child™ in 1971, recognizing that the early childhood years (birth through age 8) lay the foundation for children's success in school and later life. The Week of the Young Child™ is a time to plan how we—as citizens of a community, of a state, and of a nation—will better meet the needs of all young children and their families.

WOYC Summary of Activities		
Date	Brief Description	Point Person
April 16, 2018	<ul style="list-style-type: none"> <li>Music Monday</li> <li>Kickoff Event</li> <li>Lesson Plan Activities</li> </ul>	Michelle Hearon
April 17, 2018	<ul style="list-style-type: none"> <li>Tasty Tuesday</li> <li>Lesson Plans Activities</li> </ul>	Michelle Hearon
April 18, 2018	<ul style="list-style-type: none"> <li>Work Together Wednesday</li> <li>Gardening Activity</li> <li>Lesson Plans Activities</li> </ul>	Gardening: Michelle Bailey Lesson Plan Activity: Michelle Hearon
April 19, 2018	<ul style="list-style-type: none"> <li>Artsy Thursday</li> <li>Lesson Plans Activities</li> </ul>	Michelle Hearon
April 20, 2018	<ul style="list-style-type: none"> <li>Family Friday</li> <li>Story &amp; Art Sessions</li> <li>Lesson Plans Activities</li> </ul>	Story & Art: Bobbi Capps Lesson Plan Activity: Michelle Hearon
April 21, 2018	<ul style="list-style-type: none"> <li>Closeout WOYC at Child Abuse Prevention Conference</li> </ul>	Julanda Jett



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## **PFC Activities:**

### **1. Music Monday! April 16, 2018**

**Point Person Michelle Hearon**

**Sing, dance, celebrate, and learn**

Through music, children develop math, language, and literacy skills - All while having fun and being active!

Make up and record your own unique version of a song or write your own, and share it on [NAEYC's Facebook page](#) or post to Twitter using the hashtag #woyc18.

## **Activities:**

- A. Kickoff event at PFC
  - i. Board Member or Community Leader
  - ii. Highlight the importance of week of the young
  - iii. The PFC activities for the week

## **Ideas for Child Care Programs & Families**

- A. Find the beat to connect music, movement, and math. Practice clapping, drumming, or stomping to the beat of the music while counting.
- B. Lesson Plans Activity
  - iv. Infant Toddler: Fence Band see handout for details
  - v. Pre-School:
  - vi. School-age
  - vii. Eva L. Hansen Library: Material Ideas

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## **2. Tasty Tuesday April 17, 2018**

**Point Person: Michelle Hearon**

### ***Healthy eating and fitness at home and school***

This fun, food-themed day is about more than just cheese and crackers. Cooking together connects math with literacy skills, science, and more. With the rise in childhood obesity, you can encourage healthy nutrition and fitness habits at home and in the classroom. Create your own healthy snacks and share the recipes and photos of your creations on [NAEYC's Facebook page](#) or post to Twitter using the hashtag #woyc18.

### **Ideas for Child Care Programs & Families**

- A. Measure your ingredients while making your snacks! Ask children if they'd like the same or different amounts of each ingredient
- B. Lesson Plans Activity
  - i. Infant Toddler: Grocery Store see handout for details
  - ii. Pre-School:
  - iii. School-age
  - iv. Eva L. Hansen Library: Material Ideas

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### 3. Work Together Wednesday April 18, 2018

**Point Person: Michelle Bailey**

#### **Work together, build together, learn together**

When children build together they explore math and science concepts and develop their social and early literacy skills. Children can use any building material—from a fort of branches on the playground to a block city in the classroom, or a hideaway made from couch pillows at home. Build and share pictures of children's creations on [NAEYC's Facebook page](#) or Twitter using the #woyc18 hashtag.

#### **Ideas for Child Care Programs & Families**

- A. Practice organizing blocks by size! Try building a block tower with large blocks on the bottom and little blocks on top!
- B. PFC Staff will work together with **6 local programs** to assist with maintenance or startup of new garden.
  - a. Need flowers, vegetables seeds, dirt and/or labor
- C. Lesson Plans Activity
  - i. Infant Toddler: Collection of Balls see handout for details
  - ii. Pre-School:
  - iii. School-age
  - iv. Eva L. Hansen Library: Material Ideas

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#### 4. Artsy Thursday April 19, 2018

##### Point Person: Michelle Hearon

##### Think, problem solve, create

Children develop creativity, social skills and fine motor skills with open-ended art projects where they can make choices, use their imaginations, and create with their hands. On Artsy Thursday celebrate the joy and learning children experience when engaged in creative art making. Use any materials—from crayons to paint, clay to crafts! Create and share a photos of your children's creations on [NAEYC's Facebook page](#) or Twitter using the #woyc18 hashtag.

##### Ideas for Child Care Programs & Families

- A. Bring art outdoors! Offer dark and light paper, chalk and pastels, and suggest children create their own versions of the day and night sky!
- B. Lesson Plans Activity
  - i. Infant Toddler: Coloring Box see handout for details
  - ii. Pre-School
  - iii. School-age
  - iv. Eva L. Hansen Library: Material Ideas

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## **5. Family Friday April 20, 2018**

**Point Person: Bobbi Capps or Michelle Hearon**

### **Sharing family stories**

Engaging and celebrating families is at the heart of supporting our youngest learners. NAEYC applauds family members' role as young children's first and most important teachers. Share pictures and stories about your family on [NAEYC's Facebook page](#) or post to Twitter using the hashtag #woyc18 as we celebrate the unique role families play in their children's learning and development.

### **Ideas for Child Care Programs & Families**

- A. Invite parents for a Family Friday breakfast, where children can prepare and share breakfast treats with their families!
- B. Eva L. Hansen Learning Library Story & Art Activity need PFC staff to assist with activity by reading a book, helping children with art project and/or supervision.
  - i. Center Story & Art Time
  - ii. Family Child Care Home Story & Art Time
  - iii. Families Story & Art Time
- C. Lesson Plans Activity
  - i. Infant Toddler: Family Tree see handout for details
  - ii. Pre-School
  - iii. School-age
  - iv. Eva L. Hansen Library: Material Ideas

## **6. Saturday, April 21, 2018- Child Abuse Prevention Conference: WOYC Closeout Activity**

**Point Person: Julanda Jett**

- A. Closeout the WOYC by highlighting the activities and participants at the conference
- B. PFC Senior Leadership member will share a PowerPoint presentation of the activities from the previous week.



**Partnership for Children of Cumberland County, Inc.**  
**Board of Directors Meeting Minutes**  
**November 30, 2017 (12:19 pm to 2:00 pm)**  
***Be the Driving Force***



**MEMBERS PRESENT:** Dr. Tamara Brothers (arrived at 12:50pm), Lisa Childers, Angela Crosby (arrived at 12:20pm), Patricia Crouch (D), Robin Deaver, Hank Debnam, Sandee Gronowski, Van Gunter, Michael Hardin, Marcus Hedgepeth, Robert Hines, Alana Hix (D), Angie Malave (arrived at 12:30), Karen McDonald, Perry Melton, Tawnya Rayman, Chas Sampson, Deborah Sledge and Wanda Wesley  
**MEMBERS ABSENT:** Christiana Adeyemi, Julie Aul, Amy Cannon, Jim Grafstrom, Brenda Reid Jackson, Tim Kinlaw, Sarah Pitts and Chris Rey  
**NON-VOTING ATTENDEES:** Rebecca Beck, Linda Blanton, Marie Clark, Belinda Gainey, Ashleigh Goss, Marie Lilly, Stacia Manuel, Sharon Moyer, Candy Scott and Mary Sonnenberg  
**GUEST:** Icey Shaikh

AGENDA ITEM	DISCUSSION & RECOMMENDATION	ACTION	FOLLOW-UP
I. Networking and Lunch		None	None
II. Determination of NC Pre-K Quorum & Call to Order		None	None
III. Adjourn NC Pre-K			
IV. Determination of Board Quorum & Call to Order A. Volunteer Forms B. Board Donations	<p>The meeting of the Board of Directors was held at the Partnership for Children Resource Center, 351 Wagoner Drive, Fayetteville, NC, on July 27, 2017 beginning at 12:19 pm pursuant to prior written notice to each Board member. Van Gunter, Acting 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>A. Van Gunter asked board members to complete the volunteer form that was placed with their packets. The form is to include time spent reading emails, reviewing packets and all other meetings you may have attending in regards to the Partnership for the Children which did not require you to sign-in.</p> <p>B. Van stated that all board members are required to make a board donation.</p>	Called to Order	None
V. Consent Agenda – Providing Oversight* (See Section X.)	<p>Van Gunter requested a motion to accept the Consent Agenda Section X.</p> <p>Alana Hix moved to accept the Consent Agenda Section X. as presented. Sandee Gronowski 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>	None	None
VI. Establishing a Strategic Direction for the Future	A.1. Mary Sonnenberg reported that the Board Development Committee is recommending approval of the nomination of Dr. Meredith Gronski to the Board of Directors. Dr Gronski will		











**Partnership for Children of Cumberland County, Inc.**  
**Board of Directors Meeting Minutes**  
**November 30, 2017 (12:19 pm to 2:00 pm)**  
***Be the Driving Force***



	<p>but will not see the name of the wine they are purchasing. The retail prices of the wine will vary. Sharon asked for a volunteer to lead the wine collection. Dr. Tamara Brothers agreed to lead wine collection. Angie Malave has agreed to provide a 10% discount to all board members who purchase wine from her business and will deliver the wine if needed. Wine can also be purchased for personal use and Angie will still provide the 10% discount. Sharon and Perry asked board members to agree to provide silent auction items for the event. Items that can be provided include a hunting package, gift certificates, tickets to sporting events, theater tickets, pillows, etc. Perry listed the board members and the number of silent auction items they agreed to provide on the white board.</p>		
<p>VIII. President's Report</p> <ul style="list-style-type: none"> <li>A. NCPC Update / Legislative Update</li> <li>B. Community Child Abuse Prevention Plan</li> <li>C. NC Diaper Bank – Mobile Unit for Cumberland County Update</li> <li>D. Network for Southern Economic Mobility</li> <li>E. NC Justice Center, Pathways to Prosperity Forum</li> <li>F. Opportunities for Corporate Grants</li> <li>G. Annual Celebration Update</li> <li>H. Forward March Conference Update</li> <li>I. United Way Campaign Update</li> <li>J. ESSA (Every Student Succeeds Act) Regional Meetings</li> </ul>	<p>Mary Sonnenberg gave the President's Report;</p> <p><b>A. North Carolina Partnership for Children (NCPC) Update / Legislative Update</b></p> <ul style="list-style-type: none"> <li>1. CHIP and MIECHV funding still in limbo. Secretary Cohen reports that NC fine at this point, but will have to revisit status if Congress does not act in December.</li> <li>2. Congressional Tax Reform Bills – NC Center for Nonprofits has done a comparison of the provisions affecting nonprofit organizations (<a href="https://www.ncnonprofits.org/sites/default/files/public_resources/Tax%20reform%20comparison.pdf">https://www.ncnonprofits.org/sites/default/files/public_resources/Tax%20reform%20comparison.pdf</a>). Some issues include: <ul style="list-style-type: none"> <li>a. Changes in tax rates</li> <li>b. Child Tax Credit expansion with some restructuring</li> <li>c. Incentives for charitable giving could be significantly impacted</li> <li>d. Status of nonpartisanship of nonprofits</li> <li>e. Unrelated business income tax</li> <li>f. Private foundation excise tax, potential of taxing nonprofit endowments</li> <li>g. Repeal of the individual mandate under the Affordable Care Act</li> </ul> </li> <li>3. B-3 Council members appointed: Sen. Chad Barefoot, Sen. Michael Lee, Rep. Craig Horn, Rep. Josh Dobson, Kevin Campbell (President, Smart Kids Child Development Center), Susan Gates (Special Advisor on Education, SAS Institute), Dr. Linda White (Director of Elementary Education and Title I, Edenton-Chowan Schools), Dr. Sharon Ritchie (Senior Research Scientist, FPG, Director of First School Project), Dr. Nancy Brown (Early Childhood Expert, Board Member, NCPC), Elisha Freeman (Executive Director, Children &amp; Family Resource Center), Cindy Watkins (President, NCPC) and Tracy Zimmerman, Executive Director, NC Early Childhood Foundation). Susan Perry-Manning, Deputy Secretary for DHHS and a new Associate Superintendent for Early Childhood Education at DPI will co-chair the Council.</li> <li>4. Plans underway for the 25th anniversary of Smart Start in 2018</li> </ul> <p><b>B. Community Child Abuse Prevention Plan</b> – Collaborative project with 25+ agencies, public and private partnerships. First community wide plan in the state.</p>	None	None



**Partnership for Children of Cumberland County, Inc.**  
**Board of Directors Meeting Minutes**  
**November 30, 2017 (12:19 pm to 2:00 pm)**  
***Be the Driving Force***



	<ol style="list-style-type: none"> <li>1. Presented at County Commissioners Meeting 11/20/2017. Resolution of support for plan unanimously given.</li> <li>2. Plans to present to School Board as well as other local government entities.</li> </ol> <p><b>C. NC Diaper Bank – Mobile Unit for Cumberland County Update</b></p> <ol style="list-style-type: none"> <li>1. Next event December 2, 9:30 – 11:30 am</li> <li>2. Recruiting volunteers to assist with monthly distributions</li> <li>3. Working with local businesses to set up “hot spot” locations for diaper drop offs</li> </ol> <p><b>D. Network for Southern Economic Mobility</b> –The first meeting was November 1-3 in Durham. The core team met on November 20 to debrief and move forward plans for the next two years. A coach is been assigned to the team to set goals and expand community input of supporting youth in Cumberland County in the career pipeline. There will be some overlap of work with the Pathways to Prosperity initiative.</p> <p><b>E. NC Justice Center, Pathways to Prosperity Forum, November 18.</b> Over 220 community members attended. Information from the forum is on the Pathways to Prosperity website (<a href="http://www.pathwaysforprosperity.org">www.pathwaysforprosperity.org</a>).</p> <ol style="list-style-type: none"> <li>1. The top five areas of focus were determined:             <ol style="list-style-type: none"> <li>a. Workforce/Industry Alignment</li> <li>b. Parent Mentoring/Education</li> <li>c. Education K-12</li> <li>d. Early Childhood Education</li> <li>e. Affordable Housing</li> </ol> </li> <li>2. Next Steps – Community Meetings will be set up for each area of focus in the next 30 days</li> </ol> <p><b>F. Opportunities for Corporate Grants</b></p> <ol style="list-style-type: none"> <li>1. Staples 2 Million and Change Grant (inquiry stage – will be after first of year when next opportunity may be available)</li> <li>2. CarMax Regional Grant from the CarMax Foundation (\$10,000, potentially up to 3 years; grant focus to augment planned Kindergarten transition work) – grant submitted. Should hear in December.</li> </ol> <p><b>G. Annual Celebration Update</b> – Guest speaker Susan Perry-Manning, Deputy Secretary DHHS.</p> <ol style="list-style-type: none"> <li>1. Attendance - 109</li> <li>2. Driving Force Awards – Kevin Brooks (Gotcha’ Back School Kickoff), Individual; PNC Bank, Corporate</li> <li>3. Corporate Volunteer Awards – CarMax, Cintas, Kohl’s of Fayetteville, Walmart Distribution Center</li> <li>4. Special Driving Force Award for helping improve literacy in our community – Barnes &amp; Noble</li> </ol>		
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**Partnership for Children of Cumberland County, Inc.**  
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***Be the Driving Force***



	<p><b>H. Forward March Conference</b>, October 24-25, 2017, Iron Mike Conference Center on Fort Bragg</p> <ol style="list-style-type: none"> <li>1. Good attendance. Focus on behavioral health services; session on integrated medicine and best practices for integrated behavioral health and application in our community.</li> <li>2. VIP dinner hosted here at PFC.</li> <li>3. Requests for Family Focus Guides and listings of behavioral and medical providers.</li> <li>4. Tentative dates for next year: November 1-2, 2018</li> </ol> <p><b>I. PFC United Way Campaign</b> – Our campaign ended November 20th</p> <ol style="list-style-type: none"> <li>1. Surpassed Campaign Goal of \$8,000. Raised a total of \$10,205.71</li> <li>2. Penny Wars raised a total of \$955.35 towards this goal</li> <li>3. Collected 4,267 canned goods/food that was contributed to Fayetteville Urban Ministry</li> <li>4. Lively Amazing Race competition to build comradery and momentum for campaign</li> </ol> <p><b>J. ESSA (Every Student Succeeds Act) Regional Meetings</b></p> <ol style="list-style-type: none"> <li>1. The Department of Public Instruction is partnering with the NC Early Childhood Foundation to support LEAs and early childhood community leaders to develop the early learning components of their plans.</li> <li>2. Fayetteville meeting – January 23, 2018</li> <li>3. District Teams – must include Head Start Director, Title 1 Director or representative, Smart Start Local Partnership representative, Superintendent or representative from Superintendent’s office. May include two additional members (i.e. principal, Child Care Administrator or teacher, NC Pre-K Committee, family member, higher education, etc.)</li> </ol>		
IX. CLOSED SESSION – PERSONNEL ACTION	<p>At 1:23 pm, Van Gunter, Acting Chair, asked for a motion to go into closed session, with Mary Sonnenberg, Marie Clark and Stacia Manuel 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.</p> <p>Alana Hix moved to enter into closed session with Mary Sonnenberg, Marie Clark and Stacia Manuel present. Stacia Manuel is to act as secretary for the closed session. Perry Melton 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 1:58 pm Deborah Sledge moved to go out of closed session and return to open session. Lisa Childers 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 1:59 pm Hank Debnam moved to approve the decisions made in closed session. Perry Melton</p>	<p>Motion Carried</p> <p>Motion Carried</p> <p>Motion</p>	<p>None</p> <p>None</p> <p>None</p>



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	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.	Carried	
X. Consent Agenda Items/Items for Information (See Agenda)	The Consent Agenda items were approved in Section X. Consent Agenda – Providing Oversight.	None	None
XI. PFC Holiday Schedule	See Agenda	None	None
XII. Adjourn	As there was no further business; the chair announced the meeting adjourned. The meeting was adjourned at 2:00 pm.	Adjourned	None or name of Follow up person

**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.**  
**Board of Directors Meeting Minutes**  
**January 25, 2018 (12:24 pm to 1:18 pm)**  
***Be the Driving Force***



**MEMBERS PRESENT:** Angela Crosby, Patricia Crouch (D), Dr. Meredith Gronski, Van Gunter, Michael Hardin, Perry Melton, Tawnya Rayman, Chris Rey and Wanda Wesley  
**MEMBERS ABSENT:** Christiana Adeyemi, Julie Aul, Dr. Tamara Brothers, Amy Cannon, Lisa Childers, Hank Debnam, Robin Deaver, Jim Grafstrom, Sandee Gronowski, Marcus Hedgepeth, Robert Hines, Alana Hix (D) (left after NC Pre-K meeting), Brenda Reid Jackson, Tim Kinlaw, Angie Malave, Karen McDonald, Sarah Pitts, Chas Sampson and Deborah Sledge  
**NON-VOTING ATTENDEES:** Linda Blanton, Eileen Cedzo, Marie Clark, Belinda Gainey, Ashleigh Goss, Marie Lilly, Sharon Moyer, Candy Scott and Mary Sonnenberg

AGENDA ITEM	DISCUSSION & RECOMMENDATION	ACTION	FOLLOW-UP
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 Board Quorum & Call to Order A. Volunteer Forms B. Board Donations C. Introduction of Dr. Meredith Gronski	<p>The meeting of the Board of Directors was held at the Partnership for Children Resource Center, 351 Wagoner Drive, Fayetteville, NC, on January 25, 2018 beginning at 12:24 pm pursuant to prior written notice to each Board member. Chris Rey chaired the meeting. Belinda Gainey, Executive Specialist, was Secretary for the meeting and recorded the minutes.</p> <p>Due to sickness, emergencies and meetings, quorum was not met. Items for information were the only items discussed during the meeting.</p> <p>A. Chris Rey asked board members to complete the volunteer form that was placed with their packets.</p> <p>B. Chris stated that all board members are required to make a board donation. When applying for grants it is important to let grantors know that the board is contributing to the organization. PFC is currently at 42% of board donations.</p> <p>C. Dr. Meredith Gronski introduced herself to the board.</p>	None	None
V. Consent Agenda – Providing Oversight* (See Section IX.)	Due to lack of quorum, Consent Agenda items will be voted for approval at the February 22, 2018 Executive Committee (Acting as Board) meeting.	None	Executive Committee (Acting as Board)



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***Be the Driving Force***



<p>VI. Establishing a Strategic Direction for the Future</p> <p>A. Board Development</p> <p>1. Fiscal Year (FY) 18/19<sup>Δ</sup></p> <p>a. Board Members – 1<sup>st</sup> Term Ending June 30, 2018</p> <p>b. Board Members – 2<sup>nd</sup> Term Ending June 30, 2018</p> <p>c. Board Member Resignation – June 30, 2018</p> <p>d. Board Officers</p> <p>e. Committee Chairs</p> <p>B. FY 18/19 PFC Board Priorities<sup>Δ</sup> –</p> <p>C. Smart Start Allocation FY 18-21 Update<sup>Δ</sup></p> <p>D. Community Child Abuse Prevention Plan*</p>	<p>A. Mary Sonnenberg and Van Gunter provided an update on the Board Development Committee.</p> <p>A.1.a. There are six board members whose 1<sup>st</sup> term will end on June 30, 2018. These individuals will be asked to serve for an additional term. These board members are Amy Cannon, Lisa Childers, Angela Crosby, Perry Melton, Jim Grafstrom and Angie Malave.</p> <p>A.1.b. There are two board members whose 2<sup>nd</sup> term will end on June 30, 2018. These include Robert Hines who serves on the position of Other Non-Profit Human Service Agency and Deborah Sledge who serves in the position of Child Care Resource and Referral (non-employee) or Another Child-Serving Agency Representative.</p> <p>A.1.c. Chris Rey will resign from the PFC Board of Directors on June 30, 2018.</p> <p>A.1.d. Board officers are needed for FY 18/19. The board members were provided a handout to list who they would recommend as a board officers for FY 18/19. A list was provided listing all board members and all board members who would have a conflict.</p> <p>A.1.e. The board members where provided a list of all current committee chairs. Current committee chairs may be asked to consider serving as committee chair for FY 18/19.</p> <p>B. Mary reported that the FY 18/19 Board Priorities are a part of the board packet. These are for information only. Time will be spent in the near future to review these and see what has or needs to be done. The focus has been engagement and how to strengthen engagement.</p> <p>C. Marie Clark and Linda Blanton provided an update on the FY 18-21 Smart Start Allocation. Marie stated that the fiscal part of the allocation is in the packet. The document is subject to change. It contains a list of proposals and the amounts requested. The final information will be voted upon at the March board meeting.</p> <p>Linda stated that two bidder's conferences have taken place; 16 applications were received. The total amount requested is \$6,634,951; the total amount available is \$6,278,890. Three workgroups have been created to review the proposals: Early Care and Education, Health/Family Support and System Support. All applicants will be allowed to provide a 15 minute presentation in February. Afterwards recommendations will be made in March.</p> <p>D. Deferred due to lack of quorum.</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p>
<p>VII. Ensuring Adequate Resources &amp; Engagement</p> <p>A. Audit Update<sup>e</sup></p> <p>B. Cash and In-Kind<sup>Δ</sup></p> <p>C. Soirée, March 10, 2018, Crown Arena<sup>Δ</sup></p> <p>D. KidStuff, April 28-29, 2018, Festival Park<sup>Δ</sup></p> <p>E. Kidtopia, November 10, 2018, Crown Arena<sup>Δ</sup></p>	<p>A. Marie Clark reported that the FY 16/17 audit has been completed. There was an audit finding due to the NC Pre-K eligibility issues that were not identified until late 2016. The process was changed after the issue was identified. This was a carryover of the finding from FY 15/16 and was expected.</p> <p>B. Anna Hall provided an overview of the December Cash and In-Kind Report. PFC is currently at 4.7%; 19% is needed. Due to the transition to NC Fast, DSS parent fees have not yet been reported. If they were, the percentage would be higher than it is now. Patricia Crouch stated that the state is behind in providing reports to DSS.</p> <p>C. Sharon Moyer and Perry Melton provided an update on Soirée. Sharon stated that staff is looking at contracts with vendors to see if discounts are received. These discounts can be documented as in-kind. The Soiree is being held on March 10, 2018 with a disco theme. The</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p>





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*Be the Driving Force*



	<p>Rock Star Hall of Fame will be the mission moment. The rock star theme will be used at KidStuff and Kidtopia as well. The total amount of sponsorships received thus far is \$27,000 with \$60,000 more to go. A total of 12 desserts have been donated, with 40 more to go. Sharon asked the board if they know of a baker who may want to donate to the Dessert Dash to contact them or let her know and she will reach out to them. 34 bottles of wine have been collected; more is needed. Perry stated that he is reaching out to potential sponsors and letting them know what PFC does and telling them how what we do benefits them as well. The monies PFC provides to the community goes back into businesses in some capacity. If PFC does not meet its match, monies can be pulled from PFC. Monies being taken from PFC will affect others in the community. Perry said to help others know that giving to PFC is an investment. Sharon stated that on Thursday, February 1, 2018 from 9:00am-11:00am, PFC is hosting a call-a-thon. The board and staff are invited to participate. These calls will be to potential sponsors. A meeting request will be sent to the board. The list of sponsors will be sent to the board members in case they cannot attend the call-a-thon and would still like to make the phone calls.</p> <p>Sharon stated that there are 10 vendors who have committed to the Chef Circle. PNC has committed to providing \$10,000 in sponsorship.</p> <p>D. Sharon stated that due to the new baseball stadium, PFC may be in a new space at KidStuff. This is our best opportunity to have a one on one interaction with thousands of people.</p> <p>E. Sharon stated that Kidtopia is being hosted by Fayetteville Observer on November 10, 2018. PFC will participate in this event.</p>	None	None
<p>VIII. President's Report</p> <p>A. North Carolina Partnership for Children (NCPC) Update / Legislative Update</p> <p>B. NC Justice Center, Pathways for Prosperity (P4P) Community Meetings</p> <p>C. Smart Start Conference, April 30 – May 3, 2018</p> <p>D. Dolly Parton Imagination Library</p> <p>E. ESSA Regional Meeting – January 23, 2018</p> <p>F. Federal Shutdown</p>	<p>Mary Sonnenberg gave the President's Report;</p> <p><b>A. North Carolina Partnership for Children (NCPC) Update / Legislative Update</b></p> <ol style="list-style-type: none"> <li>1. CHIP funding – Congress reauthorized for six more years as part of the continuation resolution for the federal budget.</li> <li>2. Continuing resolution budget signed Monday (after shutdown Friday, January 19) – extends budget until February 8.</li> <li>3. B-3 Council Meeting – First meeting will be January 31, 2018; 1:00-4:00 pm; DHHS – Dix Campus, Adams Bldg., Room 264. The Council was created by the legislature in the 2017 session and is charged with creating a vision for a comprehensive early childhood system from birth to grade three.</li> </ol> <p><b>B. NC Justice Center, Pathways for Prosperity (<a href="http://www.pathwaysforprosperity.org">www.pathwaysforprosperity.org</a>)</b></p> <ol style="list-style-type: none"> <li>1. Early Childhood Education meetings: February 13 &amp; 27; 6:00-7:30 pm at the new Transit Center.</li> <li>2. We need to recruit additional community members to be part of this work group. If you are interested or know someone who might be, please reach out to Sharon Moyer with contact information.</li> <li>3. Overall plan is to be developed by March 2018; followed by convening of Neighborhood</li> </ol>	None	None





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***Be the Driving Force***



	<p>Revitalization groups.</p> <p><b>C. Smart Start Conference – April 30-May 3, 2018</b></p> <ol style="list-style-type: none"><li>1. Conference registration has opened. If board members are interested in attending, contact Belinda Gainey.</li><li>2. Due to the cost of the conference, including lodging, we are limiting coverage of attendance to board members. These expenses must come out of our administrative budget.</li><li>3. Per our policies and cost principles, we must adhere to the state rate for hotels and meals. If you attend the conference and do not want to share a room, you will be responsible for half the cost of the room.</li></ol> <p><b>D. Dolly Parton Imagination Library Statewide Expansion</b></p> <ol style="list-style-type: none"><li>1. Expansion is going strong across the state. As of mid-January, 37,826 expansion children have registered with DPIL. That takes the statewide total to over 90,613 children. That is a stateside increase of 2,442 registered children in the first week of January alone.</li><li>2. We are not currently doing expansion in Cumberland County. We are continuing to work with United Way, the DPIL affiliate in our county, and NCPC to work out the logistics of expansion locally.</li></ol> <p><b>E. ESSA (Every Student Succeeds Act) Regional Meeting – January 23, 2018</b></p> <ol style="list-style-type: none"><li>1. Representatives from 14 counties came together to talk about using District ESSA Plans to support early learning.</li><li>2. Cumberland County's team: Cumberland County Schools, Head Start, The Capitol Encore Academy, The Romine Group and Partnership for Children of Cumberland County.</li><li>3. The three goals for the meeting: 1) Leave with several clear strategies to consider including in the District ESSA Plan, 2) Have a shared vision for collective impact, and 3) Better understand the local data.</li><li>4. Cumberland's three commitments: 1) Work together to reduce the percentage of absenteeism to include late arrival. 2) Have a conversation with local higher education about how to meet the community need for qualified teaching staff. 3) Coordinate and share a universal stakeholder transition plan to include all children entering kindergarten.</li></ol> <p><b>F. Federal Shutdown</b></p> <ol style="list-style-type: none"><li>1. The Federal shutdown ended Monday, January 22. The continuing resolution extends the budget until February 8.</li><li>2. We have received notice from our Region 5 funder that, at least in the short term, we would not see an impact on CCDF funded positions, which are federally funded.</li><li>3. We have a contingency plan in place as part of our budget that would cover our employees funded by federal dollars for a period of approximately six weeks at the point that funding is impacted. This funding would come from unrestricted reserves. We have a reasonable expectation that the expenses would be reimbursed in full once the budget is approved.</li><li>4. Ultimately, a shutdown could have the potential to affect other services that families we</li></ol>		
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Partnership for Children of Cumberland County, Inc.  
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*Be the Driving Force*



	serve access.		
IX. Consent Agenda Items/Items for Information (See Agenda)	The Consent Agenda items are listed in Section X. Consent Agenda – Providing Oversight.		
X. Adjourn	As there was no further business; the chair announced the meeting adjourned. The meeting was adjourned at 1:18 pm.	Adjourned	None

**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

## Human Resource Committee Meeting of March 14, 2018

### RECOMMENDATIONS

- A. The Human Resource Committee recommends accepting the following job description as presented.
  1. Fiscal Monitoring Coordinator (Revised)
    - a. The job description was revised to better reflect the current duties and responsibilities of this position. This position was evaluated by Mike Womble; it was determined there was no change on salary grade (Effective March 29, 2018).
- B. The Human Resource Committee recommends accepting the changes to the organizational chart as presented.
  1. Reinstating the Fiscal Monitoring Coordinator position (Effective March 29, 2018).
  2. Dissolve the Early Education Coordinator-QE (Effective March 14, 2018).
  3. Title Change and Direct Reports (Effective March 14, 2018).

Current Title	New Title
Early Education Coordinator-HQM	Early Childhood Coordinator

Title	Current Supervisor	NEW Supervisor
Early Childhood Consultant x3	Early Education Coordinator-QE	Early Childhood Coordinator

4. Direct Reports Change (Effective March 24, 2018).

Title	Current Supervisor	NEW Supervisor
Early Education Admin Specialist	VP of CCR&R	Program Coordinator

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

Updated :  
FY 17 18 Projection 0318

		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 12/15/17	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	CarMax Foundation	Unrestricted State Revenues (Endowment Fund)	
Fund Code		143 & 144	201	208	208	206 & 349	211	328	301	307	312	313	501	515	518	526	531	535	536	599	
Contract Period		07/17-06/18	07/17-06/18	N/A	N/A	07/17-06/18	07/17-06/18	09/17-06/18	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		3,326,025																	3		(1)
(2) CCR&R-Core Services (less IT)		638,594		50,000			62,308		3,000	291,291	119,263	118,459	2,000		500	135		9,690			(2)
(3) CCR&R-Professional Development Career Center		270,413											1,000								(3)
(4) CCR&R-Subsidy (TANF/CCDF eligible)		366,368																			(4)
(5) CCR&R-Subsidy (non-TANF/CCDF eligible)		60,000																			(5)
(6) CCR&R-Subsidy - Administration		35,450																			(6)
(7) CCR&R-Early Childhood Programs (QEG)		190,557																			(7)
(8) CCR&R-NC Pre-K Direct Support						8,073,765															(8)
(9) CCR&R-NC Pre-K Qual. Maint./Support & Coordination							-														(9)
(10) CCR&R-High Quality Maintenance (HQM)		253,235																			(10)
(11) CCR&R-NC Pre K Direct Administrative Support							114,338	168,203											10,000	4	(11)
(12) EPA - Evaluation, Planning & Accountability (less IT)		279,420								-					-		-				(12)
(13) EPA - Prog. Coord.-Mon./Support		145,554																			(13)
(14) Community Engagement & Resource Development		190,083												320	100		1,080		-		(14)
(15) Government & Military Affairs (Advocacy)																					(15)
(16) PFC Family Resource Center		306,227														200					(16)
(17) Information Technology (160,553 + 56,411)		216,964			-																(17)
(18) Fundraising																					(18)
(19) Subtotal		6,278,890	-	50,000	-	8,073,765	176,646	168,203	3,000	291,291	119,263	118,459	3,000	320	600	335	1,080	9,690	10,000	-	(19)
(20) Administrative Operations		319,799	74,431	-	12,850	-	159,761	-	-	28,079	11,486	11,186	5,500	100	4,100		-	-	-		(20)
(21) PFC Staff Events and Training					-									1,800	-	2,000					(21)
(22) Total		6,598,689	74,431	50,000	12,850	8,073,765	336,407	168,203	3,000	319,370	130,749	129,645	8,500	2,220	4,700	2,335	1,080	9,690	10,000	0	(22)
(23)																					(23)
(24)																					(24)
(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	6,500	500	1,000	-	-	2,263	10,000	-	(25)
(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	(26)
(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	26,316	2,230	6,510	4,468	1,080	9,690	10,000	31,384	(27)
(28) Allocated		6,598,689	1	74,431	50,000	8,073,765	336,407	168,203	3,000	319,370	130,749	129,645	8,500	2,220	4,700	2,335	1,080	9,690	10,000	-	(28)
(29) Unallocated		-	-	463,696	2,598	-	-	-	-	-	-	-	17,816	10	1,810	2,133	-	-	-	31,384	(29)
(30)		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	(30)

Notes:

- (1) The remaining Smart Start funds of \$49,750 were allocated effective 12/15/17 after approval from Board and Finance Committee to allocate to both literacy and non-literacy activities.
- (2) Additional funding for NC Pre-K funds from DCDEE Child Care Development Funds [Federal Funds] for quality activities and services.
- (3) Cumberland Community Foundation grant for Grandparent's Support activity adjusted to actual for FY 17/18.
- (4) CarMax Foundation private grant for collaborative transition to kindergarten initiatives.



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

Updated :  
FY 17 18 Projection 0318

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.)																
	Program Income	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	801	802 & 812	804	806	807	815	816	820	822	824	825	827	828	899	992-996	
Contract Period	N/A	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					-											3,326,025
(2) CCR&R-Core Services (less IT)					4,300								5,000			1,304,540
(3) CCR&R-Professional Development Career Center	31,000												-			302,413
(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	11,000															46,450
(7) CCR&R-Early Childhood Programs (QEG)																190,557
(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)																253,235
(11) CCR&R-NC Pre K Direct Administrative Support		(4)														292,541
(12) EPA - Evaluation, Planning & Accountability (less IT)	39,000		14,500			14,775	18,870		-			-	-			366,565
(13) EPA - Prog. Coord.-Mon./Support						-		-								145,554
(14) Community Engagement & Resource Development					(7)			11,000	6,800							209,383
(15) Government & Military Affairs (Advocacy)				5,000				-				-	-			5,000
(16) PFC Family Resource Center	30,000	100,000														436,427
(17) Information Technology (160,553 + 56,411)															98,800	315,764
(18) Fundraising								50,000								50,000
(19) Subtotal	111,000	100,000	14,500	5,000	4,300	14,775	18,870	61,000	6,800	-	-	9,170	5,000	-	98,800	15,753,757
(20) Administrative Operations		50,000	-	4,500			14,000	2,000		2,000	-			4,200	-	703,992
(21) PFC Staff Events and Training							(4)	5,000						1,860		10,660
(22) Total	111,000	150,000	14,500	9,500	4,300	14,775	32,870	63,000	6,800	2,000	0	9,170	5,000	6,060	98,800	16,457,749
(23)																
(24)		(5)	(6)		(7)			(8)							(9)	
(25) Projected for FY 17/18	76,000	148,500	10,400	12,867	4,300	14,720	18,200	100,000	-	2,000	6,500	100	-	1,220	137,500	16,386,829
(26) Actual Carryover for FY 16/17	96,952	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)	172,952	261,470	24,579	23,544	4,300	29,645	44,572	176,198	15,074	5,609	28,078	9,270	5,000	17,314	165,397	17,438,083
(28) Allocated	111,000	150,000	14,500	9,500	4,300	14,775	32,870	63,000	6,800	2,000	-	9,170	5,000	6,060	98,800	16,457,749
(29) Unallocated	61,952	111,470	10,079	14,044	-	14,870	11,702	113,198	8,274	3,609	28,078	100	-	11,254	66,597	974,674
(30)	T	U	V	W	X	Y	Z	AA	BB	CC	DD	EE	FF	GG	HH	II

Notes:

- (4) Additional funding to P&E, \$14,000 (Fund 801) to allow additional, allowable, one-time funding to Admin Ops (Fund 816).
- (5) \$20,000 reduction in projected revenues for PFC's Prof. Dev. Career Center. DCDEE is offering and expanding free on-line access to classes state-wide.
- (6) \$20,000 increased from original projection for rental income from PFC RC II.
- (7) Actual revenues for 2017 Forward March Conference; reduction in projected expenses from \$10,000 to \$5,000.
- (8) Revised projection for revenue (cash) for 2018 Soiree.
- (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



## Direct Service Provider Revision or Amendment Request Form

### Section I. Basic Information

Direct Services Provider: Carolina Collaborative Community Care (4C)

Contract #: DSP-1718-002  
ROR

Activity Name: Reach Out and Read

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

Purpose Svc Code/Activity  
ID: \_\_\_\_\_

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

### Section II. Change Type Requested

- ☐ Initiate Contract  
☐ Change existing Contract Activity Description  
☐ Revise Budget

- ☐ Terminate Contract/Activity  
☒ Amend 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

Reach Out and Read is an excellent program with wonderful opportunities for our community. Since receiving this contract in October 2017, 4C has become fully engaged with Reach Out and Read expectations, as well as successfully transitioning the existing practices. While 4C is working to recruit two more practices into the Reach Out and Read program, we do not feel that the remaining budget will be fully utilized by the end of the fiscal year. Our recommendation is that the ROR budget be reduced by \$15,800 and that this amount be transferred to the ABCD program.

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

  
Signature of Contract Administrator

Date

2/9/18

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.

SCANNED



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

DSP: <u>Carolina Collaborative Community Care (4C)</u>			Activity Name: <u>Reach Out and Read</u>		
			Requested Effective Date: <u>3/15/2018</u> Contract #: <u>DSP-1718-002 ROR</u>		
Line #	Description	Budget Effective 07/01/17	Amount Changed	Budget Effective 01/01/18	Explanation
11	Personnel	\$ 24,000	\$ (13,800)	\$ 10,200	Program not as active as anticipated; fewer hours needed. Number of hours will increase in the second half of the year, in part because many books need to be moved from PFC to 4C's premises.
12	Contracted Professional Services			\$ -	
14	Office Supplies & Materials			\$ -	
15	Service Related Supplies	\$ 8,300	\$ (2,500)	\$ 5,800	Shelving to be purchased soon. Many books already in supply; limited need for purchase.
17	Travel		\$ 500	\$ 500	Travel allowance for visiting practices, moving books etc.
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			\$ -	
45	Stipends/Scholarships			\$ -	
46	Cash Grants and Awards			\$ -	
47	Non-Cash Grants and Awards			\$ -	
	<b>Total</b>	<b>\$ 32,300</b>	<b>\$ (15,800)</b>	<b>\$ 16,500</b>	

**SCANNED**

DSP Authorized Signature

Date

Fiscal Year 2017/2018



## Direct Service Provider Revision or Amendment Request Form

### Section I. Basic Information

Direct Services Provider: Carolina Collaborative Community Care (4C)

Contract #: DSP-1718-002  
ABCD

Activity Name: ABCD

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

Purpose Svc Code/Activity  
ID: \_\_\_\_\_

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

A careful review of the first six months of this fiscal year have revealed that our ABCD program is in need of additional staff funding in order to maintain the standard that we have displayed thus far. Reductions to other areas of the budget are appropriate, but we are requesting an overall increase of \$15,800 for this fiscal year. We recommend that these funds be transferred from the Reach Out and Read program, where funding for this fiscal year exceeds the program needs at this time.

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

  
Signature of Contract Administrator

2/9/18  
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.

**SCANNED**

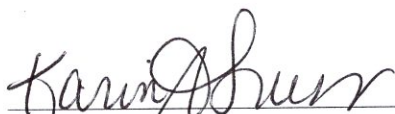


**Partnership for Children of Cumberland County, Inc.  
DSP Budget Revision/Amendment Request**

DSP: Carolina Collaborative Community Care (4C) Activity Name: ABCD  
Requested Effective Date: 3/15/2018 Contract #: DSP-1718-002 ABCD

Line #	Description	Budget Effective 07/01/17	Amount Changed	Budget Effective 01/01/18	Explanation
11	Personnel	\$ 56,789	\$ 16,011	\$ 72,800	Additional hours budgeted per first six months data
12	Contracted Professional Services	\$ 384	\$ (384)	\$ -	We don't expect any need for this.
14	Office Supplies & Materials	\$ 301	\$ -	\$ 301	Limited need for this program
15	Service Related Supplies	\$ 243	\$ -	\$ 243	No need thus far
17	Travel	\$ 1,500	\$ (615)	\$ 885	Budgeted per first six months
18	Communications & Postage	\$ 557	\$ (94)	\$ 463	Less need than expected
19	Utilities		\$ -	\$ -	
20	Printing and Binding		\$ -	\$ -	
21	Repair and Maintenance	\$ 80	\$ (80)	\$ -	No need; included in rent payments
22	Meeting/Conference Expense	\$ 500		\$ 500	No change
23	Employee Training (no travel)		\$ -	\$ -	
24	Advertising and Outreach	\$ 24		\$ 24	No change
25	Board Member Expense		\$ -	\$ -	
27	Office Rent (Land, Buildings, Etc.)	\$ 3,755	\$ -	\$ 3,755	No change
28	Furniture Rental		\$ -	\$ -	
29	Equipment Rental (Phones, Computers, etc.)	\$ 734	\$ -	\$ 734	No change
30	Vehicle Rental		\$ -	\$ -	
31	Dues, Subscriptions and Fees		\$ -	\$ -	
32	Insurance & Bonding	\$ 33	\$ 962	\$ 995	Cost of PTF's request for increased employee dishonesty coverage
33	Book/Library Reference Materials	\$ 100	\$ -	\$ 100	
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		\$ -	\$ -	
	<b>Total</b>	<b>\$ 65,000</b>	<b>\$ 15,800</b>	<b>\$ 80,800</b>	

**SCANNED**

  
DSP Authorized Signature

2/9/18  
Date

Fiscal Year 2017/2018



**Direct Service Provider**  
**Revision or Amendment Request Form**

**Section I. Basic Information**

Direct Services Provider: United Way of Cumberland County Contract #: DSP-1718-006  
Activity Name: Dolly Parton's Imagination Library Amendment #: \_\_\_\_\_  
Purpose Svc Code/Activity ID: 5512/260 Revision #: \_\_\_\_\_

**Section II. Change Type Requested**

- |  |   |
|--|---|
| <input type="checkbox"/> Initiate Contract                             | <input type="checkbox"/> Terminate Contract/Activity                        |
| <input type="checkbox"/> Change existing Contract Activity Description | <input type="checkbox"/> Amend Budget                                       |
| <input type="checkbox"/> Revise Budget                                 | <input checked="" type="checkbox"/> Other Changes (dates, provisions, etc.) |
- \*\*Requested Effective Date: 4/1/18
- Describe: Request to use unspent funds to serve additional children.

\*\*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**

In order to avoid any reversion of funds at the end of this contract, we request permission to use the remaining funds from the initial \$6,000 allotment to sponsor more children in Dolly Parton's Imagination Library. Note: The initial budget will not change. Only the total number of children sponsored under this activity will change (not to exceed the \$6,000 allotment).

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

Signature of Contract Administrator

02/28/18  
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.  
In-House Activity Budget Revision/Amendment Request**

Unit:		Partnership for Children of Cumberland County, Inc.		Activity Name: Smart Start Administration	
				Requested Effective Date: 4/15/2018	
Line #	Description	Budget Effective 04/01/17	Amount Changed	Budget Effective 04/15/18	Explanation
11	Personnel	\$ 239,059.00	\$ (1,230.00)	\$ 237,829.00	Decrease personnel costs to align expenditures in the applicable line items below. There are other funding streams to support Admin personnel costs and sufficient funds are projected in those budgets to cover the decrease in this Smart Start budget.
12	Contracted Professional Services	\$ 20,000.00		\$ 20,000.00	
14	Office Supplies & Materials	\$ 6,740.00		\$ 6,740.00	
15	Service Related Supplies	\$ -		\$ -	
17	Travel	\$ 3,800.00		\$ 3,800.00	
18	Communications & Postage	\$ 9,500.00	\$ (2,500.00)	\$ 7,000.00	Decrease annual budget amount to be aligned with anticipated costs through yearend.
19	Utilities	\$ 5,400.00		\$ 5,400.00	
20	Printing and Binding	\$ 500.00		\$ 500.00	
21	Repair and Maintenance	\$ 7,000.00		\$ 7,000.00	
22	Meeting/Conference Expense	\$ 4,000.00		\$ 4,000.00	
23	Employee Training (no travel)	\$ 2,100.00	\$ 1,000.00	\$ 3,100.00	Additional trainings for staff development to allow professional growth and to increase staff competency of current and future tasks. Such traninings included the XA Systems customer service training, QuickBooks and various Fred Pryor topics.
24	Advertising and Outreach	\$ 500.00		\$ 500.00	
25	Board Member Expense	\$ 2,500.00		\$ 2,500.00	
27	Office Rent (Land, Buildings, Etc.)	\$ -		\$ -	
28	Furniture Rental	\$ -		\$ -	
29	Equipment Rental (Phones, Computers, etc.)	\$ 3,200.00		\$ 3,200.00	
30	Vehicle Rental	\$ -		\$ -	
31	Dues, Subscriptions and Fees	\$ 3,000.00		\$ 3,000.00	
32	Insurance & Bonding	\$ 10,300.00	\$ 365.00	\$ 10,665.00	Increase for the amount of actual insurance costs for general liability.
33	Book/Library Reference Materials	\$ 100.00		\$ 100.00	
34	Mortgage Interest/Bank Fees	\$ 600.00		\$ 600.00	
35	Other Expenses	\$ -		\$ -	
39	Furniture/Non-Computer Eqpt. \$500+ per item	\$ 500.00		\$ 500.00	
40	Computer Equipment/Printers, \$500+ per item	\$ 500.00	\$ 1,915.00	\$ 2,415.00	Increase for the cost of new desktops computers for the Purchasing Specialist, Contracts Coordinator and the COO due to the age of their former equipment and incompatibility to the network system. Only one computer system was originally budgeted.
41	Furniture/Eqpt. under \$500 per item	\$ 500.00	\$ 450.00	\$ 950.00	Increase for allocated portion of PFC Network components and UPS power backups.
43	Purchases of Services	\$ -		\$ -	
45	Stipends/Scholarships	\$ -		\$ -	
46	Cash Grants and Awards	\$ -		\$ -	
47	Non-Cash Grants and Awards	\$ -		\$ -	
	Total	\$ 319,799.00	\$ -	\$ 319,799.00	

Department Manager Signature \_\_\_\_\_

Date \_\_\_\_\_

Fiscal Year 2017/2018

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

Partnership For Children of Cumberland County, Inc.			Activity Name: <u>Child Care Resource &amp; Referral (CCR&amp;R)</u>		
			Requested Effective Date: <u>4/15/2018</u>		
Line #	Description	Budget Effective 12/15/17	Amount Changed	Budget Effective 04/15/18	Explanation
11	Personnel	\$ 520,716.00	\$ (34,420.00)	\$ 486,296.00	Due to lapsed salaries, moving these funds to assist with the CC Subsidy non-TANF need.
12	Contracted Professional Services	\$ 166,553.00	\$ -	\$ 166,553.00	
14	Office Supplies & Materials	\$ 5,403.00	\$ -	\$ 5,403.00	
15	Service Related Supplies	\$ 4,350.00	\$ -	\$ 4,350.00	
17	Travel	\$ 8,000.00	\$ -	\$ 8,000.00	
18	Communications & Postage	\$ 11,000.00	\$ -	\$ 11,000.00	
19	Utilities	\$ 13,600.00	\$ -	\$ 13,600.00	
20	Printing and Binding	\$ 925.00	\$ -	\$ 925.00	
21	Repair and Maintenance	\$ 22,000.00	\$ -	\$ 22,000.00	
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	\$ -	\$ -	\$ -	
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	\$ 8,670.00	\$ -	\$ 8,670.00	
41	Furniture/Eqpt. under \$500 per item	\$ 1,630.00	\$ -	\$ 1,630.00	
43	Purchases of Services	\$ -	\$ -	\$ -	
45	Stipends/Scholarships	\$ -	\$ -	\$ -	
46	Cash Grants and Awards	\$ -	\$ -	\$ -	
47	Non-Cash Grants and Awards	\$ 15,600.00	\$ -	\$ 15,600.00	
	<b>Total</b>	<b>\$ 799,147.00</b>	<b>\$ (34,420.00)</b>	<b>\$ 764,727.00</b>	



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

Partnership for Children of Cumberland County, Inc.		Activity Name: PFC Child Care Subsidy Non-TANF/CCDF			
		Requested Effective Date: 4/15/2018			
Line #	Description	Budget Effective 07/01/17	Amount Changed	Budget Effective 04/15/18	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	\$ 54,500.00	\$ 34,420.00	\$ 88,920.00	Increased to provide payments to early care and education providers on a direct per child basis to continue assisting 17 non-TANF/CCDF families through year end.
45	Stipends/Scholarships	\$ -	\$ -	\$ -	
46	Cash Grants and Awards	\$ -	\$ -	\$ -	
47	Non-Cash Grants and Awards	\$ 5,500.00	\$ -	\$ 5,500.00	
	<b>Total</b>	<b>\$ 60,000.00</b>	<b>\$ 34,420.00</b>	<b>\$ 94,420.00</b>	

Partnership's President Signature \_\_\_\_\_

\_\_\_\_\_ Date

Fiscal Year 2017/2018



351 Wagoner Drive, Suite 200  
Fayetteville, NC 28303  
P 910-867-9700 / F 910-867-7772  
ccpfc.org

OF CUMBERLAND COUNTY

## MEMORANDUM

Date: March 2, 2018

To: Finance Committee

From: Anna Marie Hall, Contracts Coordinator

Subject: Disposal of Asset – Autism Society of Cumberland County

In 2000, Autism Society of Cumberland County, as a Direct Service Provider, purchased an office furniture suite consisting of a desk, return and 2-drawer file cabinet for the Director of Programs and Outreach. PFC does not have a record of this purchase being a Fixed Asset. After 18 years of use, the 2-drawer file cabinet is in irreparable condition and needs to be disposed of. We are requesting a transfer of ownership from PFC to Autism Society of Cumberland County so that they can dispose of the cabinet.

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



a partner  
in the  
  
smart start  
network

# Be the Driving Force.

# PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

## FOOTNOTES FOR FINANCIAL REPORTS February 28, 2018

### FOOTNOTES - BALANCE SHEET

A. The cash accounts at February 28, 2018 total \$1,272,898.39.

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	\$530,884.47	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>\$562,268.47</b>				

B. Employees' payroll deductions at February 28, 2018 from the current month and from prior months total \$4,575.01. 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**  
**February 28, 2018**

**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 are currently no unallocated Service funds effective December 15, 2017.



**Partnership for Children of Cumberland County, Inc.**  
**Balance Sheet**  
**February 28, 2018**

**Assets**

Bank of America Checking Account	\$ 709,529.92	} <b>A</b>
PNC Bank - Money Market Reserve	530,884.47	
Petty Cash, Change Funds, Undeposited Receipts	1,100.00	
Beneficial Interest in Community Foundation	31,384.00	

<b>Total Assets</b>	<u>1,272,898.39</u>
---------------------	---------------------

**Liabilities and Net Assets**

Health Insurance Payable	1,389.04	} <b>B</b>
Flex-Spending Payable	3,456.07	
AFLAC Payable	(43.52)	
Dental Insurance Payable	(219.36)	
Vision Payable	(7.41)	
Legal Shield Payable	0.19	
Tenant Security Deposits	16,340.76	
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	<u>169,287.56</u>	

<b>Total Liabilities and Net Assets</b>	<u>\$ 1,272,898.39</u>
---	------------------------

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

**FY 17/18 SMART START FULL ALLOCATION \$6,598,689**

(per Allocation Memo dated 06-02-2017)

**TOTAL ALLOCATION FOR ADMINISTRATION -----> \$319,799**

**FY 17/18 Smart Start Admin Base Allocation \$319,799**

**TOTAL ALLOCATION FOR SERVICES -----> \$6,278,890**

**FY 17/18 Smart Start Services Allocation : \$6,278,890**

**AS OF FEBRUARY 28, 2018**

If monthly spending was equal, at month-end, the percentages should be:

**67% 33%**

						EXPENDITURES						67%	33%	
Activity			Agency			12/15/17 Budget	Advances	December	January	February	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		\$ 380,595.00	\$ 354,407.00	\$ 269,815.00	\$ 1,651,887.20	\$ 578,418.80	74%	26%	
2	CCR&R - Subsidy	IH	Partnership for Children		\$ 366,368.00		\$ 62,751.93	\$ 59,297.10	\$ 41,538.61	\$ 309,819.08	\$ 56,548.92	85%	15%	
3	Child Care Scholarships		Fayetteville Tech. Com. College		\$ 207,260.00		\$ 24,708.19	\$ 22,394.63	\$ 18,088.20	\$ 135,235.20	\$ 72,024.80	65%	35%	
				ECE Subsidy TANF Total:	45%	\$ 2,803,934.00	\$ -	\$ 468,055.12	\$ 436,098.73	\$ 329,441.81	\$ 2,096,941.48	\$ 706,992.52	75%	
			Minimum of 39% Required											
Early Care & Education Subsidy - Non-TANF														
4	CCR&R - Non-TANF Dual Subsidy	IH	Partnership for Children		\$ 60,000.00		\$ 14,704.84	\$ 7,052.33	\$ 100.00	\$ 60,000.00	\$ -	100%	0%	
5	Spainhour/Child Play		Easter Seals UCP		\$ 107,002.00		\$ 9,553.75	\$ 9,553.75	\$ 9,553.75	\$ 68,787.00	\$ 38,215.00	64%	36%	
				ECE Subsidy Non-TANF Total:	3%	\$ 167,002.00	\$ -	\$ 24,258.59	\$ 16,606.08	\$ 9,653.75	\$ 128,787.00	\$ 38,215.00	77%	
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		\$ 482.92	\$ 307.32	\$ 1,005.76	\$ 6,657.19	\$ 4,892.81	58%	42%	
8	CCR&R - Subsidy Administration	IH	Partnership for Children		\$ 35,450.00		\$ 2,815.33	\$ 2,868.49	\$ 2,854.07	\$ 23,273.58	\$ 12,176.42	66%	34%	
				ECE Subsidy Administration Total	4%	\$ 225,424.00	\$ -	\$ 3,298.25	\$ 3,175.81	\$ 3,859.83	\$ 208,354.77	\$ 17,069.23	92%	
Early Care & Education Quality & Affordability														
9	CCR&R - Quality Enhancement Grants	IH	Partnership for Children		\$ 190,557.00		\$ 7,112.75	\$ 7,636.33	\$ 8,467.64	\$ 88,721.27	\$ 101,835.73	47%	53%	
10	CCR&R - High Quality Maintenance	IH	Partnership for Children		\$ 253,235.00		\$ 18,517.75	\$ 12,436.31	\$ 14,475.99	\$ 157,927.34	\$ 95,307.66	62%	38%	
11	CCR&R - Core Services	IH	Partnership for Children		\$ 799,147.00		\$ 51,738.64	\$ 50,106.38	\$ 61,326.90	\$ 462,808.29	\$ 336,338.71	58%	42%	
12	CCR&R - Professional Dev. Career Center	IH	Partnership for Children		\$ 270,413.00		\$ 37,392.06	\$ 26,327.73	\$ 18,435.00	\$ 162,908.46	\$ 107,504.54	60%	40%	
13	WAGE\$		Child Care Svcs. Association		\$ 374,680.00		\$ 14,773.83	\$ 2,250.00	\$ 75,610.02	\$ 255,723.52	\$ 118,956.48	68%	32%	
14	Kindermusik & Music Therapy		Kerri Hurley		\$ 67,403.00	\$ 9,618.00	\$ 6,578.20	\$ 5,768.74	\$ 5,768.74	\$ 42,137.71	\$ 25,265.29	63%	37%	
				ECE Quality Total:	31%	\$ 1,955,435.00	\$ 9,618.00	\$ 136,113.23	\$ 104,525.49	\$ 184,084.29	\$ 1,170,226.59	\$ 785,208.41	60%	
			Minimum of 70% Total Required		82%									
Health and Safety														
15	Assuring Better Health and Development (ABCD) NEW DSP at 07-01-17		Carolina Collaborative Community Care (4C's)		\$ 65,000.00	\$ -	\$ 7,492.11	\$ 5,399.89	\$ 8,160.27	\$ 51,398.06	\$ 13,601.94	79%	21%	
				Health & Safety Total:	1%	\$ 65,000.00	\$ -	\$ 7,492.11	\$ 5,399.89	\$ 8,160.27	\$ 51,398.06	\$ 13,601.94	79%	

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

**FY 17/18 SMART START FULL ALLOCATION \$6,598,689**

(per Allocation Memo dated 06-02-2017)

**TOTAL ALLOCATION FOR ADMINISTRATION -----> \$319,799**

**FY 17/18 Smart Start Admin Base Allocation \$319,799**

**TOTAL ALLOCATION FOR SERVICES -----> \$6,278,890**

**FY 17/18 Smart Start Services Allocation : \$6,278,890**

**AS OF FEBRUARY 28, 2018**

If monthly spending was equal, at month-end, the percentages should be:

							EXPENDITURES				67%	33%	
Activity		Agency			12/15/17 Budget	Advances	December	January	February	Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds
Family Support													
16	Autism Outreach & Resource Ctr.		Autism of CC		\$ 46,100.00		\$ 4,496.24	\$ 3,523.63	\$ 3,113.96	\$ 42,344.38	\$ 3,755.62	92%	8%
17	PFC Family Resource Center	IH	Partnership for Children		\$ 306,227.00		\$ 20,676.59	\$ 21,010.01	\$ 22,233.42	\$ 175,118.63	\$ 131,108.37	57%	43%
18	Community Engagement & Resource Development - NEW 07-01-17	IH	Partnership for Children		\$ 190,083.00		\$ 11,754.44	\$ 15,786.44	\$ 23,696.73	\$ 104,272.45	\$ 85,810.55	55%	45%
19	Dolly Parton Imagination Library - NEW DSP at 07-01-17		United Way of Cumberland County, Inc.		\$ 6,000.00		\$ 500.00	\$ 897.50	\$ 500.00	\$ 3,397.50	\$ 2,602.50	57%	43%
20	Reach Out & Read Grant NEW 08-31-17		Carolina Collaborative Community Care (4C's)		\$ 32,300.00		\$ 507.39	\$ 630.62	\$ 4,047.15	\$ 6,577.32	\$ 25,722.68	20%	80%
			Family Support Total:	9%	\$ 580,710.00	\$ -	\$ 37,934.66	\$ 41,848.20	\$ 8,160.27	\$ 331,710.28	\$ 248,999.72	57%	
System Support													
21	PD&C - Program Coord. - Monitoring & Supp	IH	Partnership for Children		\$ 145,554.00		\$ 9,223.05	\$ 8,369.80	\$ 12,897.78	\$ 96,589.47	\$ 48,964.53	66%	34%
22	P&E - Planning & Evaluation	IH	Partnership for Children		\$ 335,831.00		\$ 25,131.26	\$ 26,298.70	\$ 19,706.82	\$ 217,027.51	\$ 118,803.49	65%	35%
			System Support Total:	8%	\$ 481,385.00	\$ -	\$ 34,354.31	\$ 34,668.50	\$ 32,604.60	\$ 313,616.98	\$ 167,768.02	65%	
		Total of Approved Projects:			\$ 6,278,890.00	\$ 9,618.00	\$ 711,506.27	\$ 642,322.70	\$ 575,964.82	\$ 4,301,035.16	\$ 1,977,854.84		
23	Administration	IH	Partnership for Children	5%	\$ 319,799.00	\$ -	\$ 31,105.31	\$ 16,349.10	\$ 22,212.10	\$ 220,046.10	\$ 99,752.90	69%	31%
Unallocated Smart Start SERVICES Funds				\$ -									
Unallocated Smart Start ADMINISTRATION Funds				\$ -									
		Total Smart Start Funds Expended			\$ 9,618.00	\$ 742,611.58	\$ 658,671.80	\$ 598,176.92	\$ 4,521,081.26				
						Total Allocated Smart Start Funds Remaining				\$ 2,077,607.74			

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

FY 17/18 Projected Revenues
\$ 8,073,765
\$ 168,203
\$ 336,407
\$ 8,578,375

NC Pre-k Grant Payments to Providers  
2% New CCDF Quality Funds  
4% Administrative Fee  
Total NC Pre-k Grant

Fiscal Year 2017 / 2018

as of February 28, 2018	
SHOULD BE	
67%	33%

FUND	Activity	FY 17/18 Budget 9/1/2017	December	January	February	Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds
211	9100-999 Administrative Operations	\$ 152,161.00	\$8,393.49	\$7,875.17	\$16,812.26	\$76,852.87	\$75,308.13	51%	49%
211	3104-001 CCR&R - Core	\$ 62,308.00	\$5,933.84	\$5,603.01	\$5,615.96	\$45,301.01	\$17,006.99	73%	27%
	3323-017 NC Pre-k Coordination (In-Direct)	\$ 121,938.00	\$7,853.26	\$8,084.84	\$12,444.66	\$88,661.90	\$33,276.10	73%	27%
	Services Sub-Total	\$ 184,246.00	\$13,787.10	\$13,687.85	\$ 18,060.62	\$133,962.91	\$50,283.09	73%	27%
206	2342-015 NC Pre-k Subsidy (Direct - Child Reimbursement) - State Funds	\$ 6,862,700.00	\$553,325.00	\$590,725.00	\$681,775.00	\$3,681,350.00	\$3,181,350.00	54%	46%
	2348-015 NC Pre-K Non-TANF/CCDF - State Funds	\$ 1,211,065.00	\$130,750.00	\$103,650.00	\$163,250.00	\$753,375.00	\$457,690.00	62%	38%
	Fund 206 Sub-Total	\$ 8,073,765.00	\$684,075.00	\$694,375.00	\$845,025.00	\$4,434,725.00	\$3,639,040.00	55%	45%
328	3322-017 NC Pre-K New CCDF Quality Funds - Federal Funds	\$ 168,203.00	\$3,224.81	\$3,293.24	\$18,583.55	\$25,101.60	\$143,101.40	15%	85%

Total Budget Remaining

\$3,907,732.62

Total NC Pre-K Grant	\$ 8,578,375.00
Unallocated NC Pre-k Revenues	\$ -
Total NC Pre-k Grant Expended	\$709,480.40
Total State Funds	\$8,410,172.00
Total Federal Funds	\$168,203.00
Total NC Pre-K Grant	\$8,578,375.00

\$719,231.26	\$898,481.43	\$4,645,540.78
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*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**

EXPENDITURES								as of February 28, 2018	
								67%	33%
Activity		07/01/17 Budget	December	January	February	Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds
Region 5 Lead Agency - Core Services		\$ 228,965.00	\$ 13,474.26	\$ 12,601.45	\$ 14,316.10	\$ 110,236.85	\$ 118,728.15	48%	52%
Core Services - 10% Overhead/Administration for CCR&R		\$ 600.00	\$ 79.27	\$ 31.02	\$ 68.30	\$ 564.38	\$ 35.62	94%	6%
Core Services - 10% Overhead/Administration for Admin Ops		\$ 28,079.00	\$ 1,213.27	\$ 2,139.78	\$ 1,869.35	\$ 12,060.26	\$ 16,018.74	43%	57%
Contracts & Grants - Anson County		\$ 9,954.00	\$ -	\$ 4,909.52	\$ -	\$ 4,909.52	\$ 5,044.48	49%	51%
Contracts & Grants - Montgomery County		\$ 8,345.00	\$ -	\$ -	\$ -	\$ -	\$ 8,345.00	0%	100%
Contracts & Grants - Moore County		\$ 28,899.00	\$ -	\$ 4,376.20	\$ 5,894.01	\$ 13,617.53	\$ 15,281.47	47%	53%
Contracts & Grants - Richmond County		\$ 14,528.00	\$ -	\$ -	\$ -	\$ -	\$ 14,528.00	0%	100%
		<b>\$ 319,370.00</b>	<b>\$ 14,766.80</b>	<b>\$ 24,057.97</b>	<b>\$ 22,147.76</b>	<b>\$ 141,388.54</b>	<b>\$ 177,981.46</b>	<b>44%</b>	<b>56%</b>
Region 5 Infant Toddler Project		\$ 118,863.00	\$ 8,100.29	\$ 8,496.31	\$ 15,744.93	\$ 84,419.88	\$ 34,443.12	71%	29%
Infant Toddler - 10% Overhead/Administration for CCR&R		\$ 400.00	\$ 79.27	\$ 20.57	\$ 2.87	\$ 328.34	\$ 71.66	82%	18%
Infant Toddler - 10% Overhead/Administration for Admin Ops		\$ 11,486.00	\$ 727.12	\$ 829.06	\$ 1,515.59	\$ 8,024.20	\$ 3,461.80	70%	30%
		<b>\$ 130,749.00</b>	<b>\$ 8,906.68</b>	<b>\$ 9,345.94</b>	<b>\$ 17,263.39</b>	<b>\$ 92,772.42</b>	<b>\$ 37,976.58</b>	<b>71%</b>	<b>29%</b>
Region 5 Healthy Social Behaviors Project		\$ 117,859.00	\$ 8,851.66	\$ 8,198.09	\$ 9,531.73	\$ 63,296.72	\$ 54,562.28	54%	46%
Healthy Social Behavior - 10% Overhead/Administration for CCR&R		\$ 600.00	\$ 79.27	\$ 15.68	\$ 2.21	\$ 539.74	\$ 60.26	90%	10%
Healthy Social Behavior - 10% Overhead/Administration for Admin Ops		\$ 11,186.00	\$ 802.26	\$ 804.13	\$ 899.61	\$ 5,725.06	\$ 5,460.94	51%	49%
		<b>\$ 129,645.00</b>	<b>\$ 9,733.19</b>	<b>\$ 9,017.90</b>	<b>\$ 10,433.55</b>	<b>\$ 69,561.52</b>	<b>\$ 60,083.48</b>	<b>54%</b>	<b>46%</b>
Total Allocated DCD Funds Remaining							\$ 276,041.52		
Summary for 10% Overhead / Administration	PFC	\$ 52,351.00	\$ 2,980.46	\$ 3,840.24	\$ 4,357.93	\$ 27,241.98	\$ 25,109.02	52%	48%

# Partnership for Children of Cumberland County, Inc.

## All Funding Sources

Fiscal Year 2017 - 2018

FUND CODE		July 1, 2017 Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance
			December	January	February	YTD	December	January	February	YTD	
			RESTRICTED FUNDS								
206	NC Pre-K Grant - State Funds (per child)	\$ -	\$ 751,850.00	\$ 771,675.00	\$ 761,275.00	\$ 3,635,950.00	\$ 825,375.00	\$ 694,375.00	\$ 845,025.00	\$ 3,627,348.00	\$ 8,602.00
	CASH ADVANCE from DCDEE -NC Pre-K Grant	\$ -	\$ -	\$ -	\$ -	\$ 807,377.00	\$ -	\$ -	\$ -	\$ 807,377.00	\$ -
211	NC Pre-K Grant - 4% Admin Fees	\$ -	\$ 29,699.56	\$ 21,511.69	\$ 22,180.59	\$ 154,491.94	\$ 22,292.65	\$ 21,560.42	\$ 34,872.88	\$ 177,287.84	\$ (22,795.90)
	CASH ADVANCE from DCDEE -NC Pre-K Grant	\$ -	\$ -	\$ -	\$ -	\$ 33,640.00	\$ -	\$ -	\$ -	\$ 33,640.00	\$ -
319	NC Pre-K Grant (per slot) - Federal Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	CASH ADVANCE from DCDEE -NC Pre-K Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
328	NC Pre-K Grant CCDF Quality Funds-Federal Funds	\$ -	\$ -	\$ -	\$ 3,224.81	\$ 3,224.81	\$ 3,224.81	\$ 3,293.24	\$ 18,583.55	\$ 25,101.60	\$ (21,876.79)
	Sub-total for NC Pre-K	\$ -								Sub-total	\$ (36,070.69)
301	Family CareGivers Program	\$ 120.00	\$ 296.00	\$ 225.00	\$ -	\$ 1,423.00	\$ 225.07	\$ -	\$ 56.59	\$ 1,599.69	\$ (56.69)
307	DCD Grant - SWCDC	\$ -	\$ 18,892.75	\$ 14,217.98	\$ -	\$ 93,678.24	\$ 14,766.84	\$ 24,050.23	\$ 22,147.76	\$ 141,388.54	\$ (47,710.30)
312	Region 5 - Infant/Toddler Project	\$ 55,958.94	\$ 10,074.13	\$ 8,870.30	\$ -	\$ 65,828.89	\$ 8,878.78	\$ 9,371.70	\$ 17,263.39	\$ 148,731.36	\$ (26,943.53)
313	Region 5 - Healthy Social Behavior	\$ -	\$ 8,241.67	\$ 9,696.81	\$ -	\$ 49,974.97	\$ 9,761.10	\$ 8,987.44	\$ 10,433.55	\$ 69,561.52	\$ (19,586.55)
807	Region 5 - Program Income	\$ -	\$ 50.00	\$ 1,175.00	\$ 245.00	\$ 3,690.00	\$ 358.85	\$ 180.00	\$ 520.00	\$ 1,190.53	\$ 2,499.47
	Sub-total for Other Restricted	\$ 56,078.94								Sub-total	\$ (91,797.60)
128	Smart Start - Services (FY 09/10)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200.00	\$ (115.62)	\$ -	\$ (115.62)	\$ 115.62
136	Smart Start - Services (FY 13/14)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (304.30)	\$ (304.30)	\$ 304.30
139	Smart Start - Admin. (FY 15/16)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 117.39	\$ -	\$ -	\$ -	\$ -
140	Smart Start - Services (FY 15/16)	\$ 3,600.00	\$ -	\$ -	\$ -	\$ -	\$ 344.91	\$ -	\$ -	\$ 3,600.00	\$ -
141	Smart Start - Admin. (FY 16/17)	\$ 4.84	\$ -	\$ -	\$ -	\$ -	\$ 258.22	\$ -	\$ -	\$ 4.84	\$ (0.00)
142	Smart Start - Services (FY 16/17)	\$ 55,981.42	\$ -	\$ -	\$ -	\$ -	\$ 1,044.54	\$ 869.28	\$ -	\$ 55,981.42	\$ -
143	Smart Start - Admin. (FY 17/18)	\$ -	\$ 27,123.00	\$ 27,391.00	\$ 27,420.00	\$ 229,220.00	\$ 31,210.30	\$ 17,141.90	\$ 22,212.10	\$ 220,046.10	\$ 9,173.90
144	Smart Start - Services (FY 17/18)	\$ -	\$ 309,736.00	\$ 309,026.00	\$ 299,707.00	\$ 2,505,429.00	\$ 317,879.27	\$ 293,540.09	\$ 268,178.53	\$ 2,168,350.10	\$ 337,078.90
201	MAC SS Grant (Accting/Contracting)	\$ 101.93	\$ 12,385.16	\$ -	\$ 12,385.16	\$ 49,540.64	\$ 4,970.76	\$ 7,590.38	\$ 7,684.93	\$ 44,808.07	\$ 4,834.50
801	Program Income (SS Related)	\$ 96,952.64	\$ 4,791.72	\$ 5,851.36	\$ 7,415.74	\$ 52,643.48	\$ 11,363.05	\$ 13,706.22	\$ 20,037.07	\$ 63,240.98	\$ 86,355.14
804	GEMS Shared Services (PI SS Related)	\$ 14,178.12	\$ -	\$ -	\$ -	\$ -	\$ 50.63	\$ -	\$ -	\$ 8,530.63	\$ 5,647.49
902	COBRA - Employee Insurance Withholdings	\$ (137.96)	\$ 710.75	\$ 62.34	\$ (62.34)	\$ 6,022.45	\$ 964.43	\$ 130.74	\$ -	\$ 5,083.63	\$ 800.86
Sub-total for Smart Start & Related		\$ 170,680.99								Sub-total	\$ 444,310.71

# Partnership for Children of Cumberland County, Inc.

## All Funding Sources

Fiscal Year 2017 - 2018

FUND CODE		July 1, 2017 Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance
			December	January	February	YTD	December	January	February	YTD	
	UNRESTRICTED FUNDS										
208	Unrestricted State Revenues - For Operating Purposes	\$ (34,153.21)	\$ -	\$ -	\$ -	\$ -	\$ 1,100.07	\$ 1,061.44	\$ 1,138.92	\$ (41,534.99)	\$ 7,381.78
	Unrestricted State Revenues - Invested in CDs and Money Market Account	\$ 563,322.79	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 49,626.82	\$ 513,695.97
501	Individual Gifts & Donations	\$ 19,816.78	\$ 1,745.00	\$ 75.00	\$ 122.04	\$ 6,188.96	\$ -	\$ 2,122.47	\$ -	\$ 2,446.60	\$ 23,559.14
515	Vending Machine Commissions	\$ 1,730.10	\$ 46.48	\$ 33.62	\$ 21.41	\$ 346.49	\$ -	\$ 129.19	\$ -	\$ 2,005.57	\$ 71.02
518	Kohl's Corporate Grants	\$ 5,510.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,458.20	\$ 3,052.24
526	Unrestricted Private Funds	\$ 4,467.73	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,314.94	\$ 68.11	\$ 1,517.05	\$ 2,950.68
531	PFC Annual Engagements	\$ 1,080.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 383.96	\$ 696.04
535	Cumberland Community Foundation - Grandparents Support Grant	\$ 7,426.80	\$ (7,736.80)	\$ -	\$ -	\$ 2,263.20	\$ 4,715.00	\$ -	\$ -	\$ 9,690.00	\$ -
536	The CarMax Foundation Grant	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ 1,800.00	\$ 1,800.00	\$ 8,200.00
802	PFCRC II (Non-Smart Start)	\$ 112,969.76	\$ 8,847.09	\$ 8,589.40	\$ 9,442.81	\$ 65,089.30	\$ 7,244.53	\$ 6,514.71	\$ 6,947.50	\$ 81,549.52	\$ 96,509.54
806	Forward March Conference	\$ 10,676.98	\$ -	\$ -	\$ -	\$ 18,167.00	\$ 356.87	\$ -	\$ 180.27	\$ 3,679.33	\$ 25,164.65
812	PFCRC II - Administration	\$ -	\$ 4,166.66	\$ 4,166.66	\$ 4,166.66	\$ 33,333.28	\$ 3,957.28	\$ 4,067.60	\$ 3,791.47	\$ 33,050.52	\$ 282.76
815	Hoke - Contracted Eval (not program income)	\$ 14,925.04	\$ -	\$ 9,640.00	\$ -	\$ 9,640.00	\$ -	\$ -	\$ 2,789.97	\$ 11,102.17	\$ 13,462.87
816	Contracted Data Services	\$ 26,371.83	\$ 2,581.78	\$ -	\$ -	\$ 12,981.78	\$ -	\$ 14,000.00	\$ -	\$ 32,870.00	\$ 6,483.61
820	Fundraising - PFC Annual Soiree	\$ 76,197.65	\$ 5,000.00	\$ 8,000.00	\$ 14,700.00	\$ 29,250.00	\$ 2,914.20	\$ 558.36	\$ 1,281.84	\$ 7,441.82	\$ 98,005.83
822	Fundraising - PFC Annual Soiree - Kidstuff	\$ 15,074.46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 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	\$ -	\$ -	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 9,170.00	\$ 100.00
828	Fundraising - Early Care & Education Initiatives	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,100.00	\$ 2,200.00	\$ 2,800.00
897	Sales Tax	\$ (13,362.26)	\$ -	\$ -	\$ 6,266.43	\$ 19,628.69	\$ 938.12	\$ 881.90	\$ 1,395.40	\$ 8,543.73	\$ (2,277.30)
899	Interest Income (from Investment Funds)	\$ 16,094.22	\$ 257.74	\$ 335.59	\$ 284.93	\$ 1,218.44	\$ 149.35	\$ -	\$ -	\$ 332.45	\$ 16,980.21
904	Forfeited FSA	\$ 148.62	\$ -	\$ 869.28	\$ -	\$ 869.28	\$ -	\$ 470.00	\$ -	\$ 470.00	\$ 547.90
905	Employee Withholding	\$ -	\$ -	\$ 2,809.37	\$ 24,799.93	\$ 27,609.30	\$ -	\$ 809.97	\$ 24,043.08	\$ 24,853.05	\$ 2,756.25
	Sub-total for Unrestricted Funds	\$ 867,655.02								Sub-total	\$ 860,009.94



# Partnership for Children of Cumberland County, Inc.

## All Funding Sources

Fiscal Year 2017 - 2018

FUND CODE		July 1, 2017 Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance
			December	January	February	YTD	December	January	February	YTD	
	INFORMATION TECHNOLOGY										
992	PFC IT Management	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 178.70	\$ 259.93	\$ 164.97	\$ 2,056.50	\$ (2,056.50)
993	IT - Core	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (0.09)	\$ 0.09
994	IT - Outside Agencies	\$ 27,897.16	\$ 5,204.68	\$ 9,293.00	\$ 9,021.65	\$ 95,747.15	\$ 5,373.45	\$ 2,516.67	\$ 3,059.29	\$ 49,754.84	\$ 73,889.47
995	IT - PFC Enhanced	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 127.41	\$ 48.53	\$ 1,012.00	\$ 6,771.03	\$ (6,771.03)
996	IT - PFC Regular	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-total for Information Technology		\$ 27,897.16								Sub-total	\$ 65,062.03
	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	\$ 1,153,696.11								TOTAL	\$ 1,272,898.39

<b>ADDITIONAL SUMMARIZED INFORMATION</b>
<b>USR</b>
<i>Operating Cash</i> <b>7,381.78</b>
<i>Investments</i> <b>513,695.97</b>
<b>\$ 521,077.75</b>

<b>NCPK</b>
<i>Operating Cash</i> <b>(36,070.69)</b>
<i>Cash Advance</i> <b>-</b>
<b>\$ (36,070.69)</b>

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

Fiscal Year 2017 / 2018

							SHOULD BE:	67%	33%
	Activity	FY 17/18 Budget Effective 10/31/2017	December	January	February	Expenditures Y-T-D	Unspent Allocated Budget Amount	% of Budget Expended	% of Available Funds
	Administrative Operations	\$ 12,850.00	\$ 1,100.07	\$ 1,061.42	\$ 1,138.92	\$ 8,367.20	\$ 4,482.80	65%	35%
	CC&R - Core (in case of Federal shutdown)	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00	0%	100%
	NCPK - Subsidy - TANF (to be reimbursed)	\$ (300.00)	\$ -	\$ -	\$ -	\$ (300.00)	\$ -	100%	0%
	<b>Sub-Total</b>	<b>\$ 49,700.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (300.00)</b>	<b>\$ 50,000.00</b>	<b>-1%</b>	<b>101%</b>
	<b>Total Allocated Budget for FY17-18</b>	<b>62,550.00</b>							
	<b>Allocated Budget Amount SPENT</b>		<b>\$ 1,100.07</b>	<b>\$ 1,061.42</b>	<b>\$ 1,138.92</b>	<b>\$ 8,067.20</b>			
	<b>Allocated Budget Amount UNSPENT</b>						<b>\$ 54,482.80</b>		
	<b>SUMMARY OF CASH AND INVESTMENTS</b>								
	<b>July 1 - Total Cash Carryover including Investments</b>							<b>\$ 529,169.58</b>	
	Unallocated Unrestricted State Revenues at the month end (see investment note below)					\$ (96,727.84)	<---- Cash of \$(34,153.21) in GL 1113 at 07-01-17 less the FY 17-18 budget amount		
	Funds Held for Others at the month end (Payroll Withholdings)					\$ -			
	Unspent Budget for FY17-18 at the month end					\$ 54,482.80			
	<b>Subtotal (cash in GL 1113 at the month end to be used for operating funds)</b>						<b>\$ 7,381.78</b>		
	Investments at month end (Includes money market account and certificates of deposits, if applicable) ON 11-9-2017, \$429,000 OF USR FUNDS FROM THE PFC MAIN CHECKING ACCOUNT WAS TRANSFERRED TO THE PNC MONEY MARKET ACCOUNT UNTIL INVESTMENT DECISIONS ARE MADE. THE CURRENT USR FUNDS IN THE PNC MONEY MARKET ACCOUNT CONSISTS OF \$84,695.97 PLUS \$429,000.00 = \$513,695.97.	\$563,322.79	\$ -	\$ -	\$ -		\$ 513,695.97	<---- \$200,000 of the investments may be redeemed and used for operating funds if needed.	
	<b>CURRENT TOTAL OF CASH AND INVESTMENTS AT THE MONTH END</b>						<b>\$ 521,077.75</b>		