

**Executive Committee (Acting as Board)**

Thursday, April 26, 2018

9:00 am – 11:00 am

Charles Morris Conference Room

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

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

**I. Determination of Quorum & Call to Order – Chris Rey, Chair (via phone)**

- A. Fundraising and Friend Raising
  - 1. Board Donations – Currently at 77%
  - 2. Thank You Notes to Donors
  - 3. Volunteer Forms

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

**III. Closed Session Minutes – February 22, 2018\***

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

- A. North Carolina Partnership for Children (NCPC) / Division of Child Development and Early Education (DCDEE) Updates / Legislative Update
- B. Smart Start Conference, April 30 – May 3, 2018, Greensboro
- C. Dolly Parton Imagination Library (DPIL) Statewide Expansion
- D. Conferences – Essentials for Childhood and Growing Up Well Task Force Reconvening (NC Institute of Medicine), May 18, 2018, Durham

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

- A. Board Priorities 2017-18 <sup>Δ</sup>
- B. NC Pre-K Planning Committee Chair/Designee <sup>Δ</sup> – M. Sonnenberg
- C. NC Pre-K Capacity Building RFA <sup>Δ</sup> – M. Sonnenberg
- D. PFC Audit <sup>Δ</sup> – M. Sonnenberg
- E. KidStuff, April 28-29, 2018, Person Street <sup>Δ</sup> – S. Moyer
- F. Kidtopia, November 10, 2018, Crown Arena <sup>Δ</sup> – S. Moyer

**VI. New Business**

- A. Financial Reports: March 2018 <sup>Δ</sup> – M. Hedgepeth/M. Lilly
  - 1. Smart Start
  - 2. NC Pre-Kindergarten
  - 3. DCDEE – Region 5
  - 4. All Funding Sources
  - 5. Unrestricted State Revenues
  - 6. Cash and In-Kind – Anna Hall

*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.*



**Be the Driving Force.**

**VII. CLOSED SESSION – PERSONNEL ACTION\***

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

**A. Consent Agenda Items**

**1. Minutes\***

*a. February 22, 2018*

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

*a. Facility and Tenant Committee – (Meeting April 16, 2018) – J. Bantsolas, Acting Chair*

*i. Lease Renewals*

- *First in Families*
- *Building Blocks*
- *Children's Home Society*

*ii. Rental Rate Increase*

**B. Upcoming Committee Meetings**

MEETING	MEETING DATE	MEETING TIME
Human Resource	May 9, 2018	8:00 am – 9:15 am
Board Development	May 9, 2018	9:30 am – 11:00 am
Finance	May 15, 2018	3:00 pm – 5:00 pm
Facility & Tenant	May 21, 2018	11:30 am – 1:00 pm
Board of Directors (& NC Pre-K Planning)	May 24, 2018	12:00 pm – 2:00 pm
Public Engagement & Development (PED)	June 5, 2018	3:00 pm – 5:00 pm
Planning & Evaluation	June 12, 2018	2:00 pm – 4:00 pm
CCR&R	June 21, 2018	9:00 am – 11:00 am
Executive	June 28, 2018	9:00 am – 11:00 am

**C. Upcoming Events/Volunteer Opportunities**

EVENT	DATE	LOCATION	CONTACT
KidStuff	April 28-29, 2018	Person Street	Sharon Moyer @ 826-3072
Truckload of Hope (Diaper Bank)	May 5, 2018	PFC	Michelle Hearon @ 826-3073
Kidtopia	November 10, 2018	Crown Area	Sharon Moyer @ 826-3072
Story & Art Time	2 <sup>nd</sup> & 4 <sup>th</sup> Friday of each Month – 10:30- noon	PFC	Bobbie Capps @ 826-3044
Grandparent Support Group	3 <sup>rd</sup> Tuesday of each Month 10:00-noon	PFC	Vicky Jimenez @ 826-3024

**D. Holiday Schedule**

HOLIDAY	DATE CLOSED
Memorial Day	May 28, 2018

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

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

^ Electronic Copy (Hard copies are available upon request)

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

Thursday, April 26, 2018

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

1. We had legislative representation at our kick-off on April 16<sup>th</sup> for the Week of the Young Child (WOYC). Representatives Billy Richardson and John Szoka participated in activities that morning along with a proclamation from the City of Fayetteville in support of the WOYC. Childcare programs in Cumberland County and across the state provided a variety of activities throughout the week to highlight early care and education.
2. DCDEE – Child Care Development Block Grant
  - a. RFA out for statewide initiatives to support Infant/Toddler services (CCDBG Infant/Toddler set aside). NCPC will be applying and has sought input from the Smart Start network.
  - b. RFA out for Capacity Building for NC Pre-K; Can request up to 2% of our allocation. Can cover administrative costs to support NC Pre-K. Due May 12. We are putting together a proposal.
3. Federal Level
  - a. Omnibus spending bill passed by Congress and signed by President Trump in March had some cuts for SNAP (formerly Food Stamps). Congress has just released the new Farm Bill focused on serious changes and cuts to these benefits.

### **B. 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 are Perry Melton, Patricia Crouch, Wanda Wesley & Jim Grafstrom.
3. We have 21 staff and 3 Board members attending. Marie Lilly will be the administrative point person for the week. While many program staff will be attending the conference, there will still be many staff still in the office keeping things moving.

### **C. Dolly Parton Imagination Library Statewide Expansion**

1. Expansion continues to be strong across the state. As of mid-April, 85,205 expansion were enrolled and the statewide total is up to 135,732 children. These numbers reflect graduations and children that move.
2. We now have a signed contract with United Way of Cumberland County to be part of the statewide expansion through Smart Start. The link for online registration through expansion should be live in the next 48-72 hours.
3. We will be pushing marketing through the grant from NCPC to assist with recruitment. Please encourage any parents that you know of to register for DPIL if they are not already part of this program.



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

OF CUMBERLAND COUNTY

**D. Conferences – Essentials for Childhood and Growing Up Well Task Force Reconvening (NC Institute of Medicine), May 18, 2018 , Durham**

1. Based on the Partnership's work on the Community Child Abuse Prevention Plan, we have been asked to participate in a panel on Community Strategies during this full day meeting.
2. Linda Blanton and Eileen Cedzo have been instrumental in convening, collaborating and bringing to fruition the first community-wide plan in the state. Their work, along with many others, will be the focus of the discussion.

*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.

## FINANCIAL SUMMARY - WHAT YOU NEED TO KNOW

### Board Responsibility

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

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

**March 31, 2018**

#### **1 Balance Sheet**

- a. The cash balances; investments and liabilities are at the anticipated amounts and are sufficient for the current needs.

#### **2 Smart Start Grant**

- a. PFC's Smart Start grant budgets are reflected at full allocation effective 07-01-2017
- b. All Smart Start funds are now in contract.

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

- a. PFC is in full contract with DCDEE effective 07-01-2017.
- b. The total grant is now \$8,578,375 and currently consists of \$8,410,172 of state funds and \$168,203 of federal funds. The additional amount is for federal NC Pre-K CCDF Quality funds effective 9-1-2017 through 6-30-2018.
- c. Due to the amount of these federal funds, the Partnership **may** again be audited extensively for fiscal responsibility and federal compliances, i.e. an A-133 audit since we **may** have at least \$750,000 in federal expenditures for the fiscal year.
- d. All budgets and expenditures are at the expected percentages at the month end.

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

- a. PFC's three Region 5 grants are in contract effective 07-01-17.
- b. All budgets and expenditures are at the expected percentages at the month end.

#### **5 All Funding Sources**

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

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

- a. The goal is to continue to use these funds only when other funding streams cannot be used or is not available.
- b. Some investment funds may **need to be converted to operating cash during this fiscal yearend** to cover the current and the anticipated shortfall as projected.
- c. In March 2017, the First Citizens Bank CD matured at \$249,522.08, including interest, and was deposited into the Partnership's main checking account until future investment decisions are made by the Investment Committee.
- d. In March 2017, the First South Bank Money Market account of \$243,587.60, including interest, was deposited into the Partnership's main checking account until future investment decisions are made by the Investment Committee.
- e. \$26,000 plus \$22,000 of the funds from items 6 e. and 6 f. above will remain in the Partnership's main checking account to assist in filling the shortfall in the operating funds portion of the USR funding stream. Any additional amounts will be determined at a later date by the Investment Committee.
- f. In October 2017, a check for \$443,000 was made payable to PNC Bank to move funds from the Partnership's main checking account until future investment decisions are made by the Investment Committee.  
The \$443,000 consisted of \$429,000 of USR funds and \$14,000 of interest income funds and was deposited into the PNC Bank on November 9, 2017.

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

**Board Responsibility**

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

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

**March 31, 2018**

**7 Cash and In-kind Report**

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

# PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

## FOOTNOTES FOR FINANCIAL REPORTS March 31, 2018

### FOOTNOTES - BALANCE SHEET

A. The cash accounts at March 31, 2018 total \$1,303,283.35.

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	\$531,197.18	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>\$562,581.18</b>				

B. Employees' payroll deductions at March 31, 2018 from the current month and from prior months total \$2,472.94. 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**  
**March 31, 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**  
**March 31, 2018**

**Assets**

Bank of America Checking Account	\$ 740,302.17	}	<b>A</b>
PNC Bank - Money Market Reserve	531,197.18		
Petty Cash, Change Funds, Undeposited Receipts	400.00		
Beneficial Interest in Community Foundation	31,384.00		

<b>Total Assets</b>	<u>1,303,283.35</u>
---------------------	---------------------

**Liabilities and Net Assets**

Flex-Spending Payable	2,487.63	}	<b>B</b>
AFLAC Payable	0.23		
Dental Insurance Payable	4.32		
Vision Payable	(0.70)		
Legal Shield Payable	(18.54)		
Tenant Security Deposits	16,123.76		
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>201,991.59</u>		

<b>Total Liabilities and Net Assets</b>	<u><u>\$ 1,303,283.35</u></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 MARCH 31, 2018**

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

**75% 25%**

					EXPENDITURES							75%	25%
Activity		Agency			04/15/18 Budget	Advances	January	February	March	Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds
Early Care & Education Subsidy - TANF Only													
1	Subsidized Child Care	IH	Dept. of Social Services		\$ 2,230,306.00		\$ 354,407.00	\$ 269,815.00	\$ 221,369.00	\$ 1,873,256.20	\$ 357,049.80	84%	16%
2	CCR&R - Subsidy	IH	Partnership for Children		\$ 366,368.00		\$ 59,297.10	\$ 41,538.61	\$ 21,152.46	\$ 330,971.54	\$ 35,396.46	90%	10%
3	Child Care Scholarships		Fayetteville Tech. Com. College		\$ 207,260.00		\$ 22,394.63	\$ 18,088.20	\$ 18,088.82	\$ 153,324.02	\$ 53,935.98	74%	26%
			ECE Subsidy TANF Total:	45%	\$ 2,803,934.00	\$ -	\$ 436,098.73	\$ 329,441.81	\$ 260,610.28	\$ 2,357,551.76	\$ 446,382.24	84%	
		Minimum of 39% Required											
Early Care & Education Subsidy - Non-TANF													
4	CCR&R - Non-TANF Dual Subsidy	IH	Partnership for Children		\$ 94,420.00		\$ 7,052.33	\$ 100.00	\$ -	\$ 60,000.00	\$ 34,420.00	64%	36%
5	Spainhour/Child Play		Easter Seals UCP		\$ 107,002.00		\$ 9,553.75	\$ 9,553.75	\$ 9,553.75	\$ 78,340.75	\$ 28,661.25	73%	27%
			ECE Subsidy Non-TANF Total:	3%	\$ 201,422.00	\$ -	\$ 16,606.08	\$ 9,653.75	\$ 9,553.75	\$ 138,340.75	\$ 63,081.25	69%	
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		\$ 307.32	\$ 1,005.76	\$ 1,193.05	\$ 7,850.24	\$ 3,699.76	68%	32%
8	CCR&R - Subsidy Administration	IH	Partnership for Children		\$ 35,450.00		\$ 2,868.49	\$ 2,854.07	\$ 4,022.55	\$ 27,296.13	\$ 8,153.87	77%	23%
			ECE Subsidy Administration Total	4%	\$ 225,424.00	\$ -	\$ 3,175.81	\$ 3,859.83	\$ 5,215.60	\$ 213,570.37	\$ 11,853.63	95%	
Early Care & Education Quality & Affordability													
9	CCR&R - Quality Enhancement Grants	IH	Partnership for Children		\$ 190,557.00		\$ 7,636.33	\$ 8,467.64	\$ 10,536.64	\$ 99,257.91	\$ 91,299.09	52%	48%
10	CCR&R - High Quality Maintenance	IH	Partnership for Children		\$ 253,235.00		\$ 12,436.31	\$ 14,475.99	\$ 19,200.98	\$ 177,128.32	\$ 76,106.68	70%	30%
11	CCR&R - Core Services	IH	Partnership for Children		\$ 764,727.00		\$ 50,106.38	\$ 61,326.90	\$ 69,055.64	\$ 531,863.93	\$ 232,863.07	70%	30%
12	CCR&R - Professional Dev. Career Center	IH	Partnership for Children		\$ 270,413.00		\$ 26,327.73	\$ 18,435.00	\$ 27,671.07	\$ 190,579.53	\$ 79,833.47	70%	30%
13	WAGES		Child Care Svcs. Association		\$ 374,680.00		\$ 2,250.00	\$ 75,610.02	\$ 49,104.93	\$ 304,828.45	\$ 69,851.55	81%	19%
14	Kindermusik & Music Therapy		Kerri Hurley		\$ 67,403.00	\$ 9,618.00	\$ 5,768.74	\$ 5,768.74	\$ 7,675.48	\$ 49,813.19	\$ 17,589.81	74%	26%
			ECE Quality Total:	31%	\$ 1,921,015.00	\$ 9,618.00	\$ 104,525.49	\$ 184,084.29	\$ 183,244.74	\$ 1,353,471.33	\$ 567,543.67	70%	
		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)		\$ 80,800.00	\$ -	\$ 5,399.89	\$ 8,160.27	\$ 8,767.47	\$ 60,165.53	\$ 20,634.47	74%	26%
			Health & Safety Total:	1%	\$ 80,800.00	\$ -	\$ 5,399.89	\$ 8,160.27	\$ 8,767.47	\$ 60,165.53	\$ 20,634.47	74%	

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

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

											AS OF MARCH 31, 2018			
											If monthly spending was equal, at month-end, the percentages should be:			
											75%	25%		
											% of Budget Expended	% of Available Funds		
											EXPENDITURES			
Activity		Agency			04/15/18 Budget	Advances	January	February	March	Y-T-D	Remaining Budget			
Family Support														
16	Autism Outreach & Resource Ctr.		Autism of CC		\$ 46,100.00		\$ 3,523.63	\$ 3,113.96	\$ 460.06	\$ 42,804.44	\$ 3,295.56	93%	7%	
17	PFC Family Resource Center	IH	Partnership for Children		\$ 306,227.00		\$ 21,010.01	\$ 22,233.42	\$ 34,236.29	\$ 209,354.92	\$ 96,872.08	68%	32%	
18	Community Engagement & Resource Development - NEW 07-01-17	IH	Partnership for Children		\$ 190,083.00		\$ 15,786.44	\$ 23,696.73	\$ 23,476.72	\$ 127,749.17	\$ 62,333.83	67%	33%	
19	Dolly Parton Imagination Library - NEW DSP at 07-01-17		United Way of Cumberland County, Inc.		\$ 6,000.00		\$ 897.50	\$ 500.00	\$ 500.00	\$ 3,897.50	\$ 2,102.50	65%	35%	
20	Reach Out & Read Grant NEW 08-31-17		Carolina Collaborative Community Care (4C's)		\$ 16,500.00		\$ 630.62	\$ 4,047.15	\$ 1,120.73	\$ 7,698.05	\$ 8,801.95	47%	53%	
			Family Support Total:	9%	\$ 564,910.00	\$ -	\$ 41,848.20	\$ 8,160.27	\$ 59,793.80	\$ 391,504.08	\$ 173,405.92	69%		
System Support														
21	PD&C - Program Coord. - Monitoring & Supp	IH	Partnership for Children		\$ 145,554.00		\$ 8,369.80	\$ 12,897.78	\$ 17,322.03	\$ 113,911.50	\$ 31,642.50	78%	22%	
22	P&E - Planning & Evaluation	IH	Partnership for Children		\$ 335,831.00		\$ 26,298.70	\$ 19,706.82	\$ 34,011.58	\$ 251,039.09	\$ 84,791.91	75%	25%	
			System Support Total:	8%	\$ 481,385.00	\$ -	\$ 34,668.50	\$ 32,604.60	\$ 51,333.61	\$ 364,950.59	\$ 116,434.41	76%		
		Total of Approved Projects:			\$ 6,278,890.00	\$ 9,618.00	\$ 642,322.70	\$ 575,964.82	\$ 578,519.25	\$ 4,879,554.41	\$ 1,399,335.59			
23	Administration	IH	Partnership for Children	5%	\$ 319,799.00	\$ -	\$ 16,349.10	\$ 22,212.10	\$ 32,599.87	\$ 252,645.97	\$ 67,153.03	79%	21%	
Unallocated Smart Start SERVICES Funds					\$ -									
Unallocated Smart Start ADMINISTRATION Funds					\$ -									
Total Smart Start Funds Expended						\$ 9,618.00	\$ 658,671.80	\$ 598,176.92	\$ 611,119.12	\$ 5,132,200.38				
							Total Allocated Smart Start Funds Remaining					\$ 1,466,488.62		

4 PFC - Non-TANF Dual Subsidy - a review has taken place; current expenses are being coded to Program Income; additional funding was made available through a Smart Start budget amendment effective 04/15/18..into the activity.

6 DSS Subsidy Support Staff - historically spends down early in the fiscal year; FY 16/17 budget was expended by Jan. '17; services will be provided for the remainder of the year through non-Smart Start funding sources

9 PFC - Quality Enhancement Grants - majority of spending is late in the fiscal year; materials are purchased after other tasks are completed and criteria are met or verified

19 UW - Dolly Parton Imagination Library - spending will increase; in March an amendment was approved to increase the number of children served from 200 to 280 for April & May and 281 for June.

20 4C - Reach Out & Read - first year program has operated at 4C and external to PFC; the activity anticipates staff time to increase as the end of the fiscal year approaches.

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

<b>FY 17/18 Projected Revenues</b>
\$ 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 March 31, 2018	
SHOULD BE	
75%	25%

FUND	Activity		FY 17/18 Budget	9/1/2017	January	February	March	Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds
211	9100-999	Administrative Operations		\$ 152,161.00	\$7,875.17	\$16,812.26	\$23,882.16	\$100,735.03	\$51,425.97	66%	34%
211	3104-001	CCR&R - Core		\$ 62,308.00	\$5,603.01	\$5,615.96	\$ 8,295.89	\$53,596.90	\$8,711.10	86%	14%
	3323-017	NC Pre-k Coordination (In-Direct)		\$ 121,938.00	\$8,084.84	\$12,444.66	\$12,735.04	\$101,396.94	\$20,541.06	83%	17%
		<b>Services Sub-Total</b>		\$ 184,246.00	\$13,687.85	\$ 18,060.62	\$21,030.93	\$154,993.84	\$29,252.16	84%	16%
206	2342-015	NC Pre-k Subsidy (Direct - Child Reimbursement) - State Funds		\$ 6,862,700.00	\$590,725.00	\$681,775.00	\$631,275.00	\$4,312,625.00	\$2,550,075.00	63%	37%
	2348-015	NC Pre-K Non-TANF/CCDF - State Funds		\$ 1,211,065.00	\$103,650.00	\$163,250.00	\$111,975.00	\$865,350.00	\$345,715.00	71%	29%
		<b>Fund 206 Sub-Total</b>		\$ 8,073,765.00	\$694,375.00	\$845,025.00	\$743,250.00	\$5,177,975.00	\$2,895,790.00	64%	36%
328	3322-017	NC Pre-K New CCDF Quality Funds - Federal Funds		\$ 168,203.00	\$3,293.24	\$18,583.55	\$29,482.80	\$54,584.40	\$113,618.60	32%	68%

**Total Budget Remaining**

**\$3,090,086.73**

<b>Total NC Pre-K Grant</b>		<b>\$ 8,578,375.00</b>
<b>Unallocated NC Pre-k Revenues</b>		<b>\$ -</b>
<b>Total NC Pre-k Grant Expended</b>		<b>\$719,231.26</b>
		<b>\$898,481.43</b>
		<b>\$817,645.89</b>
		<b>\$5,433,703.87</b>
<b>Total State Funds</b>		<b>\$8,410,172.00</b>
<b>Total Federal Funds</b>		<b>\$168,203.00</b>
<b>Total NC Pre-K Grant</b>		<b>\$8,578,375.00</b>

*Partnership for Children of Cumberland County, Inc.*

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

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

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

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

EXPENDITURES								as of March 31, 2018	
								75%	25%
Activity		07/01/17 Budget	January	February	March	Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds
Region 5 Lead Agency - Core Services		\$ 228,965.00	\$ 12,601.45	\$ 14,316.10	\$ 19,193.12	\$ 129,429.97	\$ 99,535.03	57%	43%
Core Services - 10% Overhead/Administration for CCR&R		\$ 600.00	\$ 31.02	\$ 68.30	\$ 2.20	\$ 566.58	\$ 33.42	94%	6%
Core Services - 10% Overhead/Administration for Admin Ops		\$ 28,079.00	\$ 2,139.78	\$ 1,869.35	\$ 2,116.99	\$ 14,177.25	\$ 13,901.75	50%	50%
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	\$ 2,979.62	\$ 16,597.15	\$ 12,301.85	57%	43%
Contracts & Grants - Richmond County		\$ 14,528.00	\$ -	\$ -	\$ -	\$ -	\$ 14,528.00	0%	100%
		<b>\$ 319,370.00</b>	<b>\$ 24,057.97</b>	<b>\$ 22,147.76</b>	<b>\$ 24,291.93</b>	<b>\$ 165,680.47</b>	<b>\$ 153,689.53</b>	<b>52%</b>	<b>48%</b>
Region 5 Infant Toddler Project		\$ 118,863.00	\$ 8,496.31	\$ 15,744.93	\$ 13,070.11	\$ 97,489.99	\$ 21,373.01	82%	18%
Infant Toddler - 10% Overhead/Administration for CCR&R		\$ 400.00	\$ 20.57	\$ 2.87	\$ 1.42	\$ 329.76	\$ 70.24	82%	18%
Infant Toddler - 10% Overhead/Administration for Admin Ops		\$ 11,486.00	\$ 829.06	\$ 1,515.59	\$ 1,302.42	\$ 9,326.62	\$ 2,159.38	81%	19%
		<b>\$ 130,749.00</b>	<b>\$ 9,345.94</b>	<b>\$ 17,263.39</b>	<b>\$ 14,373.95</b>	<b>\$ 107,146.37</b>	<b>\$ 23,602.63</b>	<b>82%</b>	<b>18%</b>
Region 5 Healthy Social Behaviors Project		\$ 117,859.00	\$ 8,198.09	\$ 9,531.73	\$ 11,705.66	\$ 75,002.38	\$ 42,856.62	64%	36%
Healthy Social Behavior - 10% Overhead/Administration for CCR&R		\$ 600.00	\$ 15.68	\$ 2.21	\$ 1.17	\$ 540.91	\$ 59.09	90%	10%
Healthy Social Behavior - 10% Overhead/Administration for Admin Ops		\$ 11,186.00	\$ 804.13	\$ 899.61	\$ 1,166.83	\$ 6,891.89	\$ 4,294.11	62%	38%
		<b>\$ 129,645.00</b>	<b>\$ 9,017.90</b>	<b>\$ 10,433.55</b>	<b>\$ 12,873.66</b>	<b>\$ 82,435.18</b>	<b>\$ 47,209.82</b>	<b>64%</b>	<b>36%</b>
Total Allocated DCD Funds Remaining							<b>\$ 224,501.98</b>		
Summary for 10% Overhead / Administration	PFC	\$ 52,351.00	\$ 3,840.24	\$ 4,357.93	\$ 4,591.03	\$ 31,833.01	\$ 20,517.99	61%	39%

# 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
			January	February	March	YTD	January	February	March	YTD	
			RESTRICTED FUNDS								
206	NC Pre-K Grant - State Funds (per child)	\$ -	\$ 771,675.00	\$ 761,275.00	\$ 777,675.00	\$ 4,413,625.00	\$ 694,375.00	\$ 845,025.00	\$ 743,250.00	\$ 4,370,598.00	\$ 43,027.00
	CASH ADVANCE from DCDEE -NC Pre-K Grant	\$ -	\$ -	\$ -	\$ -	\$ 807,377.00	\$ -	\$ -	\$ -	\$ 807,377.00	\$ -
211	NC Pre-K Grant - 4% Admin Fees	\$ -	\$ 21,511.69	\$ 22,180.59	\$ 21,563.02	\$ 176,054.96	\$ 21,560.42	\$ 34,872.88	\$ 44,913.09	\$ 222,200.93	\$ (46,145.97)
	CASH ADVANCE from DCDEE -NC Pre-K Grant	\$ -	\$ -	\$ -	\$ -	\$ 33,640.00	\$ -	\$ -	\$ -	\$ 33,640.00	\$ -
328	NC Pre-K Grant CCDF Quality Funds-Federal Funds	\$ -	\$ -	\$ 3,224.81	\$ 3,293.24	\$ 6,518.05	\$ 3,293.24	\$ 18,583.55	\$ 29,482.80	\$ 54,584.40	\$ (48,066.35)
	Sub-total for NC Pre-K	\$ -								Sub-total	\$ (51,185.32)
301	Family CareGivers Program	\$ 120.00	\$ 225.00	\$ -	\$ -	\$ 1,423.00	\$ -	\$ 56.59	\$ 16.68	\$ 1,616.37	\$ (73.37)
307	DCD Grant - SWCDC	\$ -	\$ 14,217.98	\$ -	\$ 45,193.00	\$ 138,871.24	\$ 24,050.23	\$ 22,147.76	\$ 24,291.93	\$ 165,680.47	\$ (26,809.23)
312	Region 5 - Infant/Toddler Project	\$ 55,958.94	\$ 8,870.30	\$ -	\$ 26,049.07	\$ 91,877.96	\$ 9,371.70	\$ 17,263.39	\$ 14,373.95	\$ 163,105.31	\$ (15,268.41)
313	Region 5 - Healthy Social Behavior	\$ -	\$ 9,696.81	\$ -	\$ 18,937.95	\$ 68,912.92	\$ 8,987.44	\$ 10,433.55	\$ 12,873.66	\$ 82,435.18	\$ (13,522.26)
807	Region 5 - Program Income	\$ -	\$ 1,175.00	\$ 245.00	\$ 190.00	\$ 3,880.00	\$ 180.00	\$ 520.00	\$ 1,245.00	\$ 2,435.53	\$ 1,444.47
	Sub-total for Other Restricted	\$ 56,078.94								Sub-total	\$ (54,228.80)
128	Smart Start - Services (FY 09/10)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (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)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
140	Smart Start - Services (FY 15/16)	\$ 3,600.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,600.00	\$ -
141	Smart Start - Admin. (FY 16/17)	\$ 4.84	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4.84	\$ (0.00)
142	Smart Start - Services (FY 16/17)	\$ 55,981.42	\$ -	\$ -	\$ -	\$ -	\$ 869.28	\$ -	\$ -	\$ 55,981.42	\$ -
143	Smart Start - Admin. (FY 17/18)	\$ -	\$ 27,391.00	\$ 27,420.00	\$ 27,090.00	\$ 256,310.00	\$ 17,141.90	\$ 22,212.10	\$ 32,599.87	\$ 252,645.97	\$ 3,664.03
144	Smart Start - Services (FY 17/18)	\$ -	\$ 309,026.00	\$ 299,707.00	\$ 296,097.00	\$ 2,801,526.00	\$ 293,540.09	\$ 268,178.53	\$ 298,716.37	\$ 2,467,066.47	\$ 334,459.53
201	MAC SS Grant (Accting/Contracting)	\$ 101.93	\$ -	\$ 12,385.16	\$ -	\$ 49,540.64	\$ 7,590.38	\$ 7,684.93	\$ 10,604.76	\$ 55,412.83	\$ (5,770.26)
801	Program Income (SS Related)	\$ 96,952.64	\$ 5,851.36	\$ 7,415.74	\$ 5,278.07	\$ 57,921.55	\$ 13,706.22	\$ 20,037.07	\$ 23,121.91	\$ 86,362.89	\$ 68,511.30
804	GEMS Shared Services (PI SS Related)	\$ 14,178.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,530.63	\$ 5,647.49
902	COBRA - Employee Insurance Withholdings	\$ (137.96)	\$ 62.34	\$ (62.34)	\$ (1,130.74)	\$ 4,891.71	\$ 130.74	\$ -	\$ (334.10)	\$ 4,749.53	\$ 4.22
Sub-total for Smart Start & Related		\$ 170,680.99								Sub-total	\$ 406,936.23

# 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
			January	February	March	YTD	January	February	March	YTD	
	UNRESTRICTED FUNDS										
208	Unrestricted State Revenues - For Operating Purposes	\$ (34,153.21)	\$ -	\$ -	\$ -	\$ -	\$ 1,061.44	\$ 1,138.92	\$ 1,446.27	\$ (40,088.72)	\$ 5,935.51
	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	\$ 75.00	\$ 122.04	\$ 200.00	\$ 6,388.96	\$ 2,122.47	\$ -	\$ (210.62)	\$ 2,235.98	\$ 23,969.76
515	Vending Machine Commissions	\$ 1,730.10	\$ 33.62	\$ 21.41	\$ 41.47	\$ 387.96	\$ 129.19	\$ -	\$ (314.82)	\$ 1,690.75	\$ 427.31
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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 329.82	\$ 713.78	\$ 366.22
535	Cumberland Community Foundation - Grandparents Support Grant	\$ 7,426.80	\$ -	\$ -	\$ -	\$ 2,263.20	\$ -	\$ -	\$ -	\$ 9,690.00	\$ -
536	The CarMax Foundation Grant	\$ -	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ 1,800.00	\$ 226.72	\$ 2,026.72	\$ 7,973.28
802	PFCRC II (Non-Smart Start)	\$ 112,969.76	\$ 8,589.40	\$ 9,442.81	\$ 10,400.66	\$ 75,489.96	\$ 6,514.71	\$ 6,947.50	\$ 9,653.05	\$ 91,202.57	\$ 97,257.15
806	Forward March Conference	\$ 10,676.98	\$ -	\$ -	\$ -	\$ 18,167.00	\$ -	\$ 180.27	\$ 5,392.63	\$ 9,071.96	\$ 19,772.02
812	PFCRC II - Administration	\$ -	\$ 4,166.66	\$ 4,166.66	\$ 4,166.66	\$ 37,499.94	\$ 4,067.60	\$ 3,791.47	\$ 5,686.35	\$ 38,736.87	\$ (1,236.93)
815	Hoke - Contracted Eval (not program income)	\$ 14,925.04	\$ 9,640.00	\$ -	\$ -	\$ 9,640.00	\$ -	\$ 2,789.97	\$ 2,826.53	\$ 13,928.70	\$ 10,636.34
816	Contracted Data Services	\$ 26,371.83	\$ -	\$ -	\$ -	\$ 12,981.78	\$ 14,000.00	\$ -	\$ 138.95	\$ 33,008.95	\$ 6,344.66
820	Fundraising - PFC Annual Soiree	\$ 76,197.65	\$ 8,000.00	\$ 14,700.00	\$ 62,212.50	\$ 91,462.50	\$ 558.36	\$ 1,281.84	\$ 9,091.68	\$ 16,533.50	\$ 151,126.65
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	\$ -
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	\$ 881.90	\$ 1,395.40	\$ 1,475.75	\$ 10,019.48	\$ (3,753.05)
899	Interest Income (from Investment Funds)	\$ 16,094.22	\$ 335.59	\$ 284.93	\$ 312.71	\$ 1,531.15	\$ -	\$ -	\$ 140.00	\$ 472.45	\$ 17,152.92
904	Forfeited FSA	\$ 148.62	\$ 869.28	\$ -	\$ -	\$ 869.28	\$ 470.00	\$ -	\$ 253.00	\$ 723.00	\$ 294.90
905	Employee Withholding	\$ -	\$ 2,809.37	\$ 24,799.93	\$ 30,840.41	\$ 58,449.71	\$ 809.97	\$ 24,043.08	\$ 32,145.84	\$ 56,998.89	\$ 1,450.82
	Sub-total for Unrestricted Funds	\$ 867,655.02								Sub-total	\$ 899,803.20

# 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
			January	February	March	YTD	January	February	March	YTD	
	INFORMATION TECHNOLOGY										
992	PFC IT Management	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 259.93	\$ 164.97	\$ 496.61	\$ 2,553.11	\$ (2,553.11)
993	IT - Core	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (0.09)	\$ 0.09
994	IT - Outside Agencies	\$ 27,897.16	\$ 9,293.00	\$ 9,021.65	\$ 13,041.33	\$ 108,788.48	\$ 2,516.67	\$ 3,059.29	\$ 6,893.94	\$ 56,648.78	\$ 80,036.86
995	IT - PFC Enhanced	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48.53	\$ 1,012.00	\$ 138.77	\$ 6,909.80	\$ (6,909.80)
996	IT - PFC Regular	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-total for Information Technology		\$ 27,897.16								Sub-total	\$ 70,574.04
	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	\$ 1,303,283.35

ADDITIONAL SUMMARIZED INFORMATION	
USR	
Operating Cash	5,935.51
Investments	513,695.97
<b>\$</b>	<b>519,631.48</b>

NCPK	
Operating Cash	(51,185.32)
Cash Advance	-
<b>\$</b>	<b>(51,185.32)</b>



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

							Fiscal Year 2017 / 2018		
							SHOULD BE:	75%	25%
	Activity	FY 17/18 Budget Effective 10/31/2017	January	February	March	Expenditures Y-T-D	Unspent Allocated Budget Amount	% of Budget Expended	% of Available Funds
	Administrative Operations	\$ 12,850.00	\$ 1,061.42	\$ 1,138.92	\$ 1,446.27	\$ 9,813.47	\$ 3,036.53	76%	24%
	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>\$ 1,061.42</b>	<b>\$ 1,138.92</b>	<b>\$ 1,446.27</b>	<b>\$ 9,513.47</b>			
	<b>Allocated Budget Amount UNSPENT</b>						<b>\$ 53,036.53</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					\$ 53,036.53			
	Subtotal (cash in GL 1113 at the month end to be used for operating funds)						\$ 5,935.51		
	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>\$ 519,631.48</b>		

# PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

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

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

1

CASH DONATIONS		January	February	March	Y-T-D
<b>Cash Donations - In-House</b>					
Board & Committee Donations	501-4410	\$ 50.00	\$ 65.00	\$ 75.00	\$ 915.00
Staff Donations	501-4410	\$ -	\$ -	\$ -	\$ 170.00
Donations - General Admin Operations	501-4410	\$ 25.00	\$ 57.04	\$ 125.00	\$ 2,698.96
Donations - General CCR&R	501-4410	\$ -	\$ -	\$ -	\$ 400.00
Donations - Reach Out & Read	501-4410	\$ -	\$ -	\$ -	\$ -
Donations - General PD&C	501-4410	\$ -	\$ -	\$ -	\$ -
Donations - General PFCRC	501-4410	\$ -	\$ -	\$ -	\$ -
Donations - PD&C KidStuff	501-4410	\$ -	\$ -	\$ -	\$ -
Donations - CCR&R Angel Tree	501-4410	\$ -	\$ -	\$ -	\$ 1,480.00
Donations - Vending Machine Proceeds	515-4410	\$ 33.62	\$ 21.41	\$ 41.47	\$ 387.96
Donations - PFC Annual Engagements	531-4410	\$ -	\$ -	\$ -	\$ -
Donations - Forward March Conference	806-4830	\$ -	\$ -	\$ -	\$ 17,267.00
Donations - Fundraising Events 2017	820-4611	\$ -	\$ -	\$ -	\$ 3,000.00
Donations - Fundraising Events 2018	820-4611	\$ 8,000.00	\$ 13,600.00	\$ 35,695.00	\$ 60,845.00
Donations - Fundraising Event Sales 2017	820-4601	\$ -	\$ -	\$ -	\$ -
Donations - Fundraising Event Sales 2018	820-4601	\$ -	\$ 1,200.00	\$ 26,517.50	\$ 27,717.50
Program Income - Rent from Resource Center I	801-4824	\$ 3,306.36	\$ 3,970.29	\$ 3,141.37	\$ 32,304.09
Program Income - Conference Room Rental RCI	801-4762	\$ -	\$ -	\$ -	\$ 2,050.00
Program Income - Nurturing Parenting Workshop F	801-4836	\$ -	\$ -	\$ -	\$ -
Program Income - Tenant Copier Fees	801-5311	\$ -	\$ -	\$ 125.01	\$ 594.24
Program Income - CCR&R Workshop Fees	801-4823	\$ 2,020.00	\$ 2,890.00	\$ 1,765.00	\$ 14,005.00
Program Income - CCR&R Resource Library Fees	801-4823	\$ 25.00	\$ 80.45	\$ 121.70	\$ 1,222.66
Program Income - PDCC IACET Workshop Fees	801-4822	\$ 200.00	\$ 475.00	\$ 250.00	\$ 2,620.00
Program Income - PD&C Services	801-4834	\$ -	\$ -	\$ -	\$ -
Program Income - PD&C KidStuff	801-4834	\$ -	\$ -	\$ -	\$ -
Program Income - Summer Camp Expo	801-4833	\$ -	\$ -	\$ -	\$ -
Program Income - Other	801-4827	\$ -	\$ -	\$ -	\$ -
Program Income - Rent from Resource Center II	812-4761	\$ 4,166.66	\$ 4,166.66	\$ 4,166.66	\$ 37,499.94
Cost Reduction - Car Seat Program Parent Fees	144-6902	\$ 220.00	\$ 300.00	\$ 360.00	\$ 2,800.00
Quality Enhancement - Cash Matches	144-6904	\$ -	\$ -	\$ -	\$ -
Cost Reduction - Unlimited Online Learning	144-5317	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
<b>Total Cash Donations - In-House</b>		<b>\$ 18,046.64</b>	<b>\$ 26,825.85</b>	<b>\$ 72,383.71</b>	<b>\$ 207,977.35</b>

<b>Cash Donations - Direct Service Providers</b>					
1st Quarter (July - September)					\$ 26,089.67
2nd Quarter (October - December)					\$ 13,588.17
3rd Quarter (January - March)	\$ -	\$ -	\$ 20,293.81		\$ 20,293.81
4th Quarter (April - June)					\$ -
PFC Child Care Subsidy Parent Fees	\$ 21,444.07	\$ -	\$ -	\$ -	\$ 21,444.07
<b>Total Cash Donations - Direct Service Providers</b>	<b>\$ 21,444.07</b>	<b>\$ -</b>	<b>\$ 20,293.81</b>	<b>\$ -</b>	<b>\$ 81,415.72</b>

<b>TOTAL CASH DONATIONS</b>	<b>\$ 39,490.71</b>	<b>\$ 26,825.85</b>	<b>\$ 92,677.52</b>	<b>\$ 289,393.07</b>
-----------------------------	---------------------	---------------------	---------------------	----------------------

2

<b>GRANTS</b>					
Carmax Foundation (100% Private Grants)	536-4426	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00
WalMart Foundation (100% Private Grants)	533-4423	\$ -	\$ -	\$ -	\$ -
Raising A Reader (100% Private Grants)	534-4420	\$ -	\$ -	\$ -	\$ -
Kohl's Corporate Grants (100% Private Grants)	518-4420	\$ -	\$ -	\$ -	\$ -
Cumberland Community Foundation (100% Private	535-4425	\$ (7,736.80)	\$ -	\$ -	\$ 2,263.20
<b>TOTAL GRANTS</b>		<b>\$ (7,736.80)</b>	<b>\$ 10,000.00</b>	<b>\$ -</b>	<b>\$ 12,263.20</b>

4.6%

<b>IN-KIND DONATIONS</b>					
<b>In-Kind Donations - In-House</b>					
In-Kind Donations - Volunteer Time		\$ 1,590.40	\$ 2,039.12	\$ 15,523.44	\$ 56,759.56
Discounts on Materials - Kaplan		\$ -	\$ -	\$ -	\$ 152.52
Discounts on Materials - Brame		\$ -	\$ -	\$ -	\$ -
Discounts on Materials - Discount School Supply		\$ -	\$ -	\$ -	\$ 161.58
Discounts on Materials - Lakeshore		\$ -	\$ -	\$ -	\$ 109.96
Discounts on Software - Techsoup Stock		\$ -	\$ -	\$ -	\$ 85,863.00
Donations - Other In-Kind		\$ -	\$ 3,591.40	\$ 11,370.00	\$ 15,979.35
PFC Staff Donations - Supplies and Mileage		\$ -	\$ 148.62	\$ 63.85	\$ 233.67
PFC Board Member Donations - Supplies and Mileage		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
<b>Total In-Kind Donations - In-House</b>		<b>\$ 1,590.40</b>	<b>\$ 5,779.14</b>	<b>\$ 26,957.29</b>	<b>\$ 159,259.64</b>

<b>In-Kind Donations - Direct Service Providers</b>					
1st Quarter (July - September)					\$ 17,499.06
2nd Quarter (October - December)					\$ 25,178.75
3rd Quarter (January - March)	\$ -	\$ -	\$ 30,695.73		\$ 30,695.73
4th Quarter (April - June)					\$ -
<b>Total In-Kind Donations - Direct Service Providers</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,695.73</b>	<b>\$ -</b>	<b>\$ 73,373.54</b>

<b>TOTAL IN-KIND DONATIONS</b>	<b>\$ 1,590.40</b>	<b>\$ 5,779.14</b>	<b>\$ 57,653.02</b>	<b>\$ 232,633.18</b>
--------------------------------	--------------------	--------------------	---------------------	----------------------

3.5%

3

<b>GRAND TOTAL</b>	<b>\$ 33,344.31</b>	<b>\$ 42,604.99</b>	<b>\$ 150,330.54</b>	<b>\$ 534,289.45</b>
--------------------	---------------------	---------------------	----------------------	----------------------

8.1%

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

TARGET REMAINING

\$ (719,461.46)

4

\* This grant was not fully spent and \$7736.80 was reverted to the funder.



**Partnership for Children of Cumberland County, Inc. (PFC)**  
**Executive Committee (Acting as Board) Meeting Minutes**  
**February 22, 2018 (9:03am-10:02am)**  
***Be the Driving Force***



**MEMBERS PRESENT:** Amy Cannon, Jim Grafstrom, Perry Melton, Chris Rey (via phone) and Wanda Wesley

**MEMBERS ABSENT:** Angela Crosby, Hank Debnam, Van Gunter, Marcus Hedgepeth and Angie Malave

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

AGENDA ITEM	DISCUSSION & RECOMMENDATION	ACTION	FOLLOW-UP
I. Determination of Quorum & Call to Order Chris Rey, Chair A. Fundraising and Friend Raising 1. Board Donations – Currently at 54% 2. Thank You Note Cards to Donors 3. Volunteer Forms	The scheduled meeting of the Executive Committee was held at the PFC Family Resource Center at 351 Wagoner Drive, Fayetteville, NC, on Thursday, February 22, 2018, and beginning at 9:03 am pursuant to prior written notice to each committee member. Chris Rey, Chair, determined that quorum was present and called the meeting to order. Belinda Gainey was Secretary for the meeting and recorded the minutes.  A.1. Chris Rey reported to the members that PFC has received 54% Board donations. According to Belinda Gainey, more donations have been received since the previous report so the percentage is now higher. A.2. Thank You Note cards were distributed for committee members to complete. A.3. Belinda asked the members to fill out the volunteer form if they read the packet prior to coming to the meeting.	Called to Order  None  None None	None  None None None
II. Consent Agenda – Providing Oversight (Section VII.A.) <i>(Please Reference Agenda)</i>	Chris Rey requested a motion to accept the Executive Committee Consent Agenda Section VII.A. Jim Grafstrom moved to accept the Executive Committee Consent Agenda Section VII.A. as presented. 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.	Motion Carried	None
III. President's Report A. North Carolina Partnership for Children (NCPC) Update / Legislative Update B. NC Justice Center, Pathways for Prosperity (P4P) Community Meetings C. Smart Start Conference, April 30 – May 3, 2018 D. Dolly Parton Imagination Library (DPIL) E. Allocation Process F. Kidonomics G. Grants H. <i>Added to Agenda</i> - CDC Recognition of the Cumberland County Child Abuse Prevention	Mary Sonnenberg gave the President's Report; <b>A. North Carolina Partnership for Children (NCPC) Update / Legislative Update</b> 1. Federal Level a. Continuing Resolution for budget through March 23. b. CHIP is funded for 10 years, four years beyond the 6-year extension last month. c. Home visiting (MIECHV) is funded for five years at level funding. (NC has not accessed this funding to date.) This provides funding for Healthy Families America and Nurse-Family Partnerships. This funding does not require a state match. d. Community Health Centers are funded for two years. e. The Child Care and Development Block Grant (CCDBG) has doubled the discretionary funding to \$5.9 billion in FY 2018 and FY 2019. This is the largest increase ever. Details are still being worked out by March 23, but there will be	None	None

Partnership for Children of Cumberland County, Inc. (PFC)  
Executive Committee (Acting as Board) Meeting Minutes  
February 22, 2018 (9:03am-10:02am)  
*Be the Driving Force*

<p>Plan</p>	<p>a significant increase in early education funding in NC. We do know that there will not be a state match required for the increased funding, as it is discretionary funding. The funding cannot supplant existing state funds used for childcare. It is expected that the funding will be spent for purposes consistent with the CCDBG Act of 2014 and its rules, including percentages spent on quality initiatives and infant-toddler quality.</p> <p>2. State Level</p> <p>a. HB90 passed Senate and House. Governor indicated he would not veto the legislation, which would become law 30 days after the passage. Addressed K-3 class size requirements (phasing in the requirements), State Board of Elections and a fund related to the Atlantic Coast Pipeline.</p> <p>b. HB60 also 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:</p> <p>i. FY 2019-20: \$82 million</p> <p>ii. FY 2020-21 (and each subsequent year): \$91 million</p> <p><b>B. NC Justice Center, Pathways for Prosperity (<a href="http://www.pathwaysforprosperity.org">www.pathwaysforprosperity.org</a>)</b></p> <p>1. Next Early Childhood Education meetings: February 27; 6:00-7:30 pm at the new Transit Center. An additional meeting is being scheduled March 17; 1:00-2:30 pm in order to gather additional community input. Location TBD.</p> <p>2. Initial three objectives targeted by group:</p> <p>a. Increased access to health care (to include maternal health &amp; child health birth – 5)</p> <p>b. Increased access to quality early care and education</p> <p>c. Regular school attendance</p> <p>3. Overall plan is to be developed by March 2018; followed by convening of Neighborhood Revitalization groups. Key strategies will be to move services and resources into revitalization areas to increase access.</p> <p><b>C. Smart Start Conference – April 30-May 3, 2018</b></p> <p>1. Conference registration has opened. Several board members have expressed interest in attending and Belinda is taking care of registration.</p> <p>2. There will be several celebrations of the 25th Anniversary of Smart Start. Wednesday evening will feature a “birthday party”. Staff who have been in positions 20+ years will be recognized. Linda Blanton has been with PFC 20 years in May.</p> <p><b>D. Dolly Parton Imagination Library Statewide Expansion</b></p> <p>1. Expansion is going strong across the state. First report is due to the General Assembly in March.</p> <p>2. We have not expanded in Cumberland County. We are continuing to work with</p>	
-------------	--	--

Partnership for Children of Cumberland County, Inc. (PFC)  
Executive Committee (Acting as Board) Meeting Minutes  
February 22, 2018 (9:03am-10:02am)  
*Be the Driving Force*

	<p>United Way, the DPIL affiliate in our county, and NCPC to work out the logistics of expansion locally,</p> <ol style="list-style-type: none"> <li>NCPC had grants for marketing. We have applied in anticipation of having an agreement with United Way and proceeding with recruiting new children for DPIL.</li> </ol> <p><b>E. Allocation Process – FY 2018-21</b></p> <ol style="list-style-type: none"> <li>Committees have met twice. The final meeting will be March 13 to recommend funding.</li> <li>Recommendations and budget will be presented at the March Board meeting for approval. Activities and budgets must be submitted to NCPC by March 31. <b>It is critical to have quorum at the March Board of Directors meeting.</b></li> <li>Under guidelines from NCPC and in legislation, activities must be Evidence-based or Evidence-Informed. (See attachment of description of all activities proposed.)</li> <li>Some activities previously allowed do not meet the EB or EI requirements and will no longer will funded by Smart Start. This has affected programs last year and for the next funding cycle (Nurturing Parents – Community based program, Parent Cafes, and the Car seat project). Proposals have been adjusted accordingly. We are still waiting for final feedback on the Grandparent Support activity.</li> <li>The trend for any funding source, not just Smart Start, is that programs should be evidence-based or evidence informed in order to maximize outcomes.</li> </ol> <p><b>F. Kidonomics – February 5 &amp; 6, 2018</b></p> <ol style="list-style-type: none"> <li>Multiple sessions on current trends in early childhood, funding sources, and policy and legislative direction.</li> <li>B-3 Advisory Council – Direction is to align with the prioritized measures of success of Pathways to Grade Level Reading. <ol style="list-style-type: none"> <li>Healthy Birthweight</li> <li>Early Interventions</li> <li>Formal and informal Social Supports for Families</li> <li>Positive Parent-Child Interactions</li> <li>Social-Emotional Health</li> <li>High Quality Birth-to Eight Care and Education</li> <li>Regular Attendance</li> </ol> </li> <li>Early Childhood Indicators for Smart Start align with the Pathways priorities.</li> </ol> <p><b>G. Grants</b></p> <ol style="list-style-type: none"> <li>Longleaf Foundation Grant – focuses on capital expenses. Proposal being crafted to include shovel ready projects already part of capital plan for PFC (i.e. upgrading phone system, reception area at front entrance, external signage with landscaping). Due March 8.</li> <li>NCPC – Marketing grant for promoting expansion of Dolly Parton Imagination Library. Submitted February 15.</li> <li>KidsReadyNC (through NCSU Institute for Emerging Issues) – assessing fit of grant. Due March 9.</li> </ol>		
--	---	--	--



**Partnership for Children of Cumberland County, Inc. (PFC)**  
**Executive Committee (Acting as Board) Meeting Minutes**  
**February 22, 2018 (9:03am-10:02am)**  
***Be the Driving Force***



	<p><b>H. CDC Recognition of the Cumberland County Child Abuse Prevention Plan</b> – The Center for Disease Control and Prevention (CDC) is working to increase awareness, understanding, and commitment to violence prevention in a new “Tell Us About Your Hero” video series. It was announced yesterday at the S.O.A.R. meeting that the efforts of Cumberland County on the Child Abuse Prevention Plan would be featured in this series. This is great national recognition of the collaborative work that has gone into this plan that is a model for the state. Kudos to the group and all of their hard work.</p>		
<p>IV. Establishing a Strategic Direction for the Future</p> <p>A. Board Priorities 2017-18 <sup>Δ</sup></p> <p>B. 2018 Soirée – March 10, 2018 <sup>Δ</sup></p> <p>C. KidStuff, April 28-29, 2018, Festival Park <sup>Δ</sup></p> <p>D. Kidtopia, November 10, 2018, Crown Arena <sup>Δ</sup></p>	<p>A. Mary Sonnenberg stated that the Board Priorities 2017-18 are being issued for information only. These will be discussed during the March and May board meeting.</p> <p>B. Sharon Moyer reported that approximately \$60,000 in cash has been received for the Soiree; the goal is \$80,000. The goal for In-Kind is \$25,000; \$46,000 of in-kind contributions has been received. Monies collected at the event will also go towards these totals. Volunteers are needed to work at the event. The staff is very supportive and contributing a lot towards the event. Perry Melton thanked Sharon Moyer and others who have contributed for all they have done to make sure the event is a success. Nine food vendors have confirmed to provide food at the event.</p> <p>C. Sharon reported that KidStuff is being held on April 28-29, 2018 at the Dogwood Festival. PFC will be located on Person Street. There are two new sponsors, Bye Bye Baby and Kids in Sports. The goal is to have more volunteers and not to rely mainly on PFC staff.</p> <p>D. Sharon reported that Kidtopia will be held on November 10, 2018 at the Crown. The theme this year for PFC events is RockStar. Sharon asked the committee to inform her if they hear of any outreach events that focus on families.</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>V. New Business</p> <p>A. Financial Reports: January 2018 <sup>Δ</sup></p> <ol style="list-style-type: none"> <li>1. Smart Start <sup>e</sup></li> <li>2. NC Pre-Kindergarten <sup>e</sup></li> <li>3. DCDEE – Region 5 <sup>e</sup></li> <li>4. All Funding Sources <sup>e</sup></li> <li>5. Unrestricted State Revenues <sup>e</sup></li> <li>6. Cash and In-Kind <sup>Δ</sup></li> </ol> <p>B. Human Resource*</p> <ol style="list-style-type: none"> <li>1. Section 312 – Business Travel Expenses</li> <li>2. NC Pre-K Coordinator Job Description</li> </ol>	<p>A. Marie Lilly reviewed the Financial Reports for January 2018.</p> <p>A.6. Anna Hall provided an overview of the Cash and In-Kind Report.</p> <p>B.1. Stacia Manuel provided an overview of Section 312 – Business Travel Expenses Policy. The change to the policy is listed in Section 2,s:</p> <p><del>s. Employees are eligible for reimbursement for breakfast and evening meals when the employee is on daily travel status and the travel destination is at least 25 miles from the employee’s regular work location or home, whichever is less, based on the following:</del></p> <p><del>1) Breakfast – depart work location prior to 6:00 am and extend the workday by 2 hours.</del></p> <p><del>2) Dinner – return to work location after 8:00 pm and extend the workday by 3 hours.</del></p> <p>s. An employee may not receive reimbursement for meals during daily travel with the exception of 2t.</p> <p>Wanda Wesley moved to accept the Human Resource Policy, Section 312 – Business Travel Expenses, effective January 1, 2018, as presented. Amy Cannon seconded the</p>	<p>None</p> <p>None</p> <p>Motion Carried</p>	<p>None</p> <p>None</p> <p>None</p>



**Partnership for Children of Cumberland County, Inc. (PFC)**  
**Executive Committee (Acting as Board) Meeting Minutes**  
**February 22, 2018 (9:03am-10:02am)**  
***Be the Driving Force***



	<p>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>B.2. Stacia reported that the NC Pre-K Coordinator job description is being modified to better reflect the position. Due to the resignation of one of the PFC staff, this position will be vacant after February 23, 2018.</p> <p>Jim Grafstrom moved to accept the NC Pre-K Coordinator job description as presented. 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>	Motion Carried	None
VI. CLOSED SESSION – PERSONNEL ACTION*	<p>At 9:51 am, Chris Rey, Chair, asked for a motion to go into closed session to discuss Personnel Actions, pursuant to NC Open Meetings Law, §143-318.11. Closed Sessions, Section (6) – To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.</p> <p>Amy Cannon moved to enter into closed session with Mary Sonnenberg and Stacia Manuel present. Stacia Manuel is to act as secretary for the closed session. Wanda Wesley seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. All votes were unanimous. There were no abstentions. The motion carried.</p> <p>At 9:59 am Amy Cannon moved to go out of closed session and enter open session. Perry Melton seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. All votes were unanimous. The motion carried.</p> <p>The Executive Committee meeting went back into open session at 10:02 am. Perry Melton made the motion to approve the decisions made in closed session. Amy Cannon seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. All votes were unanimous. There were no abstentions. The motion carried.</p>	<p>Motion Carried</p> <p>Motion Carried</p> <p>Motion Carried</p>	<p>None</p> <p>None</p> <p>None</p>
VII. Consent Items/Items for Information (See Agenda)		None	None
VIII. Adjournment – Chris Rey, Chair	As there was no further business, the meeting was adjourned at 10:02 am.	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

**Facility and Tenant Committee Recommendations**  
**Meeting of April 16, 2018**

**RECOMMENDATIONS**

**A. Lease Renewal Approvals**

The Facility & Tenant Committee recommends approval for tenancy at the center for: First In Families, Building Blocks and Children's Home Society.

**B. Rental Rate Increase**

The Facility & Tenant Committee recommends a \$1.00 per square foot rate increase for new leases beginning July 1, 2018, based on the calculated overall operating cost for the center of \$12.68 per square foot. New rates would be \$17.50 per square foot for non-profits. For Profits leasing over 300 square feet would be \$18.50 per square foot and For Profits leasing under 300 square feet would be \$22.50 per square foot.