

Virtual Executive Committee (Acting as Board)

Quorum = 7 (50%) (Total Committee Members = 13)

Thursday, October 29, 2020

9:00 am – 11:00 am

ZOOM

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 – Ayesha Neal, Chair

A. Fundraising and Friend Raising

1. Board Donations
 - a. Matrix
 - b. PFC 10-10 Club
2. Volunteer Forms

II. Approval of Minutes – Ayesha Neal

A. August 27, 2020*

III. Consent Agenda – Providing Oversight* (See Section VII.A.)

IV. President's Report^Δ – Mary Sonnenberg

- A. North Carolina Partnership for Children (NCPC) Updates / DCDEE Updates/ Legislative Updates
- B. Grant Opportunities / Updates
- C. COVID-19 Updates
- D. RFPs
- E. PFC FY 20/21 United Way Campaign
- F. Events

V. Establishing a Strategic Direction for the Future

- A. Board Priorities Update^Δ
 1. NC Pre-K (Capacity Building)
 2. Community Engagement (Sustainability)
 3. Infrastructure (Community Collaboration Leader)
- B. Infrastructure Project^Δ – Mary Sonnenberg

VI. New Business

- A. Financial Summary: September 2020^Δ – Marie Lilly
- B. Projected Reversions/Carry Forward*! – Mary Sonnenberg
 1. Contingency Reversion Plan – Anna Hall
 2. Activity Budget Amendments – Anna Hall / Mary Sonnenberg
 3. Proposed Smart Start Allocations – Marie Lilly
- C. Rental Rate Increase* – Mary Sonnenberg
- D. Bylaws Discussion^Δ – Mary Sonnenberg
 1. PED Committee Name/Description Change

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.

E. NC Pre-K Update^Δ – Alana Hix

VII. CONSENT ITEMS/ITEMS FOR INFORMATION

A. Consent Agenda Items

1. Program (Action Items)*

- a. *Planning & Evaluation Committee (P&E) – (Meeting October 13, 2020) – Amy Cannon, Chair*
 - i. *CAD Change – Dual Subsidy Non-TANF*
- b. *Facility & Tenant Committee – (Meeting October 19, 2020) – Ebone Williams, Chair*
 - i. *Lease Renewals*
 - (1) *Boys & Girls Homes of NC*
 - (2) *Empowered2Shift*
- c. *Finance Committee – (Meeting October 20, 2020) – Steve Terry, Chair*
 - i. *ACH Processing – Accounting Policies and Procedures Section 9a*

2. Committee Information (Non-Action)^Δ

- a. *Public Engagement & Development Committee (PED) – (Meeting October 1, 2020) – Brian Jones, Chair*
 - i. *Committee Name/Description Change (See Section VI.D.1.)*
 - ii. *PFC Resources and Material*
- b. *Finance Committee*
 - i. *Timeline for Infrastructure Project*
 - ii. *Financial Reports: September 2020*
 - (1) *Smart Start*
 - (2) *NC Pre-Kindergarten*
 - (3) *South West Child Development Commission (SWCDC) – Region 5*
 - (4) *All Funding Sources*
 - (5) *Cash and In-Kind Report*
 - iii. *September E-Trade Statement*

B. Upcoming Committee Meetings

MEETING	MEETING DATE	MEETING TIME
CCR&R	November 12, 2020	9:00 am – 11:00 am
Facility & Tenant	November 16, 2020	11:30 am – 1:00 pm
Human Resource	November 17, 2020	8:00 am – 9:15 am
Board Development	November 18, 2020	9:30 am – 11:00 am
Board of Directors (& NC Pre-K Planning)	November 19, 2020	12:00 pm – 2:00 pm
Planning & Evaluation	December 8, 2020	2:00 pm – 4:00 pm
Executive	December 17, 2020	9:00 am – 11:00 am
Public Engagement & Development (PED)	January 7, 2021	9:00 am – 11:00 am
Finance	January 19, 2021	3:00 pm – 5:00 pm

C. Holiday Schedule

HOLIDAY	DATE CLOSED
Veteran's Day	Wednesday, November 11, 2020
Thanksgiving	Wednesday, November 25 – Friday, November 27, 2020
Christmas	Thursday, December 24 – Thursday, December 31, 2020
New Year's Day	Friday, January 1, 2021

VIII. Adjournment – Ayesha Neal, Chair

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

^ε Electronic Copy (Hard copies are available upon request)



Partnership for Children of Cumberland County, Inc. (PFC)
Virtual Executive Committee (Acting as Board) Meeting Minutes
August 27, 2020 (9:04 am - 10:20 am)
Be the Driving Force



MEMBERS PRESENT: Angela Crosby, Terrasine Gardner, Dr. Meredith Gronski, Alana Hix (D), Brian Jones, Karen McDonald, Ayesha Neal, Wanda Wesley and Ebone Williams
MEMBERS ABSENT: Amy Cannon, Perry Melton, Chas Sampson and Steve Terry
NON-VOTING ATTENDEES: Dottie Adams, Ar-Nita Davis, Pamela Federline, Belinda Gainey, Anna Hall, Michelle Hearon, Marie Lilly, Sharon Moyer, Anthony Ramos, Mary Sonnenberg and Mike Yeager

AGENDA ITEM	DISCUSSION & RECOMMENDATION	ACTION	FOLLOW-UP
<i>This meeting was held via ZOOM due to COVID-19 and the PFC building being closed to the public.</i>			
I. Determination of Quorum & Call to Order – Ayesha Neal, Chair A. Fundraising and Friend Raising <ol style="list-style-type: none"> 1. Board Donations <ol style="list-style-type: none"> a. PFC 10-10 Club 2. Thank You Notes to Donors 3. Volunteer Forms 4. FY 20/21 Required Documents 	<p>The scheduled meeting of the Executive Committee was held via Zoom, on Thursday, August 27, 2020, and beginning at 9:04 am pursuant to prior written notice to each committee member. Ayesha Neal, 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.1. Ayesha Neal reminded board members that 100% board donations are required. A.1.a. Ayesha thanked everyone who had joined the PFC 10-10 Club. This is a way to volunteer and give monetarily to PFC. Donations to the PFC 10-10 Club do count towards a board donation.</p> <p>A.2. Due to the meeting being held virtually, the Board Chair or Vice Chair will complete the Thank You Notes when they are at the PFC office.</p> <p>A.3. Ayesha asked the members to fill out the volunteer form if they read the packet prior to coming to the meeting.</p> <p>A.4. Belinda Gainey and Anna Hall reminded all committee members who had yet to return their required documents to do so as early as possible. The documents can be resent to individuals if needed.</p>	<p>Called to Order</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>
II. Approval of Minutes <ol style="list-style-type: none"> A. June 25, 2020 – Open Session* B. June 25, 2020 – Closed Session* (Breakout Room) 	<p>A. The minutes from June 25, 2020, were previously distributed electronically to committee members for their review. Dr. Meredith Gronski moved to accept the June 25, 2020 Executive Committee meeting minutes. Karen McDonald seconded the motion. Hearing no further discussion, the Chair put the motion to a vote and asked if there was any oppositions. If any oppositions the committee members were asked to type it in the ZOOM Chat Box. All votes were unanimous. There were no abstentions. The motion carried.</p> <p>B. Anthony Ramos presented the electronic minutes of the June 25, 2020 Executive Committee meeting Closed Session during a breakout session with committee members.</p>	<p>Motion Carried</p>	<p>None</p>



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Be the Driving Force



	Karen McDonald moved to accept the June 25, 2020 Closed Session Executive Committee meeting minutes. Alana Hix seconded the motion. Hearing no further discussion, the Chair put the motion to a vote and asked if there was any opposals. If any opposals the committee members were asked to type it in the ZOOM Chat Box. All votes were unanimous. There were no abstentions. The motion carried.	Motion Carried	None
III. Consent Agenda – Providing Oversight* (Section VII.A.) (Please Reference Agenda)	Ayesha Neal requested a motion to accept the Executive Committee Consent Agenda Section VII.A. with the exception of VII.A.1.c. This was to be discussed later in the meeting. Karen McDonald moved to accept the Executive Committee Consent Agenda Section VII.A. as presented. Wanda Wesley seconded the motion. Hearing no further discussion, the Chair put the motion to a vote and asked if there was any opposals. If any opposals the committee members were asked to type it in the ZOOM Chat Box. All votes were unanimous. There were no abstentions. The motion carried.	Motion Carried	None
Item VII.A.1.c. from Consent Agenda Rental Rate Increase	Mary Sonnenberg reported that the Facility and Tenant Committee had recommended the increase of rental rates and new leases per square foot. After PFC staff checked with the Certified Public Accountant (CPA) it was determined that by increasing rental space, since PFC is looking at debt financing, it may place PFC in a new category that needs to be looked at closely regarding Form 990 and taxes. The CPA will gather additional information and will inform PFC of the findings. Further discussions regarding rental rate increases will be discussed with the PFC Board of Directors once this information is received. Marie Lilly stated that the CPA also informed PFC staff that the organization needs to be mindful of the tenants who occupy the building. PFC may need to consider that all tenants are non-profit. It is also better to obtain debts at the beginning of the year. If debt is obtained mid-year, two types of the Form 990 will need to be completed. Karen McDonald moved to accept tabling this discussion until further information is received as presented. Terrasine Gardner seconded the motion. Hearing no further discussion, the Chair put the motion to a vote and asked if there was any opposals. If any opposals the committee members were asked to type it in the ZOOM Chat Box. All votes were unanimous. There were no abstentions. The motion carried.	Motion Carried	Mary Sonnenberg
IV. President’s Report ^Δ	The President’s Report was included in the packet.	None	None
V. Establishing a Strategic Direction for the Future A. Board Priorities Update ^Δ 1. NC Pre-K (Capacity Building) 2. Community Engagement (Sustainability) 3. Infrastructure (Community Collaboration Leader) B. Virtual New Board Orientation, August 28,	An overview was provided on the Board Priorities – NC Pre-K (Capacity Building Leader), Community Engagement (Sustainability) and Infrastructure (Community Collaboration Leader). A.1. Mary stated that one of the goals for the NC Pre-K (Capacity Building Leader) group was creating videos. A video for family services has been created which features NC Pre-K and short video clips for NC Pre-K recruitment have been created by Community Engagement and NC Pre-K staff.	None	None



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<p>2020^A</p> <p>C. PFC FY 19/20 Audit^A</p>	<p>A.2. For Community Engagement (Sustainability) a donate button has been added to the PFC Facebook page. Sharon Moyer posted a link in the Chat Box to the Facebook page and to some short video clips.</p> <p>A.3. Infrastructure (Community Collaboration Leader) is doing work with Family Connects, involved with the Early Childhood Workgroup through Pathways to Prosperity and doing work with a Tier 1 Workgroup.</p> <p>B. Dr. Meredith Gronski informed the committee that the Virtual New Board Orientation is open to everyone.</p> <p>C. Marie stated that the PFC Audit will take place virtually and is taking place prior to the auditors receiving the annual audit package. The initial request was sent to the auditors on August 26, 2020. NCPC Monitoring is taking place in September so that information is being gathered as well.</p>	<p>None</p> <p>None</p>	<p>None</p> <p>None</p>
<p>VI. New Business</p> <p>A. Financial Summary: July 2020</p> <p> 1. Cash and In-Kind Report</p> <p>B. CAD Changes^A</p> <p>C. Family Connects Community Advisory Board^A</p> <p>D. NC Pre-K Update^A</p>	<p>A. Marie Lilly provided an overview of the July Financial Summary.</p> <p>A.1. Anna provided an overview of the July Cash and In-Kind Report.</p> <p>B. Pamela Federline reported that changes made to the CAD have been submitted to NCPC but additional changes were requested. Pamela provided an overview of the requested changes.</p> <p>C. Mary reported that PFC is seeking members for the Family Connects Community Advisory Board. This could potentially fit with one of the existing committees or a workgroup of an existing committee. Further discussion will take place with the board for direction.</p> <p>D. Ar-Nita Davis reported that 701 children have been placed in the NC Pre-K program and there are 350 files currently being processed. All paperwork is now being processed online. Over 1,000 applications have been received but not all were eligible for the program. Mary stated that providers will be paid their full allocation. A few of the programs have given up classrooms so these slots had to be re-allocated. The first payment to providers will be one-tenth of their allocations. PFC must provide a report to the state every two weeks regarding childcare sites. Ar-Nita stated that the following sites declined participation this year: Kindercare Ramsey – 18 slots, Kindercare Ft. Bragg Road – 18, Harvest Christian Center – 19, FTCC – 18. The re-allocation was to Cumberland County Schools from 320 to 334, Creative Enhancement from 22 to 36, Headstart from 258 to 276, Wee Wonders from 9 to 18, Just Like Moms from 23 to 36 and Mommy Moments from 18 to 27.</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. Consent Items/Items for Information (See Agenda)</p>			
<p>VIII. Adjournment – Ayesha Neal, Chair</p>	<p>As there was no further business, the meeting was adjourned at 10:20 am.</p>	<p>Adjourned</p>	<p>None</p>

**Executive Committee (Acting on Behalf of Board)
(Virtual Meeting)**

Thursday, October 29, 2020

President's Report

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

1. **NCPC** – Continuing to meet twice weekly with network executive directors.
 - 100% allocation plus carry-forward funds: budget amendments anticipated in October/November. Beginning planning for recommendations for carry-forward funds.
 - \$5M in additional CARES funding (part of a total of \$20M for early childhood. Implementation began October 1. We are participating in Resources for Resilience training and support for Wonderschool business software for Family Child Care Homes. Access to technology is available to participating families and FCCHs. EDNC article on Wonderschool: <https://www.ednc.org/relief-funds-support-home-based-child-care-as-a-key-part-of-early-education-during-and-after-the-pandemic/>.
2. **DCDEE** – Continue to monitor updated guidance for child care programs and NC PreK operation.
 - Subsidy programs operating under normal processes in September. Payment will be based on actual attendance and Parent Fees are no longer being waived. Programs must meet enhanced health and safety standards.
 - Daily reporting to DCDEE about vacancies and enrollment has shifted to a weekly report through a provider portal. Our Region 5 staff have been assisting providers with access to the portal.
 - PPE and cleaning supplies continue to be available to child care providers, with vendors delivering directly to them. Open programs continue to receive operations grants, at reduced amounts for the months of August, September and October.
 - NC PreK – reports must be submitted to the state every two weeks on the status of operation in all of our sites. Annual monitoring for sites is on hold and new format is developed to account for the variety of operating scenarios. We have converted to allocation-based data for funding requests so that funding can be requested from DCDEE for payment. Providers received their 1/10th payments based on the state Guidance in September and October, dependent on when their contracts were executed.
 - Guidance for accessing school-age funding for parents through CARES allocation has been sent to providers and is posted for families on the DHHS website.
 - 2019 Workforce Study has been published by Child Care Services Association. Cumberland County Data and Executive Summary attached. Link to full report: https://www.childcareservices.org/wp-content/uploads/CCSA_2020_Statewide_WorkStudyRprt-FINAL-web.pdf
3. **Cumberland County Commissioners** – Allocated \$250,000 of CARES funds for organizations to operate virtual learning centers in grades K-8. The submission deadline was extended till October 21.

4. **NC Legislature** – The General Assembly allocated COVID-19 relief through federal CARES money in their September session. Allocations included \$35M in flexible operational grants for licensed child care providers, \$8M to support low income families seeking remote learning opportunities in licensed and community based programs, \$19M to certain community based organizations to provide access to remote learning, flexibility on certain child care licensing requirements for community based programs during a state of emergency (temporary), a New Extra Credit Grant of \$335 to households with one or more children due to school closures.
5. **Federal Level** – Federal Register Publication of the FY 2022-2024 Child Care and Development Fund (CCDF) Plan Preprint <https://www.acf.hhs.gov/occ/news/federal-register-publication-of-the-fy-2022-2024-child-care-and-development-fund-ccdf-plan-preprint>. The public comment period ends November 10, 2020.

B. Grant Opportunities/Updates

1. **Infrastructure Grant Opportunities:** Have signed agreement with Steve Fleming for Phase 1 of the project.
2. **PDG RFP from NCPC for Family Connects Pilots anticipated in next 60 days.** NCPC has scheduled Bidders Meeting with Executive Directors on November 12.
3. **State Child Care Health Consultant Expansion Project** – Regional focus, NCPC informational meeting October 29.

C. COVID-19 Updates

1. **PFC implemented its HR 110 Communicable Disease Policy on Monday, March 16. Building closed to general public March 30 and this status continues.**
2. **Phase 3 Extension:** We are implementing procedures and protocols following federal and state health and safety guidelines for returning to work. The Governor has extended Phase 3 through November 13. North Carolina's trends have been going up. Some states have put in place travel restrictions for persons from NC (and other states whose numbers have increased significantly). Schools continue to have the option to function under three different plans. Most of our child care programs are open and operating under enhanced health and safety standards.
3. **PFC Guidelines:**
 - a. Staggered schedules continue, determined by supervisors by department to manage business and programmatic functions. Staggered schedules may include a combination of teleworking and on-site work.
 - b. Staff primarily teleworking include TAs and Professional Development staff and staff who are in high-risk categories.
 - c. Family First Paid Sick Leave and FMLA Expansion available for those staff who meet the criteria.
 - d. Masks provided to all staff to reinforce the 3 Ws. PFC Staff, Tenants and their clients, and contractors (i.e. cleaning and security) must complete a screening questionnaire for COVID-19 prior to entry into the building.
 - e. Enhanced cleaning of the building throughout the day continues.
 - f. The building is restricted to PFC staff, tenants and tenant clients by appointment only. Access is Monday-Friday during the hours of 8:30 am – 6:00 pm with extended hours two evenings a week

until 9:00 pm and one Saturday each month from 9:00 am – 3:00 pm. The building remains closed all other weekends and PFC recognized holidays through Phase 3 Executive Orders.

- g. Limited utilization of conference room space for groups of no more than 10 people continues. Screening procedures, the 3 Ws and cleaning procedures must be followed by all participants including the facilitator of the group.
- h. Virtual options for contact with families and providers continue. Limited face-to-face contact with families and providers done with supervisor guidance when dictated to complete deliverables. In those cases, procedures for 3 Ws and screening are followed.
- i. Per Policy HR 110, President maintains regular contact with Board Chair for review and continuation of services. Regular communication going out to Board and staff. Decisions are made based on federal and state guidance and mandates.
- j. Email Updates and DHHS Guidance documents posted on website: ccpfc.org.

D. PFC Audit/NCPC Monitoring

- 1. Auditors did their virtual site work the week of August 31. Follow-up work continues with auditors.
- 2. NCPC Monitor on site the week of September 21. Staff provided documents requested ahead of time and have met with monitor upon request during site visit. Follow up will occur as she completes her review and report. Expect report to be completed in the next few weeks.

E. RFPs

- 1. **The RFP for the Three-Year Smart Start Grant Cycle** July 1, 2021 through June 30, 2024 posted. Proposals will be uploaded via our website.
- 2. **The RFPs for a new phone system (VoIP), Sustainability Planning Consultant and the Google Ad Grant Certified Professional** have closed. Determination of awards and timing in process.

F. PFC FY 20/21 United Way Campaign – We are participating in a Virtual Campaign this year. To participate on behalf of PFC, go to <https://www.unitedway-cc.org/pfcampaign/>. Our goal is \$8,500.

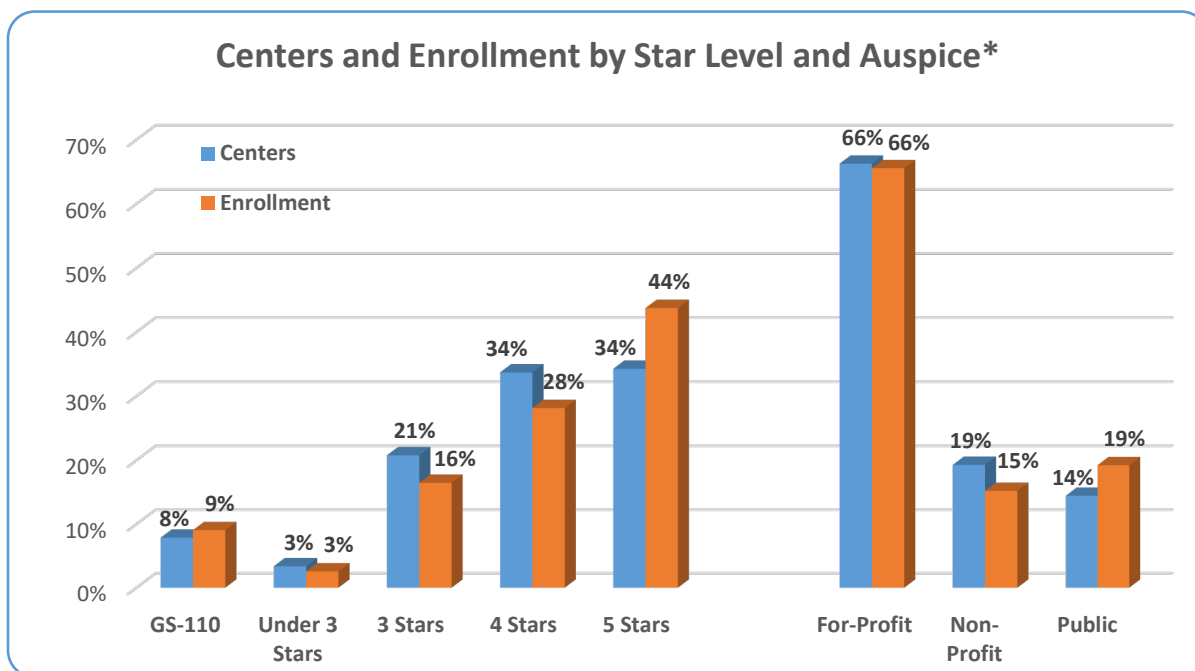
G. Events

- 1. **The Fayetteville Readers' Choice Awards – October 29 from 6:00-7:30 pm.** We are a finalist and are hoping to be named the top choice for Nonprofit in our community for the THIRD year in a row. We encourage you to join us <http://yourchoiceawards.com/910>, password [congrats910](#).
- 2. **Circle of Friends Corporate and Community Campaign** – launching around November 5 in combination with the Cumberland Community Foundation Giving Guide being published in CityView Magazine.
- 3. **Board and Committee Meetings:** Meetings conducted virtually at least through the duration of the COVID-19 emergency due to space limits of conference rooms for social distancing. When we resume face-to-face meetings, a virtual option will continue to be available.
- 4. **All Staff Virtual meetings:** Continue the second and fourth Wednesdays, 2:30-3:30 pm through the duration of the COVID-19 emergency.
- 5. **Recruiting for RFP Allocation Review teams** for an estimated 15-20 hour commitment from January to March over three meetings and application review and scoring. Contact Pamela Federline (pfederline@ccpfc.org) if you are interested in chairing one of the three teams or being on one of the teams. Allocation Review teams will meet on January 12, February 9 and March 9 from 2:00-5:00 pm.



The 2019 Early Care and Education Workforce in Cumberland County

As part of the statewide 2019 North Carolina Early Childhood Workforce Study funded by the Division of Child Development and Early Education, data were collected from Cumberland County. This report summarizes key findings from directors, teachers, and assistant teachers who participated from Cumberland County. Additional findings from family child care providers in suburban counties are also presented. In Cumberland County, a 65% random sample of the licensed centers serving children from birth to five years of age was surveyed. Surveys were returned from a total of 72% of directors (n=83) and 32% of teachers and assistant teachers in those programs. (A total of 216 surveys were returned from the teaching staff.) Detailed information about survey methods and definitions of key terms can be found in the appendix to the 2019 statewide report at childcareservices.org. All of the data for this study were collected prior to the onset of the COVID-19 pandemic. Totals may not equal one hundred percent due to rounding.



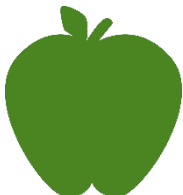



Programs



- **178** centers in Cumberland County provided early care and education to **6,874** birth to five year olds.
- On average, centers employed **8** teaching staff and had **35** birth to five year olds enrolled.
- Starting teachers made an average of **\$9.00** per hour with a highest average salary of **\$12.50** per hour.
- Starting assistant teachers made an average of **\$8.50** per hour with a highest average salary of **\$10.00** per hour.
- **31%** of centers provided fully or partially paid health insurance.
- Percentage of centers that provided paid time off:
52% sick leave **79%** vacation leave **77%** holiday leave
- **20%** of centers provided disability, **63%** provided parental leave, and **33%** provided retirement.

**All enrollment data and center star level from DCDEE licensing data, February 2019. Auspice data from director surveys.*

<h2>Education</h2> 	<ul style="list-style-type: none"> • 83% of directors and 70% of the center-based teaching staff had at least an associate degree in any field of study. Statewide, 87% of directors and 62% of the teaching staff had at least an associate degree in any field of study. • A degree specifically in the early childhood education field provides unique knowledge for those working with young children. In the county, 51% of directors and 50% of the teaching staff had at least an associate degree specifically in the field of early childhood education. Statewide, 50% of directors and 40% of the teaching staff had at least an associate degree specifically in the field. • Nearly all directors and center teaching staff had taken at least one college level course in the early childhood education field. Further, 92% of directors and 73% of the teaching staff, had taken six or more courses in early childhood education. 
<h2>Experience/ Turnover</h2> 	<ul style="list-style-type: none"> • 9.0 years: average time directors had been in their programs compared to 6.4 years statewide. • 3.7 years: average time the center teaching staff had been in their programs compared to 3.8 years statewide. • 20.0 years: average time directors had been working in the early childhood education field compared to an average 20.0 years statewide. • 11.0 years: average time the center teaching staff had been working in the early childhood education field compared to 12.0 years statewide. • Over the prior 12 months, 24% of the full time teaching staff left their early care and education program. Approximately 20% of the teaching staff plan to leave the field in the next three years. Similarly, 9% of the directors plan to leave the field in the next three years.
<h2>Compensation</h2> 	<ul style="list-style-type: none"> • On average, the early care and education teaching staff made \$11.00 per hour and directors made \$16.54 per hour. The statewide average for the center-based teaching staff was \$12.00 per hour. The statewide average director wage was \$19.23 per hour.

Demographics



- Median director age: **51** years old.
- Median teaching staff age: **38** years old.
- **96%** of directors and **98%** of the teaching staff were female (remaining percentage was male, non-binary, or preferred not to answer).
- **78%** of directors and **73%** of the teaching staff were people of color.
- **8%** of directors and **7%** of the teaching staff were Hispanic/Latinx/Spanish.
- **21%** of the teaching staff had no health insurance from any source.
- **45%** of the teaching staff received public assistance in the prior three years.






Comparing Infant-Toddler and 3-5 Year Old Teaching Staff



- **77%** of the 3 to 5 year old teaching staff and **64%** of the infant-toddler teaching staff had a degree in any field. Statewide, **69%** of the 3 to 5 year old teaching staff and **53%** of the infant-toddler teaching staff had a degree in any field.
- The 3 to 5 year old teaching staff averaged **3.2** years in their current program compared to **4.3** years for the infant-toddler teaching staff. Statewide, the 3 to 5 year old teaching staff averaged **4.0** years in their current program compared to **3.1** years for the infant-toddler teaching staff.
- The 3 to 5 year old teaching staff averaged **10.0** years in the field compared to **11.0** years for the infant-toddler teaching staff. Statewide the 3 to 5 year old teaching staff averaged **13.0** years in the field compared to **10.2** years statewide for the infant-toddler teaching staff.
- The 3 to 5 year old teaching staff made **\$11.35** per hour compared to **\$10.00** per hour for the infant-toddler teaching staff. Statewide, the 3 to 5 year old teaching staff made **\$12.45** per hour compared to **\$11.00** per hour for the infant-toddler teaching staff.



Family Child Care in Suburban** Communities

Programs 	<ul style="list-style-type: none"> • 57% provided evening care. • 22% provided overnight care. • 17% provided weekend care. • 6% cared for sick children. • 23% provided care on legal holidays. • 71% provided drop-in care. • 61% accepted children who received subsidy. • 68% participated in the Child and Adult Care Food Program. <div data-bbox="1104 220 1494 661"> <p>FCC by Star Level</p> <table border="1"> <caption>FCC by Star Level</caption> <thead> <tr> <th>Star Level</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>5-star</td> <td>14%</td> </tr> <tr> <td>4-star</td> <td>37%</td> </tr> <tr> <td>3-star</td> <td>28%</td> </tr> <tr> <td>Under 3-star</td> <td>21%</td> </tr> </tbody> </table> </div>	Star Level	Percentage	5-star	14%	4-star	37%	3-star	28%	Under 3-star	21%
Star Level	Percentage										
5-star	14%										
4-star	37%										
3-star	28%										
Under 3-star	21%										
Education 	<ul style="list-style-type: none"> • 57% had at least an associate degree in any field. • 46% had at least an associate degree in the early childhood education field. • Statewide, 51% of family child care providers had a degree in any field and 38% had a degree specifically in the field. • 71% of suburban family child care providers had taken six or more early childhood education courses. 										
Experience/ Turnover 	<ul style="list-style-type: none"> • 15.0 years: average time running their family child care home compared to 18.0 years statewide. • 20.4 years: average time working in the early childhood education field compared to 21.5 years statewide. • 12% of family child care providers in suburban communities plan to leave the field in the next three years. 										
Compensation 	<ul style="list-style-type: none"> • Family child care providers in suburban communities worked 52.5 hours per week and made \$8.91 per hour. The statewide average for family child care providers was \$9.09 per hour. • 49% required families to pay for days they were sick. • 60% required families to pay for vacation days. 										
Demographics 	<ul style="list-style-type: none"> • 100% of family child care providers were female. • Family child care providers in suburban communities averaged 53 years of age. • 76% of family child care providers were people of color. • 7% were Hispanic/Latinx/Spanish. • 14% of family child care providers had no health insurance from any source. 										

**County designation of rural, suburban or urban as categorized by the NC Rural Center (www.ncruralcenter.org).

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.
FAMILY RESOURCE CENTER BUILDING
CAPITAL REPAIRS PROJECT
FISCAL CONSIDERATIONS
As of September 23, 2020

1. One of the calculations for determining possible Unrelated Business Income Tax [UBI] is for PFC to maintain an 85%/15% balance of square footage occupancy on debt-financed property. The 85% refers to the use of the property that is related to PFC's mission and tax-exempt purpose.
2. Currently PFC has exceeded the not-greater than 15% limit because maintaining this percentage was unnecessary since PFC has not carried debt since October 2010 when the building purchase was paid off in full.
3. The FRC building is currently occupied at 35% of non-like mission entities. Non-like mission entities consists of for-profit businesses and non-profits with unrelated missions. If a tenant is for profit, it does not matter what their mission is. If a tenant is non-profit and is not like PFC's mission, they also fall into this category.
4. If we have the opportunity for new tenants, we can be safer to accept additional non-profit/like-mission organizations. However, we should NOT turn away any reputable tenants because their rent payments will surely be greater than any UBI tax by far.
5. The only time PFC paid UBI federal taxes was for June 2006 and the amount was only \$147.
6. It is highly unlikely that we would have to pay UBI taxes even if we had relevant taxable income due to past years' carryforward losses. The IRS previously allowed 20 years to use the carryforward but they have now removed the time limit. There is an elaborate calculation to determine UBI. It is not just net rent income per our Form 990 times a tax rate.
7. If PFC acquires debt before June 30, 2021, a Form 990-T will also be required because we have exceeded the 15% limit for this fiscal year. Currently PFC is only required to file an annual Form 990 form because it is not debt-financed.
8. Our CPAs are not discouraging PFC from going into debt prior to June 30, 2021 if necessary to keep the building project going. The tax returns [Form 990 and Form 990-T] will just take additional time and calculations....and money to pay for their services.

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.
FAMILY RESOURCE CENTER BUILDING
CAPITAL REPAIRS PROJECT
FISCAL CONSIDERATIONS
As of September 23, 2020

9. If PFC begins the building project, the following funds are currently available.

FUND CODE – NAME	CASH BALANCE
Fund 537 - Foundation for the Carolinas Grant	\$2,010.81
Fund 539 - Foundation of the Carolinas-Operation Restoration Grant	\$165,712.50
Fund 825 – FRC Capital Projects Fund	\$21,578.00
Fund 501 – NCPC’s Disaster Relief Funds received on 02-15-2019	\$7,000.00
TOTAL CURRENT FUNDS AVAILABLE	\$196,301.31

10. If PFC acquires a debt, the loan payments will be considered unallowable to be paid from grants and thus will have to be paid from unrestricted funds.
- Fund 802 - FRC II Rent Income is currently the primary source of recurring unrestricted funds.
 - This funding stream currently supports other unallowable expenditures related to the building upkeep as well as supporting administrative costs that are not funded or under funded by other grants.
 - The current cash balance in Fund 802 as of August 31, 2020 is \$107,013.99.
11. If PFC acquires a debt, there are currently investments that can be redeemed. These investments are currently being held to support the Partnership for unknown future funding constraints.

FUNDING TYPE	AMOUNT
Select Bank CD	\$103,126.82
Lumbee Bank CD	\$102,285.66
PNC Bank – Money Market Reserve Account	\$243,863.46
E-Trade Funds Account – current market value	\$77,355.55
TOTAL	\$526,631.49

Amortization Calculator

Loan Amount

500000

Loan Term

15 years

Interest Rate (APR)

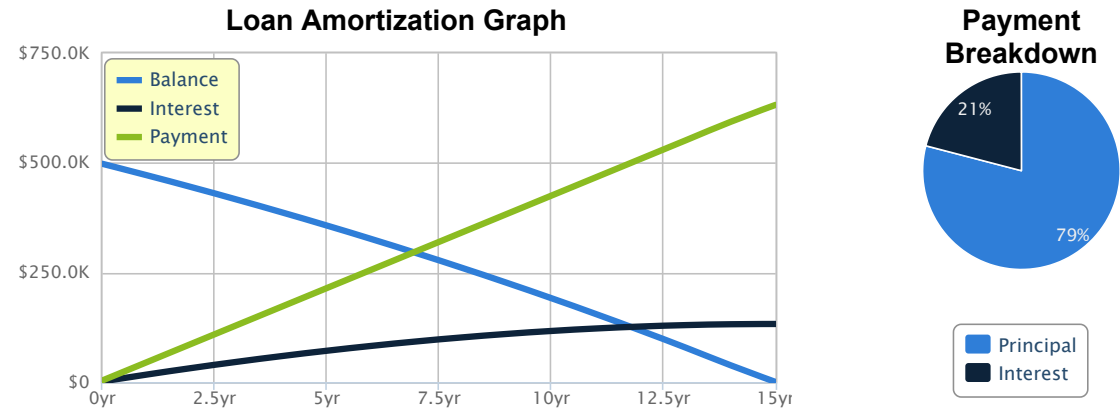
3.25

Calculate

Monthly Pay: \$3,513.34

Total of 180 Loan Payments \$632,401.89

Total Interest \$132,401.89



Annual Amortization Schedule

Annual Schedule	Monthly Schedule			
	Beginning Balance	Interest	Principal	Ending Balance
1	\$500,000.00	\$15,860.55	\$26,299.53	\$473,700.42
2	\$473,700.42	\$14,992.96	\$27,167.12	\$446,533.25
3	\$446,533.25	\$14,096.75	\$28,063.33	\$418,469.87
4	\$418,469.87	\$13,171.00	\$28,989.08	\$389,480.73
5	\$389,480.73	\$12,214.66	\$29,945.42	\$359,535.28
6	\$359,535.28	\$11,226.81	\$30,933.27	\$328,601.97
7	\$328,601.97	\$10,206.36	\$31,953.72	\$296,648.22
8	\$296,648.22	\$9,152.28	\$33,007.80	\$263,640.37
9	\$263,640.37	\$8,063.39	\$34,096.69	\$229,543.63
10	\$229,543.63	\$6,938.59	\$35,221.49	\$194,322.09
11	\$194,322.09	\$5,776.69	\$36,383.39	\$157,938.65
12	\$157,938.65	\$4,576.45	\$37,583.63	\$120,354.97
13	\$120,354.97	\$3,336.60	\$38,823.48	\$81,531.46
14	\$81,531.46	\$2,055.90	\$40,104.18	\$41,427.22
15	\$41,427.22	\$732.89	\$41,427.19	\$0.00

by Calculator.net

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

Board Responsibility

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

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

September 30, 2020

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 [State Funds]

- a. PFC's Smart Start grant budgets are reflected at 85% of full allocation effective 07-01-2020.
- b. The total allocation for FY2020-2021 at 85% is \$5,587,090 including DSS and WAGE\$.
- c. PFC is anticipated to be in 100% full allocation in November 2020.
- d. PFC is anticipated to receive 100% of the reverted FY1920 Smart Start Services Funds totaling \$425,261.
- e. PFC is anticipated to receive \$7,121 for a partial refund of MAC Support from the prior year.
This will be included in the amended Smart Start allocation from NCPC. \$567 will be added back to Admin and \$6,554 to Services.

3 NC Pre-Kindergarten Grant [State and Federal Funds]

- a. PFC is in full contract with DCDEE effective 07-01-2020
- b. The total grant is \$9,098,063 which currently consists of \$3,766,081 of federal funds and \$5,331,972 of state funds.
- c. Historically this distribution of state and federal funds is amended by DCDEE before yearend.
- d. PFC received 1/10th of the administrative plus direct services grant in September 2020. The amount was \$892,309.

4 DCDEE - Region 5 Grants [Federal Funds]

- a. PFC's three Region 5 grants for Core and Infant Toddler are now in contract effective 07-01-20.
- b. The Region 5 Healthy Social Behaviors [HSB] Contract was amended and extended by two months making it a 14-month contract effective 07-01-2019 through 08-31-2020. The FY20-21 contract is anticipated to be a 10-month contract effective 09-01-2020 through 06-30-2021. It will soon be fully in contract.

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. Grant based reimbursements are anticipated to be timely.

6 Unrestricted State Revenues (USR) - Fund 208

- a. The goal is to continue to use these funds only when other funding streams cannot be used or is not available.
- b. The cash equivalent balances in Fund 208 consists of the following at the end of the month:

PNC Bank Money Market Account	220,095.41	<i>Does not include interest earned in Fund 899</i>
Select Bank - Certificate of Deposit	100,000.00	<i>Does not include interest earned in Fund 899</i>
Lumbee Bank - Certificate of Deposit	100,000.00	<i>Does not include interest earned in Fund 899</i>
Lumbee Bank - Checking Account [from investments]	125.00	<i>Deposited \$100, fees of \$40 refunded, Deposited \$25</i>
E-Trade Funds Account	68,000.00	<i>Gains/Losses are not reflected in the financial statements</i>
	<u>488,220.41</u>	

Interest Earned - Fund 899	
PNC Bank Money Market	23,770.05
Select Bank - CD	3,126.82
Lumbee Bank - CD	2,285.66
	<u>29,182.53</u>

Investments - Fund 208	488,220.41
Interest Earned - Fund 899	29,182.53
TOTAL INVESTMENTS PLUS INTEREST	517,402.94

- c. There is currently a sufficient balance in the operating funds portion of the USR funding stream for the upcoming fiscal year.

7 Cash and In-kind Report

- a. The 19% match amount reflected on the monthly report is reflected at 85% of the full allocation.
- b. PFC's Leadership Team, staff and Board members will continue to discuss and implement strategies to meet our match requirement. PFC did not meet the 19% match requirement for FY1920, FY1819, FY1718 nor for FY1617.
- c. Since the 19% required match was not met for the FY ended June 30, 2020, there will be no contribution to the PFC endowment.
- d. The penalty for not meeting the match in FY1920 has been waived due to COVID-19.



**Partnership for Children of Cumberland County, Inc.
Contingency Reversion Plan
FY 20/21**

Reversions or Reserved Funds							
Direct Service Provider	Activity	Description/Comments	Amount	Approval or Recommendation	Date	Description/Comments	Amount
N/A	N/A	Return of FY19/20 reverted funds from NCPC	\$425,592	To Finance for recommendation	10/20/20		\$425,592
N/A	N/A	MAC Refund Services Allocation	\$6,554	To Finance for recommendation	10/20/20		\$6,554
N/A	N/A	MAC Refund Admin Allocation	\$567	To Finance for recommendation	10/20/20		\$567
ESUCP	Spainhour Child Care Subsidy	Return of FY20/21 Services funds due to closure because of COVID-19	\$45,858	To Finance for recommendation	10/20/20		\$45,858
			\$478,571	Total Reverted/Received		\$ 478,571.00	
Requests for Additional Funding							
PFC	Administration	MAC Refund Admin Allocation	\$567	To Finance for recommendation	10/20/20		\$567
CCSA	WAGE\$	Increase to Tier 3 for 3rd & 4th Quarter	\$150,000	To Finance for recommendation	10/20/20		\$150,000
PFC	Community Engagement & Development	Shared Services, Website upgrades, Google Grant Consultant, Sustainability Consultant	\$74,875	To Finance for recommendation	10/20/20		\$74,875
CCDSS	DSS Child Care Subsidy	Serve approximately 35 additional Smart Start eligible children from waiting list	\$200,000	To Finance for recommendation	10/20/20		\$200,000
CCDSS	DSS Child Care Subsidy Admin	Fund additional .25 FTE staff to support additional children being served from wait list	\$10,000	To Finance for recommendation	10/20/20		\$10,000
PFC	NC Pre-K Enhancements (TANF)	Payment of an enhanced rate per eligible child to NC Pre-K providers	\$71,000	To Finance for recommendation	10/20/20		\$71,000
PFC	NC PRE-K Enhancements (Non-TANF)	Payment of an enhanced rate per eligible child to NC Pre-K providers	\$12,527	To Finance for recommendation	10/20/20		\$ 12,527.00
			\$ 518,969.00	Total Allocated		\$ 518,969.00	
				Balance Left to Allocate		\$ (40,398.00)	



Direct Service Provider Revision or Amendment Request Form

Section I. Basic Information

Direct Services Provider: Easterseals UCP Dorothy Spainhour Center Contract #: DSP-2021-003
Activity Name: Subsidized child care Amendment #: _____
Purpose Svc Code/Activity ID: _____ 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 checked="" type="checkbox"/> Amend Budget |
| <input type="checkbox"/> Revise Budget | <input type="checkbox"/> Other Changes (dates, provisions, etc.) |
- **Requested Effective Date: _____ Describe: _____

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

Section III. Justification

We would like to revert \$45,858.00 for the months of July-December 2020 due to our center being closed because of COVID-19. This amount is the amount of our full budget, \$7,643 a month.

Section IV. DSP Authorizing Signature(s)

 10-15-20
Signature of Contract Administrator Date

Second Authorized Signature (if required by Direct Service Provider) Date

Section V. Partnership for Children Approval or Denial

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

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

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

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

DSP: Easterseals UCP Dorothy Spainhour Center Activity Name: Subsidized child care
 Requested Effective Date: 10/15/2020 Contract #: DSP-2021-003

Line #	Description	Budget Effective 07/01/20	Amount Changed	Budget Effective 01/01/21	Explanation
11	Personnel			\$ -	
12	Contracted Professional Services			\$ -	
14	Office Supplies & Materials			\$ -	
15	Service Related Supplies			\$ -	
17	Travel			\$ -	
18	Communications & Postage			\$ -	
19	Utilities			\$ -	
20	Printing and Binding			\$ -	
21	Repair and Maintenance			\$ -	
22	Meeting/Conference Expense			\$ -	
23	Employee Training (no travel)			\$ -	
24	Advertising and Outreach			\$ -	
25	Board Member Expense			\$ -	
27	Office Rent (Land, Buildings, Etc.)			\$ -	
28	Furniture Rental			\$ -	
29	Equipment Rental (Phones, Computers, etc.)			\$ -	
30	Vehicle Rental			\$ -	
31	Dues, Subscriptions and Fees			\$ -	
32	Insurance & Bonding			\$ -	
33	Book/Library Reference Materials			\$ -	
34	Mortgage Interest/Bank Fees			\$ -	
35	Other Expenses			\$ -	
39	Furniture/Non-Computer Eqpt. \$500+ per item			\$ -	
40	Computer Equipment/Printers, \$500+ per item			\$ -	
41	Furniture/Eqpt. under \$500 per item			\$ -	
43	Purchases of Services	\$ 91,716	\$ (45,858)	\$ 45,858	budget reversion due to being closed for COVID-19
45	Stipends/Scholarships			\$ -	
46	Cash Grants and Awards			\$ -	
47	Non-Cash Grants and Awards			\$ -	
Total		\$ 91,716	\$ (45,858)	\$ 45,858	


 DSP Authorized Signature

10-15-20
 Date

Fiscal Year 2020/2021

**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 [9100-999]			
Administration		Requested Effective Date: TBD			
Line #	Description	Budget Effective 07/01/20	Amount Changed	Budget Effective TBD*	Explanation
11	Personnel	\$ 194,338.00	\$ 48,229.00	\$ 242,567.00	Increase from 85% Smart Start Contract to 100% Smart Start Contract PLUS \$567 MAC Support partial year refund
12	Contracted Professional Services	\$ 28,050.00		\$ 28,050.00	
14	Office Supplies & Materials	\$ 7,100.00		\$ 7,100.00	
15	Service Related Supplies	\$ 50.00		\$ 50.00	
17	Travel	\$ 2,000.00		\$ 2,000.00	
18	Communications & Postage	\$ 6,954.00		\$ 6,954.00	
19	Utilities	\$ 5,900.00		\$ 5,900.00	
20	Printing and Binding	\$ 750.00		\$ 750.00	
21	Repair and Maintenance	\$ 7,400.00		\$ 7,400.00	
22	Meeting/Conference Expense	\$ 595.00		\$ 595.00	
23	Employee Training (no travel)	\$ -		\$ -	
24	Advertising and Outreach	\$ 250.00		\$ 250.00	
25	Board Member Expense	\$ -		\$ -	
27	Office Rent (Land, Buildings, Etc.)	\$ -		\$ -	
28	Furniture Rental	\$ -		\$ -	
29	Equipment Rental (Phones, Computers, etc.)	\$ 2,950.00		\$ 2,950.00	
30	Vehicle Rental	\$ -		\$ -	
31	Dues, Subscriptions and Fees	\$ 3,000.00		\$ 3,000.00	
32	Insurance & Bonding	\$ 9,750.00		\$ 9,750.00	
33	Book/Library Reference Materials	\$ -		\$ -	
34	Mortgage Interest/Bank Fees	\$ 1,000.00		\$ 1,000.00	
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	\$ -		\$ -	
	Total	\$ 270,087.00	\$ 48,229.00	\$ 318,316.00	

Department Manager Signature

Date

Fiscal Year 2020/2021



Direct Service Provider Revision or Amendment Request Form

Section I. Basic Information

Direct Services Provider: <u>Child Care Services Associaton</u>	Contract #: _____
Activity Name: <u>Child Care WAGE\$® Program</u>	Amendment #: _____
Purpose Svc Code/Activity ID: _____	Revision #: _____

Section II. Change Type Requested

- | | |
|---|---|
| <input type="checkbox"/> Initiate Contract
<input type="checkbox"/> Change existing Contract Activity Description
<input type="checkbox"/> Revise Budget
**Requested Effective Date: TBD | <input type="checkbox"/> Terminate Contract/Activity
<input checked="" type="checkbox"/> Amend Budget
<input type="checkbox"/> Other Changes (dates, provisions, etc.)
Describe: _____ |
|---|---|

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

Section III. Justification

Please provide a clear but concise justification for the change(s) requested. For budget change requests, please provide a line-item specific justification on the Budget Revision/Amendment Form. The Partnership for Children of Cumberland County has expressed interest in addressing compensation as a priority, and the Child Care WAGE\$® Program has worked with the partnership to develop a strategy to begin Tier Three payments in January for the second half of the year. This will significantly increase the compensation each participant receives through the program. It will be communicated as a one-time opportunity. New applicants may be picked up with this funding and will become priority participants, but the amount requested (based on data available at this time) would still leave a waiting list so as not to overly burden the following year. The request is for \$150,000 in addition to the planned full allocation.

Section IV. DSP Authorizing Signature(s)

<u>Marsha Basloe</u> Signature of Contract Administrator	<u>10/7/2020</u> Date
Second Authorized Signature (if required by Direct Service Provider)	Date

Section V. Partnership for Children Approval or Denial

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

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

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

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

DSP: Child Care Services Association		Activity Name: Child Care WAGES@ Program			
		Requested Effective Date: TBD		Contract #: 	

Line #	Description	Budget Effective 07/01/20	Amount Changed	Budget Effective TBD*	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			\$ -	
45	Stipends/Scholarships	\$ 315,821	\$ 205,733	\$ 521,554	This includes the amount to go to 100% of the planned allocation plus \$150,000 to support moving to Tier Three as of January. This would increase compensation for the active participants and allow some new applicants to join the program.
46	Cash Grants and Awards			\$ -	
47	Non-Cash Grants and Awards			\$ -	
Total		\$ 315,821	\$ 205,733	\$ 521,554	

*At this time, the effective date cannot be anticipated due as it is contingent upon NCPC's date of notice to PFC of availability of funds.

DSP Authorized Signature _____

Date _____

Fiscal Year 2020/2021

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

Unit:	Partnership for Children of Cumberland County, Inc.		Activity Name:		Community Engagement & Development
	Community Engagement		Requested Effective Date:		TBD
Line #	Description	Budget Effective 07/01/20	Amount Changed	Budget Effective TBD*	Explanation
11	Personnel	\$ 178,900.00	\$ 38,100.00	\$ 217,000.00	Increase to return to 100% allocation
12	Contracted Professional Services	\$ 12,000.00	\$ 74,875.00	\$ 86,875.00	\$2,500 for Shared Services, \$45,630 Website upgrades and maintenance, \$15,500 Google Grant Consultant, \$39,375 Sustainability Consultant = \$103,005 - \$16,130 from 1% funds = \$86,875
14	Office Supplies & Materials	\$ 4,000.00		\$ 4,000.00	
15	Service Related Supplies	\$ 50.00		\$ 50.00	
17	Travel	\$ 1,000.00		\$ 1,000.00	
18	Communications & Postage	\$ 3,300.00		\$ 3,300.00	
19	Utilities	\$ 2,000.00		\$ 2,000.00	
20	Printing and Binding	\$ 750.00		\$ 750.00	
21	Repair and Maintenance	\$ 2,500.00		\$ 2,500.00	
22	Meeting/Conference Expense	\$ 750.00		\$ 750.00	
23	Employee Training (no travel)	\$ 1,800.00		\$ 1,800.00	
24	Advertising and Outreach	\$ 875.00		\$ 875.00	
25	Board Member Expense	\$ -		\$ -	
27	Office Rent (Land, Buildings, Etc.)	\$ -		\$ -	
28	Furniture Rental	\$ -		\$ -	
29	Equipment Rental (Phones, Computers, etc.)	\$ 200.00		\$ 200.00	
30	Vehicle Rental	\$ -		\$ -	
31	Dues, Subscriptions and Fees	\$ 2,200.00		\$ 2,200.00	
32	Insurance & Bonding	\$ 800.00		\$ 800.00	
33	Book/Library Reference Materials	\$ -		\$ -	
34	Mortgage Interest/Bank Fees	\$ -		\$ -	
35	Other Expenses	\$ -		\$ -	
39	Furniture/Non-Computer Eqpt. \$500+ per item	\$ -		\$ -	
40	Computer Equipment/Printers, \$500+ per item	\$ 4,325.00		\$ 4,325.00	
41	Furniture/Eqpt. under \$500 per item	\$ 450.00		\$ 450.00	
43	Purchases of Services	\$ -		\$ -	
45	Stipends/Scholarships	\$ -		\$ -	
46	Cash Grants and Awards	\$ -		\$ -	
47	Non-Cash Grants and Awards	\$ -		\$ -	
	Total	\$ 215,900.00	\$ 112,975.00	\$ 328,875.00	

Department Manager Signature _____

Date _____

Fiscal Year 2020/2021



Direct Service Provider Revision or Amendment Request Form

Section I. Basic Information

Direct Services Provider: CC DSS

Contract #: _____

Activity Name: CC DSS Subsidy

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: 10/16/2020

Describe: _____

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

Section III. Justification

CCDSS was requested by the state to remove children from the waiting list at the end of FY 19-20. This included Smart Start eligible Children. This budget amendment is to request additional subsidy funds which will be utilized to distribute subsidy payments for eligible Smart Start Children that were removed from the waiting list in FY 20-21. This amount will allow CCDSS to pay for approximately 35 additional children using Smart Start Subsidy funds.

Section IV. DSP Authorizing Signature(s)

[Signature]
Signature of Contract Administrator

Date

10/14/2020

[Signature]
Second Authorized Signature (if required by Direct Service Provider)

Date

10-15-20

Section V. Partnership for Children Approval or Denial

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

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

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

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

DSP: <u>Cumberland County DSS</u>		Activity Name: <u>CC DSS Child Care Subsidy</u>	
		Requested Effective Date: <u>10/16/2020</u> Contract #: _____	

Line #	Description	Budget Effective 07/01/20	Amount Changed	Budget Effective TBD*	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	\$ 2,230,306	\$ 200,000	\$ 2,430,306	Increase budget to assist with paying qualified Smart Start Children taken off the waiting list for FY 20-21
45	Stipends/Scholarships			\$ -	
46	Cash Grants and Awards			\$ -	
47	Non-Cash Grants and Awards			\$ -	
	Total	\$ 2,230,306	\$ 200,000	\$ 2,430,306	

*At this time, the effective date cannot be anticipated due as it is contingent upon NCPC's date of notice to PFC of availability of funds.


DSP Authorized Signature


Date

Fiscal Year 2020/2021



Direct Service Provider Revision or Amendment Request Form

Section I. Basic Information

Direct Services Provider: CC DSS

Contract #: _____

Activity Name: CC DSS Subsidy Support

Amendment #: _____

Purpose Svc Code/Activity

Revision #: _____

ID: _____

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: 10/16/2020

Describe: _____

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

Section III. Justification

CCDSS exceeds the Smart Start Budget for Subsidy Support each year. The increased budget amount would be used to assist with paying for staff in support of additional subsidy money for qualified Smart Start Children taken off the Waiting List in FY 20-21. This will allow CCDSS to pay an additional .25 FTE DSS Child Care worker's salary.

Section IV. DSP Authorizing Signature(s)

[Signature]
Signature of Contract Administrator

10/14/2020
Date

[Signature]
Second Authorized Signature (if required by Direct Service Provider)

10.15.20
Date

Section V. Partnership for Children Approval or Denial

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

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

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

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

DSP: <u>Cumberland County DSS</u>		Activity Name: <u>CC DSS Child Care Subsidy Support</u>	
		Requested Effective Date: <u>10/16/2020</u> Contract #: _____	

Line #	Description	Budget Effective 07/01/20	Amount Changed	Budget Effective TBD*	Explanation
11	Personnel	\$ 157,000 <u>159,807</u>	\$ 10,000	\$ 167,000 <u>169,807</u>	Increase budget amount to assist with paying for staff in support of additional subsidy money for qualified Smart Start Children taken off the Waiting List in FY
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			\$ -	
45	Stipends/Scholarships			\$ -	
46	Cash Grants and Awards			\$ -	
47	Non-Cash Grants and Awards			\$ -	
Total		\$ 157,000	\$ 10,000	\$ 167,000	

*At this time, the effective date cannot be anticipated due as it is contingent upon NCP's date of notice to PFC of availability of funds.

Corrected
per Tlc
with P.Crouch
10/20/2020
9:57am
WP


DSP Authorized Signature

10-15-20
Date

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

Unit:		Partnership for Children of Cumberland County, Inc. Child Care Resource & Referral - NC Pre-K	Activity Name: NC Pre-K Enhancements Requested Effective Date: TBD		
Line #	Description	Budget Effective 07/01/20	Amount Changed	Budget Effective TBD*	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	\$ -		\$ -	
	Furniture/Non-Computer Eqpt. \$500+ per item	\$ -		\$ -	
39	Computer Equipment/Printers, \$500+ per item	\$ -		\$ -	
40		\$ -		\$ -	
41	Furniture/Eqpt. under \$500 per item	\$ -		\$ -	
43	Purchases of Services	\$ -	\$ 71,000.00	\$ 71,000.00	Payments to early care and education providers on a direct allocationn basis to enhance the NC Pre-K rate for children served in the NC Pre-K program whose families meet the Temporary Assistance for Needy Families (TANF) or Child Care Development Fund (CCDF) eligibility guidelines. This is for the FY 20-21 NC Pre-K HeadStart, Cumberland County Schools & private sector providers.
45	Stipends/Scholarships	\$ -		\$ -	
46	Cash Grants and Awards	\$ -		\$ -	
47	Non-Cash Grants and Awards	\$ -		\$ -	
	Total	\$ -	\$ 71,000.00	\$ 71,000.00	

Department Manager Signature _____

Date _____

Fiscal Year 2020/2021

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

Partnership for Children of Cumberland County, Inc.		Activity Name: NC Pre-K Enhancements (Non-TANF)			
Unit: Child Care Resource & Referral - NC Pre-K		Requested Effective Date: TBD			
Line #	Description	Budget Effective 07/01/20	Amount Changed	Budget Effective TBD*	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	\$ -		\$ -	
	Equipment Rental (Phones, Computers, etc.)	\$ -		\$ -	
29		\$ -		\$ -	
30	Vehicle Rental	\$ -		\$ -	
31	Dues, Subscriptions and Fees	\$ -		\$ -	
32	Insurance & Bonding	\$ -		\$ -	
33	Book/Library Reference Materials	\$ -		\$ -	
34	Mortgage Interest/Bank Fees	\$ -		\$ -	
35	Other Expenses	\$ -		\$ -	
	Furniture/Non-Computer Eqpt. \$500+ per item	\$ -		\$ -	
39		\$ -		\$ -	
	Computer Equipment/Printers, \$500+ per item	\$ -		\$ -	
40		\$ -		\$ -	
41	Furniture/Eqpt. under \$500 per item	\$ -		\$ -	
43	Purchases of Services	\$ -	\$ 12,527.00	\$ 12,527.00	Payments to early care and education providers on a direct allocation basis to enhance the NC Pre-K rate for children served in the NC Pre-K program whose families do not meet the Temporary Assistance for Needy Families (TANF) or Child Care Development Fund (CCDF) eligibility guidelines. This is for the SFY20-21 NC Pre-K providers, to include HeadStart, Cumberland County School system & private providers.
45	Stipends/Scholarships	\$ -		\$ -	
46	Cash Grants and Awards	\$ -		\$ -	
47	Non-Cash Grants and Awards	\$ -		\$ -	
	Total	\$ -	\$ 12,527.00	\$ 12,527.00	

Department Manager Signature _____

Date _____

Fiscal Year 2020/2021

Partnership for Children of Cumberland County, Inc. - FY 18/19 - 19/20 - 20/21 Proposed Smart Start Allocations
(Updated: October 19, 2020)

		Effective November 30, 2020						
PSC	AC	Activity	Contractor	BOARD APPROVED ON April 30, 2020 Projections for FY 20/21 100% Smart Start Allocations Effective 07- 01-2020	Requests for Reverted Funds and Portion of MAC Support Refund [Total Amount is \$425,592 PLUS \$567 PLUS \$6,554 EQUALS \$432,713]	FOR BOARD APPROVAL ON NOVEMBER 19, 2020 Projections for FY 20/21 Smart Start Allocations Effective 11-30-2020	Totals and Percentages to Ensure Smart Start Legislative Mandates Are Met	
		EC&E Subsidy [X3XX]						(1)
2341	002	Child Care Subsidy (TANF)	Partnership for Children	\$ 366,368	\$ -	\$ 366,368		(2)
2340	760	DSS Child Care Subsidy (TANF)	Department of Social Services	\$ 2,230,306	\$ 200,000	\$ 2,430,306		(3)
2341	218	FTCC CC Scholarship (TANF)	Fayetteville Technical Community College	\$ 207,260	\$ -	\$ 207,260		(4)
							\$ 3,003,934 45%	(5)
2361	021	Child Care Subsidy/Admin.	Partnership for Children	\$ 35,150	\$ -	\$ 35,150		(6)
2360	750	DSS CC Subsidy Support/Admin.	Department of Social Services	\$ 159,807	\$ 10,000	\$ 169,807		(7)
2361	256	FTCC CC Scholarship/Admin.	Fayetteville Technical Community College	\$ 11,450	\$ -	\$ 11,450		(8)
							\$ 216,407 3%	(9)
2347	022	Child Care Subsidy (Non-TANF)	Partnership for Children	\$ 59,500	\$ -	\$ 59,500		(10)
2347	210	Spainhour/Child Play Subsidy	Easter Seals UCP	\$ 91,716	\$ (45,858)	\$ 45,858		(11)
2342	034	NC Pre-K Enhancements (TANF)	Partnership for Children	\$ -	\$ 71,000	\$ 71,000		(12)
2348	035	NC Pre-K Enhancements (non-TANF)	Partnership for Children	\$ -	\$ 12,527	\$ 12,527	\$ 188,885 3%	(13)
							\$ 3,409,226 51%	(14)
		EC&E Quality [X1XX]						(15)
							(\$ 1,889,084.10 required)	
3104	001	Child Care Resource and Referral	Partnership for Children	\$ 1,389,200	\$ -	\$ 1,389,200		(16)
3107	720	WAGE\$	Child Care Services Association	\$ 371,554	\$ 150,000	\$ 521,554		(17)
							\$ 1,910,754 29%	(18)
							\$ 5,319,980 80%	(19)
							(\$ 4,681,211 required)	(20)
		Health/Safety [X4XX]					70% required/80% target	(21)
5410	259	ABCD [Assuring Better Child Health & Development]	4Cs (Carolina Collaborative Community Care)	\$ 92,238	\$ -	\$ 92,238		(22)
5413	032	Family Connect	Partnership for Children	\$ 100,000	\$ -	\$ 100,000		(23)
5417	220	Kindermusik	Kerri Hurley	\$ 57,209	\$ -	\$ 57,209		(24)
							\$ 249,447 4%	(25)
		Family Support [X5XX]						(26)
5505	232	Autism Circle of Parents Support Program	Autism Society of Cumberland County	\$ 45,000	\$ -	\$ 45,000		(27)
5505	031	All Children Excel	Partnership for Children	\$ 200,950	\$ -	\$ 200,950		(28)
5506	027	PFC Family Resource Center	Partnership for Children	\$ 158,144	\$ -	\$ 158,144		(29)
5506	033	Child Passenger Safety Car Seats	Partnership for Children	\$ 5,000	\$ -	\$ 5,000		(30)
5517	030	Community Engage. & Dev.	Partnership for Children	\$ 254,000	\$ 74,875	\$ 328,875		(31)
5523	262	Reach Out & Read (ROR)	4Cs (Carolina Collaborative Community Care)	\$ 16,500	\$ -	\$ 16,500		(32)

Partnership for Children of Cumberland County, Inc. - FY 18/19 - 19/20 - 20/21 Proposed Smart Start Allocations
(Updated: October 19, 2020)

PSC	AC	Activity	Contractor	BOARD APPROVED ON April 30, 2020 Projections for FY 20/21 100% Smart Start Allocations Effective 07- 01-2020	Requests for Reverted Funds and Portion of MAC Support Refund [Total Amount is \$425,592 PLUS \$567 PLUS \$6,554 EQUALS \$432,713]	FOR BOARD APPROVAL ON NOVEMBER 19, 2020 Projections for FY 20/21 Smart Start Allocations Effective 11-30-2020	Totals and Percentages to Ensure Smart Start Legislative Mandates Are Met		
							\$ 754,469	11%	(33)
		Program Support [X6XX]							(34)
5603	007	Planning, Monitoring & Evaluation	Partnership for Children	\$ 338,216	\$ -	\$ 338,216			(35)
							\$ 338,216	5%	(36)
							\$ 1,342,132	20%	(37)
							20% target		(38)
							\$ 6,662,112	100%	(39)
		Requests (Over)/Under Allocation							(40)
		TOTAL SERVICES		\$ 6,189,568	\$ 472,544	\$ 6,662,112			(41)
									(42)
9100	999	Administration	Partnership for Children	\$ 317,749	\$ 567	\$ 318,316	\$ 317,749	5%	(43)
9200	999	Fundraising - 1% Allowance of Total Allocation	Partnership for Children	\$ 65,730	\$ -	\$ 65,730	\$ 65,730	1%	(44)
		TOTAL ADMINISTRATION		\$ 383,479	\$ 567	\$ 384,046	(1% Fundraising Allowance)		(45)
									(46)
		TOTAL ALLOCATION		\$ 6,573,047	\$ 473,111	\$ 7,046,158	\$ 7,045,591		(47)

THE INFORMATION BELOW IS AN INTEGRAL COMPONENT TO THIS DOCUMENT.

\$ (40,398)
UNALLOCATED or
(OVER ALLOCATED)

Direct funding towards the highest priority needs, “move the needle” and have a substantial impact with collective strategic investments, and lead to the outcomes PFC desires for children, families, and/or early childhood professionals in the Early Childhood System. These outcomes can be grouped into three categories:

*Access outcomes includes the supports and services that all children and families should be able to access.

*Quality outcomes underscore what research and practice indicates; access alone does not provide the desired outcomes, high quality supports and services are essential.

*Equity outcomes target specific populations. With achievement gaps, disparities in health status, and the geographic and socioeconomic diversities in Cumberland County, there is a need to target resources and services to specific populations.

The FY 20/21 Smart Start Allocation Plan and organizational budget plan will be submitted to the Board for approval.

Legislative Mandates:

- (1) Not less than seventy percent (70%) of the funds spent in each year of the direct services allocation must be used for programs child care-related activities and early childhood education
- (2) Not less than thirty percent (30%) of the funds spent in each year of the direct services allocation must be used for child care subsidies
- (3) Because of the \$59m federal funding matching requirement, PFC is required to maintain child care subsidies at not less than \$2,803,934.

A Smart Start allocation reduction in any amount or percentage must come from other activities and not from the activities with PSC 2340 or PSC 2341.

**FACILITY AND TENANT COMMITTEE RECOMMENDATIONS
MEETING 8-17-2020**

RECOMMENDATIONS:

1. Approval for rental rate increases beginning Jan 1, 2021:

A. New Leases: (Current) {Proposed}

Non-Profit= (\$17.50) per sq/ft to {\$18.50} per sq/ft -any amount of sq/ft

For-Profit leasing over 300 sq/ft= (\$18.50) per sq/ft to {\$19.50} per sq/ft

For-Profit leasing under 300 sq/ft= (\$22.50) per sq/ft to {\$23.50} per sq/ft

B. Renewal leases (1 year term) = 5% increase to current rate at time of renewal

C. Renewal leases (3 year term)= 3% increase to current rate for each year

Public Engagement & Development Committee Information Meeting of October 1, 2020 Recommendations

- 1) Upon the next Bylaws change, it is recommended this committee be renamed to the Community Engagement and Development Committee to better align with board initiatives around community engagement and development and the Smart Start funded activity of Community Engagement and Development.

- 2) Also, upon the next bylaws change, it is further recommended the committee description be changed to:

The Community Engagement and Development Committee (CED) leads the Board's participation in community engagement and fund development. The CED Committee recommends policies for community engagement and fund development and provides opportunities for Board involvement in these activities. The committee will recommend plans and procedures, advise and support staff in their efforts to strengthen the early childhood system through stewardship of local resources, community engagement, strategic communication, volunteer recruitment and opportunities, outreach and education, plans, procedures, and community relations.

- 3) To ensure we are meeting the needs of families in our community and connecting families to resources, we recommend to only accept entries into our Family Focus Guide and materials in our lobby display that meet the following criteria:
 - a. Educationally relevant for families
 - b. Are not political
 - c. Have family-friendly images and language
 - d. Culturally relevant and culturally sensitive
 - e. Are a family-friendly resource

End of recommendations.

Planning and Evaluation Committee Recommendations

Meeting of October 13, 2020

I. Action Taken

- The Planning and Evaluation (P&E) Committee meeting minutes were reviewed and approved unanimously as presented.
- Recommended CAD Change by NCPC for Dual Subsidy Non-TANF was reviewed and approved.
-

II. Planning and Evaluation (P&E) Vice President updated the committee on:

- Planning, Monitoring, and Evaluation
 - Committee Membership
 - CAD Update
 - NCPC P&E Specific Audit Update
 - Update on Bidder's Meeting
 - Reviewer Recruitment

III. President's Report reviewed by Mary Sonnenberg

IV. Information

- RFP Allocation Cycle Webpage reviewed
- Updated Partnership for Children Website reviewed

**FACILITY AND TENANT COMMITTEE RECOMMENDATIONS
MEETING 10-19-2020**

RECOMMENDATIONS:

1. Approval for continued tenancy and lease renewal for the following organizations:
 - Boys & Girls Homes of NC
 - Empowered2Shift
2. Take August 2020 approved rent increase back to November Board for Approval.

Finance Committee Recommendations

Virtual Meeting – October 20, 2020

RECOMMENDATIONS

- A. ACH Processing – Accounting Policies and Procedures Section 9a: The Finance Committee recommends accepting the ACH Processing – Accounting Policies and Procedures Section 9a as presented.

INFORMATION

- A. Cumberland Financial Reports for September 2020 were distributed as an FYI:
 - 1. Smart Start
 - 2. NC Pre-Kindergarten
 - 3. South West Child Development Commission (SWCDC) – Region 5
 - 4. All Funding Sources
 - 5. Cash and In-Kind
- B. The September E-Trade Statement was provided for information.
- C. The Contingency Reversion Plan, Activity Budget Amendments and Proposed Smart Start Allocations were reviewed with the committee but no action was taken due to an issue with quorum.
- D. The committee reviewed and commented on the Timeline for Infrastructure Project
- E. The Monitoring Status updates for Fiscal, Program and NC Pre-K was provided during the meeting.

Partnership for Children of Cumberland County, Inc.

Accounting Policies and Procedures

Section 9a – ACH Payment Processing

Purpose:

To ensure that documents submitted for ACH payment are reviewed and processed, accurately and timely while maintaining internal controls and segregation of duties.

Definitions:

- Automated Clearing House (ACH) transactions are electronic payments that occur when money moves from one bank to another and can be used to pay vendors in lieu of a check.
- ACH Payment Authorization – Document approving the release of an ACH payment via PFC's banking portal.

1. Policies

- a. All policies related to payment processing will follow the Accounting Policies and Procedures Section 9 – Payment Processing up to the point of the actual printing of the check. This policy Section 9a – ACH Payment Processing is only for the ACH electronic payment process.
- b. The Partnership will utilize the Abila MIP Accounting Software to process the ACH vendor payments. Authorization for using Abila ACH processing must be granted and set up in advance by the IT Department of the North Carolina Partnership for Children (NCPC).
- c. The approved ACH electronic payment files will be transmitted through the Bank of America portal for disbursements to vendors. Authorization for using the banking portal must be granted and set up in advance by the Customer Service Department of Bank of America.
- d. A complete and approved Vendor Direct Deposit Authorization Form will be on file for all applicable vendors determined to be paid electronically. The current group of mandatory vendors will be Direct Service Providers (DSPs), NC Pre-K providers and subsidy providers. Other vendors may be selected by management as deemed necessary for expedient payment purposes.
- e. Pre-notifications (zero-dollar entries) are set up through the Abila MIP Accounting Software.
- f. The Vice President of Finance or the Accounting Manager will initiate and process ACH transactions using the accounting software. All ACH Payment Authorizations (batch printouts) will require two authorized signatures. Only Board-authorized signers (the Board Chair, Vice Chair, Treasurer and the President) may authorize payments to be released.
- g. Authorized signers shall not sign an ACH Payment to himself/herself or to an organization for which there is a real or perceived conflict of interest.
- h. Original source documents will be submitted to the authorized signers for ACH payment approvals.
- i. After two authorized check signers have approved the ACH Payment Authorization, electronic payments to the vendors will be released by the Vice President of Finance, the Accounting Manager or the President as documented by signature and date.
- j. No signature stamps are to be used.

Partnership for Children of Cumberland County, Inc.

Accounting Policies and Procedures

Section 9a – ACH Payment Processing

2. General Guidelines

- a. Sufficient cash must be on hand in the operating account to cover ACH payments prior to submission via the bank's portal.
- b. The ACH electronic payment submissions will follow the standard Check Signing Schedule.
- c. ACH transactions will be entered into separate payables sessions from transactions that will be paid through the standard check printing process.
- d. Accounts payables documents [invoices, RIPRs, etc.] paid by ACH will be filed in accordance with the standard process in the Accounting Policies and Procedures – Section 9 Payment Processing.

3. Procedures

- a. Vendor Direct Deposit Authorization
 - 1) During the contracting process, the Contracts Coordinator will provide a *Vendor Direct Deposit Authorization* form to the fiscal representative for each applicable vendor.
 - a) The preferred delivery method is email so that the information may be entered electronically before the form is printed, then signed and dated by an authorized representative. This is to preserve the legibility of the document.
 - b) The Contracts Coordinator will forward the completed form to the Vice President of Finance and the Accounting Manager for inclusion of the vendor information into the Abila MIP accounting software. The hard copy forms will be on file with the Accounting Manager.
 - 2) The *Vendor Direct Deposit Authorization* form, must be signed, dated and submitted by an authorized representative in order to:
 - a) Cancel ACH transactions;
 - b) Change account type;
 - c) Change financial institutions and/or
 - d) Change routing or account numbers.
- b. The standard procedures for payment processing will follow the Accounting Policies and Procedures – Section 9 Payment Processing. The Vice President of Finance or the Accounting Manager will print checks for vendors who will not be paid electronically and will print vouchers for the electronic payments. The vouchers are similar to checks but are printed on blank paper.
- c. **BEFORE** electronic submission to the bank, the ACH vendor listing containing payment amounts; along with the vouchers attached to the standard original supporting documents will be submitted to the authorized signers. Two authorized signatures on the ACH Payment Authorization form will serve as approval for the Vice President of Finance or the Accounting Manager to submit the data file to Bank of America through the established banking portal.

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

Section 9a – ACH Payment Processing

- d. The Vice President of Finance or the Accounting Manager will complete the electronic transmission process by following Bank of America's ACH Voice Response Unit (VRU) Security Procedure. This procedure requires calling into the bank and providing details about the batch totals. Having access to a telephone is required for this step. **IMPORTANT – If this step is not processed, the batch will NOT be transmitted and will be held until the VRU security step is completed.** The bank will call and email the President, Vice President of Finance and Accounting Manager as a reminder that a batch has been submitted and not verified for release.
 - e. The remainder of the accounts payable process for canceling the invoices, filing the documents, etc. will follow the Accounting Policies and Procedures Section 9 – Payment Processing.
- 4. Attachments/Forms** – Attachments/Forms may be updated annually. Other modifications or replacements which do not significantly alter content may occur periodically. For updates, please contact the PFC Accounting Unit staff.
- a. Vendor Direct Deposit Authorization form
 - b. ACH Payment Authorization form
 - c. MIP Fund Accounting Electronic Funds Transfer for A/P User's Guide
 - d. Steps for Processing ACH Transactions via Abila MIP Accounting
 - e. Bank of America ACH Voice Response Unit (VRU) Security Procedures
 - f. Bank of America's Secure Web Transmission Interface User Guide [B2Bi Portal]

President

Board **Policies** Approval Date [*Executive Committee or Board approval required*]

Procedures Approval Date [*does not require Board approval*]

July 1, 2020

Procedures Effective Date

Policies:

Created/Board Approved – October 2020; Effective – July 2020

Procedures:

Created/Board Approved – October 2020; Effective – July 2020

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

FOOTNOTES FOR FINANCIAL REPORTS September 30, 2020

FOOTNOTES - BALANCE SHEET

A. The cash accounts at September 30, 2020 total \$1,800,172.37.

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	\$243,865.46	n/a	n/a	n/a	.50%
Select Bank	CD	\$103,126.82	15	05/20/21	1.10%	1.11%
Lumbee Bank	CD	\$102,285.66	15	05/21/21	.55%	.55%
Lumbee Bank	Checking	\$125.00	n/a	n/a	n/a	n/a
E-Trade	Financial Trades	\$68,000.00	n/a	n/a	n/a	n/a
Cumberland Community Foundation	Beneficial Interest in Endowment Fund	\$31,384.00	n/a	n/a	n/a	n/a
TOTAL		\$548,786.94				

B. Employees' payroll deductions at September 30, 2020 from the current month and from prior months total \$(7,501.26) which includes \$7,050.00 of pre-funded HRA/FSA anticipated to be deducted by Blue Cross and Blue Shield in November 2020. These accounts are reconciled on a monthly basis and at yearend to ensure that the correct amounts are being accounted for.

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

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

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

FOOTNOTES FOR FINANCIAL REPORTS

September 30, 2020

FOOTNOTES - SMART START GRANT SPREADSHEET

SERVICES (In-House Activities): The Smart Start grants for all of the Service budgets are in contract at 85% of full allocation effective July 1, 2020.

DIRECT SERVICE PROVIDERS: The Smart Start grants for all of the Direct Service Providers (DSPs) budgets are in contract at 85% of full allocation effective July 1, 2020.

ADMINISTRATION: The Smart Start grant for the Administration budget is in contract at 85% of full allocation effective July 1, 2020.

Partnership for Children of Cumberland County, Inc.
Balance Sheet
September 30, 2020

Assets

Bank of America Checking Account	\$ 1,250,985.43	} A
PNC Bank - Money Market Reserve	243,865.46	
Select Bank - Certificate of Deposit	103,126.82	
Lumbee Bank - Certificate of Deposit	102,285.66	
Lumbee Bank - Checking Account [from investments]	125.00	
E-Trade Funds Account	68,000.00	
Petty Cash, Change Funds, Undeposited Receipts	400.00	
Beneficial Interest in Community Foundation	31,384.00	
	<hr/>	
Total Assets	1,800,172.37	
	<hr/> <hr/>	

Liabilities and Net Assets

Vendor Accounts Payable		
<i>Due to keyed A/P session with inconsistent date</i>	(11,700.00)	
Forfeited FSA and HRA Pre-Funding	(7,177.49)	} B
COBRA Insurances	0.41	
Health Insurance Payable	70.77	
Flex-Spending Payable	(399.02)	
AFLAC Payable	0.36	
Dental Insurance Payable	3.06	
Vision Payable	0.68	
Legal Shield Payable	(0.03)	
Tenant Security Deposits	23,349.30	
Unrestricted Net Assets	1,054,926.88	
Temporarily Restricted Net Assets	149,030.53	
Permanently Restricted Net Assets	31,384.00	C
Excess Revenues over (under) Expenditures	560,682.92	
	<hr/>	
Total Liabilities and Net Assets	\$ 1,800,172.37	
	<hr/> <hr/>	

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC. - SMART START GRANT - FY 2020 - 2021

FY 20/21 SMART START 85% ALLOCATION		\$5,587,090
TOTAL ALLOCATION FOR ADMINISTRATION ----->		\$325,958
FY 20/21 Smart Start Admin Base Allocation	\$270,087	
FY 20/21 Addition of 1% Fundraising Grant [9200-990]	\$55,871	
TOTAL ALLOCATION FOR SERVICES ----->		\$5,261,132
FY 20/21 Smart Start Services Allocation :	\$5,317,003	
FY 20/21 Reduction for 1% Fundraising Grant [9200-990]	\$ (55,871)	
Carryforward Funds from FY19/20 to be used in FY20/21	\$0	

								AS OF SEPTEMBER 2020			
									If monthly spending was equal, at month-end, the percentages should be:		
									25%	75%	
								EXPENDITURES			
Activity		Agency		10/15/20 Budget	Advances	August	September	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		\$ 1,895,760.00		\$ 338,781.00	\$ 287,682.00	\$ 942,223.00	\$ 953,537.00	50%	50%
2	CCR&R - Subsidy	IH Partnership for Children		\$ 311,413.00		\$ -	\$ -	\$ -	\$ 311,413.00	0%	100%
3	Child Care Scholarships	Fayetteville Tech. Com. College		\$ 176,171.00		\$ -	\$ 14,346.20	\$ 14,346.20	\$ 161,824.80	8%	92%
4	NC Pre-K Susidy TANF	IH Partnership for Children		\$ -		\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
		ECE Subsidy TANF Total:	45%	\$ 2,383,344.00	\$ -	\$ 338,781.00	\$ 302,028.20	\$ 956,569.20	\$ 1,426,774.80	40%	
		Minimum of 39% Required									
Early Care & Education Subsidy - Non-TANF											
5	CCR&R - Non-TANF Dual Subsidy	IH Partnership for Children		\$ 50,575.00		\$ -	\$ -	\$ -	\$ 50,575.00	0%	100%
6	Spainhour/Child Play	Easter Seals UCP		\$ 77,957.00		\$ -	\$ -	\$ -	\$ 77,957.00	0%	100%
7	NC Pre-K Subsidy Non-TANF	IH Partnership for Children		\$ -		\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
		ECE Subsidy Non-TANF Total:	2%	\$ 128,532.00	\$ -	\$ -	\$ -	\$ -	\$ 128,532.00	0%	
Early Care & Education Subsidy - Administration											
8	Subsidy Support Staff	Dept. of Social Services		\$ 135,836.00		\$ 79,513.32	\$ -	\$ 135,836.00	\$ -	100%	0%
9	Child Care Scholarship - Admin Support	Fayetteville Tech. Com. College		\$ 9,733.00		\$ 398.65	\$ 1,158.56	\$ 1,557.21	\$ 8,175.79	16%	84%
10	CCR&R - Subsidy Administration	IH Partnership for Children		\$ 29,877.00		\$ -	\$ -	\$ 6.29	\$ 29,870.71	0%	100%
		ECE Subsidy Administration Total	3%	\$ 175,446.00	\$ -	\$ 79,911.97	\$ 1,158.56	\$ 137,399.50	\$ 38,046.50	78%	
Early Care & Education Quality & Affordability											
11	CCR&R - Core Services	IH Partnership for Children		\$1,151,699.00		\$ 97,952.28	\$ 103,333.92	\$ 340,652.73	\$ 811,046.27	30%	70%
12	WAGE\$	Child Care Svcs. Association		\$ 315,821.00		\$ 77,316.27	\$ 27,775.00	\$ 105,091.27	\$ 210,729.73	33%	67%
		ECE Quality Total:	28%	\$ 1,467,520.00	\$ -	\$ 175,268.55	\$ 131,108.92	\$ 445,744.00	\$ 1,021,776.00	30%	
		Minimum of 70% Total Required		79%							

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC. - SMART START GRANT - FY 2020 - 2021

FY 20/21 SMART START 85% ALLOCATION	\$5,587,090
TOTAL ALLOCATION FOR ADMINISTRATION ----->	\$325,958
FY 20/21 Smart Start Admin Base Allocation	\$270,087
FY 20/21 Additon of 1% Fundraising Grant [9200-990]	\$55,871
TOTAL ALLOCATION FOR SERVICES ----->	\$5,261,132
FY 20/21 Smart Start Services Allocation :	\$5,317,003
FY 20/21 Reduction for 1% Fundraising Grant [9200-990]	\$ (55,871)
Carryforward Funds from FY19/20 to be used in FY20/21	\$0

										AS OF SEPTEMBER 2020	
										If monthly spending was equal, at month-end, the percentages should be:	
										25%	75%
										% of Budget Expended	% of Available Funds

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

FY 20/21 Revenues per Contract		Fiscal Year 2020/ 2021	
\$ 8,398,200	NC Pre-k Grant Payments to Providers		
\$ 174,963	2% CCDF Quality Funds		
\$ 174,963	2% New Capacity Building Funds		
\$ 349,927	4% Administrative Fee	as of September 30, 2020	
\$ 9,098,053	Total NC Pre-k Grant	SHOULD BE	
		25%	75%

FUND	FY 20/21 Budget								Remaining	% of	% of
	Activity		7/1/2020	July	August	September	Y-T-D	Budget	Budget Expended	Available Funds	
211	9100-999	Administrative Operations		\$ 5,565.00	\$ 5,560.33	\$ 4.67	\$ -	\$5,565.00	\$0.00	100%	0%
	3104-001	CCR&R - Core		\$ 92,383.00	\$ 12,125.90	\$ 8,194.58	\$ 8,047.06	\$28,367.54	\$64,015.46	31%	69%
	3323-017	NC Pre-k Coordination (In-Direct)		\$ 251,979.00	\$ 24,324.63	\$ 18,794.02	\$ 16,990.39	\$60,109.04	\$191,869.96	24%	76%
		Fund 211 Sub-Total		\$ 349,927.00	\$42,010.86	\$26,993.27	\$25,037.45	\$94,041.58	255,885.42	27%	73%
206	2342-015	NC Pre-k Subsidy (Direct - Child Reimbursement) - State Funds		\$ 452,862.00	\$ -	\$ -	\$ -	\$0.00	\$452,862.00	0%	100%
	2348-015	NC Pre-K Non-TANF/CCDF - State Funds		\$ 99,409.00	\$ -	\$ -	\$ -	\$0.00	\$99,409.00	0%	100%
		Fund 206 Sub-Total		\$ 552,271.00	\$0.00	\$0.00	\$0.00	\$0.00	\$552,271.00	0%	100%
210	2342-015	NC Pre-k Subsidy (Direct - Child Reimbursement) - State Funds		\$ 3,488,945.00	\$ -	\$ -	\$ -	\$0.00	\$3,488,945.00	0%	100%
	2348-015	NC Pre-K Non-TANF/CCDF - State Funds		\$ 765,866.00	\$ -	\$ -	\$ -	\$0.00	\$765,866.00	0%	100%
		Fund 210 Sub-Total		\$ 4,254,811.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,254,811.00	0%	100%
319	2342-015	NC Pre-k Subsidy TANF (Direct - Child Reimbursement) - Federal Funds		\$ 2,980,628.00	\$ -	\$ 37,050.00	\$ 527,050.00	\$564,100.00	\$2,416,528.00	19%	81%
	2348-015	NC Pre-K Non-TANF/CCDF - Federal Funds		\$ 610,490.00	\$ -	\$ 9,750.00	\$ -	\$9,750.00	\$600,740.00	2%	98%
		Fund 319 Sub-Total		\$ 3,591,118.00	\$0.00	\$46,800.00	\$527,050.00	\$573,850.00	\$ 3,017,268.00	16%	232%
328	3322-017	NC Pre-K New CCDF Quality Funds - Federal Funds		\$ 174,963.00	\$ 32,785.37	\$ 3,338.54	\$ 7,015.72	\$43,139.63	\$131,823.37	25%	75%
212	3323-017	NC Pre-K New Capacity Building Funds - State Funds		\$ 150.00	\$ 150.00	\$ -	\$ -	\$150.00	\$0.00	100%	0%
212	9100-999	NC Pre-K New Capacity Building Funds - State Funds		\$ 174,813.00	\$ 18,481.30	\$ 19,600.85	\$ 20,211.33	\$58,293.48	\$116,519.52	33%	67%
		Fund 212 Sub-Total		\$ 174,963.00	\$18,631.30	\$19,600.85	\$20,211.33	\$58,443.48	\$116,519.52		67%

Total Budget Remaining \$8,328,578.31

Total NC Pre-K Grant	\$ 9,098,053.00
Unallocated NC Pre-k Revenues	\$ -
Total NC Pre-k Grant Expended	\$93,427.53 \$96,732.66 \$579,314.50 \$769,474.69
Total State Funds	\$5,331,972
Total Federal Funds	\$3,766,081
Total NC Pre-K Grant	\$9,098,053.00

Partnership for Children of Cumberland County, Inc.

Region 5 DCDEE Lead Agency Grant
Fiscal Year 2020 - 2021

TOTAL FY 2020 - 2021 REGION 5 LEAD AGENCY ALLOCATION

\$489,097.00

FY 2020 - 2021 10% Overhead / Administration Allocation

\$44,063.00

FY 2020 - 2021 Program/Services Allocation

\$445,034.00

as of September 30, 2020

		EXPENDITURES							
Activity		07/01/20 Budget	July	August	September	Y-T-D	Remaining Budget	25% % of Budget Expended	75% % of Available Funds
Region 5 Lead Agency - Core Services		\$ 246,166.00	\$ 21,576.49	\$ 16,888.30	\$ 20,513.99	\$ 58,978.78	\$ 187,187.22	24%	76%
Core Services - 10% Overhead/Administration for CCR&R		\$ 1,100.00	\$ 82.63	\$ 89.73	\$ 102.87	\$ 275.23	\$ 824.77	25%	75%
Core Services - 10% Overhead/Administration for Admin Ops		\$ 29,299.00	\$ 6.26	\$ 43.29	\$ 5,492.13	\$ 5,541.68	\$ 23,757.32	19%	81%
Contracts & Grants - Anson County		\$ 9,954.00	\$ -	\$ -	\$ -	\$ -	\$ 9,954.00	0%	100%
Contracts & Grants - Montgomery County		\$ 8,345.00	\$ -	\$ -	\$ -	\$ -	\$ 8,345.00	0%	100%
Contracts & Grants - Moore County		\$ 29,399.00	\$ -	\$ -	\$ -	\$ -	\$ 29,399.00	0%	100%
Contracts & Grants - Richmond County		\$ 14,528.00	\$ -	\$ -	\$ -	\$ -	\$ 14,528.00	0%	100%
		\$ 338,791.00	\$ 21,665.38	\$ 17,021.32	\$ 26,108.99	\$ 64,795.69	\$ 273,995.31	19%	81%
Region 5 Infant Toddler Project		\$ 136,642.00	\$ 7,367.79	\$ 6,614.01	\$ 11,687.92	\$ 25,669.72	\$ 110,972.28	19%	81%
Infant Toddler - 10% Overhead/Administration for CCR&R		\$ 1,545.00	\$ 31.95	\$ 15.56	\$ 68.23	\$ 115.74	\$ 1,429.26	7%	93%
Infant Toddler - 10% Overhead/Administration for Admin Ops		\$ 12,119.00	\$ -	\$ -	\$ 2,386.46	\$ 2,386.46	\$ 9,732.54	20%	80%
		\$ 150,306.00	\$ 7,399.74	\$ 6,629.57	\$ 14,142.61	\$ 28,171.92	\$ 122,134.08	19%	81%
Region 5 Healthy Social Behaviors Project	10 month contract for FY20-21 [09/01/2020 - 06/30/2021]	\$ -	\$ -	\$ -	\$ 9,676.55	\$ 9,676.55	\$ (9,676.55)	#DIV/0!	#DIV/0!
Healthy Social Behavior - 10% Overhead/Administration for CCR&R		\$ -	\$ -	\$ -	\$ 78.05	\$ 78.05	\$ (78.05)	#DIV/0!	#DIV/0!
Healthy Social Behavior - 10% Overhead/Administration for Admin Ops		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
		\$ -	\$ -	\$ -	\$ 9,754.60	\$ 9,754.60	\$ (9,754.60)	#DIV/0!	#DIV/0!
Total Allocated DCD Funds Remaining							\$ 386,374.79		

Summary for 10% Overhead / Administration	PFC	\$ 44,063.00	\$ 120.84	\$ 148.58	\$ 8,127.74	\$ 8,397.16	\$ 35,665.84	19%	81%
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Partnership for Children of Cumberland County, Inc.

All Funding Sources

Fiscal Year 2020 - 2021

FUND CODE		July 1, 2020 Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance
			July	August	September	YTD	July	August	September	YTD	
	RESTRICTED FUNDS										
206	NC Pre-K Grant - State Funds (per child)	\$ 11,224.00	\$ -	\$ -	\$ -	\$ -	\$ 11,224.00	\$ -	\$ -	\$ 11,224.00	\$ -
210	NC Pre-K Expansion Grant - Lottery Funds - STATE FUNDS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
211	NC Pre-K Grant - 4% Admin Fees	\$ 2,614.45	\$ -	\$ -	\$ -	\$ -	\$ 44,625.31	\$ 26,993.27	\$ 25,037.45	\$ 96,656.03	\$ (94,041.58)
211	1/10 CASH PAYMENT from DCDEE -NC Pre-K Grant	\$ -	\$ -	\$ -	\$ 52,489.00	\$ 52,489.00		\$ -	\$ -	\$ -	\$ 52,489.00
212	NC Pre-K Capacity Building Grant - State Funds	\$ (25,234.78)	\$ 25,234.78	\$ -	\$ -	\$ 25,234.78	\$ 18,631.30	\$ 19,600.85	\$ 20,211.33	\$ 58,443.48	\$ (58,443.48)
319	NC Pre-K Grant (per slot) - Federal Funds	\$ 800.00	\$ 46,800.00	\$ -	\$ -	\$ 46,800.00	\$ 800.00	\$ 46,800.00	\$ -	\$ 47,600.00	\$ -
319	1/10 CASH PAYMENT from DCDEE -NC Pre-K Grant	\$ -	\$ -	\$ -	\$ 839,820.00	\$ 839,820.00	\$ -	\$ -	\$ 538,750.00	\$ 538,750.00	\$ 301,070.00
328	NC Pre-K Grant CCDF Quality Funds- Federal Funds	\$ (27,851.21)	\$ 27,851.20	\$ -	\$ 32,785.37	\$ 60,636.57	\$ 32,785.37	\$ 3,338.54	\$ 7,015.72	\$ 43,139.63	\$ (10,354.27)
	Sub-total for NC Pre-K	\$ (38,447.54)								Sub-total	\$ 190,719.67
301	Family CareGivers Program	\$ (2,067.12)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2.80	\$ 607.00	\$ 609.80	\$ (2,676.92)
307	DCD Grant - SWCDC	\$ 43,760.32	\$ -	\$ -	\$ 44,550.54	\$ 44,550.54	\$ 65,425.67	\$ 17,021.32	\$ 26,108.99	\$ 108,555.98	\$ (20,245.12)
312	Region 5 - Infant/Toddler Project	\$ 4,600.46	\$ -	\$ -	\$ 17,171.40	\$ 17,171.40	\$ 12,000.16	\$ 6,629.57	\$ 14,142.61	\$ 32,772.34	\$ (11,000.48)
313	Region 5 - Healthy Social Behavior	\$ (19,631.60)	\$ -	\$ 53,343.58	\$ (6,902.46)	\$ 46,441.12	\$ 15,193.55	\$ 11,615.95	\$ 9,754.60	\$ 36,564.10	\$ (9,754.58)
807	Region 5 - Program Income	\$ -	\$ 18.60	\$ -	\$ 90.00	\$ 108.60	\$ 2,049.59	\$ 1,614.67	\$ (3,664.26)	\$ -	\$ 108.60
	Sub-total for Other Restricted	\$ 26,662.06								Sub-total	\$ (43,568.50)
147	Smart Start - Admin. (FY 19/20)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (76.80)	\$ -	\$ -	\$ (76.80)	\$ 76.80
148	Smart Start - Services (FY 19/20)	\$ 423,177.17	\$ -	\$ -	\$ -	\$ -	\$ 422,895.57	\$ -	\$ -	\$ 422,895.57	\$ 281.60
149	Smart Start - Admin. (FY 20/21)	\$ -	\$ 47,916.00	\$ 31,062.00	\$ 31,408.00	\$ 110,386.00	\$ 46,288.95	\$ 31,423.89	\$ 26,218.51	\$ 103,931.35	\$ 6,454.65
150	Smart Start - Services (FY 20/21)	\$ -	\$ 428,316.00	\$ 277,665.00	\$ 280,750.00	\$ 986,731.00	\$ 238,453.64	\$ 190,930.07	\$ 204,600.34	\$ 633,984.05	\$ 352,746.95
201	MAC SS Grant (Accting/Contracting)	\$ -	\$ -	\$ 16,352.00	\$ -	\$ 16,352.00	\$ 8,852.20	\$ 6,495.53	\$ 4,176.42	\$ 19,524.15	\$ (3,172.15)
216	Dolly Parton's Imagination Library	\$ 1,281.70	\$ -	\$ 7,500.00	\$ -	\$ 7,500.00	\$ -	\$ -	\$ 1,179.00	\$ 1,179.00	\$ 7,602.70
801	Program Income (SS Related)	\$ 68,725.43	\$ 3,002.57	\$ 6,554.19	\$ 6,405.17	\$ 15,961.93	\$ 6,708.39	\$ 254.19	\$ 320.31	\$ 7,282.89	\$ 77,404.47
804	GEMS Shared Services (PI SS Related)	\$ 1,300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,300.00
902	COBRA - Employee Insurance Withholdings	\$ 34.87	\$ 88.22	\$ 53.75	\$ 88.22	\$ 230.19	\$ 88.22	\$ 88.22	\$ 88.21	\$ 264.65	\$ 0.41
	Sub-total for Smart Start & Related	\$ 494,519.17								Sub-total	\$ 442,695.43

Partnership for Children of Cumberland County, Inc.

All Funding Sources

Fiscal Year 2020 - 2021

FUND CODE		July 1, 2020 Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance
			July	August	September	YTD	July	August	September	YTD	
	UNRESTRICTED FUNDS										
208	Unrestricted State Revenues - For Operating Purposes	\$ 15,140.22	\$ -	\$ -	\$ -	\$ -	\$ 2,163.46	\$ 1,704.37	\$ 1,538.51	\$ 5,406.34	\$ 9,733.88
	Unrestricted State Revenues - Invested in CDs and Money Market Account	\$ 488,220.41	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 488,220.41
501	Individual Gifts & Donations	\$ 50,620.59	\$ 775.00	\$ 1,963.25	\$ 580.00	\$ 3,318.25	\$ (1,838.70)	\$ (77.12)	\$ 264.51	\$ (1,651.31)	\$ 55,590.15
515	Vending Machine Commissions	\$ 340.38	\$ 41.41	\$ 13.13	\$ 15.82	\$ 70.36	\$ -	\$ -	\$ -	\$ -	\$ 410.74
518	Kohl's Corporate Grants	\$ 4,356.34	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,356.34
536	The CarMax Foundation Grant	\$ 9,834.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,834.10
537	Foundation for the Carolinas Grant via Long Leaf Foundation	\$ 2,010.81	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,010.81
539	Foundation for the Carolinas Grant - Operation Restoration	\$ 90,712.50	\$ 75,000.00	\$ -	\$ -	\$ 75,000.00	\$ -	\$ -	\$ -	\$ -	\$ 165,712.50
543	CC Foundation - Family Connect Grant	\$ 33,922.64	\$ -	\$ -	\$ -	\$ -	\$ 5,913.18	\$ 4,379.89	\$ 4,495.03	\$ 14,788.10	\$ 19,134.54
544	Falcon Children's Home - Car Seat Safety Program Donation	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
545	CC Foundation - Toilet Training Grant	\$ 7,572.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 720.00	\$ 720.00	\$ 6,852.00
802	PFCRC II (Non-Smart Start)	\$ 85,333.91	\$ 12,545.66	\$ 18,758.05	\$ 13,667.77	\$ 44,971.48	\$ 8,816.29	\$ 8,140.11	\$ 41,867.50	\$ 58,823.90	\$ 71,481.49
806	Forward March Conference	\$ 42,408.25	\$ -	\$ (7,250.00)	\$ (1,500.00)	\$ (8,750.00)	\$ -	\$ -	\$ -	\$ -	\$ 33,658.25
809	Hoke County Consumer Ed (not program income)	\$ -	\$ -	\$ -	\$ 1,787.23	\$ 1,787.23	\$ -	\$ 1,787.23	\$ 4,264.26	\$ 6,051.49	\$ (4,264.26)
812	PFCRC II - Administration	\$ 34,462.52	\$ 4,750.00	\$ 4,750.00	\$ 4,750.00	\$ 14,250.00	\$ 6,453.15	\$ 3,785.32	\$ 4,301.05	\$ 14,539.52	\$ 34,173.00
815	Hoke - Contracted Eval (not program income)	\$ 19,099.46	\$ -	\$ -	\$ -	\$ -	\$ 3,903.51	\$ 138.43	\$ -	\$ 4,041.94	\$ 15,057.52
816	Contracted Data Services	\$ 3,448.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,448.15
820	Fundraising - PFC Annual Soiree	\$ 108,763.71	\$ 3,702.27	\$ -	\$ -	\$ 3,702.27	\$ 8,051.83	\$ 250.00	\$ 5.85	\$ 8,307.68	\$ 104,158.30
822	Fundraising - PFC Annual Soiree - Kidstuff	\$ 3,702.27	\$ (3,702.27)	\$ -	\$ -	\$ (3,702.27)	\$ -	\$ -	\$ -	\$ -	\$ -
824	Fundraising - PFC Annual Soiree - Administrative Allocation	\$ 6,587.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,587.08
825	Capital Projects Fund	\$ 21,578.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,578.00
827	Fundraising - Mission Moments	\$ 139.52	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 139.52
828	Fundraising - Early Care & Education Initiatives	\$ 1,804.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,804.28
897	Sales Tax	\$ (10,066.79)	\$ -	\$ -	\$ 10,066.79	\$ 10,066.79	\$ 282.24	\$ 1,005.27	\$ 1,186.21	\$ 2,473.72	\$ (2,473.72)
899	Interest Income (from Investment Funds)	\$ 29,160.94	\$ 10.33	\$ 9.26	\$ 2.00	\$ 21.59	\$ -	\$ -	\$ -	\$ -	\$ 29,182.53

Partnership for Children of Cumberland County, Inc.

All Funding Sources

Fiscal Year 2020 - 2021

FUND CODE		July 1, 2020 Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance
			July	August	September	YTD	July	August	September	YTD	
904	Forfeited FSA	\$ (7,022.87)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 154.62	\$ 154.62	\$ (7,177.49)
905	Employee Withholding	\$ (1,046.13)	\$ 39,684.19	\$ 24,592.14	\$ 27,701.87	\$ 91,978.20	\$ 39,412.59	\$ 24,438.65	\$ 27,405.01	\$ 91,256.25	\$ (324.18)
	Sub-total for Unrestricted Funds	\$ 1,046,082.29								Sub-total	\$ 1,073,883.94
	INFORMATION TECHNOLOGY										
992	PFC IT Management	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 417.42	\$ 260.72	\$ 305.36	\$ 983.50	\$ (983.50)
993	IT - Core	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,017.26	\$ 1,017.26	\$ (1,017.26)
994	IT - Outside Agencies	\$ 113,633.77	\$ 6,666.85	\$ 6,925.53	\$ 4,484.00	\$ 18,076.38	\$ 10,233.17	\$ 8,109.27	\$ 6,867.68	\$ 25,210.12	\$ 106,500.03
995	IT - PFC Enhanced	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (414.02)	\$ (414.02)	\$ 414.02
996	IT - PFC Regular	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (144.54)	\$ (144.54)	\$ 144.54
	Sub-total for Information Technology	\$ 113,633.77								Sub-total	\$ 105,057.83
	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	\$ 1,673,833.75								TOTAL	\$ 1,800,172.37

ADDITIONAL SUMMARIZED INFORMATION
USR
Operating Cash 9,733.88
Investments 488,220.41
\$ 497,954.29

NCPK
Operating Cash (162,839.33)
Cash Advance 353,559.00
\$ 190,719.67

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

Cash & In-Kind Contributions Report Fiscal Year 2020/2021

Total Smart Start Allocation: \$ 5,587,090.00
 Target Cash & In-Kind Required (19%): \$ 1,061,547.10
 Target Cash Required (≥13%): \$ 726,321.70
 Target In-Kind Required (±6%): \$ 335,225.40

1

CASH DONATIONS		July	August	September	Y-T-D
Cash Donations - In-House					
Board & Committee Donations	501-4410	\$ 20.00	\$ 590.00	\$ 315.00	\$ 925.00
Staff Donations	501-4410	\$ -	\$ 128.00	\$ -	\$ 128.00
Donations - General Admin Operations	501-4410	\$ 755.00	\$ 1,245.25	\$ 265.00	\$ 2,265.25
Donations - Vending Machine Proceeds	515-4410	\$ 41.41	\$ 13.13	\$ 15.82	\$ 70.36
Donations - PFC Annual Engagements	531-4410	\$ -	\$ -	\$ -	\$ -
Donations - Forward March Conference	806-4830	\$ -	\$ -	\$ -	\$ -
Donations - Fundraising Events 2018	820-4611	\$ -	\$ -	\$ -	\$ -
Donations - Fundraising Events 2019	820-4611	\$ -	\$ -	\$ -	\$ -
Donations - Fundraising Event Sales 2019	820-4601	\$ -	\$ -	\$ -	\$ -
Donations - Fundraising Event Sales 2020	820-4601	\$ -	\$ -	\$ -	\$ -
Program Income - Rent from Resource Center I	801-4824	\$ 2,787.57	\$ 5,589.19	\$ 4,029.67	\$ 12,406.43
Program Income - Conference Room Rental RCI	801-4762	\$ -	\$ -	\$ -	\$ -
Program Income - Nurturing Parenting Workshop F	801-4836	\$ -	\$ -	\$ -	\$ -
Program Income - Tenant Copier Fees	801-5311	\$ 96.52	\$ -	\$ 42.70	\$ 139.22
Program Income - CCR&R Workshop Fees	801-4823	\$ 215.00	\$ 965.00	\$ 3,035.00	\$ 4,215.00
Program Income - CCR&R Resource Library Fees	801-4823	\$ -	\$ -	\$ 22.50	\$ 22.50
Program Income - PDCC IACET Workshop Fees	801-4822	\$ -	\$ -	\$ -	\$ -
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	\$ 4,750.00	\$ 4,750.00	\$ 4,750.00	\$ 14,250.00
Cost Reduction - Car Seat Program Parent Fees	146-6902	\$ -	\$ -	\$ 60.00	\$ 60.00
Quality Enhancement - Cash Matches	144-6904	\$ -	\$ -	\$ -	\$ -
Cost Reduction - Unlimited Online Learning	144-5317	\$ -	\$ -	\$ -	\$ -
Total Cash Donations - In-House		\$ 8,665.50	\$ 13,280.57	\$ 12,535.69	\$ 34,481.76

Cash Donations - Direct Service Providers					
1st Quarter (July - September)				\$ -	
2nd Quarter (October - December)				\$ -	
3rd Quarter (January - March)				\$ -	
4th Quarter (April - June)				\$ -	
PFC Child Care Subsidy Parent Fees	\$ -			\$ -	
Total Cash Donations - Direct Service Providers	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL CASH DONATIONS	\$ 8,665.50	\$ 13,280.57	\$ 12,535.69	\$ 34,481.76	
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2

GRANTS					
Carmax Foundation (100% Private Grants)	536-4426			\$ -	
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			\$ -	
TOTAL GRANTS	\$ -	\$ -	\$ -	\$ -	0.6%

IN-KIND DONATIONS					
In-Kind Donations - In-House					
In-Kind Donations - Volunteer Time	\$ 63.15			\$ 63.15	
Discounts on Materials - Kaplan				\$ -	
Discounts on Materials - Brame				\$ -	
Discounts on Materials - Discount School Supply				\$ -	
Discounts on Materials - Lakeshore				\$ -	
Discounts on Software - Techsoup Stock				\$ -	
Donations - Other In-Kind				\$ -	
PFC Staff Donations - Supplies and Mileage				\$ -	
PFC Board Member Donations - Supplies and Mileage				\$ -	
Total In-Kind Donations - In-House	\$ 63.15	\$ -	\$ -	\$ 63.15	

In-Kind Donations - Direct Service Providers					
1st Quarter (July - September)				\$ -	
2nd Quarter (October - December)				\$ -	
3rd Quarter (January - March)				\$ -	
4th Quarter (April - June)				\$ -	
Total In-Kind Donations - Direct Service Providers			\$ -	\$ -	

TOTAL IN-KIND DONATIONS	\$ 63.15	\$ -	\$ -	\$ 63.15	0.0%
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GRAND TOTAL	\$ 8,728.65	\$ 13,280.57	\$ 12,535.69	\$ 34,544.91	0.6%
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3

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

\$ (1,027,002.19)

4



September 1, 2020 - September 30, 2020

Account Number: [REDACTED]

Account Type: NON-PROFIT

E*TRADE Securities LLC

P.O. Box 484

Jersey City, NJ 07303-0484

1-800-ETRADE-1 (1-800-387-2331)

etrade.com Member FINRA/SIPC

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E*TRADE Securities
Investment Account

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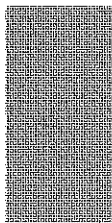
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0066648 01 AB 0.416 01 TR 00269 EFAD0504 000001



PARTNERSHIP FOR CHILDREN OF CU
351 WAGONER DRIVE SUITE 200
FAYETTEVILLE NC 28303-4672

**Account At A Glance****\$77,355.55**

As of 08/31/20

\$76,731.37

As of 09/30/20

Net Change: \$-624.18

E*TRADE

▲ DETACH HERE

PARTNERSHIP FOR CHILDREN OF CU
351 WAGONER DRIVE SUITE 200
FAYETTEVILLE NC 28303-4672

DETACH HERE ▲

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Make checks payable to E*TRADE Securities LLC

Mail deposits to:



E*TRADE SECURITIES LLC
P.O. Box 484
Jersey City, NJ 07303-0484

TOTAL DEPOSIT

Dollars	Cents

093020200001 111450253427



Account Number: [REDACTED]

Statement Period : September 1, 2020 - September 30, 2020

Account Type: NON-PROFIT

Customer Update:

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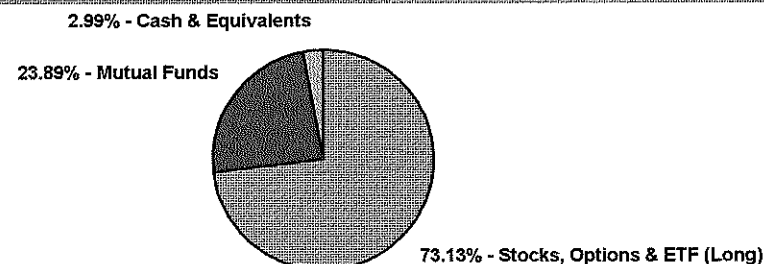
ACCOUNT OVERVIEW

Last Statement Date: August 31, 2020

Beginning Account Value (On 08/31/20): \$ 77,355.55
Ending Account Value (On 09/30/20): \$ 76,731.37
Net Change: \$ -624.18

For current rates, please visit etrade.com/rates

ASSET ALLOCATION (AS OF 09/30/20)



ACCOUNT VALUE SUMMARY

	AS OF 09/30/20	AS OF 08/31/20	% CHANGE
Cash & Equivalents	\$ 2,291.86	\$ 2,217.05	3.37%
Total Cash/Margin Debt	\$ 2,291.86	\$ 2,217.05	3.37%
Stocks, Options & ETF (Long)	\$ 56,110.64	\$ 56,660.90	-0.97%
Mutual Funds	\$ 18,328.87	\$ 18,477.60	-0.80%
Total Value of Securities	\$ 74,439.51	\$ 75,138.50	-0.93%
Net Account Value	\$ 76,731.37	\$ 77,355.55	-0.81%

Securities products and services are offered by E*TRADE Securities LLC, Member FINRA/SIPC. Sweep Deposit Account is a bank deposit account with E*TRADE Bank, a Federal savings bank, Member FDIC. Sweep deposit accounts at each bank are FDIC-insured up to a maximum of \$250,000. Securities products and cash balances other than Sweep Deposit Account funds are not FDIC-insured, are not guaranteed deposits or obligations of E*TRADE Bank, and are subject to investment risk, including possible loss of the principal invested.



Account Number: [REDACTED]

Statement Period : September 1, 2020 - September 30, 2020

Account Type: NON-PROFIT

MUTUAL FUNDS (23.89% of Holdings)

DESCRIPTION	SYMBOL/ CUSIP	ACCT TYPE	QUANTITY	PRICE	TOTAL MKT VALUE	PORTFOLIO (%)	EST. ANNUAL INCOME
**VANGUARD FIXED INCOME SECS FD INC-HIGH YIELD CORP PORTFOL	VWEHX	Cash	3,171.085	5.7800	18,328.87	23.89	923.00
TOTAL MUTUAL FUNDS					\$18,328.87	23.89%	\$923.00
TOTAL PRICED PORTFOLIO HOLDINGS (ON 09/30/20)					\$76,731.37		
TOTAL ESTIMATED ACCOUNT HOLDINGS ANNUAL INCOME					\$2,359.00		

TRANSACTION HISTORY

DIVIDENDS & INTEREST ACTIVITY

DATE	TRANSACTION TYPE	DESCRIPTION	SYMBOL/ CUSIP	AMOUNT DEBITED	AMOUNT CREDITED
09/01/20	Dividend	**VANGUARD FIXED INCOME SECS FD INC-HIGH YIELD CORP PORTFOL RECORD 08/31/20 PAY 08/31/20	VWEHX		73.25
09/04/20	Dividend	VANGUARD SCOTTSDALE FUNDS VANGUARD LONG-TERM CORPORATE BOND ETF CASH DIV ON 259 SHS REC 09/02/20 PAY 09/04/20 NON-QUALIFIED DIVIDEND	VCLT		72.21
09/15/20	Dividend	***THOMSON REUTERS CORP COM NEW CASH DIV ON 8 SHS REC 08/20/20 PAY 09/15/20 FRGN W/H@SOURCE	TRI	0.46	3.04
09/28/20	Interest	EXTENDED INSURANCE SWEEP DEPOSIT ACCOUNT INTEREST			0.02
TOTAL DIVIDENDS & INTEREST ACTIVITY				\$0.46	\$148.52
NET DIVIDENDS & INTEREST ACTIVITY					\$148.06



Account Number: [REDACTED]

Statement Period : September 1, 2020 - September 30, 2020

Account Type: NON-PROFIT

OTHER ACTIVITY

DATE	DESCRIPTION	SYMBOL/ CUSIP	TRANSACTION TYPE	QUANTITY	PRICE	AMOUNT DEBITED	AMOUNT CREDITED
09/01/20	**VANGUARD FIXED INCOME SECS FD INC-HIGH YIELD CORP PORTFOL REINVEST PRICE \$ 5.85	VWEHX	Reinvest	12.521		73.25	
TOTAL OTHER ACTIVITY						\$73.25	
NET OTHER ACTIVITY						\$73.25	

EXTENDED INSURANCE SWEEP DEPOSIT ACCOUNT (ESDA) ACTIVITY (0.0100% APY/0.0100%APY Earned as of 09/30/20)

Under the Extended Insurance Sweep Deposit Account (ESDA) Program, cash balances from your brokerage account into the ESDA Program may shift from one program bank to another on a daily basis and a different combination or subset of the Program Banks may be used from day to day with dynamic deposit limits. Your ESDA Program cash balances will be FDIC-insured up to an aggregate of at least \$1,250,000. Uninvested cash balances in the ESDA program are not covered by SIPC. The balance in your bank deposit sweep account may be withdrawn on your order and proceeds returned to your securities account or remitted to you. To see a list of Program Banks please visit www.etrade.com/esdaagreement or call us at 1-800-ETRADE-1 (1-800-387-2331).

DATE	TRANSACTION TYPE	DESCRIPTION	TRANSACTION AMOUNT
09/01/20		OPENING BALANCE	\$2,217.05
09/04/20	Deposit	EXTND INS SWEEP ACCT(FDIC-INS)	72.21
09/16/20	Deposit	EXTND INS SWEEP ACCT(FDIC-INS)	2.58
09/28/20	Deposit	EXTND INS SWEEP ACCT(FDIC-INS)	0.02
09/30/20		CLOSING BALANCE	\$2,291.86