

Virtual Board of Directors

Meeting Agenda

Quorum is 14 = 50% + 1 Attendee (Total Board Members = 27)

Thursday, July 30, 2020

NC Pre-K – 12:00 pm – 12:30 pm

PFC Board – 12:30 pm – 2:00 pm

Zoom Meeting

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

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

I. Networking [12:00]

II. Introductions – Ayesha Neal, Chair [12:00]

A. Fiscal Year (FY) 2020/2021 Board Officers

- | | |
|--------------------------------------|--------------------------------------|
| 1. Ayesha Neal – Chair | 3. Terrasine Gardner – Secretary |
| 2. Dr. Meredith Gronski – Vice-Chair | 4. Stephen (Steve) Terry – Treasurer |

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

C. New Board Members

- | | |
|----------------|-------------------|
| 1. Brian Jones | 3. Ebone Williams |
| 2. Steve Terry | |

III. Conflict of Interest / Quorum^Δ – Anna Hall / Mary Sonnenberg [12:10]

IV. Determination of North Carolina Pre-Kindergarten Planning Committee (NC Pre-K) Quorum & Call to Order [12:15]

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

VI. Determination of Board Quorum & Call to Order – Ayesha Neal [12:30]

A. Volunteer Forms ^Δ – Anna Hall

1. Cash and In-Kind

B. Board Donations ^Δ – Ayesha Neal/Sharon Moyer

1. PFC 10-10 Club

VII. Approval of Minutes – Ayesha Neal [12:40]

A. May 21, 2020 – Open Session*

VIII. Consent Agenda – Providing Oversight* (See Section XII.) – Ayesha Neal [12:45]

IX. President's Report^Δ [12:50]

- A. North Carolina Partnership for Children (NCPC) / DCDEE Updates / Legislative Updates
- B. Grant Opportunities
- C. COVID-19 Updates
- D. Resource Lending Library Van
- E. Events

X. Establishing a Strategic Direction for the Future [1:00]

- A. Infrastructure Project Timeline* – Mary Sonnenberg
- B. Board Development^Δ – Mary Sonnenberg / Dr. Meredith Gronski
 - 1. New Board Orientation
- C. Board Priorities^Δ
 - 1. NC Pre-K (Capacity Building)
 - 2. Community Engagement (Sustainability)
 - 3. Infrastructure (Community Collaboration Leader)

XI. Ensuring Adequate Resources & Engagement [1:30]

- A. Financial Summary: June 2020^Δ – Steve Terry / Marie Lilly
 - 1. Smart Start
 - 2. NC Pre-Kindergarten
 - 3. South West Child Development Commission (SWCDC) – Region 5
 - 4. All Funding Sources
 - 5. Unrestricted State Revenues
 - 6. Cash and In-Kind Report – Anna Hall
- B. June E-Trade Statement^Δ – M. Lilly
- C. ACH Implementation* – Mary Sonnenberg
- D. Electronic Signature System – DocuSign* – Mary Sonnenberg
- E. House Donation* – Mary Sonnenberg
- F. Bonanza Child Care Closure * – Mary Sonnenberg
- G. COVID Cleaning Assessment for Tenants* – Mary Sonnenberg / Mike Yeager
- H. KidStuff Funds, Effective July 1, 2020* – Sharon Moyer
- I. NCPC / PFC Monitoring Update^Δ – Mary Sonnenberg / Anna Hall
- J. PFC FY 19/20 Audit^Δ – Mary Lilly
- K. PFC Endowment^Δ – Mary Sonnenberg
- L. Poster Contest^Δ – Sharon Moyer
- M. Family Connects^Δ – Liz Simpler

XII. Consent Agenda Items*

- A. *Facility and Tenant Committee – (July 20, 2020) – Ebone Williams*
 - 1. *Lease Renewals*
 - a. *Brown Therapeutic*
 - b. *Jabez Youth Foundation*
 - c. *Insight Human Services*

XIII. Adjourn [2:00]

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

^ε Electronic Copy (Hard copies available upon request)

Conflict of Interest Policy FY 2020/2021

The Partnership for Children of Cumberland County is aware that in the process of fund allocation by its management, employees, members of the board of directors or other governing body, instances may arise which have the appearance of a conflict of interest or appearance of impropriety.

In order to avoid conflicts of interest or the appearance of impropriety, should instances arise where a conflict may be perceived, any individual who may be perceived, any individual who may benefit, directly or indirectly, from the entity's disbursement of funds, shall abstain from participating in any decisions or deliberation by the entity regarding the disbursement of funds.

The Partnership for Children of Cumberland County recognizes the possibility that it may be the recipient of funds that are allocated consistent with the purpose and goals of its programs. If such allocations are made, the Local Partnership will strive to ensure that funds are expended in such a manner that no individual will benefit, directly or indirectly, from the expenditure of such funds in a manner inconsistent with its programs.

The Partnership for Children of Cumberland County shall not employ any person having such interest during the performance of this Contract. The Partnership for Children of Cumberland County shall notify the NCPC in writing of any instances that might have the appearance of a conflict of interest.

All appointed local board members shall acknowledge any conflicts of interest and the appearance of impropriety. An exception to this would be parent representatives who may have a conflict by virtue of being a consumer of services. Board members should declare a conflict of interest before an agenda item in question is discussed or voted upon by the full board. Conflict of interest is further defined in the following examples:

- A board member should not participate in discussions or voting related to contracts/funding decisions in which he/she or their spouse would derive a direct benefit due to their involvement on behalf of the public agency they serve.
- If a board member is related to a contractor who will receive a contract for services from the Local Partnership, they should not participate in discussions or voting related to that contract.
- A board member who also sits on the Board of Directors of a local organization that is seeking funding from the Local Partnership should not participate in discussions or voting related to that contract/funding decision.

Signature

Date

The Partnership for Children of Cumberland County, Inc.
Conflict of Interest Disclosure Statement

Preliminary note: In order to be more comprehensive, this disclosure statement also requires you to provide information with respect to certain parties that are related to you.

These persons are termed “affiliated persons” and include the following:

- a. Your spouse, domestic partner, child, mother, father, brother or sister or spouse of a child, brother or sister; and,
- b. Any corporation or organization of which you are a board member, an officer, a partner, employee or participate in management or funding decisions.

1. NAME _____

2. Have you or any of your affiliated persons provided services or property to Partnership for Children (PFC) in the past year?

___ YES ___ NO

If yes, please describe the nature of the services or property and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

3. Have you or any of your affiliated persons purchased services or property from PFC in the past year?

___ YES ___ NO

If yes, please describe the purchased services or property and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

4. Please indicate whether you or any of your affiliated persons had any direct or indirect interest in any business transaction(s) in the past year to which PFC was or is a party? (Direct interest being a transaction or contract between PFC and you or any of your affiliated persons. An indirect interest being a transaction or contract between PFC and an entity in which you or an affiliated person has a material financial interest or is a director, officer, agent, partner, employee, trustee or other legal representative.)

___ YES ___ NO

If yes, describe the transaction(s) and entity and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

5. In the past year, did you or any of your affiliated persons receive, or become entitled to receive, directly or indirectly, any personal benefits from PFC or as a result of your relationship with PFC, that in the aggregate could be valued in excess of \$100?

___ YES ___ NO

If yes, please describe the benefit(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

6. Are you or any of your affiliated persons a party to or have an interest in any pending legal proceedings involving PFC?

___ YES ___ NO

If yes, please describe the proceeding(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

7. Are you aware of any other events, transactions, arrangements or other situations that have occurred or may occur in the future that you believe should be examined by PFC's Executive Committee in accordance with the terms and intent of PFC's Conflict of Interest Policy?

___ YES ___ NO

If yes, please describe the situation(s) and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

I HEREBY CONFIRM that I have read and understand PFC's Conflict of Interest Policy and that my responses to the above questions are complete and correct to the best of my information and belief. I agree that if I become aware of any information that might indicate that this disclosure is inaccurate or that I have not complied with this Policy, I will notify the Board Chair immediately.

Name, please print

Signature

Date

PFC of Cumberland County, Inc.							
FY 20-21 Annual Board cycle							
Executive Committee and Officers Member Name	Email address	Agency <i>List the agency for which this person works</i>	Position Represented on Board <i>(County Commissioner, DSS Director, etc)</i>	Executive Committee Role <i>(Chair, treasurer, at large, etc)</i>	Conflicted on the following Partnership Activities. <i>List activities in which this member has personal or professional interest.</i>	Date member joined the board <i>List date the member joined the board.</i>	Date member resigned from the board, if applicable <i>List date the member resigned from the board.</i>
Amy Cannon	acannon@co.cumberland.nc.us	Cumberland County	County Manager's Office	Planning & Evaluation Committee Chair	Department of Social Services (DSS) Child Care Subsidy	1/1/2011	
Dr. Marvin Connelly Jr.	marvinconnelly@ccs.k12.nc.us	Cumberland County Schools	School Administrator	School Superintendent or Designee	CCR&R; NC Pre-K	7/1/2018	
Angela Crosby	crosbycozyjsu@aol.com	Cozy Corner Child Development Center/Jump Start University	Child Care Provider from a Licensed Center-Based Child Care Facility	Other Board Member	PFC Child Care Subsidy; CCR&R; NC Pre-K	7/1/2015	
Terrasine Gardner	tgardner@alliancehealthplan.org	Alliance Behavioral Healthcare	Local Mental Health Community Organization	Board Secretary	None	7/1/2019	
Dr. Meredith Gronski	mgronski@methodist.edu	Methodist University	Higher Education Institution	Board Vice Chair	None	11/30/2017	
Alana Hix - Designee for Dr. Marvin Connelly	alanahix@ccs.k12.nc.us	Cumberland County Schools	Designee for School Administrator	School Superintendent or Designee	CCR&R; NC Pre-K	7/1/2010	
Brian Jones	bjones@fayurbmin.org	Fayetteville Urban Ministry	Other Non-Profit Human Service Agency	PED Committee Chair	None	7/1/2020	
Perry Melton	pmelton@bbeec.com	Building Blocks Early Education Centers	Child Care Provider from a Licensed Center-Based Child Care Facility	Other Board Member	PFC Child Care Subsidy; CCR&R; NC Pre-K; Facility & Tenant Concerns	7/1/2015	
Ayesha Neal	therapy@gatewayspeech.com	Gateway Communications, PLLC - Speech Therapy	Rep of Child Care Resource & Referral Agency or Child Care NPO	Board Chair	Facility and Tenant Concerns	7/1/2018	
Chas Sampson	info@sevenprinciplescorp.com	Seven Principles Consulting Group	Business Leader	Past Board Chair	None	7/1/2017	
Steve Terry	steve@hbi-cpa.com	Haigh, Byrd and Lambert, LLP	Business Leader	Board Treasurer	None	7/1/2020	
Wanda Wesley	wandawesley@ccs.k12.nc.us	Cumberland County Schools	Representative of Child Care Resource & Referral Agency or Child Care NPO	Child Care Resource & Referral Committee Chair	CCR&R; NC Pre-K	7/1/2008 as designee 7/1/2017 as Board Member	

Executive Committee and Officers Member Name	Email address	Agency <i>List the agency for which this person works</i>	Position Represented on Board <i>(County Commissioner, DSS Director, etc)</i>	Executive Committee Role <i>(Chair, treasurer, at large, etc)</i>	Conflicted on the following Partnership Activities. <i>List activities in which this member has personal or professional interest.</i>	Date member joined the board <i>List date the member joined the board.</i>	Date member resigned from the board, if applicable <i>List date the member resigned from the board.</i>
Ebone Williams	ebone.williams@outlook.com	Affinity Therapy	Community at Large	Facility & Tenant Committee Chair	None	7/1/2020	
Remainder of Board members							
Dr. Pamela Adams-Watkins	pamelaadams@ccs.k12.nc.us	Cumberland County Schools	Public School Exceptional Children's Preschool Program		None	11/21/2019	
Lonnie Ballard	lonnie.ballard@actionpathways.ngo	Action Pathways	Local Head Start Program		CCR&R; NC Pre-K	5/21/2020	
Lisa Childers	lisa_childers@ncsu.edu	NC Cooperative Extension 4-H Youth Development	Local Cooperative Extension Agency		None	4/1/2010	
Patricia Crouch - Designee for Brenda Reid-Jackson	patriaciacrouch@cdssnc.com	Cumberland County Department of Social Services	Department of Social Services		DSS Child Care Subsidy	9/15/2014	
Robin Deaver	DEAVERR@faytechcc.edu	Fayetteville Technical Community College	Higher Education Institution		None	7/1/2017	
Dr. Phyllis Dunham	pdunham@whiteville.k12.nc.us	Alpha Academy	Community at Large		None	7/1/2018	
James Grafstrom	Jim.Grafstrom@spectrapx.com	Spectra Venue Management	Business Leader		None	7/1/2015	
Sandee Gronowski	Sandee.gronowski@pnc.com	PNC Bank	Military Community Representative		None	7/1/2017	
Michael Hardin	Michael.K.Hardin@nccourts.org	State of North Carolina	Parent of a Child 5 or Younger (at time of appointment)		None	7/1/2017	
Brenda Reid-Jackson	BrendaJackson@cdssnc.com	Cumberland County Department of Social Services	Department of Social Services		DSS Child Care Subsidy	7/1/2008	
Cotina Jones	cjones@cumberland.lib.nc.us	Cumberland County Public Library & Information Center	Local Public Library		None	7/1/2019	

Executive Committee and Officers Member Name	Email address	Agency <i>List the agency for which this person works</i>	Position Represented on Board <i>(County Commissioner, DSS Director, etc)</i>	Executive Committee Role <i>(Chair, treasurer, at large, etc)</i>	Conflicted on the following Partnership Activities. <i>List activities in which this member has personal or professional interest.</i>	Date member joined the board <i>List date the member joined the board.</i>	Date member resigned from the board, if applicable <i>List date the member resigned from the board.</i>
Angie Malave	angie@thewinecafeus.com	The Wine Café/The Coffee Cup	Business Leader		None	7/1/2015	
Karen McDonald	kmcdonald@ci.fay.nc.us	City of Fayetteville	Municipal Government		None	7/1/2017	
Jami McLaughlin	faymomonthego@gmail.com	Fayetteville Area Mom on the Go, Fayetteville Observer	Parent of a Child 5 or Younger		None	7/1/2018	
Tre'vone McNeill	fdecvp@gmail.com	Truevine Ministries	Faith Community		PFC Child Care Subsidy	7/1/2019	
Tawnya Rayman	Tawnya.Rayman@dhhs.nc.gov	Children's Developmental Services Agency	Inter-Agency Coordinating Council		None	7/1/2017	

Agency: Partnership for Children of Cumberland County, Inc.

Receipt Voucher for In-Kind Contribution of Non-Professional Volunteer Services

Name of Volunteer **Month/Year**

Address **Project Name**

City/State/Zip **Organization**

Home Phone **Work Phone**

Detailed Record of Volunteer Hours Worked																			
Date	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15		Total Hours	Hourly Rate*	Value
Volunteer Hours																		\$24.46	\$
Date	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total Hours	Hourly Rate*	Value
Volunteer Hours																		\$24.46	\$
TOTAL VALUE																			\$

On the back of this page, please describe the type of volunteer services performed on each of the days noted above.

Attestation: By my signature below, I certify that I served as a volunteer to this organization for the hours as noted above and did not receive compensation for my services.

Volunteer Signature: _____ Date: _____

Approval: By my signature below, I acknowledge receipt of the above-mentioned volunteer services.

Employee Signature: _____ Date: _____

****Under legislation approved by the NC General Assembly in 2008, non-professional volunteer services will be valued at the statewide average wage rate as calculated from data compiled by the Employment Security Commission in the Employment and Wages in North Carolina Annual Report. The most recent report available posts this rate at \$24.46 per hour.***

Description of Services

[illegible]

Partnership for Children of Cumberland County, Inc.
Virtual Board of Directors/Strategic Planning Meeting Minutes
May 21, 2020 12:15 pm to 2:00 pm
Be the Driving Force

MEMBERS PRESENT: Dr. Pamela Adams-Watkins, Lonnie Ballard, Lisa Childers, Angela Crosby, Patricia Crouch (D), Robin Deaver, Hank Debnam, Terrasine Gardner, Jim Grafstrom, Sandee Gronowski, Dr. Meredith Gronski, Alana Hix (D), Karen McDonald, Tre'vone McNeill, Perry Melton, Ayesha Neal, Chas Sampson and Wanda Wesley
MEMBERS ABSENT: Amy Cannon, Dr. Phyllis Dunham, Michael Hardin, Brenda Reid Jackson, Cotina Jones, Angie Malave, Jami McLaughlin and Tawnya Rayman
NON-VOTING ATTENDEES: Dr. Marvin Connelly, Jr., Dorothy Adams, Rebecca Beck, Ar-Nita Davis, Pamela Federline, Belinda Gainey, Anna Hall, Michelle Hearon, Marie Lilly, Carole Mangum, Sharon Moyer, Anthony Ramos, Candy Scott, Mary Sonnenberg and Mike Yeager
GUEST: Scottie Seawell, Consultant and Jeanne Barnes, DCDEE

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. Networking		None	None
II. Determination of NC Pre-K Quorum & Call to Order		None	None
III. Adjourn NC Pre-K		None	None
IV. Determination of Board Quorum & Call to Order A. Volunteer Forms ^Δ 1. Board Donations – 72% 2. PFC 10-10 Club	<p>The meeting of the Board of Directors was held via Zoom on May 21, 2020 beginning at 12:15 pm pursuant to prior written notice to each Board member. Chas Sampson, 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. Chas Sampson asked board members to complete the volunteer form that was previously emailed to them. The form is to include time spent reading emails, reviewing packets and all other meetings they may have attended in regards to the Partnership for the Children which did not require them to sign-in. The form can be returned via email.</p> <p>A.1.-A.2. Chas stated that all board members are required to make a board donation. Donations are now at 72%. Mary Sonnenberg reported that 100% board donations are required. Board donations can be made via a PayPal portal on the PFC website or by joining the PFC 10-10 Club.</p>	<p>Called to Order</p> <p>None</p> <p>None</p>	<p>None</p> <p>None</p> <p>None</p>
V. Approval of Minutes* A. April 30, 2020 – Board/Strategic Planning Session*	A. The minutes of the April 30, 2020 Board/Strategic Planning Session were previously distributed electronically and reviewed by the board members. Sandee Gronowski moved to accept the April 30, 2020 Board/Strategic Planning Session minutes as presented. Lisa Childers seconded the motion. Hearing no further	Motion Carried	None



Partnership for Children of Cumberland County, Inc.
Virtual Board of Directors/Strategic Planning Meeting Minutes
May 21, 2020 12:15 pm to 2:00 pm
Be the Driving Force



X. Strategic Planning Meeting 3 A. NC Pre-K B. Community Engagement C. Infrastructure	Scottie Seawell provided an overview of the first two Strategic Planning Sessions and discussed what would be taking place during the current session. Members of the board were placed in 3 breakout rooms to discuss some of the priorities which came from the first Strategic Planning Session: Capacity Building Leader, Sustainability and Collaboration Leader. Notes were taken by a PFC staff member in each breakout room. Notes from each group will be placed on the Google Drive. Next steps: The facilitators, designated staff person, notetakers, Mary and Scottie will meet to discuss next steps. All groups will need to continue to meet to discuss these priorities and these need to be discussed on the committee level.		
XI. Consent Agenda Items/Items for Information (See Agenda)	The Consent Agenda items were approved in Section VI. Consent Agenda – Providing Oversight.		
XII. Adjourn	As there was no further business; the chair announced the meeting adjourned. The meeting was adjourned at 2:00 pm.	Adjourned	None

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

Secretary of Meeting

Date

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

Committee Chair

Date

**Board of Directors Meeting
(Virtual Meeting)
Thursday, July 30, 2020
President's Report**

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

1. **NCPC** – Meeting twice weekly with network executive directors
 - Anticipate full allocation in August; carry-forward funds by October.
 - \$5M in additional CARES funding (part of a total of \$20M for early childhood). Focus will be on statewide resilience efforts and support for business training and software for Family Child Care Homes and small centers. All partnerships in the network will have access to training and support around these areas.
 - Continued priorities with COVID Relief – Family support and trauma-informed communities, supporting early care and education programs, literacy programs, Child Care Health Consultants, Equity issues.
 - Amy Cubbage, new President for NCPC, starts August 3.
2. **DCDEE** – PowerPoint from July 29, 2020 Governor's Education and Nutrition Working Group meeting attached.
 - Programs must be open to get subsidy payments beginning in June.
 - Parent fees are being covered for July and August.
 - Programs that are open must meet enhanced health and safety standards.
 - PPE and cleaning supplies being provided by state to child care providers. Open programs being shipped 4-8 week supplies directly to sites.
 - Operations Grants for programs that are open.
 - Still waiting for guidance on NC Pre-K operations for the 20-21 school year.
 - Has surveyed licensed child care providers on capacity to provide school-age care. DCDEE is exploring options for community-based organizations to provide full-day school age care during school closures/Plan C scenarios. We assisted Cumberland County Schools in convening sessions with child care providers to collaborate in providing school-age care.
3. **NC Legislature** – The short session focused on COVID-19 relief and allocation of federal CARES money.
4. **Leandro Action Plan for 20-21**- Key Early Childhood Actions for FY 20-21 to Provide a Sound, Basic Education. See attached Overview
5. **Federal Legislation** – House and Senate working on additional COVID relief bills. The bills vary widely. There is relief for early childhood and schools in the bills.

B. Grant Opportunities/Updates

1. **Infrastructure Grant Opportunities:** Applied for a second round of Longleaf Hurricane grant funding. **Granted \$75,000.** (Requested \$250,000). Steve Fleming submitted his second report of **Probable Cost for the infrastructure project. Estimate is \$1.2M.**
2. **PDG RFPs from NCPC for Regional Family Connects Pilots and Family Engagement have been**

delayed. Anticipate they will be released August – September. (The PDG grant also includes funding for NC Pre-K sites for Teaching Strategies GOLD.)

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 2:** We are implementing procedures and protocols following federal and state health and safety guidelines for returning to work. The Governor has extended Phase 2 through August 7 and mandated the wearing of masks.
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 continuing to telework the majority of work time include TAs and Professional Development staff and staff who are in high-risk categories.
 - c. Masks provided to all staff to reinforce the 3 Ws.
 - d. 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. Family First Paid Sick Leave and FMLA Expansion available for those staff who meet the criteria.
 - f. 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.
 - g. Began limited utilization of conference room space for groups of no more than 10 people effective June 22 in order to meet deliverables. Screening procedures, the 3 Ws and cleaning procedures must be followed by all participants including the facilitator of the group.
 - h. Enhanced cleaning of the building throughout the day continues.
 - i. The building is restricted to PFC staff, tenants and tenant clients by appointment only. Access is Monday-Friday only, with client appointments during the hours of 8:30 am – 6:00 pm. The building remains closed on weekends and PFC recognized holidays at least through August 7.
 - j. Per Policy HR 110, President maintains regular contact with Board Chair for review and continuation of services. Regular communication going out to Board. Decisions are made based on state guidance and mandates.
 - k. Email Updates and DHHS Guidance documents posted on website: ccpfc.org.

D. Resource Lending Library Van – Based on board action the Education Express was disposed of and went to the Make-A-Wish Foundation last week.

E. Events

1. **Board and Committee Meetings:** Meetings will be conducted virtually at least through the end of September 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.
2. **All Staff Virtual meetings:** Effective July 8 conducted second and fourth Wednesdays, 2:30-3:30 pm through the duration of the COVID-19 emergency.

MEMORANDUM

DATE: July 30, 2020

TO: Board of Directors

FROM: Mary Sonnenberg, President

SUBJECT: Proposed Recommendations for Action Items

-
1. **Timeline for Infrastructure Project** – Having received the Probable Cost of the project of \$1.2M, Facilities and Executive Committee have recommended moving forward with the next steps for the project. Grant funding is available to cover the cost of the Design Documents. **Action is requested to approve the following timeline so that we may proceed with the next steps:**

Engage Steve Fleming to complete the Design Documents (plans and specifications), including options for phasing of project	3 months from engagement
Prepare RFP for Bank Line of Credit	November 2020
Post RFP for Line of Credit	December 2020
Research grant options for capital projects	Initial Report November 2020
Apply for grants for Infrastructure Project	On-going
Board Approval for Infrastructure Project to move to RFP for construction & Line of Credit	March 2021

2. **ACH Implementation for payment of vendors** – Marie Lilly has successfully integrated ACH capability into the NCPC accounting system. **Action is requested to use ACH payment to any appropriate vendors, in addition to DSPs, NC Pre-K providers and subsidy providers.**

3. **Use of a legally binding Electronic Signature System for Partnership Processes** – NCPC has provided DocuSign for use by all partnerships in the network. Our state contractors are using Electronic Signature systems for execution of contracts. **Action is requested to use a legally binding Electronic Signature system (such as DocuSign) for any Partnership process that requires signatures for execution of services.**
4. **House Donation** – The opportunity to receive a donation of a house for specific purposes was brought to the board in the spring. It was discussed that the uses did not fall under our scope of work, but that we would investigate other community organizations in order to facilitate the donation to an appropriate resource. During this time of COVID-19 and uncertainty, that investigation has not resulted in a viable recommendation. **Action is requested to communicate with the donor this and to end our involvement.**
5. **Bonanza Child Care Closure** – Bonanza Child Care has permanently closed. The closure was confirmed by our DCDEE Licensing Consultant. The program was the recipient of a High Quality Maintenance grant. Under the guidelines of that grant if a program closes within 3 years, the materials must be returned to the Partnership and transferred to another program. Their 3 year time period ended June 30, 2020. Their license was terminated June 19, 2020. The materials order under the grant was reviewed. Most of the materials would have gotten a lot of wear and tear and in all likelihood would not be in good condition or materials that should be shared. During COVID-19, many retailers are not accepting returns. Transferring the materials under the circumstances of COVID-19 to another program is not in the best interest of our staff or child care programs. **Action is requested to waive the June 30, 2020 date and not seek return of the materials based on COVID-19 and that their permanent closure date was only 11 days from the three year time period.**
6. **COVID Cleaning Assessment for Tenants** – Due to additional cleaning costs as a result of COVID-19, the Facilities Committee and Executive Committee have recommended an assessment per square foot for tenants to offset this increased cost. The annualized cost of the enhanced cleaning is approximately \$47,000. Based on the total square footage of the building, an assessment of \$1.00 per square foot is recommended by staff. **Action is requested to approve this assessment as presented in the chart.**

COVID Cleaning Assessment \$1.00 per square foot July 2020			
Suite No.	Tenant	Square Ft	Assessment
140	Boys & Girls Homes of NC	535	\$ 535.00
150	Knight Consulting	268	\$ 268.00
160	Jabez Youth Foundation	244	\$ 244.00
175	Pinnacle Family Services	616	\$ 616.00
155	The Hunnicutt Corporation	766	\$ 766.00
135	CateRRRflies	441	\$ 441.00
328	True North Counseling	396	\$ 396.00
325	Gateway Speech	726	\$ 726.00
329	Building Blocks EEC	416	\$ 416.00
332	ADAPT (UMO)	196	\$ 196.00
333	Brown Therapeutic	224	\$ 224.00
324	Caring Hearts	450	\$ 450.00
323	Reality is in the Mind	124	\$ 124.00
350	Delmar Counseling	380	\$ 380.00
318	Soothing Minds	269	\$ 269.00
320	First in Families	124	\$ 124.00
319	Albela LLC	124	\$ 124.00
315	Inner Pathways	124	\$ 124.00
313	D Fairley	124	\$ 124.00
311	Empowered2Shift	124	\$ 124.00
310	Legacy Consulting	124	\$ 124.00
309	Children's Home Society	1257	\$ 1,257.00
411	Carolina ABA	2758	\$ 2,758.00
416	Cleanworld	611	\$ 611.00
412	Insight Human Services	1022	\$ 1,022.00
410	Autism Society of Cumberland County	502	\$ 502.00
402	Autism Society of North Carolina	2712	\$ 2,712.00
			\$ 15,657.00
*Executive Committee approved a COVID Cleaning Assessment			
based on square footage on June 25, 2020.			

FY 20-21: All Factors to consider with eye on next 3-5 years and Allocation FYs 22-24

Budget considerations/constraints
Flat funding
HSB No cost extension
85% Allocation July 1 - Smart Start
NC PreK Payback
State Revenue shortfalls
Leandro 20-21 Plan released
Infrastructure Project \$1.2 M probable cost
Smart Start Reversion (\$425,592.45): carry-forward
Adjustments for 20-21 current activities
Staffing need
Hoke contract for TA NEW
Smart Start Allocation Cycle: FYs 22-24
Lending Library – comes out of CCR&R (Stand-Alone or part of FRC)
Family Connects
State Focus
COVID-19 – Child Care Health Consultants; Family Support – Resilience and Parent Education/Home Visiting; Workforce compensation; Business TA & PD (BCBS Pilot work), access to technology
Equity Focus – Literacy & reduction of preschool expulsion rate
Leandro Action Plan for 20-21
PDG Grant – Regional Family Connects Pilots, Family Engagement Project
Organizational structure
Needs based on priorities and functions, looking to Allocation cycle, NC ECAP, Leandro
Assess PFC footprint for office space
Board Strategic Priorities
Capacity Building
Community Collaboration Leader
Sustainability
Board Directives to President:
1. Strategic Planning
2. Leveraging Technology
3. Expanding marketing reach
4. Program delivery/enhancement of local presence
Impact Report/Areas
1. Advancing Children's Well-Being
2. Strengthen the Early Care and Education System
3. Empowering Families

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

FINANCIAL SUMMARY - WHAT YOU NEED TO KNOW

Board Responsibility

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

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

June 30, 2020

1 Balance Sheet

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

2 Smart Start Grant [State Funds]

- a. Due to the pandemic affecting the entire fourth quarter of our fiscal year as well as other variables out of our control, the Smart Start reversion at June 30, 2020 was larger than our historical amounts.
The fiscal year 2019-2020 Smart Start allocation of **\$6,819,643 [includes DSS and WAGE\$ PLUS \$246,596 of prior year reverted funds]** was spent except for the following activities of PFC's in-house service providers and four activities for the Direct Service Partners (DSPs)

b. PFC IN-HOUSE ACTIVITIES

Child Care Resource & Referral - Subsidy TANF	\$ 6,934.74
Child Care Resource & Referral (CCR&R) Subsidy - Non-TANF	38,775.67
Child Care Resource & Referral (CCR&R) Core	226,617.73
Child Care Resource & Referral (CCR&R) Child Passenger Safety Car Seat	2,723.21
PFC - Family Resource Center	43,257.17
PFC - All Children Excel (ACE)	19,041.77
PFC - Community Engagement	11,352.58
PFC - Planning and Evaluation	66,192.71
TOTAL	\$ 414,895.58

c. DIRECT SERVICE PARTNERS ACTIVITIES

Easter Seals UCP - Spainhour/Childplay	\$ 1,910.30
Carolina Collaborative Community Care (4'Cs) - Assuring Better Health and Development [ABCD]	1,394.11
Carolina Collaborative Community Care (4'Cs) - Reach Out and Read	1,021.17
Kerri Hurley - Kindermusik & Music Therapy	6,371.29
	\$ 10,696.87

Percentage Not Spent		
To Be Reverted to NCPC	\$ 425,592.45	6.24%

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

- a. At yearend, DCDEE amended PFC's current NC Pre-K revenue reimbursements by decreasing the state funds and increasing the federal funds by \$396,270, respectively. The total NC Pre-K grant remained at \$9,098,098 with \$6,923.629 in federal funds and \$2,174,469 in state funds per the contract amendment effective 10/1/2019.
- b. Due to the amount of federal funds received, the Partnership **will be** audited extensively for fiscal responsibility and federal compliances, i.e. an A-133 audit since we have spent at least \$750,000 in federal funds for the fiscal year.
- c. All of the fiscal year 2019-2020 NC Pre-Kindergarten grants of **\$9,098,098** was spent except for:

State - Subsidy TANF	396,270.00	
Federal - Subsidy TANF	800.00	
TOTAL	\$ 397,070.00	This amount was NOT drawn down and thus is not reverted to DCDEE

Not Spent
4.36%

This brings the total grant to \$9,098,098, which currently consists of \$2,174,469 of state funds and \$6,923,629 of federal funds.

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

FINANCIAL SUMMARY - WHAT YOU NEED TO KNOW

Board Responsibility

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

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

June 30, 2020

4 DCDEE - Region 5 Grants [Federal Funds]

All of the fiscal year 2019-2020 Region 5 Lead Agency grants of \$796,555 was spent except for:

Core Services	\$ 43,760.32	This amount will be reverted to SWCDC
Infant Toddler Project	\$ 4,600.46	This amount will be reverted to SWCDC
Healthy Social Behaviors (HSB)	\$ -	PFC was notified on 06-09-20 by the Statewide Project Manager for this grant that "DCDEE has requested that HSB accept a no-cost 2-month contract extension in order to fund HSB services in each region through August 31, 2020." At 06-30-2020, SWCDC owed PFC for June expenditures of \$19,631.60.
TOTAL	\$ 48,360.78	

**Percentage
Not Spent**

6.07%

5 All Funding Sources

- The cash balance at month-end is as projected and is sufficient for the requirements of the upcoming month.
- The final reimbursements for the Mid Carolina Grant and the NC Pre-K Grant were NOT received by June 30th.

6 Unrestricted State Revenues (USR) - Fund 208

- The goal is to continue to use these funds only when other funding streams cannot be used or is not available.
- Investment funds of \$25,000 were moved from PNC Bank Money Market Account and deposited into the Bank of America operating account to cover the projected shortfall in Fund 208 which is currently used to support administrative costs. This action was approved by the Board on October 18, 2018.
- Investment funds of \$100,500 and \$100,100 were moved from PNC Bank Money Market Account and deposited into Select Bank and Lumbee Guaranty Bank, respectively to diversified funds as approved by the Board on October 18, 2018.
- 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>
	488,220.41	

Interest Earned - Fund 899	
PNC Bank Money Market	23,748.46
Select Bank - CD	3,126.82
Lumbee Bank - CD	2,285.66
	29,160.94

Investments - Fund 208	488,220.41
Interest Earned - Fund 899	29,160.94
TOTAL INVESTMENTS PLUS INTEREST	517,381.35

- 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

- The 19% match amount reflected on the monthly report is reflected at 100% of the full allocation.
- 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 FY1819, FY1718 nor for FY1617.
- Since the 19% required match was not met for the FY ended June 30, 2020, there will be no contribution to the PFC endowment.
- The penalty for not meeting the match in FY1920 has been waived due to COVID-19.

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

FOOTNOTES FOR FINANCIAL REPORTS June 30, 2020

FOOTNOTES - BALANCE SHEET

A. The cash accounts at June 30, 2020 total \$1,673,833.75.

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	\$243,843.87	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		\$548,765.35				

B. Advances to Contractors:

The amount of \$2,415.28 was paid to Direct Service Providers which is due back to the Partnership as a reversion at June 30, 2020 consisted of:

	Smart Start Funds received after June 30th and Due back to NCPC
1. Carolina Collaborative Community Care (4C's) - ABCD	\$1,394.11
2. Carolina Collaborative Community Care (4C's) – ROR	<u>1,021.17</u>
TOTAL	<u>\$2,415.28</u>

C. Employees' payroll deductions at June 30, 2020 from the current month and from prior months total \$(8,034.13) which includes \$8,150.00 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.

FOOTNOTES FOR FINANCIAL REPORTS

June 30, 2020

D. Due to State:

There were no fiscal year 2019-2020 Smart Start Administration funds due back to the North Carolina Partnership for Children (NCPC) at June 30, 2020.

The amount of fiscal year 2019-2020 Smart Start Services funds which are due as a reversion to NCPC at June 30, 2020 consisted of:

1.	Partnership for Children – CCR&R Subsidy TANF	6,934.74
2.	Partnership for Children – CCR&R Subsidy Non-TANF	38,775.67
3.	Partnership for Children – CCR&R Core	226,617.73
4.	Partnership for Children – CCR&R Child Safety Car Seat	2,723.21
5.	Partnership for Children – Family Resource Center	43,257.17
6.	Partnership for Children – All Children Excel (ACE)	19,041.77
7.	Partnership for Children – Community Engagement	11,352.58
8.	Partnership for Children – Planning and Evaluation	<u>66,192.71</u>
	Subtotal	<u>414,895.58</u>
9.	DSP – Easter Seals UCP – Spainhour / Childplay	1,910.30
10.	DSP – 4’Cs – Assuring Better Health and Development	1,394.11
11.	DSP – 4’Cs – Reach Out and Read	1,021.17
12.	DSP – Kerri Hurley – Kindermusik & Music Therapy	<u>6,371.29</u>
	Subtotal	<u>10,696.87</u>
	TOTAL DUE TO STATE	<u><u>\$425,592.45</u></u>

FOOTNOTES FOR FINANCIAL REPORTS

June 30, 2020

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

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

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

FOOTNOTES - SMART START GRANT SPREADSHEET

SERVICES (In-House Activities): Smart Start funds for all of the Services budgets were fully expended for the year ended June 30, 2020 **except** for the activities previously listed in Footnote D above.

DIRECT SERVICE PROVIDERS: Smart Start funds for the Direct Service Providers (DSPs) budgets were fully expended for the year ended June 30, 2020 **except** for the activities previously listed in Footnote D above.

ADMINISTRATION: Smart Start funds for the Administration budget were fully expended for the year ended June 30, 2020.

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

Assets

Bank of America Checking Account	\$ 1,124,668.40	}	A
PNC Bank - Money Market Reserve	243,843.87		
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	}	B
Beneficial Interest in Community Foundation	31,384.00		
Advances to Contractors	2,415.28		
	<hr/>		
Total Assets	<u><u>1,676,249.03</u></u>		

Liabilities and Net Assets

Health Insurance Payable	(7,212.70)	}	C
Flex-Spending Payable	(846.97)		
AFLAC Payable	(33.95)		
Dental Insurance Payable	53.27		
Vision Payable	6.22	}	D
Due to State	425,592.45		
Tenant Security Deposits	23,349.30		
Unrestricted Net Assets	1,068,241.02		
Temporarily Restricted Net Assets	133,688.46		
Permanently Restricted Net Assets	31,384.00	E	
Excess Revenues over (under) Expenditures	2,027.93		
	<hr/>		
Total Liabilities and Net Assets	<u><u>\$ 1,676,249.03</u></u>		

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC. - SMART START GRANT - FY 2019 - 2020

FY 19/20 SMART START FULL ALLOCATION		\$6,819,643
TOTAL ALLOCATION FOR ADMINISTRATION ----->		\$332,749
FY 19/20 Smart Start Admin Base Allocation	\$317,749	
FY 19/20 Additon of 1% Fundraising Grant [9200-990]	\$15,000	
TOTAL ALLOCATION FOR SERVICES ----->		\$6,486,894
FY 19/20 Smart Start Services Allocation :	\$6,255,298	
FY 19/20 Reduction for 1% Fundraising Grant [9200-990]	\$ (15,000)	
Carryforward Funds from FY1819 to be used in FY1920	\$246,596	

										AS OF JUNE 30, 2020	
										If monthly spending was equal, at month-end, the percentages should be:	
										100%	0%
										% of Budget Expended	% of Available Funds
				EXPENDITURES							
Activity		Agency		06/15/20 Budget	Advances	May	June	Y-T-D	Remaining Budget		
Early Care & Education Subsidy - TANF Only											
1	Subsidized Child Care	Dept. of Social Services		\$ 2,230,306.00		\$ 262,687.00	\$ 272,424.00	\$ 2,230,306.00	\$ -	100%	0%
2	CCR&R - Subsidy	IH Partnership for Children		\$ 366,368.00		\$ 27,462.38	\$ 27,821.18	\$ 359,433.26	\$ 6,934.74	98%	2%
3	Child Care Scholarships	Fayetteville Tech. Com. College		\$ 207,260.00		\$ 57,870.55	\$ -	\$ 207,260.00	\$ -	100%	0%
4	NC Pre-K Susidy TANF - NEW at 11-30-19	IH Partnership for Children		\$ 64,776.00		\$ 9,086.00	\$ 20,595.00	\$ 64,776.00	\$ -	100%	0%
		ECE Subsidy TANF Total:	44%	\$ 2,868,710.00	\$ -	\$ 357,105.93	\$ 320,840.18	\$ 2,861,775.26	\$ 6,934.74	100%	
		Minimum of 39% Required									
Early Care & Education Subsidy - Non-TANF											
5	CCR&R - Non-TANF Dual Subsidy	IH Partnership for Children		\$ 150,500.00		\$ 2,026.66	\$ 983.71	\$ 111,724.33	\$ 38,775.67	74%	26%
6	Spainhour/Child Play	Easter Seals UCP		\$ 62,290.00		\$ 8,789.45	\$ -	\$ 60,379.70	\$ 1,910.30	97%	3%
7	NC Pre-K Subsidy Non-TANF - NEW at 11-30-19	IH Partnership for Children		\$ 11,430.00		\$ 2,471.00	\$ 70.00	\$ 11,430.00	\$ -	100%	0%
		ECE Subsidy Non-TANF Total:	3%	\$ 224,220.00	\$ -	\$ 13,287.11	\$ 1,053.71	\$ 183,534.03	\$ 40,685.97	82%	
Early Care & Education Subsidy - Administration											
8	Subsidy Support Staff	Dept. of Social Services		\$ 159,807.00		\$ -	\$ -	\$ 159,807.00	\$ -	100%	0%
9	Child Care Scholarship - Admin Support	Fayetteville Tech. Com. College		\$ 11,450.00		\$ 1,967.64	\$ -	\$ 11,450.00	\$ -	100%	0%
10	CCR&R - Subsidy Administration	IH Partnership for Children		\$ 7,150.00		\$ 200.64	\$ -	\$ 7,150.00	\$ -	100%	0%
		ECE Subsidy Administration Total	3%	\$ 178,407.00	\$ -	\$ 2,168.28	\$ -	\$ 178,407.00	\$ -	100%	
Early Care & Education Quality & Affordability											
11	CCR&R - Core Services	IH Partnership for Children		\$1,488,956.00		\$ 6,305.26	\$ 122,795.53	\$ 1,262,338.27	\$ 226,617.73	85%	15%
12	WAGES	Child Care Svcs. Association		\$ 371,554.00		\$ 16,635.00	\$ 29,007.26	\$ 371,554.00	\$ -	100%	0%
		ECE Quality Total:	29%	\$ 1,860,510.00	\$ -	\$ 22,940.26	\$ 151,802.79	\$ 1,633,892.27	\$ 226,617.73	88%	
		Minimum of 70% Total Required		79%							

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC. - SMART START GRANT - FY 2019 - 2020

FY 19/20 SMART START FULL ALLOCATION		\$6,819,643
TOTAL ALLOCATION FOR ADMINISTRATION ----->		\$332,749
FY 19/20 Smart Start Admin Base Allocation	\$317,749	
FY 19/20 Additon of 1% Fundraising Grant [9200-990]	\$15,000	
TOTAL ALLOCATION FOR SERVICES ----->		\$6,486,894
FY 19/20 Smart Start Services Allocation :	\$6,255,298	
FY 19/20 Reduction for 1% Fundraising Grant [9200-990]	\$ (15,000)	
Carryforward Funds from FY1819 to be used in FY1920	\$246,596	

										AS OF JUNE 30, 2020	
										If monthly spending was equal, at month-end, the percentages should be:	
										100%	0%
										% of Budget Expended	% of Available Funds

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

FY 19/20 Revenues per Contract	Fiscal Year 2019/ 2020	
\$ 8,398,245	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 June 30, 2020
\$ 9,098,098	Total NC Pre-k Grant	SHOULD BE
		100% 0%

FUND	Activity	FY 19/20 Budget 6/30/2020	April	May	June	Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds
211	9100-999 Administrative Operations	\$ 63,799.91	\$ 104.00	\$ 9,085.42	\$9,085.42	\$63,799.91	\$0.00	100%	0%
211	3104-001 CCR&R - Core	\$ 83,891.00	\$ 7,000.54	\$ 6,402.12	(3,118.79)	\$83,891.00	\$0.00	100%	0%
	3323-017 NC Pre-k Coordination (In-Direct)	\$ 202,236.09	\$ 17,747.65	\$ 16,594.09	(15,991.10)	\$202,236.09	\$0.00	100%	0%
	Services Sub-Total	\$ 286,127.09	\$24,748.19	\$22,996.21	(19,109.89)	\$286,127.09	-	100%	0%
206	2342-015 NC Pre-k Subsidy (Direct - Child Reimbursement) - State Funds	\$ 1,416,529.00	\$ -	\$ -	(266,941.00)	\$1,020,259.00	\$396,270.00	72%	28%
	2348-015 NC Pre-K Non-TANF/CCDF - State Funds	\$ 233,050.00	\$ -	\$ -	(40,050.00)	\$233,050.00	\$0.00	100%	0%
	Fund 206 Sub-Total	\$ 1,649,579.00	\$0.00	\$0.00	(306,991.00)	\$1,253,309.00	\$396,270.00	76%	24%
319	2342-015 NC Pre-k Subsidy TANF (Direct - Child Reimbursement) - Federal Funds	\$ 5,548,466.00	\$ 650,850.00	\$ 650,850.00	\$942,191.00	\$5,547,666.00	\$800.00	100%	0%
	2348-015 NC Pre-K Non-TANF/CCDF - Federal Funds	\$ 1,200,200.00	\$ 146,900.00	\$ 146,900.00	\$192,600.00	\$1,200,200.00	\$0.00	100%	0%
	Fund 319 Sub-Total	\$ 6,748,666.00	\$797,750.00	\$797,750.00	\$1,134,791.00	\$6,747,866.00	\$800.00	100%	6%
328	3322-017 NC Pre-K New CCDF Quality Funds - Federal Funds	\$ 174,963.00	\$ 2,820.17	\$ 3,265.60	\$61,730.93	\$174,963.00	\$0.00	100%	0%
212	3104-001 NC Pre-K New Capacity Building Funds - State Funds effective 10-1-2019	\$ 20,221.00	\$ -	\$ -	\$ -	\$20,221.00	\$0.00	100%	0%
212	3323-017 NC Pre-K New Capacity Building Funds - State Funds effective 10-1-2019	\$ 10,126.00	\$ 1,500.00	\$ 1,500.00	\$ -	\$10,126.00	\$0.00	100%	0%
212	5603-007 NC Pre-K New Capacity Building Funds - State Funds effective 10-1-2019	\$ 8,082.00	\$ -	\$ -	\$ -	\$8,082.00	\$0.00	100%	0%
212	9100-999 NC Pre-K New Capacity Building Funds - State Funds effective 10-1-2019	\$ 136,534.00	\$ -	\$ -	\$24,901.00	\$136,534.00	\$0.00	100%	0%
	Fund 212 Sub-Total	\$ 174,963.00	\$1,500.00	\$1,500.00	\$0.00	\$174,963.00	\$0.00	100%	0%

Total Budget Remaining						\$397,070.00
Total NC Pre-K Grant		\$ 9,098,098.00				
Unallocated NC Pre-k Revenues		\$ -				
Total NC Pre-k Grant Expended			\$826,922.36	\$834,597.23	\$879,506.46	\$8,701,028.00
Total State Funds		\$2,174,469.00				
Total Federal Funds		\$6,923,629.00				
Total NC Pre-K Grant		\$9,098,098.00				

Region 5 DCDEE Lead Agency Grant
Fiscal Year 2019 - 2020

Partnership for Children of Cumberland County, Inc.

TOTAL FY 2019 - 2020 REGION 5 LEAD AGENCY ALLOCATION

\$796,555.00

FY 2019 - 2020 10% Overhead / Administration Allocation

\$72,014.00

FY 2019 - 2020 Program/Services Allocation

\$724,541.00

EXPENDITURES								as of June 30, 2020	
								100%	0%
Activity		06/30/20 Budget	April	May	June	Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds
Region 5 Lead Agency - Core Services		\$ 246,166.00	\$ 11,437.26	\$ 59,721.72	\$ 18,164.81	\$ 205,983.71	\$ 40,182.29	84%	16%
Core Services - 10% Overhead/Administration for CCR&R		\$ 1,899.00	\$ 23.98	\$ 14.57	\$ 19.50	\$ 1,066.03	\$ 832.97	56%	44%
Core Services - 10% Overhead/Administration for Admin Ops		\$ 28,500.00	\$ 1,119.75	\$ 2,288.15	\$ 9,099.69	\$ 25,754.94	\$ 2,745.06	90%	10%
Contracts & Grants - Anson County		\$ 9,954.00	\$ -	\$ 829.50	\$ 2,488.50	\$ 9,954.00	\$ -	100%	0%
Contracts & Grants - Montgomery County		\$ 8,345.00	\$ -	\$ -	\$ 8,345.00	\$ 8,345.00	\$ -	100%	0%
Contracts & Grants - Moore County		\$ 29,399.00	\$ -	\$ 2,292.42	\$ 7,622.58	\$ 29,399.00	\$ -	100%	0%
Contracts & Grants - Richmond County		\$ 14,528.00	\$ -	\$ 8,886.35	\$ 5,641.65	\$ 14,528.00	\$ -	100%	0%
		\$ 338,791.00	\$ 12,580.99	\$ 74,032.71	\$ 51,381.73	\$ 295,030.68	\$ 43,760.32	87%	13%
Region 5 Infant Toddler Project		\$ 136,642.00	\$ 8,067.35	\$ 14,985.64	\$ 9,915.20	\$ 132,459.59	\$ 4,182.41	97%	3%
Infant Toddler - 10% Overhead/Administration for CCR&R		\$ 1,600.00	\$ 14.39	\$ 8.75	\$ 61.28	\$ 1,510.40	\$ 89.60	94%	6%
Infant Toddler - 10% Overhead/Administration for Admin Ops		\$ 12,064.00	\$ 764.00	\$ 393.79	\$ 2,205.92	\$ 11,735.55	\$ 328.45	97%	3%
		\$ 150,306.00	\$ 8,845.74	\$ 15,388.18	\$ 12,182.40	\$ 145,705.54	\$ 4,600.46	97%	3%
Region 5 Healthy Social Behaviors Project		\$ 279,507.00	\$ 13,835.41	\$ 36,708.68	\$ 14,967.24	\$ 184,922.23	\$ 94,584.77	66%	34%
Healthy Social Behavior - 10% Overhead/Administration for CCR&R		\$ 791.00	\$ 23.98	\$ 14.57	\$ 19.50	\$ 748.98	\$ 42.02	95%	5%
Healthy Social Behavior - 10% Overhead/Administration for Admin Ops		\$ 27,160.00	\$ 2,030.60	\$ 3,724.86	\$ 1,765.18	\$ 17,743.24	\$ 9,416.76	65%	35%
		\$ 307,458.00	\$ 15,889.99	\$ 40,448.11	\$ 16,751.92	\$ 203,414.45	\$ 104,043.55	66%	34%
Total Allocated DCD Funds Remaining							\$ 152,404.33		
Summary for 10% Overhead / Administration	PFC	\$ 72,014.00	\$ 3,976.70	\$ 6,444.69	\$ 13,171.07	\$ 58,559.14	\$ 13,454.86	81%	19%

Partnership for Children of Cumberland County, Inc.

All Funding Sources

Fiscal Year 2019 - 2020

FUND CODE		July 1, 2019 Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance
			April	May	June	YTD	April	May	June	YTD	
	RESTRICTED FUNDS										
206	NC Pre-K Grant - State Funds (per child)	\$ -	\$ -	\$ -	\$ (295,767.00)	\$ 725,383.00	\$ -	\$ -	\$ (306,991.00)	\$ 714,159.00	\$ 11,224.00
	CASH ADVANCE from DCDEE -NC Pre-K Grant	\$ -	\$ -	\$ -	\$ -	\$ 539,150.00	\$ -	\$ -	\$ -	\$ 539,150.00	\$ -
211	NC Pre-K Grant - 4% Admin Fees - STATE Funds	\$ (1,062.85)	\$ 44,951.68	\$ -	\$ 48,437.33	\$ 321,490.30	\$ 24,852.19	\$ 31,878.27	\$ (9,821.11)	\$ 317,813.00	\$ 2,614.45
	CASH ADVANCE from DCDEE -NC Pre-K Grant	\$ -	\$ -	\$ -	\$ -	\$ 32,718.00	\$ -	\$ -	\$ -	\$ 32,718.00	\$ -
319	NC Pre-K Grant (per slot) - Federal Funds	\$ -	\$ 1,584,125.00	\$ -	\$ 1,093,517.00	\$ 6,447,992.00	\$ 797,750.00	\$ 797,750.00	\$ 1,134,791.00	\$ 6,447,192.00	\$ 800.00
	CASH ADVANCE from DCDEE -NC Pre-K Grant	\$ -	\$ -	\$ -	\$ -	\$ 300,674.00	\$ -	\$ -	\$ -	\$ 300,674.00	\$ -
328	NC Pre-K Grant CCDF Quality Funds-Federal Funds	\$ (50,913.25)	\$ 15,553.20	\$ -	\$ 40,932.64	\$ 198,176.04	\$ 2,820.17	\$ 3,265.60	\$ 61,730.93	\$ 175,114.00	\$ (27,851.21)
212	NC Pre-K Capacity Building Grant STATE Funds	\$ (14,384.03)	\$ 74,867.51	\$ -	\$ 2,946.22	\$ 164,262.25	\$ 1,500.00	\$ 1,500.00	\$ 24,901.00	\$ 175,113.00	\$ (25,234.78)
	Sub-total for NC Pre-K	\$ (66,360.13)								Sub-total	\$ (38,447.54)
301	Family CareGivers Program	\$ (164.12)	\$ 601.00	\$ -	\$ -	\$ 2,597.00	\$ -	\$ 2,066.34	\$ -	\$ 4,500.00	\$ (2,067.12)
307	DCD Grant - SWCDC	\$ 18,312.10	\$ 19,113.92	\$ 12,580.99	\$ 169,401.60	\$ 338,790.94	\$ 12,580.99	\$ 73,994.44	\$ 51,420.00	\$ 313,342.72	\$ 43,760.32
312	Region 5 - Infant/Toddler Project	\$ 1,558.37	\$ 9,163.42	\$ 8,562.25	\$ 41,732.60	\$ 158,070.84	\$ 8,845.74	\$ 15,311.64	\$ 12,258.94	\$ 155,028.75	\$ 4,600.46
313	Region 5 - Healthy Social Behavior	\$ 9,593.21	\$ 16,490.93	\$ 22,600.33	\$ 33,368.89	\$ 176,018.01	\$ 15,889.99	\$ 40,333.30	\$ 16,866.73	\$ 205,242.82	\$ (19,631.60)
807	Region 5 - Program Income	\$ -	\$ 4.00	\$ -	\$ -	\$ 11,901.90	\$ 1,455.04	\$ 1,136.89	\$ (6,605.39)	\$ 11,901.90	\$ -
	Sub-total for Other Restricted	\$ 29,299.56								Sub-total	\$ 26,662.06
143	Smart Start - Admin. (FY 17/18)	\$ 50.95	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50.95	\$ -
144	Smart Start - Services (FY 17/18)	\$ 902.97	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 902.97	\$ -
146	Smart Start - Services (FY 18/19)	\$ 275,733.74	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 275,733.74	\$ -
147	Smart Start - Admin. (FY 19/20)	\$ -	\$ 33,196.00	\$ 32,339.00	\$ (29,506.00)	\$ 332,749.00	\$ 19,842.40	\$ 1,719.21	\$ 10,203.69	\$ 332,749.00	\$ -
148	Smart Start - Services (FY 19/20)	\$ -	\$ 318,092.00	\$ 309,868.00	\$ 254,100.00	\$ 3,725,227.00	\$ 273,452.79	\$ 116,548.89	\$ 356,705.00	\$ 3,302,049.83	\$ 423,177.17
201	MAC SS Grant (Accting/Contracting)	\$ -	\$ 16,348.62	\$ -	\$ 16,348.63	\$ 98,091.73	\$ 24,021.51	\$ 4,071.78	\$ 4,948.94	\$ 98,091.73	\$ -
216	Dolly Parton's Imagination Library	\$ 3,525.75	\$ 7,500.00	\$ -	\$ -	\$ 30,000.00	\$ 3,001.73	\$ 7,405.00	\$ 3,630.00	\$ 32,244.05	\$ 1,281.70
801	Program Income (SS Related)	\$ 82,849.45	\$ 4,548.23	\$ 7,881.62	\$ 4,896.78	\$ 68,481.25	\$ 833.25	\$ 1,219.05	\$ 24,970.70	\$ 82,605.27	\$ 68,725.43
804	GEMS Shared Services (PI SS Related)	\$ 1,300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,300.00
902	COBRA - Employee Insurance Withholdings	\$ -	\$ -	\$ 176.64	\$ 88.42	\$ 529.92	\$ 88.22	\$ 176.64	\$ 53.75	\$ 495.05	\$ 34.87
	Sub-total for Smart Start & Related	\$ 364,362.86								Sub-total	\$ 494,519.17

Partnership for Children of Cumberland County, Inc.

All Funding Sources

Fiscal Year 2019 - 2020

FUND CODE		July 1, 2019 Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance
			April	May	June	YTD	April	May	June	YTD	
	UNRESTRICTED FUNDS										
208	Unrestricted State Revenues - For Operating Purposes	\$ 28,371.63	\$ -	\$ -	\$ -	\$ -	\$ 1,727.85	\$ 1,375.06	\$ (317.78)	\$ 13,231.41	\$ 15,140.22
	Unrestricted State Revenues - Invested in CDs and Money Market Account	\$ 488,655.55	\$ -	\$ -	\$ -	\$ -		\$ (25.00)	\$ -	\$ 435.14	\$ 488,220.41
501	Individual Gifts & Donations	\$ 40,140.50	\$ 935.00	\$ 222.81	\$ 1,163.00	\$ 12,726.21	\$ 5.42	\$ 3.35	\$ 370.64	\$ 2,246.12	\$ 50,620.59
515	Vending Machine Commissions	\$ 369.44	\$ 50.90	\$ -	\$ -	\$ 512.80	\$ 140.65	\$ 107.94	\$ (8.17)	\$ 541.86	\$ 340.38
518	Kohl's Corporate Grants	\$ 3,855.92	\$ -	\$ -	\$ -	\$ 930.00	\$ -	\$ -	\$ -	\$ 429.58	\$ 4,356.34
526	Unrestricted Private Funds	\$ 540.41	\$ -	\$ -	\$ -	\$ -	\$ 28.58	\$ -	\$ -	\$ 540.41	\$ -
531	PFC Annual Engagements	\$ 247.80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 247.80	\$ -
536	The CarMax Foundation Grant	\$ 636.43	\$ -	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 802.33	\$ 9,834.10
537	Foundation for the Carolinas Grant via Long Leaf Foundation	\$ 13,361.63	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,350.82	\$ 2,010.81
539	Foundation for the Carolinas Grant - Operation Restoration	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00	\$ 9,287.50	\$ 90,712.50
540	Think Babies Community Infant Toddler Project	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 84.74	\$ -	\$ -	\$ 2,000.00	\$ -
541	NC Early Care Childhood Foundation ECPC	\$ -	\$ -	\$ -	\$ -	\$ 886.37	\$ -	\$ -	\$ 14.18	\$ 886.37	\$ -
542	NC Early Care Childhood Foundation Family Input	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ (6.01)	\$ 1,000.00	\$ -
543	CC Foundation - Family Connect Grant	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00	\$ 4,411.58	\$ 3,335.62	\$ 4,820.65	\$ 16,077.36	\$ 33,922.64
544	Falcon Children's Home - Car Seat Safety Program Donation	\$ -	\$ 5,000.00	\$ -		\$ 5,000.00	\$ -	\$ -		\$ -	\$ 5,000.00
545	CC Foundation - Toilet Training Grant	\$ -	\$ -	\$ -		\$ 7,572.00	\$ -	\$ -		\$ -	\$ 7,572.00

Partnership for Children of Cumberland County, Inc.

All Funding Sources

Fiscal Year 2019 - 2020

FUND CODE		July 1, 2019 Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance
			April	May	June	YTD	April	May	June	YTD	
802	PFCRC II (Non-Smart Start)	\$ 110,431.99	\$ 8,749.91	\$ 12,620.58	\$ 11,802.33	\$ 121,179.25	\$ 10,271.08	\$ 9,368.65	\$ 16,390.21	\$ 146,277.33	\$ 85,333.91
806	Forward March Conference	\$ 31,763.71	\$ -	\$ -	\$ -	\$ 11,250.00	\$ -	\$ (1,250.00)	\$ -	\$ 605.46	\$ 42,408.25
812	PFCRC II - Administration	\$ 57,000.00	\$ 4,750.00	\$ 4,750.00	\$ 4,750.00	\$ 57,000.00	\$ 4,245.24	\$ 29,281.33	\$ 5,709.94	\$ 79,537.48	\$ 34,462.52
815	Hoke - Contracted Eval (not program income)	\$ 14,191.40	\$ -	\$ -	\$ 5,525.00	\$ 16,345.00	\$ 357.91	\$ 50.64	\$ -	\$ 11,436.94	\$ 19,099.46
816	Contracted Data Services	\$ 3,448.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,448.15
820	Fundraising - PFC Annual Soiree	\$ 106,534.93	\$ -	\$ -	\$ 5,945.63	\$ 26,326.51	\$ 716.33	\$ 11,551.40	\$ 69.22	\$ 24,097.73	\$ 108,763.71
822	Fundraising - PFC Annual Soiree - Kidstuff	\$ 7,063.14	\$ -	\$ -	\$ -	\$ -	\$ (73.20)	\$ -	\$ -	\$ 3,360.87	\$ 3,702.27
824	Fundraising - PFC Annual Soiree - Administrative Allocation	\$ 6,157.71	\$ -	\$ -	\$ 429.37	\$ 429.37	\$ -	\$ -	\$ -	\$ -	\$ 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	\$ (8,948.47)	\$ -	\$ -	\$ -	\$ 16,231.27	\$ 1,757.98	\$ 1,131.46	\$ 52.66	\$ 17,349.59	\$ (10,066.79)
899	Interest Income (from Investment Funds)	\$ 22,533.18	\$ 9.99	\$ 5,422.14	\$ 10.66	\$ 6,627.76	\$ -	\$ -	\$ -	\$ -	\$ 29,160.94
904	Forfeited FSA	\$ 823.85	\$ -	\$ -	\$ 74.76	\$ 305.03	\$ 4.25	\$ 4.25	\$ 8,105.00	\$ 8,151.75	\$ (7,022.87)
905	Employee Withholding	\$ (2,537.86)	\$ 25,850.37	\$ 25,335.68	\$ 26,041.34	\$ 393,750.60	\$ 25,375.63	\$ 16,788.95	\$ 34,655.30	\$ 392,258.87	\$ (1,046.13)
	Sub-total for Unrestricted Funds	\$ 1,049,162.84								Sub-total	\$ 1,046,082.29

Partnership for Children of Cumberland County, Inc.

All Funding Sources

Fiscal Year 2019 - 2020

FUND CODE		July 1, 2019 Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance
			April	May	June	YTD	April	May	June	YTD	
	INFORMATION TECHNOLOGY										
992	PFC IT Management	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 112.00	\$ 335.93	\$ (2,503.36)	\$ -	\$ -
993	IT - Core	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (364.31)	\$ 364.31	\$ -	\$ -
994	IT - Outside Agencies	\$ 121,979.80	\$ 6,724.15	\$ 10,352.00	\$ 18,858.64	\$ 103,819.17	\$ 8,072.39	\$ 8,587.84	\$ 15,220.24	\$ 112,165.20	\$ 113,633.77
995	IT - PFC Enhanced	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 611.08	\$ (411.08)	\$ (2,224.06)	\$ -	\$ -
996	IT - PFC Regular	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (509.04)	\$ -	\$ -
Sub-total for Information Technology		\$ 121,979.80								Sub-total	\$ 113,633.77
	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	\$ 1,529,828.93								TOTAL	\$ 1,673,833.75

ADDITIONAL SUMMARIZED INFORMATION	
USR	
Operating Cash	15,140.22
Investments	488,220.41
\$	503,360.63

NCPK	
Operating Cash	(38,447.54)
Cash Advance	-
\$	(38,447.54)

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

Fiscal Year 2019 / 2020									
							SHOULD BE:	100%	0%
Activity	FY 19/20 Budget Effective 7/1/2019	April	May	June	Expenditures Y-T-D	(Over) Under Allocated Budget Amount	% of Budget Expended	% of Available Funds	
Administrative Operations	\$ 12,000.00	\$ 1,727.85	\$ 1,350.06	\$ (317.78)	\$ 13,706.41	\$ (1,706.41)	114%	-14%	
CC&R - Core (in case of Federal shutdown)	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00	0%	100%	
Sub-Total	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00	0%	100%	
Total Allocated Budget for FY17-18	62,000.00								
Allocated Budget Amount SPENT		\$ 1,727.85	\$ 1,350.06	\$ (317.78)	\$ 13,706.41				
Allocated Budget Amount UNSPENT						\$ 48,293.59			
SUMMARY OF CASH AND INVESTMENTS									
July 1 - Total Cash Carryover including Investments							\$ 517,027.18		
Unallocated Unrestricted State Revenues at the month end (see investment note below)					\$ (33,628.37)	<---- Cash of \$28,371.63 in GL 1113 at 07-01-19 less the FY 19-20 budget amount			
Unspent Budget for FY19-20 at the month end					\$ 48,293.59				
Subtotal (cash in GL 1113 at the month end to be used for operating funds)			\$ (25.00)	\$ -		\$ 15,140.22			
Investments at month end (Includes money market account and certificates of deposits, if applicable)	\$488,655.55	\$ -	\$ 25.00	\$ -		\$ 488,220.41	<---- \$25,000 of the investments may be redeemed and used for operating funds if needed.		
CURRENT TOTAL OF CASH AND INVESTMENTS AT THE MONTH END						\$ 503,360.63			

SUMMARY OF SMART START REVERSIONS DUE TO NCPC

YEARS	**TOTAL ALLOCATIONS	YEAREND AMOUNT REVERTED
FY 04-05	\$9,607,234	\$89,499
FY 05-06	\$9,801,495	\$84,967
FY 06-07	\$9,801,495	\$58,956
FY 07-08	\$9,997,525	\$44,650
FY 08-09	\$9,252,746	\$5,310
FY 09-10	\$8,793,297	\$7,035
FY 10-11	\$8,325,783	\$488
FY 11-12	\$6,826,125	\$596
FY 12-13	\$6,755,920	\$3,062
FY 13-14	\$6,617,810	\$22,429
FY 14-15	\$6,603,189	\$918
FY 15-16	\$6,603,189	\$5,386
FY 16-17	\$6,603,189	\$53,407
FY 17-18	\$6,598,689	\$47,949
FY 18-19	\$6,598,689	\$275,859
FY 19-20	\$6,819,643	\$425,592

** includes DSS and WAGE\$

SUMMARY OF REGION 5 DCD GRANT REVERSIONS DUE TO SWCDC

YEARS	TOTAL ALLOCATIONS	YEAREND REVERSION AMOUNT
FY 10-11	\$688,258	\$114,686
FY 11-12	\$631,568	\$23,079
FY 12-13	\$631,568	\$24,976
FY 13-14	\$605,592	\$20,658
FY 14-15	\$561,856	\$13,462
FY 15-16	\$546,483	\$28,584
FY 16-17	\$562,878	\$55,959
FY 17-18	\$579,764	\$52,822
FY 18-19	\$625,907	\$29,194
FY 19-20	\$796,555	\$48,361

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

Cash & In-Kind Contributions Report Fiscal Year 2019/2020

Total Smart Start Allocation: \$ 6,819,643.00
 Target Cash & In-Kind Required (19%): \$ 1,295,732.17
 Target Cash Required (≥13%): \$ 886,553.59
 Target In-Kind Required (±6%): \$ 409,178.58

1

CASH DONATIONS		March	April	May	June	Y-T-D
Cash Donations - In-House						
Board & Committee Donations	501-4410	\$ 120.00	\$ 20.00	\$ 120.00	\$ 535.00	\$ 2,145.00
Staff Donations	501-4410	\$ -	\$ 50.00	\$ 24.50	\$ 58.00	\$ 213.60
Donations - General Admin Operations	501-4410	\$ 230.00	\$ 865.00	\$ 68.31	\$ 570.00	\$ 9,207.61
Donations - General CCR&R	501-4410	\$ -	\$ -	\$ -	\$ -	\$ -
Donations - Reach Out & Read	501-4410	\$ -	\$ -	\$ -	\$ -	\$ -
Donations - General PD&C	501-4410	\$ -	\$ -	\$ -	\$ -	\$ -
Donations - General PFCRC	501-4410	\$ -	\$ -	\$ -	\$ -	\$ -
Donations - PD&C KidStuff	501-4410	\$ -	\$ -	\$ -	\$ -	\$ -
Donations - NC Pre-K SS Allowable	501-4420	\$ -	\$ -	\$ -	\$ -	\$ 2,000.00
Donations - Vending Machine Proceeds	515-4410	\$ 47.15	\$ 50.90	\$ -	\$ -	\$ 512.80
Donations - PFC Annual Engagements	531-4410	\$ -	\$ -	\$ -	\$ -	\$ -
Donations - Forward March Conference	806-4830	\$ 10,250.00	\$ -	\$ -	\$ -	\$ 11,250.00
Donations - Fundraising Events 2018	820-4611	\$ -	\$ -	\$ -	\$ -	\$ -
Donations - Fundraising Events 2019	820-4611	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00
Donations - Fundraising Event Sales 2019	820-4601	\$ -	\$ -	\$ -	\$ -	\$ -
Donations - Fundraising Event Sales 2020	820-4601	\$ 3,423.00	\$ -	\$ -	\$ 6,500.00	\$ 24,373.00
Program Income - Rent from Resource Center I	801-4824	\$ 3,137.02	\$ 4,548.23	\$ 7,476.62	\$ 4,316.78	\$ 49,978.56
Program Income - Conference Room Rental RCI	801-4762	\$ -	\$ -	\$ -	\$ 50.00	\$ 2,100.00
Program Income - Nurturing Parenting Workshop F	801-4836	\$ -	\$ -	\$ -	\$ -	\$ -
Program Income - Tenant Copier Fees	801-5311	\$ 18.20	\$ -	\$ -	\$ -	\$ 331.59
Program Income - CCR&R Workshop Fees	801-4823	\$ 1,415.00	\$ -	\$ 405.00	\$ 610.00	\$ 13,900.00
Program Income - CCR&R Resource Library Fees	801-4823	\$ 56.20	\$ -	\$ -	\$ -	\$ 747.69
Program Income - PDCC IACET Workshop Fees	801-4822	\$ -	\$ -	\$ -	\$ -	\$ 1,730.00
Program Income - PD&C Services	801-4834	\$ -	\$ -	\$ -	\$ -	\$ -
Program Income - PD&C KidStuff	801-4834	\$ 125.00	\$ -	\$ -	\$ -	\$ 125.00
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	\$ 4,750.00	\$ 57,000.00
Cost Reduction - Car Seat Program Parent Fees	146-6902	\$ 80.00	\$ -	\$ -	\$ -	\$ 280.00
Quality Enhancement - Cash Matches	144-6904	\$ -	\$ -	\$ -	\$ -	\$ -
Cost Reduction - Unlimited Online Learning	144-5317	\$ -	\$ -	\$ -	\$ -	\$ -
Total Cash Donations - In-House		\$ 23,651.57	\$ 10,284.13	\$ 12,844.43	\$ 17,389.78	\$ 178,394.85
Cash Donations - Direct Service Providers						
1st Quarter (July - September)						\$ -
2nd Quarter (October - December)						\$ 28,698.62
3rd Quarter (January - March)	\$ 11,682.55					\$ 108,318.04 *
4th Quarter (April - June)		\$ -			\$ 7,204.97	\$ 7,204.97
PFC Child Care Subsidy Parent Fees		\$ -	\$ -	\$ -		\$ -
Total Cash Donations - Direct Service Providers		\$ 11,682.55	\$ -	\$ -	\$ 7,204.97	\$ 144,221.63
TOTAL CASH DONATIONS		\$ 35,334.12	\$ 10,284.13	\$ 12,844.43	\$ 24,594.75	\$ 322,616.48

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					\$ 930.00
Cumberland Community Foundation (100% Private	535-4425	\$ 50,000.00				\$ 50,000.00
TOTAL GRANTS		\$ 50,000.00	\$ -	\$ -	\$ -	\$ 50,930.00

5.5%

IN-KIND DONATIONS						
In-Kind Donations - In-House						
In-Kind Donations - Volunteer Time						\$ 30,275.37
Discounts on Materials - Kaplan						\$ -
Discounts on Materials - Brame						\$ -
Discounts on Materials - Discount School Supply						\$ -
Discounts on Materials - Lakeshore						\$ -
Discounts on Software - Techsoup Stock				\$ 60,954.00		\$ 60,954.00
Donations - Other In-Kind						\$ 65.00
PFC Staff Donations - Supplies and Mileage						\$ -
PFC Board Member Donations - Supplies and Mileage						\$ -
Total In-Kind Donations - In-House		\$ -	\$ -	\$ 60,954.00	\$ -	\$ 91,294.37
In-Kind Donations - Direct Service Providers						
1st Quarter (July - September)						\$ -
2nd Quarter (October - December)						\$ 10,828.00
3rd Quarter (January - March)	\$ 8,547.96					\$ 8,547.96
4th Quarter (April - June)					\$ 2,842.59	\$ 2,842.59
Total In-Kind Donations - Direct Service Providers		\$ 8,547.96			\$ 2,842.59	\$ 22,218.55
TOTAL IN-KIND DONATIONS		\$ 8,547.96	\$ -	\$ 60,954.00	\$ 2,842.59	\$ 113,512.92

1.7%

GRAND TOTAL		\$ 93,882.08	\$ 10,284.13	\$ 73,798.43	\$ 27,437.34	\$ 487,059.40
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7.1%

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

* Parent Fees estimated as of Dec 2019 per NCPC

TARGET REMAINING

\$ (808,672.78)

4



June 1, 2020 - June 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
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IMPORTANT INFORMATION:

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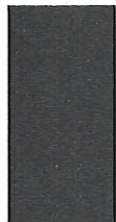
0063643 02 AB 0.416 02 TR 00371 EFAD0503 000111



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

**Account At A Glance****\$72,284.96**

As of 05/31/20

\$72,953.64

As of 06/30/20

Net Change:**\$668.68**

▲ DETACH HERE

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

DETACH HERE ▲

Use This Deposit Slip**Please do not send cash**

Make checks payable to E*TRADE Securities LLC

Dollars	Cents

TOTAL DEPOSIT

Mail deposits to:



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

063020200001 111450253427

E*TRADE



Account Number: [REDACTED]

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

Account Type: NON-PROFIT

Customer Update:

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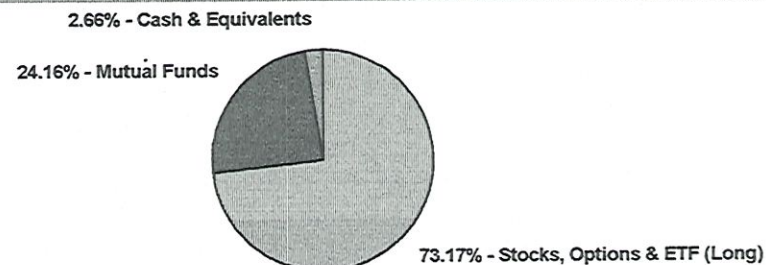
ACCOUNT OVERVIEW

Last Statement Date: May 31, 2020

Beginning Account Value (On 05/31/20): \$ 72,284.96
Ending Account Value (On 06/30/20): \$ 72,953.64
Net Change: \$ 668.68

For current rates, please visit etrade.com/rates

ASSET ALLOCATION (AS OF 06/30/20)



ACCOUNT VALUE SUMMARY

	AS OF 06/30/20	AS OF 05/31/20	% CHANGE
Cash & Equivalents	\$ 1,941.90	\$ 1,859.49	4.43%
Total Cash/Margin Debt	\$ 1,941.90	\$ 1,859.49	4.43%
Stocks, Options & ETF (Long)	\$ 53,383.75	\$ 52,890.74	0.93%
Mutual Funds	\$ 17,627.99	\$ 17,534.73	0.53%
Total Value of Securities	\$ 71,011.74	\$ 70,425.47	0.83%
Net Account Value	\$ 72,953.64	\$ 72,284.96	0.93%

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.

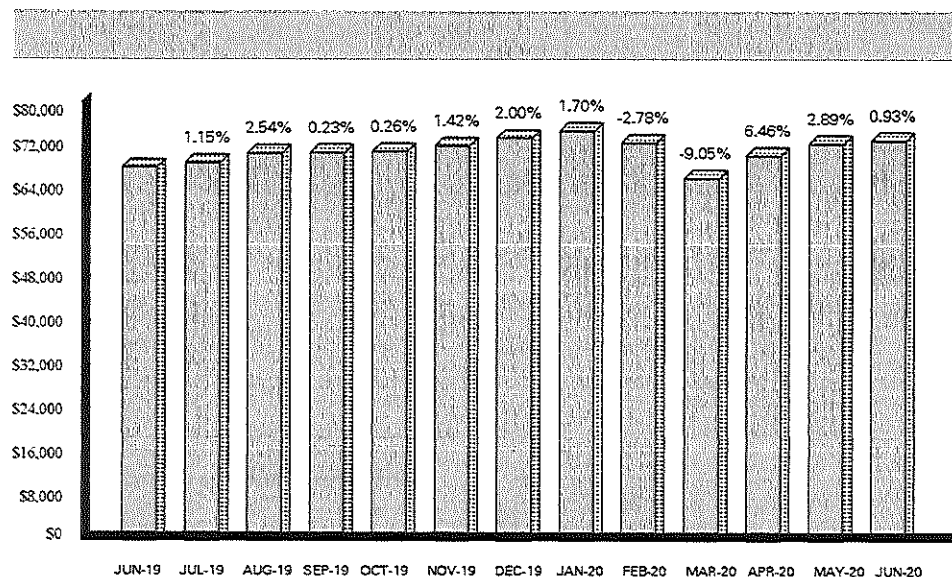


Account Number: [REDACTED]

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

Account Type: NON-PROFIT

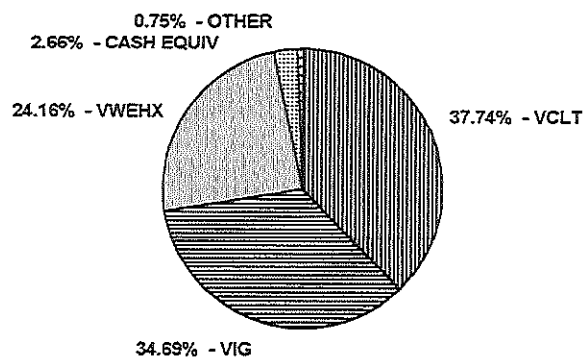
NET ACCOUNT VALUE BY MONTH END



ACCOUNT TRANSACTION SUMMARY

DESCRIPTION	THIS PERIOD	YEAR TO DATE
<u>Interest Received</u>		
Taxable	\$ 0.01	\$ 0.07
<u>Dividends Received</u>		
Taxable	\$ 208.24	\$ 935.18

TOP 10 ACCOUNT HOLDINGS (AS OF 06/30/20)




Account Number: XXXXXXXXXX

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

Account Type: NON-PROFIT

ACCOUNT HOLDINGS
CASH & CASH EQUIVALENTS (2.66% of Holdings)

DESCRIPTION	PORTFOLIO %	AMOUNT
CASH BALANCE		
Opening Balance		1,859.49
Closing Balance	0.00	0.00
Extended Insurance Sweep Deposit Account		
Opening Balance		0.00
Closing Balance	2.66	1,941.90
Average Balance		688.98
Extended Insurance Sweep Deposit Account Balance by Bank as of June 30, 2020		
ETRADE BANK		1,941.90

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).

TOTAL CASH & CASH EQUIVALENTS	2.66%	\$1,941.90
TOTAL CASH & CASH EQUIVALENTS YTD INTEREST (CREDIT INTEREST ONLY)		\$0.06

STOCKS, OPTIONS & EXCHANGE-TRADED FUNDS (73.17% of Holdings)

DESCRIPTION	SYMBOL/ CUSIP	ACCT TYPE	QUANTITY	PRICE	TOTAL MKT VALUE	PORTFOLIO (%)	EST. ANNUAL INCOME	EST. ANNUAL YIELD (%)
***THOMSON REUTERS CORP COM-NEW	TRI	Cash	8	67.9700	543.76	0.75	12.00	2.21%
VANGUARD SCOTTSDALE FUNDS	VCLT	Cash	259	106.2900	27,529.11	37.74	982.00	3.57%
VANGUARD LONG-TERM CORPORATE BOND ETF								
VANGUARD SPECIALIZED FUNDS	VIG	Cash	216	117.1800	25,310.88	34.69	481.00	1.90%
VANGUARD DIVIDEND APPRECIATION ETF								
TOTAL STOCKS, OPTIONS & ETF					\$53,383.75	73.17%	\$1,475.00	2.76%



Account Number: [REDACTED]

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

Account Type: NON-PROFIT

MUTUAL FUNDS (24.16% 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	3,142.245	5.6100	17,627.99	24.16	943.00
TOTAL MUTUAL FUNDS					\$17,627.99	24.16%	\$943.00
TOTAL PRICED PORTFOLIO HOLDINGS (ON 06/30/20)					\$72,953.64		
TOTAL ESTIMATED ACCOUNT HOLDINGS ANNUAL INCOME					\$2,418.00		

TRANSACTION HISTORY

DIVIDENDS & INTEREST ACTIVITY

DATE	TRANSACTION TYPE	DESCRIPTION	SYMBOL/ CUSIP	AMOUNT DEBITED	AMOUNT CREDITED
06/01/20	Dividend	**VANGUARD FIXED INCOME SECS FD INC-HIGH YIELD CORP PORTFOL RECORD 05/31/20 PAY 06/01/20	VWEHX		75.53
06/04/20	Dividend	VANGUARD SCOTTSDALE FUNDS VANGUARD LONG-TERM CORPORATE BOND ETF CASH DIV ON 259 SHS REC 06/02/20 PAY 06/04/20 NON-QUALIFIED DIVIDEND	VCLT		79.82
06/15/20	Dividend	***THOMSON REUTERS CORP COM NEW CASH DIV ON 8 SHS REC 05/21/20 PAY 06/15/20 FRGN-W/H@SOURCE	TRI	0.46	3.04
06/22/20	Dividend	**VANGUARD FIXED INCOME SECS FD INC-HIGH YIELD CORP PORTFOL RECORD 06/19/20 PAY 06/22/20	VWEHX		49.85
06/26/20	Interest	EXTENDED INSURANCE SWEEP DEPOSIT ACCOUNT INTEREST			0.01
TOTAL DIVIDENDS & INTEREST ACTIVITY				\$0.46	\$208.25
NET DIVIDENDS & INTEREST ACTIVITY					\$207.79


Account Number:
Statement Period : June 1, 2020 - June 30, 2020

Account Type: NON-PROFIT

OTHER ACTIVITY

DATE	DESCRIPTION	SYMBOL/ CUSIP	TRANSACTION TYPE	QUANTITY	PRICE	AMOUNT DEBITED	AMOUNT CREDITED
06/01/20	**VANGUARD FIXED INCOME SECS FD INC-HIGH YIELD CORP PORTFOL REINVEST PRICE \$ 5.62	VWEHX	Reinvest	13.44		75.53	
06/22/20	**VANGUARD FIXED INCOME SECS FD INC-HIGH YIELD CORP PORTFOL CROSS FUND REINVEST	VWEHX	Dividend			49.85	
06/23/20	**VANGUARD FIXED INCOME SECS FD INC-HIGH YIELD CORP PORTFOL DIVIDEND ADJUSTMENT POSTING-DATE 06/19	VWEHX	Other	8.746			
06/23/20	**VANGUARD FIXED INCOME SECS FD INC-HIGH YIELD CORP PORTFOL DIVIDEND ADJUSTMENT POSTING-DATE 06/19	VWEHX	Other	8.746			
06/24/20	**VANGUARD FIXED INCOME SECS FD INC-HIGH YIELD CORP PORTFOL REVERSE DUPLICATE DIVIDEND ADJUSTMENT POSTING DATE 06/19/20	VWEHX	Other	-8.746			
TOTAL OTHER ACTIVITY						\$125.38	
NET OTHER ACTIVITY						\$125.38	

EXTENDED INSURANCE SWEEP DEPOSIT ACCOUNT (ESDA) ACTIVITY (0.0100% APY/0.0100%APY Earned as of 06/30/20)

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
06/01/20		OPENING BALANCE	\$0.00
06/15/20	Deposit	EXTND INS SWEEP ACCT(FDIC-INS)	1,939.31
06/16/20	Deposit	EXTND INS SWEEP ACCT(FDIC-INS)	2.58
06/26/20	Deposit	EXTND INS SWEEP ACCT(FDIC-INS)	0.01
06/30/20		CLOSING BALANCE	\$1,941.90



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

OF CUMBERLAND COUNTY

DATE: July 30, 2020
TO: Board of Directors
FROM: Sharon Moyer
Subject: Remove Temporary Restriction from KidStuff Fund



Ask: Kidstuff Fund 822 is **temporarily restricted** and has a balance of \$3,702.27. These funds can only be used for expenses related to KidStuff. Remove the restriction and move the balance to the general fundraising fund.

History and Details: For more than 20 years, Partnership for Children of Cumberland County has been participating in KidStuff at The Fayetteville Dogwood Festival.

In 2004, our organization entered into an agreement with the Dogwood Festival to sponsor and program the KidStuff area. It was a way for us to provide free activities for families with young children, share our programs and services, and conduct our Family Needs Assessment. There are costs associated with the production of this area.

In 2010, minutes from the December 2nd meeting noted that during a discussion about our annual fundraiser, "Eva informed the Board that the money raised goes towards supporting Partnership's KidStuff and PFC's Government & Military Affairs work."

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		Partnership for Children of Cumberland County, Inc. Board of Directors Meeting Minutes December 2, 2010 (12:15 – 2:00 pm)			
MEMBERS PRESENT: Marian Adams, Tal Baggett, Haden Boliek, Ann Crane, Angela Cross, Leslie Griffin, Robert Hines, Jeff Hylland, Erica Little, Donna Mansfield, Karen McDonald, Kim Nagowski, Brenda Reid Jackson, Sheila Rider, Betty Jo Smith, Rev. Brian Thompson, Linda Vandevender, Wanda Wesley, Buck Wilson, Thanena Wilson MEMBERS ABSENT: Donna Barnette, Lisa Childers, Dr. Jeannette Council, Hank Debnam, Richard Everett, Mark Fisher, Dr. Rita Gunter, Krista Hancock, Nathania Headley, Lisa Hemstreet, Danielle Johnson, Dr. Ernie Johnson, Dr. Larry Keen, Sondra McMillan, Juanita Pilgrim, Meredith Player Stiehl, Jody Risacher, Shirley Stallings, Fredericka Sutherland, Dr. Deborah Teasley, Dr. Frank Till, Alana Warren NON-VOTING ATTENDEES: Marie Clark, Lindsey Dawson, Jeanette Elliott, John Freudenberg, Eva Hansen, Pam Howser, Ming Jones, Marie Lilly, Susan Nebiker, Tina Newcomb GUESTS: Ruben Reyes, Charles Allen, Roy Turner, Mike Stancil, Rajan Shamdasani					
AGENDA ITEM		DISCUSSION & RECOMMENDATION		ACTION	FOLLOW-UP
VI. Board New Business A. Job Descriptions* 1. Information Technology a. Information Systems Coordinator (Revised, Direct Reports, Title Change) – eff 1/1/11 b. Systems Engineer (New) – eff 11/22/10 c. IT Technician (Dissolve) - eff 11/22/10 d. Systems Administrator (Direct Reports) – eff 11/22/10 2. CCR&R – Region 5 a. School Age/More at Four Consultant – eff 11/22/10 B. Releveling/Re-evaluation of Job Descriptions Δ C. Evening With the Stars Board Member Sponsor Package D. Board Vacancy – Community Leader • Resignation of Donna Mansfield E. Certificate of Deposit*		VI. Board New Business A. Marie Clark presented the changes in PFC's job descriptions and noted they have been reviewed by the Partnership's HR Consultant, Mike Womble. Information Technology's Information Systems Coordinator is now an exempt position; Systems Engineer position is a new position; IT Technician position has been dissolved and the Systems Administrator has been revised to report to the Systems Administrator. A final job description was presented for CCR&R – Region 5's School Age/More at Four Consultant. Ann Crane moved to accept the Job Description changes as presented. Less Griffin seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. All votes were unanimous. The motion carried. B. Marie updated the Board on the annual Releveling/Re-evaluation of Job Descriptions process. C. The Board was provided with a sponsorship packet that described their opportunity to participate in and sponsor this year's Evening With the Stars event. Karen explained that the EWS event is the Partnership's signature and only fundraiser and asked for the Board's support with a sponsorship of \$200.00 which includes an unrestricted \$50.00 Board donation with the remaining \$150.00 being applied toward their "Supporting Cast Sponsorship". Any donation, to the Partnership, already made this fiscal year will count towards the \$150.00 Supporting Cast Sponsorship. Board members were supplied with a summary sheet showing their donations this fiscal year. Karen directed the Board's attention to the explanatory flyer in their packet. Karen also asked the Board to think of any potential sponsors they may know and pass that information along to the Partnership. Tina Newcomb provided the Board members with Sponsorship Packages that they could take with them and give to potential sponsors. The Partnership has already contacted some of the previous sponsors for their support again this year. Eva asked that the Board members put the EWS date, Feb 27, 2011, on their calendars and attend. Eva informed the Board that the money raised at the EWS event goes towards supporting Partnership's KidStuff and PFC's Government & Military Affairs work.			

In the minutes from the January 21, 2016 Board meeting, Item VII: **Ensuring Adequate Resources and Engagements**, section B: **The Soiree** contained an action item and request to change the formula on how fundraising dollars are allocated. Before 2016, it was noted that after event expenses, 4% of the net would be allocated to our admin budget, and the remainder was split, 50/50 between KidStuff and the Government and Military Affairs position. The action item during the January 21, 2016 meeting was to remove the 50/50 allocation and that net proceeds, after the 4% allocation to admin, be allocated to PFC mission-related expenses determined by PFC's Leadership team. The minutes state, "It is being requested that the proceeds formula change after the start-up monies are removed for the next year's Soiree and 4% for the admin budget, that the monies be placed in a budget where the PFC Leadership Team can determine the priorities and projects." Dr. Larry Keen moved to accept the Soiree proceeds formula as presented. Dr. Deborah Teasley seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. All votes were unanimous. There were no abstentions. The motion carried.

The action in 2016 no longer restricted the funds from our annual fundraiser. However, the KidStuff fund is still restricted and has a balance of \$3,702.27. These funds are restricted for KidStuff or related activities. **With the fate of KidStuff and the Dogwood Festival at the mercy if COVID,** I am requesting the board remove the restriction of the KidStuff Fund (822), and the balance moved into the same fund as mentioned in the January 21, 2016 meeting minutes and be used for priorities and projects deemed appropriate by our organization's leadership.

Soirée Proceeds Formula Change


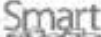
2015 Formula

- 1) \$x allocated to event expenses
- 2) 4% of net then allocated to admin
- 3) Balance of proceeds split 50/50 between GMAL and KidStuff activities

2016 Formula

- 1) \$x allocated to event expenses
- 2) 4% of net then allocated to admin
- 3) Balance of proceeds allocated to PFC mission-related expenses determined by PFC's Leadership Team

<p>VII. Ensuring Adequate Resources & Engagement</p> <p>A. Lease Approvals*</p> <ol style="list-style-type: none"> 1. Darlene P Fairley, PLLC, Behavior Health Outpatient Counseling, Single Office 2. Vanessa Lech, Fayetteville NC Mental Health, Mental Health Services, Single Office <p>B. The Soirée* (<i>Changed to an Action Item</i>)</p> <p>C. Financial Summary: December 2015^a</p> <p>D. 2015-2016 Grant Plan^a</p> <p>E. Cash and In-Kind Challenge: Together We Can Reach Our Goal^a</p> <p>F. Board Donation Status is 31% ^a</p>	<p>A.1. Mike Yeager reported that Darlene P Fairley, PLLC, Behavior Health Outpatient Counseling has completed an application for tenancy. She is looking for a single office space and operates normal business hours. This is a for-profit business, but does offer services for children.</p> <p>Robert Hines moved to accept the tenancy of Darlene P Fairley, as presented. Dr. Deborah Teasley seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. All votes were unanimous. There were no abstentions. The motion carried.</p> <p>Mike reported that Vanessa Lech, Fayetteville NC Mental Health, Mental Health Services has completed an application for tenancy. Ms. Lech is looking for a single office space and does operate normal business hours. This business works with children and families. Ms. Lech is asking that she be able to pay one year upfront on her lease and receive a one month discount. It is recommended that this be approved. The deposit will remain the same; a stipulation will be placed in the lease that if the lease is broken, then no refunds will be provided and the discounted month would be considered as the last month of the lease term.</p> <p>Alana Hix moved to accept the tenancy of Vanessa Lech, Fayetteville NC Mental Health, as presented. Robert Hines seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. All votes were unanimous. There were no abstentions. The motion carried.</p> <p>B. <i>Changed to an action item.</i> Tine Newcomb stated the Soiree is being held March 5, 2016 at the Embassy Suites. There is \$25,000 in sponsorships that have been confirmed; \$50,000 or so more that the Soiree planning team feels they will obtain and another \$25,000 that is a maybe. Auction packages are being put together; Tina asked the board to look at the auction package list and see if there is anything they can help with.</p> <p>Tina provided an overview of the Soiree proceeds formula. In previous years the proceeds were placed in Government and Military Affairs, KidStuff and</p>	<p>Motion Carried</p> <p>Motion Carried</p>	<p>None</p> <p>None</p>
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 Partnership for Children of Cumberland County, Inc. Board of Directors Meeting Minutes January 21, 2016 (12:24 pm to 2:10 pm)			
MEMBERS PRESENT: Judge Tal Baggett, Amy Cannon, Lisa Childers, Angela Crosby, Patricia Crouch (D), James <u>Grafstrom</u> , Hank <u>Debnam</u> , Lisa <u>Hemstreet</u> , Robert Himes, Alana Hix (D), Dr. Larry Keen, Edie Koumparakis (D), Wendy Lowery, Perry Melton, Lorna Ricotta, Dr. Deborah <u>Teadley</u> and Wanda Wesley (D)			
MEMBERS ABSENT: Krista <u>Cason</u> (D), Dr. Jeannette Council, Angela Cross, Nathania Headley (D), Murray <u>Duggins</u> , Jr., Van Gunter, Brenda Reid Jackson, James Lawson (D), Angie Malave, Sharon Moyer, Chris Rey, Jody Risacher, Deborah Sledge, Shirley Stallings (D), Rev. Brian Thompson, Dr. Frank Till and Buck Wilson			
NON-VOTING ATTENDEES: Betty Jo Smith (D), Mary Anders, Michelle Bailey, Rebecca Beck, Linda Blanton, Tatyana Bryant, Marie Clark, Tamiko Colvin, Belinda Gainey, Marcia Gilchrist, Anna Hall, Eva Hansen, Monica Haynes, Michelle Hearon, Stephany Jackson, Julanda Jett, Vicky Jimenez, Al Keller, Sharon Kendrick, Marie Lilly, Carole Mangum, Tina Newcomb, Rose Powers and Mike Yeager			
GUEST: Shelagh O'Sullivan Lane (Barnes and Noble), Anthony Ramos (Kohl's), Scottie Seawell (Governance and Leadership Consultant) and Linda <u>Vandevender</u>			
TOPIC	DISCUSSION, CONCLUSION, RECOMMENDATION, EVALUATION	ACTION	FOLLOW-UP PERSON

<p>Administrative Operations. It is being requested that the proceeds formula change, after the start up monies are removed for the next year's Soiree and 4% for the admin budget, that the monies be placed in a budget where the PFC Leadership Team can determine the priorities and projects.</p> <p>Dr. Larry Keen moved to accept the Soiree proceeds formula as presented. Dr. Deborah Teasley seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. All votes were unanimous. There were no abstentions. The motion carried.</p>	<p>Motion Carried</p>	<p>None</p>
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Partnership for Children of Cumberland County
Proposed Schedule
FY20/21 Fiscal Monitoring Site Visits

Rev. 07/2020

Direct Service Providers	Activity Title	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Autism of Cumberland County	<i>Autism Outreach & Resource Services *</i>		Dec-20		May-20
Carolina Collaborative Community Care	<i>ABCD/Reach Out & Read *</i>		Dec-20		May-20
Easter Seals / UCP	<i>Spainhour Child Play</i>			Feb-20	
Fayetteville Technical Community College	<i>Child Care Scholarships /Admin & Early Childhood</i>			Feb-20	
Kerri Hurley	<i>Kindermusik / Music Therapy</i>			Feb-20	

* Modified SOS Program - quarterly desktop monitoring -
 Sept, Dec, Mar, Jun

** SOS Program - monthly desktop monitoring

Prepared by: Unna Marietta
 Contracts Coordinator

Date: 07/30/2020

Approved by: Mary Annenberg
 President

Date: 07/30/2020

Cumberland County Formal Site Visit (FSV) Follow-Up Report FY 2019-20

Program Name	Site Visit Date	Follow-Up Notes
All Children Excel (ACE) Nurturing Parenting Program (NPP)	3/9/2020	Make sure that the client folder checklist is completed at the time documentation is added. Due Date: Ongoing
Assuring Better Child Health and Development (ABCD)	2/24/2020	No Follow-ups
Autism Circle of Parents Support Program	2/18/2020	No Follow-ups
CCR&R (Overall)		CCR&R Policies and Procedures, by staff acknowledgement, need to be reviewed and updated to concur with current service delivery. Due Date: September 30, 2020
CCR&R (Consumer Education)	Process Modified* Start: 4/1/2020 End: 6/22/2020	No Follow-ups
CCR&R (Lending Library)	Process Modified* Start: 5/22/2020 End: 6/22/2020	In consultation with NCPC, P&E is recommending discussion on current measurements for the Library to assure all areas are included in measurement, to include outreach activities. Due Date: July 15, 2020
CCR&R (Professional Development)	3/17/2020	1) Develop a checklist to assist with chart documentation needs; 2) Update Education Plans annually as applicable; 3) Update pay stubs and/or verification letters when a client changes jobs. Due Date: September 30, 2020
CCR&R (Technical Assistance)	3/19/2020	1) As a best practice, modify chart documentation to a single consistent format in Technical Assistance. In particular, the chart format used by Kimberly Parker is a best practice for consideration; 2) Additionally, and if reasonable for staff, a single consistent location for all files would improve documentation across TA's working with the same site (e.g. eliminate multiple files); 3) Add a Checklist of Services Provided, by date, TA name, and applicable completed assessment). Due Date: August 15, 2020
Child Passenger Safety Care Seat	Process Modified* Start: 3/23/2020 End: 6/22/2020	No Follow-ups

Cumberland County Formal Site Visit (FSV) Follow-Up Report FY 2019-20

Program Name	Site Visit Date	Follow-Up Notes
Community Engagement and Development (CED)	Process Modified* Start: 5/11/2020 End: 5/19/2020	No Follow-ups
DSS Child Care Subsidy	No Site Visit Required	
Family Connects	2/3/2020	
Family Resource Center (FRC)	Process Modified* Start: 5/22/2020 End: 6/8/2020	Update Diaper Bank registrations process to incorporate walk-ins and provide updated information to Mike Yeager. Due Date: Ongoing after July 1, 2020
Kindermusik & Music Therapy	2/20/2020	No Follow-ups
Parents for Higher Education (PFHE) Subsidy	2/17/2020	No Follow-ups
PFC Child Care Subsidy TANF/CCDF and Non-TANF/CCDF	Process Modified* Start: 5/27/2020 End: 6/22/2020	No Follow-ups

Cumberland County Formal Site Visit (FSV) Follow-Up Report FY 2019-20

Program Name	Site Visit Date	Follow-Up Notes
NC Pre-K Enhancements (TANF & Non-TANF)	Process Modified* Start: 6/9/2020 End: 6/16/2020	<p>1) The Program needs to improve the system for organization and tracking of child records, to include: a) a single location for all charts alphabetically; b) A check out system needs to be developed with tracking of who has checked out a record, the date checked out, and a master list of charts not in the general files kept by one individual with responsibility for following up with those checking out records. A sample check out card will be provided to the program as an example.</p> <p>Due Date: September 30, 2020</p> <p>2) Consideration should be given to updating the NC Pre-K Student File Review Checklist and related processes with organizing and managing children's charts. For example: a) Once a child is entered into the data system, the child's unique identifier should be included on the file checklist form; b) the child's placement site should be provided and transfers noted; c) include a place for interview questions, comments, or clarifications to document staff effort in attempting to get answers to eligibility related questions and/or child data system documented notes; d) A 2nd review signature line on the form would assure the entire chart has been reviewed beyond income verification</p> <p>Due Date: July 31, 2020</p> <p>3) A data system error review of at least 10% of charts compared to child records with an error rate of less than 10% (matched to chart reviews with #4).</p> <p>Due Date: January 31, 2021</p> <p>4) Expanded random monitoring by P&E of NC Pre-K child charts monthly through at least December.</p>
Reach Out and Read (ROR)	2/24/2020	<p>1) Keep CCPFC updated on the implementation of the 3rd practice, particularly if their site implementation begins prior to the end of the Fiscal Year.</p> <p>Due Date: July 15, 2020</p> <p>2) It would be helpful to have updated pictures of the current waiting room areas, particularly when the 3rd site is added.</p> <p>Due Date: October 15, 2020</p>

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Program Name	Site Visit Date	Follow-Up Notes
Spainhour Subsidized Child Care	2/11/2020	<p>1) A number of documentation issues were noted with record keeping in children's records in communication on February 21, 2020. While we had hoped to visit to see if these items were rectified to the extent possible, we are aware of the challenges associated with Quarters 3 and 4, particularly due to closure associated with COVID-19 and a pending move back to the Hull Road site. Therefore, we are advising that special attention be paid to managing files in accordance with the checklist the site uses to assure each child's folder is complete. The checklist should be reviewed for possible updating. For future record keeping, it is advised that children's birth dates be documented via birth certificates. Cumberland County residency needs to be established through a Driver's License, Bill with residence address addressed to a parent or relative known to live in the home with the child/children, lease or similar documentation, etc.</p> <p>Due Date: ongoing</p> <p>2) In order to assure that the site accurately reports dates of attendance, monthly attendance sheets for each child need to be audited routinely to assure that closures and child absences are consistently reported across teaching staff. Please note how this is communicated to staff and how it will be reviewed in the future by documenting in the Quarter 4 / Year End Report.</p> <p>Due Date: July 15, 2020 and ongoing</p> <p>3) It is advised that at least two staff be trained and comfortable with their capacity to enter data into GEMS Lite for attendance subsidy reporting.</p> <p>Due Date: July 31, 2020</p> <p>4) Maintain communication regarding newly enrolled children for DSS verifications that include parent signatures on the approved form to assess TANF status of each child.</p> <p>Due Date: ongoing</p> <p>5) Review CAD and Logic Model for FY 2020-21 in collaboration with CCPFC P&E assigned staff.</p> <p>Due Date: July 31, 2020</p>
WAGE\$	No Site Visit Required	

***Process Modified:** All external Direct Service Providers (DSPs) had face-to-face meetings with related follow-up as needed, while most of the internal DSPs had a revised process due to the impact of COVID19. The revised process resulted in virtual visits and related follow-up to complete reports and associated documentation. The 'End' date reflects final reports sent out for review and edit before finalizing documents for signature.

**FACILITY AND TENANT COMMITTEE RECOMMENDATIONS
MEETING 7-20-2020**

RECOMMENDATIONS:

1. Approval for continued tenancy and lease renewal for the following organizations:
 - Brown Therapeutic
 - Jabez Youth Foundation
 - Insight Human Services