

Virtual Finance Committee Meeting Agenda
Quorum = 4 (50%) (Total Committee Members = 8)

Tuesday, January 19, 2021

3:00 pm – 5:00 pm

ZOOM

I. Call to Order & Chair Comments^Δ

- A. Welcome
- B. Volunteer Forms
- C. PFC 10-10 Club / Circle of Friends

II. Approval of October 20, 2020 Minutes*

III. Accounting Reports

- A. Financial Reports: December 2020^Δ – Marie Lilly / Steve Terry
 - 1. Smart Start
 - 2. NC Pre-Kindergarten
 - 3. South West Child Development Commission (SWCDC) – Region 5
 - 4. All Funding Sources
 - 5. Cash and In-Kind Report – Anna Hall
- B. December E-Trade Statement^e – Marie Lilly

IV. New Business

- A. Easter Seals UCP Contract* – Mary Sonnenberg / Anna Hall
- B. Contracts^Δ - Mary Sonnenberg
 - 1. Phase I of Building Construction
 - 2. Bank Financing for Infrastructure Construction Project
 - 3. Hiring Agency for Nurse Home Visitors for Family Connects (related to Preschool Development Grant Family Connects Regional Pilots and Smart Start Family Connects Activity)
- C. DRAFT Audit Report^Δ - Mary Sonnenberg

V. President’s Report^Δ

1. North Carolina Partnership for Children (NCPC) / DCDEE Updates / Legislative Updates
2. Grant Opportunities / Updates
3. COVID-19 Updates
4. PFC Updates
5. Events

VI. Contract Management Report^Δ

- A. Monitoring Status Timelines
 1. Fiscal Report – Anna Hall / Dottie Adams
 2. Contracts Report – Anna Hall
 3. Program Report – Pamela Federline
 4. NC Pre-K Report – Carole Mangum

VII. Information

A. Upcoming Committee Meetings

MEETING	MEETING DATE	MEETING TIME
Board of Directors (& NC Pre-K Planning)	January 28, 2021	12:00 pm – 2:00 pm
Planning & Evaluation	February 9, 2021	2:00 pm – 4:00 pm
Facility & Tenant	February 15, 2021	11:30 am – 1:00 pm
Human Resource	February 16, 2021	8:00 am – 9:15 am
CCR&R	February 18, 2021	9:00 am – 11:00 am
Executive	February 25, 2021	9:00 am – 11:00 am
Public Engagement & Development (PED)	March 4, 2021	9:00 am – 11:00 am
Board Development	March 10, 2021	9:30 am – 11:00 am
<i>Finance</i>	<i>March 16, 2021</i>	<i>3:00 pm – 5:00 pm</i>

VIII. Adjournment

* Needs Action ^Δ Information Only / Possible Conflict of Interest (Recusals) ^ε Electronic Copy



Partnership for Children of Cumberland County, Inc.
Finance Committee Virtual Meeting Minutes
October 20, 2020 (3:03 pm to 4:42 pm)
Be the Driving Force



MEMBERS PRESENT: Robin Deaver (arrived at 3:32 pm), Dawn Keeler, Perry Melton and Steve Terry
MEMBERS ABSENT: Lisa Childers, Sandee Gronowski, Brenda Jackson and Donna Pyles
NON-VOTING ATTENDEES: Dottie Adams, Belinda Gainey, Anna Hall, Marie Lilly, Carole Mangum, Sharon Moyer and Mary Sonnenberg

AGENDA ITEM	DISCUSSION & RECOMMENDATION	ACTION	FOLLOW-UP
I. Call to Order & Chair Comments A. Welcome B. Volunteer Forms C. Donations / PFC 10-10 Club	<p>The scheduled meeting of the Finance Committee was held via ZOOM on Tuesday, October 20, 2020, and began at 3:03 pm pursuant to prior email notice to each committee member. Steve Terry, Chair, called the meeting to order and reviewed items for information until quorum was met. Belinda Gainey was Secretary for the meeting and recorded the minutes.</p> <p>A. Steve Terry welcomed everyone to the meeting. B. Committee members who reviewed the committee packet prior to the meeting were asked to complete the volunteer form that was emailed to them with their packet. C. Mary Sonnenberg informed the committee that all board members are asked to donate to PFC and committee members are allowed to donate as well.</p>	Called to Order	None
II. Approval of Minutes* A. August 18, 2020	<p>A. The minutes for the August 18, 2020 scheduled meeting were previously emailed and reviewed by the committee members. Perry Melton moved to accept the minutes as presented. Dawn Keeler seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. If anyone did not approve the motion, they were asked to place their comment in the ZOOM chat box. All votes were unanimous. The motion carried.</p>	Motion Carried	None
III. Accounting Reports A. Financial Reports: September 2020 ^Δ 1. Smart Start 2. NC Pre-Kindergarten 3. South West Child Development Commission (SWCDC) 4. All Funding Services	<p>A.1. The Financial Reports for September 2020 were previously emailed. Marie Lilly, Anna Hall, Dottie Adams, Mary Sonnenberg and Carole Mangum reviewed the reports with the committee. A.2. The Cash and In-Kind Report for September 2020 was previously emailed. Anna reviewed the report with the committee. B. Mary Sonnenberg provided an overview of the electronic September E-Trade statement.</p>	None None None	None None None



Partnership for Children of Cumberland County, Inc.
Finance Committee Meeting Minutes
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<p>5. Cash and In-Kind Report B. September E-Trade Statement ^e</p>			
<p>IV. New Business A. Projected Reversions/Carry Forward* 1. Contingency Reversion Plan* 2. Activity Budget Amendments* 3. Proposed Smart Start Allocations* B. ACH Processing – Accounting Policies and Procedures Section 9a* C. Timeline for Infrastructure Project^A</p>	<p>Items A.1. – A.3. Deferred to information due to recusals affecting the ability to gain action.</p> <p>A.1. Mary reviewed the Contingency Reversion Plan with the committee. The following had reversions or reserved funds that are now currently available:</p> <ul style="list-style-type: none"> • NCPC – Reverted \$425,592 – return of FY 19/20 funds • MAC Refund Services Allocation - \$6,554 • MAC Refund Admin Allocation - \$567 • Spainhour Child Care Subsidy – \$45,858 <p>Totaling - \$478,571</p> <p>The following are requests for additional funding:</p> <ul style="list-style-type: none"> • PFC – Administration \$567 • CCSA – WAGE\$ - \$150,000 • Community Engagement & Development - \$74,875 • DSS Child Care Subsidy - \$200,000 • DSS Child care Subsidy Admin - \$10,000 • NC Pre-K Enhancements (TANF) - \$71,000 • NC Pre-K Enhancements (Non-TANF) - \$12,527 <p>Totaling - \$518,969</p> <p>The amount requested is greater than the amount available but this will not be the only opportunity for DSPs to request additional funding. The requested funding for Community Engagement and Development and WAGE\$ may be delayed until it is determined what other funding is available. This information will be taken to the October Executive Committee meeting for approval.</p> <p>A.2. The Activity Budget Amendments are the items listed on the Contingency Reversion Plan and were provided electronically.</p> <p>A.3. Marie and Mary provided a brief overview of the Proposed Smart Start Allocations. This contains the same items that were listed on the Contingency Reversion Plan.</p> <p>B. Marie provided an overview of the ACH Processing – Accounting Policies and Procedures Section 9a. The purpose of this Policy and Procedure is to ensure that documents submitted for ACH payment are reviewed and processed, accurately and timely while maintaining internal controls and segregation of duties. Robin Deaver suggested contacting the bank to see if there is a limit to how many checks can be distributed through ACH.</p> <p>Dawn Keeler made a motion to accept ACH Processing – Accounting Policies and Procedures Section 9a as presented. Robin Deaver seconded the motion. Hearing no further discussion, the</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>Motion Carried</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p>



Partnership for Children of Cumberland County, Inc.
Finance Committee Meeting Minutes
October 20, 2020 (3:03 pm to 4:42 pm)
Be the Driving Force



	<p>Chair put the motion to a vote. If anyone did not approve the motion, they were asked to place their comment in the ZOOM chat box. All votes were unanimous. The motion carried</p> <p>C. Mary reported that after looking at all the ramifications for taking the infrastructure project on, as well as going into debt, PFC would like for the work on the building to be done in phases. There are currently funds available totaling \$196,301.31 set aside for the infrastructure project. If debt is acquired, the loans will be considered unallowable to be paid from grants such as Smart Start, NC Pre-K, Region 5, etc. and will have to be paid from unrestricted funds. There is a total of \$526,631.49 that is currently being held to support PFC for unknown future restraints. Marie suggested obtaining a loan and using the current funds available, \$196,301.31, to repay the loan. If the available funds are exhausted, then PFC will need to raise new monies to pay off the loan. Per Steve Terry and Robin Deaver, by going this route, PFC should have about 4 ½ years to pay off the loan. As of now, the loan payments will be considered unallowable to be paid from grants but PFC will ask the representatives from the Foundation of the Carolinas Grant if an exception can be made. Perry Melton stated that now is the time to finance based on low interest rates and the improvements made to the building should increase the equity on the building. Perry stated that the increase of tenant rent could also help with payment on the loan because this is money not currently being considered in budgeting.</p>		
V. President's Report ^Δ	The President's Report is included in the packet.	None	None
VI. Contract Management Report A. Monitoring Status Timelines 1. Fiscal Report 2. Contracts Report 3. Program Report 4. NC Pre-K Report	A.1.-A.4. Mary stated monitoring has been scheduled. There will be some desktop and on-site monitoring.	None	None
VII. Information	See Agenda	None	None
VIII. Adjournment	As there was no further business; the chair announced the meeting adjourned. The meeting was adjourned at 4:42 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

**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.

December 31, 2020

1 Balance Sheet

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

2 Smart Start Grant [State Funds]

- a. PFC's Smart Start grant budgets are reflected at 100% of full allocation effective December 31, 2020.
- b. The total allocation for FY2020-2021 at 100% is \$7,005,760 including DSS and WAGE\$ **AND** \$425,592 of Carryforward funds.

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

- a. PFC is in full contract with DCDEE effective 07-01-2020
- b. The total grant is \$9,098,063 which currently consists of \$3,766,081 of federal funds and \$5,331,972 of state funds.
- c. Historically this distribution of state and federal funds is amended by DCDEE before yearend.
- d. PFC was awarded an additional 2% grant in the amount of \$178,462 to be used to support the administering functions of the NC Pre-K grants. This amount is 100% state funds and is effective from November 1, 2020 through June 30, 2021.

4 DCDEE - Region 5 Grants [Federal Funds]

- a. PFC's two Region 5 grants for Core and Infant Toddler are now in contract effective 07-01-20.
- b. The Region 5 Healthy Social Behaviors [HSB] Contract was amended and extended by two months making it a 14-month contract effective 07-01-2019 through 08-31-2020. The FY20-21 HSB contract is anticipated to be a 10-month contract effective 09-01-2020 through 06-30-2021. It will soon be fully in contract. It is not yet fully executed.

5 All Funding Sources

- a. The cash balance at month-end is as projected and is sufficient for the requirements of the upcoming month.
- b. Grant based reimbursements are anticipated to be timely, except for the HSB Grant.

6 Unrestricted State Revenues (USR) - Fund 208

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

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

Interest Earned - Fund 899	
PNC Bank Money Market	23,776.18
Select Bank - CD	3,126.82
Lumbee Bank - CD	2,285.66
	29,188.66

Investments - Fund 208	488,220.41
Interest Earned - Fund 899	29,188.66
TOTAL INVESTMENTS PLUS INTEREST	517,409.07

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

7 Cash and In-kind Report

- a. The 19% match amount reflected on the monthly report is reflected at 100% of the full allocation.
- b. PFC's Leadership Team, staff and Board members will continue to discuss and implement strategies to meet our match requirement. PFC did not meet the 19% match requirement for FY1920, FY1819, FY1718 nor for FY1617.
- c. Since the 19% required match was not met for the FY ended June 30, 2020, there will be no contribution to the PFC endowment.
- d. The penalty for not meeting the match in FY1920 has been waived due to COVID-19.

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

FOOTNOTES FOR FINANCIAL REPORTS December 31, 2020

FOOTNOTES - BALANCE SHEET

A. The cash accounts at December 31, 2020 total \$2,607,913.67.

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	\$243,871.59	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		\$548,793.07				

B. Employees' payroll deductions at December 31, 2020 from the current month and from prior months total \$(8,391.17) which includes \$7,050.00 of pre-funded HRA/FSA anticipated to be deducted by Blue Cross and Blue Shield in April 2021. These accounts are reconciled on a monthly basis and at yearend to ensure that the correct amounts are being accounted for.

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

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

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

FOOTNOTES FOR FINANCIAL REPORTS

December 31, 2020

FOOTNOTES - SMART START GRANT SPREADSHEET

SERVICES (In-House Activities): The Smart Start grants for all of the Service budgets are in contract at 100% of full allocation effective December 31, 2020.

DIRECT SERVICE PROVIDERS: The Smart Start grants for all of the Direct Service Providers (DSPs) budgets are in contract at 100% of full allocation effective December 31, 2020.

ADMINISTRATION: The Smart Start grant for the Administration budget is in contract at 100% of full allocation effective December 31, 2020.

Partnership for Children of Cumberland County, Inc.
Balance Sheet
December 31, 2020

Assets

Bank of America Checking Account	\$ 2,058,720.60	} A
PNC Bank - Money Market Reserve	243,871.59	
Select Bank - Certificate of Deposit	103,126.82	
Lumbee Bank - Certificate of Deposit	102,285.66	
Lumbee Bank - Checking Account [from investments]	125.00	
E-Trade Funds Account	68,000.00	
Petty Cash, Change Funds, Undeposited Receipts	400.00	
Beneficial Interest in Community Foundation	31,384.00	
Total Assets	2,607,913.67	

Liabilities and Net Assets

Forfeited FSA and HRA Pre-Funding	(7,177.49)	} B
COBRA Insurances	0.41	
Health Insurance Payable	0.06	
Flex-Spending Payable	(1,274.75)	
AFLAC Payable	0.75	
United Way Payable	58.00	
Retirement Contribution Payable	32.03	
Dental Insurance Payable	(21.16)	
Vision Payable	(8.96)	
Legal Shield Payable	(0.06)	
Tenant Security Deposits	22,682.79	
Unrestricted Net Assets	1,054,926.88	
Temporarily Restricted Net Assets	149,030.53	
Permanently Restricted Net Assets	31,384.00	C
Excess Revenues over (under) Expenditures	1,358,280.64	
Total Liabilities and Net Assets	\$ 2,607,913.67	

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

FY 20/21 SMART START 100% ALLOCATION [plus Carryforward funds]		\$7,005,760
TOTAL ALLOCATION FOR ADMINISTRATION ----->		\$384,046
FY 20/21 Smart Start Admin Base Allocation		\$318,316
FY 20/21 Addition of 1% Fundraising Grant [9200-990]		\$65,730
TOTAL ALLOCATION FOR SERVICES ----->		\$6,621,714
FY 20/21 Smart Start Services Allocation :		\$6,261,852
FY 20/21 Reduction for 1% Fundraising Grant [9200-990]		\$ (65,730)
Carryforward Funds from FY19/20 to be used in FY20/21		\$425,592

AS OF DECEMBER 2020

										If monthly spending was equal, at month-end, the percentages should be:		
										50%	50%	
										% of Budget Expended	% of Available Funds	
										EXPENDITURES		
Activity	Agency	12/31/2020	Budget	Advances	October	November	December	Y-T-D	Remaining Budget			
Early Care & Education Subsidy - TANF Only												
1	Subsidized Child Care	Dept. of Social Services	\$ 2,430,306.00		\$ 246,439.00	\$ 239,412.00	\$ 202,371.00	\$ 1,630,445.00	\$ 799,861.00	67%	33%	
2	CCR&R - Subsidy	IH Partnership for Children	\$ 366,368.00		\$ 1,824.50	\$ 5,923.82	\$ 12,074.44	\$ 19,822.76	\$ 346,545.24	5%	95%	
3	Child Care Scholarships	Fayetteville Tech. Com. College	\$ 207,260.00		\$ 21,665.89	\$ 21,912.93	\$ 21,683.88	\$ 79,608.90	\$ 127,651.10	38%	62%	
4	NC Pre-K Susidy TANF	IH Partnership for Children	\$ 71,000.00		\$ -	\$ -	\$ -	\$ -	\$ 71,000.00	0%	100%	
		ECE Subsidy TANF Total:	46%	\$ 3,074,934.00	\$ -	\$ 269,929.39	\$ 267,248.75	\$ 236,129.32	\$ 1,729,876.66	\$ 1,345,057.34	56%	
		Minimum of 39% Required										
Early Care & Education Subsidy - Non-TANF												
5	CCR&R - Non-TANF Dual Subsidy	IH Partnership for Children	\$ 59,500.00		\$ 436.97	\$ 1,206.46	\$ 2,483.96	\$ 4,127.39	\$ 55,372.61	7%	93%	
6	Spainhour/Child Play	Easter Seals UCP	\$ 45,858.00		\$ -	\$ -	\$ -	\$ -	\$ 45,858.00	0%	100%	
7	NC Pre-K Subsidy Non-TANF	IH Partnership for Children	\$ 12,527.00		\$ -	\$ -	\$ -	\$ -	\$ 12,527.00	0%	100%	
		ECE Subsidy Non-TANF Total:	2%	\$ 117,885.00	\$ -	\$ 436.97	\$ 1,206.46	\$ 2,483.96	\$ 4,127.39	\$ 113,757.61	4%	
Early Care & Education Subsidy - Administration												
8	Subsidy Support Staff	Dept. of Social Services	\$ 169,807.00		\$ -	\$ -	\$ -	\$ 135,836.00	\$ 33,971.00	80%	20%	
9	Child Care Scholarship - Admin Support	Fayetteville Tech. Com. College	\$ 11,450.00		\$ 1,075.52	\$ 1,038.16	\$ 1,141.96	\$ 4,812.85	\$ 6,637.15	42%	58%	
10	CCR&R - Subsidy Administration	IH Partnership for Children	\$ 35,150.00		\$ 57.50	\$ 8,325.36	\$ 1,753.10	\$ 10,142.25	\$ 25,007.75	29%	71%	
		ECE Subsidy Administration Total	3%	\$ 216,407.00	\$ -	\$ 1,133.02	\$ 9,363.52	\$ 2,895.06	\$ 150,791.10	\$ 65,615.90	70%	
Early Care & Education Quality & Affordability												
11	CCR&R - Core Services	IH Partnership for Children	\$ 1,360,079.00		\$ 93,688.65	\$ 78,660.56	\$ 125,744.42	\$ 638,746.36	\$ 721,332.64	47%	53%	
12	WAGES	Child Care Svcs. Association	\$ 501,554.00		\$ 27,093.75	\$ 16,650.00	\$ 9,816.67	\$ 158,651.69	\$ 342,902.31	32%	68%	
		ECE Quality Total:	28%	\$ 1,861,633.00	\$ -	\$ 120,782.40	\$ 95,310.56	\$ 135,561.09	\$ 797,398.05	\$ 1,064,234.95	43%	
		Minimum of 70% Total Required	80%									

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

FY 20/21 SMART START 100% ALLOCATION [plus Carryforward funds]		\$7,005,760
TOTAL ALLOCATION FOR ADMINISTRATION ----->		\$384,046
FY 20/21 Smart Start Admin Base Allocation		\$318,316
FY 20/21 Addition of 1% Fundraising Grant [9200-990]		\$65,730
TOTAL ALLOCATION FOR SERVICES ----->		\$6,621,714
FY 20/21 Smart Start Services Allocation :		\$6,261,852
FY 20/21 Reduction for 1% Fundraising Grant [9200-990]		\$ (65,730)
Carryforward Funds from FY19/20 to be used in FY20/21		\$425,592

AS OF DECEMBER 2020

Activity	Agency	12/31/2020	EXPENDITURES					Remaining Budget	If monthly spending was equal, at month-end, the percentages should be:		
			Budget	Advances	October	November	December		Y-T-D	50% % of Budget Expended	50% % of Available Funds
Health and Safety											
13	Assuring Better Health and Development (ABCD)	Carolina Collaborative Community Care (4C)	\$ 92,238.00		\$ 6,189.54	\$ 5,723.10	\$ 5,968.17	\$ 39,125.65	\$ 53,112.35	42%	58%
14	Family Connect	IH Partnership for Children	\$ 100,000.00		\$ 22,500.00	\$ 569.25	\$ 207.70	\$ 23,305.11	\$ 76,694.89	23%	77%
15	Kindermusik & Music Therapy [NEW PSC FOR FY1819 effective 7-1-18 per NCPC]	Kerri Hurley	\$57,209.00	\$ 8,488.50	\$ 2,900.00	\$ 5,629.27	\$ 2,900.00	\$ 16,773.05	\$ 40,435.95	29%	71%
Health & Safety Total:			4% \$ 249,447.00	\$ 8,488.50	\$ 31,589.54	\$ 11,921.62	\$ 9,075.87	\$ 79,203.81	\$ 170,243.19	32%	
Family Support											
16	Autism Outreach & Resource Ctr.	Autism of CC	\$ 45,000.00		\$ 6,800.00	\$ 653.35	\$ 483.02	\$ 32,979.48	\$ 12,020.52	73%	27%
17	PFC Family Resource Center	IH Partnership for Children	\$ 187,265.00		\$ 13,053.08	\$ 16,483.15	\$ 17,735.16	\$ 90,078.77	\$ 97,186.23	48%	52%
18	All Children Excel [ACE]	IH Partnership for Children	\$ 200,950.00		\$ 11,307.36	\$ 10,694.21	\$ 13,587.33	\$ 77,034.00	\$ 123,916.00	38%	62%
19	Child Passenger Safety Car Seat	IH Partnership for Children	\$ 5,000.00		\$ (140.00)	\$ (20.00)	\$ (340.00)	\$ 979.78	\$ 4,020.22	20%	80%
20	Community Engagement & Resource Development	IH Partnership for Children	\$ 308,477.00		\$ 21,398.27	\$ 17,311.77	\$ 26,474.80	\$ 136,430.55	\$ 172,046.45	44%	56%
21	Reach Out & Read Grant	Carolina Collaborative Community Care (4C)	\$ 16,500.00		\$ 403.21	\$ 482.92	\$ 692.73	\$ 3,081.73	\$ 13,418.27	19%	81%
Family Support Total:			12% \$ 763,192.00	\$ -	\$ 52,821.92	\$ 45,605.40	\$ 58,633.04	\$ 340,584.31	\$ 422,607.69	45%	
System Support											
22	P&E - Planning & Evaluation	IH Partnership for Children	\$ 338,216.00		\$ 20,415.45	\$ 20,516.25	\$ 29,905.32	\$ 167,454.52	\$ 170,761.48	50%	50%
System Support Total:			5% \$ 338,216.00	\$ -	\$ 20,415.45	\$ 20,516.25	\$ 29,905.32	\$ 167,454.52	\$ 170,761.48	50%	
Total of Approved Projects:			\$ 6,621,714.00	\$ 8,488.50	\$ 497,108.69	\$ 451,172.56	\$ 474,683.66	\$ 3,269,435.84	\$ 3,352,278.16		
23	Administration	IH Partnership for Children	5% \$ 318,316.00	\$ -	\$ 27,218.86	\$ 26,798.92	\$ 45,950.46	\$ 203,587.38	\$ 114,728.62	64%	36%
24	1% Fundraising	IH Partnership for Children	1% \$ 65,730.00	\$ -	\$ 194.30	\$ -	\$ 429.27	\$ 935.78	\$ 64,794.22	1%	99%
Unallocated Smart Start SERVICES Funds			\$ -								
Unallocated Smart Start ADMINISTRATION Funds			\$ -								
Total Smart Start Funds Expended				\$ 8,488.50	\$ 524,327.55	\$ 477,971.48	\$ 520,634.12	\$ 3,473,959.00			
									Total Allocated Smart Start Funds Remaining		\$ 3,531,801.00

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

FY 20/21 Revenues per Contract	
\$ 8,398,200	NC Pre-k Grant Payments to Providers
\$ 174,963	2% CCDF Quality Funds
\$ 174,963	2% New Capacity Building Funds
\$ 178,462	
\$ 349,927	4% Administrative Fee
\$ 9,276,515	Total NC Pre-k Grant

Fiscal Year 2020/ 2021

as of December 31, 2020	
SHOULD BE	
50%	50%

FUND	Activity	FY 20/21 Budget					Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds
		11/1/2020	October	November	December					
211	3323-999 Administrative Operations	\$ 5,565.00	\$ -	\$ -	\$ -	\$ 5,565.00	\$ 0.00	100%	0%	
	3323-001 CCR&R - Core	\$ 92,383.00	\$ 9,330.16	\$ 8,356.15	\$ 12,042.10	\$ 58,095.95	\$ 34,287.05	63%	37%	
	3323-017 NC Pre-k Coordination (In-Direct)	\$ 251,979.00	\$ 17,644.26	\$ 17,681.83	\$ 24,746.15	\$ 120,181.28	\$ 131,797.72	48%	52%	
	Fund 211 Sub-Total	\$ 349,927.00	\$ 26,974.42	\$ 26,037.98	\$ 36,788.25	\$ 183,842.23	166,084.77	53%	47%	
206	2342-015 NC Pre-k Subsidy (Direct - Child Reimbursement) - State Funds	\$ 452,862.00	\$ -	\$ -	\$ -	\$ 0.00	\$ 452,862.00	0%	100%	
	2348-015 NC Pre-K Non-TANF/CCDF - State Funds	\$ 99,409.00	\$ -	\$ -	\$ -	\$ 0.00	\$ 99,409.00	0%	100%	
	Fund 206 Sub-Total	\$ 552,271.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 552,271.00	0%	100%	
210	2342-015 NC Pre-k Subsidy (Direct - Child Reimbursement) - State Funds	\$ 3,488,945.00	\$ -	\$ -	\$ -	\$ 0.00	\$ 3,488,945.00	0%	100%	
	2348-015 NC Pre-K Non-TANF/CCDF - State Funds	\$ 765,866.00	\$ -	\$ -	\$ -	\$ 0.00	\$ 765,866.00	0%	100%	
	Fund 210 Sub-Total	\$ 4,254,811.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,254,811.00	0%	100%	
319	2342-015 NC Pre-k Subsidy TANF (Direct - Child Reimbursement) - Federal Funds	\$ 3,581,368.00	\$ 513,950.00	\$ 716,100.00	\$ 1,265,650.00	\$ 3,059,800.00	\$ 521,568.00	85%	15%	
	2348-015 NC Pre-K Non-TANF/CCDF - Federal Funds	\$ 9,750.00	\$ -	\$ -	\$ -	\$ 9,750.00	\$ 0.00	100%	0%	
	Fund 319 Sub-Total	\$ 3,591,118.00	\$ 513,950.00	\$ 716,100.00	\$ 1,265,650.00	\$ 3,069,550.00	\$ 521,568.00	85%	163%	
328	3322-017 NC Pre-K New CCDF Quality Funds - Federal Funds	\$ 174,963.00	\$ 3,335.73	\$ 3,329.43	\$ 5,491.75	\$ 55,296.54	\$ 119,666.46	32%	68%	
212	3323-017 NC Pre-K New Capacity Building Funds - State Funds	\$ 92,865.00	\$ -	\$ -	\$ 1,422.00	\$ 1,572.00	\$ 91,293.00	2%	98%	
212	3323-001 NC Pre-K New Capacity Building Funds - State Funds	\$ 12,735.00	\$ -	\$ -	\$ -	\$ 0.00	\$ 12,735.00	0%	100%	
212	3323-999 NC Pre-K New Capacity Building Funds - State Funds	\$ 247,825.00	\$ 20,058.38	\$ 18,829.86	\$ 25,463.02	\$ 122,644.74	\$ 125,180.26	49%	51%	
	Fund 212 Sub-Total	\$ 353,425.00	\$ 20,058.38	\$ 18,829.86	\$ 26,885.02	\$ 124,216.74	\$ 229,208.26		65%	

Total Budget Remaining \$5,843,609.49

Total NC Pre-K Grant	\$9,276,515
Unallocated NC Pre-k Revenues	\$ -
Total NC Pre-k Grant Expended	\$564,318.53
Total State Funds	\$5,510,434
Total Federal Funds	\$3,766,081
Total NC Pre-K Grant	\$9,276,515

Partnership for Children of Cumberland County, Inc.

Region 5 DCDEE Lead Agency Grant
Fiscal Year 2020 - 2021

TOTAL FY 2020 - 2021 REGION 5 LEAD AGENCY ALLOCATION

\$489,097.00

FY 2020 - 2021 10% Overhead / Administration Allocation

\$44,063.00

FY 2020 - 2021 Program/Services Allocation

\$445,034.00

as of December 31, 2020

EXPENDITURES									50%	50%
Activity		07/01/20 Budget	October	November	December	Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds	
Region 5 Lead Agency - Core Services		\$ 246,166.00	\$ 13,680.96	\$ 13,935.73	\$ 18,710.53	\$ 105,306.00	\$ 140,860.00	43%	57%	
Core Services - 10% Overhead/Administration for CCR&R		\$ 1,100.00	\$ 235.73	\$ 2.30	\$ 75.61	\$ 588.87	\$ 511.13	54%	46%	
Core Services - 10% Overhead/Administration for Admin Ops		\$ 29,299.00	\$ 1,213.34	\$ 1,304.69	\$ 1,238.73	\$ 9,298.44	\$ 20,000.56	32%	68%	
Contracts & Grants - Anson County		\$ 9,954.00	\$ -	\$ -	\$ -	\$ -	\$ 9,954.00	0%	100%	
Contracts & Grants - Montgomery County		\$ 8,345.00	\$ -	\$ -	\$ -	\$ -	\$ 8,345.00	0%	100%	
Contracts & Grants - Moore County		\$ 29,399.00	\$ -	\$ -	\$ -	\$ -	\$ 29,399.00	0%	100%	
Contracts & Grants - Richmond County		\$ 14,528.00	\$ -	\$ -	\$ -	\$ -	\$ 14,528.00	0%	100%	
		\$ 338,791.00	\$ 15,130.03	\$ 15,242.72	\$ 20,024.87	\$ 115,193.31	\$ 223,597.69	34%	66%	
Region 5 Infant Toddler Project		\$ 136,642.00	\$ 10,810.57	\$ 10,430.97	\$ 14,077.30	\$ 60,988.56	\$ 75,653.44	45%	55%	
Infant Toddler - 10% Overhead/Administration for CCR&R		\$ 1,545.00	\$ 98.58	\$ 1.38	\$ 74.69	\$ 290.39	\$ 1,254.61	19%	81%	
Infant Toddler - 10% Overhead/Administration for Admin Ops		\$ 12,119.00	\$ 98.58	\$ 1,843.16	\$ 1,017.75	\$ 5,345.95	\$ 6,773.05	44%	56%	
		\$ 150,306.00	\$ 11,007.73	\$ 12,275.51	\$ 15,169.74	\$ 66,624.90	\$ 83,681.10	44%	56%	
Region 5 Healthy Social Behaviors Project	10 month contract for FY20-21 [09/01/2020 - 06/30/2021]	\$ -	\$ 9,663.25	\$ 15,399.34	\$ 25,025.76	\$ 59,764.90	\$ (59,764.90)	#DIV/0!	#DIV/0!	
Healthy Social Behavior - 10% Overhead/Administration for CCR&R		\$ -	\$ 322.76	\$ 2.76	\$ 2.76	\$ 406.33	\$ (406.33)	#DIV/0!	#DIV/0!	
Healthy Social Behavior - 10% Overhead/Administration for Admin Ops		\$ -	\$ -	\$ -	\$ 11.90	\$ 11.90	\$ (11.90)	#DIV/0!	#DIV/0!	
		\$ -	\$ 9,986.01	\$ 15,402.10	\$ 25,040.42	\$ 60,183.13	\$ (60,183.13)	#DIV/0!	#DIV/0!	
Total Allocated DCD Funds Remaining							\$ 247,095.66			
Summary for 10% Overhead / Administration	PFC	\$ 44,063.00	\$ 1,968.99	\$ 3,154.29	\$ 2,421.44	\$ 15,941.88	\$ 28,121.12	36%	64%	

Partnership for Children of Cumberland County, Inc.

All Funding Sources Fiscal Year 2020 - 2021

FUND CODE		July 1, 2020 Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance
			October	November	December	YTD	October	November	December	YTD	
RESTRICTED FUNDS											
206	NC Pre-K Grant - State Funds (per child)	\$ 11,224.00	\$ -	\$ -	\$ 318,252.00	\$ 318,252.00	\$ -	\$ -	\$ -	\$ 11,224.00	\$ 318,252.00
210	NC Pre-K Expansion Grant - Lottery Funds - STATE FUNDS			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
211	NC Pre-K Grant - 4% Admin Fees	\$ 2,614.45	\$ 52,592.11	\$ 68,423.89	\$ 27,386.54	\$ 148,402.54	\$ (25,514.58)	\$ 26,037.98	\$ 36,889.51	\$ 134,068.94	\$ 16,948.05
211	1/10 CASH PAYMENT from DCDEE -NC Pre-K Grant	\$ -	\$ -	\$ -	\$ -	\$ 52,489.00	\$ 52,489.00	\$ -	\$ -	\$ 52,489.00	\$ -
212	NC Pre-K Capacity Building Grant - State Funds	\$ (25,234.78)	\$ 37,082.15	\$ 41,419.71	\$ 17,481.30	\$ 121,217.94	\$ 20,058.38	\$ 18,829.86	\$ 26,885.02	\$ 124,216.74	\$ (28,233.58)
319	NC Pre-K Grant (per slot) - Federal Funds	\$ 800.00	\$ 1,372,550.00	\$ 830,950.00	\$ 500,998.00	\$ 2,751,298.00	\$ 212,880.00	\$ 704,400.00	\$ 1,265,650.00	\$ 2,230,530.00	\$ 521,568.00
319	1/10 CASH PAYMENT from DCDEE -NC Pre-K Grant	\$ -	\$ -	\$ -	\$ -	\$ 839,820.00	\$ 301,070.00	\$ -	\$ -	\$ 839,820.00	\$ -
328	NC Pre-K Grant CCDF Quality Funds-Federal Funds	\$ (27,851.21)	\$ 10,354.26	\$ 3,335.73	\$ 3,329.43	\$ 77,655.99	\$ 3,335.73	\$ 3,329.43	\$ 5,498.05	\$ 55,302.84	\$ (5,498.06)
	Sub-total for NC Pre-K	\$ (38,447.54)								Sub-total	\$ 823,036.41
301	Family CareGivers Program	\$ (2,067.12)	\$ 558.00	\$ -	\$ -	\$ 558.00	\$ (52.00)	\$ 1.20	\$ 6.23	\$ 565.23	\$ (2,074.35)
307	DCD Grant - SWCDC	\$ 43,760.32	\$ 19,435.41	\$ 15,939.77	\$ 14,376.89	\$ 94,302.61	\$ 15,130.03	\$ 15,242.72	\$ 20,024.87	\$ 158,953.60	\$ (20,890.67)
312	Region 5 - Infant/Toddler Project	\$ 4,600.46	\$ 10,352.73	\$ 12,604.20	\$ 9,854.47	\$ 49,982.80	\$ 11,956.41	\$ 11,326.83	\$ 15,169.74	\$ 71,225.32	\$ (16,642.06)
313	Region 5 - Healthy Social Behavior	\$ (19,631.60)	\$ -	\$ -	\$ -	\$ 46,441.12	\$ 9,986.01	\$ 15,402.10	\$ 25,040.42	\$ 86,992.63	\$ (60,183.11)
807	Region 5 - Program Income	\$ -	\$ 708.60	\$ 380.00	\$ 480.00	\$ 1,677.20	\$ -	\$ 290.24	\$ 25.51	\$ 315.75	\$ 1,361.45
	Sub-total for Other Restricted	\$ 26,662.06								Sub-total	\$ (98,428.74)
147	Smart Start - Admin. (FY 19/20)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (46.39)	\$ 123.19	\$ -	\$ -
148	Smart Start - Services (FY 19/20)	\$ 423,177.17	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (223.44)	\$ 505.04	\$ 423,177.17	\$ -
149	Smart Start - Admin. (FY 20/21)	\$ -	\$ 31,209.00	\$ 31,594.00	\$ 37,304.00	\$ 210,493.00	\$ 27,413.16	\$ 26,798.92	\$ 46,379.73	\$ 204,523.16	\$ 5,969.84
150	Smart Start - Services (FY 20/21)	\$ -	\$ 278,976.00	\$ 282,416.00	\$ 333,457.00	\$ 1,881,580.00	\$ 221,366.89	\$ 198,704.99	\$ 264,615.96	\$ 1,318,671.89	\$ 562,908.11
201	MAC SS Grant (Accting/Contracting)	\$ -	\$ 16,352.00	\$ -	\$ 16,352.00	\$ 49,056.00	\$ 6,223.30	\$ 6,024.90	\$ 9,082.97	\$ 40,855.32	\$ 8,200.68
216	Dolly Parton's Imagination Library	\$ 1,281.70	\$ 7,500.00	\$ -	\$ -	\$ 15,000.00	\$ 621.00	\$ 621.00	\$ 657.00	\$ 3,078.00	\$ 13,203.70
801	Program Income (SS Related)	\$ 68,725.43	\$ 5,849.66	\$ 6,242.00	\$ 5,798.55	\$ 33,852.14	\$ 333.54	\$ (14.51)	\$ 494.21	\$ 8,096.13	\$ 94,481.44
804	GEMS Shared Services (PI SS Related)	\$ 1,300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,300.00
902	COBRA - Employee Insurance Withholdings	\$ 34.87	\$ 88.22	\$ 88.22	\$ 88.22	\$ 494.85	\$ 88.22	\$ 88.22	\$ 88.22	\$ 529.31	\$ 0.41
	Sub-total for Smart Start & Related	\$ 494,519.17								Sub-total	\$ 686,064.18

Partnership for Children of Cumberland County, Inc.

All Funding Sources
Fiscal Year 2020 - 2021

FUND CODE		July 1, 2020 Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance
			October	November	December	YTD	October	November	December	YTD	
UNRESTRICTED FUNDS											
208	Unrestricted State Revenues - For Operating Purposes	\$ 15,140.22	\$ -	\$ -	\$ -	\$ -	\$ 1,581.46	\$ 1,504.03	\$ 2,158.51	\$ 10,650.34	\$ 4,489.88
	Unrestricted State Revenues - Invested in CDs and Money Market Account	\$ 488,220.41	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 488,220.41
501	Individual Gifts & Donations	\$ 50,620.59	\$ 863.68	\$ 602.25	\$ 24,083.00	\$ 28,867.18	\$ 3.54	\$ 122.86	\$ 73.99	\$ (1,450.92)	\$ 80,938.69
515	Vending Machine Commissions	\$ 340.38	\$ 12.11	\$ -	\$ 32.98	\$ 115.45	\$ -	\$ -	\$ -	\$ -	\$ 455.83
518	Kohl's Corporate Grants	\$ 4,356.34	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,356.34
536	The CarMax Foundation Grant	\$ 9,834.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,834.10
537	Foundation for the Carolinas Grant via Long Leaf Foundation	\$ 2,010.81	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,010.81	\$ 2,010.81	\$ -
539	Foundation for the Carolinas Grant - Operation Restoration	\$ 90,712.50	\$ -	\$ -	\$ -	\$ 75,000.00	\$ -	\$ -	\$ 14,239.19	\$ 14,239.19	\$ 151,473.31
543	CC Foundation - Family Connect Grant	\$ 33,922.64	\$ -	\$ -	\$ -	\$ -	\$ 4,422.85	\$ 4,271.72	\$ 6,301.32	\$ 29,783.99	\$ 4,138.65
544	Falcon Children's Home - Car Seat Safety Program Donation	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
545	CC Foundation - Toilet Training Grant	\$ 7,572.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 624.00	\$ 1,344.00	\$ 6,228.00
546	CC Foundation - Diaper Bank Grant	\$ -	\$ -	\$ -	\$ 453.52	\$ 453.52	\$ -	\$ -	\$ -	\$ -	\$ 453.52
802	PFCRC II (Non-Smart Start)	\$ 85,333.91	\$ 13,037.24	\$ 12,656.72	\$ 24,700.33	\$ 95,365.77	\$ 7,897.17	\$ 9,399.64	\$ 15,350.93	\$ 91,471.64	\$ 89,228.04
806	Forward March Conference	\$ 42,408.25	\$ -	\$ -	\$ -	\$ (8,750.00)	\$ -	\$ 2.25	\$ 2.84	\$ 5.09	\$ 33,653.16
809	Hoke County Consumer Ed (not program income)	\$ -	\$ 4,264.26	\$ 4,294.16	\$ 4,725.73	\$ 15,071.38	\$ 4,294.16	\$ 6,819.59	\$ 6,684.20	\$ 23,849.44	\$ (8,778.06)
812	PFCRC II - Administration	\$ 34,462.52	\$ 4,750.00	\$ 4,750.00	\$ 4,750.00	\$ 28,500.00	\$ 4,300.72	\$ 4,294.30	\$ 6,581.05	\$ 29,715.59	\$ 33,246.93
815	Hoke - Contracted Eval (not program income)	\$ 19,099.46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (2.07)	\$ 0.63	\$ 4,040.50	\$ 15,058.96
816	Contracted Data Services	\$ 3,448.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,448.15
820	Fundraising - PFC Annual Soiree	\$ 108,763.71	\$ 20,000.00	\$ -	\$ (20,000.00)	\$ 3,702.27	\$ -	\$ 9.00	\$ 1,560.69	\$ 9,877.37	\$ 102,588.61
822	Fundraising - PFC Annual Soiree - Kidstuff	\$ 3,702.27	\$ -	\$ -	\$ -	\$ (3,702.27)	\$ -	\$ -	\$ -	\$ -	\$ -
824	Fundraising - PFC Annual Soiree - Administrative Allocation	\$ 6,587.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,587.08
825	Capital Projects Fund	\$ 21,578.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,578.00
827	Fundraising - Mission Moments	\$ 139.52	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 139.52
828	Fundraising - Early Care & Education Initiatives	\$ 1,804.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 127.33	\$ 127.33	\$ 1,676.95
897	Sales Tax	\$ (10,066.79)	\$ -	\$ -	\$ -	\$ 10,066.79	\$ 785.73	\$ 784.48	\$ 457.23	\$ 4,501.16	\$ (4,501.16)
899	Interest Income (from Investment Funds)	\$ 29,160.94	\$ 2.00	\$ 2.06	\$ 2.07	\$ 27.72	\$ -	\$ -	\$ -	\$ -	\$ 29,188.66

Partnership for Children of Cumberland County, Inc.

All Funding Sources
Fiscal Year 2020 - 2021

FUND CODE		July 1, 2020 Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance
			October	November	December	YTD	October	November	December	YTD	
904	Forfeited FSA	\$ (7,022.87)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 154.62	\$ (7,177.49)
905	Employee Withholding	\$ (1,046.13)	\$ 23,760.73	\$ 23,459.67	\$ 27,467.58	\$ 166,666.18	\$ 24,818.55	\$ 23,256.61	\$ 27,502.73	\$ 166,834.14	\$ (1,214.09)
Sub-total for Unrestricted Funds		\$ 1,046,082.29							Sub-total		\$ 1,070,311.99
INFORMATION TECHNOLOGY											
992	PFC IT Management	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 169.73	\$ (0.36)	\$ 298.60	\$ 1,451.47	\$ (1,451.47)
993	IT - Core	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,017.26)	\$ -	\$ -	\$ -	\$ -
994	IT - Outside Agencies	\$ 113,633.77	\$ 8,614.43	\$ 2,832.00	\$ 10,704.26	\$ 40,227.07	\$ 9,519.48	\$ 9,648.69	\$ 10,717.35	\$ 55,095.64	\$ 98,765.20
995	IT - PFC Enhanced	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 585.06	\$ -	\$ -	\$ 171.04	\$ (171.04)
996	IT - PFC Regular	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 370.42	\$ 1,370.98	\$ -	\$ 1,596.86	\$ (1,596.86)
Sub-total for Information Technology		\$ 113,633.77							Sub-total		\$ 95,545.83
OTHER FUNDS											
599	Cumberland Community Foundation Endowment	\$ 31,384.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,384.00
Sub-total for Other Funds		\$ 31,384.00							Sub-total		\$ 31,384.00
TOTAL		\$ 1,673,833.75							TOTAL		\$ 2,607,913.67

ADDITIONAL SUMMARIZED INFORMATION
USR
Operating Cash 4,489.88
Investments 488,220.41
\$ 492,710.29

NCPK
Operating Cash 823,036.41
"Cash Advance" -
\$ 823,036.41

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

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

Total Smart Start Allocation: \$ 7,005,760.00
 Target Cash & In-Kind Required (19%): \$ 1,331,094.40
 Target Cash Required (≥13%): \$ 910,748.80
 Target In-Kind Required (±6%): \$ 420,345.60

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CASH DONATIONS		October	November	December	Y-T-D
Cash Donations - In-House					
Board & Committee Donations	501-4410	\$ 140.00	\$ 140.00	\$ 210.00	\$ 1,415.00
Staff Donations	501-4410	\$ -	\$ -	\$ 8.00	\$ 136.00
Donations - General Admin Operations	501-4410	\$ 698.68	\$ 302.25	\$ 24,025.00	\$ 27,291.18
Donations - Vending Machine Proceeds	515-4410	\$ 12.11	\$ -	\$ 32.98	\$ 115.45
Donations - Giving Tuesday CCF	501-4420	\$ -	\$ -	\$ 453.52	\$ 453.52
Donations - Forward March Conference	806-4830	\$ -	\$ -	\$ -	\$ -
Donations - Fundraising Events 2020	820-4611	\$ -	\$ -	\$ -	\$ -
Donations - Fundraising Events 2021	820-4611	\$ (20,000.00)	\$ -	\$ -	\$ (20,000.00)
Donations - Fundraising Event Sales 2020	820-4601	\$ -	\$ -	\$ -	\$ -
Donations - Fundraising Event Sales 2021	820-4601	\$ -	\$ -	\$ -	\$ -
Program Income - Rent from Resource Center I	801-4824	\$ 4,819.66	\$ 5,307.00	\$ 5,323.55	\$ 27,856.64
Program Income - Conference Room Rental RCI	801-4762	\$ -	\$ -	\$ -	\$ -
Program Income - Nurturing Parenting Workshop Fees	801-4836	\$ -	\$ -	\$ -	\$ -
Program Income - Tenant Copier Fees	801-5311	\$ -	\$ 70.26	\$ -	\$ 209.48
Program Income - CCR&R Workshop Fees	801-4823	\$ 1,030.00	\$ 935.00	\$ 375.00	\$ 6,555.00
Program Income - CCR&R Resource Library Fees	801-4823	\$ -	\$ -	\$ -	\$ 22.50
Program Income - PDCC IACET Workshop Fees	801-4822	\$ -	\$ -	\$ -	\$ -
Program Income - PD&C Services	801-4834	\$ -	\$ -	\$ -	\$ -
Program Income - PD&C KidStuff	801-4834	\$ -	\$ -	\$ -	\$ -
Program Income - Summer Camp Expo	801-4833	\$ -	\$ -	\$ -	\$ -
Program Income - Other	801-4827	\$ -	\$ -	\$ -	\$ -
Program Income - Rent from Resource Center II	812-4761	\$ 4,750.00	\$ 4,750.00	\$ -	\$ 23,750.00
Cost Reduction - Car Seat Program Parent Fees	150-6902	\$ 140.00	\$ 180.00	\$ -	\$ 380.00
					\$ -
Total Cash Donations - In-House		\$ (8,409.55)	\$ 11,684.51	\$ 30,428.05	\$ 68,184.77
Cash Donations - Direct Service Providers					
1st Quarter (July - September)				\$ -	\$ 687.58
2nd Quarter (October - December)				\$ -	\$ -
3rd Quarter (January - March)				\$ -	\$ -
4th Quarter (April - June)				\$ -	\$ -
PFC Child Care Subsidy Parent Fees				\$ -	\$ -
Total Cash Donations - Direct Service Providers		\$ -	\$ -	\$ -	\$ 687.58
TOTAL CASH DONATIONS		\$ (8,409.55)	\$ 11,684.51	\$ 30,428.05	\$ 68,872.35
GRANTS					
Carmax Foundation (100% Private Grants)	536-4426			\$ -	\$ -
WalMart Foundation (100% Private Grants)	533-4423			\$ -	\$ -
Raising A Reader (100% Private Grants)	534-4420			\$ -	\$ -
Kohl's Corporate Grants (100% Private Grants)	518-4420			\$ -	\$ -
Cumberland Community Foundation (100% Private Grants)	535-4425			\$ -	\$ -
TOTAL GRANTS		\$ -	\$ -	\$ -	\$ -
IN-KIND DONATIONS					
In-Kind Donations - In-House					
In-Kind Donations - Volunteer Time		\$ 555.93	\$ 1,054.35	\$ 766.80	\$ 3,692.67
Discounts on Materials - Kaplan				\$ -	\$ -
Discounts on Materials - Brame				\$ -	\$ -
Discounts on Materials - Discount School Supply				\$ -	\$ -
Discounts on Materials - Lakeshore				\$ -	\$ -
Discounts on Software - Techsoup Stock				\$ -	\$ -
Donations - Other In-Kind				\$ -	\$ -
PFC Staff Donations - Supplies and Mileage				\$ -	\$ -
PFC Board Member Donations - Supplies and Mileage				\$ -	\$ -
Total In-Kind Donations - In-House		\$ 555.93	\$ 1,054.35	\$ 766.80	\$ 3,692.67
In-Kind Donations - Direct Service Providers					
1st Quarter (July - September)				\$ -	\$ 1,258.55
2nd Quarter (October - December)				\$ -	\$ -
3rd Quarter (January - March)				\$ -	\$ -
4th Quarter (April - June)				\$ -	\$ -
Total In-Kind Donations - Direct Service Providers				\$ -	\$ 1,258.55
TOTAL IN-KIND DONATIONS		\$ 555.93	\$ 1,054.35	\$ 766.80	\$ 4,951.22
GRAND TOTAL		\$ (7,853.62)	\$ 12,738.86	\$ 31,194.85	\$ 73,823.57

2

1.0%

3

0.1%

4

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

TARGET REMAINING **\$ (1,257,270.83)**



December 1, 2020 - December 31, 2020
Account Number: [REDACTED]
Account Type: NON-PROFIT

Customer Update:

When to expect your 2020 tax documents
Visit etrade.com/tax to see when you'll receive 1099s, 5498s, and other tax documents.

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

E*TRADE Securities
Investment Account

IMPORTANT INFORMATION:
Why not get your statements, confirmations, and tax documents online?
Enroll for paperless delivery today at etrade.com/paperless.



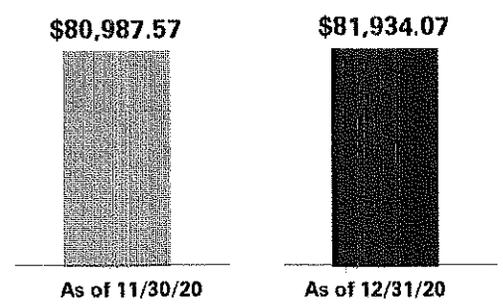
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PARTNERSHIP FOR CHILDREN OF CU
351 WAGONER DRIVE SUITE 200
FAYETTEVILLE NC 28303-4672



Account At A Glance



Net Change: \$946.50

E*TRADE

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

DETACH HERE
Use This Deposit Slip [REDACTED]

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

123120200001 111450253427



Account Number: [REDACTED]

Statement Period : December 1, 2020 - December 31, 2020

Account Type: NON-PROFIT

Customer Update:

Tax questions? No problem.
Get helpful tips, tools, and key dates in the Tax Center. Visit etrade.com/tax today.

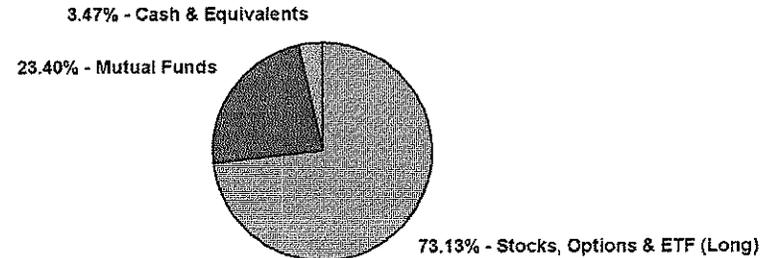
ACCOUNT OVERVIEW

Last Statement Date: November 30, 2020

Beginning Account Value (On 11/30/20): \$ 80,987.57
Ending Account Value (On 12/31/20): \$ 81,934.07
Net Change: \$ 946.50

For current rates, please visit etrade.com/rates

ASSET ALLOCATION (AS OF 12/31/20)



ACCOUNT VALUE SUMMARY

	AS OF 12/31/20	AS OF 11/30/20	% CHANGE
Cash & Equivalents	\$ 2,844.36	\$ 2,556.73	11.25%
Total Cash/Margin Debt	\$ 2,844.36	\$ 2,556.73	11.25%
Stocks, Options & ETF (Long)	\$ 59,914.97	\$ 59,484.37	0.72%
Mutual Funds	\$ 19,174.74	\$ 18,946.47	1.20%
Total Value of Securities	\$ 79,089.71	\$ 78,430.84	0.84%
Net Account Value	\$ 81,934.07	\$ 80,987.57	1.17%

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.

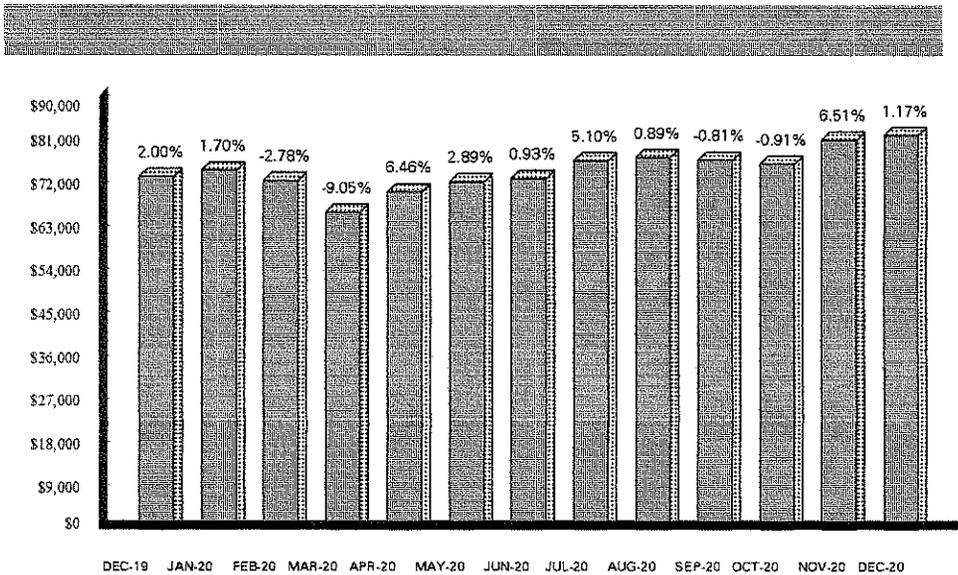


Account Number: [REDACTED]

Statement Period : December 1, 2020 - December 31, 2020

Account Type: NON-PROFIT

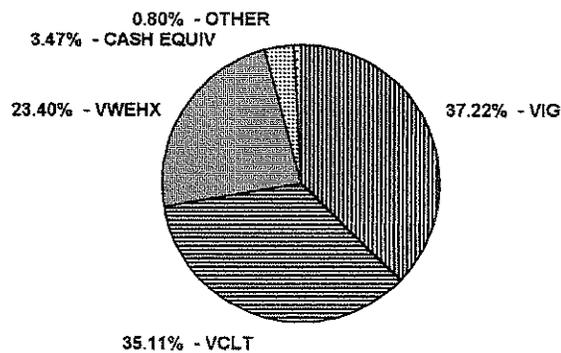
NET ACCOUNT VALUE BY MONTH END



ACCOUNT TRANSACTION SUMMARY

DESCRIPTION	THIS PERIOD	YEAR TO DATE
<u>Interest Received</u>		
Taxable	\$ 0.02	\$ 0.19
<u>Dividends Received</u>		
Taxable	\$ 356.01	\$ 2,212.41

TOP 10 ACCOUNT HOLDINGS (AS OF 12/31/20)




 Account Number: [REDACTED]

Statement Period : December 1, 2020 - December 31, 2020

Account Type: NON-PROFIT

ACCOUNT HOLDINGS
CASH & CASH EQUIVALENTS (3.47% of Holdings)

DESCRIPTION	PORTFOLIO %	AMOUNT
Extended Insurance Sweep Deposit Account		
Opening Balance		2,556.73
Closing Balance	3.47	2,844.36
Average Balance		2,629.89
Extended Insurance Sweep Deposit Account Balance by Bank as of December 31, 2020		2,844.36
JPMORGAN CHASE BANK N		

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
3.47% **\$2,844.36**
TOTAL CASH & CASH EQUIVALENTS YTD INTEREST (CREDIT INTEREST ONLY)
\$0.06
STOCKS, OPTIONS & EXCHANGE-TRADED FUNDS (73.13% 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	81.8900	655.12	0.80	12.00	1.83%
VANGUARD SCOTTSDALE FUNDS VANGUARD LONG-TERM CORPORATE BOND ETF	VCLT	Cash	259	111.0700	28,767.13	35.11	908.00	3.16%
VANGUARD SPECIALIZED FUNDS VANGUARD DIVIDEND APPRECIATION ETF	VIG	Cash	216	141.1700	30,492.72	37.22	496.00	1.63%
TOTAL STOCKS, OPTIONS & ETF					\$59,914.97	73.13%	\$1,416.00	2.36%



Account Number: [REDACTED]

Statement Period : December 1, 2020 - December 31, 2020

Account Type: NON-PROFIT

MUTUAL FUNDS (23.40% 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	3,296.478	5.9800	19,174.74	23.40	898.00
TOTAL MUTUAL FUNDS					\$19,174.74	23.40%	\$898.00
TOTAL PRICED PORTFOLIO HOLDINGS (ON 12/31/20)					\$81,934.07		
TOTAL ESTIMATED ACCOUNT HOLDINGS ANNUAL INCOME					\$2,314.00		

TRANSACTION HISTORY

DIVIDENDS & INTEREST ACTIVITY

DATE	TRANSACTION TYPE	DESCRIPTION	SYMBOL/ CUSIP	AMOUNT DEBITED	AMOUNT CREDITED
12/01/20	Dividend	**VANGUARD FIXED INCOME SECS FD INC-HIGH YIELD CORP PORTFOL RECORD 11/30/20 PAY 11/30/20	VWEHX		67.84
12/04/20	Dividend	VANGUARD SCOTTSDALE FUNDS VANGUARD LONG-TERM CORPORATE BOND ETF CASH DIV ON 259 SHS REC 12/02/20 PAY 12/04/20 NON-QUALIFIED DIVIDEND	VCLT		69.28
12/15/20	Dividend	***THOMSON REUTERS CORP COM NEW CASH DIV ON 8 SHS REC 11/19/20 PAY 12/15/20 FRGN W/H@SOURCE	TRI	0.46	3.04
12/24/20	Dividend	VANGUARD SPECIALIZED FUNDS VANGUARD DIVIDEND APPRECIATION ETF CASH DIV ON 216 SHS REC 12/22/20 PAY 12/24/20 NON-QUALIFIED DIVIDEND	VIG		143.51
12/28/20	Interest	EXTENDED INSURANCE SWEEP DEPOSIT ACCOUNT INTEREST			0.02



Account Number: [REDACTED]

Statement Period : December 1, 2020 - December 31, 2020

Account Type: NON-PROFIT

DIVIDENDS & INTEREST ACTIVITY (Continued)

DATE	TRANSACTION TYPE	DESCRIPTION	SYMBOL/CUSIP	AMOUNT DEBITED	AMOUNT CREDITED
12/29/20	Dividend	VANGUARD SCOTTSDALE FUNDS VANGUARD LONG-TERM CORPORATE BOND ETF CASH DIV ON 259 SHS REC 12/24/20 PAY 12/29/20 NON-QUALIFIED DIVIDEND	VCLT		72.24
TOTAL DIVIDENDS & INTEREST ACTIVITY				\$0.46	\$356.03
NET DIVIDENDS & INTEREST ACTIVITY					\$355.57

OTHER ACTIVITY

DATE	DESCRIPTION	SYMBOL/CUSIP	TRANSACTION TYPE	QUANTITY	PRICE	AMOUNT DEBITED	AMOUNT CREDITED
12/01/20	**VANGUARD FIXED INCOME SECS FD INC-HIGH YIELD CORP PORTFOL REINVEST PRICE \$ 5.93	VVWHX	Reinvest	11.457		67.94	
TOTAL OTHER ACTIVITY						\$67.94	
NET OTHER ACTIVITY						\$67.94	

EXTENDED INSURANCE SWEEP DEPOSIT ACCOUNT (ESDA) ACTIVITY (0.0100% APY/0.0100%APY Earned as of 12/31/20)

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
12/01/20		OPENING BALANCE	\$2,556.73
12/04/20	Deposit	EXTND INS SWEEP ACCT(FDIC-INS)	69.28
12/16/20	Deposit	EXTND INS SWEEP ACCT(FDIC-INS)	2.58
12/24/20	Deposit	EXTND INS SWEEP ACCT(FDIC-INS)	143.51
12/28/20	Deposit	EXTND INS SWEEP ACCT(FDIC-INS)	0.02
12/29/20	Deposit	EXTND INS SWEEP ACCT(FDIC-INS)	72.24
12/31/20		CLOSING BALANCE	\$2,844.36

Executive Committee (Acting on Behalf of Board))
(Virtual Meeting)
Thursday, December 17, 2020
President's Report

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

1. **NCPC** – Continuing to meet twice weekly with network executive directors.
 - We are still at 85% and have been given the go ahead to go into 100% allocation plus carry-forward funds. Part of this amendment includes updates on some of our CADs to match allocations and program adjustments.
 - \$5M COVID Relief Project: Implementation October 1-December 30. Staff and providers have participated in Resources for Resilience training and we are supporting Family Child Care Homes in use of Wonderschool business software. Tablets have been distributed to providers participating in these activities.
 - I have been appointed to serve as a local partnership representative on the Finance & Audit Committee of NCPC. Term begins January 1, 2021.
2. **DCDEE** – Continue to monitor updated guidance for child care programs and NC PreK operation.
 - Weekly reporting to the CCR&R Council about vacancies and enrollment through the Work Life System database. Our Region 5 staff have been assisting providers with access to the portal and verifying the information. Approximately 90% of programs are open with 60% enrollment. Enrollment varies across the state from very low (20%) to some programs being close to fully enrolled.
 - Due to rising numbers of COVID cases, DCDEE has asked all TA and PD providers to limit face to face visits. Virtual options continue to be provided. Regional staff, TAs and Child Care Health Consultants have been asked to provide TA to programs around Health & Safety guidelines. Licensing consultants have been doing modified annual compliance visits along with electronic review of needed records. No ERS Assessments are being conducted at this time.
 - Another shipment of PPE and cleaning supplies are being delivered to child care providers who are open, with vendors delivering directly to them. Operations grants have concluded.
 - Bonus Payments for child care teachers and staff have been processed in two batches. Due to declining enrollment and some closures due to COVID numbers, adjustments were made to attendance requirements for payments in December. Programs received updated information from DCDEE.
 - NC PreK – reports must be submitted to the state every two weeks on the status of operation in all of our sites. We have received guidance and adjusted deadlines for our Annual monitoring of site. We have converted to allocation-based data for funding requests so that funding can be requested from DCDEE for payment.
 - State school-age funding for parents through CARES allocation has been fully expended and is no longer available. Community Based Organizations can still register to provide virtual school-age services but there is no funding for parent assistance for payment.

3. **Federal Level** – no action on stimulus package for COVID relief.
4. **Local Level** – the Health Department received a **Healthiest Cities and Counties Challenge grant** to fund a two-year initiative to work across sectors to improve access to healthy foods and/or health services through systems level approaches and resident engagement. Cumberland County is focusing on access to healthy foods and food insecurity. Candy Scott, VP for Programs, is representing the Partnership on this initiative. Candy is working specifically on the Food Policy Council.

B. Grant Opportunities/Updates/RFPs

1. **Infrastructure Project:** RFPs are out for construction and bank financing. The Bidder's Meeting for construction is Monday, December 21. Bids for both RFPs are due January 8. Construction bids will be open via ZOOM on January 14 at 9:00 am. A called meeting of the board to award contracts is being scheduled for January 14 at 9:00 am.
2. **State Expansion of Child Care Health Consultants** – contracts and implementation have been pushed till after the holidays. New timeline still to be determined. We have been verbally informed that we have been allocated two positions.
3. **RFA for PDG Regional Grants for Family Connects through NCPC has been released. The Letter of Intent was submitted by the original deadline on December 9.** That deadline has now been extended to January 11. The full proposal is still due February 1. Part of the proposal is to identify the hiring agency for the nursing component. We have posted the **RFP for the nursing component with a deadline of January 8 to coincide with the bids coming in for the Infrastructure project.**
4. **Blue Cross/Blue Shield RFP** – To support grassroots efforts to promote equitable Early Childhood Systems. Three-year grant, \$100,000 a year. We will be looking at the requirements and how it might fit into our work and proposals for the next three-year allocation cycle. The RFP is expected to be released January 4.
5. **Junior League grant information session today.** Carole Mangum attending representing PFC.

C. COVID-19 Updates

1. **PFC implemented its HR 110 Communicable Disease Policy on Monday, March 16. Building closed to general public March 30 and this status continues.**
2. **Phase 3 Extension:** We are implementing procedures and protocols following federal and state health and safety guidelines for returning to work. The Governor has modified Phase 3 through January 11 with a curfew from 10:00 pm – 5:00 am. All of our operations are completed by 9:30 pm. North Carolina's trends continue to increase. Schools continue to have the option to function under three different plans. Most of our child care programs are open and operating under enhanced health and safety standards. The emphasis is to limit travel and gatherings.
3. **Employee Well-being Survey:** Conducted survey to assess staff needs as the pandemic continues.
4. **PFC Guidelines:**
 - a. Staggered schedules continue, determined by supervisors by department to manage business and programmatic functions. Staggered schedules may include a combination of teleworking and on-site work.
 - b. Staff primarily teleworking include TAs and Professional Development staff and staff who are in high-risk categories.
 - c. Family First Paid Sick Leave and FMLA Expansion available for those staff who meet the

criteria.

- d. Masks provided to all staff to reinforce the 3 Ws. PFC Staff, Tenants and their clients, and contractors (i.e. cleaning and security) must complete a screening questionnaire for COVID-19 prior to entry into the building. Staff screening questionnaire applies to staff coming into the office or doing limited work in the field representing PFC.
- e. Enhanced cleaning of the building throughout the day continues.
- f. The building is restricted to PFC staff, tenants and tenant clients by appointment only. Access is Monday-Friday during the hours of 8:30 am – 6:00 pm with extended hours two evenings a week until 9:00 pm and one Saturday each month from 9:00 am – 3:00 pm. The building remains closed all other weekends and PFC recognized holidays through Phase 3 Executive Orders.
- g. Limited utilization of conference room space for groups of no more than 10 people continues. Screening procedures, the 3 Ws and cleaning procedures must be followed by all participants including the facilitator of the group.
- h. Virtual options for contact with families and providers continue. Limited face-to-face contact with families and providers done with supervisor guidance when dictated to complete deliverables. In those cases, procedures for 3 Ws and screening are followed.
- i. Per Policy HR 110, President maintains regular contact with Board Chair for review and continuation of services. Regular communication going out to Board and staff. Decisions are made based on federal and state guidance and mandates.
- j. Email Updates and DHHS Guidance documents posted on website: ccpfc.org.

D. PFC Updates

1. **Audit/NCPC Monitoring** -We are awaiting the draft report of the audit. We have received several requests for additional information over the past few weeks.
2. **New phone system was installed this week.** Staff is being oriented and trained in the features of the system. Our phone numbers remain the same.
3. **Proposals have been received for the next three-year Smart Start allocation period.** Review teams are being finalized. **Allocation Review teams will meet on January 12, February 9 and March 9 from 2:00-5:00 pm.**
4. **ACH payment – one payment was processed this month.** There was a glitch in the system, but we hope to make more electronic payments in January.
5. **Dr. Phyllis Buie-Dunham, Board and Committee member**, died December 5, 2020. Keep her family and friends in your thoughts and prayers. She was a champion for children and families in a variety of education arenas, both at the local and state level.

E. Events

1. **Board and Committee Meetings:** Meetings conducted virtually at least through the duration of the COVID emergency due to space limits of conference rooms for social distancing. When we resume face-to-face meetings, a virtual option will continue to be available. We will be assessing any additional equipment needed to be able to have a virtual option along with face-to-face meetings.
2. **All Staff Virtual meetings:** November and December meeting schedule modified around the holidays and conferences. Will resume the second and fourth Wednesdays, 2:30-3:30 pm after the holidays through the duration of the COVID-19 emergency.