

## Board of Directors Meeting

### Agenda

*Quorum is 12 = 50% + 1 Attendee (Total Board Members = 23)*

Thursday, December 14, 2023

NC Pre-K – 12:00 pm – 12:30 pm

PFC Board – 12:30 pm – 1:00 pm

***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*

	<b>Topic</b>	<b>Presenter</b>
<b>I.</b>	<b>Networking [12:00]</b>	
<b>II.</b>	<b>Determination of North Carolina Pre-Kindergarten Planning Committee (NC Pre-K) Quorum &amp; Call to Order [12:10]</b>	Brian Jones Maria Ford
<b>III.</b>	<b>Adjourn NC Pre-K [12:30]</b>	Maria Ford
<b>IV.</b>	<b>Determination of Board Quorum &amp; Call to Order [12:30]</b>	
	A. Volunteer Forms B. Board Donations – <u>10</u> out of <u>23</u> ( <a href="http://www.ccpfc.org/donate">www.ccpfc.org/donate</a> )	Brian Jones Brian Jones
<b>V.</b>	<b>Consideration of Consent Agenda – Action* [12:30]</b>	Brian Jones
	A. CAD Change – All Children Excel ( <i>See Section VI.B.</i> )	
<b>VI.</b>	<b>Action* [12:45]</b>	
	A. Board of Director Minutes – October 26, 2023 B. Human Resource Policies 1. HR 402 Holidays (Effective January 1, 2024) 2. HR 405 Sick Leave (Effective January 1, 2024) 3. HR 406 Personal Days (Effective September 1, 2023) 4. Proposal for July 4 Vacation Week (Effective July 1, 2024) C. CAD Change – All Children Excel D. City of Fayetteville Murchison Choice Neighborhood Plan – Letters of Support for Grant Proposal	Brian Jones Anthony Ramos  Pamela Federline Mary Sonnenberg
<b>VII.</b>	<b>Discussion <sup>Δ</sup> [1:15]</b>	
	A. Financial Updates: November 2023 1. Financial Summary a. Smart Start b. NC Pre-Kindergarten ( <i>Discussed in NC Pre-K Committee</i> ) c. South West Child Development Commission (SWCDC) – Region 5 d. All Funding Sources e. Unrestricted State Revenues	Marie Lilly / Taylor Mobley

	<ul style="list-style-type: none"> <li>f. Cash and In-Kind Report</li> <li>2. November 2023 Morgan Stanley Statement</li> <li>3. FY 25-27 Smart Start Allocation Update</li> <li>B. Building Ownership Study of Sustainability Committee</li> <li>C. Building Construction, Phase 2 – Update</li> <li>D. Building Incident – Structural Damage October 22, 2023</li> <li>E. President’s Report</li> </ul>	<ul style="list-style-type: none"> <li>Michelle Downey</li> <li>Mary Sonnenberg</li> <li>Pamela Federline</li> <li>Mary Sonnenberg</li> <li>Mary Sonnenberg / Mike Yeager</li> <li>Mary Sonnenberg</li> <li>Mary Sonnenberg</li> </ul>
<b>VIII.</b>	<b>Consent Agenda – Information Only</b> <sup>Δ</sup>	Brian Jones
	<ul style="list-style-type: none"> <li>A. Executive Committee (Acting as Board) Minutes <ul style="list-style-type: none"> <li>1. September 28, 2023</li> </ul> </li> <li>B. Planning and Evaluation Committee <ul style="list-style-type: none"> <li>1. Recommendation/Information Sheet Attached</li> </ul> </li> <li>C. Family Connects Advisory Committee – <i>Cancelled Due to Illness of Committee Chair and Lack of Action</i></li> <li>E. Facility &amp; Tenant Committee – <i>Cancelled Due to Lack of Action</i></li> <li>F. Human Resource Committee – <i>No Action Due to Lack of Quorum</i></li> </ul>	
<b>IX.</b>	<b>Adjourn [1:00]</b>	Brian Jones
<p>* Needs Action !Possible Conflict of Interest (Recusals) <sup>Δ</sup> Information Only <sup>°</sup> Electronic Copy (Hard copies available upon request)  <sup>D</sup> Document Included in Packet</p>		



**Partnership for Children of Cumberland County, Inc.**  
**Hybrid Board of Directors Meeting Minutes**  
**October 26, 2023 (12:31 pm – 2:03 pm)**  
***Be the Driving Force***



**MEMBERS PRESENT:** Dr. Pamela Adams-Watkins, Lonnie Ballard (left @ 12:50pm), Shona Bannister (D), Lisa Childers, Patricia Fecher, Sandee Gronowski, Haja Jallow-Konrat, Brian Jones\*, Amanda Klinck\*, Katie Lada\*, Wynne Long\*, Tre’vone McNeill (left @ 1:35pm), Ayesha Neal, Birgit Sexton (left @ 1:06pm), Heather Skeens, and Darlisha Warren  
**MEMBERS ABSENT:** Maria Ford (D), Terrasine Gardner, Van Gunter, Mary Mathis, Taylor Mobley, Betty Smith, and Ebone Williams  
**NON-VOTING MEMBERS PRESENT:** Dr. Marvin Connelly, Jr.  
**NON-VOTING MEMBERS ABSENT:** Brenda Jackson  
**NON-VOTING ATTENDEES:** Ar-Nita Davis\*, Michelle Downey\*, Pamela Federline\*, Belinda Gainey\*, Julanda Jett\*, Jeremy Julch\*, Marie Lilly\*, Carole Mangum\*, Anthony Ramos, Karen Staab, Mary Sonnenberg\*, and Mike Yeager\*  
**GUEST:** Charles Morris

\*Attended in person

AGENDA ITEM	DISCUSSION & RECOMMENDATION	ACTION	FOLLOW-UP
I. Determination of Board Quorum & Call to Order A. Volunteer Forms <sup>Δ</sup> B. Board Donations – <u>9</u> out of <u>23</u> C. Fund Development	The hybrid meeting of the Board of Directors was held on October 26, 2023, beginning at 12:31 pm, pursuant to prior written notice to each Board member. Brian Jones, Chair, determined that a quorum was present and called the meeting to order. Belinda Gainey, Executive Specialist, was the Secretary for the meeting and recorded the minutes. A. Brian Jones reminded 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. B. All board members are required to donate to PFC. Grantors look at these donations to make sure all board members give to the organization. A document was provided listing who had or had not donated; 9 out of 23 donations have been received. C. Mary Sonnenberg reported that PFC is participating in the Cumberland Community Foundation Giving Tuesday; information will be distributed soon. Donations given through the foundation will be matched.	Called to Order	None
II. Consideration of Consent Agenda - Action* A. Rental Rate Increases ( <b>See Section VI.F.</b> ) B. Rent Status – Letter of Intent for Back Rent/Late Fees ( <b>See Section VI.G.</b> ) C. Holiday Schedule for Leases – Add Juneteenth to Leases D. Building Ownership Study of Sustainability ( <b>See Section VI.C.</b> )	Brian Jones requested a motion to accept the Consent Agenda action items. Haja Jallow-Konrat moved to accept the Consent Agenda action items as presented. Sandee Gronowski seconded the motion. Hearing no further discussion, the Chair put the motion to a vote and asked if there were any oppositions. Virtual board members who opposed the action were asked to type it in the ZOOM Chat Box. All votes were unanimous. There were no abstentions. The motion carried.	Motion Carried	None



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<ul style="list-style-type: none"> <li>E. HR Policies Change Memo (Effective November 1, 2023) <b>(See Section VI.H.)</b></li> <li>F. President’s Succession Plan (Revised, Effective November 1, 2023) <b>(See Section VI.I.)</b></li> <li>G. VP of Programs Job Description (Revised, Effective November 1, 2023)</li> <li>H. Bi-Annual Investment Review Recommendations <b>(See Section VI.B.)</b></li> </ul>			
<ul style="list-style-type: none"> <li>III. Action <ul style="list-style-type: none"> <li>A. Board of Director Minutes – August 24, 2023</li> <li>B. Bi-Annual Investment Review Recommendations</li> <li>C. Sweep from E-Trade to Morgan Stanley <b>(for discussion from Section VII.A.)</b></li> <li>D. Building Ownership Study of Sustainability</li> <li>E. Family Connects Nurse Partner Contract to 4C FY 23-24!</li> <li>F. FY 24-25 County Community Funding Grant for Family Connects / Universal Newborn Home Visiting – County Support for Sustainability</li> <li>G. First Citizens Bank Grant Opportunity</li> <li>H. Rental Rate Increases!</li> <li>I. Rent Status – Letter of Intent for Back Rent/Late Fees</li> <li>J. HR Policies Changes Memo (Effective November 1, 2023)</li> <li>K. President’s Succession Plan (Revised, Effective November 1, 2023)</li> <li>L. Fixed Assets Disposals</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>A. The minutes of the August 24, 2023 Board of Directors meeting were previously distributed electronically and reviewed by the Board members. Lisa Childers moved to accept the August 24, 2023 Board Meeting minutes as presented. Birgit Sexton seconded the motion. Hearing no further discussion, the Chair put the motion to a vote and asked if there were any opposals. Virtual board members who opposed the action were asked to type it in the ZOOM Chat Box. All votes were unanimous. There were no abstentions. The motion carried.</li> <li>B. Charles Morris informed the board members that there have been changes in regard to PFC investment accounts. Charles notified the committee that E-Trade has merged with Morgan Stanley and as of September 5, 2023 funds from E-Trade were placed in a Morgan Stanley Sweep Account. These are all in-kind transfers; from one entity to another entity. The Sweep Account allows the account to receive more interest. Charles stated that PFC will soon review the building loan with First Bank. When the loan was originally negotiated, First Bank was only going to give the loan to PFC for one year at a certain rate but afterward, PFC negotiated a 2-year low rate at around 2-3%. It is likely First Bank will allow the loan to remain at this interest rate. The recommendations are to reduce the construction loan to the amount that is needed to complete Phase 3, lock in the 2-3% construction loan interest rate, and that PFC move \$100,000 from the PNC Money Market account into a First Bank Money Market account in order to maintain the lower interest rate. An account has not yet been opened. Amanda Klinck moved to accept the recommendations to reduce the construction loan to the amount needed to complete Phase 3, lock in the 2-3% construction loan interest rate, and that PFC move \$100,000 from the PNC Money Market account as presented. Patricia Fecher seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. Anyone who did not approve the motion was asked to place their comment in the ZOOM chat box. All votes were unanimous. There were no abstentions. The motion carried.</li> <li>C. As discussed in Section B., Charles notified the committee that E-Trade has merged with Morgan Stanley and as of September 5, 2023 funds from E-Trade were placed in a Morgan Stanley Sweep Account. These are all in-kind transfers; from one entity to another entity. The Sweep Account allows the account to receive more interest.</li> <li>D. Charles reported on the Building Ownership Study of Sustainability. Due to maintenance</li> </ul>	<ul style="list-style-type: none"> <li>Motion Carried</li> <li>Motion Carried</li> <li>None</li> </ul>	<ul style="list-style-type: none"> <li>None</li> <li>None</li> <li>None</li> </ul>



**Partnership for Children of Cumberland County, Inc.**  
**Hybrid Board of Directors Meeting Minutes**  
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*Be the Driving Force*



	<p>costs, cash flow, and work needing to be done on the building, it is time to ensure the costs align with the PFC mission. It is recommended that a committee be created, with Charles included, to study the sustainability of the building and report the findings to the board. The question was asked if the committee could be the Facility and Tenant Committee. Mary stated that this is broader than the Facility and Tenant Committee; the committee could include members of the Facility and Tenant Committee, members of the Finance Committee, members of staff and others. It was suggested that Marie Lilly serve on the committee. Interested individuals were asked to contact Brian Jones or Belinda Gainey. Wynne Long moved to accept the motion to create a committee that would determine the sustainability of the ownership of the building as presented. Sandee Gronowski seconded the motion. Hearing no further discussion, the Chair put the motion to a vote. Anyone who did not approve the motion was asked to place their comment in the ZOOM chat box. All votes were unanimous. There were no abstentions. The motion carried.</p> <p>E. Mary reported that federal funding for Family Connects ends on November 30, 2023. PFC will sustain the project through the end of FY 23-24 using Smart Start funding and other funding. The Nurse Partners for Family Connects have completed an RFP for PDG; 4C has applied. The advisory group recommends awarding the contract through the remainder of FY 23-24 to 4C. Lisa Childers moved to accept awarding the contract to 4C as presented. Dr. Marvin Connelly, Jr. seconded the motion. Hearing no further discussion, the Chair put the motion to a vote and asked if there were any oposals. Virtual board members who opposed the action were asked to type it in the ZOOM Chat Box. All votes were unanimous. There were no abstentions. The motion carried.</p> <p>F. Mary reported that PFC would like to apply for the FY 24-25 County Community Funding Grant for Family Connects / Universal Newborn Home Visiting. This will help PFC sustain the Family Connects program. Birgit Sexton moved to accept that PFC applies for the FY 24-25 County Community Funding Grant for Family Connects / Universal Newborn Home Visiting as presented. Sandee Gronowski seconded the motion. Hearing no further discussion, the Chair put the motion to a vote and asked if there were any oposals. Virtual board members who opposed the action were asked to type it in the ZOOM Chat Box. All votes were unanimous. The motion carried. Recusals: Shona Bannister, Lisa Childers, Amanda Klinck and Heather Skeens</p> <p>G. Mary reported that First Citizens Bank has a grant opportunity for community organizations. PFC would like to apply to assist with funding for Family Connects. Wynne Long moved to accept that PFC applies for the First Citizens Bank Grant as presented. Katie Lada seconded the motion. Hearing no further discussion, the Chair put the motion to a vote and asked if there were any oposals. Virtual board members who opposed the action</p>	<p>Motion Carried</p> <p>Motion Carried</p> <p>Motion Carried</p> <p>Motion Carried</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p>
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	<p>were asked to type it in the ZOOM Chat Box. All votes were unanimous. The motion carried. Recusal: Sandee Gronowski</p> <p>H. Mike Yeager reported that the Facility and Tenant Committee has engaged in conversations regarding rental rates. Due to the increase in goods and services that are used to provide maintenance here at the Partnership and since PFC offers a full-service lease which includes utility costs and the operating costs of the building. PFC is well below the market rate for full-service leases in this area. It is recommended to raise rental rates as follows:</p> <ul style="list-style-type: none"> <li>• Rent rate increase of 10% for all categories of new leases beginning November 1, 2023:  <b>Non-Profit-</b> \$18.50 to \$20.35  <b>For-Profit, leasing more than 300 square feet-</b> \$19.50 to \$21.45  <b>For-profit, leasing less than 300 square feet-</b> \$23.50 to \$25.85</li> <li>• Rent rate increases for current leaseholders at a 10% increase of the existing rate for one-year renewal at the time of renewal, effective November 1, 2023</li> <li>• Rent rate increases for current leaseholders, for multiple-year leases at a 7% increase of the existing rate per year, up to three-year lease contracts, at the time of renewal, effective November 1, 2023</li> </ul> <p>Afterward, the Facility and Tenant Committee will review lease rates annually. Marie Lilly stated that PFC is not trying to make a profit, but to make sure there are funds that could assist with the maintenance and upkeep of the building.</p> <p>Amanda Klinck moved to accept rental rate increases as presented. Wynne Long seconded the motion. Hearing no further discussion, the Chair put the motion to a vote and asked if there were any opposals. Virtual board members who opposed the action were asked to type it in the ZOOM Chat Box. All votes were unanimous. The motion carried. Recusals: Haja Jallow-Konrat and Ayesha Neal</p>	Motion Carried	None
	<p>I. Mike stated that Delmar Counseling is 3 months in arrears in rent payments and fees. Staff would like to send a letter of intent to collect late back rent and late fees, and if not paid within 30 days of the letter date PFC intends to evict based on Section 34: DEFAULT of the lease agreement.</p> <p>Haja Jallow-Konrat moved to accept sending a letter of intent as presented. Heather Skeens seconded the motion. Hearing no further discussion, the Chair put the motion to a vote and asked if there were any opposals. Virtual board members who opposed the action were asked to type it in the ZOOM Chat Box. All votes were unanimous. There were no abstentions. The motion carried.</p> <p>The Facility and Tenant Committee says that maybe tougher language should be added to the leases.</p>	Motion Carried	None
	<p>J. Anthony Ramos reported that On August 2, 2023, the National Labor Relations Board (NLRB) adopted a new legal standard for evaluating employer work rules challenged as facially</p>		



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	<p>unlawful under the National Labor Relations Act (NLRA). The new standard declares that employer work rules that could reasonably be read to restrict Section 7 activity are presumptively unlawful under federal labor law. Section 7 of the NLRA guarantees employees “the right to self-organization, to form, join or assist labor organizations, to bargain collectively through representatives of their own choosing, and to engage in other concerted activities for the purpose of collective bargaining or other mutual aid or protection,” as well as the right “to refrain from any or all such activities.”</p> <p>Based on the newly adopted standard, the Partnership should review key employment policies to address NLRA risk. The Partnership secured the services of Poyner &amp; Spruill (Raleigh, NC) to review key policies, determine NLRA risk based on the new standard, and make suggested edits where necessary. Poyner &amp; Spruill suggested edits to the following policies:</p> <ol style="list-style-type: none"> <li>1. HR 106 – Business Ethics and Conduct</li> <li>2. HR 501 – Employee Conduct and Work Rules</li> <li>3. HR 515 – Use of the Internet</li> <li>4. HR 517 – Political Activity</li> <li>5. HR 519 – Customer Relations</li> <li>6. HR 521 – Conflicts of Interest</li> <li>7. HR 523 – Social Media</li> </ol> <p>The revised policies will be effective November 1, 2023.</p> <p>Katie Lada moved to accept the revised policies as presented. Patricia Fecher seconded the motion. Hearing no further discussion, the Chair put the motion to a vote and asked if there were any opposals. Virtual board members who opposed the action were asked to type it in the ZOOM Chat Box. All votes were unanimous. There were no abstentions. The motion carried.</p>		
	<p>K. Anthony provided an overview of the President's Succession Plan with revisions. This will be effective November 1, 2023.</p> <p>Heather Skeens moved to accept the revised policies as presented. Patricia Fecher seconded the motion. Hearing no further discussion, the Chair put the motion to a vote and asked if there were any opposals. Virtual board members who opposed the action were asked to type it in the ZOOM Chat Box. All votes were unanimous. There were no abstentions. The motion carried.</p>	Motion Carried	None
	<p>L. Marie provided an overview of the Fixed Assets Disposals sheet.</p> <p>Dr. Marvin Connelly, Jr. moved to accept the Fixed Assets Disposals Sheet as presented. Patricia Fecher seconded the motion. Hearing no further discussion, the Chair put the motion to a vote and asked if there were any opposals. Virtual board members who opposed the action were asked to type it in the ZOOM Chat Box. All votes were unanimous. There were no abstentions. The motion carried.</p>	Motion Carried	None



**Partnership for Children of Cumberland County, Inc.**  
**Hybrid Board of Directors Meeting Minutes**  
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<p>IV. Discussion<sup>A</sup></p> <p>A. Sweep from E-Trade to Morgan Stanley</p> <p>B. Financial Summary: September 2023</p> <p>C. September Cash and In-Kind Report</p> <p>D. Building Incident – Structural Damage October 22, 2023</p> <p>E. Building Construction, Phase 2 – Update</p> <p>F. Board Orientation – IT Services</p> <p>G. An Affair to Remember, January 26, 2024 – Opportunity to Collaborate with Kathy Jensen</p> <p>H. President’s Report</p>	<p>A. Discussed in Section III.C.</p> <p>B. Marie Lilly, Carole Mangum and Mary Sonnenberg provided an overview of the September 2023 Financial Summary. Marie informed the board that PFC was contacted by NCPC and informed that state funding is not flowing as it should and that PFC should keep watch on the cash balances. PFC does have enough cash flow to support funding until November 9, 2023. Hopefully funding from NCPC will be received prior to that time. The issues have arisen due to a new payment platform with the State Controller’s Office. Mary stated there are delays in regional contracts but PFC is in a better place this year than last.</p> <p>C. Michelle provided an overview of the September 2023 Cash and In-Kind Report. Once reverted funds are received, these will be added to the balance on the Cash and In-Kind Report.</p> <p>D. Mary reported that a car crashed into the PFC building on October 22, 2023; damage was done to one of the areas that was under construction. Mike stated that the individual accidentally pressed the gas instead of the brakes. Once an estimate is received it will be forwarded to the insurance company. The current contractors are submitting the estimates to repair the building; a separate contract will be established.</p> <p>E. Mike stated that construction was near completion. Windows have been installed; painting and carpeting will take place afterward. Wynne Long asked if PFC looked into doing matching donations. Mary stated that PFC does have endowments but does not participate in a match program. Mary will ask Sharon Moyer to look into this once she returns from leave.</p> <p>F. Jeremy Julch provided an overview of IT services.</p> <p>G. Mary reported that Kathy Jensen approached PFC about partnering with her event being held on January 6, 2023 (incorrect date listed). PFC is unable to participate at this time due to other events taking place. Board members could participate or sell tickets if they would like.</p> <p>H. Mary provided an overview of the President’s Report which was included in the packet.</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p>
<p>V. Consent Agenda – <i>Information Only</i><sup>A</sup></p>	<p>These items were listed for information only.</p>		
<p>VI. Adjourn</p>	<p>As there was no further business; the chair announced the meeting adjourned. The meeting was adjourned at 2:03 pm.</p>	<p>Adjourned</p>	<p>None</p>

**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.  
Human Resources Policies and Procedures**

**Employment Information – Benefits  
Section 402 – Holidays**

**1. Paid Holidays**

- a. The Partnership will grant holiday paid time off to all eligible employees on the holidays listed below:
- 1) New Year’s Day (January 1)
  - 2) Martin Luther King, Jr. Day (third Monday in January)
  - 3) Good Friday (Friday before Easter)
  - 4) Memorial Day (last Monday in May)
  - 5) Juneteenth (June 19)
  - 6) Independence Day (July 4)
  - 7) Labor Day (first Monday in September)
  - 8) Veterans’ Day (November 11)
  - 9) Thanksgiving Eve (fourth Wednesday in November)
  - 10) Thanksgiving Day (fourth Thursday in November)
  - 11) Day after Thanksgiving Day (fourth Friday in November)
  - 12) Christmas Eve (December 24)
  - 13) Christmas Day (December 25)
  - 14) Floater Day (1 extra day during the year to be determined by the President)

Note: The Partnership is closed one week during the Christmas holidays

**2. Company-wide Optional Mental Health Days**

- a. All employees may choose to take a mental health day or work on the following days:**
- i. The Monday after Easter**
  - ii. The Friday before Labor Day**
- b. Employees must use their own sick leave when taking a mental health day.**
- c. See HR 405 Sick Leave for additional details on optional mental health days.**

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**2-3. Eligibility for Paid Holidays**

- a. All regular, full-time and part-time employees in good standing will receive holiday pay at their regular rate of pay, provided they meet the following conditions:
- 1) Are in active pay status (including paid leave) on the last work day prior to the paid holiday or on the first work day following the paid holiday.
- b. Full-time and abbreviated schedule employees receive holiday pay at their regular rate of pay multiplied by 8 hours.
- c. Part-time employees receive holiday pay at their regular rate of pay multiplied by 4 hours.
- d. Employees will not be entitled to holiday pay in the following circumstances:
- 1) The employee is in an out-of-pay or layoff status.
  - 2) The employee is on an unpaid leave of absence when the holiday occurs

**Partnership for Children of Cumberland County, Inc.**  
**Human Resources Policies and Procedures**

**Employment Information – Benefits**  
**Section 402 – Holidays**

**3.4. Procedures**

- a. If a recognized holiday falls during an eligible employee's paid absence (such as vacation or sick leave), holiday pay will be provided instead of the paid time off benefit that would otherwise have applied.
- b. If eligible non-exempt employees work on a recognized holiday, they will receive holiday pay plus wages at one and one-half times their straight-time rate for the hours worked on the holiday. Written approval is required by the President before an employee works on a holiday.
- c. A recognized holiday that falls on a Saturday will be observed on the preceding Friday. A recognized holiday that falls on a Sunday will be observed on the following Monday.
- d. The Partnership will close for one week during the Christmas holiday. Each employee will need to reserve a number of their vacation or personal days each year (to be determined each year) to accommodate the closing of the office for that week. If an employee does not have any available vacation or personal time, the days (other than holiday) will be an unpaid leave of absence.
- e. Paid time off for holidays will not be counted as hours worked for the purposes of determining whether overtime pay is owed.

**Partnership for Children of Cumberland County, Inc.  
Human Resources Policies and Procedures**

**Employment Information – Compensation  
Section 405 – Sick Leave**

**1. General Information**

- a. See Section 403 – Leave (General) for leave accrual while on unpaid leave.

**2. Policies**

- a. The Partnership for Children of Cumberland County, Inc. (PFC) provides paid sick leave to all regular full-time, regular abbreviated schedule, and regular part-time employees for periods of temporary absence due to illnesses, injuries, mental health, or medical appointments.
- b. Regular full-time employees will accrue sick leave at the rate of 96 hours per calendar year (8 hours accrued on the first day of each month).
- c. Regular abbreviated schedule employees will accrue sick leave at the rate of 72 hours per calendar year (6 hours accrued on the first day of each month).
- d. Regular part-time employees will accrue sick leave at the rate of 48 hours per calendar year (4 hours accrued on the first day of each month).
- e. Sick leave is calculated on the basis of a “benefit year,” the 12-month period that begins on the employee’s initial hire date.
- f. Sick leave is earned on the last workday of the month for all employees on active pay status on that day.
  - Employees are on active pay status when they are working or on earned leave. Employees on a leave of absence without pay and/or being paid from donated leave are not considered to be on active pay status.
- g. An employee earns sick leave as of the first day of the month following employment, regardless of when he/she starts work.
- h. An employee who is on leave of absence without pay does not accrue sick leave.
- i. Paid sick leave can be used in minimum increments of 15 minutes.
- j. An employee, to include those within their 90-day introductory period, may use sick leave for an absence due to his or her own illness, injury, or medical appointment or that of a child, stepchild, parent, stepparent, grandparent, spouse, spouse’s parent, child or spouse’s step child of the employee.

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Policy Revision Approved – December 14, 2023  
Effective – January 1, 2024

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**Partnership for Children of Cumberland County, Inc.  
Human Resources Policies and Procedures**

**Employment Information – Compensation  
Section 405 – Sick Leave**

- k. If an employee is absent for three or more consecutive days due to illness or injury, a physician's statement may be required verifying the disability and its beginning and expected ending dates. Such verification may be requested for other sick leave absences as well and may be required as a condition to receiving sick leave benefits.
- l. Sick leave will be calculated based on the employee's base pay rate at the time of absence and will not include any special forms of compensation, such as incentives, commissions, bonuses, or shift differentials.
- m. Employees may accrue and carry over up to a maximum of 960 hours (120 days) at the end of each calendar year. Any hours in excess of 960 at the end of a calendar year will not carry over and will no longer be available for use.
- n. Unused sick leave will not be paid to employees upon termination of employment.
  - Previous hours of accrued unused sick leave may be reinstated (at the discretion of the President) when an employee returns to PFC, and separation was in good standing, within two years of separation from the last workday.

**3. Optional Mental Health Days**

- a. The Partnership believes that mental health is just as important as physical health. We support employees to use sick leave to prevent and address mental health issues.
- b. To help destigmatize mental illness and to promote mental health, the Partnership has established two days in the year that all staff may use their sick leave to take a mental health day company-wide.
  - i. The Monday after Easter
  - ii. The Friday before Labor Day
- c. These two company-wide mental health days are optional. Employees may choose to use them or work instead.
- d. Taking the Optional Mental Health Day:
  - i. Employees must inform and discuss their intent to take the day with their supervisor.
  - ii. Employees must use their own sick leave for the day.
  - iii. Employees should consult with their supervisor to ensure that their total weekly hours equal 40.
- e. Working on an Optional Mental Health Day:
  - i. The Partnership will treat the optional mental health day as a closure for normal business operations. The building will remain open for tenants and their clients.
  - ii. Employees who choose to work, must follow these guidelines:
    - 1. Discuss with your supervisor in detail what you will work on and where you will

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**Partnership for Children of Cumberland County, Inc.  
Human Resources Policies and Procedures**

**Employment Information – Compensation  
Section 405 – Sick Leave**

work.

2. The nature of work should be oriented toward individual tasks, projects or assignments.
3. Employees should refrain from work that requires collaboration out of respect for coworkers who wish to take the day off.
4. Employees may not conduct business travel of any kind.
5. Employees may not schedule external, in-person meetings. You may schedule in-person meetings at the Partnership building or virtual meetings, but be mindful of coworkers who decide to take the day off.
6. In the event of a work-related emergency, please contact HR at 910-826-3075.

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Policy Revision Approved – December 14, 2023  
Effective – January 1, 2024

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**Partnership for Children of Cumberland County, Inc.  
Human Resources Policies and Procedures**

**Employment Information – Benefits  
Section 406 – Personal Days**

**1. Policies**

- a. The Partnership for Children of Cumberland County, Inc. (PFC) permits regular full-time and abbreviated schedule employees to take up to 24 hours of personal leave per calendar year.
- b. Regular abbreviated schedule employees may take up to 16 hours of personal leave per calendar year.
- c. Regular part-time employees may take up to 12 hours of personal leave per calendar year.
- d. Personal leave is accrued and available on January 1<sup>st</sup> each calendar year.

e. Newly hired employees are eligible for personal days ~~during the calendar year in which they are hired~~ in accordance with ~~the following schedule~~their employment classification:

Date Employed	Personal Day Entitlement		
	Full-Time	Abbreviated	Part-time
01/01- <del>03/31</del> <u>09/15</u>	24 hours	16 hours	12 hours
<del>04/01-06/30</del>	<del>16 hours</del>	<del>10 hours</del>	<del>8 hours</del>
<del>07/01-09/15*</del>	<del>8 hours</del>	<del>4 hours</del>	<del>4 hours</del>
<del>09/16-12/31</del>	<del>0 hours</del>	<del>0 hours</del>	<del>0 hours</del>

~~(\*to allow for the Introductory Period and the opportunity to use the personal days prior to 12/31)~~

- f. ~~Personal days are available for use only after completion of the Introductory Period. During the Introductory Period, newly hired employees may only use personal days for periods in which the Partnership is closed for operations and not covered by paid holiday, inclement weather, or administrative leave.~~
- g. Personal days must be used during the calendar year.
- h. There shall be no carryover of personal days from year to year, and there shall be no payment for unused personal days at the end of any calendar year or in the event of termination.
- i. An employee who is on a long term leave of absence without pay does not accrue personal days leave on January 1<sup>st</sup>. Personal days will be accrued and available according to the schedule in item C above, upon the employee’s return.



# MEMO

## July Vacation Week – Effective 01/01/23

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### Background

The Partnership has been fortunate in recent years to be able to provide bonuses to staff thanks to available unrestricted funds. Of our three major funders, two (NC Pre-K and the Region 5 grants) do not allow one-time bonuses, necessitating the use of nonrecurring, unrestricted funds to provide bonuses to staff who are funded by NC Pre-K or Region 5, which impacts, at least partially, 21 out of 65 positions on our organizational chart. The Partnership has also been fortunate that medical premium increases have remained between 3-6% over the last few years.

Looking forward, however, we do not currently anticipate an impactful infusion of unrestricted funds that would allow continued bonuses, nor do we anticipate increased state and federal funding. Furthermore, analysts are projecting employer health insurance costs to increase 6-8.5% in 2024.

These challenges notwithstanding, the Partnership remains committed to offering competitive salaries, benefits, and other rewards to attract and retain top talent in a highly competitive labor market. Therefore, we are proposing an added benefit in the form of an additional company-wide vacation week similar to our existing company-wide vacation week between Christmas and New Year's Day

### Issue

With flat funding, potential budget cuts, grantor restrictions, and diminished unrestricted funds, the Partnership is not able to provide one-time bonuses this fiscal year. The outlook beyond this fiscal year does not look better. However, we can explore other types of compensation such as paid time off. Over the years, we've given our employees a winter break between Christmas and the new year to rest and recharge, to step back and ask what are we doing? What can we do more of or what should we stop doing? It has been a key part of our total compensation package in attracting and retaining talent. Now, we're looking at summer as a way to apply the same benefit: to give staff an end-of-fiscal-year boost and a release to come back feeling refreshed and inspired to start the new fiscal year.

The Partnership proposes a company-wide vacation week to coincide with the July 4<sup>th</sup> holiday. The summer vacation week would work in an identical fashion to the winter vacation week. As with the winter vacation week, the summer vacation week would be a combination of paid holidays and employee-funded paid time off. The Partnership understands that employees may already have their paid time off planned for the year, thus we will increase the number of personal days leave granted on January 1. That will allow employees to account for the days they will need to use their own paid time off. This is identical to how we manage paid time off during the winter vacation week. In fact, personal days leave was created for that reason.

From: Anthony Ramos

To: HR Committee

Dated: 12/12/23



**Elements of Proposed Employer-Employee Funded Vacation Week**

- A. Existing Paid Holiday – July 4
- B. New Paid Holiday – an additional Floater Day to move as needed depending on calendar dates
- C. Employee-funded PTO – 24 hours of employee’s vacation leave and/or personal days for the remaining 3 day

For this proposed benefit, we will need to make the following policy revisions:

- A. HR 402 Holidays
  - a. Add the additional Floater Day to the list of paid holidays
  - b. Include a note that the Partnership will be closed for business for one week during the July 4 holiday. The policy already includes a note about the winter closure.
- B. HR 406 Personal Days
  - a. For full-time employees, increase the amount of personal days granted on January 1 by 24 hours for a total of 48 hours
  - b. For abbreviated schedule employees, increase the amount of personal days granted on January 1 by 16 hours for a total of 32 hours
  - c. For part-time employees, increase the amount of personal days granted on January 1 by 12 hours for a total of 24 hours

**Action**

The Partnership recommends a motion to approve the proposed July vacation week and to make the necessary policy revisions to be effective January 1, 2024.

From: Anthony Ramos  
To: HR Committee  
Dated: 12/12/23



Partnership CADs 2023 - 2024  
Partnership for Children of Cumberland County, Inc.

**Partnership CAD Report for Partnership for Children of Cumberland  
County, Inc. for Fiscal Year 2023 - 2024**  
**Activity Descriptions**

**All Children Excel (ACE)**

**Activity ID# 031**

PSC: 5505

PBISID: FS30

All Children Excel (ACE) provides parent education through multiple strategies. The ~~Nurturing Parent Program curricula and the~~ Positive Parenting Program (Triple P) will target families based on identified needs and interest levels. Additionally, ACE staff may offer Protective Factors training to providers that impact children. ~~Non-cash grants for books may be given to parents participating in the program.~~ Training may be provided on-site or at community learning events, including food, and topic-related materials, ~~site rental, and outside presenters.~~

**Commented [PF1]:** Reason for Change: Nurturing Parenting will no longer be implemented due to low numbers of referrals. Non-cash grants for books is no longer necessary

Recommended Motion: Accept changes as presented pending NCPC recommended modifications.

# 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 or via the PFC website and  
will be provided electronically during the meeting.*

November 30, 2023

#### 1 Balance Sheet

- a. The cash balances; investments and liabilities are at the anticipated amounts and are sufficient for the current needs.
- b. The new First Bank account was opened in April 2022 and will be used for construction loan draw-downs, contractors' payments, interest, etc.
- c. The new First Bank Money Market account was opened with \$100,000 in November 2023 per the construction loan agreement.

#### 2 Smart Start Grant [State Funds]

- a. PFC's Smart Start grant budgets are reflected at 100% of full allocation effective July 1, 2023 and was amended effective November 30, 2023.
- b. The total allocation for FY2023-2024 at 100% is \$6,832,478, including DSS and WAGES was effective July 1, 2023.
- c. In July 2023, PFC reverted \$862,921.47 for unspent FY22-23 Smart Start funds. [\$52,341.39 of Administration; \$45,403.69 of Fundraising and \$765,176.39 of Services] All of the reverted funds were received back from NCPC effective November 30, 2023.
- d. PFC's Management and staff recently reviewed and realigned applicable Smart Start budgets to include the FY2022-2023 reverted Smart Start funds and other additional budget changes. These budgets were prepared for the November 16, 2023 Executive Committee for approval. These budget changes were submitted to NCPC in November 2023 and approved by NCPC with a November 30, 2023 effective date.

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

- a. PFC is in full contract with DCDEE effective July 1, 2023.
- b. The current year NC Pre-K contract was amended on September 20, 2023 for an additional \$328,170 of federal funds to be effective from July 1, 2023 through June 30, 2024. The federal title of the funds is Emergency Assistance to Non-Public Schools Funds [EANS]. These federal funds are a part of the Governor's Emergency Education Relief [GEER] funds for direct payments to NC Pre-K classrooms. The eligible NC Pre-K classrooms can use the funds for expenses as outlined in the NC Pre-K Guidance. None of the GEER grant funds can be used for the contracting agency's [the Partnership's] administrative expenses.
- c. The total current year contract is now \$10,399,022 which consists of \$4,127,571 of federal funds and \$6,271,451 of state funds.
- d. Historically this distribution of state and federal funds is amended by DCDEE before or at yearend.
- e. PFC requested and received 1/10th of the direct services grant and disbursed funds for four requested advances in September 2023.
- f. The amount of the total advance received was \$915,532.
- g. 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.

#### 4 Southwestern Child Development Commission, Inc. [SWCDC] - Region 5 Grants [Federal Funds]

- a. The Region 5 Core grant is in contract effective July 1, 2023 through June 30, 2024; and July 1, 2024 through June 30, 2025. The grant amount is \$395,367 for each of the two years [\$790,734 total]. **The contract was executed on August 28, 2023.**
- b. The Region 5 Birth to Three Quality Initiative is in contract effective August 1, 2023 through July 31, 2024. The grant amount is \$179,136. **The contract was executed on November 6, 2023.**
- c. The Region 5 Healthy Social Behaviors [HSB] grant is in contract effective July 1, 2023 through June 30, 2024. The grant amount is \$268,003. **The contract was executed on November 6, 2023.**
- d. The Region 5 Family Child Care Project [FCC] grant is in contract effective September 1, 2023 through February 14, 2024 ; and February 15, 2024 through February 14, 2025. **The contract was executed on September 25, 2023.** The grant amount is \$81,584 for the 5.5 months contract period and \$186,900 for the 12 months contract period.
- e. No funds have been received for any of these four grants as of November 30, 2023. On December 7, 2023, funds for July and August for Core Services were received. The amount was \$49,419.21.

**PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.**

**FINANCIAL SUMMARY - WHAT YOU NEED TO KNOW**

**Board Responsibility**

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**November 30, 2023**

**5 NCPC - Non-Fiscal Year Grants [Federal Funds]**

North Carolina Partnership for Children (NCPC) Federal Grants to PFC			
Grantor	Grant Name	Period	Amount
NCPC	PDG Family Connects Innovation Grant	03/01/2021 - 11/30/2023	3,735,268.00

**Pre-school Development Grant [PDG] Family Connects Innovation Grant**

- a. During FY 21-22, PFC acquired another new federal grant from NCPC. The grant is called PDG Family Connects Innovation Grant and is for the purpose of planning and implementing a telehealth model innovation of the Family Connects evidence-based model in accordance with the requirements of the Family Connects model and current modifications due to COVID-19.
- b. The grant is for twenty-one months and is effective March 1, 2021 through November 30, 2022.
- c. The grant amount is \$2,124,110 for the first 21 months with a potential addition of \$1,166,411 for 12 months if it is extended past November 30, 2022.
- d. The majority of the grant is budgeted to pay Carolina Collaborative Community Care (4C's) \$1,745,506 as the hiring agency to implement the home visiting component by nurses.
- e. The remaining \$378,604 includes PFC staff directly involved in the grant plus 10% [or \$193,101] for indirect costs for administering the grant.
- f. NCPC has been awarded a No-Cost Extension for the Year 3 of the Family Connects Pilot. Additional details will be shared later. The contract amount *may* not change.
- g. NCPC extended the end date of the PDG grant from November 30, 2022 to **November 30, 2023**. The Year 3 grant was increased with an additional amount of \$2,021,969. The contract amendment is effective November 30, 2022.
- h. PFC processed the final close-out November 30, 2023 expenditures and submitted the FSR to NCPC on December 7, 2023.

**6 All Funding Sources**

- a. The cash balance at month-end is as projected and is sufficient for the requirements of the upcoming month and at yearend.

**7 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 are not available.
- b. On October 4, 2021, \$50,000 was transferred from the PNC Money Market Account to the E-Trades Funds Account, per Board Approval. On September 5, 2023, under the Bank Deposit Program (BDP), the balance in PFC's self-directed E\*TRADE account was deposited into a **Morgan Stanley Bank, N.A. E\*TRADE Account**. E\*TRADE from Morgan Stanley is a business of Morgan Stanley Smith Barney LLC ("Morgan Stanley"). This in-kind transfer by the bank allowed all of the investments to remain the same. The cash amount of PFC funds in the E\*TRADE account was \$118,000.00 and thus this same amount is reflected in the Morgan Stanley E\*TRADE Account. Because PFC follows the modified cash basis of accounting, it is not allowed to report unrealized gains and losses in the financials and thus the \$127,549.15 balance in the E\*TRADE account at September 30, 2023, as indicated on the statement, was not reflected on PFC's financial reports.
- c. On March 30, 2023 the Board approved to redeem the two Lumbee Bank CDs before their maturity date of February 26, 2024 in order to purchase one new Lumbee Bank CD with a higher yield. On April 18, 2023, the two CDs were redeemed and one new Lumbee Bank CD for \$209,427.38 was purchased. The new CD is a 13-month CD with an interest rate of 4.18% and matures on May 18, 2024.
- d. On October 26, 2023, the Board approved to transfer \$100,000 from the PNC Bank Money Market Account to a **First Bank Money Market Account** in order to retain a low interest rate on the construction loan commitment that is carried by First Bank. On November 6, 2023, First Bank informed us that they could offer a money market account of 3.50% with a yield of 3.56% for \$100,000. These rates and structure were reviewed by PFC's management and by Charles Morris and was determined to be a good option. The current rate for the PNC Money Market account is still at 2.78% as of November 30, 2023. PFC's management transferred \$100,000 from the PNC Money Market Account via check to open the First Bank Money Market Account on November 27, 2023.

**PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.**

**FINANCIAL SUMMARY - WHAT YOU NEED TO KNOW**

**Board Responsibility**

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**November 30, 2023**

e. The cash equivalent balances in Fund 208 consists of the following at the end of the month:

PNC Bank Money Market Account	70,091.27	<i>Does not include interest earned in Fund 899 ; \$100,000 transferred to First Bank Money Market on November 27, 2023</i>
Lumbee Bank - Certificate of Deposit #4	209,427.38	<i>New CD purchased on April 18, 2023</i>
Lumbee Bank - Checking Account [from investments]	200.00	<i>Deposited \$100 initially; deposited \$25 in FY20-21; and deposited \$50 in July 2023.</i>
First Bank Money Market Account	100,000.00	<i>New account opened on November 27, 2023.</i>
Morgan Stanley E*TRADE Account	118,000.00	<i>Gains/Losses are not reflected in the financial statements</i>
	<u>497,718.65</u>	

<b>Interest Earned - Fund 899</b>	
PNC Bank Money Market	29,456.41
Lumbee Bank - CD	-
<b>First Bank Money Market</b>	-
	<u>29,456.41</u>

Investments - Fund 208	497,718.65
Interest Earned - Fund 899	29,456.41
<b>TOTAL INVESTMENTS PLUS INTEREST</b>	<u>527,175.06</u>

f. There is currently a sufficient balance in the operating funds portion of the USR funding stream for the current fiscal year.

**8 Cash and In-kind Report**

- The 19% match requirement reflected on the monthly report is reflected at 100% of the full allocation, NOT YET including the prior year reverted funds.
- 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 FY2223, FY2122, FY2021, FY1920, FY1819, FY1718 nor for FY1617.
- Since the 19% required match was not met for the FY ended June 30, 2023, there will be no contribution to the PFC endowment.
- Per NCPC, individual LPs who did not report at least 19% Program Match for FY22-23 will have the consequences waived again in light of delayed NC FAST subsidy parent fees reporting. However, in order to meet the statewide 19% legislative mandate, it is critical that LPs report the eligible contributions that are received each fiscal year.
- Income from fundraisers are to be reflected at the net amount only and after the event is over. Therefore, receipts from sponsors and donors will not be reported for Cash and In-kind purposes until such time.

# PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

## FOOTNOTES FOR FINANCIAL REPORTS

November 30, 2023

### FOOTNOTES - BALANCE SHEET

A. The cash accounts at November 30, 2023 total \$1,448,084.87.

- The new First Bank account used for construction loan transactions was opened in April 2022.
- E\*TRADE from Morgan Stanley is a business of Morgan Stanley Smith Barney LLC (“Morgan Stanley”) and on September 5, 2023, under the Bank Deposit Program (BDP), the balance in PFC’s self-directed E\*TRADE account was deposited into a Morgan Stanley Bank, N.A. Sweep Account.
  - This in-kind transfer by the bank allowed all of the investments to remain the same. The cash amount of PFC funds in the E\*TRADE account was \$118,000.00 and thus this same amount will be reflected in the Morgan Stanley Sweep Account.
  - Because PFC follows the modified cash basis of accounting, it is not allowed to report unrealized gains and losses in the financials and thus the \$127,549.15 balance in the E\*TRADE account at November 30, 2023, as indicated on the statement, will not be reflected on PFC’s financial reports.
- The new First Bank Money Market account was opened on November 27, 2023.

Included in the cash balance amount are the following investment vehicles:

Description	Investment Type	Current Amount	Term (months)	Maturity Date	Interest Rate	Annual Percentage Yield
PNC Bank	Money Market	\$99,547.68	n/a	n/a	n/a	2.78%
First Bank	Money Market	100,000.00	n/a	n/a	3.50%	3.56%
Lumbee Bank	CD#4	209,427.38	13	05/18/24	4.18%	4.27%
Lumbee Bank	Checking	\$200.00	n/a	n/a	n/a	n/a
Morgan Stanley	Sweep Account	\$118,000.00	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
<b>TOTAL</b>		<b>\$558,559.06</b>				

## FOOTNOTES - BALANCE SHEET

### November 30, 2023

- B. Employees' payroll deductions at November 30, 2023 from the current month and from prior months total \$(19,337.55) which includes (\$9,441.00) of pre-funded FSA and HRA anticipated to be reimbursed by Blue Cross and Blue Shield after the FY23-24 plan year ends. The prior year pre-funded amounts were reimbursed by Blue Cross and Blue Shield in September 2023. These employee withholding accounts are reconciled on a monthly basis and at yearend to ensure that the correct amounts are being accounted for as required by NCPC.
- 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 - SMART START GRANT SPREADSHEET

**SERVICES (In-House Activities):** The Smart Start funds for all of the Services budgets were in contract at 100% of full allocation effective July 1, 2023. Applicable budgets were reviewed and updated with a November 30, 2023 effective date.

**DIRECT SERVICE PROVIDERS:** The Smart Start funds for the Direct Service Providers (DSPs) budgets were in contract at 100% of full allocation effective July 1, 2023. Applicable budgets were reviewed and updated with a November 30, 2023 effective date.

**ADMINISTRATION and FUNDRAISING 9200:** The Smart Start funds for the Administration budgets were in contract at 100% of full allocation effective July 1, 2023. Applicable budgets were reviewed and updated with a November 30, 2023 effective date.

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC. - SMART START GRANT - FY 2023 - 2024

FY 23/24 SMART START 100% ALLOCATION [NOT including prior year Carry Forward]	\$7,695,399
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<b>TOTAL ALLOCATION FOR ADMINISTRATION -----&gt;</b>	<b>\$497,452</b>
FY 23/24 Smart Start Admin Base Allocation	\$357,467
FY 23/24 Additon of 1% Fundraising Grant [9200-990]	\$19,500
Carryforward ADMIN Funds from FY22/23 to be used in FY23/24 [Effective 11-30-2023]	\$52,341
Transfer of Smart Start Services Funds for Administrative Cap Increase [Effective 11-30-2023]	\$39,718
FYE22 & FYE23 New Recurring Funds :	\$28,426

<b>TOTAL ALLOCATION FOR SERVICES -----&gt;</b>	<b>\$7,197,947</b>
FY 23/24 Smart Start Services Base Allocation	\$6,215,580
FY 23/24 Reduction for 1% Fundraising Grant [9200-990]	\$ (19,500)
Carryforward SERVICES Funds from FY22/23 to be used in FY23/24 [Effective 11-30-2023]	\$810,580
Transfer of Smart Start Services Funds for Administrative Cap Increase [Effective 11-30-2023]	\$ (39,718)
FYE22 & FYE23 New Recurring Funds :	\$231,005

AS OF NOVEMBER 30, 2023

		EXPENDITURES							AS OF NOVEMBER 30, 2023		
		11/30/2023						Remaining	If monthly spending was equal, at month-end, the percentages should be:		
Activity	Agency	Budget	Advances	September	October	November	Y-T-D	Budget	42%	58%	
									% of Budget Expended	% of Available Funds	
<b>Early Care &amp; Education Subsidy - TANF Only</b>											
1	Subsidized Child Care	Dept. of Social Services	\$ 2,531,000.00		\$ 107,260.00	\$ 227,213.00	\$ -	\$ 671,244.00	\$ 1,859,756.00	27%	73%
2	Child Care Scholarships	Fayetteville Tech. Com. College	\$ 317,300.00		\$ 29,950.54	\$ 31,514.40	\$ 32,573.20	\$ 94,038.14	\$ 223,261.86	30%	70%
	<b>ECE Subsidy TANF Total:</b>		40%	\$ 2,848,300.00	\$ -	\$ 137,210.54	\$ 258,727.40	\$ 32,573.20	\$ 765,282.14	\$ 2,083,017.86	27%
	<b>Minimum of 39% Required</b>										
<b>Early Care &amp; Education Subsidy - Administration</b>											
3	Subsidy Support Staff	Dept. of Social Services	\$ 176,000.00		\$ (84,193.98)	\$ -	\$ -	\$ 176,000.00	\$ -	100%	0%
4	Child Care Scholarship - Admin Support	Fayetteville Tech. Com. College	\$ 48,520.00		\$ 5,824.00	\$ 659.98	\$ 4,333.00	\$ 11,962.78	\$ 36,557.22	25%	75%
	<b>ECE Subsidy Support Total</b>		3%	\$ 224,520.00	\$ -	\$ (78,369.98)	\$ 659.98	\$ 4,333.00	\$ 187,962.78	\$ 36,557.22	84%
<b>Early Care &amp; Education Quality &amp; Affordability</b>											
5	CCR&R - Core Services	IH Partnership for Children	\$ 1,139,935.00		\$ 63,978.39	\$ 84,449.62	\$ 40,716.76	\$ 381,572.82	\$ 758,362.18	33%	67%
6	WAGES	Child Care Svcs. Association	\$ 634,000.00		\$ 84,487.02	\$ 44,725.00	\$ 31,986.54	\$ 281,937.92	\$ 352,062.08	44%	56%
7	CCR&R - Lending Library	IH Partnership for Children	\$ 36,500.00		\$ 1,497.16	\$ 1,287.11	\$ 4,312.40	\$ 12,824.30	\$ 23,675.70	35%	65%
	<b>ECE Quality Total:</b>		25%	\$ 1,810,435.00	\$ -	\$ 149,962.57	\$ 130,461.73	\$ 77,015.70	\$ 676,335.04	\$ 1,134,099.96	37%
	<b>Minimum of 70% Total Required</b>		68%								
<b>Health and Safety</b>											
8	Assuring Better Health and Development (ABCD)	Carolina Collaborative Community Care (4C)	\$ 112,000.00	\$ -	\$ 8,873.58	\$ 8,311.15	\$ -	\$ 33,251.96	\$ 78,748.04	30%	70%
9	Child Care Health Consultant	Cumberland County Health Department	\$ 178,000.00	\$ -	\$ 11,726.77	\$ 14,015.98	\$ 15,436.92	\$ 53,931.75	\$ 124,068.25	30%	70%
10	Family Connect	IH Partnership for Children	\$ 800,997.00	\$ -	\$ 2,062.91	\$ 593.51	\$ 2,135.30	\$ 6,611.29	\$ 794,385.71	1%	99%
	<b>Health &amp; Safety Total:</b>		15%	\$ 1,090,997.00	\$ -	\$ 22,663.26	\$ 22,920.64	\$ 17,572.22	\$ 93,795.00	\$ 997,202.00	9%

**PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC. - SMART START GRANT - FY 2023 - 2024**

FY 23/24 SMART START 100% ALLOCATION [NOT including prior year Carry Forward]	<b>\$7,695,399</b>
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<b>TOTAL ALLOCATION FOR ADMINISTRATION -----&gt;</b>	<b>\$497,452</b>
FY 23/24 Smart Start Admin Base Allocation	\$357,467
FY 23/24 Additon of 1% Fundraising Grant [9200-990]	\$19,500
Carryforward ADMIN Funds from FY22/23 to be used in FY23/24 [Effective 11-30-2023]	\$52,341
Transfer of Smart Start Services Funds for Administrative Cap Increase [Effective 11-30-2023]	\$39,718
FYE22 & FYE23 New Recurring Funds :	\$28,426

<b>TOTAL ALLOCATION FOR SERVICES -----&gt;</b>	<b>\$7,197,947</b>
FY 23/24 Smart Start Services Base Allocation	\$6,215,580
FY 23/24 Reduction for 1% Fundraising Grant [9200-990]	\$ (19,500)
Carryforward SERVICES Funds from FY22/23 to be used in FY23/24 [Effective 11-30-2023]	\$810,580
Transfer of Smart Start Services Funds for Administrative Cap Increase [Effective 11-30-2023]	\$ (39,718)
FYE22 & FYE23 New Recurring Funds :	\$231,005

**AS OF NOVEMBER 30, 2023**

Activity	Agency	11/30/2023	EXPENDITURES					Remaining Budget	If monthly spending was equal, at month-end, the percentages should be:			
			Budget	Advances	September	October	November		Y-T-D	42%	58%	
										% of Budget Expended	% of Available Funds	
<b>Family Support</b>												
11 Kindermusik	Kerri Hurley		\$ 45,000.00	\$ 7,500.00	\$ 11,025.80	\$ 6,419.84	\$ 4,092.90	\$ 22,538.54	\$ 22,461.46	50%	50%	
12 All Children Excel [ACE]	IH Partnership for Children		\$ 106,000.00		\$ 6,393.73	\$ 6,796.69	\$ 8,042.92	\$ 38,642.04	\$ 67,357.96	36%	64%	
13 Kaleidoscope Play and Learn	IH Partnership for Children		\$ 47,000.00		\$ 1,367.87	\$ 1,839.28	\$ 2,279.21	\$ 7,979.79	\$ 39,020.21	17%	83%	
14 Community Engagement & Resource Development	IH Partnership for Children		\$ 521,895.00		\$ 47,723.33	\$ 32,497.64	\$ 35,103.28	\$ 203,775.26	\$ 318,119.74	39%	61%	
15 Dolly Parton Imagination Library - NEW IN-HOUSE at 07-01-2023	IH Partnership for Children		\$ 15,500.00		\$ 868.50	\$ 864.00	\$ -	\$ 3,195.00	\$ 12,305.00	21%	79%	
<b>Family Support Total:</b>			<b>10%</b>	<b>\$ 735,395.00</b>	<b>\$ 7,500.00</b>	<b>\$ 67,379.23</b>	<b>\$ 48,417.45</b>	<b>\$ 49,518.31</b>	<b>\$ 276,130.63</b>	<b>38%</b>		
<b>System Support</b>												
16 P&E - Planning & Evaluation	IH Partnership for Children		\$ 488,300.00		\$ 38,550.41	\$ 41,343.73	\$ 7,836.13	\$ 148,758.13	\$ 339,541.87	30%	70%	
<b>System Support Total:</b>			<b>7%</b>	<b>\$ 488,300.00</b>	<b>\$ -</b>	<b>\$ 38,550.41</b>	<b>\$ 41,343.73</b>	<b>\$ 7,836.13</b>	<b>\$ 148,758.13</b>	<b>\$ 339,541.87</b>		
<b>Total of Approved SERVICES Projects:</b>				<b>\$ 7,197,947.00</b>	<b>\$ 7,500.00</b>	<b>\$ 337,396.03</b>	<b>\$ 502,530.93</b>	<b>\$ 188,848.56</b>	<b>\$ 2,148,263.72</b>	<b>\$ 5,049,683.28</b>		
17 Administration	IH Partnership for Children		7% \$ 477,952.00	\$ -	\$ 38,329.36	\$ 35,956.34	\$ 30,638.06	\$ 181,749.10	\$ 296,202.90	38%	62%	
18 1% Fundraising	IH Partnership for Children		0% \$ 19,500.00	\$ -	\$ -	\$ -	\$ -	\$ 0.37	\$ 19,499.63	0%	100%	
<b>Total Administration</b>				<b>\$497,452.00</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>				
<b>Unallocated Smart Start SERVICES Funds</b>				<b>\$ -</b>								
<b>Unallocated Smart Start ADMINISTRATION Funds</b>				<b>\$ -</b>								
<b>Total Smart Start Funds Expended</b>				<b>\$ 7,500.00</b>	<b>\$ 375,725.39</b>	<b>\$ 538,487.27</b>	<b>\$ 219,486.62</b>	<b>\$ 2,330,013.19</b>				
									<b>\$ 5,365,385.81</b>			
<b>Total Allocated Smart Start Funds Remaining</b>												



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

Fiscal Year 2023 / 2024

<b>LEGEND</b>	
	Internal Budget Adjustments
	Budget Increases per Amendment #1

<b>FY 23/24 Revenues per Contract</b>		
\$ 9,155,320	NC Pre-k Grant Payments to Providers [Fund 206, Fund 210, Fund 319]	
\$ 328,170		
\$ 174,963	2% CCDF Quality/Admin Funds [Fund 328]	10% TOTAL ADMIN FUNDS
\$ 216,016	2% CCDF ARPA Admin Funds [Fun	
\$ 524,553	6% Administrative Funds [Fund 211]	
\$ 10,399,022	<b>Total NC Pre-k Grant</b>	
		<b>as of November 2023</b>
		<b>SHOULD BE</b>
		42% 58%

FY 23/24											
Budget											
Activity	9/01/23 (Amendment #1)							Remaining	% of	% of	
	September	October	November	Y-T-D	Budget	Budget Expended	Available Funds				
211	3323-999	Administrative Operations	\$ 126,000.00	\$ 10,650.51	\$ 10,542.68	\$ 10,868.92	\$ 53,390.52	\$ 72,609.48	42%	58%	
	3323-001	CCR&R - Core	\$ 123,888.00	\$ 10,241.58	\$ 11,181.65	\$ 13,077.25	\$ 53,881.79	\$ 70,006.21	43%	57%	
	3323-017	NC Pre-k Coordination (In-Direct)	\$ 274,665.00	\$ 16,890.08	\$ 17,388.32	\$ 23,480.77	\$ 94,760.26	\$ 179,904.74	35%	65%	
		<b>Fund 211 Sub-Total</b>	\$ 524,553.00	\$ 37,782.17	\$ 39,112.65	\$ 47,426.94	\$ 202,032.57	\$ 322,520.43	39%	61%	
206	2342-015	NC Pre-k Subsidy (Direct - Child Reimbursement) - State Funds	\$ 910,064.00	\$ 603,142.00	\$ 306,922.00	\$ -	\$ 910,064.00	\$ -	100%	0%	
	2348-015	NC Pre-K Non-TANF/CCDF - State Funds	\$ 256,787.00	\$ 151,375.00	\$ 105,412.00	\$ -	\$ 256,787.00	\$ -	100%	0%	
		<b>Fund 206 Sub-Total</b>	\$ 1,166,851.00	\$ 754,517.00	\$ 412,334.00	\$ -	\$ 1,166,851.00	\$ -	100%	0%	
210	2342-015	NC Pre-k Subsidy (Direct - Child Reimbursement) - State Funds	\$ 3,893,000.00	\$ -	\$ 351,828.00	\$ 638,222.00	\$ 990,050.00	\$ 2,902,950.00	25%	75%	
	2348-015	NC Pre-K Non-TANF/CCDF - State Funds	\$ 687,047.00	\$ -	\$ 61,482.00	\$ 165,876.00	\$ 227,358.00	\$ 459,689.00	33%	67%	
		<b>Fund 210 Sub-Total</b>	\$ 4,580,047.00	\$ -	\$ 413,310.00	\$ 804,098.00	\$ 1,217,408.00	\$ 3,362,639.00	27%	73%	
314	3323-017	NC Pre-K CCDF-ARPA Funding-ADMIN - Federal Funds [\$26,000 budgeted for outreach; \$114,275 budgeted for personnel]	\$ 125,275.00	\$ -	\$ -	\$ 67,000.00	\$ 71,475.00	\$ 53,800.00	57%	43%	
	3323-999	NC Pre-K CCDF-ARPA Funding-ADMIN - Federal Funds	\$ 90,741.00	\$ 6,414.45	\$ 6,312.00	\$ 19,377.50	\$ 44,733.95	\$ 46,007.05	49%	51%	
		<b>Fund 314 Sub-Total</b>	\$ 216,016.00	\$ 6,414.45	\$ 6,312.00	\$ 86,377.50	\$ 116,208.95	\$ 99,807.05	54%	46%	

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

Fiscal Year 2023 / 2024

<b>LEGEND</b>	
	Internal Budget Adjustments
	Budget Increases per Amendment #1

<b>FY 23/24 Revenues per Contract</b>		
\$ 9,155,320	NC Pre-k Grant Payments to Providers [Fund 206, Fund 210, Fund 319]	
\$ 328,170		
\$ 174,963	2% CCDF Quality/Admin Funds [Fund 328]	10% TOTAL ADMIN FUNDS
\$ 216,016	2% CCDF ARPA Admin Funds [Fun	
\$ 524,553	6% Administrative Funds [Fund 211]	
\$ 10,399,022	<b>Total NC Pre-k Grant</b>	

<b>as of November 2023</b>	
<b>SHOULD BE</b>	
<b>42%</b>	<b>58%</b>

		FY 23/24 Budget							Remaining	% of	% of
Activity		9/01/23 (Amendment #1)	September	October	November	Y-T-D	Budget	Budget Expended	Available Funds		
319	2342-015 NC Pre-k Subsidy TANF (Direct - Child Reimbursement) - Federal Funds	\$ 2,897,000.00	\$ -	\$ -	\$ -	\$ -	\$ 2,897,000.00	0%	100%		
	2348-015 NC Pre-K Non-TANF/CCDF - Federal Funds	\$ 511,422.00	\$ -	\$ -	\$ -	\$ -	\$ 511,422.00	0%	100%		
	<b>Fund 319 Sub-Total</b>	<b>\$ 3,408,422.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,408,422.00</b>	<b>0%</b>	<b>100%</b>		
328	3323-999 NC Pre-K CCDF Quality Funds-ADMIN - Federal Funds	\$ 174,963.00	\$ 21,156.76	\$ 24,279.34	\$ 18,602.71	\$ 90,274.16	\$ 84,688.84	52%	48%		
	<b>Fund 328 Sub-Total</b>	<b>\$ 174,963.00</b>	<b>\$ 21,156.76</b>	<b>\$ 24,279.34</b>	<b>\$ 18,602.71</b>	<b>\$ 90,274.16</b>	<b>\$ 84,688.84</b>	<b>52%</b>	<b>48%</b>		
336	3322-017 NC Pre-K GEER (Governor's Emergency Education Relief) Funds - Federal Funds	\$ 328,170.00	\$ -	\$ -	\$ 212,345.10	\$212,345.10	\$ 115,824.90	65%	35%		
	<b>Fund 336 Sub-Total</b>	<b>\$ 328,170.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 212,345.10</b>	<b>\$ 212,345.10</b>	<b>\$ 115,824.90</b>	<b>65%</b>	<b>35%</b>		

**Total Budget Remaining \$ 7,393,902.22**

<b>Total NC Pre-K Grant</b>	
<b>Total NC Pre-k Grant Expended</b>	\$ 819,870.38    \$ 895,347.99    \$ 1,168,850.25    \$ 3,005,119.78
<b>Total State Funds</b>	\$ 6,271,451.00
<b>Total Federal Funds</b>	\$ 4,127,571.00
<b>Total NC Pre-K Grant</b>	<b>\$ 10,399,022.00</b>

Partnership for Children of Cumberland County, Inc.

Region 5 DCDEE Lead Agency Grant Fiscal Year 2023 - 2024

TOTAL FY 2023 - 2024 REGION 5 LEAD AGENCY ALLOCATION **\$663,370.00**

FY 2023 - 2024 10% Overhead / Administration Allocation **\$59,618.00**

FY 2023 - 2024 Program/Services Allocation **\$603,752.00**

FUND	PSC	AC	Activity	EXPENDITURES					Remaining Budget	as of November 30, 2023		
				07/01/23	September	October	November	Y-T-D		42%	58%	
				Budget						% of Budget Expended	% of Available Funds	
307	3104	001	Region 5 Lead Agency - Core Services	\$ 297,656.00	\$ 16,703.75	\$ 18,708.43	\$ 21,369.99	\$ 101,720.71	\$ 195,935.29	34%	66%	
307	3104	196	Core Services - 10% Overhead/Administration for CCR&R	\$ 1,250.00	\$ 191.05	\$ 686.55	\$ 122.88	\$ 1,155.27	\$ 94.73	92%	8%	
307	9100	196	Core Services - 10% Overhead/Administration for Admin Ops	\$ 34,235.00	\$ 1,459.54	\$ 1,177.70	\$ 2,987.19	\$ 9,963.50	\$ 24,271.50	29%	71%	
307	3104	301	Contracts & Grants - Anson County	\$ 9,954.00	\$ -	\$ -	\$ -	\$ -	\$ 9,954.00	0%	100%	
307	3104	303	Contracts & Grants - Montgomery County	\$ 8,345.00	\$ -	\$ -	\$ -	\$ -	\$ 8,345.00	0%	100%	
307	3104	304	Contracts & Grants - Moore County	\$ 29,399.00	\$ -	\$ -	\$ 9,799.64	\$ 9,799.64	\$ 19,599.36	33%	67%	
307	3104	305	Contracts & Grants - Richmond County	\$ 14,528.00	\$ -	\$ -	\$ -	\$ -	\$ 14,528.00	0%	100%	
				<b>\$ 395,367.00</b>	<b>\$ 18,354.34</b>	<b>\$ 20,572.68</b>	<b>\$ 34,279.70</b>	<b>\$ 122,639.12</b>	<b>\$ 272,727.88</b>	<b>31%</b>	<b>69%</b>	
313	3104	001	Region 5 Healthy Social Behaviors Project	\$ 243,870.00	\$ 15,786.86	\$ 17,727.61	\$ 17,611.40	\$ 83,503.40	\$ 160,366.60	34%	66%	
313	3104	196	Healthy Social Behavior - 10% Overhead/Administration for CCR&R	\$ 3,800.00	\$ 284.78	\$ 880.38	\$ 573.98	\$ 2,435.58	\$ 1,364.42	64%	36%	
313	9100	196	Healthy Social Behavior - 10% Overhead/Administration for Admin Ops	\$ 20,333.00	\$ -	\$ 4,646.80	\$ 1,168.70	\$ 5,822.47	\$ 14,510.53	29%	71%	
				<b>\$ 268,003.00</b>	<b>\$ 16,071.64</b>	<b>\$ 23,254.79</b>	<b>\$ 19,354.08</b>	<b>\$ 91,761.45</b>	<b>\$ 176,241.55</b>	<b>34%</b>	<b>66%</b>	
<b>Total Allocated DCD Funds Remaining</b>									<b>\$ 448,969.43</b>			
<b>Summary for 10% Overhead / Administration</b>				<b>PFC</b>	<b>\$ 59,618.00</b>	<b>\$ 1,935.37</b>	<b>\$ 7,391.43</b>	<b>\$ 53,633.78</b>	<b>\$ 19,376.82</b>	<b>\$ 40,241.18</b>	<b>33%</b>	<b>67%</b>

Partnership for Children of Cumberland County, Inc.

Region 5 DCDEE Lead Agency Grant  
CONTRACT PERIOD 2023-2024

TOTAL CY 2023 - 2024 REGION 5 LEAD AGENCY ALLOCATION FOR ONLY THE BIRTH TO THREE QUALITY INITIATIVE

\$179,136.00

CY 2023 - 2024 10% Overhead / Administration Allocation

\$16,267.00

CY 2023 - 2024 Program/Services Allocation

\$162,869.00

as of November 30, 2023

FUND	PSC	AC	Activity	EXPENDITURES					Remaining Budget	as of November 30, 2023		
				08/01/23 Budget	September	October	November	Y-T-D		% of Budget Expended	% of Available Funds	
312	3104	001	Region 5 Birth To Three Quality Initiative [formerly Infant Toddler Project]	\$ 162,869.00	\$ 11,185.13	\$ 11,516.74	\$ 11,135.88	\$ 46,676.17	\$ 116,192.83	29%	71%	
312	3104	196	Birth to Three Quality Initiative - 10% Overhead/Administration for CCR&R	\$ 500.00	\$ 542.28	\$ 997.95	\$ 2,662.66	\$ 4,751.32	\$ (4,251.32)	950%	-850%	
312	9100	196	Birth To Three Quality Initiative - 10% Overhead/Administration for Admin Ops	\$ 15,767.00	\$ -	\$ 1,451.80	\$ -	\$ 1,453.50	\$ 14,313.50	9%	91%	
				#DIV/0!	\$ 179,136.00	\$ 11,727.41	\$ 13,966.49	\$ 13,798.54	\$ 52,880.99	\$ 126,255.01	30%	70%

Partnership for Children of Cumberland County, Inc.

TOTAL CY 2023 - 2024 REGION 5 LEAD AGENCY ALLOCATION FOR ONLY THE FAMILY CHILD CARE TECHNICAL ASSISTANCE

\$81,584.00

CY 2023 - 2024 10% Overhead / Administration Allocation

\$7,041.00

CY 2023 - 2024 Program/Services Allocation

\$74,543.00

as of November 30, 2023

FUND	PSC	AC	Activity	EXPENDITURES					Remaining Budget	as of November 30, 2023	
				09/01/23 Budget	September	October	November	Y-T-D		25% % of Budget Expended	75% % of Available Funds
335	3104	001	Region 5 Family ChildCare Consultant Technical Assistance Project	\$ 74,543.00	\$ -			\$ -	\$ 74,543.00	0%	100%
335	9100	196	Family ChildCare Consultant TA Project - 10% Overhead/Administration for Admin Ops	\$ 7,041.00	\$ -			\$ -	\$ 7,041.00	0%	100%
				\$ 81,584.00	\$ -	\$ -	\$ -	\$ -	\$ 81,584.00	0%	100%

NEW!  
Contract Year for this grant is from September 1, 2023 thru February 14, 2024

# Partnership for Children of Cumberland County, Inc.

All Funding Sources  
Fiscal Year 2023 - 2024

FUND CODE	July 1, 2023 Beginning Cash Balance	Receipts				Expenditures					Ending Cash Balance	
		September	October	November	YTD	Adjustments to cash/net assets	September	October	November	YTD		
<b>RESTRICTED FUNDS</b>												
<b>NC PRE-KINDERGARTEN FUNDS</b>												
206	NC Pre-K Grant - State Funds (per child)	\$ (27,412.00)	\$ 680,325.00	\$ (26,460.00)	\$ -	\$ 737,714.00	\$ -	\$ 653,865.00	\$ -	\$ -	\$ 653,865.00	\$ 56,437.00
206	1/10 CASH PAYMENT from DCDEE -NC Pre-K Grant	\$ -	\$ 915,532.00	\$ (402,546.00)		\$ 512,986.00		\$ 100,652.00	\$ 412,334.00		\$ 512,986.00	\$ -
210	NC Pre-K Expansion Grant - Lottery Funds - STATE FUNDS	\$ 31,246.00	\$ -	\$ 429,006.00	\$ 799,184.00	\$ 1,196,944.00	\$ -	\$ -	\$ 413,310.00	\$ 804,098.00	\$ 1,217,408.00	\$ 10,782.00
211	NC Pre-K Grant - 4% Admin Fees	\$ (176,029.49)	\$ 77,710.81	\$ -	\$ 37,715.09	\$ 291,455.39	\$ -	\$ 37,782.17	\$ 39,112.65	\$ 47,426.94	\$ 202,032.57	\$ (86,606.67)
314	NC Pre-K CCDF ARPA Funds	\$ (26,238.37)	\$ 17,105.00	\$ -	\$ 114.45	\$ 43,457.82	\$ -	\$ 6,414.45	\$ 6,312.00	\$ 86,377.50	\$ 116,208.95	\$ (98,989.50)
319	1/10 CASH PAYMENT from DCDEE -NC Pre-K Grant	\$ (13,950.00)	\$ -	\$ -	\$ -	\$ 13,950.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
328	NC Pre-K Grant CCDF Quality Funds-Federal Funds	\$ (19,837.95)	\$ 26,235.35	\$ -	\$ 21,100.86	\$ 67,174.16	\$ -	\$ 21,156.76	\$ 24,279.34	\$ 18,602.71	\$ 90,274.16	\$ (42,937.95)
336	NC Pre-K Governor's Emergency Education Relief [GEER] Funds	\$ -	\$ -	\$ -	\$ 324,308.00	\$ 324,308.00	\$ -	\$ -	\$ -	\$ 212,345.10	\$ 212,345.10	\$ 111,962.90
<b>Sub-total for NC Pre-K</b>		<b>\$ (232,221.81)</b>									<b>Sub-total</b>	<b>\$ (49,352.22)</b>
<b>FEDERAL RESTRICTED FUNDS</b>												
307	DCD Grant - SWCDC	\$ (55,217.22)	\$ -	\$ -	\$ -	\$ 55,217.22	\$ -	\$ 18,354.34	\$ 20,572.68	\$ 34,279.70	\$ 122,639.12	\$ (122,639.12)
312	Region 5 - Birth to 3 [Infant/Toddler] 08/01/XXXX - 07/31/XXXX	\$ (21,040.08)	\$ 12,783.31	\$ -	\$ -	\$ 31,632.24	\$ (1,833.03)	\$ 11,727.41	\$ 13,966.49	\$ 13,798.54	\$ 63,473.15	\$ (52,880.99)
313	Region 5 - Healthy Social Behavior	\$ (40,974.60)	\$ -	\$ -	\$ -	\$ 40,974.60	\$ -	\$ 16,071.64	\$ 23,254.79	\$ 19,354.08	\$ 91,761.45	\$ (91,761.45)
335	Region 5 - Family Child Care Project [09/01/2023 - 02/14/2024] and [02/15/2024 - 02/14/2025]	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 442.10	\$ 442.10	\$ (442.10)
330	FEDERAL - CCHC Expansion Grant (NCPC) [02/01/2021 - 06/30/2023]	\$ 899.08	\$ -	\$ -	\$ -	\$ (899.08)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
331	FEDERAL - PDG Family Connects Innovation Grant (NCPC) [03/01/2021 - 11/30/2023]	\$ (235,900.22)	\$ 128,029.95	\$ 122,923.01	\$ 123,517.77	\$ 771,753.01	\$ -	\$ 122,923.01	\$ 123,517.77	\$ 233,245.62	\$ 769,098.41	\$ (233,245.62)
333	FEDERAL - City of Fayetteville ARPA Grant [08/01/2022 - 06/30/2025]	\$ 200,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000.00
807	Region 5 - Program Income	\$ -	\$ 330.00	\$ 350.00	\$ 739.65	\$ 1,848.65	\$ -	\$ -	\$ -	\$ -	\$ 390.39	\$ 1,458.26
<b>Sub-total for Federal Restricted</b>		<b>\$ (152,233.04)</b>									<b>Sub-total</b>	<b>\$ (299,511.02)</b>
<b>SMART START AND RELATED FUNDS</b>												
153	Smart Start - Admin. (FY 22/23)	\$ 97,745.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 97,745.08	\$ -
154	Smart Start - Services (FY 22/23)	\$ 762,441.34	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 762,441.34	\$ -
155	Smart Start - Admin. (FY 23/24)	\$ -	\$ 37,936.00	\$ -	\$ 72,806.00	\$ 216,353.00	\$ -	\$ 38,329.36	\$ 35,956.34	\$ 30,638.06	\$ 181,749.47	\$ 34,603.53
156	Smart Start - Services (FY 23/24)	\$ -	\$ 280,163.00	\$ -	\$ 537,676.00	\$ 1,597,779.00	\$ -	\$ 192,538.91	\$ 236,208.27	\$ 164,490.27	\$ 970,093.70	\$ 627,685.30
201	MAC SS Grant (Accting/Contracting)	\$ -	\$ -	\$ -	\$ 17,823.00	\$ 35,646.00	\$ -	\$ 8,930.40	\$ 6,700.33	\$ 6,568.56	\$ 38,146.93	\$ (2,500.93)
801	Program Income (SS Related)	\$ 68,386.12	\$ 4,507.03	\$ 5,532.59	\$ 4,563.42	\$ 22,369.68	\$ -	\$ 185.81	\$ 311.28	\$ 204.38	\$ 1,082.66	\$ 89,673.14
<b>Sub-total for Smart Start &amp; Related</b>		<b>\$ 928,572.54</b>									<b>Sub-total</b>	<b>\$ 749,461.04</b>

# Partnership for Children of Cumberland County, Inc.

All Funding Sources

Fiscal Year 2023 - 2024

FUND CODE	July 1, 2023 Beginning Cash Balance	Receipts				Expenditures					Ending Cash Balance
		September	October	November	YTD	Adjustments to cash/net assets	September	October	November	YTD	
<b>TEMPORARILY RESTRICTED FUNDS - RESTRICTED FOR TIME OR PURPOSE TO SPEND FUNDS</b>											
401	County of Cumberland Nonprofit Fiscal Recovery Assistance Program [\$50,000 for Family Connects 07/01/2023 - 06/30/2024]	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
543	CC Foundation - Family Connect Grant [12/01/2019 - 12/31/2024]	\$ 16,510.57	\$ -	\$ -	\$ -	\$ -	\$ 5,272.84	\$ 5,383.18	\$ 5,966.31	\$ 7,032.76	\$ 9,477.81
544	Falcon Children's Home - Car Seat Safety Program Donation	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	\$ (56.54)	\$ -	\$ 4,943.46	\$ 56.54
547	The Cannon Foundation - Operation Restoration, Building Project Phase II (03/09/2023 - until spent)	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00	\$ 30,000.00	\$ -
809	Hoke County Consumer Ed (NOT program income) [07/01/2022 - 06/30/2023]	\$ 6,386.06	\$ -	\$ -	\$ -	\$ (6,386.06)	\$ -	\$ -	\$ -	\$ -	\$ -
824	Fundraising - PFC Annual Soiree - Administrative Allocation	\$ 6,587.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,587.08
	<b>Sub-total for Temporarily Restricted</b>	<b>\$ 64,483.71</b>								<b>Sub-total</b>	<b>\$ 16,121.43</b>
<b>UNRESTRICTED FUNDS or NO RESTRICTION OF TIME TO SPEND FUNDS</b>											
208	Unrestricted State Revenues - For Operating Purposes	\$ 15,115.22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50.00	\$ 15,065.22
	Unrestricted State Revenues - Invested in CDs and Money Market Account	\$ 497,668.65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (50.00)	\$ 497,718.65
501	Individual Gifts & Donations	\$ 121,752.76	\$ 230.62	\$ 595.00	\$ 1,271.00	\$ 4,198.62	\$ -	\$ 34.71	\$ 28.35	\$ 14.39	\$ 214.31
515	Vending Machine Commissions	\$ 654.66	\$ 56.42	\$ -	\$ -	\$ 145.30	\$ -	\$ -	\$ 55.67	\$ 37.31	\$ 92.98
518	Kohl's Corporate Grants	\$ 363.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 363.33
802	PFCRC II (Non-Smart Start)	\$ (84,995.05)	\$ 10,999.03	\$ 10,153.57	\$ 14,128.18	\$ 61,347.51	\$ -	\$ 12,070.01	\$ 6,884.70	\$ 27,452.40	\$ 83,086.11
805	Misc. Unrestricted Revenue	\$ 6,031.45	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125.00	\$ 125.00	\$ 5,906.45
806	Forward March Conference	\$ 31,992.25	\$ -	\$ -	\$ -	\$ -	\$ 1,833.03	\$ -	\$ -	\$ -	\$ 24,979.53
812	PFCRC II - Administration	\$ 170,325.52	\$ 4,750.00	\$ 4,750.00	\$ 4,750.00	\$ 23,750.00	\$ -	\$ 417.32	\$ 416.94	\$ 457.98	\$ 2,269.09
815	Hoke - Contracted Eval (not program income)	\$ 35,981.21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 645.46	\$ 193.32	\$ -	\$ 1,274.74
816	Contracted Data Services	\$ 3,448.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,947.81
820	Fundraising - PFC Annual Soiree	\$ 79,700.56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 339.00	\$ 5,090.00	\$ 10.67	\$ 5,159.67
825	Capital Projects Fund [used for construction loan transactions]	\$ (524.10)	\$ -	\$ 18,000.00	\$ 127,175.55	\$ 196,827.05	\$ -	\$ 18,606.95	\$ 587.36	\$ 97,940.92	\$ 169,758.20
897	Sales Tax	\$ (7,680.71)	\$ -	\$ -	\$ -	\$ 7,680.71	\$ -	\$ 937.36	\$ 1,130.63	\$ 1,135.88	\$ 4,398.45
899	Interest Income (from Investment Funds)	\$ 27,226.84	\$ 433.09	\$ 478.93	\$ 419.95	\$ 2,229.57	\$ -	\$ -	\$ -	\$ -	\$ 29,456.41
904	Forfeited FSA	\$ (18,800.41)	\$ 8,705.00	\$ -	\$ -	\$ 8,705.00	\$ -	\$ -	\$ -	\$ -	\$ (10,095.41)
905	Employee Withholding	\$ 226.10	\$ 20,425.44	\$ 20,352.73	\$ 20,156.50	\$ 102,684.16	\$ -	\$ 20,280.11	\$ 24,699.66	\$ 23,971.21	\$ 112,152.40
	<b>Sub-total for Unrestricted Funds</b>	<b>\$ 878,486.43</b>								<b>Sub-total</b>	<b>\$ 879,596.06</b>

**Partnership for Children of Cumberland County, Inc.**

All Funding Sources  
Fiscal Year 2023 - 2024

FUND CODE	July 1, 2023 Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance		
		September	October	November	YTD	Adjustments to cash/net assets	September	October	November		YTD	
<b>INFORMATION TECHNOLOGY</b>												
992	PFC IT Management	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
993	IT - Core	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
994	IT - Outside Agencies	\$ 77,743.82	\$ 7,177.89	\$ 9,273.77	\$ 5,546.00	\$ 35,399.66	\$ -	\$ 10,059.71	\$ 7,505.07	\$ (48,686.00)	\$ (7,242.10)	\$ 120,385.58
995	IT - PFC Enhanced	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
996	IT - PFC Regular	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Sub-total for Information Technology</b>										<b>\$ 77,743.82</b>	<b>Sub-total</b>	<b>\$ 120,385.58</b>
<b>PERMANENTLY RESTRICTED FUNDS</b>												
599	Cumberland Community Foundation Endowment	\$ 31,384.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,384.00
<b>Sub-total for Permanently Restricted Funds</b>										<b>\$ 31,384.00</b>	<b>Sub-total</b>	<b>\$ 31,384.00</b>
<b>TOTAL</b>										<b>\$ 1,596,215.65</b>	<b>TOTAL</b>	<b>\$ 1,448,084.87</b>



Partnership for Children of Cumberland County, Inc. - UNRESTRICTED STATE REVENUES [FUND 208]

**Fiscal Year 2023 / 2024**

							SHOULD BE:	42%	58%
							Unspent Allocated	% of	% of
							Budget Amount	Budget Expended	Available Funds
Activity	FY 23/24 Budget Effective 7/1/2023	September	October	November	Expenditures Y-T-D				
Administrative Operations	\$ 12,005.00	\$ -	\$ -	\$ -	\$ -	\$ 12,005.00	0%	100%	
CC&R - Core (in case of Federal shutdown)	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00	0%	100%	
<b>Sub-Total</b>	<b>\$ 50,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000.00</b>	<b>0%</b>	<b>100%</b>	
<b>Total Allocated Budget for FY23-24</b>		<b>62,005.00</b>							
<b>Allocated Budget Amount SPENT</b>		<b>\$ -</b>							
<b>Allocated Budget Amount UNSPENT</b>		<b>\$ 62,005.00</b>							
<b>SUMMARY OF CASH AND INVESTMENTS</b>									
<b>July 1 - Total Cash Carryover including Investments</b>							<b>\$ 512,783.87</b>		
Projected Unrestricted State Revenues at the yearend			\$ -	\$ -	\$ (46,889.78)	<i>&lt;---- Cash of \$15,115.22 in GL 1113 at 07-01-23 less the FY 23-24 budget amount</i>			
Unspent Budget for FY23-24 at the month end			\$ -	\$ -	\$ 62,005.00				
Subtotal (cash in GL 1113 at the month end to be used for operating funds)			\$ -	\$ -		\$ 15,065.22	<i>includes \$1,000 in cash transfers</i>		
Investments at month end (Includes money market account and certificates of deposits, if applicable)	\$497,668.65		\$ -	\$ -		\$ 497,718.65			
<b>CURRENT TOTAL OF CASH AND INVESTMENTS AT THE MONTH END</b>							<b>\$ 512,783.87</b>		

Partnership for Children of Cumberland County, Inc.  
Cash and In-Kind Contributions Report  
FY23/24

Total Smart Start Allocation <b>INCLUDING RECURRING FUNDS OF</b>	
<b>\$259,431</b> (including prior year Carryforward Funds):	\$ 7,435,968.00
Target Cash & In-Kind Required (19%):	\$ 1,317,370.00
Target Cash Required (≥13%):	\$ 966,675.84
Target In-Kind Required (±6%):	\$ 446,158.08

**1**

CASH DONATIONS		September	October	November	Y-T-D
<b>Cash Donations - In-House</b>					
Board Donations	501-4410	\$ 150.00	\$ 115.00	\$ 70.00	\$ 520.00
Other Donations	501-4410	\$ 25.00	\$ 480.00	\$ 1,201.00	
Staff Donations	501-4410				\$ -
Donations - Barlow Research Survey	501-4410	\$ 20.00			\$ 70.00
Donations - CarMax Donation	501-4410				\$ -
Donations - SECC Donation	501-4410				\$ -
Donations - Vending Machine Proceeds	515-4410	\$ 56.42			\$ 145.30
Donations - Giving Tuesday CCF	546-4420				\$ -
Program Income - Rent from Resource Center I	801-4824	\$ 3,427.03	\$ 4,072.59	\$ 3,463.42	\$ 18,709.68
Program Income - Little Land Donations	801-4827				\$ -
Program Income - Tenant Copier Fees	801-5311	\$ 36.39			\$ 72.78
Program Income - CCR&R Workshop Fees	801-4823	\$ 1,080.00	\$ 1,460.00	\$ 1,100.00	\$ 3,660.00
Program Income - Cash Back Capital One	805-4829				\$ -
Program Income - Rent from Resource Center II	812-4761	\$ 4,750.00	\$ 4,750.00	\$ 4,750.00	\$ 23,750.00
					\$ -
<b>Total Cash Donations - In-House</b>		<b>\$ 9,544.84</b>	<b>\$ 10,877.59</b>	<b>\$ 10,584.42</b>	<b>\$ 50,500.76</b>
<b>Cash Donations - Direct Service Providers</b>					
1st Quarter (July - September)					\$ -
2nd Quarter (October - December)					\$ -
3rd Quarter (January - March)					\$ -
4th Quarter (April - June)					\$ -
PFC Child Care Subsidy Parent Fees					\$ -
<b>Total Cash Donations - Direct Service Providers</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL CASH DONATIONS</b>		<b>\$ 9,544.84</b>	<b>\$ 10,877.59</b>	<b>\$ 10,584.42</b>	<b>\$ 50,500.76</b>
<b>GRANTS</b>					
Cumberland Community Foundation (100% Private Grants)	535-4425				\$ -
City of Fayetteville Federal ARPA Grant	333-4223				\$ -
<b>TOTAL GRANTS</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>IN-KIND DONATIONS</b>					
<b>In-Kind Donations - In-House</b>					
In-Kind Donations - Volunteer Time		\$ 3,761.44			\$ 3,761.44
Google Ads Grant		\$ 8,175.10	\$ 8,952.68	\$ 9,183.97	\$ 44,038.02
Discounts on Materials - Media Shield		\$ 660.00	\$ 330.00	\$ 330.00	\$ 1,320.00
Discounts on Materials - Systel					\$ 1,379.77
<b>Total In-Kind Donations - In-House</b>		<b>\$ 12,596.54</b>	<b>\$ 9,282.68</b>	<b>\$ 9,513.97</b>	<b>\$ 50,499.23</b>
<b>In-Kind Donations - Direct Service Providers</b>					
1st Quarter (July - September)		\$ 3,363.11			\$ 3,363.11
2nd Quarter (October - December)					\$ -
3rd Quarter (January - March)					\$ -
4th Quarter (April - June)					\$ -
<b>Total In-Kind Donations - Direct Service Providers</b>		<b>\$ 3,363.11</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,363.11</b>
<b>TOTAL IN-KIND DONATIONS</b>		<b>\$ 15,959.65</b>	<b>\$ 9,282.68</b>	<b>\$ 9,513.97</b>	<b>\$ 53,862.34</b>
<b>GRAND TOTAL</b>		<b>\$ 25,504.49</b>	<b>\$ 20,160.27</b>	<b>\$ 20,098.39</b>	<b>\$ 104,363.10</b>

3.8%

**2**

4.1%

**3**

7.9%

**\$ (1,213,006.90)**

**4**

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



**E\*TRADE**

from Morgan Stanley

**CLIENT STATEMENT** | For the Period November 1-30, 2023

**STATEMENT FOR:**  
PARTNERSHIP FOR CHILDREN OF CU  
C/O JAMES GRAFSTROM  
& MARY SONNENBERG

**Beginning Total Value** (as of 11/1/23)  
**Ending Total Value** (as of 11/30/23)  
*Includes Accrued Interest*

**\$119,897.11**  
**\$129,200.73**

**Access Your Account Online At**  
[www.etrade.com](http://www.etrade.com) or call 800-387-2331

*Morgan Stanley Smith Barney LLC. Member SIPC.*  
*E\*TRADE is a business of Morgan Stanley.*

#BWNJGMM



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PARTNERSHIP FOR CHILDREN OF CU  
C/O JAMES GRAFSTROM  
& MARY SONNENBERG  
351 WAGONER DRIVE SUITE 200  
FAYETTEVILLE NC 28303



INVESTMENTS AND INSURANCE PRODUCTS: NOT FDIC INSURED • NOT A BANK DEPOSIT •  
NOT INSURED BY ANY FEDERAL GOVERNMENT AGENCY • NOT BANK GUARANTEED •  
MAY LOSE VALUE • UNLESS SPECIFICALLY NOTED, ALL VALUES ARE DISPLAYED IN USD





# Account Summary

Self-Directed Brokerage Account

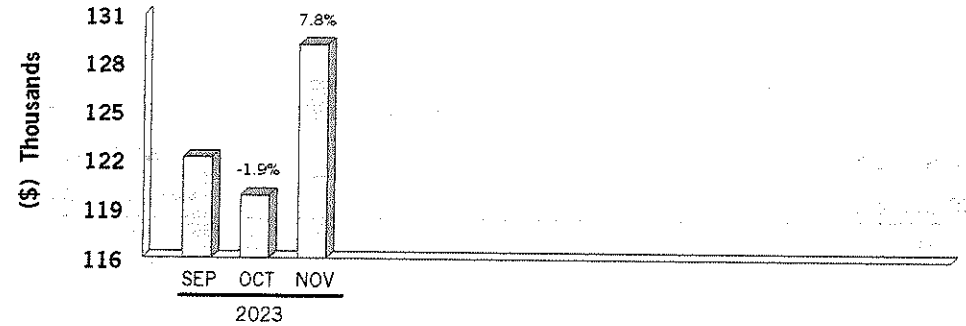
PARTNERSHIP FOR CHILDREN OF CU  
C/O JAMES GRAFSTROM

## CHANGE IN VALUE OF YOUR ACCOUNT (includes accrued interest)

	This Period (11/1/23-11/30/23)	This Year (1/1/23-11/30/23)
<b>TOTAL BEGINNING VALUE</b>	<b>\$119,897.11</b>	—
Credits	—	7,019.98
Debits	—	—
Security Transfers	—	120,143.46
<b>Net Credits/Debits/Transfers</b>	—	<b>\$127,163.44</b>
<b>Change in Value</b>	<b>9,303.62</b>	<b>2,037.29</b>
<b>TOTAL ENDING VALUE</b>	<b>\$129,200.73</b>	<b>\$129,200.73</b>

## MARKET VALUE OVER TIME

The below chart displays the most recent thirteen months of Market Value.

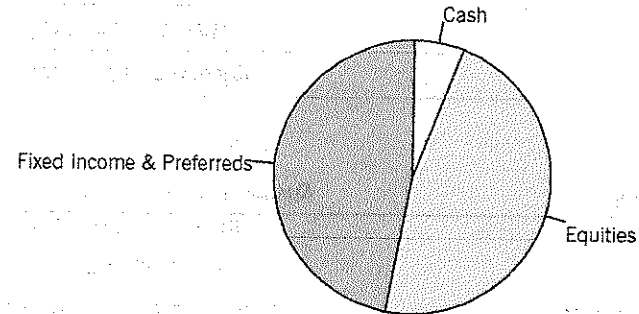


The percentages above represent the change in dollar value from the prior period. They do not represent account investment performance, as they do not consider the impact of contributions and withdrawals, nor other factors that may have affected performance calculations. No percentage will be displayed when the previous month reflected no value.

## ASSET ALLOCATION (includes accrued interest)

	Market Value	Percentage
Cash	\$7,546.63	5.84
Equities	60,928.67	47.16
Fixed Income & Preferreds	60,725.43	47.00
<b>TOTAL VALUE</b>	<b>\$129,200.73</b>	<b>100.00%</b>

FDIC rules apply and Bank Deposits are eligible for FDIC insurance but are not covered by SIPC. Cash and securities (including MMFs) are eligible for SIPC coverage. See Expanded Disclosures. Values may include assets externally held, as a courtesy, and may not be covered by SIPC. Foreign Exchange (FX) is neither FDIC nor SIPC insured. For additional information, refer to the corresponding section of this statement.



This asset allocation represents holdings on a trade date basis, and projected settled Cash/BDP and MMF balances. These classifications do not constitute a recommendation and may differ from the classification of instruments for regulatory or tax purposes.

012630 MSKDD212 002352

Account Summary

Self-Directed Brokerage Account

PARTNERSHIP FOR CHILDREN OF CU  
C/O JAMES GRAFSTROM

BALANCE SHEET (^ includes accrued interest)

	Last Period (as of 10/31/23)	This Period (as of 11/30/23)
Cash, BDP, MMFs	\$7,362.36	\$7,546.63
Stocks	839.16	979.37
ETFs & CEFs	93,035.34	101,175.83
Mutual Funds	18,660.25	19,498.90
<b>Total Assets</b>	<b>\$119,897.11</b>	<b>\$129,200.73</b>
<b>Total Liabilities</b> (outstanding balance)	<b>—</b>	<b>—</b>
<b>TOTAL VALUE</b>	<b>\$119,897.11</b>	<b>\$129,200.73</b>

INCOME AND DISTRIBUTION SUMMARY

	This Period (11/1/23-11/30/23)	This Year (1/1/23-11/30/23)
Other Dividends	\$282.86	\$987.96
Interest	0.06	0.18
<b>Income And Distributions</b>	<b>\$282.92</b>	<b>\$988.14</b>
<b>Tax-Exempt Income</b>	<b>—</b>	<b>—</b>
<b>TOTAL INCOME AND DISTRIBUTIONS</b>	<b>\$282.92</b>	<b>\$988.14</b>

Taxable and tax exempt income classifications are based on the characteristics of the underlying securities and not the taxable status of the account.

CASH FLOW

	This Period (11/1/23-11/30/23)	This Year (1/1/23-11/30/23)
<b>OPENING CASH, BDP, MMFs</b>	<b>\$7,362.36</b>	<b>—</b>
Dividend Reinvestments	(98.65)	(461.49)
Income and Distributions	282.92	988.14
<b>Total Investment Related Activity</b>	<b>\$184.27</b>	<b>\$526.65</b>
Electronic Transfers-Credits	—	2.93
Other Credits	—	7,017.05
<b>Total Cash Related Activity</b>	<b>—</b>	<b>\$7,019.98</b>
<b>Total Card/Check Activity</b>	<b>—</b>	<b>—</b>
<b>CLOSING CASH, BDP, MMFs</b>	<b>\$7,546.63</b>	<b>\$7,546.63</b>

GAIN/(LOSS) SUMMARY

	Realized This Period (11/1/23-11/30/23)	Realized This Year (1/1/23-11/30/23)	Unrealized Inception to Date (as of 11/30/23)
Short-Term Gain	—	—	\$89.47
Long-Term Gain	—	—	13,123.16
Long-Term (Loss)	—	—	(15,751.04)
<b>Total Long-Term</b>	<b>—</b>	<b>—</b>	<b>\$(2,627.88)</b>
<b>TOTAL GAIN/(LOSS)</b>	<b>—</b>	<b>—</b>	<b>\$(2,538.41)</b>

The Gain/(Loss) Summary, which may be subsequently adjusted, is provided for informational purposes and should not be used for tax preparation. For additional detail, please visit [www.etrade.com](http://www.etrade.com).



Account Detail

Self-Directed Brokerage Account

PARTNERSHIP FOR CHILDREN OF CU  
C/O JAMES GRAFSTROM

Investment Objectives (in order of priority): Income

Inform us if your investment objectives, as defined in the Expanded Disclosures, change.

Brokerage Account

**HOLDINGS**

This section reflects positions purchased/sold on a trade date basis. "Market Value" and "Unrealized Gain/(Loss)" may not reflect the value that could be obtained in the market. Your actual investment return may differ from the unrealized gain/(loss) displayed. Fixed Income securities are sorted by maturity or pre-refunding date, and alphabetically within date. Estimated Annual Income a) is calculated on a pre-tax basis, b) does not include any reduction for applicable non-US withholding taxes, c) may include return of principal or capital gains which could overstate such estimates, and d) for holdings that have a defined maturity date within the next 12 months, is reflected only through maturity date. Actual income or yield may be lower or higher than the estimates. Current Yield is an estimate for informational purposes only. It reflects the income generated by an investment, and is calculated by dividing the total estimated annual income by the current market value of the entire position. It does not reflect changes in its price. Structured Investments, identified on the Position Description Details line as "Asset Class: Struct Inv," may appear in various statement product categories. When displayed, the accrued interest, annual income and current yield for those with a contingent income feature (e.g., Range Accrual Notes or Contingent Income Notes) are estimates and assume specified accrual conditions are met during the relevant period and payment in full of all contingent interest. For Floating Rate Securities, the accrued interest, annual income and current yield are estimates based on the current floating coupon rate and may not reflect historic rates within the accrual period.

For additional information related to Unrealized and Realized Gain/(Loss) and tax lot details, including cost basis, please visit [www.etrade.com](http://www.etrade.com). The information presented on the statement should not be used for tax purposes.

**CASH, BANK DEPOSIT PROGRAM AND MONEY MARKET FUNDS**

Cash, Bank Deposit Program, and Money Market Funds are generally displayed on a settlement date basis. You have the right to instruct us to liquidate your bank deposit balance(s) or shares of any money market fund balance(s) at any time and have the proceeds of such liquidation remitted to you. Estimated Annual Income, Accrued Interest, and APY% will only be displayed for fully settled positions. Under the Bank Deposit Program, free credit balances held in an account(s) at Morgan Stanley Smith Barney LLC are automatically deposited into an interest-bearing deposit account(s), at Morgan Stanley Bank, N.A. and/or Morgan Stanley Private Bank, National Association, each a national bank, FDIC member and an affiliate of Morgan Stanley. For more information regarding the Bank Deposit Program, go to [www.etrade.com/bdpdisclosure](http://www.etrade.com/bdpdisclosure). Interest from required Pattern Day Trader minimum equity amounts retained in Cash Balance Program.

Description	Market Value	7-Day Current Yield %	Est Ann Income	APY %
MORGAN STANLEY PRIVATE BANK NA	\$7,546.63	—	\$0.75	0.010
<hr/>				
	Market Value		Est Ann Income	
CASH, BDP, AND MMFs	\$7,546.63		\$0.75	

Percentage of Holdings  
5.84%

012630 MSKDD212 002363

Account Detail

Self-Directed Brokerage Account

PARTNERSHIP FOR CHILDREN OF CU  
C/O JAMES GRAFSTROM

**STOCKS**

**COMMON STOCKS**

Morgan Stanley & Co. LLC (Morgan Stanley) and Morningstar, Inc.'s equity research ratings are shown for certain securities. These ratings represent the opinions of the research provider and are not representations or guarantees of performance. The applicable research report contains more information regarding the analyst's opinions, analysis, and rating, and you should read the entire research report and not infer its contents. For ease of comparison, Morgan Stanley and Morningstar, Inc.'s equity research ratings have been normalized to a 1 (Buy), 2 (Hold), and 3 (Sell). Refer to your June or December statement for a summary guide describing the ratings. We do not take responsibility for, nor guarantee the accuracy, completeness, or timeliness of research prepared for Morningstar, Inc.

Security Description	Quantity	Share Price	Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income	Current Yield %
<b>THOMSON REUTERS CORP (TRI)</b>	7.000	\$139.910	\$332.01	<b>\$979.37</b>	\$647.36	\$13.72	1.40
<i>Rating: Morgan Stanley: 2, Morningstar: 3; Next Dividend Payable 12/15/23; Asset Class: Equities</i>							

	Percentage of Holdings	Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income	Current Yield %
<b>STOCKS</b>	<b>0.76%</b>	<b>\$332.01</b>	<b>\$979.37</b>	<b>\$647.36</b>	<b>\$13.72</b>	<b>1.40%</b>

**EXCHANGE-TRADED & CLOSED-END FUNDS**

Estimated Annual Income for Exchange Traded Funds, is based upon historical distributions over the preceding 12-month period, while Estimated Annual Income for Closed End Funds may be based upon either (a) the most recent dividend or (b) sum of prior 12 months (depending upon whether there is an announced fixed rate). Current Yield is calculated by dividing the total Estimated Annual Income by the current Market Value of the position, and it is for informational purposes only. Distributions may consist of income, capital gains or the returns of capital distributions. EAI is based upon information provided by an outside vendor and is not verified by us. Depending upon market conditions, Current Yield may differ materially from published yields. Investors should refer to the Fund website for the most recent yield information.

Security Description	Quantity	Share Price	Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income	Current Yield %
<b>VANGUARD DIVIDEND APPRECIATION (VIG)</b>	Purchases 351.000	\$164.530	\$45,350.53	<b>\$57,750.03</b>	\$12,399.50		
Reinvestments	13.367		2,048.04	2,199.28	151.24		
<b>Total</b>	<b>364.367</b>		<b>47,398.57</b>	<b>59,949.30</b>	<b>12,550.74</b>	<b>1,151.76</b>	<b>1.92</b>

*Next Dividend Payable 01/2024; Asset Class: Equities*

<b>VANGUARD LONG-TERM CORPORATE (VCLT)</b>	545.000	75.645	54,991.61	<b>41,226.53</b>	(13,765.08)	2,031.21	4.93
<i>Next Dividend Payable 12/06/23; Asset Class: FI &amp; Pref</i>							

	Percentage of Holdings	Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income	Current Yield %
<b>EXCHANGE-TRADED &amp; CLOSED-END FUNDS</b>	<b>78.31%</b>	<b>\$102,390.18</b>	<b>\$101,175.83</b>	<b>\$(1,214.34)</b>	<b>\$3,182.97</b>	<b>3.15%</b>



Account Detail

Self-Directed Brokerage Account

PARTNERSHIP FOR CHILDREN OF CU  
C/O JAMES GRAFSTROM

MUTUAL FUNDS

OPEN-END MUTUAL FUNDS

Although share price is displayed only to three decimal places, calculation of Market Value is computed using the full share price in our data base, which may carry out beyond three decimal places. "Share Price" and "Market Value" reflect information available at the time of statement production and may differ from actual month-end values due to a delay in receiving the information from an outside source. Estimated Annual Income is based upon historical distributions over the preceding 12-month period, rather than on the most recent dividend. Current Yield is an estimate for informational purposes only. It is calculated by dividing the total estimated annual income by the current market value of the position, and it is for informational purposes only. Distributions may consist of income, capital gains or the returns of capital distributions. EAI is based upon information provided by an outside vendor and is not verified by us. Depending upon market conditions, Current Yield may differ materially from published Fund yields. Investors should refer to the Fund website for the most recent yield information.

Security Description		Quantity	Share Price	Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income	Current Yield %
VANGUARD HI YLD CORP INV (VWEHX)	Purchases	2,988.805	\$5.270	\$17,500.00 p	\$15,751.00	\$(1,761.95)		
	Reinvestments	711.176		3,957.37	3,747.89	(209.48)		
	<b>Total</b>	<b>3,699.981</b>		<b>21,457.37</b>	<b>19,498.90</b>	<b>(1,971.43)</b>	<b>1,121.09</b>	<b>5.75</b>

Dividend Cash; Capital Gains Cash; Asset Class: FI & Pref

MUTUAL FUNDS	Percentage of Holdings	Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income	Current Yield %
	15.09%	\$21,457.37	\$19,498.90	\$(1,971.43)	\$1,121.09	5.75%

TOTAL VALUE	Percentage of Holdings	Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income Accrued Interest	Current Yield %
	100.00%	\$124,179.56	\$129,200.73	\$(2,538.41)	\$4,318.53	3.34%

Unrealized Gain/(Loss) totals only reflect positions that have both cost basis and market value information available. Cash, MMF, Deposits and positions stating 'Please Provide' or 'Pending Corporate Actions' are not included.

p - One or more tax lots of this position may either be missing cost basis, or has a Pending Corporate Action event. Unrealized Gain/Loss includes only tax lots for which we have cost basis.

ALLOCATION OF ASSETS

	Cash	Equities	Fixed Income & Preferred Securities	Alternatives	Structured Investments	Other
Cash, BDP, MMFs	\$7,546.63	—	—	—	—	—
Stocks	—	\$979.37	—	—	—	—
ETFs & CEFs	—	59,949.30	\$41,226.53	—	—	—
Mutual Funds	—	—	19,498.90	—	—	—
<b>TOTAL ALLOCATION OF ASSETS</b>	<b>\$7,546.63</b>	<b>\$60,928.67</b>	<b>\$60,725.43</b>	<b>—</b>	<b>—</b>	<b>—</b>

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**Account Detail**

Self-Directed Brokerage Account

PARTNERSHIP FOR CHILDREN OF CU  
C/O JAMES GRAFSTROM

**ACTIVITY**

**CASH FLOW ACTIVITY BY DATE**

Activity Date	Settlement Date	Activity Type	Description	Comments	Quantity	Price	Credits/(Debits)
11/1		Dividend	VANGUARD HI YLD CORP INV DIV PAYMENT				\$98.65
11/1		Dividend Reinvestment	VANGUARD HI YLD CORP INV	REINVESTMENT a/o 10/31/23	19.458	5.0700	(98.65)
11/6		Dividend	VANGUARD LONG-TERM CORPORATE				184.21
11/30		Interest Income	MORGAN STANLEY PRIVATE BANK NA	(Period 11/01-11/30)			0.06
<b>NET CREDITS/(DEBITS)</b>							<b>\$184.27</b>

Purchase and Sale transactions above may have received an average price execution. Details regarding the actual prices are available upon request.

**MONEY MARKET FUND (MMF) AND BANK DEPOSIT PROGRAM ACTIVITY**

Activity Date	Activity Type	Description	Credits/(Debits)
11/6	Automatic Investment	BANK DEPOSIT PROGRAM	\$184.21
11/30	Automatic Investment	BANK DEPOSIT PROGRAM	0.06
<b>NET ACTIVITY FOR PERIOD</b>			<b>\$184.27</b>

**MESSAGES**

**Senior Investor Helpline**

For any inquiries or potential concerns, senior investors or someone acting on their behalf may contact our Firm by calling (800) 280-4534.

**Important Information Regarding Your Account Summary**

The Account Summary section on this statement reflects information from the date your account was transferred to Morgan Stanley Smith Barney LLC or, if this is a new account, the date the account was opened. To view all historical data, (i.e., Realized Gain/(Loss) information) please visit [www.etrade.com/gainloss](http://www.etrade.com/gainloss).

**President's Report**  
**NC Pre-K Planning Committee & Board of Directors Meeting**  
**Charles Morris Room**  
Thursday, December 14, 2023

**A. NCPC/DCDEE Updates / Legislative Updates**

**1. NCPC**

- Our amendment for Carry-forward funds has been executed. Subcontracts are in process.
- NCPC submitted their 2022-2023 Impact Report of the North Carolina Partnership and Smart Start to the North Carolina General Assembly, as required by G.S. 143B-168.12(d).

[Annual Report | Smart Start - NC Partnership for Children](#)

**2. DCDEE**

- **Region 5** reimbursements are still in arrears. We have received July and August payment for the CORE contract. We are in touch with Southwestern Child Development Center and DCDEE regarding delays in payment.
- **QRIS Modernization** – Following the quarterly Child Care Commission Meeting on December 11, 2023, NCDHHS released an updated [draft of the Quality Rating and Improvement System \(QRIS\)](#) recommendation presentation. Anyone interested in providing feedback regarding the Draft plan can submit feedback to [DCDEE\\_QRIS@dhhs.nc.gov](mailto:DCDEE_QRIS@dhhs.nc.gov). The Commission's QRIS sub-committee will review feedback in preparation for the next quarterly Commission meeting in February 2024.

**3. State Level**

- **Medicaid Expansion – began December 1, 2023.** NC DHHS launched a new website to help with community outreach. The website includes basic information on eligibility for Medicaid coverage, details of costs and coverage, and free materials to help nonprofits provide clear and accurate information about Medicaid and Medicaid expansion.

**4. Local Level**

- The City of Fayetteville is applying for the Murchison Choice Neighborhood Plan. Several Partnership staff participated in the planning phase for this Choice Neighborhood project over the past several years. This is an exciting proposal for the revitalization of the Murchison Road corridor. The most immediate step is writing letters of support. The Partnership can be a key collaborator in bringing early childhood support to the plan.

**B. Grant Opportunities/Updates/RFPs**

- **Cumberland County Community Agency Grant** – received the grant application from the County budget office on December 1, 2023. The Grants Team is working on the application which is due by January 31, 2024. The request will be to support the Family Connects program for FY25.
- **City of Fayetteville ARPA grant** – MOUs with providers have been executed. Additional information is being provided to facilitate reimbursement requests. A revised budget has been submitted for the contract amendment to decrease the allocation to \$600,000.
- **Cumberland County Revised Nonprofit Fiscal Recovery Assistance Program** – Funds were directed to support the Family Connects program. A subcontract has been executed with 4C, our nurse partner, to utilize these funds for nursing personnel following the end of the PDG pilot funding per the grant narrative and budget.
- **First Citizens grant** – submitted for operations funding for the Family Resource Center due to increased operating costs. Additional financial information was requested from First Citizens and has been submitted.

- **Cumberland Community Foundation** – We received the final grant payment of \$50,000 from the Elizabeth A. Hudspeth Endowment Fund of the Cumberland Community Foundation, Inc. This was a five-year grant for the Family Connects program.
- **Cumberland Community Foundation Giving Tuesday campaign** – The campaign was a huge success, with a 33% increase in donors. We are expecting our donor list this week and checks are to be distributed next week.

#### C. Staff updates

- **Thank you – Mercedes Reaves, NC Pre-K Program Specialist Temp.** Her last day with us is December 15<sup>th</sup>. She has been a tremendous help with the NC Pre-K programs as we processed applications and got the school year started.
- **Welcome – Vianey Graham, Regional Coach and Linda Washington, Program Specialist NC Pre-K** who started on December 8<sup>th</sup>. When we return after the holiday break, we will welcome **Brianna Brown, Program Specialist NC Pre-K, Shariah James, Family Childcare Consultant and Kathleen Hoffler, Family Childcare Consultant** who will all start on January 3<sup>rd</sup>.

#### D. Events/Community Outreach

- **The 2023 Barnes and Noble Fayetteville book drive officially concluded on December 8<sup>th</sup> successfully yielding over 1,600 books to place in the hands of local children.** Though the drive has ended, Barnes and Noble has chosen to leave the donation baskets at the registers until the week of December 24<sup>th</sup>. Any additional books collected will be provided to the Partnership in January 2024. This is one way we have books to give out to children during Outreach Events. We are greatly appreciative of this collaboration with our local Barnes and Noble store.
- **NC Pre-K Let's Get Enrolled** will launch January 17, 2024 for applications for the 2024-2025 school year.
- **Little Land Saturday, February 10, 2024 – Save the Date.** More information will be coming but we will need volunteers, providers and community agencies to participate. Contact Daniele Malvesti Petti ([dmalvesti@ccpfc.org](mailto:dmalvesti@ccpfc.org)) if you already have ideas or activities for Little Land.

Family Connects, North Carolina Southeastern Region

	From 10/4/2021	Calendar Year Totals	Aug-23	Sep-23	Oct-23
Total Births	7311	3652	287	282	270
<b>Eligible*</b>	<b>6351</b>	<b>3146</b>	<b>251</b>	<b>251</b>	<b>217</b>
Not Eligible	960	506	36	31	53
<b>Scheduled</b>	4814	2283	202	200	182
Scheduling Rate - 75% Goal	74%	72%			
<b>Decline</b>	590	322	12	14	16
Decline Rate	10.34%	8.29%	4.78%	5.58%	7.37%
<b>Pending - Changes Daily</b>	152	0	21	28	15
Pending Rate	0.00%	0.00%	8.37%	11.16%	6.91%
<b>Unable to Contact - Closed By DOB</b>	795	541	16	9	4
Unable To Contact Rate	15.09%	17.80%	6.37%	3.59%	1.84%
<b>Completed (by delivery date)</b>	2877	1363	116	128	102
Completion Rate - 80% Goal	60%	60%			
Population Reach - 60% Goal	44%	44%			
<b>TOTAL REFERRALS</b>	10177	4372	535	439	208
<b>COMPLETED VISITS</b>					
<b>County of Residency - Goals</b>					
Cumberland - 56%	88.38%	89%			
Hoke - 28%	9.15%	9%			
Robeson - 16%	6.17%	6%			

Blue: Pulled from FCI'S KPI reports



**Partnership for Children of Cumberland County, Inc. (PFC)  
Hybrid Executive Committee (Acting as Board) Meeting  
September 28, 2023 (9:02 am – 10:30 am)  
Be the Driving Force**



MEMBERS PRESENT: Maria Ford (D), Haja Jallow-Konrat\*, Brian Jones\*, Taylor Mobley, Ayesha Neal, Birgit Sexton\*, and Darlisha Warren  
MEMBERS ABSENT: Lonnie Ballard, Sandee Gronowski, Mary Mathis, and Ebone Williams  
NON-VOTING MEMBERS ABSENT: Dr. Marvin Connelly, Jr.  
NON-VOTING ATTENDEES: Dottie Adams\*, Ar-Nita Davis, Michelle Downey\*, Pamela Federline, Belinda Gainey\*, Julanda Jett\*, Marie Lilly\*, Carole Mangum\*, Sharon Moyer, Candy Scott\*, Mary Sonnenberg\*, Karen Staab\*, and Mike Yeager

\*Attended in person

		DISCUSSION & RECOMMENDATION	ACTION	FOLLOW-UP
I.	Determination of Quorum & Call to Order – Brian Jones, Board Chair A. Welcome New Committee Members B. Fundraising and Friend Raising 1. Board Donations ( <a href="http://www.ccpfc.org/donate">www.ccpfc.org/donate</a> ) a. Fund Development i. Giving Tuesday 2. Volunteer Forms	The scheduled hybrid meeting of the Executive Committee was held on Thursday, September 28, 2023, and beginning at 9:02 am pursuant to prior written notice to each committee member. Brian Jones, Board 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.  A. Brian Jones welcomed all new board members to the committee. B.1. Brian informed the committee that the Board Development Committee discussed using the Executive Matrix to assign committee chairs to contact board members who have yet to provide their board donation. A list of members who have yet to donate will be included in the October board meeting packet. Donations can be made on the PFC website. B.1.a.i. Sharon Moyer reported that PFC is a part of the Cumberland Community Foundations Giving Tuesday which takes place from November 20-29, 2023. Gifts given during this time will be amplified by the \$450,000 match. Further information will be sent. Donations made for Giving Tuesday will be counted as board donations. B.2. Brian asked members to fill out the volunteer form if they read the packet prior to coming to the meeting or participated in any PFC business outside of regular meetings. Mary Sonnenberg informed the committee that hours from the volunteer form does count toward the PFC In-Kind match.	Called to Order             None None  None  None	None             None  None
II.	Action* A. Executive Minutes June 29, 2023 1. Open Session B. FTCC Fiscal Modified System of Support (SOS) C. Board Positions 1. Birgit Sexton 2. Darlisha Warren	A.1. The minutes from June 29, 2023, Executive Committee Open Session, were previously provided to committee members for their review. Ayesha Neal moved to accept the June 29, 2023, Executive Committee meeting Open Session minutes as presented. Haja Jallow-Konrat 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. B. Karen Staab reported that it is recommended that FTCC Parents for Higher Education (PFHE) Subsidy and Administrative Support be placed on the Modified-SOS program for	Motion Carried	None







**Partnership for Children of Cumberland County, Inc. (PFC)**  
**Hybrid Executive Committee (Acting as Board) Meeting**  
**September 28, 2023 (9:02 am – 10:30 am)**  
***Be the Driving Force***



	impacted the community for the past 30 years. Board members were invited to attend; an email with further information will be sent.		
IV. Consent Agenda – Information Only <sup>Δ</sup> A. Family Connects Community Advisory Committee 1. Information Sheet Attached B. Facility and Tenant Committee – (Meeting September 18, 2023 – CANCELLED) – Ebone Williams, Chair C. Child Care Resource and Referral Committee 1. Information Page Attached	These items were issued for information only.	None	None
V. Upcoming Meetings / Events & Volunteer Opportunities / Holiday Closures	This information was listed on the agenda.	None	None
VI. Adjournment – Brian Jones, Board Chair	As there was no further business, the meeting was adjourned at 10:30 am.	Adjourned	None

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

\_\_\_\_\_  
Secretary of Meeting

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Committee Chair

\_\_\_\_\_  
Date



## **Planning and Evaluation Committee Recommendations**

### **Meeting of December 5, 2023**

#### I. Action Taken:

- The Planning and Evaluation (P&E) Committee meeting minutes of August 1, 2023, were reviewed and approved unanimously
- There was a vote to accept All Children Excel CAD changes. The motion was put forth by Carl Mitchell and seconded by Nicole Lucas. The motion passed unanimously.

#### II. President's Report read through by Mary Sonnenberg

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

- a. Crystal Bennett's resignation from the P&E Committee
- b. All Children Excel CAD Change
- c. CAD Changes approved by Executive Committee on 11/16/2023
- d. FY 2022-23 Year End Report
- e. Quarter 1 Output Report
- f. RFP Allocation Process Update
- g. Salesforce Module Development