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MEMORANDUM

Date: February 22, 2022  
TO: Members of the Board of Directors  
FROM: Arthur A. Bullock, Board Chairperson  
SUBJECT: March 8, 2022, Board of Directors Meeting

The Board of Directors will meet via ZOOM and by phone on March 8, 2022, at 6:00 p.m. for regularly scheduled meeting.

Tamara Monroe is inviting you to a scheduled Zoom meeting.

Topic: BOD Meeting  
Time: Mar 8, 2022, 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81891462415?pwd=TVNab0xKZlcrSFNGemtaVDhzSmhEdz09>

Meeting ID: 818 9146 2415

Passcode: 578685

One tap mobile

+16468769923,,81891462415#,,,,\*578685# US (New York)

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+1 408 638 0968 US (San Jose)

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Find your local number: <https://us02web.zoom.us/j/81891462415?pwd=TVNab0xKZlcrSFNGemtaVDhzSmhEdz09>

Should you have any questions or concerns, please contact Cynthia Foskey at 910/277-3521 or the Board Chairperson at 910/876-7905. As a reminder if you cannot attend this meeting, please send notification in writing via email to have your request documented.

Arthur A. Bullock, Chairperson

***Attachments:***

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Agenda  
March 8, 2022  
6:00 p.m.

1. Call to Order
2. Invocation
3. Mission Statement Recital: “to improve and empower the lives of the people we serve”
4. Membership Roll Call
5. Excused Absences Requests\*
6. Approval of Consent Agenda Items\*
  - a. Head Start Average Daily Attendance – January 1 -31, 2022
  - b. My Teaching Strategies Fall 2021-2022 School Readiness Report
  - c. Early Childhood Development and Health Summaries Report – November 2021(PIR)
  - d. Disabilities Services Summary Report – November 2021
7. Approval of Agenda\*
8. Approval of January 25, 2022, Minutes\*
9. Chief Executive Officer’s Updates – Dr. Ericka J. Whitaker
  - a. Board of Directors Seats
  - b. Board of Directors and Executive Leadership Team Training Summit
10. Pandemic Procedures – Tamara Monroe, Chief Operating Officer
11. Head Start Program – Tonic Brite, Head Start/Early Head Start Director
  - a. Child and Adult Care Food Program Report – Rates 2021-2022\*
  - b. T & TA Plan Narrative\*
12. Statement of Financial Position – John Alford, Finance Committee Chair  
Liying Reeder, Chief Financial Officer
  - a. Revenue and Expenditures – period ending 1/31/2022\*
  - b. Credit Card Expenditures – January 2022\*
13. Community Services Block Program – Kathleen Lowe Jacobs, Director
  - a. Success Story
14. Next Meeting Date – May 03, 2022
15. Adjourn



## SCAP, Inc.

### 2301 - Average Daily Attendance

Program Term: Early Head Start I - 2021-2022 Base Grant, Early Head Start II - 2021-2022 Rob Grant, Head Start I - 2021-2022 Base Grant, Head Start II - 2021-2022 Rob Grant, Enrollment Status: Enrolled, Dropped, Drop/Wait Attendance  
Date: 1/1/2022 - 1/31/2022

SCAP, Inc.

	Attendance Records			Operating Days	ADA <sup>1</sup>	Funded Enrollment		Actual Enrollment	
	Present <sup>4</sup>	Absent <sup>6</sup>	Neither <sup>7</sup>			Count	% Attendance	Count <sup>2</sup>	% Attendance <sup>3</sup>
Allenton Head Start Center	38	6	0	1.00 (avg)	38.00	64	59.38%	44.00	86.36%
Elizabethtown Head Start Center	441	62	0	18.00 (avg)	24.50	28	87.50%	27.94	87.67%
Greengrove Head Start Center	464	133	0	16.75 (avg)	27.81	56	51.10%	35.94	77.72%
Hoke Head Start Center	722	268	12	18.20 (avg)	39.65	100	39.67%	54.37	72.93%
Laurel Hill HSC	143	127	0	18.00 (avg)	7.94	40	19.86%	15.00	52.96%
Laurinburg Head Start Center	827	395	0	18.00 (avg)	45.95	80	57.43%	67.88	67.68%
Longwood Head Start Center	857	169	0	18.00 (avg)	47.61	60	79.35%	57.00	83.53%
Maxton Head Start Center	607	97	0	18.00 (avg)	33.72	40	84.31%	39.11	86.22%
Mt. Olive Head Start Center	700	188	0	16.00 (avg)	43.75	68	84.34%	55.50	78.83%
Pembroke Head Start Center	574	293	0	18.00 (avg)	31.90	59	54.05%	48.17	66.21%
Piney Grove Head Start	1,169	182	0	18.00 (avg)	64.95	80	81.18%	75.05	86.53%
Red Springs Head Start Center	1,521	259	1	18.00 (avg)	84.48	128	66.02%	98.89	85.45%
Rennert Head Start Center	525	156	0	18.00 (avg)	29.17	50	58.33%	37.82	77.09%
South Robeson Head Start	1,879	528	53	17.89 (avg)	104.76	156	67.40%	134.28	78.06%
<b>SCAP, Inc.</b>	<b>10,467</b>	<b>2,863</b>	<b>66</b>	<b>16.28 (avg)</b>	<b>624.19</b>	<b>1,009</b>	<b>62.16%</b>	<b>790.95</b>	<b>78.52%</b>
<b>Report Totals</b>	<b>10,467</b>	<b>2,863</b>	<b>66</b>	<b>16.28 (avg)</b>	<b>624.19</b>	<b>1,009</b>	<b>62.16%</b>	<b>790.95</b>	<b>78.52%</b>

**ATTENDANCE:**

Five (5) centers met/exceeded the 85% mandate (*Allenton, Elizabethtown, Maxton, Piney Grove, and Red Springs*). Due to the impact of COVID 19, some families selected not to participate. Many centers have had to close as a result of Pandemic. As a result, our program, overall, has not met the funded enrollment or average daily attendance requirements for the month of January 2022.

**PLAN OF ACTION:** To reach or exceed the requirement for attendance and enrollment, the staff will:

1. Continue to utilize waiting lists.
2. Continue recruiting potential applicants.
3. Continue to encourage parents and provide information about the importance of regular attendance.
4. Continue to emphasize (to families and communities) that Head Start is a program that provides comprehensive services that are beneficial to the whole family.

1. ADA for each classroom is the sum of statuses selected to count as 'Present' on the setup screen divided by the Operating Days for that classroom.  
 2. Actual Enrollment Count for each classroom is the sum of the Present and Absent columns divided by the Operating Days  
 3. Percent Attendance is the Present count divided by the sum of Present and Absent Count  
 4. Site totals for ADA, Funded Enrollment Count, and Actual Enrollment count are the sum of that count for each of the site's classrooms.  
 5. Statuses counted as Present: Present(P), Virtual(V), Late Pickup(LP), Tardy and Late Pickup(TLP)  
 6. Statuses counted as Absent: Excused(E), Unexcused(U)  
 7. Statuses counted as Neither: No Class (-)

## SCAP, Inc.

### 2301 - Average Daily Attendance

Program Term: Early Head Start I - 2021-2022 Base Grant, Head Start I - 2021-2022 Base Grant, Attendance Date:  
1/1/2022 - 1/31/2022

SCAP, Inc.

	Attendance Records			Operating Days	ADA <sup>1</sup>	Funded Enrollment		Actual Enrollment	
	Present <sup>4</sup>	Absent <sup>6</sup>	Neither <sup>7</sup>			Count	% Attendance	Count <sup>2</sup>	% Attendance <sup>3</sup>
Elizabethtown Head Start Center	441	62	0	18.00 (avg)	24.50	28	87.50%	27.94	87.67%
Hoke Head Start Center	722	268	12	18.20 (avg)	39.65	100	39.67%	54.37	72.93%
Laurel Hill HSC	143	127	0	18.00 (avg)	7.94	40	19.86%	15.00	52.96%
Laurinburg Head Start Center	827	395	0	18.00 (avg)	45.95	80	57.43%	67.88	67.68%
Longwood Head Start Center	857	169	0	18.00 (avg)	47.61	60	79.35%	57.00	83.53%
Maxton Head Start Center	607	97	0	18.00 (avg)	33.72	40	84.31%	39.11	86.22%
Mt. Olive Head Start Center	700	188	0	18.00 (avg)	43.75	68	64.34%	55.50	78.83%
Pembroke Head Start Center	574	293	0	18.00 (avg)	31.90	59	54.05%	48.17	66.21%
Piney Grove Head Start	1,169	182	0	18.00 (avg)	64.95	80	81.18%	75.05	86.53%
Red Springs Head Start Center	1,521	259	1	18.00 (avg)	84.48	128	66.02%	98.89	85.45%
Rennett Head Start Center	525	156	0	18.00 (avg)	29.17	50	58.33%	37.82	77.08%
South Robeson Head Start	1,879	528	53	17.89 (avg)	104.76	156	67.40%	134.28	78.06%
<b>SCAP, Inc.</b>	<b>9,965</b>	<b>2,724</b>	<b>66</b>	<b>17.83 (avg)</b>	<b>558.38</b>	<b>889</b>	<b>62.81%</b>	<b>711.01</b>	<b>78.53%</b>
<b>Report Totals</b>	<b>9,965</b>	<b>2,724</b>	<b>66</b>	<b>17.83 (avg)</b>	<b>558.38</b>	<b>889</b>	<b>62.81%</b>	<b>711.01</b>	<b>78.53%</b>

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3. Percent Attendance is the Present count divided by the sum of Present and Absent Count.
4. Site totals for ADA, Funded Enrollment Count, and Actual Enrollment count are the sum of that count for each of the site's classrooms.
5. Statuses counted as Present: Present(P), Virtual(V), Late Pickup(LP), Tardy and Late Pickup(TLP)
6. Statuses counted as Absent: Excused(E), Unexcused(U)
7. Statuses counted as Neither: No Class (-)

# SCAP, Inc.

## 2301 - Average Daily Attendance

Program Term: Early Head Start II - 2021-2022 Rob Grant, Head Start II - 2021-2022 Rob Grant, Enrollment Status:  
Enrolled, Dropped, Drop/Wait Attendance Date: 1/1/2022 - 1/31/2022

SCAP, Inc.

	Attendance Records			Operating Days	ADA <sup>1</sup>	Funded Enrollment		Actual Enrollment	
	Present <sup>5</sup>	Absent <sup>6</sup>	Neither <sup>7</sup>			Count	% Attendance	Count <sup>2</sup>	% Attendance <sup>3</sup>
Allenton Head Start Center	38	6	0	1.00 (avg)	38.00	64	59.38%	44.00	86.36%
Greengrove Head Start Center	464	133	0	16.75 (avg)	27.81	56	51.10%	35.94	77.72%
<b>SCAP, Inc.</b>	<b>502</b>	<b>139</b>	<b>0</b>	<b>8.00 (avg)</b>	<b>65.81</b>	<b>120</b>	<b>51.65%</b>	<b>79.94</b>	<b>78.32%</b>
<b>Report Totals</b>	<b>502</b>	<b>139</b>	<b>0</b>	<b>8.00 (avg)</b>	<b>65.81</b>	<b>120</b>	<b>51.65%</b>	<b>79.94</b>	<b>78.32%</b>

1. ADA for each classroom is the sum of statuses selected to count as 'Present' on the setup screen divided by the Operating Days for that classroom.
2. Actual Enrollment Count for each classroom is the sum of the Present and Absent columns divided by the Operating Days
3. Percent Attendance is the Present count divided by the sum of Present and Absent Count
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5. Statuses counted as Present: Present(P), Virtual(V), Late Pickup(LP), Tardy and Late Pickup(TLP)
6. Statuses counted as Absent: Excused(E), Unexcused(U)
7. Statuses counted as Neither: No Class (-)

**SCAP, Inc.**

**2005 - Management Report - End of Month Enrollment**

Program Term: Early Head Start I - 2021-2022 Base Grant, Head Start I - 2021-2022 Base Grant, Replacement in Same Program, Replacement in Same Program Term, Reporting Date: 1/31/2022

**SCAP, Inc.**

	Total	Actual Enrollment	Vacancies	Days Vacant (Avg)
<b>Elizabethtown Head Start Center</b>				
Head Start Totals:	28	28	0	0 (Avg)
<b>Hoke Head Start Center</b>				
Head Start Totals:	55	54	1	2 (Avg)
<b>Laurel Hill HSC</b>				
Head Start Totals:	15	15	0	0 (Avg)
<b>Laurinburg Head Start Center</b>				
Head Start Totals:	68	68	0	0 (Avg)
<b>Longwood Head Start Center</b>				
Head Start Totals:	59	57	2	27 (Avg)
<b>Maxton Head Start Center</b>				
Head Start Totals:	39	39	0	0 (Avg)
<b>Mt. Olive Head Start Center</b>				
Head Start Totals:	56	55	1	15 (Avg)
<b>Pembroke Head Start Center</b>				
Head Start Totals:	49	49	0	0 (Avg)
<b>Piney Grove Head Start</b>				
Head Start Totals:	76	75	1	15 (Avg)
<b>Red Springs Head Start Center</b>				
Head Start Totals:	100	98	2	14 (Avg)
<b>Rennert Head Start Center</b>				
Head Start Totals:	37	37	0	0 (Avg)
<b>South Robeson Head Start</b>				
Head Start Totals:	139	137	2	23 (Avg)
<b>SCAP, Inc. Totals:</b>	<b>721</b>	<b>712</b>	<b>9</b>	<b>18 (Avg)</b>

This report shows children/pregnant mothers who were either enrolled on the Reporting Date or were terminated and not replaced within 30 days prior to the Reporting Date.

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**SCAP, Inc.**

**2005 - Management Report - End of Month Enrollment**

Program Term: Early Head Start II - 2021-2022 Rob Grant, Head Start II - 2021-2022 Rob Grant, Replacement In Same Program, Replacement In Same Program Term, Reporting Date: 1/31/2022

**SCAP, Inc.**

	Total	Actual Enrollment	Vacancies	Days Vacant (Avg)
<b>Allenton Head Start Center</b>				
Head Start Totals:	45	45	0	0 (Avg)
<b>Greengrove Head Start Center</b>				
Head Start Totals:	36	36	0	0 (Avg)
<b>SCAP, Inc. Totals:</b>	<b>81</b>	<b>81</b>	<b>0</b>	<b>0 (Avg)</b>

This report shows children/pregnant mothers who were either enrolled on the Reporting Date or were terminated and not replaced within 30 days prior to the Reporting Date.

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# My Teaching Strategies

## Southeastern Community Action Partnership, Inc.

### Fall 2021-2022 Kindergarten Readiness Report

The children at Southeastern Community Action Partnership, Inc. program show continuous progress in all areas based on the Kindergarten Readiness Report.

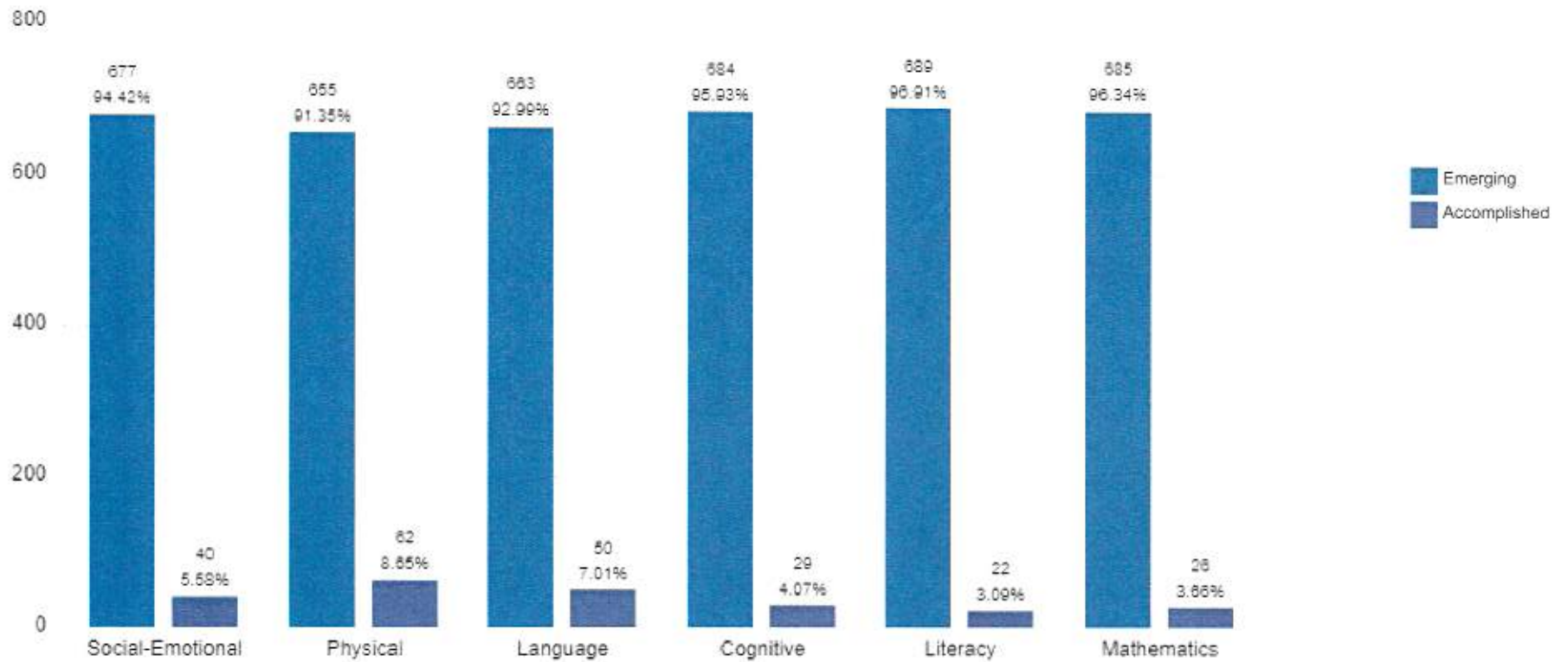
Please keep in mind that this is the fall report and the final Kindergarten Readiness Report will be completed at the end of the program year.

To ensure children meet their developmental goals teachers are implementing more activities for each domain.

The first column of numbers represents the children that are emerging for each domain and the second column represent the children that have accomplished the goals in each domain.

### - Southeastern Community Action Partnership, Inc.

Fall - Kindergarten Readiness



## Early Childhood Development and Health Services Unit Summary Report

### Month: November 2021

HEALTH (1302.40)	HEAD START 1 BASE GRANT CURRENT MONTH	HEAD START 1 BASE GRANT YEAR TO DATE	EARLY HEAD START 1 BASE GRANT CURRENT MONTH	EARLY HEAD START 1 BASE GRANT YEAR TO DATE	HEAD START 2 ROBESON GRANT CURRENT MONTH	HEAD START 2 ROBESON GRANT YEAR TO DATE	EARLY HEAD START 2 ROB GRANT CURRENT MONTH	EARLY HEAD START 2 ROB GRANT YEAR TO DATE	TOTAL AGENCY
<b>A. HEALTH INSURANCE</b>									
1. Number of all children with Health Insurance.		756		36		27		11	830
2. Of the children with health insurance, the number of children whose primary health insurance fits into the following categories:									
a. Number of children enrolled in Medicaid/EPST/CHIP		738		35		27		11	811
b. Number of children enrolled in Health Choice		1		0		0		0	1
c. Number of children with private Health Insurance.		15		1		0		0	16
d. Number of children enrolled with other Health Insurance (Tri-Care/CHAMPUS)		2		0		0		0	2
3. Number of Children with NO Health Insurance.		31		10		0		0	40
<b>INSURANCE COVERAGE:</b>									
4. Of the previous non-insured enrollees, how many has received insurance this month?		0		0		0		0	0
<b>MEDICAL HOME:</b>									
1. Number of children with an on-going source of continuous, accessible health care.		746		36		27		11	820
<b>B. MEDICAL SERVICES:</b>									
2. Number of children that received a medical exam and are up-to-date with age-appropriate preventive and primary health care this month.		542		25		23		11	601
a. Of these, how many were diagnosed by a health care professional with any chronic condition needing medical treatment.		27		0		1		0	28
1. Of these, how many have received or are receiving medical treatment.		24		0		1		0	25
b. Specify the primary reason why children who needed medical treatment, for any Chronic Condition diagnosed by a health professional did not receive it.									
1. No health insurance		0		0		0		0	0
2. No pediatric care available		0		0		0		0	0
3. Medicaid not accepted by health provider		0		0		0		0	0
4. Parents did not keep/make appointment		0		0		0		0	0
5. Children left the program before their appointment		1		0		0		0	1
6. Appointment is scheduled for future date		2		0		0		0	2
7. No transportation		0		0		0		0	0
3. Number of children who received medical treatment for the following Chronic Conditions, who were diagnosed by a health care professional.									
a. Anemia		0		0		0		0	0
b. Asthma		18		2		0		0	20
c. Hearing Difficulties		0		0		0		0	0
d. Vision Problems		1		0		0		0	1
e. High Lead Levels		0		0		0		0	0



## Early Childhood Development and Health Services Unit Summary Report

Month: November 2021

f.	Diabetes	0	0	0	0	0
g.	Seizures	0	0	0	0	0
h.	Autism Spectrum Disorder	2	0	0	0	2
i.	Attention Deficit Hyperactivity Disorder	0	0	0	0	0
j.	Life threatening allergies (e.g. food allergies, bee stings, and medication allergies that may result in systematic anaphylaxis)	0	0	0	0	0
<b>C. IMMUNIZATIONS:</b>						
1.	Number of children who have been determined by a health care professional to be up-to-date on all immunizations appropriate for their age.	564	36	11	4	622
2.	Number of children who have been determined by a health care professional to have received all immunizations possible at this time, but who have not received all immunizations appropriate for their age.	103	0	16	7	126
3.	Number of children who meet the state's guidelines for an exemption from immunizations.	1	0	0	0	1
<b>D. DENTAL HOME:</b>						
1.	Number of children with continuous, accessible dental care provided by a dentist.	508	28	27	8	571
<b>DENTAL SERVICES:</b>						
2.	Number of children who visited a dentist for preventive care during their initial visit/exam.	254	13	17	3	287
a.	Of those children how many were diagnosed as needing treatment?	70	1	2	0	73
b.	Of those children diagnosed as needing treatment how many are or have received treatment?	37	0	0	0	37
3.	Specify the primary reason that children who needed dental treatment did not receive it.					
1.	Health insurance doesn't cover dental treatment	0	0	0	0	0
2.	No dental care available in local area	0	0	0	0	0
3.	Medicaid not accepted by dentist	0	0	0	0	0
4.	Dentists in the area do not treat 3-5 year old children	0	0	0	0	0
5.	Parents did not keep/make appointment	2	0	0	0	2
6.	Child left the program before their appointment date	1	0	0	0	1
7.	Appointment is scheduled for future date	32	1	0	0	33
8.	No Transportation	0	0	0	0	0
9.	Other	0	0	0	0	0
<b>E. ENROLLED/DROPPED CHILDREN</b>						
1.	Number of children <i>enrolled</i> at your center this month.					0
2.	Number of children <i>dropped</i> at your center this month.					0
<b>F. VISITS BY PROGRAM SPECIALIST - HEALTH</b>						
1.	Number of visits by Program Specialist – Health	0	0	0	0	0



**Early Childhood Development and Health Services Unit Summary Report**Month: November 2021

<b>EDUCATION AND EARLY CHILDHOOD DEVELOPMENT (1302.30)</b>		HEAD START 1 BASE GRANT CURRENT MONTH	HEAD START 1 BASE GRANT YEAR TO DATE	EARLY HEAD START 1 BASE GRANT CURRENT MONTH	EARLY HEAD START 1 BASE GRANT YEAR TO DATE	HEAD START 2 ROBESON GRANT CURRENT MONTH	HEAD START 2 ROBESON GRANT YEAR TO DATE	EARLY HEAD START 2 ROB GRANT CURRENT MONTH	EARLY HEAD START 2 ROB GRANT YEAR TO DATE	TOTAL AGENCY
1.	Home Visits (Education)	85	95	16	24	0	0	0	0	138
2.	Parent/Teacher Conferences	79	531	2	24	0	0	0	0	1,029
3.	Family Educational Resource Packets Distributed (Per Family)	333	1276	4	28	0	0	0	0	2,239
4.	Field Trips and Walks (per classroom)	7	56	0	6	0	0	0	0	117
5.	Staff Meetings	11	40	1	2	0	0	0	1	75
6.	Number of visits by Child Development & Health Services Administrators	4	18	0	6	0	0	1	1	46
7.	Number of CLASS observations conducted by Center Manager	5	12	1	0	1	2	0	0	25
8.	Number of CLASS observations conducted by Mentor Coach	1	3	0	0	2	2	0	4	15
9.	Number of visits by Compliance-Mentor Coach Specialist	3	11	0	0	2	2	0	4	30

<b>CHILD NUTRITION (1302.44)</b>		HEAD START 1 BASE GRANT CURRENT MONTH	HEAD START 1 BASE GRANT YEAR TO DATE	EARLY HEAD START 1 BASE GRANT CURRENT MONTH	EARLY HEAD START 1 BASE GRANT YEAR TO DATE	HEAD START 2 ROBESON GRANT CURRENT MONTH	HEAD START 2 ROBESON GRANT YEAR TO DATE	EARLY HEAD START 2 ROB GRANT CURRENT MONTH	EARLY HEAD START 2 ROB GRANT YEAR TO DATE	TOTAL AGENCY
<b>A. ENROLLEES WITH ALLERGIES/SPECIAL DIET</b>										
1.	Number of enrollees with allergies.	3	35	0	1	0	6	1	1	43
2.	Number of enrollees on special	0	0	0	0	0	0	0	0	0
3.	Total number of Allergies/Special Diets.	3	35	0	1	0	6	1	1	43
<b>B. NUTRITION EDUCATION ACTIVITIES WITH ENROLLEES</b>										
1.	Number of Educational Activities with enrollees.	22	49	2	6	0	1	0	0	56
<b>C. NUMBER OF MENU SUBSTITUTIONS</b>										
1.	Number of Menu Substitutions.	22	149	2	40	2	15	2	2	206
<b>D. NUMBER OF WOMAN INFANT AND CHILDREN (WIC) PARTICIPANTS</b>										
1.	Number of families receiving services (WIC).	31	389	10	47	0	19	0	2	457
<b>E. NUMBER OF BODY MASS INDEX (BMI)</b>										
1.	Number of Healthy Weight	138	378	8	17	7	14	2	2	411
2.	Number of Underweight (BMI less than 5 <sup>th</sup> percentile).	24	49	1	3	0	0	0	0	50
3.	Number of Overweight (BMI at or above 85 <sup>th</sup> and below 95 <sup>th</sup> percentile).	14	53	0	10	4	8	1	1	63
4.	Number of Obese (BMI at or above 95 <sup>th</sup> percentile).	26	101	0	4	3	6	0	0	112
<b>F. NUMBER OF SUPPLEMENTAL NUTRITION ASSISTANT (SNAP)</b>										
1.	Number of families receiving Supplemental Nutrition Assistant (SNAP).	23	524	10	48	0	15	1	1	588
<b>G. PROGRAM SPECIALIST – NUTRITION</b>										
1.	Number of visits by Program Specialist – Nutrition.	0	0	0	0	0	1	0	1	2

# Early Childhood Development and Health Services Unit Summary Report

Month: November 2021

CHILD MENTAL HEALTH (1302.45)		HEAD START 1 BASE GRANT CURRENT MONTH	HEAD START 1 BASE GRANT YEAR TO DATE	EARLY HEAD START 1 BASE GRANT CURRENT MONTH	EARLY HEAD START 1 BASE GRANT YEAR TO DATE	HEAD START 2 ROBESON GRANT CURRENT MONTH	HEAD START 2 ROBESON GRANT YEAR TO DATE	EARLY HEAD START 2 ROB GRANT CURRENT MONTH	EARLY HEAD START 2 ROB GRANT YEAR TO DATE	TOTAL AGENCY
<b>A. MENTAL HEALTH PROFESSIONAL</b>										
1.	Total number of hours that the Mental Health Professional spent providing Mental Health Services.	0	13	0	1	0	2	0	0	16
<b>B. MENTAL HEALTH SERVICES</b>										
1.	Number of children for whom the Mental Health Professional consulted with program staff about child's behavior / Mental Health	0	11	0	1	0	0	0	0	12
2.	Number of children for whom the Mental Health Professional consulted with the parent/guardian about their child's behavior / Mental Health.	0	5	0	0	0	0	0	0	5
3.	Number of children for whom the Mental Health Professional provided an individual Mental Health Assessment.	0	4	0	0	0	0	0	0	4
<b>C. MENTAL HEALTH REFERRALS</b>										
1.	Number of children who were referred for Mental Health Services.	0	11	0	0	0	3	0	0	14
a.	Of the children referred the number of children who received Mental Health Services.	0	7	0	0	0	3	0	0	10
<b>D. PARENT SUPPORT GROUP MEETINGS</b>										
1.	Number of parent support group meetings conducted by Center Staff.	4	21	1	5	0	0	0	0	26
2.	Number of parent support meetings conducted by Mental Health Coordinator and/or Program Specialist – Disabilities / Mental Health.	0	0	0	0	0	0	0	0	0
<b>E. STAFF SUPPORT GROUP MEETINGS</b>										
1.	Number of staff support group meetings conducted by Center Staff.	4	22	1	9	0	0	0	0	31
2.	Number of staff support meetings conducted by Mental Health Coordinator and/or Program Specialist – Disabilities / Mental Health.	0	1	0	0	0	0	0	0	1
<b>F. PROGRAM SPECIALIST – DISABILITIES / MENTAL HEALTH &amp; MENTAL HEALTH COORDINATOR</b>										
1.	Number of Observations (Classroom and Individual Child) conducted by Program Specialist – Disabilities / Mental Health and/or Mental Health Coordinator.	0	24	1	7	0	2	0	0	33
2.	Number of visits by Program Specialist – Disabilities/Mental Health	1	12	1	9	1	8	0	8	37
3.	Number of visits by Mental Health Coordinator	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A



**SOUTHEASTERN COMMUNITY ACTION PARTNERSHIP, INC.  
HEAD START / EARLY HEAD START PROGRAM**

**DISABILITIES SERVICES SUMMARY REPORT**

Date: November 2021Staff Completing Report: Alana Norris

<b>1 IDEA Eligibility Determination</b>		Head Start I Base Grant	Early Head Start I Base Grant	Head Start II Robeson Grant	Early Head Start II Robeson Grant	Agency TOTAL
The total number of children referred for an evaluation to determine eligibility under the Individuals with Disabilities Education Act (IDEA).		<b>300</b>	<b>10</b>	<b>15</b>	<b>2</b>	<b>327</b>
A	Of these children, the number who received an evaluation to determine IDEA eligibility.	<b>170</b>	<b>7</b>	<b>10</b>	<b>1</b>	<b>188</b>
1	Of the children that received an evaluation, the number that were diagnosed with a disability under IDEA (Has IEP or IFSP).	<b>29</b>	<b>3</b>	<b>4</b>	<b>0</b>	<b>36</b>
2	Of the children that received an evaluation, the number that were not diagnosed with a disability under IDEA (Does Not Have IEP or IFSP).	<b>47</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>49</b>
a	Of these children, the number for which the program is still providing or facilitating individualized services and supports such as an individualized learning plan, services through the child's health insurance, supports described under Section 504 of the Rehabilitation Act, RTI (Response to Intervention), MTSS (Multi-Tiered System of Support).	<b>28</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>29</b>
i	Of these children, the number of supports through child's health insurance.	<b>28</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>29</b>
ii	Of these children, the number of supports by individualized learning plan.	<b>28</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>29</b>
B	Of the children that were referred, the number who did not receive an evaluation to determine IDEA eligibility.	<b>130</b>	<b>3</b>	<b>5</b>	<b>1</b>	<b>139</b>
Specify the primary reason that the children referred for an evaluation to determine IDEA eligibility did not receive it:						
1	The responsible agency assigned child to RTI (Response to Intervention) or MTSS (Multi-Tiered System of Support). {These children are receiving services through health insurance.}	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
2	Parent/guardian refused evaluation.	<b>18</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>20</b>
3	Evaluation is pending but had not been completed by responsible party.	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
4	Other (Specify):					
	Child Dropped	<b>20</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>23</b>
	Have not signed Permission to Evaluate for the LEA or CDSA	<b>91</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>95</b>
a	Of these children, the number of supports by individualized learning plan.	<b>110</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>119</b>

<b>2 Infant and Toddler Part C Early Intervention Services</b>		Head Start I Base Grant Current	Head Start I Base Grant Year to Date	Early Head Start I Base Grant Current	Early Head Start I Base Grant Year to Date	Head Start II Robeson Grant Current	Head Start II Robeson Grant Year to Date	Early Head Start II Robeson Grant Current	Early Head Start II Robeson Grant Year to Date	Agency TOTAL Current	Agency TOTAL Year to Date
The total number of children enrolled in the program who had an Individualized Family Service Plan (IFSP), at any time during the program year, indicating that they were determined eligible by the Part C Agency to receive early intervention services under the IDEA.		0	0	3	3	0	0	0	0	3	3
A	Of these, the number who were determined eligible to receive early intervention services.	0	0	3	3	0	0	0	0	3	3
	1 Prior to this program year.	0	0	2	2	0	0	0	0	2	2
	2 During this program year.	0	0	1	1	0	0	0	0	1	1
B	The number who have not received early intervention services under IDEA.	0	0	0	0	0	0	0	0	0	0

<b>3 Preschool Disabilities Services</b>		Head Start I Base Grant Current	Head Start I Base Grant Year to Date	Early Head Start I Base Grant Current	Early Head Start I Base Grant Year to Date	Head Start II Robeson Grant Current	Head Start II Robeson Grant Year to Date	Early Head Start II Robeson Grant Current	Early Head Start II Robeson Grant Year to Date	Agency TOTAL Current	Agency TOTAL Year to Date
The total number of children enrolled in the program who had an Individualized Education Program (IEP), at any time during the program year, indicating that they were determined eligible by the LEA to receive special education and related services under the IDEA.		19	29	0	0	2	4	0	0	21	33
A	Of these, the number who were determined eligible to receive special education and related services.	19	29	0	0	2	4	0	0	21	33
	1 Prior to this program year.	17	27	0	0	2	4	0	0	19	31
	2 During this program year.	2	2	0	0	0	0	0	0	2	2
B	The number who have not received special education and related services.	0	0	0	0	0	0	0	0	0	0

<b>4 Preschool Primary Diagnosed Disabilities</b>		Head Start I Base Grant Current	Head Start I Base Grant Year to Date	Early Head Start I Base Grant Current	Early Head Start I Base Grant Year to Date	Head Start II Robeson Grant Current	Head Start II Robeson Grant Year to Date	Early Head Start II Robeson Grant Current	Early Head Start II Robeson Grant Year to Date	Agency TOTAL Current	Agency TOTAL Year to Date
Report the total number of children with an Individualized Education Program (IEP), whose primary or most significant disability was determined by a multidisciplinary team to be one of the disabilities categorized and defined in regulations for the IDEA (Individuals with Disabilities Education Act).		19	29	0	0	2	4	0	0	21	33
A	Speech / Language Impairment	18	28	0	0	1	3	0	0	19	31
B	Developmental Delay	1	1	0	0	1	1	0	0	2	2
C	Hearing Impairment	0	0	0	0	0	0	0	0	0	0
D	Visual Impairment	0	0	0	0	0	0	0	0	0	0
E	Orthopedic Impairment	0	0	0	0	0	0	0	0	0	0
F	Autism	0	0	0	0	0	0	0	0	0	0
G	Multiple Disabilities	0	0	0	0	0	0	0	0	0	0



<b>5 Screenings</b>		Head Start I Base Grant	Early Head Start I Base Grant	Head Start II Robeson Grant	Early Head Start II Robeson Grant	Agency TOTAL
A	Total number of children who completed required screenings for Speech/Language (PLS-5).	795	42	33	13	847
B	Total number of children who completed required screenings for Developmental (Brigance III).	781	43	32	12	868
C	Total number of children who completed required screenings for Social-Emotional (ASQ-2:SE).	781	43	35	16	875
D	Total number of children identified as needing follow-up assessment or formal evaluation.	266	10	12	2	290

		Head Start I Base Grant	Early Head Start I Base Grant	Head Start II Robeson Grant	Early Head Start II Robeson Grant	Agency TOTAL
6	<b>Total Number of Trainings Provided by Program Specialist – Disabilities / Mental Health:</b>	1	1	1	1	4
7	<b>Total Number of Visits by Program Specialist – Disabilities / Mental Health:</b>	12	9	8	8	37
8	<b>Total Number of Technical Assistance provided by Program Specialist – Disabilities / Mental Health:</b>	7	7	15	6	35



January 25, 2022  
Board of Directors Meeting Minutes  
6:00 p.m.

Southeastern Community Action Partnership, Board of Directors meeting was held on January 25, 2022, via Zoom. Arthur Bullock, Board Chairperson, called the meeting to order, Keith Graham gave the invocation. Arthur Bullock, Board Chairperson, recited the mission statement: “to improve and empower the lives of the people we serve.”

***Attendance: the following members were in attendance, establishing a quorum:***

**Bladen**

Arthur Bullock  
Keith Graham

**Brunswick**

Valorie Hatten  
Carl L. Parker

**Columbus**

Carolyn Crocker  
Barbara Featherson  
Melinda Lane

**Hoke**

Jordyn McCormick

**Pender**

Loretta Schmitzer  
Patricia S. Walker

**Robeson**

Sandy Mallory  
Melissa Oxendine  
Sandford Locklear

**Scotland**

John Alford  
Tony Spaulding  
Renea Walker

Arthur Bullock, Board Chairperson, officially welcomed Jordyn McCormick as a member of the Board of Directors, representing Hoke County private Sector.

The following members called the Board Chair requesting to be excused from the meeting: William Ballard and Victor Singletary

Carolyn Crocker offered a motion to approve their request to be excused, seconded by Carl Parker. Motion approved.

***Consent Agenda Items:***

- a. Teaching Strategies Comparative Report - 2 year old’s fall 2021/2022
- b. Enrollment and Average Monthly Attendance 12/1/2021 – 12/13/2021
- c. Family Partnership Monthly Summary Report – November 2021
- d. Mentor Coaching Monthly Summary Report – October 2021
- e. Disabilities Services Summary Report – October 2021

John Alford offered a motion to approve the Consent Agenda, seconded Carl Parker. Motion approved.

***Agenda: January 26, 2022***

John Alford offered a motion to approve the Agenda as presented, seconded by Loretta Schmitzer. Motion approved.

***Minutes: November 16, 2021***

Carolyn Crocker offered a motion to approve the minutes of November 16, 2021 as presented, seconded by Carl Parker. Motion approved.

***Audit Report: Andy Deal, Anderson Smith & Wike PLLC***

Mr. Deal presented to the Independent Audit Report to the Board of Directors for the year ended June 30, 2021. The agency received an unmodified opinion ( a clean report). This audit showed growth of the agency, the compliance report and internal controls received an unmodified opinion, report on major federal programs received an unmodified opinion.

Mr. Deal went over Form 990 informational return (the agency is tax-exempt), there are no items of violation to cause the agency to lose their tax-exempt status. Form 990 will be filed on time. General information – there was no difficulty in the completing the audit.

Keith Graham offered a motion to accept the June 30, 2021 audit report and Form 990, seconded by John Alford and Melinda Lane. Motion approved.

***Chief Executive Officer's Updates: Dr. Ericka J. Whitaker***

Dr. Whitaker updated on the Maxton Head Start Center's new facility; we are planning a ribbon cutting ceremony and will keep the board informed as to the schedule. The Laurinburg Head Start Center's modular unit is now being delivered to the site for installation/set up.

The Head Start Centers went virtual again due to COVID, and the Administration Office is teleworking, we will return on January 31<sup>st</sup>, for our regular working hours face to face.

Allenton Head Start Center passed inspection, enrollees will begin at this site on January 31, 2022.

The FA2 Head Start Monitoring Review: the Board did well, the agency's staff was very professional.

CSBG Review – is slated to begin on February 18, 2022.

Save the dates for March 7-9, 2022 for the Board and Executive Leadership Summit at the Marriott Resort & Spa Grande Dunes, Myrtle Beach, South Carolina. There is a requirement for everyone to wear masks. The agenda includes Health & Wellness, Head Start Performance Standards, the Strategic Plan, and CSBG Performance overview. The Board will need to discuss elections and nominations, and attendance.

***Chief Operating Officer's Updates: Tamara Monroe***

Ms. Monroe reported on the number of positive test results and the safety practices we are implementing: adding air purifiers, new temperature checks, and foggers for the offices.

Virtual Job Fair: tentatively scheduled for February 18, 2022, for the agency starting at 9:30-12:00 break for lunch and resume at 1:00 – 5:00. We will have flyers available, and the notification will also be on our Facebook page.

***Statement of Financial Position: Lying Reeder, Chief Financial Officer***

The statement of financial position is for the period ending November 30, 2021, with total liabilities and equity for this period being \$7,419,719.70. The revenue and expenditure report by



project detail is for the period ending November 30, 2021. Credit Card expenditures for November, 2021 totals were \$17,381.16.

John Alford offered a motion to accept the financial report, seconded by Carolyn Crocker. Motion approved.

***Head Start/Early Head Start Program: Tonie Brite, Director***

Mrs. Brite asked for Board approval to apply for funding for the base grant for the period of funding 07/01/2022 – 06/30/2023 in the amount of \$9,902,907 for the federal enrollment of 900 Head Start enrollees and 40 Early Head Start enrollees.

Melissa Oxendine offered a motion to approve submitting the refunding application, seconded by Carl L. Parker. Motion approved.

Mrs. Brite presented for information and approval the CACFP report for the PY 2021-2022. The reimbursement rates were effective July 1, 2021 – June 30, 2022. Carol Greer, Nutrition Program Specialist/CACFP Facilitator, will have an update available for the next board meeting.

Carolyn Crocker offered a motion to accept the CACFP report, seconded by Melinda Lane. Motion approved.

Sicily Galbreath, Program Health Specialist presented to the board the Early Childhood Development and Health Services Unit Summary Report for the month of October 2021. After a thorough overview of the year- to- date health summaries, there was a QA period.

Carl L. Parker offered a motion to approve the impressive presentation and informative report on the children's health services presented by Sicily Galbreath, seconded by Loretta Schmitzer. Motion approved.

***Community Services Block Grant Program: Kathleen Lowe-Jacobs, Director***

Ms Jacobs presented to the board to ratify the FESS Eligibility Requirements update to the policy. Through electronic voting, the board approved the policy update.

**FESS Eligibility Requirements**

**Applicants for FESS Program must meet the following eligibility requirements:**

- If not an unrelated individual, the applicant must be a family unit of two or more persons related by birth, marriage, and/or adoption who reside together. All such related persons are considered as members of one family. (If a household includes more than one unrelated individual, the poverty guidelines are applied separately to each family and/or unrelated individual - not to the household. If an unrelated individual lives with a family, the poverty guidelines are separately applied to each family unit.)

***The update to this policy is to add the following eligibility criteria:***

- When determining eligibility for a household **temporarily** housed by person(s) related by birth, marriage and/or adoption and are not receiving any monetary assistance from these household members, SCAP will apply the poverty guidelines to the applicant household only. Any such related person(s)' income will not be applied to the applicant family's household. The applicant family along with the related person(s) must sign an attestation reflecting this to be true. The applicant family must have a goal to obtain housing and be monitored by SCAP Staff every 90 days.





*CSBG Refunding Budget for 2022-2023 standard grant total budget \$1,598, 395:*  
Arthur Bullock was presented the department budget approval form for signature as representing board approval to submit the proposed budget for CSBG 2022-2023.

Motion to approve submitting the CSBG Refunding Budget for 2022 -23 by Keith Graham, seconded by John Alford. Motion approved.

Loretta Schmitzer offered a motion to approve the next regular scheduled Board meeting for March 8, 2022 (hybrid) and at Myrtle Beach, seconded by Carl Parker. Motion approved.

Meeting adjourned at 7:12 p.m.

Submitted by:

Carolyn Crocker, Board Secretary

Southeastern Community Action Partnership  
Early Head Start/Head Start Program

**Child and Adult Care Food Program (CACFP) Report  
PY 2021-2022**

**Meal Count**

Month	Breakfast	Lunch	PM Snack
August 2021	2,322	2,338	2,306
September 2021	6,039	6,120	6,105
October 2021	5,822	5,874	6,378
November 2021	6,292	6,350	6,165
December 2021	4,406	4,487	4,551

**Reimbursement for PY 2021-2022**

Month	Meals	Cash for Commodities	Total Reimbursement
August 2021	\$15,437.42	\$607.88	\$16,045.30
September 2021	\$40,401.03	\$1,591.20	\$41,992.23
October 2021	\$39,346.18	\$1,527.24	\$40,873.42
November 2021	\$41,801.24	\$1,651.00	\$43,452.24
December 2021	\$29,653.24	\$1,166.02	\$30,819.26

**Reimbursement Rates Effective July 1, 2021 – June 30, 2022**

**Breakfast: \$1.97**

**Lunch: \$3.66**

**Snack: \$1.00**

**Cash in Lieu of Commodities: \$0.2375**

**Submitted by: Brenda Carol Greer, Nutrition Program Specialist/CACFP Facilitator  
Date: 02/03/2022**

**Grant Number:** 04CH4717

**Funding Year:** 2022-2023

### **TRAINING AND TECHNICAL ASSISTANCE PLAN NARRATIVE**

The following plan has been developed in accordance with the Head Start Program Performance Standards and with the expectations of the Region IV Office of the Administration for Children and Families. We certify that by submitting the attached Training and Technical Assistance (T/TA) Plan, this means that we have given access to our Southeastern Community Action Partnership, Inc. (SCAP) staff the appropriate documents necessary to undergo a systematic approach to design and delivery of T/TA services that will enhance services to children, families, and staff as we move our program progressively forward.

#### **Preparation**

SCAP, Inc., Head Start Program staff members met and reviewed last Program Year 2022-2023 plans and short and long-term goals, community assessment, self-assessment and program information report to identify all areas of needs. The SCAP Team Members consisted of the following people:

- *Mrs. Tonie Brite*, Head Start Director
- *Mrs. Denita Campbell*, Assistant Director
- *Ms. Angela Ray* CDHS Administrator
- *Ms. Stephanie McArthur*, Family & Community Partnership Manager
- *Ms. Alana Norris*, Program Specialist/ Disabilities- Mental Health
- *Ms. Sicily Galbreath*, Program Specialist/ Health
- *Mrs. Pennie Richardson*, Program Specialist/ Parent Involvement
- *Mrs. Brenda Greer*, Program Specialist - Nutrition /Child & Adult Care Food Program (CACFP) Facilitator
- *Mr. David Brown*, Maintenance Technician 1
- *Mr. Philip McRae*, Maintenance Technician 2
- *Mr. Donnell Ferguson*, Maintenance Technician 3
- *Ms. Tina Baldwin*, Mentor Coach / Compliance Officer
- *Mr. James Lamont Grate*, Fatherhood Administrator

SCAP staff evaluated and established goals for the next program year. Each team member was assigned a timeline to up-date their goals and required training. Upon completion of the planning and implementation process, the team prioritized the program's needs and identified the strengths and areas of continued growth needed in each service area.



Each team member, along with the Policy Council and Board of Directors members used the program's self-assessment, community assessment, program information report, child's outcomes and T/TA Plan to conduct a self-analysis. The child assessment outcomes were reviewed and recommendations for training were made as a result of the self-assessment and child assessment outcomes. The team members met each month to discuss and analyze goals and strategies that are in the T/TA Plan. The personnel that were involved in these meetings were:

- *Mrs. Tonie Brite*, Head Start Director
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- *Mrs. Denita Campbell*, Assistant Director
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### **Systems- Focused Goal Development**

The team members used the Self-Assessment CATscan (Comprehensive Approach & Tool) monitoring tool to assess goals to develop the T/TA Plan. Through this process, we will ensure that goals are met in all service areas.

The T/TA Plan reflects the Head Start Program Performance Standards mandated training topics, CACFP Training, North Carolina Division of Motor Vehicle Training and the North Carolina Division of Child Care requirements. After reviewing the mandates of training topics we developed goals, strategies and measurable outcomes to enable us to track and monitor our progress of improvement and goal accomplishments. The training of each staff will be tracked and measured by using Child Plus, growth charts, training certificates, monthly monitoring, staff performance appraisals, documentation of services and observations.

### **T/TA Plan- Strategic Plan**

SCAP staff used the results of our community assessment, program information report and self-assessment to prioritize goals that will be included in our annual T/TA Plan. The findings were identified will be our goals for Program Year 2022-2023 SCAP staff will use the Performance Standards as a guide to ensure we are meeting Head Start requirements and childcare regulation as required.

### **Shared Governance**

Each team member, along with the Policy Council and Board of Directors members used the program's self-assessment, community assessment, program information report, child's outcomes and T/TA Plan to conduct a self-analysis. The child assessment outcomes were reviewed and recommendations for training were made as a result of the self-assessment and child assessment outcomes. The team members met each month to discuss and analyze goals and strategies that are in the T/TA Plan. The personnel that were involved in these meetings were:

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### **Shared Governance**

The T/TA Plan was sent to the Board of Directors prior to and to the Policy Council prior to, give them the opportunity to give feedback. The SCAPS, Inc. Board of Directors approved the T/TA Plan on March, 2022. The Policy Council approved the T/TA Plan on February , 2022.

<b>Name</b>	<b>Title</b>
<i>Mrs. Tonie Brite</i>	Head Start Director
<i>Mrs. Denita Campbell</i>	Assistant Director
<i>Ms. Angela Ray</i>	CDHS Administrator
<i>Ms. Stephanie McArthur</i>	Family & Community Partnership Manager
<i>Ms. Alana Norris</i>	Program Specialist/ Disabilities- Mental Health
<i>Ms. Sicily Galbreath</i>	Program Specialist/ Nutrition
<i>Mrs. Pennie Richardson</i>	Program Specialist/ Parent Involvement
<i>Mrs. Brenda Greer</i>	Program Specialist Nutrition/Child & Adult Care Food Program (CACFP) Facilitator
<i>Mr. David Brown</i>	Maintenance Technician 1
<i>Mr. Philip McRae</i>	Maintenance Technician 2
<i>Mr. Donell Ferguson</i>	Maintenance Technician 3
<i>Ms. Tina Baldwin</i>	Mentor Coach / Compliance Officer
<i>Mr. James Lamont Grate</i>	Fatherhood Administrator



Southeastern Community Action Partnership, Inc. - Head Start/Early Head Start Program  
 Fiscal Year 2022-2023  
 Training and Technical Assistance Plan  
**Part 2: Required Head Start Staff and Parent Training**

Required Training (including size & scope)	T/TA Resource	Target Audience	Expected Outcomes	Responsible Manager	Timeline	Estimated Cost
Disabilities Training	Program Specialist-Disabilities/Mental Health	All Education Staff	<b>Training Topics must include:</b> <ul style="list-style-type: none"> <li>Developing skills in working with children with disabilities, as appropriate</li> <li>Developing skills and resources for working with children with communication, cognitive and social delays and autism.</li> </ul>	<ul style="list-style-type: none"> <li>Education Staff</li> <li>Program Specialist- Disabilities/Mental Health</li> </ul>	August 2022 - June 2023	-0-
Child Abuse and Neglect Training	Health Department North Carolina Division of Child Care	All Staff	<ul style="list-style-type: none"> <li>Identification and reporting of child abuse and neglect for staff and parents</li> </ul>	<ul style="list-style-type: none"> <li>Family Community Partnership Manager</li> <li>Program Specialist- Career Development</li> <li>Program Specialist-Parent Involvement</li> </ul>	February 2022	-0-
Transition Training	Representative from public School Center Staff	Center Managers Education Staff FSW HS Parents	<ul style="list-style-type: none"> <li>Transition training for Head Start staff and school, other child development staff, and parents</li> </ul>	<ul style="list-style-type: none"> <li>Head Start (HS) Center Managers</li> <li>Family Community Partnership Manager</li> <li>Program Specialist-Parent Involvement</li> <li>Assistant Head Start Director/Child Development and Health Services Administrators</li> </ul>	April 2022	-0-
Orientation Training	Program Specialist CDHS Administrator, Center Managers	All Staff and Volunteers	<ul style="list-style-type: none"> <li>Orientation for new staff, consultants and volunteers</li> </ul>	<ul style="list-style-type: none"> <li>Head Start Director</li> <li>Program Specialists</li> <li>Family Community Partnership Manager</li> <li>Assistant Head Start Director/Child Development and Health Services Administrators</li> </ul>	As Needed	-0-
Administrative Policies and Procedures/ Performance Standards	Head Start Director Center Managers Program Specialists FCP Manager Asst. HS Dir./CDHS Administrators	All Staff	<ul style="list-style-type: none"> <li>Pre and in-service training opportunities designed to improve the ability of staff and volunteers to deliver services required by Head Start regulations and policies</li> </ul>	<ul style="list-style-type: none"> <li>Head Start Director</li> <li>Center Managers</li> <li>Program Specialists</li> <li>Family Community Partnership Manager</li> <li>Assistant Head Start Director/Child Development and Health Services Administrators</li> </ul>	August 2022 - June 2023	-0-
First Aid/CPR	CPR Instructor	All Staff	<ul style="list-style-type: none"> <li>Administer basic first aid</li> </ul>	<ul style="list-style-type: none"> <li>CPR Instructor</li> </ul>	August 2022 - June 2023	-0-

Southeastern Community Action Partnership, Inc. - Head Start/Early Head Start Program  
 Fiscal Year 2022-2023  
 Training and Technical Assistance Plan  
**Part 2: Required Head Start Staff and Parent Training**

Required Training (including size & scope)	T/TA Resource	Target Audience	Expected Outcomes	Responsible Manager	Timeline	Estimated Cost
Transportation/Bus Safety	North Carolina Department of Motor Vehicle Officers Maintenance Supervisor	All Staff	<ul style="list-style-type: none"> <li>• Driver and bus monitor training that includes how to:</li> <li>• Operate the vehicle in a safe and efficient manner</li> <li>• Safely run a fixed route and perform specialized driving maneuvers</li> </ul>	<ul style="list-style-type: none"> <li>• Maintenance Technician II</li> </ul>	August 2022 - June 2023	-0-
Bus Safety	North Carolina Department of Motor Vehicle Officers Maintenance Supervisor	All Staff	<ul style="list-style-type: none"> <li>• Handle emergency situations</li> <li>• Operate special equipment</li> <li>• Conduct maintenance and safety checks</li> <li>• Meet applicable driver training requirements of the state in which they operate</li> </ul>	<ul style="list-style-type: none"> <li>• Maintenance Technician II</li> </ul>	August 2022 - June 2023	-0-
Parent training in the observation and growth and development of their children and home environment and identification of and handling children's special needs	Mental Health Consultant Program Specialist-Disabilities/Mental Health Child Care Consultant Child Growth and Development Training Packets Family Contacts	Parents	<ul style="list-style-type: none"> <li>• How to be the primary teacher for their children and full partners in the education of their children</li> <li>• How to obtain resources and support</li> </ul>	<ul style="list-style-type: none"> <li>• Assistant Head Start Director/Child Development and Health Services Administrators</li> <li>• Program Specialist- Disabilities/Mental Health</li> <li>• Center Manager</li> </ul>	August 2022 On-going	\$750.00
Parents will be familiar with ways to recognize and prevent child abuse and neglect	FCP Manager Parent Involvement Program Specialist All Staff	Parents	<ul style="list-style-type: none"> <li>• Orientation on the need to prevent abuse and neglect</li> <li>• Workshop and/or information on identifying and reporting child abuse and neglect</li> </ul>	<ul style="list-style-type: none"> <li>• Family Community Partnership Manager</li> <li>• Program Specialist-Parent Involvement</li> <li>• HS Center Managers</li> </ul>	Sept 2022 - April 2023	-0-
Child and Parent Rights	Public School Exceptional Children's Pre-School Directors	Parents of children with disabilities and suspect disabilities	<ul style="list-style-type: none"> <li>• Preparation for parents to exercise their rights and responsibilities concerning the education of their children in the school setting</li> </ul>	<ul style="list-style-type: none"> <li>• Program Specialist- Disabilities/Mental Health</li> </ul>	August 2022 - May 2023	-0-

Southeastern Community Action Partnership, Inc. - Head Start/Early Head Start Program  
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**Part 2: Required Head Start Staff and Parent Training**

Required Training (including size & scope)	T/TA Resource	Target Audience	Expected Outcomes	Responsible Manager	Timeline	Estimated Cost
Train parents in money management and principles of nutrition	N.C. Cooperative Extension Center	Parents	<ul style="list-style-type: none"> <li>Family assistance with nutrition</li> </ul>	<ul style="list-style-type: none"> <li>Cooperative Extension Agents</li> <li>Program Specialist-Nutrition</li> </ul>	October 2022 - May 2023	-0-
Parent Training	Center Staff Program Specialist- Parent Involvement FCP Manager	Parents	<ul style="list-style-type: none"> <li>Opportunities to enhance parenting skills, knowledge and understanding of the educational and developmental and activities needs of their children</li> </ul>	<ul style="list-style-type: none"> <li>Family Community Partnership Manager</li> <li>Program Specialist-Parent Involvement</li> <li>Center Managers</li> </ul>	September 2022 - May 2023	-0-
Mental Health Education Training	Mental Health Consultant Program Specialist- Disabilities/Mental Health	Parents Staff	<ul style="list-style-type: none"> <li>Parent education of mental health issues</li> </ul>	<ul style="list-style-type: none"> <li>Mental Health Consultant</li> <li>Program Specialist- Disabilities/Mental Health</li> <li>LEA</li> <li>Mental Health Coordinator</li> </ul>	October 2022 - May 2023	-0-
Oral Hygiene (dental)	Program Specialist- Health Power point/hand-out	Parents Staff	<ul style="list-style-type: none"> <li>Enhance knowledge and skills in oral hygiene</li> <li>Increase percentage of dental exams completion.</li> </ul>	<ul style="list-style-type: none"> <li>Program Specialist-Health</li> </ul>	September 2022 - May 2023	-0-
Medical Home	Program Specialist- Health Handouts/Power Point discussion	Parents Staff	<ul style="list-style-type: none"> <li>Promote healthy relationship between parents and providers.</li> <li>Tax dollars spent in emergency room visits.</li> <li>Emergency room for non-emergencies.</li> </ul>	<ul style="list-style-type: none"> <li>Program Specialist-Health</li> </ul>	September 2022 - May 2023	-0-
Child and Adult Care Food Program Application Renewal	Child and Adult care Food Program Consultants	Nutrition – PS /CACFP Facilitator	To become knowledgeable on new CACFP menu requirements regulations and updates for the renewals of the CACFP Agreement	<ul style="list-style-type: none"> <li>Nutrition PS/CACFP Facilitator</li> </ul>	August 2022	-0-
Child and Adult Care Food Program Civil Rights Compliance and Enforcement	Program Specialist - Nutrition Webinars CACFP Facilitator Child Adult Care Food Program	Head Start Staff	Enhance knowledge of the Civil Rights Act & Regulations.	<ul style="list-style-type: none"> <li>Nutrition PS/CACFP Facilitator</li> <li>Center Managers</li> </ul>	August 2022 - May 2023	-0-



Southeastern Community Action Partnership, Inc. - Head Start/Early Head Start Program  
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**Part 2: Required Staff and Parents Head Start and Day Care Licensing Requirement**

Required Training (including size & scope)	T/TA Resource	Target Audience	Expected Outcomes	Responsible Manager	Timeline	Estimated Cost
Disability Training	Public School Exceptional Pre-School Director	Education Staff and Parents	<p>Staff and Parents to become more knowledgeable in approved curriculum and appropriate inclusive practices for children with disabilities.</p> <ul style="list-style-type: none"> <li>• Weekly Plans and Individual Planning with reflect creative curriculum principles.</li> <li>• Individual Education Plans will reflect creative curriculum objectives</li> <li>• Develop skills in working with children with disabilities language delays and autism.</li> <li>• Inclusion</li> <li>• Continuity in services between the provider and the classroom.</li> </ul>	<ul style="list-style-type: none"> <li>• Program Specialist- Disabilities/Mental Health</li> </ul>	August 2022 - May 2023	-0-
Eat Smart, Move More Training	Program Specialist-Health Program Specialist-Nutrition Cooperative Extension Agents Hand Outs Flip Charts Power Point	Parents Staff Enrollees	<ul style="list-style-type: none"> <li>• Enhance knowledge base on diet and physical activity in the home and on the go.</li> <li>• Promote healthy eating habits.at the center and home.</li> <li>• Decrease obesity in enrollees , staff, and families</li> </ul>	<ul style="list-style-type: none"> <li>• Program Specialist-Health</li> <li>• Program Specialist - Nutrition</li> </ul>	September 2022 - May 2023	-0-
Childhood Obesity	Program Specialist-Health Family Workshops Handouts Power Point Presentation	Parents Staff	<ul style="list-style-type: none"> <li>• Promote healthy eating habits, and life style</li> <li>• Nutrition</li> <li>• Physical Activities at the center and home.</li> <li>• Identify eating habits</li> <li>• Enhance knowledge of risk factors from Childhood Obesity</li> <li>• Promote Childhood Obesity Awareness Week</li> </ul>	<ul style="list-style-type: none"> <li>• Program Specialist-Health</li> <li>• Program Specialist - Nutrition</li> </ul>	September 2022 - May 2023	-0-

Southeastern Community Action Partnership, Inc. - Head Start/Early Head Start Program  
 Fiscal Year 2022-2023  
 Training and Technical Assistance Plan

**Part 2: Required Staff and Parents Head Start and Day Care Licensing Requirement**

My Plate	Program Specialist Nutrition Cooperative Extension USDA My Plate Handouts	Parents Staff Enrollees	<ul style="list-style-type: none"> <li>• Promote healthy eating habits at the center and home</li> <li>• Staff and parents to become knowledgeable on eating healthy on a budget</li> </ul>	<ul style="list-style-type: none"> <li>• Program Specialist Nutrition</li> </ul>	Sept, 2022  May 2023	
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Southeastern Community Action Partnership, Inc. - Head Start Program  
 Fiscal Year 2022-2023  
 Training and Technical Assistance Plan

**T/TA Goal: 1. To increase educational outcomes in all developmental domains for children by implementing effective age appropriate activities .**

Expected Outcomes (Short-Term &/or Long-Term)	Indicators	Documentation/Frequency of Measurement
1. Teachers will increase their effectiveness in implementing activities that will enable children to achieve their goals. 2. Children will make continuous progress in their educational attainment. 3. CLASS Instructional Support scores will increase. 4. Kindergarten Readiness outcomes percentages will increase	1. Weekly Planning Forms show individualized assessment strategies for all children. 2. Child Profile Report in Teaching Strategies 3. CLASS scores in instructional support. 4. Teacher reflection and feedback	1. Weekly Plans/Weekly Measurement 2. Observation and anecdotal notes/Daily 3. Child Profile Report and Development and Learning Report/ Three times yearly 4. CLASS Scores/Three times yearly

T/TA Strategies Events/Activities (include size & scope)	T/TA Resource	Target Audience or HS Mgt. System	Responsible Manager	Timeline	Estimated Cost
<i>List each strategy, event, or activity</i> 1. Information gathered from parents, specialist, screenings, IEP's, behavioral plans, therapy schedules, observations, and anecdotal notes will be reviewed and used to determine the goals for each child. 2. Teaching teams will assess the children. Goals and objectives for learning will come from the Head Start Framework. 3. Activities will be documented on the weekly plans. 4. Meetings will be held with the teaching team, parents, and persons that work with the child to discuss the Child Profile Report and give input into the assessment process.	1. Ongoing Child Assessment: Planning for Assessment (NCQTL) 2. CLASS Video Library 3. CLASS Observation Tool 4. Teaching Strategies 5. Head Start Framework 6. Consultants 7. Service Providers	1. Education Staff 2. Parents 3. Center Managers 4. Education Administrators 5. Program Specialist 6. Consultants 7. Service Providers	1. CDHS Administrators 2. Center Managers 3. Program Specialist	July 2022 - June 2022	-0-



Southeastern Community Action Partnership, Inc. - Head Start Program  
 Fiscal Year 2022-2023  
 Training and Technical Assistance Plan

**T/TA Goal: 2. To implement activities that meet or exceed outcomes for DLL'S Learners in all domains as define by the Head Start Early Learning Framework**

Expected Outcomes (Short-Term &/or Long-Term)	Indicators	Documentation/Frequency of Measurement
<ol style="list-style-type: none"> <li>1. Staff will use resources that target strategies and practices that promote English Language Acquisition while promoting the home language as well as assist in determining needs of program in serving DLL's.</li> <li>2. Staff will implement high quality planned activities to assist Dual Language Learners in their acquisition of English while promoting development of their home language.</li> <li>3. Staff will implement strategies to improve the school readiness of DLL's.</li> </ol>	<ol style="list-style-type: none"> <li>1. 100% of staff will use the Preparedness Checklist for Dual Language Learners to assess current services for Dual Language Learners and needs.</li> <li>2. 100 % of staff will be involved in: Program Planning, training, decision making, and implementation of strategies.</li> <li>3. 100% will implement developmentally appropriate strategies using "Making it Work-School Readiness", as a guide.</li> </ol>	<ol style="list-style-type: none"> <li>1. Monitoring Checklist will be used three times per year. Beginning, Middle, and End.</li> <li>2. Documentation of training: "From Catalog to Classroom modules". As well as mentoring. Documentation on training/planning meetings using sign in sheets and agendas.</li> <li>3. Documentation on Weekly Planning, monthly observations, of classrooms, and Teaching Strategies data outcomes three times annually to assess growth/progress.</li> </ol>

T/TA Strategies Events/Activities (include size & scope)	T/TA Resource	Target Audience or HS Mgt. System	Responsible Manager	Timeli ne	Estimated Cost
<p><i>List each strategy, event, or activity</i></p> <ol style="list-style-type: none"> <li>1. Staff will use DLL's Preparedness Checklist to determine needs of the program in order to support DLL's.</li> <li>2. Staff will provide early language and literacy environments that are responsive to: Family Engagement Developmentally Appropriate Intentional Teaching, Individualization, Cultural and Linguistic Diversity</li> <li>3. Staff will use the Child's Profile Report, and Development and Learning Report to implement appropriate activities that meet the needs of DLL'S Learners.</li> </ol>	<ol style="list-style-type: none"> <li>1. T/TA Specialists</li> <li>2. Classroom Staff</li> <li>3. Program Specialists</li> <li>4. Ed Administrators</li> <li>5. ECKLC</li> <li>6. DLL Preparedness Checklist</li> <li>7. Parents</li> <li>8. HS Framework</li> <li>9. FCP Manager</li> <li>10. HSCDEL</li> <li>11. Local School Readiness Expectations</li> </ol>	<ol style="list-style-type: none"> <li>1. Education Staff</li> <li>2. Center Managers</li> <li>3. Program Specialists</li> <li>4. FCP Managers</li> <li>5. CDHS Admins</li> <li>6. Classrooms</li> </ol>	<ol style="list-style-type: none"> <li>1. Child Development and Health Services Administrators</li> <li>2. Program Specialists</li> <li>3. Center Managers</li> <li>4. FCP Manager</li> </ol>	<ol style="list-style-type: none"> <li>July 2022</li> <li>-</li> <li>June 2023</li> </ol>	\$150.00

Southeastern Community and Family Services, Inc.  
 Fiscal Year 2022-2023  
 Training and Technical Assistance Plan  
 Part 1: Identified T/TA Goals

T/TA Goal: 3. To implement a research-based, coordinated coaching strategy for education staff.

Expected Outcomes (Short-Term & Long-Term)	Indicators	Documentation/Frequency of Measurement
<ol style="list-style-type: none"> <li>1. <i>Provides ongoing communication between the coach, program director, and education director.</i></li> <li>2. <i>Includes clearly articulated goals</i></li> <li>3. <i>Increase CLASS scores</i></li> <li>4. <i>Ensure teachers are teaching to fidelity</i></li> <li>5. <i>Monitor the quality of the classroom environment and classroom arrangement</i></li> </ol>	<ol style="list-style-type: none"> <li>1. 100% of the mentees will score in the high range on the CLASS Assessment.</li> <li>2. 100% of education staff will follow the Creative Curriculum and Teaching Strategies GOLD Online information and suggested strategies when assessing children.</li> <li>3. At least 20% of education staff will participate in the 2022-2023 intensive mentor coaching program.</li> <li>4. (4) Teachers will participate in Robeson Community College "My Teaching Partnership" program.</li> </ol>	<ol style="list-style-type: none"> <li>1. Pre and In-Service Workshops/Trainings (PY 2022-2023; Ongoing)</li> <li>2. Online TSGA Assessment Reliability Testing (One per education staff)</li> <li>3. Monitoring Visits (At least 4 times a year or as needed)</li> <li>4. ChildPlus CLASS Monitoring Report (PY 2022-2023; Ongoing)</li> <li>5. Tracking and Monitoring Forms (PY 2022-2023)</li> </ol>

T/TA Strategies Events/Activities (include size and scope)	T/TA Resource	Target Audience or HS Mgt. System	Responsible Manager	Timeline	Estimated Cost
<p><i>List each strategy, event, or activity</i></p> <ol style="list-style-type: none"> <li>1. <i>Conduct CLASS Observations</i></li> <li>2. <i>Conduct Focused Observations</i></li> <li>3. <i>Reflection and Feedback of the observations</i></li> <li>4. <i>Monitoring of progress outcomes four times per year or as needed.</i></li> <li>5. <i>Consult, share, and analyze assessment findings within all areas of Head Start as needed: (FCP, Health, Disabilities, Mental Health, Nutrition)</i></li> </ol>	<ol style="list-style-type: none"> <li>1. T/TA Specialist</li> <li>2. Classroom Assessment Scoring System</li> <li>3. TSGA Online Demonstrations</li> <li>4. ECKLC</li> </ol>	<ol style="list-style-type: none"> <li>1. Mentees</li> <li>2. Center Managers</li> <li>3. Assistant HS Directors</li> <li>4. Education Administrator</li> <li>5. Program Specialist</li> </ol>	<ol style="list-style-type: none"> <li>1. Mentor Coach</li> <li>2. Assistant Head Start Directors/Child Development and Health Services Administrators</li> <li>3. Education Administrator</li> </ol>	<p>July 2022 - June 2023</p>	<p>-\$0-</p>



**T/TA Goal 4: To ensure Center Managers and Assistant Center Managers obtain CLASS Certified, maintain certification.**

Expected Outcomes (Short-Term & Long-Term)	Indicators	Documentation/Frequency of Measurement
<ol style="list-style-type: none"> <li>1. Center Managers will be CLASS Certified</li> <li>2. Center Managers will perform CLASS (2) times per year (Fall/Spring)</li> <li>3. CLASS scores will help determine which classrooms will benefit from intensive mentor coaching.</li> </ol>	<ol style="list-style-type: none"> <li>1. 100% Center Managers will become CLASS reliable.</li> <li>2. 100% Assistant Center Managers will become CLASS reliable</li> <li>3. 100% of teachers will receive CLASS Assessment Scoring.</li> <li>4. Scoring data can be utilized for mentor coaching and training efforts</li> </ol>	<ol style="list-style-type: none"> <li>1. Center Managers will become CLASS reliable and maintain certification as part of their job descriptions. (PY 2022-2023: Ongoing)</li> <li>2. CLASS Assessments will be performed 2 times per year. (PY 2022-2023: Ongoing)</li> </ol>

T/TA Strategies Events/Activities (include size and scope)	T/TA Resource	Target Audience or HS Mgt. System	Responsible Manager	Timeline	Estimated Cost
<p><i>List each strategy, event, or activity</i></p> <ol style="list-style-type: none"> <li>1. Center Managers will attend a CLASS Certification training from a professional trainer.</li> <li>2. Center Managers will complete assessment for certification before the deadlines.</li> <li>3. Center Managers will send a copy of certification to supervisor, Child Development &amp; Health Services Administrator, and Mentor Coach &amp; Compliance Specialist.</li> <li>4. Center Managers will utilize training to conduct CLASS Assessments.</li> </ol>	<ol style="list-style-type: none"> <li>1. CLASS Certified Trainer</li> <li>2. Classroom Assessment Scoring System</li> </ol>	<ol style="list-style-type: none"> <li>1. Center Managers/Assistant Center Managers</li> </ol>	<ol style="list-style-type: none"> <li>1. Mentor Coach</li> <li>2. Child Development and Health Services Administrators</li> <li>3. Head Start Assistant Director</li> </ol>	<p>July 2022 - June 2023</p>	<p>\$3,150</p>

Southeastern Community Action Partnership, Inc. - Head Start/Early Head Start Program  
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 Training and Technical Assistance Plan

**Part 1: Identified T/TA Goals**

**T/TA Goal 5. To increase positive behavior management strategies for children with more significant delays and social emotional needs.**

Expected Outcomes (Short-Term &/or Long-Term)	Indicators	Documentation/Frequency of Measurement
<ol style="list-style-type: none"> <li>1. Education staff will teach children to recognize cues of escalation and utilize prevention strategies for calming children and teaching them problem solving skills through meaningful conversation.</li> <li>2. Education staff will be able to assist children in understanding that all emotions but not all expressions of emotions are acceptable in the classroom environment.</li> <li>3. Education staff will use positive behavior management strategies when children are displaying challenging behaviors.</li> <li>4. Education staff will assist children entering into and maintaining positive interactions with peers.</li> <li>5. Education staff will help all children to understand emotions and correct way to express emotions.</li> </ol>	<ol style="list-style-type: none"> <li>1. 40% of education staff will be able to use positive behavior strategies to deal with challenging behaviors.</li> </ol>	<ol style="list-style-type: none"> <li>1. Workshop Summaries</li> <li>2. Classroom Observations</li> <li>3. Individual Child Planning</li> <li>4. Development and Learning Report</li> </ol>

T/TA Strategies Events/Activities (Include size and scope)	T/TA Resource	Target Audience or HS Mgt. System	Responsible Manager	Timeline	Estimated Cost
<p><i>List each strategy, event, or activity</i></p> <ol style="list-style-type: none"> <li>1. Provide behavior management training for education staff.</li> <li>2. Obtain resources from Local Management Entity (LME) that provides mental health services and LEA (Local Education Agency).</li> <li>3. Provide handouts on Understanding Children with Challenging Behaviors</li> <li>4. Provide Teaching Tools for Young Children with Challenging Behaviors.</li> <li>5. Provide resources from the Autism Research Institute</li> </ol>	<ol style="list-style-type: none"> <li>1. Program Specialist- Disabilities/ Mental Health</li> <li>2. Mental Health Consultant</li> <li>3. Mental Health LME Partners</li> <li>4. LEA partners</li> </ol>	<ol style="list-style-type: none"> <li>1. Teachers</li> <li>2. Center Managers</li> </ol>	Program Specialist – Disabilities/Mental Health	July 2022 - June 2023	\$500.00

Southeastern Community Action Partnership, Inc. - Head Start Program  
 Fiscal Year 2022-2023  
 Training and Technical Assistance Plan

**Transportation**

**T/TA Goal 6: Refine ongoing monitoring of transportation services.**

Expected Outcomes (Short-Term &/or Long-Term)	Indicators	Documentation/Frequency of Measurement
<ol style="list-style-type: none"> <li>1. Bus Evacuations will be conducted within the first thirty days of school startup.</li> <li>2. Utilizing additional staff to support the ongoing monitoring efforts for transportation, including pedestrian safety.</li> <li>3. All required knowledge of duties will be given to Center Managers, Drivers, Driver Custodians and Monitors</li> <li>4. The buses are to be inspected in the morning and afternoon by the drivers and custodians.</li> <li>5. The bus ride will be a meaningful and educational experience for children.</li> <li>6. To keep busses maintained with a high degree of efficiency and maintenance.</li> <li>7. Disinfect buses with fogger after morning and afternoon route.</li> </ol>	<ol style="list-style-type: none"> <li>1. The Monitors, Drivers and the Custodians will have a working knowledge of their duties and responsibilities.</li> <li>2. Ongoing monitoring.</li> <li>3. Within the first thirty (30) days of a child's enrollment parents will receive bus evacuation training.</li> </ol>	<ol style="list-style-type: none"> <li>4. Vehicle Equipment Discrepancy and Maintenance Report. (daily inspection)</li> <li>5. Bus Drill Evacuations</li> <li>6. Bus Attendance Record</li> <li>7. Materials created and distributed</li> <li>8. Vehicle Service Report.</li> <li>9. Revised ongoing monitoring plan</li> <li>10. Bus Ride Checklist.</li> <li>11. Bus Routes</li> <li>12. Bus Evacuation Training Form/Receipt</li> <li>13. Parent Training/Sign in Sheet</li> <li>14. Bus ride observation tools.</li> <li>15. Fogger Daily Report.</li> </ol>

T/TA Strategies Events/Activities (include size & scope)	T/TA Resource	Target Audience or HS Mgt. System	Responsible Manager	Timeline	Estimated Cost
<ol style="list-style-type: none"> <li>1. Vehicle Inspection Checklists are to be completed in the A.M. and P.M. before the bus route and field trips by the Driver and Custodian.</li> <li>2. Provide implementation training to bus drivers and bus monitors.</li> <li>3. To remain knowledgeable and up to date on the safe operation of buses, drivers, driver/custodians, center managers and monitors will attend pre-service and in-service transportation training.</li> <li>4. Training on school bus operations will be provided to parents, children and staff.</li> </ol>	<ol style="list-style-type: none"> <li>1.All Program Specialists</li> <li>2.N.C. State certified school bus driver instructors</li> <li>3.N.C. Highway Patrol</li> </ol>	<ol style="list-style-type: none"> <li>1.Families</li> <li>2. Bus Drivers/ Monitors</li> <li>3. Center Managers</li> </ol>	<ol style="list-style-type: none"> <li>1.Assistant Head Start</li> <li>2. Directors/Child</li> <li>3. CDHS Administrator</li> <li>4.Bus Drivers/ Monitors</li> <li>5.. Maintenance Technicians</li> <li>6.. Program Specialists, Health and Nutrition</li> <li>7.Unit managers</li> </ol>	<p>July 2022 - June 2023</p>	<p>-\$0-</p>



**Southeastern Community Action Partnership, Inc.**  
**Fiscal Year: 2022 - 2023**  
**Training and Technical Assistance Plan - Part 1: Identified T/TA Goals**

**T/TA Goal 7: *To increase family attainment of Family Engagement Outcomes by utilizing strategies recorded in the “Parent, Family, and Community Framework” booklet, resulting in School Readiness.***

EXPECTED OUTCOMES (SHORT-TERM &/OR LONG-TERM)	INDICATORS	DOCUMENTATION/FREQUENCY OF MEASUREMENT
<ol style="list-style-type: none"> <li>1. Center staff will provide more activities for parent and/or family engagement, geared toward the 7 Family Engagement Outcomes.</li> <li>2. In addition to documentation of services in the Family Folders, Family Service Workers/Center Managers will use the SCAP, Inc. Family Engagement Assessment tool to records and analyze progress, strengths, and weaknesses of families, as it relates to Family Engagement Outcomes and School Readiness,</li> <li>3. Family Service Workers are to assist more families in their effort to complete family goals that they have identified and are ready and willing to work on.</li> <li>4. To promote school readiness, staff will implement ways of engaging parents in activities designed to help parents become full partners in the education of their children.</li> <li>5. Observations and documentation will show program progress as it relates to the 7 Family Engagement Outcomes.</li> <li>6. Staff will engage community partners through local volunteerism and other activities that support and/or assist families and children in leadership opportunities.</li> </ol>	<ol style="list-style-type: none"> <li>1. 30% increase in parent participation in program activities</li> <li>2. 100% of Center Managers and Family Service Workers demonstrating the implementation of the 7 Family Engagement Outcomes.</li> <li>3. 100% of Family Service Workers analyzing the efforts, strengths, and weaknesses of families, as record in files, on monitoring tracking sheets, the ChildPlus Data Engine, and in the SCAP, Inc. Family Engagement Outcomes Assessment Tool.</li> </ol>	<ol style="list-style-type: none"> <li>1. The SCAP, Inc. Family Engagement Assessment Tool</li> <li>2. The Head Start Parent, Family, and Community Engagement Framework: Checklist.</li> <li>3. Documentation recorded in Family Partnership Agreement Booklets – goals and needs identified, family services provided, follow-up conducted, workshops provided and referrals made for families.</li> <li>4. The ChildPlus Data Engine: Family Service – Outcomes tab.</li> <li>5. Monthly documentations - Program Information Reports that are prepared by Family Service Workers and approved by Center Managers.</li> <li>6. Documented parent meetings/workshops summaries</li> <li>7. In-Kind Forms</li> <li>8. Written partnership agreements</li> <li>9. Center Observation Forms</li> <li>10. Documented family home visits and conferences</li> </ol>

T/TA STRATEGIES EVENTS/ACTIVITIES (INCLUDE SIZE & SCOPE)	T/TA RESOURCE	TARGET AUDIENCE OR HS MGT. SYSTEM	RESPONSIBLE MANAGER	TIMELINE	ESTIMATED COST
<p><i>List each strategy, event, or activity</i></p> <ol style="list-style-type: none"> <li>1. Record and analyze the efforts of parents, utilizing the SCAP, Inc. Family Engagement Assessment Tool and Monitoring Tracking Sheets</li> <li>2. Review and/or provide additional materials on the 7 Family Engagement Outcomes.</li> <li>3. Use family Partnership Agreements Booklet as an assessment tool to record information pertaining to families.</li> <li>4. Utilize community resources and partners.</li> <li>5. Utilize strategies listed in the PFCE Booklet.</li> <li>6. Share assessment and screening scores with parents.</li> <li>7. Conduct parent and staff conferences.</li> <li>8. Allow parents to share feedback on program activities.</li> <li>9. Give parents opportunities to participate in leadership roles.</li> <li>10. Align school readiness goals to the PFCE framework.</li> <li>11. Increase or improvement overall attendance at centers.</li> </ol>	<ol style="list-style-type: none"> <li>1. FCP/ERSEA Administrator</li> <li>2. Program Specialist-Parent Involvement</li> </ol>	<ol style="list-style-type: none"> <li>1. Family Service Workers</li> <li>2. Center Managers</li> </ol>	<ol style="list-style-type: none"> <li>1. FCP/ERSEA Administrator</li> <li>2. Program Specialist-Parent Involvement</li> </ol>	<ol style="list-style-type: none"> <li>1. Quarterly (every 3 months)</li> <li>2. As needed</li> </ol>	\$4,000.00

## Statement of Financial Position

Southeastern Community Action Partnership, Inc.

Period Ending: 1/31/2022

	FY 2020-2021	FY 2021-2022	Difference	%
<b><u>Assets:</u></b>				
Cash	1,098,261.12	1,243,949.14	145,688.02	13%
Certificate of Deposits	105,788.65	105,796.28	7.63	0%
Grants Receivable	1,129,858.47	250,351.12	-879,507.35	-78%
Total Current Assets	<u>2,333,908.24</u>	<u>1,600,096.54</u>	<u>-733,811.70</u>	<u>-31%</u>
Other Assets:				
Other Receivables	60,920.46	57,550.51	-3,369.95	-6%
Other Assets	57,570.08	3,778.42	-53,791.66	-93%
Fixed Assets:				
Construction Work-in-Progress	734,103.21	734,103.21	0.00	0%
Property and Equipment	9,953,241.45	9,953,241.45	0.00	0%
Accumulated Depreciation	-4,820,242.51	-4,820,242.51	0.00	0%
Net Fixed Assets	<u>5,867,102.15</u>	<u>5,867,102.15</u>	<u>0.00</u>	<u>0%</u>
<b>Total Assets:</b>	<b><u>8,319,500.93</u></b>	<b><u>7,528,527.62</u></b>	<b><u>-790,973.31</u></b>	<b><u>-10%</u></b>
<b><u>Liabilities:</u></b>				
Accounts Payables	508,414.34	55,867.20	-452,547.14	-89%
Accrued Liabilities	763,720.85	948,577.95	184,857.10	24%
Accrued Payroll and Payroll Taxes	495,943.28	504,244.70	8,301.42	2%
<b>Total Liabilities:</b>	<b><u>1,768,078.47</u></b>	<b><u>1,508,689.85</u></b>	<b><u>-259,388.62</u></b>	<b><u>-15%</u></b>
<b><u>Equity:</u></b>				
Unrestricted	-14,583.00	-9,415.22	5,167.78	-35%
Temporarily Restricted	6,566,005.46	6,029,252.99	-536,752.47	-8%
<b>Total Equity:</b>	<b><u>6,551,422.46</u></b>	<b><u>6,019,837.77</u></b>	<b><u>-531,584.69</u></b>	<b><u>-8%</u></b>
<b>Total Liabilities and Equity</b>	<b><u>8,319,500.93</u></b>	<b><u>7,528,527.62</u></b>	<b><u>-790,973.31</u></b>	<b><u>-10%</u></b>



## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
 Period 7/1/2021 to 1/31/2022

Run Date: 02/07/2022  
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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
<b>30022</b>	<b>HS/EHS</b>							
					<b>Project Period</b>	<b>7/1/2021</b>	<b>to 6/30/2022</b>	
<b>Revenues</b>								
	40000 Headstart	7,762,630.00	0.00	632,226.18	4,022,935.83	4,022,935.83	3,739,694.17	51.82
	40010 Early HS PA-25	571,367.00	0.00	30,233.73	191,093.84	191,093.84	380,273.16	33.45
	40300 Headstart PA20	93,295.00	0.00	18,058.96	22,929.96	22,929.96	70,365.04	24.58
	40310 Early HS T/TA	6,496.00	0.00	0.00	0.00	0.00	6,496.00	0.00
	42500 Headstart Administratio	1,367,144.00	0.00	90,472.68	595,561.16	595,561.16	771,582.84	43.56
	42510 EHS Administration	101,975.00	0.00	2,811.74	17,723.48	17,723.48	84,251.52	17.38
	<b>Revenues</b>	<b>9,902,907.00</b>	<b>0.00</b>	<b>773,803.29</b>	<b>4,850,244.27</b>	<b>4,850,244.27</b>	<b>5,052,662.73</b>	<b>48.98</b>
<b>Expenses</b>								
	50000 Salaries	5,401,482.00	0.00	339,272.35	2,479,312.26	2,479,312.26	2,922,169.74	45.90
	50500 FICA	402,153.00	0.00	27,715.82	172,794.70	172,794.70	229,358.30	42.97
	50700 N C Unemployment	42,210.00	0.00	661.78	1,472.11	1,472.11	40,737.89	3.49
	50800 Retirement - 403B	403,259.00	0.00	40,174.17	168,971.78	168,971.78	234,287.22	41.90
	50900 Health Insurance	1,518,399.00	0.00	92,519.24	679,761.99	679,761.99	838,637.01	44.77
	51000 Life Insurance	66,699.00	0.00	5,362.85	39,697.43	39,697.43	27,001.57	59.52
	51400 Vision Insurance	13,798.00	0.00	858.05	6,301.13	6,301.13	7,496.87	45.67
	51500 Workman's Comp.	83,447.00	0.00	13,123.99	101,058.03	101,058.03	(17,611.03)	121.10
	51900 Parking Space	1,640.00	0.00	147.50	1,180.00	1,180.00	460.00	71.95
	52000 Out of Area Travel	54,806.00	0.00	0.00	4,043.80	4,043.80	50,762.20	7.38
	52100 Motor Pool	500.00	0.00	0.00	337.60	337.60	162.40	67.52
	52200 Bus Transportation	55,829.00	0.00	8,158.87	40,182.21	40,182.21	15,646.79	71.97
	52250 Gas	0.00	0.00	0.00	2,413.76	2,413.76	(2,413.76)	0.00
	52400 Bus Maintenance & Rep.	45,367.00	0.00	7,629.97	50,556.34	50,556.34	(5,189.34)	111.44
	52500 Travel local	20,700.00	0.00	1,588.21	10,107.32	10,107.32	10,592.68	48.83
	52800 Daycare Licensing Fees	10,040.00	0.00	5,200.30	5,200.30	5,200.30	4,839.70	51.80
	53000 Capital Equipment	140,000.00	0.00	0.00	22,007.50	22,007.50	117,992.50	15.72
	53100 Equipment Lease	22,552.00	0.00	227.59	14,391.21	14,391.21	8,160.79	63.81
	53200 Non-Capital Equipment	0.00	0.00	1,787.70	12,338.68	12,338.68	(12,338.68)	0.00
	53400 Vehicle Maint. & Repairs	4,000.00	0.00	0.00	3,163.78	3,163.78	836.22	79.09
	53500 Printing	4,550.00	0.00	0.00	0.00	0.00	4,550.00	0.00
	53800 Kitchen Supplies	0.00	0.00	0.00	2,922.41	2,922.41	(2,922.41)	0.00
	54000 Classroom Supplies	11,450.00	0.00	1,147.56	29,636.10	29,636.10	(18,186.10)	258.83
	54100 Office Supplies	21,652.00	0.00	1,779.03	11,467.51	11,467.51	10,184.49	52.96
	54300 Postage & Box Rent	5,018.00	0.00	0.00	5,440.59	5,440.59	(422.59)	108.42
	54500 Cleaning Supplies	3,400.00	0.00	331.77	1,501.53	1,501.53	1,898.47	44.16
	54600 Water & Sampling	1,700.00	0.00	24.00	499.90	499.90	1,200.10	29.41
	54900 Criminal Check	4,750.00	0.00	0.00	0.00	0.00	4,750.00	0.00
	55000 Commercial Copier Usag	9,200.00	0.00	0.00	6,446.52	6,446.52	2,753.48	70.07
	55100 Exterminating	6,000.00	0.00	236.00	4,660.06	4,660.06	1,339.94	77.67
	55400 Legal Fees	8,000.00	0.00	374.80	7,829.10	7,829.10	170.90	97.86
	55600 Psychological Services	6,120.00	0.00	0.00	0.00	0.00	6,120.00	0.00
	55900 Contractual	43,849.00	0.00	8,158.70	72,038.12	72,038.12	(28,189.12)	164.29
	56000 Center Repairs	127,934.00	0.00	17,428.26	112,041.60	112,041.60	15,892.40	87.58
	56500 Medical & Dental Suppli	4,243.00	0.00	649.72	649.72	649.72	3,593.28	15.31
	56700 Medical/Dental	72.00	0.00	0.00	0.00	0.00	72.00	0.00
	57000 Lights, Water & Heat	114,936.00	0.00	12,903.86	69,359.03	69,359.03	45,576.97	60.35
	57100 Telephone	62,107.00	0.00	6,496.69	37,973.16	37,973.16	24,133.84	61.14
	57200 Fire Alarms	18,300.00	0.00	956.35	7,003.27	7,003.27	11,296.73	38.27
	57600 Child Plus	10,849.00	0.00	19,931.96	32,918.96	32,918.96	(22,069.96)	303.43
	57700 Fatherhood Initiative	1,000.00	0.00	0.00	1,800.00	1,800.00	(800.00)	180.00
	57900 Parent Activity Fund	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00

## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
 Period 7/1/2021 to 1/31/2022

Run Date: 02/07/2022  
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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
<b>30022</b>	<b>HS/EHS</b>				<b>Project Period</b>	<b>7/1/2021</b>	<b>to 6/30/2022</b>	
58000	RentL	78,734.00	0.00	4,732.92	49,239.52	49,239.52	29,494.48	62.54
58100	Property Tax Expense	3,322.00	0.00	0.00	3,835.98	3,835.98	(513.98)	115.47
58200	Janitorial Services	4,815.00	0.00	1,947.12	7,070.56	7,070.56	(2,255.56)	146.84
58300	Garbage Service	30,500.00	0.00	2,031.74	12,644.96	12,644.96	17,855.04	41.46
58400	Diapers & Wipes	15,062.00	0.00	136.59	136.59	136.59	14,925.41	0.91
58600	Food Handling	172.00	0.00	0.00	0.00	0.00	172.00	0.00
58700	Computer & Software M	19,206.00	0.00	0.00	0.00	0.00	19,206.00	0.00
59500	Office Furnishings	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0.00
59700	Indirect Costs	833,352.00	0.00	59,970.08	413,784.91	413,784.91	419,567.09	49.65
59800	Parent Involvement	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0.00
60000	Insurance	114,211.00	0.00	12,828.21	119,639.53	119,639.53	(5,428.53)	104.75
60100	Dues & Registration	5,200.00	0.00	0.00	14,337.01	14,337.01	(9,137.01)	275.71
60200	Advertising	700.00	0.00	7,050.00	32,328.00	32,328.00	(31,628.00)	4,618.29
60400	Career Development	2,084.00	0.00	0.00	0.00	0.00	2,084.00	0.00
60900	In Service Training	12,600.00	0.00	125.00	15,931.53	15,931.53	(3,331.53)	126.44
61100	Drug Screening	5,415.00	0.00	0.00	4,165.00	4,165.00	1,250.00	76.92
61800	Construction in progress	0.00	0.00	2,925.00	7,775.00	7,775.00	(7,775.00)	0.00
62230	Appliance replacement/	0.00	0.00	0.00	279.00	279.00	(279.00)	0.00
62600	Nutritional and Wellness	0.00	0.00	0.00	1,743.00	1,743.00	(1,743.00)	0.00
63000	Storage Space	7,250.00	0.00	728.00	4,192.53	4,192.53	3,057.47	57.83
63100	CPR First Aid Fees	2,548.00	0.00	150.00	150.00	150.00	2,398.00	5.89
63500	CPR Supplies	3,807.00	0.00	0.00	0.00	0.00	3,807.00	0.00
65500	Food	0.00	0.00	0.00	67.24	67.24	(67.24)	0.00
67650	Fees	918.00	0.00	262.83	2,149.28	2,149.28	(1,231.28)	234.13
69900	Miscellaneous Expense	1,000.00	0.00	0.00	276.80	276.80	723.20	27.68
	Expenses	9,902,907.00	0.00	707,734.58	4,909,225.95	4,909,225.95	4,993,681.05	49.57
	<b>Project Revenues:</b>	9,902,907.00	0.00	773,803.29	4,850,244.27	4,850,244.27	5,052,662.73	48.98
	<b>Project Expenses:</b>	9,902,907.00	0.00	707,734.58	4,909,225.95	4,909,225.95	4,993,681.05	49.57
	<b>Project Balance:</b>	0.00	0.00	66,068.71	(58,981.68)	(58,981.68)		

## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
 Period 7/1/2021 to 1/31/2022

Run Date: 02/07/2022  
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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
30122	In-Kind (HS Base Grant)				Project Period	7/1/2021	to 6/30/2022	
<b>Revenues</b>								
	45000 In Kind Volunteers	2,446,215.00	0.00	0.00	135,224.28	135,224.28	2,310,990.72	5.53
	Revenues	2,446,215.00	0.00	0.00	135,224.28	135,224.28	2,310,990.72	5.53
<b>Expenses</b>								
	65100 In-Kind	2,446,215.00	0.00	0.00	135,224.28	135,224.28	2,310,990.72	5.53
	Expenses	2,446,215.00	0.00	0.00	135,224.28	135,224.28	2,310,990.72	5.53
	<b>Project Revenues:</b>	2,446,215.00	0.00	0.00	135,224.28	135,224.28	2,310,990.72	5.53
	<b>Project Expenses:</b>	2,446,215.00	0.00	0.00	135,224.28	135,224.28	2,310,990.72	5.53
	<b>Project Balance:</b>	0.00	0.00	0.00	0.00	0.00		



## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
 Period 7/1/2021 to 1/31/2022

Run Date: 02/07/2022  
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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
<b>30221</b>	<b>USDA - FY21</b>				Project Period	10/1/2020	to 9/30/2021	
<b>Revenues</b>								
	40400 USDA Reimbursement	1,060,537.50	188,137.87	0.00	58,037.53	246,175.40	814,362.10	23.21
	Revenues	<u>1,060,537.50</u>	<u>188,137.87</u>	<u>0.00</u>	<u>58,037.53</u>	<u>246,175.40</u>	<u>814,362.10</u>	<u>23.21</u>
<b>Expenses</b>								
	50000 Salaries	193,969.32	32,054.30	1,424.13	50,180.06	82,234.36	111,734.96	42.40
	50500 FICA	31,980.18	2,361.42	189.76	3,520.51	5,881.93	26,098.25	18.39
	53800 Kitchen Supplies	10,000.00	2,793.23	0.00	0.00	2,793.23	7,206.77	27.93
	59700 Indirect Costs	74,988.00	16,913.53	150.08	10,727.63	27,641.16	47,346.84	36.86
	60900 In Service Training	500.00	0.00	0.00	500.00	500.00	0.00	100.00
	65500 Food	84,100.00	78,880.81	0.00	4,754.47	83,635.28	464.72	99.45
	65600 Bulk Food	630,000.00	46,124.37	0.00	53,383.52	99,507.89	530,492.11	15.79
	65700 Dairy Products	35,000.00	19,651.76	0.00	3,012.32	22,664.08	12,335.92	64.75
	Expenses	<u>1,060,537.50</u>	<u>198,779.42</u>	<u>1,763.97</u>	<u>126,078.51</u>	<u>324,857.93</u>	<u>735,679.57</u>	<u>30.63</u>
	<b>Project Revenues:</b>	<u>1,060,537.50</u>	<u>188,137.87</u>	<u>0.00</u>	<u>58,037.53</u>	<u>246,175.40</u>	<u>814,362.10</u>	<u>23.21</u>
	<b>Project Expenses:</b>	<u>1,060,537.50</u>	<u>198,779.42</u>	<u>1,763.97</u>	<u>126,078.51</u>	<u>324,857.93</u>	<u>735,679.57</u>	<u>30.63</u>
	<b>Project Balance:</b>	<u>0.00</u>	<u>(10,641.55)</u>	<u>(1,763.97)</u>	<u>(68,040.98)</u>	<u>(78,682.53)</u>		

## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
 Period 7/1/2021 to 1/31/2022

Run Date: 02/07/2022  
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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
<b>30222</b>	<b>USDA - FY22</b>				<b>Project Period</b>	<b>10/1/2021</b>	<b>to 9/30/2022</b>	
<b>Revenues</b>								
	40400 USDA Reimbursement	1,247,812.50	0.00	0.00	40,873.42	40,873.42	1,206,939.08	3.28
	Revenues	<u>1,247,812.50</u>	<u>0.00</u>	<u>0.00</u>	<u>40,873.42</u>	<u>40,873.42</u>	<u>1,206,939.08</u>	<u>3.28</u>
<b>Expenses</b>								
	50000 Salaries	216,078.00	0.00	19,538.40	84,567.77	84,567.77	131,510.23	39.14
	50500 FICA	30,273.00	0.00	1,490.62	5,933.07	5,933.07	24,339.93	19.60
	53800 Kitchen Supplies	15,173.80	0.00	0.00	0.00	0.00	15,173.80	0.00
	59700 Indirect Costs	106,172.00	0.00	4,587.28	22,407.06	22,407.06	83,764.94	21.10
	65500 Food	100,000.00	0.00	6,112.79	29,123.64	29,123.64	70,876.36	29.12
	65600 Bulk Food	745,115.70	0.00	14,747.19	104,321.94	104,321.94	640,793.76	14.00
	65700 Dairy Products	35,000.00	0.00	7,436.62	16,989.75	16,989.75	18,010.25	48.54
	Expenses	<u>1,247,812.50</u>	<u>0.00</u>	<u>53,912.90</u>	<u>263,343.23</u>	<u>263,343.23</u>	<u>984,469.27</u>	<u>21.10</u>
	<b>Project Revenues:</b>	<u>1,247,812.50</u>	<u>0.00</u>	<u>0.00</u>	<u>40,873.42</u>	<u>40,873.42</u>	<u>1,206,939.08</u>	<u>3.28</u>
	<b>Project Expenses:</b>	<u>1,247,812.50</u>	<u>0.00</u>	<u>53,912.90</u>	<u>263,343.23</u>	<u>263,343.23</u>	<u>984,469.27</u>	<u>21.10</u>
	<b>Project Balance:</b>	<u>0.00</u>	<u>0.00</u>	<u>(53,912.90)</u>	<u>(222,469.81)</u>	<u>(222,469.81)</u>		

## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
 Period 7/1/2021 to 1/31/2022

Run Date: 02/07/2022  
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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
<b>30323</b>	<b>American Rescue Grant</b>				<b>Project Period</b>	<b>4/1/2021</b>	<b>to 3/31/2023</b>	
<b>Revenues</b>								
	42200 Grant	1,657,699.00	0.00	5,984.78	487,968.46	487,968.46	1,169,730.54	29.44
	Revenues	<u>1,657,699.00</u>	<u>0.00</u>	<u>5,984.78</u>	<u>487,968.46</u>	<u>487,968.46</u>	<u>1,169,730.54</u>	<u>29.44</u>
<b>Expenses</b>								
	50000 Salaries	205,700.00	0.00	4,803.99	185,594.44	185,594.44	20,105.56	90.23
	50500 FICA	15,800.00	0.00	670.17	13,020.84	13,020.84	2,779.16	82.41
	54000 Classroom Supplies	175,212.00	0.00	0.00	0.00	0.00	175,212.00	0.00
	56000 Center Repairs	173,662.00	0.00	0.00	0.00	0.00	173,662.00	0.00
	59700 Indirect Costs	0.00	0.00	509.11	18,471.22	18,471.22	(18,471.22)	0.00
	61800 Construction in progress	1,087,325.00	0.00	0.00	270,884.77	270,884.77	816,440.23	24.91
	Expenses	<u>1,657,699.00</u>	<u>0.00</u>	<u>5,983.27</u>	<u>487,971.27</u>	<u>487,971.27</u>	<u>1,169,727.73</u>	<u>29.44</u>
	<b>Project Revenues:</b>	<u>1,657,699.00</u>	<u>0.00</u>	<u>5,984.78</u>	<u>487,968.46</u>	<u>487,968.46</u>	<u>1,169,730.54</u>	<u>29.44</u>
	<b>Project Expenses:</b>	<u>1,657,699.00</u>	<u>0.00</u>	<u>5,983.27</u>	<u>487,971.27</u>	<u>487,971.27</u>	<u>1,169,727.73</u>	<u>29.44</u>
	<b>Project Balance:</b>	<u>0.00</u>	<u>0.00</u>	<u>1.51</u>	<u>(2.81)</u>	<u>(2.81)</u>		



## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
 Period 7/1/2021 to 1/31/2022

Run Date: 02/07/2022  
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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
<b>30411</b>	<b>Care Act -LRDA</b>				Project Period	7/1/2020	to 10/31/2021	
<b>Revenues</b>								
	42200 Grant	171,367.00	71,053.33	0.00	100,313.67	171,367.00	0.00	100.00
	Revenues	<u>171,367.00</u>	<u>71,053.33</u>	<u>0.00</u>	<u>100,313.67</u>	<u>171,367.00</u>	<u>0.00</u>	<u>100.00</u>
<b>Expenses</b>								
	50000 Salaries	34,320.00	34,304.60	0.00	0.00	34,304.60	15.40	99.96
	50500 FICA	2,600.00	2,527.19	0.00	0.00	2,527.19	72.81	97.20
	53200 Non-Capital Equipment	25,305.00	12,980.00	0.00	12,323.06	25,303.06	1.94	99.99
	53800 Kitchen Supplies	3,500.00	0.00	0.00	2,965.16	2,965.16	534.84	84.72
	54000 Classroom Supplies	51,732.00	259.80	0.00	52,798.62	53,058.42	(1,326.42)	102.56
	54100 Office Supplies	3,300.00	0.00	0.00	3,291.45	3,291.45	8.55	99.74
	54500 Cleaning Supplies	1,500.00	0.00	0.00	1,447.78	1,447.78	52.22	96.52
	54700 Outdoors Supplies	1,650.00	0.00	0.00	1,648.93	1,648.93	1.07	99.94
	55800 Project Supplies	1,160.00	0.00	0.00	1,150.37	1,150.37	9.63	99.17
	55900 Contractual	17,000.00	449.09	0.00	16,152.85	16,601.94	398.06	97.66
	58200 Janitorial Services	14,500.00	14,486.94	0.00	0.00	14,486.94	13.06	99.91
	59700 Indirect Costs	14,800.00	6,045.71	0.00	8,535.37	14,581.08	218.92	98.52
	Expenses	<u>171,367.00</u>	<u>71,053.33</u>	<u>0.00</u>	<u>100,313.59</u>	<u>171,366.92</u>	<u>0.08</u>	<u>100.00</u>
	<b>Project Revenues:</b>	<u>171,367.00</u>	<u>71,053.33</u>	<u>0.00</u>	<u>100,313.67</u>	<u>171,367.00</u>	<u>0.00</u>	<u>100.00</u>
	<b>Project Expenses:</b>	<u>171,367.00</u>	<u>71,053.33</u>	<u>0.00</u>	<u>100,313.59</u>	<u>171,366.92</u>	<u>0.08</u>	<u>100.00</u>
	<b>Project Balance:</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.08</u>	<u>0.08</u>		

## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
 Period 7/1/2021 to 1/31/2022

Run Date: 02/07/2022  
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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
<b>30415</b>	<b>LRDA - FY21</b>				Project Period	11/1/2020	to 10/31/2021	
<b>Revenues</b>								
	40000 Headstart	1,473,183.00	606,209.34	5,448.90	129,817.98	736,027.32	737,155.68	49.96
	40010 Early HS PA-25	669,477.00	188,523.68	0.00	54,114.40	242,638.08	426,838.92	36.24
	40300 Headstart PA20	29,502.00	4,614.99	0.00	(4,569.24)	45.75	29,456.25	0.16
	40310 Early HS T/TA	1,229.00	0.00	0.00	0.00	0.00	1,229.00	0.00
	42500 Headstart Administration	238,099.00	10,745.79	0.00	144,511.47	155,257.26	82,841.74	65.21
	42510 EHS Administration	118,143.00	1,881.15	0.00	27,502.73	29,383.88	88,759.12	24.87
	<b>Revenues</b>	<b>2,529,633.00</b>	<b>811,974.95</b>	<b>5,448.90</b>	<b>351,377.34</b>	<b>1,163,352.29</b>	<b>1,366,280.71</b>	<b>45.99</b>
<b>Expenses</b>								
	50000 Salaries	968,666.08	425,027.16	3,590.46	178,841.58	603,868.74	364,797.34	62.34
	50500 FICA	74,102.95	31,311.38	574.76	12,543.69	43,855.07	30,247.88	59.18
	50700 N C Unemployment	3,823.83	495.82	0.00	109.96	605.78	3,218.05	15.84
	50800 Retirement - 403B	77,206.31	21,851.93	0.00	8,196.70	30,048.63	47,157.68	38.92
	50900 Health Insurance	264,768.00	54,476.48	0.00	35,431.59	89,908.07	174,859.93	33.96
	51000 Life Insurance	27,122.64	7,365.13	0.00	2,574.53	9,939.66	17,182.98	36.65
	51400 Vision Insurance	2,352.00	753.25	0.00	497.80	1,251.05	1,100.95	53.19
	51500 Workman's Comp.	12,011.46	3,398.25	0.00	4,341.55	7,739.80	4,271.66	64.44
	52000 Out of Area Travel	30,231.00	45.75	0.00	0.00	45.75	30,185.25	0.15
	52200 Bus Transportation	35,000.00	71.20	0.00	454.78	525.98	34,474.02	1.50
	52250 Gas	0.00	0.00	0.00	44.40	44.40	(44.40)	0.00
	52400 Bus Maintenance & Rep.	30,199.11	4,629.72	0.00	1,816.95	6,446.67	23,752.44	21.35
	52500 Travel local	19,000.00	0.00	0.00	0.00	0.00	19,000.00	0.00
	52800 Daycare Licensing Fees	4,850.00	0.00	0.00	0.00	0.00	4,850.00	0.00
	53000 Capital Equipment	227,250.00	15,200.00	0.00	55,900.05	71,100.05	156,149.95	31.29
	53100 Equipment Lease	2,000.00	4,039.52	0.00	1,987.56	6,027.08	(4,027.08)	301.35
	53200 Non-Capital Equipment	10,000.00	5,269.55	0.00	(5,269.55)	0.00	10,000.00	0.00
	53500 Printing	3,500.00	0.00	0.00	0.00	0.00	3,500.00	0.00
	53800 Kitchen Supplies	0.00	163.68	0.00	(110.55)	53.13	(53.13)	0.00
	54000 Classroom Supplies	15,000.00	9,425.16	0.00	2,451.86	11,877.02	3,122.98	79.18
	54100 Office Supplies	23,000.00	3,182.41	0.00	(2,815.85)	365.56	22,634.44	1.59
	54300 Postage & Box Rent	1,849.50	328.60	0.00	248.24	576.84	1,272.66	31.19
	54500 Cleaning Supplies	8,000.00	1,384.47	0.00	(1,327.71)	56.76	7,943.24	0.71
	54600 Water & Sampling	1,100.00	0.00	0.00	0.00	0.00	1,100.00	0.00
	54700 Outdoors Supplies	0.00	1,648.93	0.00	(1,648.93)	0.00	0.00	0.00
	54900 Criminal Check	1,500.00	0.00	0.00	0.00	0.00	1,500.00	0.00
	55000 Commercial Copier Usag	6,000.00	652.11	0.00	186.96	839.07	5,160.93	13.98
	55100 Exterminating	1,900.00	425.00	0.00	125.00	550.00	1,350.00	28.95
	55800 Project Supplies	0.00	1,600.37	0.00	(1,150.37)	450.00	(450.00)	0.00
	55900 Contractual	38,445.82	17,708.15	0.00	(14,910.70)	2,797.45	35,648.37	7.28
	56000 Center Repairs	164,460.36	69,326.73	0.00	16,789.71	86,116.44	78,343.92	52.36
	56100 Health & Safety	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
	56500 Medical & Dental Suppli	767.00	0.00	0.00	0.00	0.00	767.00	0.00
	57000 Lights, Water & Heat	50,906.00	25,257.78	0.00	7,825.97	33,083.75	17,822.25	64.99
	57100 Telephone	23,000.00	10,483.88	0.00	5,236.18	15,720.06	7,279.94	68.35
	57200 Fire Alarms	3,000.00	10,650.44	0.00	955.45	11,605.89	(8,605.89)	386.86
	57900 Parent Activity Fund	5,000.00	240.55	0.00	0.00	240.55	4,759.45	4.81
	58200 Janitorial Services	15,791.00	0.00	0.00	0.00	0.00	15,791.00	0.00
	58300 Garbage Service	8,500.00	7,887.35	0.00	3,979.10	11,866.45	(3,366.45)	139.61
	58400 Diapers & Wipes	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
	58700 Computer & Software M	105,950.00	42.18	0.00	0.00	42.18	105,907.82	0.04
	59700 Indirect Costs	224,119.92	67,795.12	387.36	25,083.20	92,878.32	131,241.60	41.44

## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
 Period 7/1/2021 to 1/31/2022

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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
<b>30415</b>	<b>LRDA - FY21</b>				<b>Project Period</b>	<b>11/1/2020</b>	<b>to 10/31/2021</b>	
60000	Insurance	8,560.00	9,356.03	0.00	10,544.34	19,900.37	(11,340.37)	232.48
60100	Dues & Registration	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0.00
60200	Advertising	1,400.00	0.00	0.00	0.00	0.00	1,400.00	0.00
60900	In Service Training	10,500.02	0.00	0.00	1,057.03	1,057.03	9,442.99	10.07
61100	Drug Screening	1,800.00	0.00	0.00	0.00	0.00	1,800.00	0.00
62600	Nutritional and Wellness	2,500.00	0.00	0.00	0.00	0.00	2,500.00	0.00
63000	Storage Space	1,000.00	255.87	0.00	754.13	1,010.00	(10.00)	101.00
63100	CPR First Aid Fees	500.00	225.00	0.00	0.00	225.00	275.00	45.00
	<b>Expenses</b>	<b>2,529,633.00</b>	<b>811,974.95</b>	<b>4,552.58</b>	<b>350,743.65</b>	<b>1,162,718.60</b>	<b>1,366,914.40</b>	<b>45.96</b>
	<b>Project Revenues:</b>	<b>2,529,633.00</b>	<b>811,974.95</b>	<b>5,448.90</b>	<b>351,377.34</b>	<b>1,163,352.29</b>	<b>1,366,280.71</b>	<b>45.99</b>
	<b>Project Expenses:</b>	<b>2,529,633.00</b>	<b>811,974.95</b>	<b>4,552.58</b>	<b>350,743.65</b>	<b>1,162,718.60</b>	<b>1,366,914.40</b>	<b>45.96</b>
	<b>Project Balance:</b>	<b>0.00</b>	<b>0.00</b>	<b>896.32</b>	<b>633.69</b>	<b>633.69</b>		



## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
 Period 7/1/2021 to 1/31/2022

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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
30416	LRDA - FY22				Project Period	11/1/2021 to 10/31/2022		
<b>Revenues</b>								
	40000 Headstart	1,040,510.00	0.00	53,631.70	162,121.41	162,121.41	878,388.59	15.58
	40010 Early HS PA-25	677,645.00	0.00	19,426.23	54,329.81	54,329.81	623,315.19	8.02
	40300 Headstart PA20	17,009.00	0.00	0.00	0.00	0.00	17,009.00	0.00
	40310 Early HS T/TA	13,722.00	0.00	0.00	0.00	0.00	13,722.00	0.00
	42500 Headstart Administration	183,619.00	0.00	3,991.86	12,750.65	12,750.65	170,868.35	6.94
	42510 EHS Administration	119,584.00	0.00	1,389.44	4,324.05	4,324.05	115,259.95	3.62
	<b>Revenues</b>	<b>2,052,089.00</b>	<b>0.00</b>	<b>78,439.23</b>	<b>233,525.92</b>	<b>233,525.92</b>	<b>1,818,563.08</b>	<b>11.38</b>
<b>Expenses</b>								
	50000 Salaries	968,666.08	0.00	35,471.21	121,458.16	121,458.16	847,207.92	12.54
	50500 FICA	74,102.95	0.00	2,646.45	8,498.75	8,498.75	65,604.20	11.47
	50700 N C Unemployment	3,823.83	0.00	114.18	114.18	114.18	3,709.65	2.99
	50800 Retirement - 403B	77,206.31	0.00	4,162.29	8,546.37	8,546.37	68,659.94	11.07
	50900 Health Insurance	264,768.00	0.00	10,838.09	21,682.53	21,682.53	243,085.47	8.19
	51000 Life Insurance	27,122.64	0.00	497.41	1,260.01	1,260.01	25,862.63	4.65
	51400 Vision Insurance	2,352.00	0.00	91.70	229.25	229.25	2,122.75	9.75
	51500 Workman's Comp.	12,012.73	0.00	1,729.57	8,976.56	8,976.56	3,036.17	74.73
	52000 Out of Area Travel	30,231.00	0.00	0.00	0.00	0.00	30,231.00	0.00
	52200 Bus Transportation	0.00	0.00	155.28	1,337.32	1,337.32	(1,337.32)	0.00
	52250 Gas	0.00	0.00	0.00	16.19	16.19	(16.19)	0.00
	52400 Bus Maintenance & Rep.	5,000.00	0.00	247.64	4,058.60	4,058.60	941.40	81.17
	52500 Travel local	18,735.00	0.00	0.00	0.00	0.00	18,735.00	0.00
	52800 Daycare Licensing Fees	4,850.00	0.00	0.00	0.00	0.00	4,850.00	0.00
	53100 Equipment Lease	9,000.00	0.00	455.17	910.34	910.34	8,089.66	10.11
	53200 Non-Capital Equipment	15,000.00	0.00	0.00	3,079.90	3,079.90	11,920.10	20.53
	53500 Printing	3,500.00	0.00	0.00	0.00	0.00	3,500.00	0.00
	53800 Kitchen Supplies	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
	54000 Classroom Supplies	15,000.00	0.00	292.78	5,048.39	5,048.39	9,951.61	33.66
	54100 Office Supplies	24,441.00	0.00	0.00	8.28	8.28	24,432.72	0.03
	54300 Postage & Box Rent	1,849.50	0.00	0.00	86.86	86.86	1,762.64	4.70
	54500 Cleaning Supplies	8,000.00	0.00	641.42	856.62	856.62	7,143.38	10.71
	54600 Water & Sampling	1,100.00	0.00	0.00	0.00	0.00	1,100.00	0.00
	54700 Outdoors Supplies	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0.00
	54900 Criminal Check	1,500.00	0.00	0.00	0.00	0.00	1,500.00	0.00
	55000 Commercial Copier Usag	6,000.00	0.00	0.00	111.19	111.19	5,888.81	1.85
	55100 Exterminating	1,900.00	0.00	500.00	1,210.00	1,210.00	690.00	63.68
	55800 Project Supplies	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0.00
	55900 Contractual	28,445.82	0.00	59.11	230.68	230.68	28,215.14	0.81
	56000 Center Repairs	40,617.36	0.00	1,055.75	9,230.15	9,230.15	31,387.21	22.72
	56100 Health & Safety	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
	56500 Medical & Dental Suppli	767.00	0.00	0.00	0.00	0.00	767.00	0.00
	57000 Lights, Water & Heat	50,906.00	0.00	4,285.03	8,601.69	8,601.69	42,304.31	16.90
	57100 Telephone	23,000.00	0.00	2,081.64	3,343.81	3,343.81	19,656.19	14.54
	57200 Fire Alarms	3,000.00	0.00	145.00	576.00	576.00	2,424.00	19.20
	57900 Parent Activity Fund	5,200.00	0.00	0.00	0.00	0.00	5,200.00	0.00
	58200 Janitorial Services	15,791.00	0.00	0.00	0.00	0.00	15,791.00	0.00
	58300 Garbage Service	13,500.00	0.00	1,358.74	4,059.25	4,059.25	9,440.75	30.07
	58400 Diapers & Wipes	5,000.00	0.00	161.40	161.40	161.40	4,838.60	3.23
	58700 Computer & Software M	61,537.11	0.00	0.00	0.00	0.00	61,537.11	0.00
	59700 Indirect Costs	171,991.00	0.00	6,407.45	20,388.46	20,388.46	151,602.54	11.85
	60000 Insurance	23,560.00	0.00	1,690.59	5,193.79	5,193.79	18,366.21	22.04

## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
 Period 7/1/2021 to 1/31/2022

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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
<b>30416</b>	<b>LRDA - FY22</b>							
					<b>Project Period</b>	<b>11/1/2021</b>	<b>to</b>	<b>10/31/2022</b>
60100	Dues & Registration	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0.00
60200	Advertising	1,400.00	0.00	0.00	0.00	0.00	1,400.00	0.00
60900	In Service Training	8,412.67	0.00	0.00	0.00	0.00	8,412.67	0.00
61100	Drug Screening	1,800.00	0.00	0.00	142.50	142.50	1,657.50	7.92
62600	Nutritional and Wellness	2,500.00	0.00	0.00	255.00	255.00	2,245.00	10.20
63000	Storage Space	1,000.00	0.00	217.00	217.00	217.00	783.00	21.70
63100	CPR First Aid Fees	500.00	0.00	0.00	50.00	50.00	450.00	10.00
	<b>Expenses</b>	<b>2,052,089.00</b>	<b>0.00</b>	<b>75,304.90</b>	<b>239,939.23</b>	<b>239,939.23</b>	<b>1,812,149.77</b>	<b>11.69</b>
	<b>Project Revenues:</b>	<b>2,052,089.00</b>	<b>0.00</b>	<b>78,439.23</b>	<b>233,525.92</b>	<b>233,525.92</b>	<b>1,818,563.08</b>	<b>11.38</b>
	<b>Project Expenses:</b>	<b>2,052,089.00</b>	<b>0.00</b>	<b>75,304.90</b>	<b>239,939.23</b>	<b>239,939.23</b>	<b>1,812,149.77</b>	<b>11.69</b>
	<b>Project Balance:</b>	<b>0.00</b>	<b>0.00</b>	<b>3,134.33</b>	<b>(6,413.31)</b>	<b>(6,413.31)</b>		

## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
 Period 7/1/2021 to 1/31/2022

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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
<b>30417</b>	<b>IN-Kind (LRDA)</b>				<b>Project Period</b>	<b>11/1/2021</b>	<b>to 10/31/2022</b>	
<b>Revenues</b>								
	45000 In Kind Volunteers	513,022.00	0.00	0.00	9,953.23	9,953.23	503,068.77	1.94
	Revenues	513,022.00	0.00	0.00	9,953.23	9,953.23	503,068.77	1.94
<b>Expenses</b>								
	65100 In-Kind	513,022.00	0.00	0.00	9,953.23	9,953.23	503,068.77	1.94
	Expenses	513,022.00	0.00	0.00	9,953.23	9,953.23	503,068.77	1.94
	<b>Project Revenues:</b>	513,022.00	0.00	0.00	9,953.23	9,953.23	503,068.77	1.94
	<b>Project Expenses:</b>	513,022.00	0.00	0.00	9,953.23	9,953.23	503,068.77	1.94
	<b>Project Balance:</b>	0.00	0.00	0.00	0.00	0.00		



## Revenue and Expenditure Report by Project

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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
<b>30430</b>	<b>HS Parent Committee</b>				<b>Project Period</b>	<b>7/1/2009</b>	<b>to 6/30/2022</b>	
<b>Expenses</b>								
	54100 Office Supplies	0.00	0.00	192.32	192.32	192.32	(192.32)	0.00
	59700 Indirect Costs	0.00	0.00	17.89	17.89	17.89	(17.89)	0.00
	Expenses	<u>0.00</u>	<u>0.00</u>	<u>210.21</u>	<u>210.21</u>	<u>210.21</u>	<u>(210.21)</u>	<u>0.00</u>
	<b>Project Revenues:</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>Project Expenses:</b>	<u>0.00</u>	<u>0.00</u>	<u>210.21</u>	<u>210.21</u>	<u>210.21</u>	<u>(210.21)</u>	<u>0.00</u>
	<b>Project Balance:</b>	<u>0.00</u>	<u>0.00</u>	<u>(210.21)</u>	<u>(210.21)</u>	<u>(210.21)</u>		

## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
					Project Period	7/1/2021 to 6/30/2022		
<b>30522</b>	<b>HUD</b>							
<b>Revenues</b>								
	40600 HUD Administration	278,000.00	0.00	23,871.00	143,763.00	143,763.00	134,237.00	51.71
	42200 Grant	2,280,000.00	0.00	168,542.00	1,222,776.00	1,222,776.00	1,057,224.00	53.63
	<b>Revenues</b>	<b>2,558,000.00</b>	<b>0.00</b>	<b>192,413.00</b>	<b>1,366,539.00</b>	<b>1,366,539.00</b>	<b>1,191,461.00</b>	<b>53.42</b>
<b>Expenses</b>								
	50000 Salaries	151,723.00	0.00	7,792.40	66,113.35	66,113.35	85,609.65	43.58
	50500 FICA	11,607.00	0.00	654.15	4,638.34	4,638.34	6,968.66	39.96
	50700 N C Unemployment	151.00	0.00	12.17	32.92	32.92	118.08	21.80
	50800 Retirement - 403B	8,653.00	0.00	692.40	3,913.48	3,913.48	4,739.52	45.23
	50900 Health Insurance	24,252.00	0.00	835.69	10,490.30	10,490.30	13,761.70	43.26
	51000 Life Insurance	1,981.00	0.00	108.07	773.31	773.31	1,207.69	39.04
	51400 Vision Insurance	252.00	0.00	6.55	85.15	85.15	166.85	33.79
	51500 Workman's Comp.	1,644.00	0.00	287.71	2,215.41	2,215.41	(571.41)	134.76
	52000 Out of Area Travel	2,000.00	0.00	0.00	1,007.18	1,007.18	992.82	50.36
	52500 Travel local	250.00	0.00	0.00	0.00	0.00	250.00	0.00
	53000 Capital Equipment	0.00	0.00	0.00	47,755.98	47,755.98	(47,755.98)	0.00
	53100 Equipment Lease	1,100.00	0.00	0.00	625.24	625.24	474.76	56.84
	53200 Non-Capital Equipment	5,000.00	0.00	0.00	5,372.00	5,372.00	(372.00)	107.44
	53400 Vehicle Maint. & Repairs	850.00	0.00	33.14	211.07	211.07	638.93	24.83
	53500 Printing	500.00	0.00	0.00	0.00	0.00	500.00	0.00
	54100 Office Supplies	1,500.00	0.00	240.00	281.98	281.98	1,218.02	18.80
	54300 Postage & Box Rent	3,416.00	0.00	0.00	2,867.75	2,867.75	548.25	83.95
	54900 Criminal Check	2,500.00	0.00	0.00	141.67	141.67	2,358.33	5.67
	55000 Commercial Copier Usag	800.00	0.00	0.00	177.10	177.10	622.90	22.14
	55900 Contractual	1,600.00	0.00	0.00	511.13	511.13	1,088.87	31.95
	56000 Center Repairs	0.00	0.00	0.00	85.00	85.00	(85.00)	0.00
	57000 Lights, Water & Heat	2,900.00	0.00	499.73	1,837.60	1,837.60	1,062.40	63.37
	57100 Telephone	6,000.00	0.00	870.87	4,247.39	4,247.39	1,752.61	70.79
	57200 Fire Alarms	200.00	0.00	0.00	136.39	136.39	63.61	68.20
	58000 Rent	12,788.00	0.00	1,528.00	12,224.00	12,224.00	564.00	95.59
	58200 Janitorial Services	500.00	0.00	242.50	750.82	750.82	(250.82)	150.16
	58700 Computer & Software M	5,500.00	0.00	0.00	566.69	566.69	4,933.31	10.30
	59700 Indirect Costs	22,954.00	0.00	1,334.14	11,688.53	11,688.53	11,265.47	50.92
	60000 Insurance	2,100.00	0.00	281.22	2,622.76	2,622.76	(522.76)	124.89
	60100 Dues & Registration	1,459.00	0.00	144.00	693.90	693.90	765.10	47.56
	60200 Advertising	100.00	0.00	0.00	0.00	0.00	100.00	0.00
	60900 In Service Training	400.00	0.00	0.00	258.04	258.04	141.96	64.51
	61100 Drug Screening	50.00	0.00	0.00	81.25	81.25	(31.25)	162.50
	63000 Storage Space	770.00	0.00	0.00	830.00	830.00	(60.00)	107.79
	67650 Fees	2,300.00	0.00	116.99	1,891.94	1,891.94	408.06	82.26
	69900 Miscellaneous Expense	200.00	0.00	0.00	0.00	0.00	200.00	0.00
	71000 Hap Payment	2,280,000.00	0.00	144,373.72	1,128,670.70	1,128,670.70	1,151,329.30	49.50
	<b>Expenses</b>	<b>2,558,000.00</b>	<b>0.00</b>	<b>160,053.45</b>	<b>1,313,798.37</b>	<b>1,313,798.37</b>	<b>1,244,201.63</b>	<b>51.36</b>
	<b>Project Revenues:</b>	<b>2,558,000.00</b>	<b>0.00</b>	<b>192,413.00</b>	<b>1,366,539.00</b>	<b>1,366,539.00</b>	<b>1,191,461.00</b>	<b>53.42</b>
	<b>Project Expenses:</b>	<b>2,558,000.00</b>	<b>0.00</b>	<b>160,053.45</b>	<b>1,313,798.37</b>	<b>1,313,798.37</b>	<b>1,244,201.63</b>	<b>51.36</b>
	<b>Project Balance:</b>	<b>0.00</b>	<b>0.00</b>	<b>32,359.55</b>	<b>52,740.63</b>	<b>52,740.63</b>		

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<b>31022</b>	<b>CSBG</b>				<b>Project Period</b>	<b>7/1/2021 to 6/30/2022</b>		
<b>Revenues</b>								
40900	CSBG Scotland	108,826.00	0.00	8,003.80	43,500.45	43,500.45	65,325.55	39.97
41300	CSBG Hoke	121,225.00	0.00	6,939.92	29,203.15	29,203.15	92,021.85	24.09
41400	CSBG Robeson	392,403.00	0.00	22,710.91	145,317.01	145,317.01	247,085.99	37.03
41700	CSBG Bladen	120,229.00	0.00	4,836.73	21,392.51	21,392.51	98,836.49	17.79
41800	CSBG Brunswick	178,958.00	0.00	13,343.40	80,070.96	80,070.96	98,887.04	44.74
41900	CSBG Columbus	167,316.00	0.00	9,657.17	61,238.82	61,238.82	106,077.18	36.60
42000	CSBG Pender	116,008.00	0.00	6,992.71	37,163.09	37,163.09	78,844.91	32.03
	<b>Revenues</b>	<b>1,204,965.00</b>	<b>0.00</b>	<b>72,484.64</b>	<b>417,885.99</b>	<b>417,885.99</b>	<b>787,079.01</b>	<b>34.68</b>
<b>Expenses</b>								
50000	Salaries	565,855.00	0.00	33,273.01	248,278.48	248,278.48	317,576.52	43.88
50500	FICA	43,291.00	0.00	2,730.30	17,408.99	17,408.99	25,882.01	40.21
50700	N C Unemployment	2,337.00	0.00	17.92	90.10	90.10	2,246.90	3.86
50800	Retirement - 403B	44,588.00	0.00	4,026.96	18,776.91	18,776.91	25,811.09	42.11
50900	Health Insurance	132,384.00	0.00	8,332.83	57,929.63	57,929.63	74,454.37	43.76
51000	Life Insurance	6,552.00	0.00	504.42	4,509.49	4,509.49	2,042.51	68.83
51400	Vision Insurance	1,176.00	0.00	72.05	445.40	445.40	730.60	37.87
51500	Workman's Comp.	702.00	0.00	1,008.64	7,766.78	7,766.78	(7,064.78)	1,106.38
52000	Out of Area Travel	5,634.00	0.00	0.00	2,566.02	2,566.02	3,067.98	45.55
52100	Motor Pool	2,000.00	0.00	0.00	244.33	244.33	1,755.67	12.22
52250	Gas	3,500.00	0.00	66.05	613.51	613.51	2,886.49	17.53
52500	Travel local	2,000.00	0.00	507.98	1,186.14	1,186.14	813.86	59.31
53100	Equipment Lease	10,200.00	0.00	0.00	5,889.03	5,889.03	4,310.97	57.74
53200	Non-Capital Equipment	2,700.00	0.00	1,141.37	1,141.37	1,141.37	1,558.63	42.27
54100	Office Supplies	15,360.00	0.00	2,952.74	5,183.25	5,183.25	10,176.75	33.75
54300	Postage & Box Rent	2,100.00	0.00	0.00	489.30	489.30	1,610.70	23.30
54500	Cleaning Supplies	1,310.00	0.00	282.78	1,553.86	1,553.86	(243.86)	118.62
55000	Commercial Copier Usag	1,098.00	0.00	0.00	1,489.07	1,489.07	(391.07)	135.62
55100	Exterminating	200.00	0.00	0.00	84.44	84.44	115.56	42.22
55900	Contractual	3,939.00	0.00	0.00	1,637.15	1,637.15	2,301.85	41.56
56000	Center Repairs	5,000.00	0.00	510.00	1,356.11	1,356.11	3,643.89	27.12
57000	Lights, Water & Heat	15,398.00	0.00	741.44	4,031.48	4,031.48	11,366.52	26.18
57100	Telephone	25,935.00	0.00	2,585.91	11,271.90	11,271.90	14,663.10	43.46
57200	Fire Alarms	300.00	0.00	0.00	51.81	51.81	248.19	17.27
58000	Rent	42,922.00	0.00	2,611.04	20,235.24	20,235.24	22,686.76	47.14
58100	Property Tax Expense	662.00	0.00	0.00	0.00	0.00	662.00	0.00
58200	Janitorial Services	4,614.00	0.00	382.64	1,781.96	1,781.96	2,832.04	38.62
58700	Computer & Software M	0.00	0.00	0.00	0.00	0.00	0.00	0.00
59700	Indirect Costs	99,493.00	0.00	6,868.24	42,413.20	42,413.20	57,079.80	42.63
60000	Insurance	10,800.00	0.00	563.38	6,628.98	6,628.98	4,171.02	61.38
60100	Dues & Registration	20,380.00	0.00	(1,593.92)	4,170.37	4,170.37	16,209.63	20.46
60200	Advertising	1,200.00	0.00	0.00	1,560.37	1,560.37	(360.37)	130.03
60400	Career Development	3,000.00	0.00	0.00	25.00	25.00	2,975.00	0.83
60900	In Service Training	3,500.00	0.00	50.00	1,907.76	1,907.76	1,592.24	54.51
61100	Drug Screening	845.00	0.00	0.00	413.75	413.75	431.25	48.96
62000	Emergency Assistance	35,000.00	0.00	2,879.87	4,671.65	4,671.65	30,328.35	13.35
62100	Transportation Assistanc	0.00	0.00	0.00	543.53	543.53	(543.53)	0.00
62200	Housing & Utility Asst.	15,000.00	0.00	1,000.00	4,992.79	4,992.79	10,007.21	33.29
62300	Employment Support	27,250.00	0.00	2,493.49	5,001.48	5,001.48	22,248.52	18.35
62400	Educational Support	13,000.00	0.00	5,998.09	8,745.50	8,745.50	4,254.50	67.27
62500	Child Care Asst.	0.00	0.00	0.00	0.00	0.00	0.00	0.00



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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
<b>31022</b>	<b>CSBG</b>							
					<b>Project Period</b>	<b>7/1/2021</b>	<b>to 6/30/2022</b>	
62600	Nutritional and Wellnes	10,000.00	0.00	0.00	107.00	107.00	9,893.00	1.07
62650	Client Workshop	10,000.00	0.00	600.00	600.00	600.00	9,400.00	6.00
62700	Client Graduation Cerem	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
62860	Youth Leadership	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00
62900	Community Needs Forur	0.00	0.00	0.00	0.00	0.00	0.00	0.00
63000	Storage Space	2,500.00	0.00	92.50	647.50	647.50	1,852.50	25.90
67650	Fees	240.00	0.00	20.22	165.31	165.31	74.69	68.88
	Expenses	1,204,965.00	0.00	80,719.95	498,605.94	498,605.94	706,359.06	41.38
	<b>Project Revenues:</b>	1,204,965.00	0.00	72,484.64	417,885.99	417,885.99	787,079.01	34.68
	<b>Project Expenses:</b>	1,204,965.00	0.00	80,719.95	498,605.94	498,605.94	706,359.06	41.38
	<b>Project Balance:</b>	0.00	0.00	(8,235.31)	(80,719.95)	(80,719.95)		

## Revenue and Expenditure Report by Project

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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
<b>33800</b>	<b>Disaster Relief Grant -HS</b>				<b>Project Period</b>	<b>3/1/2020</b>	<b>to 2/28/2022</b>	
<b>Revenues</b>								
	40005 Disaster Relief Grant	2,001,694.00	1,398,150.63	0.00	154,626.63	1,552,777.26	448,916.74	77.57
	Revenues	2,001,694.00	1,398,150.63	0.00	154,626.63	1,552,777.26	448,916.74	77.57
<b>Expenses</b>								
	50000 Salaries	330,000.00	173,487.71	5,650.52	60,845.04	234,332.75	95,667.25	71.01
	50500 FICA	25,245.00	12,761.60	498.14	4,268.74	17,030.34	8,214.66	67.46
	50700 N C Unemployment	100.80	197.82	0.00	0.00	197.82	(97.02)	196.25
	50800 Retirement - 403B	26,400.00	8,899.79	1,304.33	7,366.60	16,266.39	10,133.61	61.62
	50900 Health Insurance	37,240.70	7,090.20	831.98	5,823.86	12,914.06	24,326.64	34.68
	51000 Life Insurance	874.50	745.00	106.34	833.02	1,578.02	(703.52)	180.45
	51400 Vision Insurance	168.00	91.70	6.55	58.95	150.65	17.35	89.67
	51500 Workman's Comp.	4,092.00	0.00	0.00	0.00	0.00	4,092.00	0.00
	52500 Travel local	4,000.00	0.00	0.00	0.00	0.00	4,000.00	0.00
	53000 Capital Equipment	793,800.00	707,156.62	0.00	61,346.00	768,502.62	25,297.38	96.81
	53200 Non-Capital Equipment	0.00	1,750.00	0.00	0.00	1,750.00	(1,750.00)	0.00
	54100 Office Supplies	19,592.00	140.61	0.00	0.00	140.61	19,451.39	0.72
	55900 Contractual	193,000.00	3,100.00	0.00	0.00	3,100.00	189,900.00	1.61
	57100 Telephone	0.00	0.00	41.12	275.24	275.24	(275.24)	0.00
	58700 Computer & Software M	500.00	359.96	0.00	0.00	359.96	140.04	71.99
	59700 Indirect Costs	59,590.00	20,039.82	784.82	7,391.12	27,430.94	32,159.06	46.03
	60000 Insurance	0.00	0.00	0.00	2.95	2.95	(2.95)	0.00
	60200 Advertising	591.00	591.00	0.00	0.00	591.00	0.00	100.00
	61800 Construction in progress	499,500.00	455,238.80	0.00	0.00	455,238.80	44,261.20	91.14
	69900 Miscellaneous Expense	7,000.00	6,500.00	0.00	0.00	6,500.00	500.00	92.86
	Expenses	2,001,694.00	1,398,150.63	9,223.80	148,211.52	1,546,362.15	455,331.85	77.25
	<b>Project Revenues:</b>	<b>2,001,694.00</b>	<b>1,398,150.63</b>	<b>0.00</b>	<b>154,626.63</b>	<b>1,552,777.26</b>	<b>448,916.74</b>	<b>77.57</b>
	<b>Project Expenses:</b>	<b>2,001,694.00</b>	<b>1,398,150.63</b>	<b>9,223.80</b>	<b>148,211.52</b>	<b>1,546,362.15</b>	<b>455,331.85</b>	<b>77.25</b>
	<b>Project Balance:</b>	<b>0.00</b>	<b>0.00</b>	<b>(9,223.80)</b>	<b>6,415.11</b>	<b>6,415.11</b>		

## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
 Period 7/1/2021 to 1/31/2022

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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
33801	Disaster Relief Grant - Maxton							
					Project Period	11/1/2020	to 10/31/2022	
<b>Revenues</b>								
	40005 Disaster Relief Grant	2,547,743.00	269,796.91	207,100.00	1,229,077.85	1,498,874.76	1,048,868.24	58.83
	Revenues	2,547,743.00	269,796.91	207,100.00	1,229,077.85	1,498,874.76	1,048,868.24	58.83
<b>Expenses</b>								
	61800 Construction in progress	2,547,743.00	269,796.91	207,100.00	1,229,077.85	1,498,874.76	1,048,868.24	58.83
	Expenses	2,547,743.00	269,796.91	207,100.00	1,229,077.85	1,498,874.76	1,048,868.24	58.83
	<b>Project Revenues:</b>	2,547,743.00	269,796.91	207,100.00	1,229,077.85	1,498,874.76	1,048,868.24	58.83
	<b>Project Expenses:</b>	2,547,743.00	269,796.91	207,100.00	1,229,077.85	1,498,874.76	1,048,868.24	58.83
	<b>Project Balance:</b>	0.00	0.00	0.00	0.00	0.00		



## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
 Period 7/1/2021 to 1/31/2022

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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
<b>33803</b>	<b>Disaster Relief Grant - CSBG FY21</b>				<b>Project Period</b>	<b>7/1/2020</b>	<b>to 9/30/2021</b>	
<b>Revenues</b>								
40900	CSBG Scotland	82,483.00	43,306.96	0.00	15,771.75	59,078.71	23,404.29	71.63
41300	CSBG Hoke	47,389.00	38,284.70	0.00	21,662.75	59,947.45	(12,558.45)	126.50
41400	CSBG Robeson	366,598.00	289,528.32	0.00	32,707.08	322,235.40	44,362.60	87.90
41700	CSBG Bladen	97,892.00	50,921.17	0.00	14,894.03	65,815.20	32,076.80	67.23
41800	CSBG Brunswick	320,341.00	148,753.88	0.00	22,342.07	171,095.95	149,245.05	53.41
41900	CSBG Columbus	173,017.00	109,569.92	0.00	35,352.38	144,922.30	28,094.70	83.76
42000	CSBG Pender	246,474.00	88,101.87	0.00	62,786.41	150,888.28	95,585.72	61.22
	<b>Revenues</b>	<b>1,334,194.00</b>	<b>768,466.82</b>	<b>0.00</b>	<b>205,516.47</b>	<b>973,983.29</b>	<b>360,210.71</b>	<b>73.00</b>
<b>Expenses</b>								
50000	Salaries	195,320.00	113,680.54	56.92	4,709.42	118,389.96	76,930.04	60.61
50500	FICA	12,368.00	8,374.73	12.55	330.40	8,705.13	3,662.87	70.38
50700	N C Unemployment	357.00	65.40	0.00	0.00	65.40	291.60	18.32
50800	Retirement - 403B	25,906.00	3,870.59	0.00	2,449.53	6,320.12	19,585.88	24.40
50900	Health Insurance	37,824.00	8,271.95	0.00	482.55	8,754.50	29,069.50	23.15
51000	Life Insurance	3,276.00	0.00	0.00	0.00	0.00	3,276.00	0.00
51400	Vision Insurance	588.00	130.36	0.00	3.26	133.62	454.38	22.72
51500	Workman's Comp.	3,005.00	0.00	0.00	0.00	0.00	3,005.00	0.00
52000	Out of Area Travel	2,373.00	1,259.75	0.00	598.37	1,858.12	514.88	78.30
52100	Motor Pool	0.00	0.00	0.00	548.15	548.15	(548.15)	0.00
52250	Gas	5,000.00	1,657.19	0.00	1,227.75	2,884.94	2,115.06	57.70
52500	Travel local	16,000.00	1,899.51	0.00	497.28	2,396.79	13,603.21	14.98
53000	Capital Equipment	113,234.00	100,000.01	0.00	0.00	100,000.01	13,233.99	88.31
53200	Non-Capital Equipment	0.00	7,857.71	0.00	458.05	8,315.76	(8,315.76)	0.00
54100	Office Supplies	6,900.00	12,285.33	0.00	97.17	12,382.50	(5,482.50)	179.46
54300	Postage & Box Rent	600.00	599.33	0.00	0.00	599.33	0.67	99.89
55100	Exterminating	96.00	0.00	0.00	0.00	0.00	96.00	0.00
55900	Contractual	138,284.00	55,943.52	0.00	0.00	55,943.52	82,340.48	40.46
56000	Center Repairs	1,008.00	0.00	0.00	461.49	461.49	546.51	45.78
57000	Lights, Water & Heat	7,704.00	2,705.23	0.00	2,232.35	4,937.58	2,766.42	64.09
57100	Telephone	2,250.00	4,601.33	0.00	3,438.54	8,039.87	(5,789.87)	357.33
57200	Fire Alarms	144.00	0.00	0.00	51.80	51.80	92.20	35.97
58000	Rent	21,761.00	12,282.20	0.00	6,267.12	18,549.32	3,211.68	85.24
58200	Janitorial Services	1,100.00	250.00	0.00	0.00	250.00	850.00	22.73
58700	Computer & Software M	0.00	534.55	0.00	0.00	534.55	(534.55)	0.00
59700	Indirect Costs	101,906.00	56,877.78	6.49	17,503.64	74,381.42	27,524.58	72.99
60000	Insurance	4,846.00	0.00	0.00	547.30	547.30	4,298.70	11.29
60100	Dues & Registration	3,500.00	0.00	0.00	852.17	852.17	2,647.83	24.35
60200	Advertising	1,200.00	0.00	0.00	0.00	0.00	1,200.00	0.00
60900	In Service Training	2,000.00	2,839.64	0.00	0.00	2,839.64	(839.64)	141.98
61100	Drug Screening	1,100.00	0.00	0.00	0.00	0.00	1,100.00	0.00
62000	Emergency Assistance	84,967.00	21,140.54	0.00	630.95	21,771.49	63,195.51	25.62
62100	Transportation Assistant	15,000.00	1,149.00	0.00	0.00	1,149.00	13,851.00	7.66
62200	Housing & Utility Asst.	60,000.00	7,887.75	0.00	1,600.00	9,487.75	50,512.25	15.81
62230	Appliance replacement/	144,196.00	10,794.17	0.00	470.85	11,265.02	132,930.98	7.81
62235	Home repair	251,301.00	313,568.71	0.00	153,563.17	467,131.88	(215,830.88)	185.89
62300	Employment Support	18,750.00	0.00	0.00	0.00	0.00	18,750.00	0.00
62400	Educational Support	20,000.00	0.00	0.00	427.79	427.79	19,572.21	2.14
62800	Disaster Assistance	0.00	0.00	0.00	5,895.64	5,895.64	(5,895.64)	0.00
62830	Social and Behavior Wor	11,250.00	0.00	0.00	0.00	0.00	11,250.00	0.00
62840	Hurricane Workshop	18,000.00	16,800.00	0.00	0.00	16,800.00	1,200.00	93.33

## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
<b>33803</b>	<b>Disaster Relief Grant - CSBG FY21</b>				<b>Project Period</b>	<b>7/1/2020</b>	<b>to</b>	<b>9/30/2021</b>
63000	Storage Space	1,080.00	990.00	0.00	370.00	1,360.00	(280.00)	125.93
67700	In Service Training	0.00	150.00	0.00	0.00	150.00	(150.00)	0.00
	Expenses	1,334,194.00	768,466.82	75.96	205,714.74	974,181.56	360,012.44	73.02
	<b>Project Revenues:</b>	1,334,194.00	768,466.82	0.00	205,516.47	973,983.29	360,210.71	73.00
	<b>Project Expenses:</b>	1,334,194.00	768,466.82	75.96	205,714.74	974,181.56	360,012.44	73.02
	<b>Project Balance:</b>	0.00	0.00	(75.96)	(198.27)	(198.27)		

## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
 Period 7/1/2021 to 1/31/2022

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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
<b>33804</b>	<b>Disaster Relief Grant - CSBG FY22</b>							
					Project Period	10/1/2021	to 9/30/2022	
<b>Expenses</b>								
	52250 Gas	0.00	0.00	79.57	243.30	243.30	(243.30)	0.00
	57000 Lights, Water & Heat	0.00	0.00	741.39	1,799.07	1,799.07	(1,799.07)	0.00
	57100 Telephone	0.00	0.00	1,105.51	2,290.22	2,290.22	(2,290.22)	0.00
	58000 Rent	0.00	0.00	1,264.04	3,792.12	3,792.12	(3,792.12)	0.00
	59700 Indirect Costs	0.00	0.00	331.51	916.16	916.16	(916.16)	0.00
	60000 Insurance	0.00	0.00	281.69	1,449.11	1,449.11	(1,449.11)	0.00
	63000 Storage Space	0.00	0.00	92.50	277.50	277.50	(277.50)	0.00
	Expenses	0.00	0.00	3,896.21	10,767.48	10,767.48	(10,767.48)	0.00
	<b>Project Revenues:</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Project Expenses:</b>	0.00	0.00	3,896.21	10,767.48	10,767.48	(10,767.48)	0.00
	<b>Project Balance:</b>	0.00	0.00	(3,896.21)	(10,767.48)	(10,767.48)		



## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
 Period 7/1/2021 to 1/31/2022

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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
<b>33830</b>	<b>Care Act Grant - CSBG</b>					<b>Project Period</b>	<b>6/1/2020</b>	<b>to 9/30/2022</b>
<b>Revenues</b>								
	40900 CSBG Scotland	137,775.00	60,541.89	2,793.71	22,642.74	83,184.63	54,590.37	60.38
	41300 CSBG Hoke	136,071.00	66,826.08	684.30	8,752.12	75,578.20	60,492.80	55.54
	41400 CSBG Robeson	598,107.00	193,046.37	9,882.77	85,439.87	278,486.24	319,620.76	46.56
	41700 CSBG Bladen	110,429.00	51,508.73	602.81	12,765.13	64,273.86	46,155.14	58.20
	41800 CSBG Brunswick	248,043.00	46,728.36	2,293.22	41,951.24	88,679.60	159,363.40	35.75
	41900 CSBG Columbus	196,454.00	64,000.99	1,080.93	25,328.30	89,329.29	107,124.71	45.47
	42000 CSBG Pender	121,345.00	68,978.32	667.52	18,885.40	87,863.72	33,481.28	72.41
	<b>Revenues</b>	<b>1,548,224.00</b>	<b>551,630.74</b>	<b>18,005.26</b>	<b>215,764.80</b>	<b>767,395.54</b>	<b>780,828.46</b>	<b>49.57</b>
<b>Expenses</b>								
	50000 Salaries	375,178.00	140,224.41	6,834.43	89,477.67	229,702.08	145,475.92	61.22
	50500 FICA	28,702.00	10,315.13	631.79	6,277.54	16,592.67	12,109.33	57.81
	50700 N C Unemployment	339.00	133.51	11.12	36.90	170.41	168.59	50.27
	50800 Retirement - 403B	30,014.00	3,239.38	448.26	2,634.21	5,873.59	24,140.41	19.57
	50900 Health Insurance	72,496.00	9,847.44	0.00	5,341.33	15,188.77	57,307.23	20.95
	51000 Life Insurance	3,588.00	0.00	83.34	83.34	83.34	3,504.66	2.32
	51400 Vision Insurance	644.00	105.46	13.09	173.52	278.98	365.02	43.32
	51500 Workman's Comp.	4,726.00	0.00	0.00	0.00	0.00	4,726.00	0.00
	52000 Out of Area Travel	6,911.00	152.50	0.00	1,042.76	1,195.26	5,715.74	17.30
	52100 Motor Pool	0.00	0.00	0.00	103.48	103.48	(103.48)	0.00
	52250 Gas	2,708.00	62.66	0.00	82.25	144.91	2,563.09	5.35
	52500 Travel local	20,000.00	859.84	0.00	1,108.24	1,968.08	18,031.92	9.84
	53000 Capital Equipment	23,350.00	21,000.00	0.00	0.00	21,000.00	2,350.00	89.94
	53700 Maint/Repair	0.00	432.52	0.00	0.00	432.52	(432.52)	0.00
	54100 Office Supplies	0.00	772.81	0.00	91.80	864.61	(864.61)	0.00
	54300 Postage & Box Rent	0.00	205.33	0.00	7.95	213.28	(213.28)	0.00
	54500 Cleaning Supplies	0.00	0.00	10.58	10.58	10.58	(10.58)	0.00
	55900 Contractual	0.00	0.00	0.00	235.68	235.68	(235.68)	0.00
	57000 Lights, Water & Heat	0.00	(434.75)	0.00	0.00	(434.75)	434.75	0.00
	57100 Telephone	3,150.00	2,061.73	374.44	1,186.91	3,248.64	(98.64)	103.13
	58700 Computer & Software M	0.00	8.20	0.00	0.00	8.20	(8.20)	0.00
	59700 Indirect Costs	126,018.00	45,137.70	1,379.85	19,738.58	64,876.28	61,141.72	51.48
	60000 Insurance	0.00	0.00	140.84	569.51	569.51	(569.51)	0.00
	60100 Dues & Registration	650.00	234.09	0.00	464.66	698.75	(48.75)	107.50
	60200 Advertising	0.00	0.00	0.00	397.29	397.29	(397.29)	0.00
	60400 Career Development	0.00	900.00	0.00	0.00	900.00	(900.00)	0.00
	60900 In Service Training	0.00	210.38	0.00	0.00	210.38	(210.38)	0.00
	61100 Drug Screening	300.00	55.00	0.00	0.00	55.00	245.00	18.33
	62000 Emergency Assistance	585,950.00	274,918.51	4,818.15	55,745.18	330,663.69	255,286.31	56.43
	62100 Transportation Assistanc	38,500.00	25,631.58	1,295.98	10,000.89	35,632.47	2,867.53	92.55
	62200 Housing & Utility Asst.	0.00	13,919.20	174.65	34,322.47	48,241.67	(48,241.67)	0.00
	62300 Employment Support	75,000.00	1,063.11	0.00	0.00	1,063.11	73,936.89	1.42
	62400 Educational Support	150,000.00	0.00	0.00	2,848.58	2,848.58	147,151.42	1.90
	62600 Nutritional and Wellness	0.00	200.00	0.00	0.00	200.00	(200.00)	0.00
	67700 In Service Training	0.00	375.00	0.00	0.00	375.00	(375.00)	0.00
	<b>Expenses</b>	<b>1,548,224.00</b>	<b>551,630.74</b>	<b>16,216.52</b>	<b>231,981.32</b>	<b>783,612.06</b>	<b>764,611.94</b>	<b>50.61</b>
	<b>Project Revenues:</b>	<b>1,548,224.00</b>	<b>551,630.74</b>	<b>18,005.26</b>	<b>215,764.80</b>	<b>767,395.54</b>	<b>780,828.46</b>	<b>49.57</b>
	<b>Project Expenses:</b>	<b>1,548,224.00</b>	<b>551,630.74</b>	<b>16,216.52</b>	<b>231,981.32</b>	<b>783,612.06</b>	<b>764,611.94</b>	<b>50.61</b>

## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
	Project Balance:	0.00	0.00	1,788.74	(16,216.52)	(16,216.52)		

## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
<b>36000</b>	<b>Agency Discretionary - Current Year</b>				<b>Project Period</b>	<b>7/1/2021</b>	<b>to 6/30/2022</b>	
<b>Revenues</b>								
	49000 Interest	0.00	0.00	0.00	12.18	12.18	(12.18)	0.00
	49050 Other Revenue	0.00	0.00	0.00	1,614.08	1,614.08	(1,614.08)	0.00
	<b>Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,626.26</b>	<b>1,626.26</b>	<b>(1,626.26)</b>	<b>0.00</b>
<b>Expenses</b>								
	50000 Salaries	0.00	0.00	707.78	24,179.19	24,179.19	(24,179.19)	0.00
	50100 Salarie Adjustment	0.00	0.00	0.00	(6,766.01)	(6,766.01)	6,766.01	0.00
	50500 FICA	0.00	0.00	92.91	1,696.35	1,696.35	(1,696.35)	0.00
	52000 Out of Area Travel	0.00	0.00	0.00	65.59	65.59	(65.59)	0.00
	62200 Housing & Utility Asst.	0.00	0.00	0.00	348.54	348.54	(348.54)	0.00
	68900 Interest Expense	0.00	0.00	77.57	659.79	659.79	(659.79)	0.00
	69900 Miscellaneous Expense	0.00	0.00	(219.47)	(16,066.18)	(16,066.18)	16,066.18	0.00
	<b>Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>658.79</b>	<b>4,117.27</b>	<b>4,117.27</b>	<b>(4,117.27)</b>	<b>0.00</b>
	<b>Project Revenues:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,626.26</b>	<b>1,626.26</b>	<b>(1,626.26)</b>	<b>0.00</b>
	<b>Project Expenses:</b>	<b>0.00</b>	<b>0.00</b>	<b>658.79</b>	<b>4,117.27</b>	<b>4,117.27</b>	<b>(4,117.27)</b>	<b>0.00</b>
	<b>Project Balance:</b>	<b>0.00</b>	<b>0.00</b>	<b>(658.79)</b>	<b>(2,491.01)</b>	<b>(2,491.01)</b>		



## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
36550	Community Event							
					Project Period	7/1/2021	to 6/30/2025	
<b>Revenues</b>								
	49050 Other Revenue	0.00	0.00	0.00	10,250.00	10,250.00	(10,250.00)	0.00
	Revenues	0.00	0.00	0.00	10,250.00	10,250.00	(10,250.00)	0.00
<b>Expenses</b>								
	52250 Gas	0.00	0.00	0.00	157.05	157.05	(157.05)	0.00
	53100 Equipment Lease	0.00	0.00	0.00	545.70	545.70	(545.70)	0.00
	53500 Printing	0.00	0.00	0.00	570.00	570.00	(570.00)	0.00
	54100 Office Supplies	0.00	0.00	0.00	500.38	500.38	(500.38)	0.00
	55900 Contractual	0.00	0.00	0.00	1,910.00	1,910.00	(1,910.00)	0.00
	60100 Dues & Registration	0.00	0.00	0.00	110.00	110.00	(110.00)	0.00
	61400 IT Support	0.00	0.00	0.00	300.00	300.00	(300.00)	0.00
	69900 Miscellaneous Expense	0.00	0.00	0.00	3,358.24	3,358.24	(3,358.24)	0.00
	Expenses	0.00	0.00	0.00	7,451.37	7,451.37	(7,451.37)	0.00
	<b>Project Revenues:</b>	0.00	0.00	0.00	10,250.00	10,250.00	(10,250.00)	0.00
	<b>Project Expenses:</b>	0.00	0.00	0.00	7,451.37	7,451.37	(7,451.37)	0.00
	<b>Project Balance:</b>	0.00	0.00	0.00	2,798.63	2,798.63		

## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
 Period 7/1/2021 to 1/31/2022

Run Date: 02/07/2022  
 Run Time: 12:59:46 pm  
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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
36600	Donation				Project Period	7/1/2015	to	5/30/2022
<b>Revenues</b>								
	49050 Other Revenue	0.00	0.00	0.00	11,300.00	11,300.00	(11,300.00)	0.00
	Revenues	0.00	0.00	0.00	11,300.00	11,300.00	(11,300.00)	0.00
<b>Expenses</b>								
	60900 In Service Training	0.00	0.00	0.00	264.00	264.00	(264.00)	0.00
	Expenses	0.00	0.00	0.00	264.00	264.00	(264.00)	0.00
	<b>Project Revenues:</b>	0.00	0.00	0.00	11,300.00	11,300.00	(11,300.00)	0.00
	<b>Project Expenses:</b>	0.00	0.00	0.00	264.00	264.00	(264.00)	0.00
	<b>Project Balance:</b>	0.00	0.00	0.00	11,036.00	11,036.00		

## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
 Period 7/1/2021 to 1/31/2022

Run Date: 02/07/2022  
 Run Time: 12:59:46 pm  
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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
36750	Duke Endowment Funding							
					Project Period	2/5/2021	to	9/30/2021
<b>Revenues</b>								
	49050 Other Revenue	38,000.00	29,253.98	0.00	8,746.02	38,000.00	0.00	100.00
	Revenues	38,000.00	29,253.98	0.00	8,746.02	38,000.00	0.00	100.00
<b>Expenses</b>								
	54100 Office Supplies	0.00	(61.00)	0.00	0.00	(61.00)	61.00	0.00
	62000 Emergency Assistance	5,500.00	5,022.26	0.00	0.00	5,022.26	477.74	91.31
	62100 Transportation Assistanc	2,000.00	1,145.16	0.00	1,596.16	2,741.32	(741.32)	137.07
	62200 Housing & Utility Asst.	10,000.00	7,780.94	0.00	7,149.86	14,930.80	(4,930.80)	149.31
	62235 Home repair	6,700.00	6,500.00	0.00	0.00	6,500.00	200.00	97.01
	62300 Employment Support	5,000.00	303.43	0.00	0.00	303.43	4,696.57	6.07
	62400 Educational Support	5,000.00	4,607.09	0.00	0.00	4,607.09	392.91	92.14
	69900 Miscellaneous Expense	3,800.00	3,956.10	0.00	0.00	3,956.10	(156.10)	104.11
	Expenses	38,000.00	29,253.98	0.00	8,746.02	38,000.00	0.00	100.00
	<b>Project Revenues:</b>	38,000.00	29,253.98	0.00	8,746.02	38,000.00	0.00	100.00
	<b>Project Expenses:</b>	38,000.00	29,253.98	0.00	8,746.02	38,000.00	0.00	100.00
	<b>Project Balance:</b>	0.00	0.00	0.00	0.00	0.00		



## Revenue and Expenditure Report by Project

Southeastern Community Action Partnership, Inc.  
 Period 7/1/2021 to 1/31/2022

Run Date: 02/07/2022  
 Run Time: 12:59:46 pm  
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Project	Description	Budget	Prior Year	Current	YTD	Proj Total	Un/Over	% Bud
36800	Insurance Claims							
					Project Period	7/1/2017	to 6/30/2022	
<b>Revenues</b>								
	49050 Other Revenue	0.00	0.00	74,270.92	74,986.59	74,986.59	(74,986.59)	0.00
	Revenues	0.00	0.00	74,270.92	74,986.59	74,986.59	(74,986.59)	0.00
<b>Expenses</b>								
	59700 Indirect Costs	0.00	0.00	0.00	350.78	350.78	(350.78)	0.00
	69900 Miscellaneous Expense	0.00	0.00	0.00	3,771.79	3,771.79	(3,771.79)	0.00
	Expenses	0.00	0.00	0.00	4,122.57	4,122.57	(4,122.57)	0.00
	<b>Project Revenues:</b>	0.00	0.00	74,270.92	74,986.59	74,986.59	(74,986.59)	0.00
	<b>Project Expenses:</b>	0.00	0.00	0.00	4,122.57	4,122.57	(4,122.57)	0.00
	<b>Project Balance:</b>	0.00	0.00	74,270.92	70,864.02	70,864.02		
	<b>Report Total:</b>			100,542.93	(322,023.87)			

Southeastern Community Action Partnership, Inc  
Credit Card Expenditures

January 2022

Program	Vendor	Description	Amount
Admin	Adobe AcroPro Subs.	Dues & Registration	\$ 16.04
Admin	Amazon.com	Office Supplies	\$ 131.00
Admin	AmTrust	Workman's Comp.	\$ 213.80
Admin	Castle Uniforms	Office Supplies	\$ 96.31
Admin	Omni Hotel & Resorts	Out of Area Travel	\$ 208.41
Admin	Region IV HS Association	Dues & Registration	\$ 475.00
Admin	Remotepc	Computer & Software Maintenance	\$ 59.62
Admin	Spectrum	Telephone	\$ 215.23
Admin	Zaxby's	In-Service Training	\$ 59.37
Admin	Zoom	Annual Standard Pro Subscriptions	\$ 299.80
CSBG	Adobe	Acrobat Standard DC	\$ (1,732.24)
CSBG	Amazon.com	Office Supplies	\$ 233.90
CSBG	AmTrust	Workman's Comp.	\$ 373.67
CSBG	Batteries Plus Bulbs	Office Supplies	\$ 64.19
CSBG	Castle Uniforms	Educational Support	\$ 2,213.26
CSBG	Castle Uniforms	Office Supplies	\$ 149.75
CSBG	Cato Fashions	Employment Support	\$ 233.13
CSBG	Minute Key	Office Supplies	\$ 7.49
CSBG	Pearson VUE	Educational Support	\$ 200.00
CSBG	Spectrum	Telephone	\$ 98.50
CSBG	Walmart	Cleaning Supplies	\$ 11.32
CSBG	Walmart	Office Supplies	\$ 22.91
EHS	AmTrust	Workman's Comp.	\$ 194.49
EHS	Spectrum	Telephone	\$ 13.00
EHS-Rob	AmTrust	Workman's Comp.	\$ 185.82
HS	Adobe	Computer & Software Maintenance	\$ 384.94
HS	Amazon	Office Supplies	\$ 137.79
HS	AmTrust	Workman's Comp.	\$ 4,667.68
HS	NC Div. of Motor Vehicles	Dues & Registration	\$ 438.80
HS	Spectrum	Telephone	\$ 1,142.39
HS	US Post Office	Postage - Certified Mail	\$ 4.53
HS-Rob	AmTrust	Workman's Comp.	\$ 561.54
HUD	Castle Uniforms	Office Supplies	\$ 128.41
HUD	Robeson Community College	Dues & Registration	\$ 144.00
HUD	Spectrum	Telephone	\$ 98.49
HUD	Walmart	Office Supplies	\$ 128.10
		<b>Total</b>	<b>\$ 11,880.44</b>