



Recommended by:  10/25/11
Department Director Date

Approved by:  11/3/11
Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2012	2013	2014	2015	2016
Capital Expenditures					
Operating Costs	454,964				
External Revenue	(454,964)				
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	0 * see below				

ADDITIONAL FTE

POSITIONS (Cumulative) _____

Is Item Included In Current Budget? Yes X No _____

Budget Account No.:

Program Code

	Fund	Dept	Unit	Object	Prg CD	GY
\$297,551	1002	147	1451	3769	HD04	GY11
\$157,413	1002	147	1457	3769	EH04	GY11

B. Recommended Sources of Funds/Summary of Fiscal Impact:

Matching funds for Head Start (\$297,551) and Early Head Start (\$157,413) from Children Services Council 1002/147/1451-1457/R3769

C. Departmental Fiscal Review: Tauna Malhotra
10/25/11

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

No fiscal impact on this item. The remaining local match will be provided by the County.

OFMB VA 10/31/11
10/31/11

Contract Development & Control

B. Legal Sufficiency:

See CDC's comments

Assistant County Attorney

These agreements comply with our review requirements. At the time of our review they were not created.

C. Other Department Review:

Department Director

This summary is not to be used as a basis for payment.



2300 High Ridge Road
Boynton Beach, FL 33426

Main 561.740.7000
Tel 800.331.1462
Fax 561.835.1956
www.cscpb.org

MEMORANDUM

TO: CSC Funded Programs
FROM: Gaetana D. Ebbale, Chief Executive Officer
RE: 2011-2012 CSC Funding Allocation
DATE: September 2011

Enclosed please find two original agreements between the Children's Services Council of Palm Beach County (CSC) and your agency for FY 2011-2012 funded program(s). In order to expedite the processing, we are requesting that you have all agreements signed by the authorized agent of your agency and returned to CSC at your earliest convenience. All funding amounts are subject to approval at the CSC Truth in Millage Process (TRIM) hearing on September 22, 2011.

Please return the signed agreements to the attention of **Jay Ackerman, Contracts & Records Manager**. A fully executed copy will be returned to you. If you have any questions, please contact your CSC Program Officer.

I would like to thank you for participating in this year's funding process.

Enclosure

Expect **Success**

AGREEMENT

This Agreement, entered into as of this 1st day of October, 2011 by and between the CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY, a political subdivision of the State of Florida (hereinafter referred to as "Council") and Palm Beach County Board of County Commissioners/Early Head Start Match hereinafter referred to as "Provider"), effective October 1, 2011 ("Effective Date") to September 30, 2012.

WITNESSETH:

IN CONSIDERATION of mutual agreements hereinafter contained, the parties intending to be legally bound hereby agree as follows:

1. The Council agrees to reimburse Provider for **Early Head Start Match** up to an amount not to exceed **\$157,413** and according to the terms and conditions outlined in the attached **Exhibit "A"** (Budget).

2. Transfers from the Council to Provider will be made in accordance with the following procedures:

- a) Provider will submit a Financial Reporting Request to the Council by the 10th of each month specifying the amount requested based upon 1/12 of the funding allocation outlined in the attached **Exhibit "A"** (Budget). The request will include documentation reflecting all expenditures made by the Provider under this agreement.
- b) Provider will provide reconciliation of Council and federal funding received on April 30, 2012 and October 30, 2012 to ensure that CSC funding does not exceed 10% of the federal match.
- c) Provider agrees to refund any the Council's money advanced but not expended by September 30, 2012 within 30 days.
- d) Provider shall submit a final invoice to the Council no later than October 31, 2012 (with documentation deemed appropriate by the Council). The Council will not reimburse Provider for any expenditure made by Provider under this Agreement that is submitted after October 31, 2012.

3. The Provider agrees to retain all financial records, supporting documents, statistical records and any other documents pertinent to this Agreement for a period of six (6) years following termination of this Agreement or, if an audit has been initiated and audit findings have not been resolved at the end of the five year period, the records shall be retained until resolution of all audit findings. Provider further agrees that all records, papers, letters, or other documents made or received in conjunction with this Agreement and the provision of services hereunder shall be subject to public access pursuant to the provisions of Chapter 119, Florida Statutes. The provisions of this paragraph shall survive termination of this Agreement.

4. The Provider shall submit to the Council reports of effectiveness and include statistics and data on the number of persons served. Said reports shall be made on the Progress Report Form (**Exhibit "B"**) from the effective date of this Agreement on a quarterly basis.

5. Provider will notify the Council in writing within five (5) business days of any changes that affect the provision of the services, such as changes in the board chair or personnel (specifically including changes of the Executive Director, Chief Financial Officer, or Program Director [or their equivalent]).

6. The Council reserves the right to monitor, from a programmatic standpoint, any Provider sites receiving funding hereunder.

7. Notwithstanding any other provision of this Agreement, the Council may terminate this Agreement for any breach by the Provider. If the Council intends to terminate this Agreement, notice shall be provided in writing to the Provider no less than twenty-four (24) hours prior to the effective date of the termination. The Council's failure to terminate or suspend a Provider for past breaches of this Agreement shall not be construed as a waiver of its right to demand strict compliance with the terms of the Agreement or to terminate for said breaches or similar breaches, and shall not be construed to be a modification of the terms of the Agreement.

8. The Provider is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this Agreement, and in furtherance thereof may demand and obtain records and testimony from the Provider and its subcontractors and lower tier subcontractors. The Provider understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Provider or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the Council to be a material breach of this Agreement justifying its termination (applicable if the Council enters into an agreement with the Inspector General).

9. This Agreement contains all the terms and conditions agreed upon by the parties. No other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or binding on the parties hereto. This Agreement shall not be modified unless in writing, signed by both parties hereto.

END OF TEXT ON THIS PAGE

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their undersigned duly authorized representatives.

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

BY: _____

DATE: _____

Print Name

Print Title

BY: _____

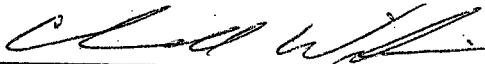
DATE: _____

County Attorney

BY: _____

DATE: _____

County Clerk

BY: 

DATE: _____

Department Head

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

BY: _____

DATE: _____

Gaetana D. Ebbola, Chief Executive Officer

EXHIBIT 'A'

Budget

Children's Services Council of Palm Beach County
2011/2012 BASE BUDGET Reporting
 For Period Ending: 09 /30 /2012

Agency: Palm Beach County Head Start

Contract/MOA #: 543

Program: Early Head Start

Description	Total Program Budget	Expenses for the Period ____/____/____ to ____/____/____	Total Expenses to Date
Personnel			
Salaries	1,239,580.00		
Fringe Benefits	603,261.00		
Travel	8,045.00		
Supplies	26,637.00		
Equipment	3,051.00		
Professional Fees (Contractual)	1,003,623.00		
Other Costs	230966		
	\$ -		
Total	\$ 3,115,163.00		
Amount paid by other sources	2,957,750.00		
CSC amount	\$ 157,413.00		
CSC%	5.1%		

Advance Funds Received _____

Prior Advance Repayment _____

Advance Balance _____

Advance Payment This Period _____

Net CSC Funds Requested _____

CERTIFICATION

The undersigned certify that the information contained in this report is a true and accurate representation of the use of CSC funds as of the date of this report.

Prepared by: _____
 NAME/TITLE

 DATE

Approved by: _____
 NAME/TITLE

 DATE

Palm Beach County Head Start and Children Services
Early Head Start - (1457)
2012 Refunding Application Worksheet
Program PA - 4125

Object	Prg	GABI Categories	Object Description	2012 Adj Budget Request	Federal Share	Shared Match			County Overmatch	Total
						CSC	County	Total S/M		
					56.56%	5.05%	9.09%	14.14%	29.30%	100.00%
1201	1457	Personnel	Regular	0	0	0	0	0	0	0
1201	1457	Personnel	Regular	1,239,572	701,078	62,637	112,632	175,269	363,225	1,239,572
1301	1457	Personnel	Regular	2	1	0	0	0	1	2
1401	1457	Personnel	Regular	2	1	0	0	0	1	2
1501	1457	Personnel	Regular	2	1	0	0	0	1	2
1504	1457	Personnel	Regular	2	1	0	0	0	1	2
			S/T - Personnel	1,239,580	701,082	62,637	112,633	175,271	363,227	1,239,580
2101	1457	Fringe Benefits	Fica-Taxes	74,996	42,416	3,790	6,814	10,604	21,976	74,996
2105	1457	Fringe Benefits	Fica Medicare	17,524	9,911	886	1,592	2,478	5,135	17,524
2201	1457	Fringe Benefits	Retirement Contributions-Frs	134,255	75,932	6,784	12,199	18,983	39,340	134,255
2301	1457	Fringe Benefits	Insurance-Life & Health	358,446	202,730	18,113	32,570	50,683	105,033	358,446
2401	1457	Fringe Benefits	Workers Compensation	4,432	2,507	224	403	627	1,299	4,432
2501	1457	Fringe Benefits	Unemployment Compensation	13,608	7,696	688	1,236	1,924	3,987	13,608
			S/T - Fringe Benefits	603,261	341,193	30,484	54,815	85,298	176,770	603,261
4001	1457	Travel	Travel & Per Diem	5,653	3,197	286	514	799	1,656	5,653
4941	1457	Travel	Registration Fees	2,392	1,353	121	217	338	701	2,392
			S/T - Travel	8,045	4,550	407	731	1,138	2,357	8,045
6401	1457	Equipment	Machinery & Equipment	1	1	0	0	0	0	1
6405	1457	Equipment	Data Processing Equipment	3,050	1,725	154	277	431	894	3,050
			S/T - Equipment	3,051	1,726	154	277	431	894	3,051
5101	1457	Supplies	Office Supplies	3,499	1,979	177	318	495	1,025	3,499
5201	1457	Supplies	Materials/Supplies Operating	11,099	6,277	561	1,008	1,569	3,252	11,099
5203	1457	Supplies	Institutional Supplies & Mtrls	0	0	0	0	0	0	0
5231	1457	Supplies	Medical-Surgical Supplies	0	0	0	0	0	0	0
5242	1457	Supplies	Food Prep & Serving Supplies	500	283	25	45	71	147	500
5402	1457	Supplies	Educational Training Materials	11,539	6,526	583	1,048	1,632	3,381	11,539
			S/T - Supplies	26,637	15,065	1,346	2,420	3,766	7,805	26,637
3103	1457	Contractual	Medical/Health Care Services	59,000	33,369	2,981	5,361	8,342	17,288	59,000
3124	1457	Contractual	Legal Services-County Attorney	0	0	0	0	0	0	0
3140	1457	Contractual	Consultant Services *	0	0	0	0	0	0	0
3301	1457	Contractual	Court Reporter Services *	0	0	0	0	0	0	0
3401	1457	Contractual	Other Contractual Services *	865,293	489,393	43,724	78,624	122,348	253,552	865,293
3403	1457	Contractual	Custodial Or Janitorial Svcs	29,781	16,844	1,505	2,706	4,211	8,727	29,781
3404	1457	Contractual	Temp Serv/Contracted Salaries	2	1	0	0	0	1	2
3405	1457	Contractual	Security Services	0	0	0	0	0	0	0
3419	1457	Contractual	Contracted Food	0	0	0	0	0	0	0
3421	1457	Contractual	Contractual Service-Training	46,694	26,409	2,360	4,243	6,602	13,682	46,694
3422	1457	Contractual	Contractual Services-Recreation	2,853	1,614	144	259	403	836	2,853
			S/T - Contractual	1,003,623	567,630	50,714	91,193	141,907	294,086	1,003,623
4007	1457	Other	Travel-Mileage	10,563	5,974	534	960	1,494	3,095	10,563
4101	1457	Other	Communication Services	353	200	18	32	50	103	353
4103	1457	Other	Comm/Suncom-Toll	1	1	0	0	0	0	1
4104	1457	Other	Comm/Commercial-Toll	1	1	0	0	0	0	1
4205	1457	Other	Postage	145	82	7	13	21	42	145
4301	1457	Other	Utilities/Electric	14,617	8,267	739	1,328	2,067	4,283	14,617

Palm Beach County Head Start and Children Services
Early Head Start - (1457)
2012 Refunding Application Worksheet
Program PA - 4125

Object	Prg	GABI Categories	Object Description	2012 Adj Budget Request	Federal Share	Shared Match			County Overmatch	Total
						CSC	County	Total S/M		
					56.56%	5.05%	9.09%	14.14%	29.30%	100.00%
4304	1457	Other	Utilities/Water	4,084	2,310	206	371	577	1,197	4,084
4308	1457	Other	Utilities/Gas	589	333	30	54	83	173	589
4310	1457	Other	Utilities/Waste Disposal	745	421	38	68	105	218	745
4401	1457	Other	Rent	1	1	0	0	0	0	1
4406	1457	Other	Rent-Office Equipment	1	1	0	0	0	0	1
4410	1457	Other	Rent-Building	41,926	23,713	2,119	3,810	5,928	12,285	41,926
4412	1457	Other	Rent-Storage/Warehouse Space *	1	1	0	0	0	0	1
4420	1457	Other	Rent-Motor Pool Vehicles	13,845	7,830	700	1,258	1,958	4,057	13,845
4501	1457	Other	Ins & Surety Bonds Outside *	200	113	10	18	28	59	200
4502	1457	Other	Casualty Self Ins Premiums	21,904	12,388	1,107	1,990	3,097	6,418	21,904
4601	1457	Other	Repair & Maintenance	6,885	3,894	348	626	974	2,017	6,885
4603	1457	Other	Rep/Maint-Parts & Supplies	1,500	848	76	136	212	440	1,500
4605	1457	Other	Maintenance-Grounds	5,526	3,125	279	502	781	1,619	5,526
4607	1457	Other	Repair/Maint-Outside Service	2,648	1,498	134	241	374	776	2,648
4610	1457	Other	Repair/Maint-Buildings	16,007	9,053	809	1,454	2,263	4,690	16,007
4615	1457	Other	Rep/Maint-Water/Sewer Systems	1	1	0	0	0	0	1
4620	1457	Other	Rep/Maint-Equipment	1	1	0	0	0	0	1
4623	1457	Other	Rep/Maint-Radio	0	0	0	0	0	0	0
4625	1457	Other	Rep/Maint-Motor Pool Vehicles	11,000	6,221	556	1,000	1,555	3,223	11,000
4640	1457	Other	Landscape Installation/Maint	0	0	0	0	0	0	0
4701	1457	Other	Printing & Binding-Outside	0	0	0	0	0	0	0
4703	1457	Other	Graphics Charges	943	533	48	86	133	276	943
4801	1457	Other	Promotl Activities (Ord 86-19)	8,055	4,556	407	732	1,139	2,360	8,055
4802	1457	Other	Regular	0	0	0	0	0	0	0
4901	1457	Other	Oth Curmt Chrges & Obligions	1	1	0	0	0	0	1
4909	1457	Other	Licenses & Permits	1,694	958	86	154	240	496	1,694
4932	1457	Other	Parent Activity	811	459	41	74	115	238	811
4942	1457	Other	Tuition-Reimbursement	12,820	7,251	648	1,165	1,813	3,757	12,820
4979	1457	Other	Indirect Costs-Bcc	30,166	17,061	1,524	2,741	4,265	8,839	30,166
5111	1457	Other	Office Furniture And Equipment	1	1	0	0	0	0	1
5112	1457	Other	Telephone Equipment/Install	377	213	19	34	53	110	377
5121	1457	Other	Data Procssng Sftwre/Accessres	10,132	5,730	512	921	1,433	2,969	10,132
5215	1457	Other	Gasoline	6,000	3,393	303	545	848	1,758	6,000
5220	1457	Other	Purchased Water	732	414	37	67	104	214	732
5243	1457	Other	Personal Care Items	1	1	0	0	0	0	1
5244	1457	Other	Food & Dietary	3,005	1,700	152	273	425	881	3,005
5401	1457	Other	Books Publicatns & Subscrptns	2,356	1,333	119	214	333	690	2,356
5412	1457	Other	Dues & Memberships	1,328	751	67	121	188	389	1,328
			S/T - Other	230,966	130,630	11,671	20,986	32,657	67,679	230,966
			Total Early Head Start 2012 Budget	3,115,163	1,761,876	157,413	283,056	440,469	912,818	3,115,163

Control #

3,115,163 1,761,876 157,413 283,056 440,469 912,818 3,115,163

0 0 0 0 0 0 0

Federal

Shared Total

1,761,876

440,469 2,202,345

Cumulative Child Profile 2011-2012

(Instructions: Please submit quarterly with YTD cumulative and unduplicated numbers)

Number of Children Served and Ages						Number of children by Ethnicity						
0 to 5	6 to 10	11 to 14	15 to 17	18+	Total # served	# White	# Black	# Hispanic	# Haitian	# Mayan	# Other	Total # served
					0							0
					0							0
					0							0
					0							0
					0							0
					0							0
0	0	0	0	0	0	0	0	0	0	0	0	0

Distribution in Palm Beach County						Number & Type of Families			
North	South	Central	West	Other	Total # served	2 parent	Single	Other	Total # served
0	0	0	0	0	0	0	0	0	0

Staffing Levels/Turnover

Have there been any changes to your program or program staff contact information?

If yes, has the information been updated in ARMS?

Yes

Yes

No

No

Are all staff positions currently filled?

Yes

No

EXHIBIT 'B'

Progress Report Form

Date Prepared by Provider: _____

CHILDREN’S SERVICES COUNCIL OF PALM BEACH COUNTY
QUARTERLY PROGRESS REPORT FORM – PBC Board of County Commissioners Early Head Start Match

REPORTING PERIOD: _____

PROJECT OBJECTIVES	ACCOMPLISHMENTS: THIS REPORTING PERIOD	ACCOMPLISHMENTS TO DATE	CHALLENGES/ CORRECTIVE ACTIONS TAKEN
1. Children (0 to 3 years) will receive positive early childhood development experiences within a safe, nurturing, and responsive care environment.			
2. Improve communication and networking with the Early Steps program in order to increase services to the number of children with a diagnosed disability.			

EXHIBIT 'C'

Notification of State/Federal Funding

EXHIBIT 'D'

EXHIBIT "C"

NOTIFICATION OF STATE/FEDERAL FUNDING

AGENCY: Palm Beach County Board of County Commissioners

PROGRAM: Early Head Start

CONTRACT #: 543

You are hereby notified that \$0.00 of your current FY 2011-2012 program allocation constitutes Federal and/or State of Florida pass-thru funding.

This amount is being provided to you for your information. Please refer to <https://apps.fldfs.com/fsaa> for further information and guidance.

☒ Does Not Apply

EXHIBIT "C"

NOTIFICATION OF STATE/FEDERAL FUNDING & OTHER REQUIREMENTS

The Agreement entered into between the Council and the Provider may include funding from the state and/or federal funding as identified below. The Provider is responsible for adhering to all requirements and conditions related to this funding as stipulated in OMB Circular A-110 and OMB Circular A-133.

Instructions: Be specific when identifying State and/or Federal funding. Include name of State or Federal agency, grant or contract number as reference. Refer to <https://apps.fldfs.com/fsaa> for further information & guidance.

Federal Program 1

\$0.00

Federal Program 2

\$0.00

Federal Program 3

\$0.00

Total Federal Awards:

\$0.00

State Program 1

\$0.00

State Program 2

\$0.00

State financial assistance subject to Sec 215,97, F.S.

\$0.00

The Provider agrees to retain all financial records, supporting documents, statistical records and any other documents pertinent to the Agreement for a period of six (6) years following termination of the Agreement or, if an audit has been initiated and audit findings have not been resolved at the end of this period, the records shall be retained until resolution of all audit findings. All other conditions detailed under Exhibit "A" – General Conditions continue to apply.

AGREEMENT

This Agreement, entered into as of this 1st day of October, 2011 by and between the **CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY**, a political subdivision of the State of Florida (hereinafter referred to as "Council") and **Palm Beach County Board of County Commissioners/Early Head Start Match** hereinafter referred to as "Provider"), effective October 1, 2011 ("Effective Date") to September 30, 2012.

WITNESSETH:

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IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their undersigned duly authorized representatives..

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

BY: _____

DATE: _____

Print Name

Print Title

BY: _____

DATE: _____

County Attorney

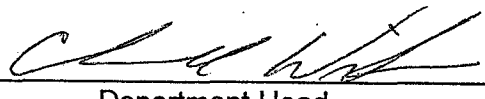
BY: _____

DATE: _____

County Clerk

BY: _____

DATE: _____


Department Head

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

BY: _____

DATE: _____

Gaetana D. Ebbale, Chief Executive Officer

EXHIBIT 'A'

Budget

Children's Services Council of Palm Beach County

2011/2012 BASE BUDGET Reporting

For Period Ending: 09 /30 /2012

Agency: Palm Beach County Head Start

Contract/MOA #: 543

Program: Early Head Start

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Advance Funds Received _____

Prior Advance Repayment _____

Advance Balance _____

Advance Payment This Period _____

Net CSC Funds Requested _____

CERTIFICATION

The undersigned certify that the information contained in this report is a true and accurate representation of the use of CSC funds as of the date of this report.

Prepared by: _____
NAME/TITLE

DATE

Approved by: _____
NAME/TITLE

DATE

Palm Beach County Head Start and Children Services
Early Head Start - (1457)
2012 Refunding Application Worksheet
Program PA - 4125

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			S/T - Personnel	1,239,580	701,082	62,637	112,633	175,271	363,227	1,239,580
2101	1457	Fringe Benefits	Fica-Taxes	74,996	42,416	3,790	6,814	10,604	21,976	74,996
2105	1457	Fringe Benefits	Fica Medicare	17,524	9,911	886	1,592	2,478	5,135	17,524
2201	1457	Fringe Benefits	Retirement Contributions-Frs	134,255	75,932	6,784	12,199	18,983	39,340	134,255
2301	1457	Fringe Benefits	Insurance-Life & Health	358,446	202,730	18,113	32,570	50,683	105,033	358,446
2401	1457	Fringe Benefits	Workers Compensation	4,432	2,507	224	403	627	1,299	4,432
2501	1457	Fringe Benefits	Unemployment Compensation	13,608	7,696	688	1,236	1,924	3,987	13,608
			S/T - Fringe Benefits	603,261	341,193	30,484	54,815	85,298	176,770	603,261
4001	1457	Travel	Travel & Per Diem	5,653	3,197	286	514	799	1,656	5,653
4941	1457	Travel	Registration Fees	2,392	1,353	121	217	338	701	2,392
			S/T - Travel	8,045	4,550	407	731	1,138	2,357	8,045
6401	1457	Equipment	Machinery & Equipment	1	1	0	0	0	0	1
6405	1457	Equipment	Data Processing Equipment	3,050	1,725	154	277	431	894	3,050
			S/T - Equipment	3,051	1,726	154	277	431	894	3,051
5101	1457	Supplies	Office Supplies	3,499	1,979	177	318	495	1,025	3,499
5201	1457	Supplies	Materials/Supplies Operating	11,099	6,277	561	1,008	1,569	3,252	11,099
5203	1457	Supplies	Institutional Supplies & Mtrls	0	0	0	0	0	0	0
5231	1457	Supplies	Medical-Surgicl Supplies	0	0	0	0	0	0	0
5242	1457	Supplies	Food Prep & Serving Supplies	500	283	25	45	71	147	500
5402	1457	Supplies	Educational Training Materials	11,539	6,526	583	1,048	1,632	3,381	11,539
			S/T - Supplies	26,637	15,065	1,346	2,420	3,766	7,805	26,637
3103	1457	Contractual	Medical/Health Care Services	59,000	33,369	2,981	5,361	8,342	17,288	59,000
3124	1457	Contractual	Legal Services-County Attorney	0	0	0	0	0	0	0
3140	1457	Contractual	Consultant Services *	0	0	0	0	0	0	0
3301	1457	Contractual	Court Reporter Services *	0	0	0	0	0	0	0
3401	1457	Contractual	Other Contractual Services *	865,293	489,393	43,724	78,624	122,348	253,552	865,293
3403	1457	Contractual	Custodial Or Janitorial Svcs	29,781	16,844	1,505	2,706	4,211	8,727	29,781
3404	1457	Contractual	Temp Serv/Contracted Salaries	2	1	0	0	0	1	2
3405	1457	Contractual	Security Services	0	0	0	0	0	0	0
3419	1457	Contractual	Contracted Food	0	0	0	0	0	0	0
3421	1457	Contractual	Contractual Service-Training	46,694	26,409	2,360	4,243	6,602	13,682	46,694
3422	1457	Contractual	Contractual Services-Recreation	2,853	1,614	144	259	403	836	2,853
			S/T - Contractual	1,003,623	567,630	50,714	91,193	141,907	294,086	1,003,623
4007	1457	Other	Travel-Mileage	10,563	5,974	534	960	1,494	3,095	10,563
4101	1457	Other	Communication Services	353	200	18	32	50	103	353
4103	1457	Other	Comm/Suncom-Toll	1	1	0	0	0	0	1
4104	1457	Other	Comm/Commercial-Toll	1	1	0	0	0	0	1
4205	1457	Other	Postage	145	82	7	13	21	42	145
4301	1457	Other	Utilities/Electric	14,617	8,267	739	1,328	2,067	4,283	14,617

Palm Beach County Head Start and Children Services
Early Head Start - (1457)
2012 Refunding Application Worksheet
Program PA - 4125

Object	Prg	GABI Categories	Object Description	2012 Adj Budget Request	Federal Share	Shared Match			County Overmatch	Total
						CSC	County	Total S/M		
					56.56%	5.05%	9.09%	14.14%	29.30%	100.00%
4304	1457	Other	Utilities/Water	4,084	2,310	206	371	577	1,197	4,084
4308	1457	Other	Utilities/Gas	589	333	30	54	83	173	589
4310	1457	Other	Utilities/Waste Disposal	745	421	38	68	105	218	745
4401	1457	Other	Rent	1	1	0	0	0	0	1
4406	1457	Other	Rent-Office Equipment	1	1	0	0	0	0	1
4410	1457	Other	Rent-Building	41,926	23,713	2,119	3,810	5,928	12,285	41,926
4412	1457	Other	Rent-Storage/Warehouse Space *	1	1	0	0	0	0	1
4420	1457	Other	Rent-Motor Pool Vehicles	13,845	7,830	700	1,258	1,958	4,057	13,845
4501	1457	Other	Ins & Surety Bonds Outside *	200	113	10	18	28	59	200
4502	1457	Other	Casualty Self Ins Premiums	21,904	12,388	1,107	1,990	3,097	6,418	21,904
4601	1457	Other	Repair & Maintenance	6,885	3,894	348	626	974	2,017	6,885
4603	1457	Other	Rep/Maint-Parts & Supplies	1,500	848	76	136	212	440	1,500
4605	1457	Other	Maintenance-Grounds	5,526	3,125	279	502	781	1,619	5,526
4607	1457	Other	Repair/Maint-Outside Service	2,648	1,498	134	241	374	776	2,648
4610	1457	Other	Repair/Maint-Buildings	16,007	9,053	809	1,454	2,263	4,690	16,007
4615	1457	Other	Rep/Maint-Water/Sewer Systems	1	1	0	0	0	0	1
4620	1457	Other	Rep/Maint-Equipment	1	1	0	0	0	0	1
4623	1457	Other	Rep/Maint-Radio	0	0	0	0	0	0	0
4625	1457	Other	Rep/Maint-Motor Pool Vehicles	11,000	6,221	556	1,000	1,555	3,223	11,000
4640	1457	Other	Landscape Installation/Maint	0	0	0	0	0	0	0
4701	1457	Other	Printing & Binding-Outside	0	0	0	0	0	0	0
4703	1457	Other	Graphics Charges	943	533	48	86	133	276	943
4801	1457	Other	Promotl Activities (Ord 86-19)	8,055	4,556	407	732	1,139	2,360	8,055
4802	1457	Other	Regular	0	0	0	0	0	0	0
4901	1457	Other	Oth Currnt Chrgs & Obligions	1	1	0	0	0	0	1
4909	1457	Other	Licenses & Permits	1,694	958	86	154	240	496	1,694
4932	1457	Other	Parent Activity	811	459	41	74	115	238	811
4942	1457	Other	Tuition-Reimbursement	12,820	7,251	648	1,165	1,813	3,757	12,820
4979	1457	Other	Indirect Costs-Bcc	30,166	17,061	1,524	2,741	4,265	8,839	30,166
5111	1457	Other	Office Furniture And Equipment	1	1	0	0	0	0	1
5112	1457	Other	Telephone Equipment/Install	377	213	19	34	53	110	377
5121	1457	Other	Data Procsgng Sftwre/Accessres	10,132	5,730	512	921	1,433	2,969	10,132
5215	1457	Other	Gasoline	6,000	3,393	303	545	848	1,758	6,000
5220	1457	Other	Purchased Water	732	414	37	67	104	214	732
5243	1457	Other	Personal Care Items	1	1	0	0	0	0	1
5244	1457	Other	Food & Dietary	3,005	1,700	152	273	425	881	3,005
5401	1457	Other	Books Publicatns & Subscrptns	2,356	1,333	119	214	333	690	2,356
5412	1457	Other	Dues & Memberships	1,328	751	67	121	188	389	1,328
			S/T - Other	230,966	130,630	11,671	20,986	32,657	67,679	230,966
			Total Early Head Start 2012 Budget	3,115,163	1,761,876	157,413	283,056	440,469	912,818	3,115,163

Control #	3,115,163	1,761,876	157,413	283,056	440,469	912,818	3,115,163
	0	0	0	0	0	0	0
	Federal			Shared	Total		
	1,761,876			440,469	2,202,345		

EXHIBIT 'B'
Progress Report Form

Contract 11-543SF

Date Prepared by Provider: _____

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY
QUARTERLY PROGRESS REPORT FORM – PBC Board of County Commissioners Early Head Start Match

REPORTING PERIOD: _____

PROJECT OBJECTIVES	ACCOMPLISHMENTS: THIS REPORTING PERIOD	ACCOMPLISHMENTS TO DATE	CHALLENGES/ CORRECTIVE ACTIONS TAKEN
1. Children (0 to 3 years) will receive positive early childhood development experiences within a safe, nurturing, and responsive care environment.			
2. Improve communication and networking with the Early Steps program in order to increase services to the number of children with a diagnosed disability.			

Staffing Levels/Turnover

Have there been any changes to your program or program staff contact information?

If yes, has the information been updated in ARMS?

Yes

Yes

No

No

Are all staff positions currently filled?

Yes

No

Cumulative Child Profile 2011-2012

(Instructions: Please submit quarterly with YTD cumulative and unduplicated numbers)

Number of Children Served and Ages						Number of children by Ethnicity						
0 to 5	6 to 10	11 to 14	15 to 17	18+	Total # served	# White	# Black	# Hispanic	# Haitian	# Mayan	# Other	Total # served
					0							0
					0							0
					0							0
					0							0
					0							0
					0							0
					0							0
0	0	0	0	0	0	0	0	0	0	0	0	0

Distribution in Palm Beach County						Number & Type of Families			
North	South	Central	West	Other	Total # served	2 parent	Single	Other	Total # served
0	0	0	0	0	0	0	0	0	0

EXHIBIT 'C'

Notification of State/Federal Funding

EXHIBIT 'D'

EXHIBIT "C"

NOTIFICATION OF STATE/FEDERAL FUNDING

AGENCY: Palm Beach County Board of County Commissioners

PROGRAM: Early Head Start

CONTRACT #: 543

You are hereby notified that \$0.00 of your current FY 2011-2012 program allocation constitutes Federal and/or State of Florida pass-thru funding.

This amount is being provided to you for your information. Please refer to <https://apps.fldfs.com/fsaa> for further information and guidance.

☒ Does Not Apply

EXHIBIT "C"

NOTIFICATION OF STATE/FEDERAL FUNDING & OTHER REQUIREMENTS

The Agreement entered into between the Council and the Provider may include funding from the state and/or federal funding as identified below. The Provider is responsible for adhering to all requirements and conditions related to this funding as stipulated in *OMB Circular A-110* and *OMB Circular A-133*.

Instructions: Be specific when identifying State and/or Federal funding. Include name of State or Federal agency, grant or contract number as reference. Refer to <https://apps.fldfs.com/fsaa> for further information & guidance.

Federal Program 1

\$0.00

Federal Program 2

\$0.00

Federal Program 3

\$0.00

Total Federal Awards:

\$0.00

State Program 1

\$0.00

State Program 2

\$0.00

State financial assistance subject to Sec 215.97, F.S.

\$0.00

The Provider agrees to retain all financial records, supporting documents, statistical records and any other documents pertinent to the Agreement for a period of six (6) years following termination of the Agreement or, if an audit has been initiated and audit findings have not been resolved at the end of this period, the records shall be retained until resolution of all audit findings. All other conditions detailed under Exhibit "A" – General Conditions continue to apply.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their undersigned duly authorized representatives.

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

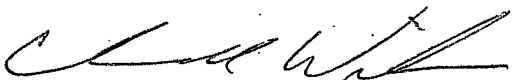
BY: _____ DATE: _____

Print Name

Print Title

BY: _____ DATE: _____
County Attorney

BY: _____ DATE: _____
County Clerk

BY:  _____ DATE: _____
Department Head

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

BY: _____ DATE: _____
Gaetana D. Ebbale, Chief Executive Officer

AGREEMENT

This Agreement, entered into as of this 1st day of October, 2011 by and between the **CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY**, a political subdivision of the State of Florida (hereinafter referred to as "Council") and **Palm Beach County Board of County Commissioners/Early Head Start Match** hereinafter referred to as "Provider"), effective October 1, 2011 ("Effective Date") to September 30, 2012.

WITNESSETH:

IN CONSIDERATION of mutual agreements hereinafter contained, the parties intending to be legally bound hereby agree as follows:

1. The Council agrees to reimburse Provider for **Early Head Start Match** up to an amount not to exceed **\$157,413** and according to the terms and conditions outlined in the attached **Exhibit "A"** (Budget).

2. Transfers from the Council to Provider will be made in accordance with the following procedures:

- a) Provider will submit a Financial Reporting Request to the Council by the 10th of each month specifying the amount requested based upon 1/12 of the funding allocation outlined in the attached **Exhibit "A"** (Budget). The request will include documentation reflecting all expenditures made by the Provider under this agreement.
- b) Provider will provide reconciliation of Council and federal funding received on April 30, 2012 and October 30, 2012 to ensure that CSC funding does not exceed 10% of the federal match.
- c) Provider agrees to refund any the Council's money advanced but not expended by September 30, 2012 within 30 days.
- d) Provider shall submit a final invoice to the Council no later than October 31, 2012 (with documentation deemed appropriate by the Council). The Council will not reimburse Provider for any expenditure made by Provider under this Agreement that is submitted after October 31, 2012.

3. The Provider agrees to retain all financial records, supporting documents, statistical records and any other documents pertinent to this Agreement for a period of six (6) years following termination of this Agreement or, if an audit has been initiated and audit findings have not been resolved at the end of the five year period, the records shall be retained until resolution of all audit findings. Provider further agrees that all records, papers, letters, or other documents made or received in conjunction with this Agreement and the provision of services hereunder shall be subject to public access pursuant to the provisions of Chapter 119, Florida Statutes. The provisions of this paragraph shall survive termination of this Agreement.

4. The Provider shall submit to the Council reports of effectiveness and include statistics and data on the number of persons served. Said reports shall be made on the Progress Report Form (**Exhibit "B"**) from the effective date of this Agreement on a quarterly basis.

5. Provider will notify the Council in writing within five (5) business days of any changes that affect the provision of the services, such as changes in the board chair or personnel (specifically including changes of the Executive Director, Chief Financial Officer, or Program Director [or their equivalent]).

6. The Council reserves the right to monitor, from a programmatic standpoint, any Provider sites receiving funding hereunder.

7. Notwithstanding any other provision of this Agreement, the Council may terminate this Agreement for any breach by the Provider. If the Council intends to terminate this Agreement, notice shall be provided in writing to the Provider no less than twenty-four (24) hours prior to the effective date of the termination. The Council's failure to terminate or suspend a Provider for past breaches of this Agreement shall not be construed as a waiver of its right to demand strict compliance with the terms of the Agreement or to terminate for said breaches or similar breaches, and shall not be construed to be a modification of the terms of the Agreement.

8. The Provider is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this Agreement, and in furtherance thereof may demand and obtain records and testimony from the Provider and its subcontractors and lower tier subcontractors. The Provider understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Provider or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the Council to be a material breach of this Agreement justifying its termination (applicable if the Council enters into an agreement with the Inspector General).

9. This Agreement contains all the terms and conditions agreed upon by the parties. No other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or binding on the parties hereto. This Agreement shall not be modified unless in writing, signed by both parties hereto.

END OF TEXT ON THIS PAGE

EXHIBIT 'A'

Budget

Children's Services Council of Palm Beach County

2011/2012 BASE BUDGET Reporting

For Period Ending: 09 /30 /2012

Agency: Palm Beach County Head Start

Contract/MOA #: 543

Program: Early Head Start

Description	Total Program Budget	Expenses for the Period / / to / /	Total Expenses to Date
Personnel			
Salaries	1,239,580.00		
Fringe Benefits	603,261.00		
Travel	8,045.00		
Supplies	26,637.00		
Equipment	3,051.00		
Professional Fees (Contractual)	1,003,623.00		
Other Costs	230966		
	\$ -		
	-		
Total	\$ 3,115,163.00		
Amount paid by other sources	2,957,750.00		
CSC amount	\$ 157,413.00		
CSC%	5.1%		

Advance Funds Received _____

Prior Advance Repayment _____

Advance Balance _____

Advance Payment This Period _____

Net CSC Funds Requested _____

CERTIFICATION

The undersigned certify that the information contained in this report is a true and accurate representation of the use of CSC funds as of the date of this report.

Prepared by: _____

NAME/TITLE

DATE

Approved by: _____

NAME/TITLE

DATE

Palm Beach County Head Start and Children Services
Early Head Start - (1457)
2012 Refunding Application Worksheet
Program PA - 4125

Object	Prg	GABI Categories	Object Description	2012 Adj Budget Request	Federal Share	Shared Match			County Overmatch	Total
						CSC	County	Total S/M		
					56.56%	5.05%	9.09%	14.14%	29.30%	100.00%
1201	1457	Personnel	Regular	0	0	0	0	0	0	0
1201	1457	Personnel	Regular	1,239,572	701,078	62,637	112,632	175,269	363,225	1,239,572
1301	1457	Personnel	Regular	2	1	0	0	0	1	2
1401	1457	Personnel	Regular	2	1	0	0	0	1	2
1501	1457	Personnel	Regular	2	1	0	0	0	1	2
1504	1457	Personnel	Regular	2	1	0	0	0	1	2
			S/T - Personnel	1,239,580	701,082	62,637	112,633	175,271	363,227	1,239,580
2101	1457	Fringe Benefits	Fica-Taxes	74,996	42,416	3,790	6,814	10,604	21,976	74,996
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2201	1457	Fringe Benefits	Retirement Contributions-Frs	134,255	75,932	6,784	12,199	18,983	39,340	134,255
2301	1457	Fringe Benefits	Insurance-Life & Health	358,446	202,730	18,113	32,570	50,683	105,033	358,446
2401	1457	Fringe Benefits	Workers Compensation	4,432	2,507	224	403	627	1,299	4,432
2501	1457	Fringe Benefits	Unemployment Compensation	13,608	7,696	688	1,236	1,924	3,987	13,608
			S/T - Fringe Benefits	603,261	341,193	30,484	54,815	85,298	176,770	603,261
4001	1457	Travel	Travel & Per Diem	5,653	3,197	286	514	799	1,656	5,653
4941	1457	Travel	Registration Fees	2,392	1,353	121	217	338	701	2,392
			S/T - Travel	8,045	4,550	407	731	1,138	2,357	8,045
6401	1457	Equipment	Machinery & Equipment	1	1	0	0	0	0	1
6405	1457	Equipment	Data Processing Equipment	3,050	1,725	154	277	431	894	3,050
			S/T - Equipment	3,051	1,726	154	277	431	894	3,051
5101	1457	Supplies	Office Supplies	3,499	1,979	177	318	495	1,025	3,499
5201	1457	Supplies	Materials/Supplies Operating	11,099	6,277	561	1,008	1,569	3,252	11,099
5203	1457	Supplies	Institutional Supplies & Mtrls	0	0	0	0	0	0	0
5231	1457	Supplies	Medical-Surgical Supplies	0	0	0	0	0	0	0
5242	1457	Supplies	Food Prep & Serving Supplies	500	283	25	45	71	147	500
5402	1457	Supplies	Educational Training Materials	11,539	6,526	583	1,048	1,632	3,381	11,539
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3124	1457	Contractual	Legal Services-County Attorney	0	0	0	0	0	0	0
3140	1457	Contractual	Consultant Services *	0	0	0	0	0	0	0
3301	1457	Contractual	Court Reporter Services *	0	0	0	0	0	0	0
3401	1457	Contractual	Other Contractual Services *	865,293	489,393	43,724	78,624	122,348	253,552	865,293
3403	1457	Contractual	Custodial Or Janitorial Svcs	29,781	16,844	1,505	2,706	4,211	8,727	29,781
3404	1457	Contractual	Temp Serv/Contracted Salaries	2	1	0	0	0	1	2
3405	1457	Contractual	Security Services	0	0	0	0	0	0	0
3419	1457	Contractual	Contracted Food	0	0	0	0	0	0	0
3421	1457	Contractual	Contractual Service-Training	46,694	26,409	2,360	4,243	6,602	13,682	46,694
3422	1457	Contractual	Contractual Services-Recreation	2,853	1,614	144	259	403	836	2,853
			S/T - Contractual	1,003,623	567,630	50,714	91,193	141,907	294,086	1,003,623
4007	1457	Other	Travel-Mileage	10,563	5,974	534	960	1,494	3,095	10,563
4101	1457	Other	Communication Services	353	200	18	32	50	103	353
4103	1457	Other	Comm/Suncom-Toll	1	1	0	0	0	0	1
4104	1457	Other	Comm/Commercial-Toll	1	1	0	0	0	0	1
4205	1457	Other	Postage	145	82	7	13	21	42	145
4301	1457	Other	Utilities/Electric	14,617	8,267	739	1,328	2,067	4,283	14,617

Palm Beach County Head Start and Children Services
Early Head Start - (1457)
2012 Refunding Application Worksheet
Program PA - 4125

Object	Prg	GABI Categories	Object Description	2012 Adj Budget Request	Federal Share	Shared Match			County Overmatch	Total
						CSC	County	Total S/M		
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4308	1457	Other	Utilities/Gas	589	333	30	54	83	173	589
4310	1457	Other	Utilities/Waste Disposal	745	421	38	68	105	218	745
4401	1457	Other	Rent	1	1	0	0	0	0	1
4406	1457	Other	Rent-Office Equipment	1	1	0	0	0	0	1
4410	1457	Other	Rent-Building	41,926	23,713	2,119	3,810	5,928	12,285	41,926
4412	1457	Other	Rent-Storage/Warehouse Space *	1	1	0	0	0	0	1
4420	1457	Other	Rent-Motor Pool Vehicles	13,845	7,830	700	1,258	1,958	4,057	13,845
4501	1457	Other	Ins & Surety Bonds Outside *	200	113	10	18	28	59	200
4502	1457	Other	Casualty Self Ins Premiums	21,904	12,388	1,107	1,990	3,097	6,418	21,904
4601	1457	Other	Repair & Maintenance	6,885	3,894	348	626	974	2,017	6,885
4603	1457	Other	Rep/Maint-Parts & Supplies	1,500	848	76	136	212	440	1,500
4605	1457	Other	Maintenance-Grounds	5,526	3,125	279	502	781	1,619	5,526
4607	1457	Other	Repair/Maint-Outside Service	2,648	1,498	134	241	374	776	2,648
4610	1457	Other	Repair/Maint-Buildings	16,007	9,053	809	1,454	2,263	4,690	16,007
4615	1457	Other	Rep/Maint-Water/Sewer Systems	1	1	0	0	0	0	1
4620	1457	Other	Rep/Maint-Equipment	1	1	0	0	0	0	1
4623	1457	Other	Rep/Maint-Radio	0	0	0	0	0	0	0
4625	1457	Other	Rep/Maint-Motor Pool Vehicles	11,000	6,221	556	1,000	1,555	3,223	11,000
4640	1457	Other	Landscape Installation/Maint	0	0	0	0	0	0	0
4701	1457	Other	Printing & Binding-Outside	0	0	0	0	0	0	0
4703	1457	Other	Graphics Charges	943	533	48	86	133	276	943
4801	1457	Other	Promotl Activities (Ord 86-19)	8,055	4,556	407	732	1,139	2,360	8,055
4802	1457	Other	Regular	0	0	0	0	0	0	0
4901	1457	Other	Oth Currnt Chrges & Obligtions	1	1	0	0	0	0	1
4909	1457	Other	Licenses & Permits	1,694	958	86	154	240	496	1,694
4932	1457	Other	Parent Activity	811	459	41	74	115	238	811
4942	1457	Other	Tuition-Reimbursement	12,820	7,251	648	1,165	1,813	3,757	12,820
4979	1457	Other	Indirect Costs-Bcc	30,166	17,061	1,524	2,741	4,265	8,839	30,166
5111	1457	Other	Office Furniture And Equipment	1	1	0	0	0	0	1
5112	1457	Other	Telephone Equipment/Install	377	213	19	34	53	110	377
5121	1457	Other	Data Proccsng Sftwre/Accessres	10,132	5,730	512	921	1,433	2,969	10,132
5215	1457	Other	Gasoline	6,000	3,393	303	545	848	1,758	6,000
5220	1457	Other	Purchased Water	732	414	37	67	104	214	732
5243	1457	Other	Personal Care Items	1	1	0	0	0	0	1
5244	1457	Other	Food & Dietary	3,005	1,700	152	273	425	881	3,005
5401	1457	Other	Books Publicatns & Subscrptns	2,356	1,333	119	214	333	690	2,356
5412	1457	Other	Dues & Memberships	1,328	751	67	121	188	389	1,328
			S/T - Other	230,966	130,630	11,671	20,986	32,657	67,679	230,966
			Total Early Head Start 2012 Budget	3,115,163	1,761,876	157,413	283,056	440,469	912,818	3,115,163

Control #	3,115,163	1,761,876	157,413	283,056	440,469	912,818	3,115,163
	0	0	0	0	0	0	0
	Federal		Shared		Total		
	1,761,876		440,469		2,202,345		

EXHIBIT 'B'

Progress Report Form

Contract ... 11-543SF

Date Prepared by Provider: _____

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY
QUARTERLY PROGRESS REPORT FORM – PBC Board of County Commissioners Early Head Start Match

REPORTING PERIOD: _____

PROJECT OBJECTIVES	ACCOMPLISHMENTS: THIS REPORTING PERIOD	ACCOMPLISHMENTS TO DATE	CHALLENGES/ CORRECTIVE ACTIONS TAKEN
1. Children (0 to 3 years) will receive positive early childhood development experiences within a safe, nurturing, and responsive care environment.			
2. Improve communication and networking with the Early Steps program in order to increase services to the number of children with a diagnosed disability.			

Staffing Levels/Turnover

Have there been any changes to your program or program staff contact information?

If yes, has the information been updated in ARMS?

Yes

Yes

No

No

Are all staff positions currently filled?

Yes

No

Cumulative Child Profile 2011-2012

(Instructions: Please submit quarterly with YTD cumulative and unduplicated numbers)

Number of Children Served and Ages						Number of children by Ethnicity						
0 to 5	6 to 10	11 to 14	15 to 17	18+	Total # served	# White	# Black	# Hispanic	# Haitian	# Mayan	# Other	Total # served
					0							0
					0							0
					0							0
					0							0
					0							0
					0							0
					0							0
0	0	0	0	0	0	0	0	0	0	0	0	0

Distribution in Palm Beach County						Number & Type of Families			
North	South	Central	West	Other	Total # served	2 parent	Single	Other	Total # served
0	0	0	0	0	0	0	0	0	0

EXHIBIT 'C'

Notification of State/Federal Funding

EXHIBIT 'D'

EXHIBIT "C"

NOTIFICATION OF STATE/FEDERAL FUNDING

AGENCY: Palm Beach County Board of County Commissioners

PROGRAM: Early Head Start

CONTRACT #: 543

You are hereby notified that \$0.00 of your current FY 2011-2012 program allocation constitutes Federal and/or State of Florida pass-thru funding.

This amount is being provided to you for your information. Please refer to <https://apps.fldfs.com/fsaa> for further information and guidance.

☒ Does Not Apply

EXHIBIT "C"

NOTIFICATION OF STATE/FEDERAL FUNDING & OTHER REQUIREMENTS

The Agreement entered into between the Council and the Provider may include funding from the state and/or federal funding as identified below. The Provider is responsible for adhering to all requirements and conditions related to this funding as stipulated in *OMB Circular A-110* and *OMB Circular A-133*.

Instructions: Be specific when identifying State and/or Federal funding. Include name of State or Federal agency, grant or contract number as reference. Refer to <https://apps.fldfs.com/fsaa> for further information & guidance.

Federal Program 1

\$0.00

Federal Program 2

\$0.00

Federal Program 3

\$0.00

Total Federal Awards:

\$0.00

State Program 1

\$0.00

State Program 2

\$0.00

State financial assistance subject to Sec 215,97, F.S.

\$0.00

The Provider agrees to retain all financial records, supporting documents, statistical records and any other documents pertinent to the Agreement for a period of six (6) years following termination of the Agreement or, if an audit has been initiated and audit findings have not been resolved at the end of this period, the records shall be retained until resolution of all audit findings. All other conditions detailed under Exhibit "A" – General Conditions continue to apply.

AGREEMENT

This Agreement, entered into as of this 1st day of October, 2011 by and between the CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY, a political subdivision of the State of Florida (hereinafter referred to as "Council") and PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS/HEAD START MATCH hereinafter referred to as "Provider"), effective October 1, 2011 ("Effective Date") to September 30, 2012.

WITNESSETH:

IN CONSIDERATION of mutual agreements hereinafter contained, the parties intending to be legally bound hereby agree as follows:

1. The Council agrees to reimburse Provider for **Head Start Match** up to an amount not to exceed **\$297,551** and according to the terms and conditions outlined in the attached **Exhibit "A"** (Budget).

2. Transfers from the Council to Provider will be made in accordance with the following procedures:

- a) Provider will submit a Financial Reporting Request to the Council by the 10th of each month specifying the amount requested based upon 1/12 of the funding allocation outlined in the attached **Exhibit "A"** (Budget). The request will include documentation reflecting all expenditures made by the Provider under this agreement.
- b) Provider will provide reconciliation of Council and federal funding received on April 30, 2012 and October 30, 2012 to ensure that CSC funding does not exceed 10% of the federal match.
- c) Provider agrees to refund any the Council's money advanced but not expended by September 30, 2012 within 30 days.
- d) Provider shall submit a final invoice to the Council no later than October 31, 2012 (with documentation deemed appropriate by the Council). The Council will not reimburse Provider for any expenditure made by Provider under this Agreement that is submitted after October 31, 2012.

3. The Provider agrees to retain all financial records, supporting documents, statistical records and any other documents pertinent to this Agreement for a period of six (6) years following termination of this Agreement or, if an audit has been initiated and audit findings have not been resolved at the end of the five year period, the records shall be retained until resolution of all audit findings. Provider further agrees that all records, papers, letters, or other documents made or received in conjunction with this Agreement and the provision of services hereunder shall be subject to public access pursuant to the provisions of Chapter 119, Florida Statutes. The provisions of this paragraph shall survive termination of this Agreement.

4. The Provider shall submit to the Council reports of effectiveness and include statistics and data on the number of persons served. Said reports shall be made on the Progress Report Form, **Exhibit "B"** from the effective date of this Agreement on a quarterly basis.

5. Provider will notify the Council in writing within five (5) business days of any changes that affect the provision of the services, such as changes in the board chair or personnel (specifically including changes of the Executive Director, Chief Financial Officer, or Program Director [or their equivalent]).

6. The Council reserves the right to monitor, from a programmatic standpoint, any Provider sites receiving funding hereunder.

7. Notwithstanding any other provision of this Agreement, the Council may terminate this Agreement for any breach by the Provider. If the Council intends to terminate this Agreement, notice shall be provided in writing to the Provider no less than twenty-four (24) hours prior to the effective date of the termination. The Council's failure to terminate or suspend a Provider for past breaches of this Agreement shall not be construed as a waiver of its right to demand strict compliance with the terms of the Agreement or to terminate for said breaches or similar breaches, and shall not be construed to be a modification of the terms of the Agreement.

8. The Provider is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this Agreement, and in furtherance thereof may demand and obtain records and testimony from the Provider and its subcontractors and lower tier subcontractors. The Provider understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Provider or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the Council to be a material breach of this Agreement justifying its termination (applicable if the Council enters into an agreement with the Inspector General).

9. This Agreement contains all the terms and conditions agreed upon by the parties. No other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or binding on the parties hereto. This Agreement shall not be modified unless in writing, signed by both parties hereto.

END OF TEXT ON THIS PAGE

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their undersigned duly authorized representatives.

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

BY: _____

DATE: _____

Print Name

Print Title

BY: _____

DATE: _____

County Attorney

BY: _____

DATE: _____

County Clerk

BY: 

DATE: _____

Department Head

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

BY: _____
Gaetana D. Ebbale, Chief Executive Officer

DATE: _____

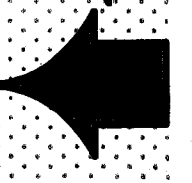
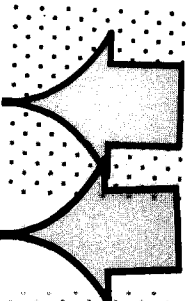
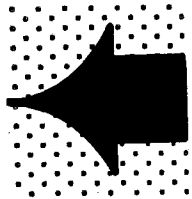


EXHIBIT 'A'

Budget

Children's Services Council of Palm Beach County

2011/2012 BASE BUDGET REPORTING

For Period Ending: 09 /30 /2012

Agency: Palm Beach County Head Start

Contract/MOA #: 371

Program: Head Start

Description	Total Program Budget	Expenses for the Period ____/____/____ to ____/____/____	Total Expenses to Date
Personnel			
Salaries	8,181,273.00		
Fringe Benefits	4,007,994.00		
Travel	251		
Supplies	4,931.00		
Equipment	-		
Professional Fees (Contractual)	5,828,082.00		
Other Costs	1,372,182.00		
Total	\$ 19,394,713.00		
Amount paid by other sources	19,097,162.00		
CSC amount	\$ 297,551.00		
CSC%	1.5%		

Advance Funds Received _____

Prior Advance Repayment _____

Advance Balance _____

Advance Payment This Period _____

Net CSC Funds Requested _____

CERTIFICATION

The undersigned certify that the information contained in this report is a true and accurate representation of the use of CSC funds as of the date of this report.

Prepared by: _____
NAME/TITLE

DATE

Approved by: _____
NAME/TITLE

DATE

Palm Beach County Head Start and Children Services
Head Start - (1451)
2012 Refunding Application Worksheet
Program PA - 4122

Object	Prg	GABI Categories	Object Description	2012 Adj Budget Request	Federal Share	Shared Match			County Overmatch	Total
						CSC	County	Total S/M		
					67.49%	1.53%	15.34%	16.87%	15.64%	100.00%
1080	1451	Personnel	Personal Services-Indirect	0	0	0	0	0	0	0
1201	1451	Personnel	Regular	8,181,269	5,521,280	125,516	1,254,804	1,380,320	1,279,669	8,181,269
1301	1451	Personnel	Regular	1	1	0	0	0	0	1
1401	1451	Personnel	Regular	1	1	0	0	0	0	1
1501	1451	Personnel	Regular	1	1	0	0	0	0	1
1504	1451	Personnel	Regular	1	1	0	0	0	0	1
		S/T - Personnel		8,181,273	5,521,283	125,516	1,254,805	1,380,321	1,279,670	8,181,273
2101	1451	Fringe Benefits	Fica-Taxes	503,997	340,132	7,732	77,301	85,033	78,832	503,997
2105	1451	Fringe Benefits	Fica Medicare	117,871	79,547	1,808	18,078	19,887	18,437	117,871
2201	1451	Fringe Benefits	Retirement Contributions-Frs	957,704	646,324	14,693	146,888	161,581	149,799	957,704
2301	1451	Fringe Benefits	Insurance-Life & Health	2,211,229	1,492,289	33,924	339,148	373,072	345,868	2,211,229
2401	1451	Fringe Benefits	Workers Compensation	172,778	116,602	2,651	26,500	29,151	27,025	172,778
2501	1451	Fringe Benefits	Unemployment Compensation	44,415	29,974	681	6,812	7,494	6,947	44,415
		T - Fringe Benefi		4,007,994	2,704,869	61,490	614,727	676,217	626,908	4,007,994
4001	1451	Travel	Travel & Per Diem	1	1	0	0	0	0	1
4941	1451	Travel	Registration Fees	250	169	4	38	42	39	250
		S/T - Travel		251	169	4	38	42	39	251
6301	1451	Equipment	Improvements Oth Thn Buildings	0	0	0	0	0	0	0
6401	1451	Equipment	Machinery & Equipment	0	0	0	0	0	0	0
6520	1451	Equipment	Park Improvements	0	0	0	0	0	0	0
		S/T - Equipment		0	0	0	0	0	0	0
5101	1451	Supplies	Office Supplies	445	300	7	68	75	70	445
5201	1451	Supplies	Materials/Supplies Operating	1,159	782	18	178	196	181	1,159
5231	1451	Supplies	Medical-Surgicl Supplies	0	0	0	0	0	0	0
5402	1451	Supplies	Educational Training Materials	3,327	2,245	51	510	561	520	3,327
		S/T - Supplies		4,931	3,328	76	756	832	771	4,931
3103	1451	Contractual	Medical/Health Care Services	63,490	42,847	974	9,738	10,712	9,931	63,490
3118	1451	Contractual	Dental Services	5,000	3,374	77	767	844	782	5,000
3124	1451	Contractual	Legal Services-County Attorney	0	0	0	0	0	0	0
3140	1451	Contractual	Consultant Services *	0	0	0	0	0	0	0
3161	1451	Contractual	Audio/Visual Services Ch. 20	1	1	0	0	0	0	1
3301	1451	Contractual	Court Reporter Services *	0	0	0	0	0	0	0
3401	1451	Contractual	Other Contractual Services *	5,706,790	3,851,332	87,553	875,280	962,833	892,625	5,706,790
3403	1451	Contractual	Custodial Or Janitorial Srvces	1	1	0	0	0	0	1
3404	1451	Contractual	Temp Serv/Contracted Salaries	1	1	0	0	0	0	1
3405	1451	Contractual	Security Services	1	1	0	0	0	0	1
3414	1451	Contractual	Iss Professional Services	40,000	26,995	614	6,135	6,749	6,257	40,000
3419	1451	Contractual	Contracted Food	0	0	0	0	0	0	0
3421	1451	Contractual	Contractual Service-Training	1	1	0	0	0	0	1
3422	1451	Contractual	Contractual Services-Recreation	12,797	8,636	196	1,963	2,159	2,002	12,797
3457	1451	Contractual	Moving Expense-County Property	0	0	0	0	0	0	0
		S/T - Contractual		5,828,082	3,933,188	89,414	893,884	983,297	911,596	5,828,082
4007	1451	Other	Travel-Mileage	20,949	14,138	321	3,213	3,534	3,277	20,949
4101	1451	Other	Communication Services	30,515	20,594	468	4,680	5,148	4,773	30,515
4103	1451	Other	Comm/Suncom-Toll	1	1	0	0	0	0	1
4104	1451	Other	Comm/Commercial-Toll	1	1	0	0	0	0	1
4205	1451	Other	Postage	2,435	1,643	37	373	411	381	2,435
4301	1451	Other	Utilities/Electric	100,545	67,855	1,543	15,421	16,964	15,727	100,545
4304	1451	Other	Utilities/Water	23,000	15,522	353	3,528	3,880	3,598	23,000
4308	1451	Other	Utilities/Gas	5,500	3,712	84	844	928	860	5,500

Palm Beach County Head Start and Children Services
Head Start - (1451)
2012 Refunding Application Worksheet
Program PA - 4122

Object	Prg	GABI Categories	Object Description	2012 Adj Budget Request	Federal Share	Shared Match			County Overmatch	Total
						CSC	County	Total S/M		
					67.49%	1.53%	15.34%	16.87%	15.64%	100.00%
4310	1451	Other	Utilities/Waste Disposal	4,790	3,233	73	735	808	749	4,790
4401	1451	Other	Rent	1	1	0	0	0	0	1
4406	1451	Other	Rent-Office Equipment	180	121	3	28	30	28	180
4410	1451	Other	Rent-Building	90,000	60,738	1,381	13,804	15,185	14,077	90,000
4412	1451	Other	Rent-Storage/Warehouse Space *	3,816	2,575	59	585	644	597	3,816
4418	1451	Other	Rental-Pager Services	1	1	0	0	0	0	1
4420	1451	Other	Rent-Motor Pool Vehicles	166,238	112,189	2,550	25,497	28,047	26,002	166,238
4501	1451	Other	Ins & Surety Bonds Outside *	4,080	2,753	63	626	688	638	4,080
4502	1451	Other	Casualty Self Ins Premiums	189,845	128,120	2,913	29,118	32,030	29,695	189,845
4601	1451	Other	Repair & Maintenance	130,087	87,792	1,996	19,952	21,948	20,347	130,087
4603	1451	Other	Rep/Maint-Parts & Supplies	0	0	0	0	0	0	0
4605	1451	Other	Maintenance-Grounds	1	1	0	0	0	0	1
4607	1451	Other	Repair/Maint-Outside Service	11,379	7,679	175	1,745	1,920	1,780	11,379
4610	1451	Other	Repair/Maint-Buildings	101,913	68,778	1,564	15,631	17,194	15,941	101,913
4615	1451	Other	Rep/Maint-Water/Sewer Systems	1	1	0	0	0	0	1
4620	1451	Other	Rep/Maint-Equipment	12,000	8,098	184	1,841	2,025	1,877	12,000
4623	1451	Other	Rep/Maint-Radio	3,850	2,598	59	590	650	602	3,850
4625	1451	Other	Rep/Maint-Motor Pool Vehicles	100,109	67,560	1,536	15,354	16,890	15,658	100,109
4701	1451	Other	Printing & Binding-Outside	-150	-101	-2	-23	-25	-23	-150
4703	1451	Other	Graphics Charges	50	34	1	8	8	8	50
4801	1451	Other	Promotl Activities (Ord 86-19)	1,121	757	17	172	189	175	1,121
4802	1451	Other	Regular	0	0	0	0	0	0	0
4901	1451	Other	Oth Currnt Chrges & Obligions	1	1	0	0	0	0	1
4904	1451	Other	Property Assessments	1	1	0	0	0	0	1
4905	1451	Other	Legal Settlement	1	1	0	0	0	0	1
4909	1451	Other	Licenses & Permits	5,875	3,965	90	901	991	919	5,875
4910	1451	Other	Fines And Penalties	1	1	0	0	0	0	1
4932	1451	Other	Parent Activity	1,050	709	16	161	177	164	1,050
4940	1451	Other	800 Mhz System R/R Charges	0	0	0	0	0	0	0
4942	1451	Other	Tuition-Reimbursement	1	1	0	0	0	0	1
4945	1451	Other	Advertising	725	489	11	111	122	113	725
4946	1451	Other	Advertising Including Legal	1	1	0	0	0	0	1
4979	1451	Other	Indirect Costs-Bcc	264,190	178,293	4,053	40,520	44,573	41,323	264,190
5111	1451	Other	Office Furniture And Equipment	1,001	676	15	154	169	157	1,001
5112	1451	Other	Telephone Equipment/Install	364	246	6	56	61	57	364
5121	1451	Other	Data Procssng Sftwre/Accessres	3,571	2,410	55	548	602	559	3,571
5215	1451	Other	Gasoline	70,000	47,241	1,074	10,736	11,810	10,949	70,000
5220	1451	Other	Purchased Water	235	159	4	36	40	37	235
5243	1451	Other	Personal Care Items	1	1	0	0	0	0	1
5244	1451	Other	Food & Dietary	15,805	10,666	242	2,424	2,667	2,472	15,805
5401	1451	Other	Books Publicatns & Subscrptns	550	371	8	84	93	86	550
5412	1451	Other	Dues & Memberships	1,001	676	15	154	169	157	1,001
9201	1451	Other	Tr To 800MZ RR+I Fd 3801	5,550	3,746	85	851	936	868	5,550
		S/T - Other		1,372,182	926,042	21,052	210,459	231,511	214,629	1,372,182
		Total Head Start 2012 Budget		19,394,713	13,088,879	297,551	2,974,669	3,272,220	3,033,614	19,394,713

Control #	19,389,163	13,088,879	297,551	2,974,669	3,272,220	3,028,064	19,389,163
	5,550	80.00%			20.00%	5,550	5,550
Control #	19,394,713	13,088,879	297,551	2,974,669	3,272,220	3,033,614	19,394,713
	0	0	0	0	0	0	0
		Fed			CSC/Cnty	Total	
		13,088,879			3,272,220	16,361,099	

EXHIBIT 'B'

Progress Report Form

Date Prepared by Provider: _____

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY
QUARTERLY PROGRESS REPORT FORM – PBC Board of County Commissioners Head Start Match

REPORTING PERIOD: _____

PROJECT OBJECTIVES	ACCOMPLISHMENTS: THIS REPORTING PERIOD	ACCOMPLISHMENTS TO DATE	CHALLENGES/ CORRECTIVE ACTIONS TAKEN
1. Children (3-5 years) will receive positive comprehensive early childhood development services to develop and enhance the social, emotional, health, nutritional, and psychological well being of children from economically disadvantaged families.			

Staffing Levels/Turnover

Have there been any changes to your program or program staff contact information?

If yes, has the information been updated in ARMS?

Yes

Yes
No

No

Are all staff positions currently filled?

Yes

No

Cumulative Child Profile 2011-2012

(Instructions: Please submit quarterly with YTD cumulative and unduplicated numbers)

Number of Children Served and Ages						Number of children by Ethnicity						
0 to 5	6 to 10	11 to 14	15 to 17	18+	Total # served	# White	# Black	# Hispanic	# Haitian	# Mayan	#Other	Total # served
					0							0
					0							0
					0							0
					0							0
					0							0
0	0	0	0	0	0	0	0	0	0	0	0	0

Distribution in Palm Beach County						Number & Type of Families			
North	South	Central	West	Other	Total # served	2 parent	Single	Other	Total # served
0	0	0	0	0	0	0	0	0	0

EXHIBIT 'C'

Notification of State/Federal Funding

EXHIBIT "C"

NOTIFICATION OF STATE/FEDERAL FUNDING

AGENCY: Palm Beach County Board of County Commissioners

PROGRAM: Head Start

CONTRACT #: 371

You are hereby notified that **\$0.00** of your current FY 2011-2012 program allocation constitutes Federal and/or State of Florida pass-thru funding.

This amount is being provided to you for your information. Please refer to <https://apps.fldfs.com/fsaa> for further information and guidance.

☒ **Does Not Apply**

EXHIBIT "C"

NOTIFICATION OF STATE/FEDERAL FUNDING & OTHER REQUIREMENTS

The Agreement entered into between the Council and the Provider may include funding from the state and/or federal funding as identified below. The Provider is responsible for adhering to all requirements and conditions related to this funding as stipulated in OMB Circular A-110 and OMB Circular A-133.

Instructions: Be specific when identifying State and/or Federal funding. Include name of State or Federal agency, grant or contract number as reference. Refer to <https://apps.fldfs.com/fsaa> for further information & guidance.

Federal Program 1

\$0.00

Federal Program 2

\$0.00

Federal Program 3

\$0.00

Total Federal Awards:

\$0.00

State Program 1

\$0.00

State Program 2

\$0.00

State financial assistance subject to Sec 215,97, F.S.

\$0.00

The Provider agrees to retain all financial records, supporting documents, statistical records and any other documents pertinent to the Agreement for a period of six (6) years following termination of the Agreement or, if an audit has been initiated and audit findings have not been resolved at the end of this period, the records shall be retained until resolution of all audit findings. All other conditions detailed under Exhibit "A" – General Conditions continue to apply.

AGREEMENT

This Agreement, entered into as of this 1st day of October, 2011 by and between the **CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY**, a political subdivision of the State of Florida (hereinafter referred to as "Council") and **PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS/HEAD START MATCH** hereinafter referred to as "Provider"), effective October 1, 2011 ("Effective Date") to September 30, 2012.

WITNESSETH:

IN CONSIDERATION of mutual agreements hereinafter contained, the parties intending to be legally bound hereby agree as follows:

1. The Council agrees to reimburse Provider for **Head Start Match** up to an amount not to exceed **\$297,551** and according to the terms and conditions outlined in the attached **Exhibit "A"** (Budget).

2. Transfers from the Council to Provider will be made in accordance with the following procedures:

- a) Provider will submit a Financial Reporting Request to the Council by the 10th of each month specifying the amount requested based upon 1/12 of the funding allocation outlined in the attached **Exhibit "A"** (Budget). The request will include documentation reflecting all expenditures made by the Provider under this agreement.
- b) Provider will provide reconciliation of Council and federal funding received on April 30, 2012 and October 30, 2012 to ensure that CSC funding does not exceed 10% of the federal match.
- c) Provider agrees to refund any the Council's money advanced but not expended by September 30, 2012 within 30 days.
- d) Provider shall submit a final invoice to the Council no later than October 31, 2012 (with documentation deemed appropriate by the Council). The Council will not reimburse Provider for any expenditure made by Provider under this Agreement that is submitted after October 31, 2012.

3. The Provider agrees to retain all financial records, supporting documents, statistical records and any other documents pertinent to this Agreement for a period of six (6) years following termination of this Agreement or, if an audit has been initiated and audit findings have not been resolved at the end of the five year period, the records shall be retained until resolution of all audit findings. Provider further agrees that all records, papers, letters, or other documents made or received in conjunction with this Agreement and the provision of services hereunder shall be subject to public access pursuant to the provisions of Chapter 119, Florida Statutes. The provisions of this paragraph shall survive termination of this Agreement.

4. The Provider shall submit to the Council reports of effectiveness and include statistics and data on the number of persons served. Said reports shall be made on the Progress Report Form, **Exhibit "B"** from the effective date of this Agreement on a quarterly basis.

5. Provider will notify the Council in writing within five (5) business days of any changes that affect the provision of the services, such as changes in the board chair or personnel (specifically including changes of the Executive Director, Chief Financial Officer, or Program Director [or their equivalent]).

6. The Council reserves the right to monitor, from a programmatic standpoint, any Provider sites receiving funding hereunder.

7. Notwithstanding any other provision of this Agreement, the Council may terminate this Agreement for any breach by the Provider. If the Council intends to terminate this Agreement, notice shall be provided in writing to the Provider no less than twenty-four (24) hours prior to the effective date of the termination. The Council's failure to terminate or suspend a Provider for past breaches of this Agreement shall not be construed as a waiver of its right to demand strict compliance with the terms of the Agreement or to terminate for said breaches or similar breaches, and shall not be construed to be a modification of the terms of the Agreement.

8. The Provider is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this Agreement, and in furtherance thereof may demand and obtain records and testimony from the Provider and its subcontractors and lower tier subcontractors. The Provider understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Provider or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the Council to be a material breach of this Agreement justifying its termination (applicable if the Council enters into an agreement with the Inspector General).

9. This Agreement contains all the terms and conditions agreed upon by the parties. No other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or binding on the parties hereto. This Agreement shall not be modified unless in writing, signed by both parties hereto.

END OF TEXT ON THIS PAGE

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their undersigned duly authorized representatives.

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

BY: _____

DATE: _____

Print Name

Print Title

BY: _____

DATE: _____

County Attorney

BY: _____

DATE: _____

County Clerk

BY: 

DATE: _____

Department Head

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

BY: _____

DATE: _____

Gaetana D. Ebbale, Chief Executive Officer

EXHIBIT 'A'

Budget

Children's Services Council of Palm Beach County
2011/2012 BASE BUDGET REPORTING
For Period Ending: 09 /30 /2012

Agency: Palm Beach County Head Start

Contract/MOA #: 371

Program: Head Start

Description	Total Program Budget	Expenses for the Period ____/____/____ to ____/____/____	Total Expenses to Date
Personnel			
Salaries	8,181,273.00		
Fringe Benefits	4,007,994.00		
Travel	251		
Supplies	4,931.00		
Equipment	-		
Professional Fees (Contractual)	5,828,082.00		
Other Costs	1,372,182.00		
Total	\$ 19,394,713.00		
Amount paid by other sources	19,097,162.00		
CSC amount	\$ 297,551.00		
CSC%	1.5%		

Advance Funds Received _____

Prior Advance Repayment _____

Advance Balance _____

Advance Payment This Period _____

Net CSC Funds Requested _____

CERTIFICATION

The undersigned certify that the information contained in this report is a true and accurate representation of the use of CSC funds as of the date of this report.

Prepared by: _____
NAME/TITLE

DATE

Approved by: _____
NAME/TITLE

DATE

Palm Beach County Head Start and Children Services
Head Start - (1451)
2012 Refunding Application Worksheet
Program PA - 4122

Object	Prg	GABI Categories	Object Description	2012 Adj Budget Request	Federal Share	Shared Match			County Overmatch	Total
						CSC	County	Total S/M		
					67.49%	1.53%	15.34%	16.87%	15.64%	100.00%
1080	1451	Personnel	Personal Services-Indirect	0	0	0	0	0	0	0
1201	1451	Personnel	Regular	8,181,269	5,521,280	125,516	1,254,804	1,380,320	1,279,669	8,181,269
1301	1451	Personnel	Regular	1	1	0	0	0	0	1
1401	1451	Personnel	Regular	1	1	0	0	0	0	1
1501	1451	Personnel	Regular	1	1	0	0	0	0	1
1504	1451	Personnel	Regular	1	1	0	0	0	0	1
		S/T - Personnel		8,181,273	5,521,283	125,516	1,254,805	1,380,321	1,279,670	8,181,273
2101	1451	Fringe Benefits	Fica-Taxes	503,997	340,132	7,732	77,301	85,033	78,832	503,997
2105	1451	Fringe Benefits	Fica Medicare	117,871	79,547	1,808	18,078	19,887	18,437	117,871
2201	1451	Fringe Benefits	Retirement Contributions-Frs	957,704	646,324	14,693	146,888	161,581	149,799	957,704
2301	1451	Fringe Benefits	Insurance-Life & Health	2,211,229	1,492,289	33,924	339,148	373,072	345,868	2,211,229
2401	1451	Fringe Benefits	Workers Compensation	172,778	116,602	2,651	26,500	29,151	27,025	172,778
2501	1451	Fringe Benefits	Unemployment Compensation	44,415	29,974	681	6,812	7,494	6,947	44,415
		T - Fringe Benefi		4,007,994	2,704,869	61,490	614,727	676,217	626,908	4,007,994
4001	1451	Travel	Travel & Per Diem	1	1	0	0	0	0	1
4941	1451	Travel	Registration Fees	250	169	4	38	42	39	250
		S/T - Travel		251	169	4	38	42	39	251
6301	1451	Equipment	Improvements Oth Thn Buildings	0	0	0	0	0	0	0
6401	1451	Equipment	Machinery & Equipment	0	0	0	0	0	0	0
6520	1451	Equipment	Park Improvements	0	0	0	0	0	0	0
		S/T - Equipment		0	0	0	0	0	0	0
5101	1451	Supplies	Office Supplies	445	300	7	68	75	70	445
5201	1451	Supplies	Materials/Supplies Operating	1,159	782	18	178	196	181	1,159
5231	1451	Supplies	Medical-Surgicl Supplies	0	0	0	0	0	0	0
5402	1451	Supplies	Educational Training Materials	3,327	2,245	51	510	561	520	3,327
		S/T - Supplies		4,931	3,328	76	756	832	771	4,931
3103	1451	Contractual	Medical/Health Care Services	63,490	42,847	974	9,738	10,712	9,931	63,490
3118	1451	Contractual	Dental Services	5,000	3,374	77	767	844	782	5,000
3124	1451	Contractual	Legal Services-County Attorney	0	0	0	0	0	0	0
3140	1451	Contractual	Consultant Services *	0	0	0	0	0	0	0
3161	1451	Contractual	Audio/Visual Services Ch. 20	1	1	0	0	0	0	1
3301	1451	Contractual	Court Reporter Services *	0	0	0	0	0	0	0
3401	1451	Contractual	Other Contractual Services *	5,706,790	3,851,332	87,553	875,280	962,833	892,625	5,706,790
3403	1451	Contractual	Custodial Or Janitorial Srvces	1	1	0	0	0	0	1
3404	1451	Contractual	Temp Serv/Contracted Salaries	1	1	0	0	0	0	1
3405	1451	Contractual	Security Services	1	1	0	0	0	0	1
3414	1451	Contractual	Iss Professional Services	40,000	26,995	614	6,135	6,749	6,257	40,000
3419	1451	Contractual	Contracted Food	0	0	0	0	0	0	0
3421	1451	Contractual	Contractual Service-Training	1	1	0	0	0	0	1
3422	1451	Contractual	Contractual Services-Recreation	12,797	8,636	196	1,963	2,159	2,002	12,797
3457	1451	Contractual	Moving Expense-County Property	0	0	0	0	0	0	0
		S/T - Contractual		5,828,082	3,933,188	89,414	893,884	983,297	911,596	5,828,082
4007	1451	Other	Travel-Mileage	20,949	14,138	321	3,213	3,534	3,277	20,949
4101	1451	Other	Communication Services	30,515	20,594	468	4,680	5,148	4,773	30,515
4103	1451	Other	Comm/Suncom-Toll	1	1	0	0	0	0	1
4104	1451	Other	Comm/Commercial-Toll	1	1	0	0	0	0	1
4205	1451	Other	Postage	2,435	1,643	37	373	411	381	2,435
4301	1451	Other	Utilities/Electric	100,545	67,855	1,543	15,421	16,964	15,727	100,545
4304	1451	Other	Utilities/Water	23,000	15,522	353	3,528	3,880	3,598	23,000
4308	1451	Other	Utilities/Gas	5,500	3,712	84	844	928	860	5,500

Palm Beach County Head Start and Children Services
Head Start - (1451)
2012 Refunding Application Worksheet
Program PA - 4122

Object	Prg	GABI Categories	Object Description	2012 Adj Budget Request	Federal Share	Shared Match			County Overmatch	Total
						CSC	County	Total S/M		
					67.49%	1.53%	15.34%	16.87%	15.64%	100.00%
4310	1451	Other	Utilities/Waste Disposal	4,790	3,233	73	735	808	749	4,790
4401	1451	Other	Rent	1	1	0	0	0	0	1
4406	1451	Other	Rent-Office Equipment	180	121	3	28	30	28	180
4410	1451	Other	Rent-Building	90,000	60,738	1,381	13,804	15,185	14,077	90,000
4412	1451	Other	Rent-Storage/Warehouse Space *	3,816	2,575	59	585	644	597	3,816
4418	1451	Other	Rental-Pager Services	1	1	0	0	0	0	1
4420	1451	Other	Rent-Motor Pool Vehicles	166,238	112,189	2,550	25,497	28,047	26,002	166,238
4501	1451	Other	Ins & Surety Bonds Outside *	4,080	2,753	63	626	688	638	4,080
4502	1451	Other	Casualty Self Ins Premiums	189,845	128,120	2,913	29,118	32,030	29,695	189,845
4601	1451	Other	Repair & Maintenance	130,087	87,792	1,996	19,952	21,948	20,347	130,087
4603	1451	Other	Rep/Maint-Parts & Supplies	0	0	0	0	0	0	0
4605	1451	Other	Maintenance-Grounds	1	1	0	0	0	0	1
4607	1451	Other	Repair/Maint-Outside Service	11,379	7,679	175	1,745	1,920	1,780	11,379
4610	1451	Other	Repair/Maint-Buildings	101,913	68,778	1,564	15,631	17,194	15,941	101,913
4615	1451	Other	Rep/Maint-Water/Sewer Systems	1	1	0	0	0	0	1
4620	1451	Other	Rep/Maint-Equipment	12,000	8,098	184	1,841	2,025	1,877	12,000
4623	1451	Other	Rep/Maint-Radio	3,850	2,598	59	590	650	602	3,850
4625	1451	Other	Rep/Maint-Motor Pool Vehicles	100,109	67,560	1,536	15,354	16,890	15,658	100,109
4701	1451	Other	Printing & Binding-Outside	-150	-101	-2	-23	-25	-23	-150
4703	1451	Other	Graphics Charges	50	34	1	8	8	8	50
4801	1451	Other	Promotl Activities (Ord 86-19)	1,121	757	17	172	189	175	1,121
4802	1451	Other	Regular	0	0	0	0	0	0	0
4901	1451	Other	Oth Currnt Chrges & Obligtions	1	1	0	0	0	0	1
4904	1451	Other	Property Assessments	1	1	0	0	0	0	1
4905	1451	Other	Legal Settlement	1	1	0	0	0	0	1
4909	1451	Other	Licenses & Permits	5,875	3,965	90	901	991	919	5,875
4910	1451	Other	Fines And Penalties	1	1	0	0	0	0	1
4932	1451	Other	Parent Activity	1,050	709	16	161	177	164	1,050
4940	1451	Other	800 Mhz System R/R Charges	0	0	0	0	0	0	0
4942	1451	Other	Tuition-Reimbursement	1	1	0	0	0	0	1
4945	1451	Other	Advertising	725	489	11	111	122	113	725
4946	1451	Other	Advertising Including Legal	1	1	0	0	0	0	1
4979	1451	Other	Indirect Costs-Bcc	264,190	178,293	4,053	40,520	44,573	41,323	264,190
5111	1451	Other	Office Furniture And Equipment	1,001	676	15	154	169	157	1,001
5112	1451	Other	Telephone Equipment/Install	364	246	6	56	61	57	364
5121	1451	Other	Data Proccsng Sftwre/Accessres	3,571	2,410	55	548	602	559	3,571
5215	1451	Other	Gasoline	70,000	47,241	1,074	10,736	11,810	10,949	70,000
5220	1451	Other	Purchased Water	235	159	4	36	40	37	235
5243	1451	Other	Personal Care Items	1	1	0	0	0	0	1
5244	1451	Other	Food & Dietary	15,805	10,666	242	2,424	2,667	2,472	15,805
5401	1451	Other	Books Publicatns & Subscrptns	550	371	8	84	93	86	550
5412	1451	Other	Dues & Memberships	1,001	676	15	154	169	157	1,001
9201	1451	Other	Tr To 800MZ RR+I Fd 3801	5,550	3,746	85	851	936	868	5,550
		S/T - Other		1,372,182	926,042	21,052	210,459	231,511	214,629	1,372,182
		Total Head Start 2012 Budget		19,394,713	13,088,879	297,551	2,974,669	3,272,220	3,033,614	19,394,713

Control #	19,389,163	13,088,879	297,551	2,974,669	3,272,220	3,028,064	19,389,163
	5,550	80.00%			20.00%		5,550
							5,550
Control #	19,394,713	13,088,879	297,551	2,974,669	3,272,220	3,033,614	19,394,713
	0	0	0	0	0	0	0
		Fed			CSC/Cnty	Total	
		13,088,879			3,272,220	16,361,099	

EXHIBIT 'B'

Progress Report Form

Date Prepared by Provider: _____

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY
QUARTERLY PROGRESS REPORT FORM – PBC Board of County Commissioners Head Start Match

REPORTING PERIOD: _____

PROJECT OBJECTIVES	ACCOMPLISHMENTS: THIS REPORTING PERIOD	ACCOMPLISHMENTS TO DATE	CHALLENGES/ CORRECTIVE ACTIONS TAKEN
1. Children (3-5 years) will receive positive comprehensive early childhood development services to develop and enhance the social, emotional, health, nutritional, and psychological well being of children from economically disadvantaged families.			

Staffing Levels/Turnover

Have there been any changes to your program or program staff contact information?

If yes, has the information been updated in ARMS?

Yes

Yes

No

No

Are all staff positions currently filled?

Yes

No

Cumulative Child Profile 2011-2012

(Instructions: Please submit quarterly with YTD cumulative and unduplicated numbers)

Number of Children Served and Ages						Number of children by Ethnicity						
0 to 5	6 to 10	11 to 14	15 to 17	18+	Total # served	# White	# Black	# Hispanic	# Haitian	# Mayan	#Other	Total # served
					0							0
					0							0
					0							0
					0							0
					0							0
					0							0
0	0	0	0	0	0	0	0	0	0	0	0	0

Distribution in Palm Beach County						Number & Type of Families			
North	South	Central	West	Other	Total # served	2 parent	Single	Other	Total # served
0	0	0	0	0	0	0	0	0	0

EXHIBIT 'C'

Notification of State/Federal Funding

EXHIBIT "C"

NOTIFICATION OF STATE/FEDERAL FUNDING

AGENCY: Palm Beach County Board of County Commissioners

PROGRAM: Head Start

CONTRACT #: 371

You are hereby notified that **\$0.00** of your current FY 2011-2012 program allocation constitutes Federal and/or State of Florida pass-thru funding.

This amount is being provided to you for your information. Please refer to <https://apps.fldfs.com/fsaa> for further information and guidance.

☒ **Does Not Apply**

EXHIBIT "C"

NOTIFICATION OF STATE/FEDERAL FUNDING & OTHER REQUIREMENTS

The Agreement entered into between the Council and the Provider may include funding from the state and/or federal funding as identified below. The Provider is responsible for adhering to all requirements and conditions related to this funding as stipulated in OMB Circular A-110 and OMB Circular A-133.

Instructions: Be specific when identifying State and/or Federal funding. Include name of State or Federal agency, grant or contract number as reference. Refer to <https://apps.fldfs.com/fsaa> for further information & guidance.

Federal Program 1

\$0.00

Federal Program 2

\$0.00

Federal Program 3

\$0.00

Total Federal Awards:

\$0.00

State Program 1

\$0.00

State Program 2

\$0.00

State financial assistance subject to Sec 215,97, F.S.

\$0.00

The Provider agrees to retain all financial records, supporting documents, statistical records and any other documents pertinent to the Agreement for a period of six (6) years following termination of the Agreement or, if an audit has been initiated and audit findings have not been resolved at the end of this period, the records shall be retained until resolution of all audit findings. All other conditions detailed under Exhibit "A" – General Conditions continue to apply.

AGREEMENT

This Agreement, entered into as of this 1st day of October, 2011 by and between the **CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY**, a political subdivision of the State of Florida (hereinafter referred to as "Council") and **PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS/HEAD START MATCH** hereinafter referred to as "Provider"), effective October 1, 2011 ("Effective Date") to September 30, 2012.

WITNESSETH:

IN CONSIDERATION of mutual agreements hereinafter contained, the parties intending to be legally bound hereby agree as follows:

1. The Council agrees to reimburse Provider for **Head Start Match** up to an amount not to exceed **\$297,551** and according to the terms and conditions outlined in the attached **Exhibit "A"** (Budget).

2. Transfers from the Council to Provider will be made in accordance with the following procedures:

- a) Provider will submit a Financial Reporting Request to the Council by the 10th of each month specifying the amount requested based upon 1/12 of the funding allocation outlined in the attached **Exhibit "A"** (Budget). The request will include documentation reflecting all expenditures made by the Provider under this agreement.
- b) Provider will provide reconciliation of Council and federal funding received on April 30, 2012 and October 30, 2012 to ensure that CSC funding does not exceed 10% of the federal match.
- c) Provider agrees to refund any the Council's money advanced but not expended by September 30, 2012 within 30 days.
- d) Provider shall submit a final invoice to the Council no later than October 31, 2012 (with documentation deemed appropriate by the Council). The Council will not reimburse Provider for any expenditure made by Provider under this Agreement that is submitted after October 31, 2012.

3. The Provider agrees to retain all financial records, supporting documents, statistical records and any other documents pertinent to this Agreement for a period of six (6) years following termination of this Agreement or, if an audit has been initiated and audit findings have not been resolved at the end of the five year period, the records shall be retained until resolution of all audit findings. Provider further agrees that all records, papers, letters, or other documents made or received in conjunction with this Agreement and the provision of services hereunder shall be subject to public access pursuant to the provisions of Chapter 119, Florida Statutes. The provisions of this paragraph shall survive termination of this Agreement.

4. The Provider shall submit to the Council reports of effectiveness and include statistics and data on the number of persons served. Said reports shall be made on the Progress Report Form, **Exhibit "B"** from the effective date of this Agreement on a quarterly basis.

5. Provider will notify the Council in writing within five (5) business days of any changes that affect the provision of the services, such as changes in the board chair or personnel (specifically including changes of the Executive Director, Chief Financial Officer, or Program Director [or their equivalent]).

6. The Council reserves the right to monitor, from a programmatic standpoint, any Provider sites receiving funding hereunder.

7. Notwithstanding any other provision of this Agreement, the Council may terminate this Agreement for any breach by the Provider. If the Council intends to terminate this Agreement, notice shall be provided in writing to the Provider no less than twenty-four (24) hours prior to the effective date of the termination. The Council's failure to terminate or suspend a Provider for past breaches of this Agreement shall not be construed as a waiver of its right to demand strict compliance with the terms of the Agreement or to terminate for said breaches or similar breaches, and shall not be construed to be a modification of the terms of the Agreement.

8. The Provider is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this Agreement, and in furtherance thereof may demand and obtain records and testimony from the Provider and its subcontractors and lower tier subcontractors. The Provider understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Provider or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the Council to be a material breach of this Agreement justifying its termination (applicable if the Council enters into an agreement with the Inspector General).

9. This Agreement contains all the terms and conditions agreed upon by the parties. No other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or binding on the parties hereto. This Agreement shall not be modified unless in writing, signed by both parties hereto.

END OF TEXT ON THIS PAGE

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their undersigned duly authorized representatives.

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

BY: _____ DATE: _____

Print Name

Print Title

BY: _____ DATE: _____

County Attorney

BY: _____ DATE: _____

County Clerk

BY:  DATE: _____

Department Head

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

BY: _____ DATE: _____
Gaetana D. Ebole, Chief Executive Officer

EXHIBIT 'A'

Budget

Children's Services Council of Palm Beach County
2011/2012 BASE BUDGET REPORTING
For Period Ending: 09 /30 /2012

Agency: Palm Beach County Head Start

Contract/MOA #: 371

Program: Head Start

Description	Total Program Budget	Expenses for the Period ____/____/____ to ____/____/____	Total Expenses to Date
Personnel			
Salaries	8,181,273.00		
Fringe Benefits	4,007,994.00		
Travel	251		
Supplies	4,931.00		
Equipment	-		
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Other Costs	1,372,182.00		
Total	\$ 19,394,713.00		
Amount paid by other sources	19,097,162.00		
CSC amount	\$ 297,551.00		
CSC%	1.5%		

Advance Funds Received _____

Prior Advance Repayment _____

Advance Balance _____

Advance Payment This Period _____

Net CSC Funds Requested _____

CERTIFICATION

The undersigned certify that the information contained in this report is a true and accurate representation of the use of CSC funds as of the date of this report.

Prepared by: _____
NAME/TITLE

DATE

Approved by: _____
NAME/TITLE

DATE

Palm Beach County Head Start and Children Services
Head Start - (1451)
2012 Refunding Application Worksheet
Program PA - 4122

Object	Prg	GABI Categories	Object Description	2012 Adj Budget Request	Federal Share	Shared Match			County Overmatch	Total
						CSC	County	Total S/M		
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1080	1451	Personnel	Personal Services-Indirect	0	0	0	0	0	0	0
1201	1451	Personnel	Regular	8,181,269	5,521,280	125,516	1,254,804	1,380,320	1,279,669	8,181,269
1301	1451	Personnel	Regular	1	1	0	0	0	0	1
1401	1451	Personnel	Regular	1	1	0	0	0	0	1
1501	1451	Personnel	Regular	1	1	0	0	0	0	1
1504	1451	Personnel	Regular	1	1	0	0	0	0	1
		S/T - Personnel		8,181,273	5,521,283	125,516	1,254,805	1,380,321	1,279,670	8,181,273
2101	1451	Fringe Benefits	Fica-Taxes	503,997	340,132	7,732	77,301	85,033	78,832	503,997
2105	1451	Fringe Benefits	Fica Medicare	117,871	79,547	1,808	18,078	19,887	18,437	117,871
2201	1451	Fringe Benefits	Retirement Contributions-Frs	957,704	646,324	14,693	146,888	161,581	149,799	957,704
2301	1451	Fringe Benefits	Insurance-Life & Health	2,211,229	1,492,289	33,924	339,148	373,072	345,868	2,211,229
2401	1451	Fringe Benefits	Workers Compensation	172,778	116,602	2,651	26,500	29,151	27,025	172,778
2501	1451	Fringe Benefits	Unemployment Compensation	44,415	29,974	681	6,812	7,494	6,947	44,415
		T - Fringe Benefi		4,007,994	2,704,869	61,490	614,727	676,217	626,908	4,007,994
4001	1451	Travel	Travel & Per Diem	1	1	0	0	0	0	1
4941	1451	Travel	Registration Fees	250	169	4	38	42	39	250
		S/T - Travel		251	169	4	38	42	39	251
6301	1451	Equipment	Improvements Oth Thn Buildings	0	0	0	0	0	0	0
6401	1451	Equipment	Machinery & Equipment	0	0	0	0	0	0	0
6520	1451	Equipment	Park Improvements	0	0	0	0	0	0	0
		S/T - Equipment		0	0	0	0	0	0	0
5101	1451	Supplies	Office Supplies	445	300	7	68	75	70	445
5201	1451	Supplies	Materials/Supplies Operating	1,159	782	18	178	196	181	1,159
5231	1451	Supplies	Medical-Surgicl Supplies	0	0	0	0	0	0	0
5402	1451	Supplies	Educational Training Materials	3,327	2,245	51	510	561	520	3,327
		S/T - Supplies		4,931	3,328	76	756	832	771	4,931
3103	1451	Contractual	Medical/Health Care Services	63,490	42,847	974	9,738	10,712	9,931	63,490
3118	1451	Contractual	Dental Services	5,000	3,374	77	767	844	782	5,000
3124	1451	Contractual	Legal Services-County Attorney	0	0	0	0	0	0	0
3140	1451	Contractual	Consultant Services *	0	0	0	0	0	0	0
3161	1451	Contractual	Audio/Visual Services Ch. 20	1	1	0	0	0	0	1
3301	1451	Contractual	Court Reporter Services *	0	0	0	0	0	0	0
3401	1451	Contractual	Other Contractual Services *	5,706,790	3,851,332	87,553	875,280	962,833	892,625	5,706,790
3403	1451	Contractual	Custodial Or Janitorial Srvces	1	1	0	0	0	0	1
3404	1451	Contractual	Temp Serv/Contracted Salaries	1	1	0	0	0	0	1
3405	1451	Contractual	Security Services	1	1	0	0	0	0	1
3414	1451	Contractual	Iss Professional Services	40,000	26,995	614	6,135	6,749	6,257	40,000
3419	1451	Contractual	Contracted Food	0	0	0	0	0	0	0
3421	1451	Contractual	Contractual Service-Training	1	1	0	0	0	0	1
3422	1451	Contractual	Contractual Services-Recreation	12,797	8,636	196	1,963	2,159	2,002	12,797
3457	1451	Contractual	Moving Expense-County Property	0	0	0	0	0	0	0
		S/T - Contractual		5,828,082	3,933,188	89,414	893,884	983,297	911,596	5,828,082
4007	1451	Other	Travel-Mileage	20,949	14,138	321	3,213	3,534	3,277	20,949
4101	1451	Other	Communication Services	30,515	20,594	468	4,680	5,148	4,773	30,515
4103	1451	Other	Comm/Suncom-Toll	1	1	0	0	0	0	1
4104	1451	Other	Comm/Commercial-Toll	1	1	0	0	0	0	1
4205	1451	Other	Postage	2,435	1,643	37	373	411	381	2,435
4301	1451	Other	Utilities/Electric	100,545	67,855	1,543	15,421	16,964	15,727	100,545
4304	1451	Other	Utilities/Water	23,000	15,522	353	3,528	3,880	3,598	23,000
4308	1451	Other	Utilities/Gas	5,500	3,712	84	844	928	860	5,500

Palm Beach County Head Start and Children Services
Head Start - (1451)
2012 Refunding Application Worksheet
Program PA - 4122

Object	Prg	GABI Categories	Object Description	2012 Adj Budget Request	Federal Share	Shared Match			County Overmatch	Total
						CSC	County	Total S/M		
					67.49%	1.53%	15.34%	16.87%	15.64%	100.00%
4310	1451	Other	Utilities/Waste Disposal	4,790	3,233	73	735	808	749	4,790
4401	1451	Other	Rent	1	1	0	0	0	0	1
4406	1451	Other	Rent-Office Equipment	180	121	3	28	30	28	180
4410	1451	Other	Rent-Building	90,000	60,738	1,381	13,804	15,185	14,077	90,000
4412	1451	Other	Rent-Storage/Warehouse Space *	3,816	2,575	59	585	644	597	3,816
4418	1451	Other	Rental-Pager Services	1	1	0	0	0	0	1
4420	1451	Other	Rent-Motor Pool Vehicles	166,238	112,189	2,550	25,497	28,047	26,002	166,238
4501	1451	Other	Ins & Surety Bonds Outside *	4,080	2,753	63	626	688	638	4,080
4502	1451	Other	Casualty Self Ins Premiums	189,845	128,120	2,913	29,118	32,030	29,695	189,845
4601	1451	Other	Repair & Maintenance	130,087	87,792	1,996	19,952	21,948	20,347	130,087
4603	1451	Other	Rep/Maint-Parts & Supplies	0	0	0	0	0	0	0
4605	1451	Other	Maintenance-Grounds	1	1	0	0	0	0	1
4607	1451	Other	Repair/Maint-Outside Service	11,379	7,679	175	1,745	1,920	1,780	11,379
4610	1451	Other	Repair/Maint-Buildings	101,913	68,778	1,564	15,631	17,194	15,941	101,913
4615	1451	Other	Rep/Maint-Water/Sewer Systems	1	1	0	0	0	0	1
4620	1451	Other	Rep/Maint-Equipment	12,000	8,098	184	1,841	2,025	1,877	12,000
4623	1451	Other	Rep/Maint-Radio	3,850	2,598	59	590	650	602	3,850
4625	1451	Other	Rep/Maint-Motor Pool Vehicles	100,109	67,560	1,536	15,354	16,890	15,658	100,109
4701	1451	Other	Printing & Binding-Outside	-150	-101	-2	-23	-25	-23	-150
4703	1451	Other	Graphics Charges	50	34	1	8	8	8	50
4801	1451	Other	Promott Activities (Ord 86-19)	1,121	757	17	172	189	175	1,121
4802	1451	Other	Regular	0	0	0	0	0	0	0
4901	1451	Other	Oth Currnt Chrges & Obligions	1	1	0	0	0	0	1
4904	1451	Other	Property Assessments	1	1	0	0	0	0	1
4905	1451	Other	Legal Settlement	1	1	0	0	0	0	1
4909	1451	Other	Licenses & Permits	5,875	3,965	90	901	991	919	5,875
4910	1451	Other	Fines And Penalties	1	1	0	0	0	0	1
4932	1451	Other	Parent Activity	1,050	709	16	161	177	164	1,050
4940	1451	Other	800 Mhz System R/R Charges	0	0	0	0	0	0	0
4942	1451	Other	Tuition-Reimbursement	1	1	0	0	0	0	1
4945	1451	Other	Advertising	725	489	11	111	122	113	725
4946	1451	Other	Advertising Including Legal	1	1	0	0	0	0	1
4979	1451	Other	Indirect Costs-Boc	264,190	178,293	4,053	40,520	44,573	41,323	264,190
5111	1451	Other	Office Furniture And Equipment	1,001	676	15	154	169	157	1,001
5112	1451	Other	Telephone Equipment/Install	364	246	6	56	61	57	364
5121	1451	Other	Data Proccsng Sftwre/Accessres	3,571	2,410	55	548	602	559	3,571
5215	1451	Other	Gasoline	70,000	47,241	1,074	10,736	11,810	10,949	70,000
5220	1451	Other	Purchased Water	235	159	4	36	40	37	235
5243	1451	Other	Personal Care Items	1	1	0	0	0	0	1
5244	1451	Other	Food & Dietary	15,805	10,666	242	2,424	2,667	2,472	15,805
5401	1451	Other	Books Publicatns & Subscrptns	550	371	8	84	93	86	550
5412	1451	Other	Dues & Memberships	1,001	676	15	154	169	157	1,001
9201	1451	Other	Tr To 800MZ RR+I Fd 3801	5,550	3,746	85	851	936	868	5,550
		S/T - Other		1,372,182	926,042	21,052	210,459	231,511	214,629	1,372,182
		Total Head Start 2012 Budget		19,394,713	13,088,879	297,551	2,974,669	3,272,220	3,033,614	19,394,713

Control #	19,389,163	13,088,879	297,551	2,974,669	3,272,220	3,028,064	19,389,163
	5,550	80.00%			20.00%	5,550	5,550
Control #	19,394,713	13,088,879	297,551	2,974,669	3,272,220	3,033,614	19,394,713
	0	0	0	0	0	0	0
		Fed			CSC/Cnty	Total	
		13,088,879			3,272,220	16,361,099	

EXHIBIT 'B'

Progress Report Form

Contract # 11-371SF

Date Prepared by Provider: _____

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY
QUARTERLY PROGRESS REPORT FORM – PBC Board of County Commissioners Head Start Match

REPORTING PERIOD: _____

PROJECT OBJECTIVES	ACCOMPLISHMENTS: THIS REPORTING PERIOD	ACCOMPLISHMENTS TO DATE	CHALLENGES/ CORRECTIVE ACTIONS TAKEN
1. Children (3-5 years) will receive positive comprehensive early childhood development services to develop and enhance the social, emotional, health, nutritional, and psychological well being of children from economically disadvantaged families.			

Staffing Levels/Turnover

Have there been any changes to your program or program staff contact information?
If yes, has the information been updated in ARMS?

Yes

Yes
No

No

Are all staff positions currently filled?

Yes

No

Cumulative Child Profile 2011-2012

(Instructions: Please submit quarterly with YTD cumulative and unduplicated numbers)

Number of Children Served and Ages						Number of children by Ethnicity						
0 to 5	6 to 10	11 to 14	15 to 17	18+	Total # served	# White	# Black	# Hispanic	# Haitian	# Mayan	#Other	Total # served
					0							0
					0							0
					0							0
					0							0
					0							0
					0							0
0	0	0	0	0	0	0	0	0	0	0	0	0

Distribution in Palm Beach County						Number & Type of Families			
North	South	Central	West	Other	Total # served	2 parent	Single	Other	Total # served
0	0	0	0	0	0	0	0	0	0

EXHIBIT 'C'

Notification of State/Federal Funding

EXHIBIT "C"

NOTIFICATION OF STATE/FEDERAL FUNDING

AGENCY: Palm Beach County Board of County Commissioners

PROGRAM: Head Start

CONTRACT #: 371

You are hereby notified that **\$0.00** of your current FY 2011-2012 program allocation constitutes Federal and/or State of Florida pass-thru funding.

This amount is being provided to you for your information. Please refer to <https://apps.fldfs.com/fsaa> for further information and guidance.

☒ **Does Not Apply**

EXHIBIT "C"

NOTIFICATION OF STATE/FEDERAL FUNDING & OTHER REQUIREMENTS

The Agreement entered into between the Council and the Provider may include funding from the state and/or federal funding as identified below. The Provider is responsible for adhering to all requirements and conditions related to this funding as stipulated in *OMB Circular A-110* and *OMB Circular A-133*.

Instructions: Be specific when identifying State and/or Federal funding. Include name of State or Federal agency, grant or contract number as reference. Refer to <https://apps.fidfs.com/fsaa> for further information & guidance.

Federal Program 1

\$0.00

Federal Program 2

\$0.00

Federal Program 3

\$0.00

Total Federal Awards:

\$0.00

State Program 1

\$0.00

State Program 2

\$0.00

State financial assistance subject to Sec 215,97, F.S.

\$0.00

The Provider agrees to retain all financial records, supporting documents, statistical records and any other documents pertinent to the Agreement for a period of six (6) years following termination of the Agreement or, if an audit has been initiated and audit findings have not been resolved at the end of this period, the records shall be retained until resolution of all audit findings. All other conditions detailed under Exhibit "A" – General Conditions continue to apply.