PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: November 15, 2011	[X]	Consent	[]	Regular Public Hearing
Department	[]]	Ordinance	11	Public Hearing
Submitted By: <u>Community Service</u>	<u>s</u>			
Submitted For: <u>Head Start/Early He</u>	ad Start	& Children's Se	rvices	
<u>l.</u>	EXECU	TIVE BRIEF		7

Motion and Title: Staff recommends motion to approve: Agreements with Children's Services Council of Palm Beach County, for the period of October 1, 2011, through September 30, 2012, for the following amounts:

A) \$157,413 for Early Head Start services, and

B) \$297,551 for Head Start services.

Summary: These Agreements will allow County to receive funding from Children's Services Council up to \$157,413 as part of the matching funding requirement to provide full day/full year comprehensive Early Head Start services to a total of 180 pregnant mothers, infants/toddlers, and up to \$297,551 as part of the matching funds requirement to provide full day/full year Head Start services to 1,871 three to five year old children and their families. Services include comprehensive health, education, parental involvement, nutritional, social and other services. (Head Start) <u>Countywide</u> (TKF)

Background and Justification: The Head Start/Early Head Start program receives 80% funding from the Administration for Children, Youth, and Families (ACYF) U.S. Department of Health and Human Services with a requirement that the remaining 20% funding come from local sources. The Children's Services Council of Palm Beach County has agreed to provide up o \$157,413 for the Early Head Start program and up to \$297,551 for the Head Start program not to exceed more than 1/3 of the local match requirement. The remaining local match funds and additional funding are provided by the County.

Attachments:

1. Children's Services Council 2011-2012 Agreement - Head Start

2. Children's Services Council 2011-2012 Agreement - Early Head Start

Recommended by:	Claphe	10/25/11
	Department Director	Date
Approved by:	Q_{μ}	11/3/11
	Assistant County Administrator	Date
	\mathcal{O}	

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years Capital Expe Operating Co External Rev Program Inco In-Kind Matc NET FISCAL	nditures osts venue ome (County) h (County)	In Current Budget? Yes X No			
# ADDITION POSITIONS	AL FTE (Cumulative)				
Is Item Includ Budget Acco Program Cod	unt No.:	t Budget?	Yes <u>X</u>	No	
\$297,551 \$157,413	<u>Fund</u> 1002 1002				<u>GY</u> GY11 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:

Taruna Malhotre 10/25/11

III. REVIEW COMMENTS

Α. OFMB Fiscal and/or Contract Administration Comments: ig local match The No fish en this item. Yen sart by well 1 neol Contract Development & Control OF Agreements comply our nervew negoticommute. The time of our norew wene not executed. Β. Legal Sufficiency: See Oc's com Assistant County Attorney

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

Main561.740.7000Tel800.331.1462Fax561.835.1956www.cscpbc.org

MEMORANDUM

TO:	CSC Funded Programs
FROM:	Gaetana D. Ebbole, Chief Executive Office
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.

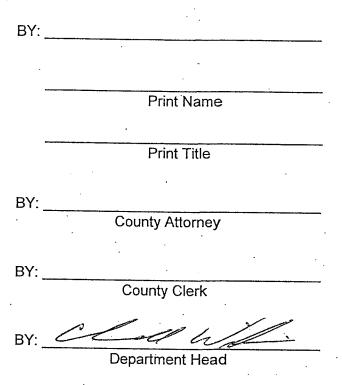
8. The Provider is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this Agreement, and in furtherance thereof may demand and obtain records and testimony from the Provider and its subcontractors and 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).

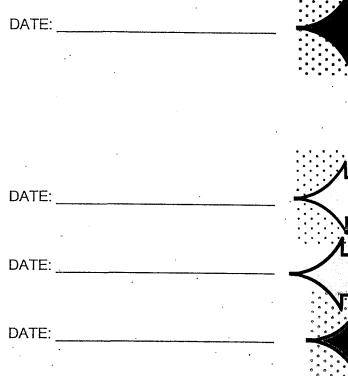
9. This Agreement contains all the terms and conditions agreed upon by the parties. No other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or binding on the parties hereto. This Agreement shall not be modified unless in writing, signed by both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





CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

BY:

Gaetana D. Ebbole, Chief Executive Officer

CSC_DOCS-#111148-v1-PBCBCC_Early_Head_Start_Match.DOC 8/19/2011

DATE:

.

EXHIBIT 'A'

Budget

CSC DOCS-#111148-v1-PRCRCC Farly Head Start Match DOC

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

Description	Total	Expenses for the Period	Total Expenses
·	Program Budget	to	to Date
Personnel		· · ·	
Salaries	1,239,580.00		······································
Fringe Benefits	603,261.00		
			•
Travel	8,045.00		· · · · · · · · · · · · · · · · · · ·
Supplies	26,637.00		
	20,001.00		
Equipment	3,051.00		······································
Professional Fees (Contractual)	1,003,623.00		•
Other Costs			
Other Costs	230966 \$		
	\$		· · · · · · · · · · · · · · · · · · ·
			······································
fotal	\$ 3,115,163.00		
Mount paid by other sources	2,957,750.00		
CSC amount	\$ 157,413.00		
CSC%	5.1%		

Advance Funds Received

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

	·	······	·				<u> </u>			
					Federal	<u> </u>	hared Ma	County		
Object	Prg	GABI Categories	Object Description	2012 Adj Budget	Share	csc'	County	Total	Overmatch	Total
				Request				S/M	L	
	L	<u></u>	1		56.56%	5.05%	9.09%	14.14%	29.30%	100.009
1201	1457	Personnel	Regular							r
1201	1457		Regular	0	0 701,078	0 62,637	0	. 0		1 0 0 0 0 0
1301	1457		Regular		101,078	02,037	112,632 0	175,269		1,239,57
1401			Regular	2		0	0	0		
1501	1457	Personnel	Regular	2	1	0	0	0		
1504		Personnel	Regular	2		0	0	0	the second s	
							ŭ	V		:
			S/T - Personnel	1,239,580	701,082	62,637	112,633	175,271	363.227	1,239,58
	L								[.,,
2101	1457	Fringe Benefits	Fica-Taxes	74,996	42,416	3,790	6,814	10,604	21,976	74,99
2105	1457	Fringe Benefits	Fica Medicare	17,524	9,911	886	1,592	2;478		17,524
2201		Fringe Benefits	Retirement Contributions-Frs	134,255	75,932	6,784	12,199	18,983	39,340	134,25
2301		Fringe Benefits	Insurance-Life & Health	358,446	202,730	18,113	32,570	50,683	105,033	358,44
2401		Fringe Benefits	Workers Compensation	4,432	2,507	224	403	. 627	1,299	4,43
2501	1457	Fringe Benefits	Unemployment Compensation	13,608	7,696	688	1,236	1,924	3,987	13,60
	ļ		·	·						_
	<u> </u>	S	/T - Fringe Benefits	603,261	341,193	30,484	54,815	85,298	176,770	603,26
4001	1457	Traval			0:407	000				
4941	1457 1457	Travel Travel	Travel & Per Diem	5,653	3,197	286	514	799		5,65
4541	. 1457	Tlaver	Registration Fees	2,392	1,353	121	217	338	701	2,39:
			S/T - Travel	8,045	4,550	407	731	4 4 20	0.007	0.04
			Sil - Haves	0,045		407		1,138	2,357	8,04
6401	1457	Equipment	Machinery & Equipment	1	1	0	0	0	0	<u> </u>
6405		Equipment	Data Processing Equipment	3,050	1,725	154	.277	431	-	3,050
			Date Proceeding Equipitient		1,1.20	104			034	3,030
			S/T - Equipment	3,051	1,726	154	277	431	894	3,051
	•									0,00
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		11,09
5203	1457	Supplies	Institutional Supplies & Mtrls	.0	. 0	0	0	0	the second se	(
5231	1457	Supplies	Medical-Surgicl Supplies	0	Ø	0	0	0	0	(
5242			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
2400	4.000		· · · · · · · · · · · · · · · · · · ·							
			Medical/Health Care Services	59,000	33,369	2,981	5,361	8,342	17,288	59,000
3124		Contractual	Legal Services-County Attorney	0	0	0	0	0	0	(
3140			Consultant Services *	0	0	0	0	0		(
3301			Court Reporter Services *	0	0			0		(
3401			Other Contractual Services *	865,293	489,393		78,624	122,348		865,293
3403			Custodial Or Janitorial Styces	29,781	16,844	1,505	2,706	4,211	8,727	29,78
3404			Temp Serv/Contracted Salaries	2	1	0	0			
3405 3419			Security Services	0	.0	0	0	0		(
			Contracted Food	0	0	0	0	0		(
			Contractual Service-Training	46,694	26,409	2,360	4,243	6,602		46,69
		Contractual	Contractual Servics-Recreation	2,853	1,614	144	259	403	836	2,853
3422	1437			1 1		1			1	
3422	1437		S/T Contractual	1 002 622	567 620	50 744	01 102	144.007	204 000	4 000 000
3422			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	10,56
4007	1457 1457	Other Other	Travel-Mileage Communication Services	10,563 353	5,974 200	534 18	960 32	1,494 50	3,095 103	10,56
4007 4101 4103	1457 1457 1457	Other Other Other	Travel-Mileage Communication Services Comm/Suncorn-Toll	10,563 353 1	5,974	534 18 0	960 32 0	1,494 50 0	3,095 103 0	10,56
4007 4101 4103 4104	1457 1457 1457 1457	Other Other Other Other Other	Travel-Mileage Communication Services	10,563 353	5,974 200	534 18	960 32	1,494 50	3,095 103 0 0	1,003,623 10,563 353 10,563

Page 1 of 2

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

	~~~									
				2012 Adj	E a cê a comê	1	Shared M	atch	· · · · · · · · · · · · · · · · · · ·	
Object	Prg	GABI Categories	Object Description	Budget	Federal Share	CSC	County	Total S/M	County Overmatch	Total
	L	_L	<u> </u>	Request	56.56%	5.05%	9.09%		29.30%	100.00
4304	1457	Other								
4304	1457		Utilities/Water	4,084	2,310			577	1,197	4,08
4310	1457		Utilities/Gas	589	333			83	173	58
4401	1457		Utilities/Waste Disposal	745	. 421	38	68	105	218	74
4406	1457		Rent	1	1	l. C	0	0		<u>* -</u>
4410	1457		Rent-Office Equipment	1	1	-	- · ·	0	0	
4412			Rent-Building	41,926	23,713	2,119	3,810	5,928	12.285	41,92
4412	<u>1457</u> 1457	Other Other	Rent-Storage/Warehouse Space *	1	1	C	0	.0	. 0	
4420			Rent-Motor Pool Vehicles	13,845	7,830	700	1,258	1,958	4,057	13,84
4501	1457 1457	Other	Ins & Surety Bonds Outside *	200	113	10	18	28	59	20
4502		Other	Casualty Self Ins Premiums	21,904	12,388	1,107	1,990		6,418	21.90
	1457	Other	Repair & Maintenance	6,885	3,894	3:48		974	2,017	6,88
4603	1457	Other	Rep/Maint-Parts & Supplies	1,500	848	76		212	440	1,50
4605		Other	Maintenance-Grounds	5,526	3,125	279	502	781	1,619	5,52
4607	1457	Other	Repair/Maint-Outside Service	2,648	1,498			374	776	
4610		Other	Repair/Maint-Buildings	16,007	9,053			2,263	4,690	2,64
4615			Rep/Maint-Water/Sewer Systems	1	1	0		2,205	4,090	16,00
4620	1457	Other	Rep/Maint-Equipment	1	1			0	·	
4623		Other	Rep/Maint-Radio	ol ol	0		~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	0	0	
4625	1457		Rep/Maint-Motor Pool Vehicles	11,000	6,221	556	1.000	1,555	0	44.00
4640		Other	Landscape Installation/Maint	0	0,221			1,555	3,223	11,00
1701		Other	Printing & Binding-Outside	Ö	0			0	0	
1703	1457		Graphics Charges	943	. 533		86	133	.0	
1801		Other	Promotl Activities (Ord 86-19)	8,055	4,556		732		276	94
1802			Regular	0,000	0			1,139	2,360	8,05
1901		Other	Oth Curmt Chrges & Obligtions	1		0		0	0	
909	1457		Licenses & Permits	1,694	958	86	154	240	0	
932	1457		Parent Activity	811	459	41	74	115	496	1,69
	1457	Other	Tuition-Reimbursement	12,820	7,251	648	1,165		238	811
979	1457		Indirect Costs-Bcc	30,166	17.061	1,524	2,741	1,813	3,757	12,820
111	1457		Office Furniture And Equipment	1	17,001	1,524	2,741	4,265	8,839	30,166
112	1457		Telephone Equipment/Install	377	213	19		0	0	
121	1457		Data Procssng Sftwre/Accessres	- 10,132	5,730	512	34 921	53	110	37
215	1457		Gasoline	6,000				1,433	2,969	10,132
220	1457	A	Purchased Water	732	3,393	303 · 37	545	848	1,758	6,000
243		the second s	Personal Care Items	1	414		67	104	214	732
244	1457		Food & Dietary	3,005	······	0	0	0	0	1
401			Books Publicaths & Subscrpths	2,356	1,700	152	273	425	881	3,005
412			Dues & Memberships	1.328	1,333	119	214	333	690	2,356
		·	eee a memberanpa	1,328	751	67	121	188	389	1,328
		······································	S/T - Other		400.000					
		T		230,966	130,630	11,671	20,986	32,657	67,679	230,966
		Total Farb	y Head Start 2012 Budget	2 445 4 95						
		Total Lall	rieau Start 2012 Budget	3,115,163	1,761,876	157 112	282 056	440,469	912,818	

Control #

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

0	(	) (	ο (	)	0	0	0
	Federal			Shared	d Total		
1	,761,876			440,46	9 2,202,34	15	

Page 2 of 2

### Cumulative Child Profile 2011-2012 (Instructions: Please submit quarterly with YTD cumulative and unduplicated numbers)

1	Number o	of Childre	n Served		es ·			Numbe	er of childr		nicity	
0 to 5	6 to 10	11 to 14	15 to 17	18+	Total # served	# White	# Black	# Hispanic		# Mayan	1	Total # served
	·····				0							. 0
					0							0
					0			<u> </u>				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	(

CSC_DOCS-#94741-v2-543EarlyHeadstartQuarterlyProgressReport_10-11.DOC

Staffing L_, els/Turnover	· ·	· .	•
Have there been any changes to your program or program staff contact in	iformation?	Yes	No
If yes, has the information been updated in ARMS?	Yes	No	·
Are all staff positions currently filled?	Yes	No	

CSC_DOCS-#94741-v2-543EarlyHeadstartQuarterlyProgressReport_10-11.DOC

### 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

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.					
			· .		

# REPORTING PERIOD: _____

CSC_DOCS-#94741-v2-543EarlyHeadstartQuarterlyProgressReport_10-11.DOC

#### EXHIBIT 'C'

# Notification of State/Federal Funding

# · .

. .

CSC_DOCS-#111148-v1-PBCBCC_Early_Head_Start_Match.DOC 8/19/2011

# 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 <u>https://apps.fldfs.com/fsaa</u> for further information and guidance.

# X Does Not Apply

FY 2011/2012 5/10/2011

# 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 <u>https://apps.fldfs.com/fsaa</u> for further information & guidance.

Federal Program 1	•		•	
			•	\$0.00
Federal Program 2				
		•	•	
				\$0.00
Federal Program 3		•		•
·				<b>FO OO</b>
•				\$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.

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.

\$0.00

FY 2011/2012 5/10/2011

#### 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).

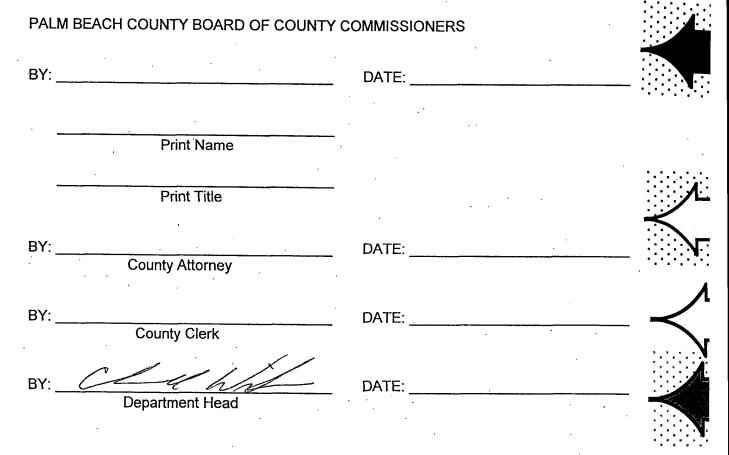
2. Transfers from the Council to Provider will be made in accordance with the following procedures:

- 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.

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



# CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

BY: _____Gaetana D. Ebbole, Chief Executive Officer

DATE:

# EXHIBIT 'A'

#### Budget

#### CSC_DOCS-#111148-v1-PBCBCC_Early_Head_Start_Match.DOC 8/19/2011

.

#### 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	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		····
	\$ -		
	-		······
Fotal	\$ 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.

•	NAME/TITLE	DATE
pproved by:		
	NAME/TITLE	DATE

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

			· · · · · · · · · · · · · · · · · · ·		······				·	
					2012 Adj Federal -		hared Ma	tch Total	County	Total
Object	Prg	GABI Categories	Object Description	Budget	Share	CSC	County	S/M	Overmatch	Total
				Request	56.56%	5.05%	9.09%	14.14%	29.30%	100.00%
		l		.II	50.50 /01	5.0570	3.0376	14, 14,70	23:0070	100.007
1201	1457	Personnel	Regular	0	0	Ó	0	. 0	0	C
1201	1457		Regular	1,239,572	701,078	62,637	112,632	175,269	363,225	1,239,572
1301	1457	Personnel	Regular	2	1.	0	Q	0	1	· 2
1401	1457	Personnel	Regular	2	• 1	0	0	the second s		2
1501			Regular	2	1	0	0	0		2
1504	1457	Personnel	Regular	2	1	0	0	· 0	1	2
		l					110.000	177 074		1 200 500
<del>_</del>			S/T - Personnel	1,239,580	701,082	02,037	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			Fica Medicare	17,524	9,911	886	1,592	2;478		
			Retirement Contributions-Frs	134,255	75,932	6,784		18,983		
2301			Insurance-Life & Health	358,446	202,730	18,113	32,570	50,683		
2401			Workers Compensation	4,432	2,507	224	403	. 627		4,432
			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		Travel	Travel & Per Diem	5,653	3,197	286				5,653
4941	1457	Travel	Registration Fees	2,392	1,353	121	217	338	701	2,392
	·							1 100	0.157	0.044
			S/T - Travel	8,045	4,550	407	731	1,138	.2,357	8,04
6401	4457	<b>F</b> aultane at	Marchinens & Frankrussent		1	0	0	0	0	
		المحجب والمحجب والمحجب والمحاصر والمحاصر والمحاصر والمحاص والمحاص والمحاص والمحاص والمحاص والمحاص والمحاص والمح	Machinery & Equipment	3,050	1,725	154	.277	431		
6405	1437	Equipment	Data Processing Equipment	3,000	1,125		.2.1			0,00
			S/T - Equipment	3,051	1,726	154	277	431	894	3,05
		·							1	
5101	1457	Supplies	Office Supplies	3,499	1,979	177	318	495	1,025	3,499
	the second second		Materials/Supplies Operating	11,099	6,277	561	1,008	1,569	3,252	11,099
		Supplies	Institutional Supplies & Mtrls	.0	0	0				
5231	1457	Supplies	Medical-Surgicl Supplies	0	Ď	0	1			
5242	1457	Supplies	Food Prep & Serving Supplies	500	283	25				
5402	1457	Supplies	Educational Training Materials	11,539	6,526	583	1,048	1,632	3,381	11,539
			L				0.400	0. 700	7 005	20.02
			S/T - Supplies	26,637	15,065	1,346	2,420	3,766	7,805	26,63
	1157	Castratual	Madiaal/Haalth Core Soprimo	59,000	33,369	2,981	5,361	8,342	17,288	59,000
3103		Contractual Contractual	Medical/Health Care Services	0	0	2,301				
3140		Contractual	Consultant Services *	0		0				1
3301		Contractual	Court Reporter Services *	0	0					
		Contractual	Other Contractual Services *	865,293	489,393			122,348		
		Contractual	Custodial Or Janitorial Srvces	29,781	16,844					
		Contractual	Temp Serv/Contracted Salaries	2	1	0	0			
		Contractual	Security Services	0	.0	0				
		Contractual	Contracted Food	0	0	0				
		Contractual	Contractual Service-Training	46,694	26,409					
3422		Contractual	Contractual Servics-Recreation	2,853	1,614	144	259	403	836	2,85
							1			1
			S/T - Contractual	1,003,623	567,630	50,714	91,193	141,907	294,086	1,003,62
										- 40.50
		Other	Travel-Mileage	10,563	5,974					
4007	4457	Other	Communication Services	353	. 200					
4101					1	1 C	) (	1 C	ol : 0	
4101 4103	1457	Other	Comm/Suncom-Toll	1						
4101	1457 1457	Other Other Other	Comm/Suncom-Toll Comm/Commercial-Toll Postage	145	1	0	) (	) (	0 0	)

Page 1 of 2

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

	1									
				2012 Adj	Federal		Shared Ma	atch	County	1
Object	Prg	GABI Categories	Object Description	Budget Request	Share	csc	County	Total S/M	County Overmatch	Total
	1	1	· · ·	request	56.56%	5.05%	9.09%	14.14%	29.30%	100.00
4304	1457	Other			·····			· ·		
4304	1457	Other	Utilities/Water	4,084	2,310	206	371	577	1,197	4,0
4300	1457	Other	Utilities/Gas	589	333			83	173	
4401	1457	Other	Utilities/Waste Disposal	745	421			105	218	7.
4406	1457	Other	Rent	1	1	· · · · ·	· · · · · · · · · · · · · · · · · · ·	0	0	
4410	1457	Other	Rent-Office Equipment	1	1	0	9	A	0	
4412	1457	Other	Rent-Building	41,926	23,713	2,119	3,810	5,928	12,285	41,9
4420	1457	Other	Rent-Storage/Warehouse Space *	1	1	0	<u> </u>	0	· 0	
4501	1457	Other	Rent-Motor Pool Vehicles	13,845	7,830		1,258	1,958	4,057	13,84
4502	1457	Other Other	Ins & Surety Bonds Outside *	200			18	28	59	20
4601	1457		Casualty Self Ins Premiums	21,904	12,388		1,990	3,097	6,418	21,90
4603	1457	Other	Repair & Maintenance	6,885	3,894	348	626	974	2,017	6,88
4605		Other	Rep/Maint-Parts & Supplies	1,500	848		136	212	440	1,50
4605	1457	Other	Maintenance-Grounds	5,526	3,125		502	781	1,619	
		Other	Repair/Maint-Outside Service	2,648	1,498		241	374	776	
4610 4615			Repair/Maint-Buildings	16,007	9,053	809	1,454	2,263	4,690	16,00
	1457		Rep/Maint-Water/Sewer Systems	1	1	0	0	0.	0	
4620 4623			Rep/Maint-Equipment	1	1	0	0	0	ō	
	1457		Rep/Maint-Radio	0	Ő	0	0	0	0	
4625			Rep/Maint-Motor Pool Vehicles	11,000	6,221	556	1,000	1,555	3,223	11,00
4640	1457	Other	Landscape Installation/Maint	0	0	0	0	0	0	
4701		Other	Printing & Binding-Outside	0	Ö	0	0	.0	0	
4703		Other	Graphics Charges	943	533	48	86	133	276	94
4801			Promotl Activities (Ord 86-19)	8,055	4,556	407	732	1,139	2,360	8,05
4802		Other	Regular	0	0	0	0	0	0	
4901 4909		Other	Oth Currnt Chrges & Obligtions	1	1	0	. 0	0	0	
			Licenses & Permits	1,694	958	86	154	240	496	1,69
4932			Parent Activity	811	459	41	74	115	238	81
4942			Tuition-Reimbursement	12,820	7,251	648	1,165	1.813	3.757	12,82
4979			Indirect Costs-Bcc	30,166	17,061	1,524	2,741	4,265	8,839	30,16
5111	1457		Office Furniture And Equipment	1	1	0	0	0	0	
5112		Other	Telephone Equipment/Install	377	213	19	34	53	. 110	37
5121			Data Procssng Sftwre/Accessres	10,132	5,730	512	921	1.433	2,969	10.13
5215			Gasoline	6,000	3,393	303	545	848	1,758	6,00
5220			Purchased Water	732	414	· 37	67	104	214	73
5243			Personal Care Items	1	1	0	Ö	0	0	
5244			Food & Dietary	3,005	1,700	152	273	425	881	3,00
5401		Other I	Books Publicatns & Subscrptns	2,356	1,333	119	214	.333	690	2,35
5412	1457	Other I	Dues & Memberships	1,328	751	.67	121	188	389	1.32
			0/7 0/1							.,
		r	S/T - Other	230,966	130,630	11,671	20,986	32,657	67,679	230,96
		Total Farl	y Head Start 2012 Budget	3,115,163	1,761,876	1				
	Total Ear						440.469		3,115,16	

Control #

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

0		0	0	0	Ó	C	)	0
	Federa	1			Shared	Total		
	1,761,87	6			440,469	2,202,345		

Page 2 of 2

# 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

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.		· · · ·	
	· · ·		
			· .

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REPORTING PERIOD:

CSC_DOCS-#94741-v2-543EarlyHeadstartQuarterlyProgressReport_10-11.DOC

Staffing L_, els/Turnover	· · ·		•
Have there been any changes to your program or program staff con	tact information?	Yes	No
If yes, has the information been updated in ARMS?	Yes	No	
Are all staff positions currently filled?	Yes	No	

.

. .

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N	Number o	of Childre	n Served	and Age	es			Numbe	er of childr	en by Eth	nicity	
0 to 5	6 to 10	11 to 14	15 to 17	18+	Total # served	# White	# Black	# Hispanic	# Haitian	# Mayan	# Other	Total # served
					0							C
					0							
					0	¥						(
				·	0		1					
					.0		·		· · · · · · · · · · · · · · · · · · ·			
					0		<u> </u>	· ·				
0	0	0	0	0	0	0	0	. 0	0	0	0	

# Cumulative Child Profile 2011-2012

Distribution in Palm Beach County										
North	South	Central	West	Other	Total # served		2 parent	Single	Other	Total # served
					<u> </u>				· · · · · · · · · · · · · · · · · · ·	
		··				-			· · · · · · · · · · · · · · · · · · ·	
0	0	0	0	0	0		0	0	0	0

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

CSC_DOCS-#94741-v2-543EarlyHeadstartQuarterlyProgressReport_10-11.DOC

# 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 <u>https://apps.fldfs.com/fsaa</u> for further information and guidance.



# Does Not Apply

FY 2011/2012 5/10/2011

#### **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 <u>https://apps.fldfs.com/fsaa</u> 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	
State Program 2	\$0.00
	\$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.

FY 2011/2012 5/10/2011 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: _	County Attorney	DATE:	
BY: _	County Clerk	DATE:	- <^
BY: _	Clahl	DATE:	
	Department Head		

#### CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

BY: _____ DAT Gaetana D. Ebbole, Chief Executive Officer

CSC_DOCS-#111148-v1-PBCBCC_Early_Head_Start_Match.DOC 8/19/2011

DATE: _____

•

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#### 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

#### CSC_DOCS-#111148-v1-PBCBCC_Early_Head_Start_Match.DOC 8/19/2011

el

## 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		es for the Period	Total Expenses to Date
			<u>'</u> '	to/	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		·	
	\$	-		····	
		<b>-</b> ·			
Fotal	\$	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.

	NAME/TITLE	DATE
proved by:		
	NAME/TITLE	DATE

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

		·	2012 Add Endrard Shared Match				· · · ·			
Object	Prg	GABI Categories	Object Description	2012 Adj Budget	Federal Share	csc	County	Total	County Overmatch	Total
				Request	56.56%	5.05%	9.09%	S/M 14,14%	29.30%	100.00%
		· · ·	······			0.0070	5.0570	1-7, 1-7,70	25:00 70	100.007
1201	1457	Personnel	Regular	0	0	Ó				(
1201		Personnel	Regular	1,239,572	701,078	62,637	112,632	175,269	363,225	1,239,572
1301 1401	1457	Personnel Personnel			1	0	· 0	<u> </u>	1	
1501		Personnel			· 1	0	0	0	1	
1504		Personnel	Regular	2	1	0	0			
			S/T - Personnel	1,239,580	701,082	62,637	112,633	175,271	363,227	1,239,580
2101	1457	Fringe Benefits	<b>Fig. 7</b>	71.000	10 130	0.700	0.044	10.001		
2101	_	Fringe Benefits	Fica-Taxes Fica Medicare	74,996	42,416 9,911	3,790 886	6,814 1,592	10,604 2,478	21,976 5,135	74,996
2201		Fringe Benefits	Retirement Contributions-Frs	134,255	75,932	.6,784	12,199	18,983	39,340	17,524 134,255
2301		Fringe Benefits	Insurance-Life & Health	358,446	202,730	18,113	32,570	50,683	105,033	358,446
2401		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
				<u> </u>						
		5	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	7.99	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	Machinens & Frankranset							
6405		Equipment	Machinery & Equipment Data Processing Equipment	3,050	1,725	0 154	· 0 277	0 431	0 894	3,050
0400	1451	Companeire	Data Flocessing Equipment	3,000	1,720		211	431	094	3,050
			S/T - Equipment	3,051	1,726	154	277	431	894	3,051
				· ·						
5101		Supplies	Office Supplies	3,499	1,979	177	318	495	1,025	3,499
5201 5203		Supplies Supplies	Materials/Supplies Operating	11,099	6,277	56.1	1,008	1,569	3,252	11,099
5231			Institutional Supplies & Mtrls Medical-Surgicl Supplies	0	. <u>.0</u> 0	0	0	<u>0</u>	0	
5242		Supplies	Food Prep & Serving Supplies	500	283	25	45	71	147	500
5402		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
31.03	1457	Contractual	Modical/Janth Core Continue	50.000	22.200	2 084	5 201	0.242	17.288	50.000
3124		Contractual	Medical/Health Care Services Legal Services-County Attorney	59,000 0	<u>33,369</u> 0	<u>2,981</u> 0	5,361 0	<u>8,342</u>	17,266	<u>59,000</u> 0
3140		Contractual	Consultant Services *	0	ö	0	0	0	0	
3301		Contractual	Court Reporter Services *	Ö	0	0	0		0	č
3401			Other Contractual Services *	865,293	489,393				253,552	
3403		Contractual	Custodial Or Janitorial Srvces	29,781	16,844	1,505	2,706	4,211	8,727	29,781
3404		Contractual	Temp Serv/Contracted Salaries	2	1	0	0	0	1	2
3405		Contractual	Security Services	0	0	. 0	0	0	0	
3419 3421		Contractual Contractual	Contracted Food Contractual Service-Training	0	0 26,409	2,360	0 4,243	0	0 13,682	46 604
3421		Contractual	Contractual Service-Training	46,694	1,614	2,360	<u>4,24,3</u> 259	6,602 403	13;682	46,694
		Soundoral	Contractual Oct MCS-NECIEBIOII	2,000	. 1,0,14)		2.59	400	0.00	2,000
			S/T - Contractual	1,003,623	567,630	50,714	91,193	141,907	294,086	1,003,623
4007	4400	011-02	T							40.50-
4007	The second s	Other	Travel-Mileage	10,563	5,974	534	960	1,494	3,095	10,563
4101 4103		Other Other	Communication Services	353	200	18 0	32	50 0		353
4103		Other	Comm/Suncom-roll	1	1	0	0	0		
4205		Other	Postage	145	82	7	13			14
4301		Other	Utilities/Electric	14,617	8,267	739				14,617

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

	ł	1	1				Shared Match		· · ·	
Object	Prg	GABI Categories	Object Description	2012 Adj Budget Request	Federal Share	CSC	County	Total S/M	County Overmatch	Total
		L		Inequest	56.56%	5.05%	9.09%	14.14%	29.30%	100.00%
4304	1457	Other	Utilities/Water	1						
4304	1457	Other		4,084	2,310		371	577	1,197	4,084
4310	1457	Other	Utilities/Gas Utilities/Waste Disposal	589	333			83	173	589
4401	1457			745	421	38	68	105	218	74
4406	1457	Other	Rent-Office Equipment	1	1	0	0	0	0	
4410	1457	Other	Rent-Building	1	· 1	0	0	0	0	
4412	1457	Other		41,926	23,713		3,810	5,928	12,285	41,920
4420	1457	Other	Rent-Storage/Warehouse Space *	1	7 000	0	0	0	· 0	
4501	1457	Other	Rent-Motor Pool Vehicles	13,845	7,830		1,258	1,958	4,057	13,84
4502	1457	Other	Ins & Surety Bonds Outside *	200	113		18	28	59	200
4601	1457	Öther	Casualty Self Ins Premiums	21,904	12,388		1,990	3,097	6,418	21,904
4603	1457	Other	Repair & Maintenance	6,885	3,894	348	626	974	2,017	6,88
4605	1457	Other	Rep/Maint-Parts & Supplies	1,500	848		136	212	440	1,500
4607	1457	Other	Maintenance-Grounds	5,526	3,125		502	781	1,619	5,526
4610	1457	Other	Repair/Maint-Outside Service	2,648	1,498		241	374	776	2,648
4610	1457	Other	Repair/Maint-Buildings	16,007	9,053	809	1,454	2,263	4,690	16,007
4620	1457	Other	Rep/Maint-Water/Sewer Systems	1		0	0	· 0.	0	······································
4623	1457	Other	Rep/Maint-Equipment	1	1	0	0	.0	0	
4625	_		Rep/Maint-Radio	0	0		0	0	0	(
4640	<u>1457</u> 1457	Other	Rep/Maint-Motor Pool Vehicles	11,000	6,221		1,000	1,555	3,223	11,000
4701	1457	Other Other	Landscape Installation/Maint	0	<u>. 0</u>		· 0	0	0	
4701	1457		Printing & Binding-Outside	. 0	00		٥	0	0	(
4801	1457		Graphics Charges	943	533		86	133	276	94:
4802	1457		Promotl Activities (Ord 86-19)	8,055	4,556		732	1,139	2,360	8,053
4901	1457		Regular	0	0		0	0	0	(
4909	1457		Oth Currnt Chrges & Obligtions	1	1	0	0	0	0	
4932	1457	Other Other	Licenses & Permits	1,694	958	86	154	240	496	1,694
4932			Parent Activity	811	459	41	74	115	238	81
4979			Tuition-Reimbursement	12,820	7,251	648	1,165	1,813	3,757	12,820
5111	1457 1457		Indirect Costs-Bcc	30,166	17,061	1,524	2,741	4,265	8,839	30,166
5112			Office Furniture And Equipment	1	1	0	0	0	0	1
			Telephone Equipment/Install	377	213	19	34	53	110	377
5121			Data Procssng Sftwre/Accessres	10,132	5,730	512	921	1,433	2,969	10,132
5215 5220			Gasoline	6,000	3,393	303	545	848	1,758	6,000
5220		the second s	Purchased Water	732	414	37	67	104	214	732
5243			Personal Care Items		1	0	0	0	0	1
5244 5401	_		Food & Dietary	3,005	1,700	152	273	425	881	3,005
5401			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
		·			100.000				4	
			S/T - Other	230,966	130,630	11,671	20,986	32,657	67,679	230,966
		Total Facil	y Hoad Start 2012 Budget	2 445 400	4 704 070	457 140	000 075	110 100	040.045	
		I Otal Ear	y 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
	Federa	al .			Shared	Total		
	1,761,8	76			440,469	2,202,345		

Page 2 of 2

## EXHIBIT 'B'

## **Progress Report Form**

CSC_DOCS-#111148-v1-PBCBCC_Early_Head_Start_Match.DOC 8/19/2011

## Contract ... (1-543SF

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

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

## REPORTING PERIOD:

CSC_DOCS-#94741-v2-543EarlyHeadstartQuarterlyProgressReport_10-11.DOC

Staffing Levels/Turnover	· ·	. <u> </u>	ئى 
Have there been any changes to your program or program staff contact inform	nation?	Yes	No
If yes, has the information been updated in ARMS?	Yes	No	
Are all staff positions currently filled?	Yes	No	

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

## Cumulative Child Profile 2011-2012

	Distrik	oution in	Palm Be	ach Cou	nty		Nu	ımber &	Type of Far	nilies
North	South	Central	West	Other	Total # served		2 parent	Single	Other	Total # served
					······································					
					·					
										· · · ·
	· · ·					-		.		
									· ·	
0	0	0	0	0	0		0	0	0	

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

CSC_DOCS-#94741-v2-543EarlyHeadstartQuarterlyProgressReport_10-11.DOC

## EXHIBIT 'C'

## Notification of State/Federal Funding

## CSC_DOCS-#111148-v1-PBCBCC_Early_Head_Start_Match.DOC 8/19/2011

## EXHIBIT 'D'

CSC_DOCS-#111148-v1-PBCBCC_Early_Head_Start_Match.DOC 8/19/2011

# 8/19/2011

## 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 <u>https://apps.fldfs.com/fsaa</u> for further information and guidance.



FY 2011/2012 5/10/2011

## 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 <u>https://apps.fldfs.com/fsaa</u> 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 Frogram 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.

FY 2011/2012 5/10/2011

#### 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).

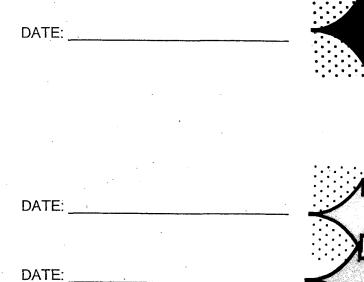
9. This Agreement contains all the terms and conditions agreed upon by the parties. No other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or binding on the parties hereto. This Agreement shall not be modified unless in writing, signed by both 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: **Print Name** Print Title BY: **County Attorney** BY: County Clerk ΒY Department Head



DATE: ______

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

BY:				·		
	Gaetana	D.	Ebbole,	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
<b>.</b> .	

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			
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

							Shared Ma	lch	County	
Object	Prg	GABI Categories	Object Description	2012 Adj Budget	Federal Share	csc	County	Total S/M	County Overmatch	Total
				Request	67.49%	1.53%	15.34%	16.87%	15.64%	100.00%
	·,							0	ol	0
1080		Personnel	Personal Services-Indirect	0	0 5,521,280		0	1,380,320		8,181,269
1201		Personnel	Regular	8,181,269	5,521,280	125,516	1,234,604	1,300,320		0,101,209
1301		Personnel	Regular		1	0	0	0		
1401		Personnel	Regular Regular		1	0	0	ů		
1501 1504		Personnel Personnel	Regular	1	1	. 0	0	0		1
1304		reisonnei	Tregulat							
		S/T - Personnel		8,181,273	5,521,283	125,516	1,254,805	1,380,321	1,279,670	8,181,273
						ļ				
2101	1451	Fringe Benefits	Fica-Taxes	503,997	340,132	7,732	77,301	85,033	78,832	503,997
2105		Fringe Benefits	Fica Medicare	117,871	79,547	1,808	18,078	19,887		117,871
2201		Fringe Benefits	Retirement Contributions-Frs	957,704	646,324	14,693	146,888	161,581 373,072		957,704 2,211,229
2301		Fringe Benefits	Insurance-Life & Health	2,211,229	1,492,289		339,148 26,500	29,151	the second s	172,778
2401		Fringe Benefits	Workers Compensation	172,778	116,602 29,974		6,812	7,494		44,415
2501	1451	Fringe Benefits	Unemployment Compensation	44,415	29,974	. 001	0,012	1,101	0,347	
		T. Eringe Denefi		4,007,994	2,704,869	61,490	614,727	676,217	626,908	4,007,994
		/T - Fringe Benefi		-4,001,094		1			1	
4001	1451	Travel	Travel & Per Diem	1	1	0	0	0	0	1
4941		Travel	Registration Fees	250	169	4	38	42	39	250
	· · ·	S/T - Travel		251	169	4	38	42	39	251
							ļ			
6301		Equipment	Improvements Oth Thn Buildings	0	0			and the second se		
6401		Equipment	Machinery & Equipment	0				the second se	0 0	
6520	1451	Equipment	Park Improvements	0	C	0.0	0	<u>├</u> `		
		A		0		0 0	0	(	) 0	0
		S/T - Equipment		<u>_</u>	v	<u>' </u>			<u> </u>	
5101	1451	Supplies	Office Supplies	445	300	7 7	68	7!	5 70	445
5201		Supplies	Materials/Supplies Operating	1,159					5 181	1,159
5231		Supplies	Medical-Surgicl Supplies	0		) (	0	(	0 0	the second se
5402	1451	Supplies	Educational Training Materials	3,327	2,245	5 51	510	56	1 520	3,327
			· · · · · · · · · · · · · · · · · · ·							
		S/T - Supplies		4,931	3,328	3 7.6	756	83	2 771	4,931
		······································			40-04	- 07/	9,738	10,71	2 9,931	63 490
3103	1451	Contractual	Medical/Health Care Services	63,490						
3118	1451	Contractual	Dental Services	5,000						
3124		Contractual	Legal Services-County Attorney Consultant Services *	0					0 0	
3140 3161	1451 1451	Contractual Contractual	Audio/Visual Services Ch. 20	1 1		1 (			0 0	1
3301	1451	Contractual	Court Reporter Services *	0			) C		0 0	0
3401	1451	Contractual	Other Contractual Services *	5,706,790	3,851,33	2 87,553	875,280	962,83	3 892,625	5,706,790
3403	1451	Contractual	Custodial Or Janitorial Srvces	1				)	0 0	) 1
3404		Contractual	Temp Serv/Contracted Salaries	1			) (			) 1
3405	1451	Contractual	Security Services	1			) (		and the second s	) 1
3414	1451	Contractual	Iss Professional Services	40,000						
3419		Contractual	Contracted Food	<u> </u>						0 0
3421		Contractual	Contractual Service-Training	10 707						
3422		Contractual	Contractual Servics-Recreation	12,797						
3457	1451	Contractual	Moving Expense-County Property	· · · · · · · · · · · · · · · · · · ·	·	<u> </u>	·	·	<u>~ </u> `	
		RIT Contraction		5,828,082	2 3,933,18	8 89,41	4 893,884	1 983,29	7 911,59	5,828,082
		S/T - Contractua	и 	- 3,020,002	0,000,10		1	1		1
4007	1451	Other	Travel-Mileage	20,949	9 14,13	8 32	1 3,21			7 20,949
4101		Other	Communication Services	30,51	and the second data was a second data w					
4103		Other	Comm/Suncom-Toll	and the second s			0	0		0 1
4103	1451	Other	Comm/Commercial-Toll	- <u> </u>				0		0
4205	1451	Other	Postage	2,43						
4301		Other	Utilities/Electric	100,54						
4304	1451	Other	Utilities/Water	23,00						
-1007		Other	Utilities/Gas	5,50	0 3,71	21 8	4 84	<u>αι 92</u>	28 86	55D

Page 1 of 2

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

				r		;i	Shared Mato	<b>`</b> h	T	
	_			2012 Adj	Federal –		1	Total	County	Total
Object	Prg	GABI Categories	Object Description	Budget	Share	CSC	County	S/M	Overmatch	10121
			•	Request -	67.49%	1.53%	15.34%	16.87%	15.64%	100.00%
I				l.	07.4976	1.55 %	10.0478)	10.07 %]	10.04 /01	100.00 //
r				4,790	3,233	73	735	808	749	4,790
4310	1451	Other	Utilities/Waste Disposal	4,790	5,235	0	0	000	0	1
4401	1451	Other	Rent		121	3	28	30	28	180
4406	1451	Other	Rent-Office Equipment	180	60,738	1,381	13,804	15,185	14.077	90,000
4410	1451	Other	Rent-Building	90,000		59	585	644	597	30,000
4412		Other	Rent-Storage/Warehouse Space *	3,816	2,575	0	0	044	0	3,010
4418		Other	Rental-Pager Services	1		2,550	25,497	28,047	26,002	166,238
4420		Other	Rent-Motor Pool Vehicles	166,238	112,189					
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		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		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		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
4904		Other	Legal Settlement	1	1	0	O	0	0	1
4909		Other	Licenses & Permits	5.875	3,965	90	901	991	919	5,875
1	1451		Fines And Penalties		1	0	0	0	0	1
4910	1451	Other		1,050	709	16	161	177	164	1.050
4932	1451	Other	Parent Activity 800 Mhz System R/R Charges	1,000	00	.0	0	0		0
4940	1451			1	1	0	0	0		1
4942	1451		Tuition-Reimbursement	725	489	11	111	122		725
4945	1451	Other	Advertising	125		0	0	0		. 1
4946	1451	Other	Advertising Including Legal	004.400	178.293	4.053	40,520	• 44,573	in the second se	264,190
4979	1451		Indirect Costs-Bcc	264,190	070	4,033	154	169		1,001
5111	1451	Other	Office Furniture And Equipment	1,001	246	. 6	56	· · · · · · · · · · · · · · · · · · ·	the second se	364
5112	1451	Other	Telephone Equipment/Install	364						3,571
5121	1451	Other	Data Procssng Sftwre/Accessres	3,571	2,410	55	548	602		70.000
5215	1451	Other	Gasoline	70,000	47,241	1,074	10,736	11,810		235
5220	1451	Other	Purchased Water	235	159	4		40		235
5243	1451	Other	Personal Care Items	1	1	. 0				1
5244	1451	Other	Food & Dietary	15,805	10,666		2,424	2,667	the second se	15,805
5401	1451	Other	Books Publicatns & Subscrptns	550	371	8		93		550
5412	1451	Other	Dues & Memberships	1,001	676	15	154	169		1,001
9201	1451		Tr To 800MZ RR+I Fd 3801	5,550	3,746	85	851	936	868	5,550
	<u> </u>	S/T - Other		1,372,182	926,042	21,052	210,459	231,511	214,629	1,372,182
	<b>├</b> ───			1		1				
		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
		10(81		1		1				
	ــــــــــــــــــــــــــــــــــــــ		Land and the second							

Control #	19,389,163	13,088,879 297,551 80,00%	2,974,669	3,272,220 20.00%	3,028,064	19,389,163
	5,550				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 O Fed 13,088,879.	0	0 CSC/Cnty 3,272,220	0 Total 16,361,099	0

Page 2 of 2

## EXHIBIT 'B'

## Progress Report Form

## Contracts 1-371SF

## Date Prepared by Provider:

## CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

QUARTERLY PROGRESS REPORT FORM – PBC Board of County Commissioners Head Start Match

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.			

## REPORTING PERIOD: _____

Staffing Levels/Turnover			[
Have there been any changes to your program or progra	am staff contact information	1? Yes	No
If yes, has the information been updated in ARMS?	Ye	No	
Are all staff positions currently filled?	Ye	No	)

Number of Children Served and Ages					Ages			Number of children by Ethnicity					
0 to 5	6 to 10	11 to 14	15 to 17	18+			# White	# Black	# Hispanic	# Haitian	# Mayan	#Other	Total # served
					0		-			•			· 0
					0	凝整						- -	0
		'			0								0
					0								0
					0	があ							0
0	0	0	0	0	0	が設定	0	0	0	· 0	0	0	0

## Cumulative Child Profile 2011-2012

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

	Distribution in Palm Beach County						Nu	mber &	Гуре of Fam	nilies
North	South	Central	West	Other	Total #		2 parent	Single	Other	Total # served
							-			
0	0	0	0	0	0		0	0	0	0

## EXHIBIT 'C'

## Notification of State/Federal Funding

CSC_DOCS-#111152-v2-PBCBCC_Head_Start_Match.DOC 8/19/2011

4

## 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 <u>https://apps.fldfs.com/fsaa</u> for further information and guidance.

## X Does Not Apply

FY 2011/2012 5/10/2011

## 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 <u>https://apps.fldfs.com/fsaa</u> 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	t to Sec 215,97, F.S.	<u> </u>	\$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.

FY 2011/2012 5/10/2011

## 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:	
	Print Name
	Print Title
BY:	· · · ·
.*	County Attorney
BY:	·····
	County Clerk
BY:	clahk
	Department Head

DATE:	:	
	· · · · ·	
DATE:		$- \prec$
DATE:		
DATE:		

· · ·

CHILDREN'S SERVICES COUNCIL OF PALM BEACH COUNTY

DATE:

BY:			·	
	Gaetana D. F	Ebbole,	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	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.

repared by:		
	NAME/TITLE	DATE
oproved by:	· · · · · · · · · · · · · · · · · · ·	
	NAME/TITLE	DATE

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

			Г. — — — — — — — — — — — — — — — — — — —			F	Shared Ma	dch			
Object	Prg	GABI Categories	Object Description	2012 Adj Budget	Federal Share	csc	County	Total S/M	County Overmatch	Total	
		L	L	Request	67.49%	1.53%	15.34%	16.87%	15.64%	100.00%	
1080	1451	Domonool	Demonal Capitage Indigent	o	0						
1201		Personnel Personnel	Personal Services-Indirect Regular	0	0		0	0 1,380,320	0	0	
1301		Personnel	Regular	8,181,269	5,521,280	123,310	1,254,804 0	1,380,320	1,279,669	8,181,269	
1401		Personnel	Regular	1		0	0	0	0	i	
1501	1451	Personnel	Regular	1	1		0	Ö	0	1	
1504		Personnel	Régular	1	1	0	0	0	Ö	1	
							<u></u>				
		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		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		4 007 004	0 704 960	64 400	644 727	676 947	626 009	4 007 004	
		11 - Fillige Defielt		4,007,994	2,704,869	61,490	614,727	676,217	626,908	4,007,994	
4001	*****	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	
6401	1451	Equipment	Machinery & Equipment	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	Ō	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	the second s	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		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		Contractual	Legal Services-County Attorney	0	0	0	0	0	0	0	
3140 3161		Contractual	Consultant Services *	0	0	0	0	0	0	0	
3301		Contractual Contractual	Audio/Visual Services Ch. 20 Court Reporter Services *	1	0	0	0	0	0	1	
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 Stryces	3,100,190	<u>3,001,352</u> 1	07,553	015,200	902,035	032,023	_ <u>5,700,790</u> 1	
		Contractual	Temp Serv/Contracted Salaries	1	1	0	0 0	0	0	1	
3405		Contractual	Security Services	1	1	0	Ő	0	0	1	
3414		Contractual	Iss Professional Services	40,000	26,995	614	6,135	6,749	6,257	40,000	
3419		Contractual	Contracted Food	0	20,000		0	0,1 10	0	0	
3421		Contractual	Contractual Service-Training	1	1	0	Ō	0	0	1	
3422	1451	Contractual	Contractual Servics-Recreation	12,797	8,636		.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	
L !							3,213			20,949	
4007	4.454	011	T						3,277	20 0401	
4007		Other	Travel-Mileage	20,949	14,138	321		3,534			
4101	1451	Other	Communication Services	30,515	14,138 20,594	468	4,680	5,148	4,773	30,515	
4101 4103	1451 1451	Other Other	Communication Services Comm/Suncom-Toll	30,515 1	20,594 1	468 0	4,68D 0	<u>5,148</u> 0	<u>4,773</u> 0	30,515 1	
4101 4103 4104	1451 1451 1451	Other Other Other	Communication Services Comm/Suncom-Toll Comm/Commercial-Toll	30,515 1 . 1	20,594 1 1	468 0 0	4,680 0 0	5,148 0 0	4,773 0 0	<u>30,515</u> 1 1	
4101 4103 4104 4205	1451 1451 1451 1451	Other Other Other Other	Communication Services Comm/Suncom-Toll Comm/Commercial-Toll Postage	30,515 1 2,435	20,594 1 1 1,643	468 0 0 37	4,680 0 0 373	5,148 0 0 411	4,773 0 0 381	30,515 1 2,435	
4101 4103 4104	1451 1451 1451 1451 1451	Other Other Other	Communication Services Comm/Suncom-Toll Comm/Commercial-Toll	30,515 1 . 1	20,594 1 1	468 0 0	4,680 0 0	5,148 0 0	4,773 0 0	<u>30,515</u> 1 1	

Page 1 of 2

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

	·	[	······	2012 Adi	Federal		Shared Ma	tch	County	
Object	Prg	GABI Categories	Object Description	Budget	Share	CSC	County	Total S/M	Overmatch	Total
	. <u>.</u>		<u> </u>	Request	67.49%	1.53%	15.34%	16.87%	15.64%	100.00%
4310	1451	Other		( 700		70		220		
4401	1451	Other	Utilities/Waste Disposal Rent	4,790	3,233		735	808	749	4,790
4401	1451	Other		1	1		0	0	0	1
4410	1451	Other	Rent-Office Equipment	180	121		28	30	28	180
4412	1451	Other	Rent-Storage/Warehouse Space *	90,000	60,738	· · · · · · · · · · · · · · · · · · ·	13,804	15,185	14,077	90,000
4418	1451	Other	Rental-Pager Services	3,816	2,575		585	644	597	3,816
4420	1451	Other	Rent-Motor Pool Vehicles	166,238		-	0 25,497	0	0	1
4501	1451	Other	Ins & Surety Bonds Outside *	the second se	112,189 2,753			28,047	26,002	166,238
4502	1451	Other	Casualty Self Ins Premiums	4,080	and the second		626	688	638	4,080
4601	1451	Other	Repair & Maintenance	189,845	128,120 87,792		29,118	32,030	29,695	189,845
4603	1451	Other	Rep/Maint-Parts & Supplies	130,087	and a second	-	19,952	21,948	20,347	130,087
4605		Other	Maintenance-Grounds	0	0		0	0		0
4607	1451	Other	Repair/Maint-Outside Service	11,379	7.679			0	0	14 070
4610	1451	Other	Repair/Maint-Outside Service		the second s		1,745	1,920	1,780	11,379
4615	1451	Other	Rep/Maint-Water/Sewer Systems	101,913	68,778	1,564	<u>15,631</u>	17,194	15,941	101,913
4620	1451	Other	Rep/Maint-Equipment	12,000	8,098		1,841	0.005	0	10,000
4623		Other	Rep/Maint-Radio	3.850	2.598		590	2,025	1,877	12,000
4625	1451	Other	Rep/Maint-Motor Pool Vehicles	100,109	67,560		15,354	650 16,890	15,658	3,850
4701	1451	Other	Printing & Binding-Outside	-150	-101		-23	and the second se		100,109
4703	1451	Other	Graphics Charges	-150	-101		-23	-25	<u>-23</u> 8	-150
4801	1451	Other	Promotl Activities (Ord 86-19)		757		172	189	175	50
4802	1451	Other	Regular	1,121	0			0	0	1,121
4901	1451	Other	Oth Currnt Chrges & Obligtions	1	1	1	0	0	0	
4904	1451	Other	Property Assessments	1	1		0	0	0	1
4905	1451		Legal Settlement	1			0	0	0	
4909	1451	Other	Licenses & Permits	5,875	3,965		901	991	919	5,875
4910	1451	Other	Fines And Penalties	5,675	1		0	. 0	0	
4932	1451	Other	Parent Activity	1.050	709		161	177	164	1,050
4940	1451	Other	800 Mhz System R/R Charges	0	0		0	0	0	1,030
4942	1451	Other	Tultion-Reimbursement		<u>1</u>		0	0	0	1
4945	1451	Other	Advertising	725	489		111	122	113	725
4946	1451	Other	Advertising Including Legal	125		0	0	0	0	125
4979		Other	Indirect Costs-Bcc	264,190	178.293		40.520	44,573	41,323	264,190
5111	1451	Other	Office Furniture And Equipment	1.001	676		154	169	157	1.001
5112		Other	Telephone Equipment/install	364	246		56	61	57	364
5121	1451	Other	Data Procssng Sftwre/Accessres	3.571	2,410		548	602	559	3,571
5215		Other	Gasoline	70,000	47,241	1.074	10,736	11.810	10,949	70,000
5220		Other	Purchased Water	235	159		36	40	37	235
5243		Other	Personal Care Items		1.00	0		40	0	233
5244		Other	Food & Dietary	15,805	10,666		2,424	2.667	2.472	15,805
5401		Other	Books Publicaths & Subscrpths	550	371	242	84	2,007	2,472	550
5412		Other	Dues & Memberships	1,001	676		154	169	157	1,001
9201	1451	Other	Tr To 800MZ RR+I Fd 3801	5,550	3,746		851	936	868	5,550
		000	11 10 000M2 MM 110 3001	0,000		00	. 0.51	900	000	
·		S/T - Other		1,372,182	926,042	21,052	210,459	231,511	214,629	1,372,182
		Total	Load Ctart 2012 Budget	40 204 740	42.000.070	207 554	2 074 000	2 979 979	0 0 0 0 0 4 4	40 204 742
		Iotal	lead Start 2012 Budget	19,394,713	13,088,879	291,551	2,9/4,669	3,272,220	3,033,614	19,394,713
				L	<u></u>	I				

Control #

Control #

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

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Page 2 of 2

## 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

	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.					
			•			
			•			

## REPORTING PERIOD:

Staffing Levels/Turnover			
Have there been any changes to your program or program staff of	contact information?	Yes	No
If yes, has the information been updated in ARMS?	Yes	No No	
Are all staff positions currently filled?	Yes	No	

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	1462 R. 3	# White	# Black	# Hispanic	# Haitian	# Mayan	#Other	Total # served
					0			*					· 0
					. 0								0
					0							·	0
					0								0
		-			0								· 0
0	0	0	0	o	0		0	Ó	0	0	0	0	0

# Cumulative Child Profile 2011-2012

(Instructions Please

	Distrib	ution in F	alm Bea	ach Cou	unty	Number & Type of Families					
North	South	Central	West	Other	Total # served		2 parent	Single	Other	Total # served	
						凝集					
									·		
	-										
0	0	0	0	0	. 0		0	0	0		

## EXHIBIT 'C'

#### Notification of State/Federal Funding

#### 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 <u>https://apps.fldfs.com/fsaa</u> for further information and guidance.



FY 2011/2012 5/10/2011

#### **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 <u>https://apps.fldfs.com/fsaa</u> for further information & guidance.

#### Federal Program 1

			•		\$0.00
Federal Program 2				•	\$0.00
Féderal Program 3			• •		•
Total Federal Awards:					\$0.00 <b>\$0.00</b>
State Program 1					
State Program 2					\$0.00
					\$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.

FY 2011/2012 5/10/2011

#### 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: <u>-</u>		DATE:		
_	· · · ·			
	Print Name			
			•	
-	Print Title		•	
		. <u>,</u>		
BY:		DATE:		
	County Attorney			
BY:				
D1.	County Clerk	DATE:		
BY: _	Department Head	DATE:		
	Department rieda		• • • •	
CHIL	DREN'S SERVICES COUNCIL OF PALM E	BEACH COUNTY		
			· · · · · · · · · · · · · · · · · · ·	

	BY:	· · · · · · · · · · · · · · · · · · ·	DATE:		÷ .
		Gaetana D. Ebbole, Chief Executive Officer		· · ·	 
			· · ·		
•					
	-				

CSC_DOCS-#111152-v2-PBCBCC_Head_Start_Match.DOC 8/19/2011

BY:

### 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 Count	y Head Start

#### Contract/MOA #: 371

Program: Head Start	·		
Description	Total Program Budget	Expenses for the Period	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	·····	
T-4-1		·····	
Total	\$ 19,394,713.00	·····	
Amount paid by other sources	19,097,162.00		
CSC amount	\$ 297,551.00		
CSC%	1.5%		

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

i I		[				· · · · ·	Shared Ma	tch		
Object	Prg	GABI Categories	Object Description	2012 Adj Budget	Federal Share	CSC	County	Total S/M	County Overmatch	Total
	L			Request	67.49%	1.53%	15.34%	16.87%	15.64%	100.00%
1000		Derie en el		T						
1080 1201	1451	Personnel	Personal Services-Indirect	0	0	0	0	0	0	0
1301	1451	Personnel Personnel	Regular Regular	8,181,269	5,521,280		1,254,804	1,380,320	1,279,669	8,181,269
1401	1451	Personnel	Regular			· 0 0	· 0	0	0	1
1501	1451	Personnel	Regular	1	1	0	0	0	0	1
1504	1451	Personnel	Regular			0	0	0	0	1
				· · · · · · · · · · · · · · · · · · ·		0				······································
		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		70.000	500 007
2105	1451	Fringe Benefits	Fica Medicare	117,871	79,547	1,808	18,078	85,033 19,887	78,832 18,437	<u>503,997</u> 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
								7,10,1		
		/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	<u> </u>
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	O D	0	Ö	0	0	0	0
6401	1451	Equipment	Machinery & Equipment	0	0	0	0	0	0	0
6520	1451	Equipment	Park Improvements	Ō	.0	0	0	Õ	Ő	0
				1						
		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	7.6	756	832	771	4,931
0400										
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 1451	Contractual Contractual	Dental Services Legal Services-County Attorney	5,000 0	3,374 0	77 0	767 0	844 0	782 0	5,000 0
3124 3140	1451 1451 1451	Contractual Contractual Contractual	Dental Services Legal Services-County Attorney Consultant Services *	5,000 0 0	3,374	77 0 0	767 0 0	844 0 0	782 0 0	5,000
3124 3140 3161	1451 1451 1451 1451	Contractual Contractual Contractual Contractual	Dental Services Legal Services-County Attorney Consultant Services * Audio/Visual Services Ch. 20	5,000 0 0	3,374 0 0 1	77 0 0 0	767 0 0 0	844 0 0	782 0 0 0	5,000 0
3124 3140 3161 3301	1451 1451 1451 1451 1451	Contractual Contractual Contractual Contractual Contractual	Dental Services Legal Services-County Attorney Consultant Services * Audio/Visual Services Ch. 20 Court Reporter Services *	5,000 0 0 1	3,374 0 0 1 1	77 0 0 0 0	767 0 0 0 0	844 0 0 0 0	782 0 0 0 0	5,000 0 0 1 0
3124 3140 3161 3301 3401	1451 1451 1451 1451 1451 1451 1451	Contractual Contractual Contractual Contractual Contractual Contractual	Dental Services Legal Services-County Attorney Consultant Services * Audio/Visual Services Ch. 20 Court Reporter Services * Other Contractual Services *	5,000 0 0	3,374 0 0 1 0 3,851,332	77 0 0 0 0 87,553	767 0 0 0 0 875,280	844 0 0 0 962,833	782 0 0 0 0 892,625	5,000 0 1 0 5,706,790
3124 3140 3161 3301 3401 3403	1451 1451 1451 1451 1451 1451 1451	Contractual Contractual Contractual Contractual Contractual Contractual Contractual	Dental Services Legal Services-County Attorney Consultant Services * Audio/Visual Services Ch. 20 Court Reporter Services * Other Contractual Services * Custodial Or Janitorial Srvces	5,000 0 1 5,706,790 1	3,374 0 0 1 1	77 0 0 0 0 87,553 0	767 0 0 0 875,280 0	844 0 0 0 962,833 0	782 0 0 0 892,625 0	5,000 0 1 5,706,790 1
3124 3140 3161 3301 3401 3403 3404	1451 1451 1451 1451 1451 1451 1451	Contractual Contractual Contractual Contractual Contractual Contractual	Dental Services Legal Services-County Attorney Consultant Services * Audio/Visual Services Ch. 20 Court Reporter Services * Other Contractual Services * Custodial Or Janitorial Srvces Temp Serv/Contracted Salaries	5,000 0 0 1	3,374 0 0 1 0 3,851,332	77 0 0 0 87,553 0 0	767 0 0 0 0 875,280	844 0 0 0 962,833	782 0 0 0 0 892,625	5,000 0 1 5,706,790 1 1
3124 3140 3161 3301 3401 3403 3404 3405 3414	1451 1451 1451 1451 1451 1451 1451 1451	Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual	Dental Services Legal Services-County Attorney Consultant Services * Audio/Visual Services Ch. 20 Court Reporter Services * Other Contractual Services * Custodial Or Janitorial Srvces	5,000 0 1 5,706,790 1 1 1	3,374 0 0 1 1 0 3,851,332 1 1 1	77 0 0 0 87,553 0 0 0 0	767 0 0 0 875,280 0 0 0 0	844 0 0 0 962,833 0 0 0 0	782 0 0 0 892,625 0 0 0	5,000 0 1 5,706,790 1 1 1
3124 3140 3161 3301 3401 3403 3404 3405 3414	1451 1451 1451 1451 1451 1451 1451 1451	Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual	Dental Services Legal Services-County Attorney Consultant Services * Audio/Visual Services Ch. 20 Court Reporter Services * Other Contractual Services * Custodial Or Janitorial Srvces Temp Serv/Contracted Salaries Security Services	5,000 0 1 5,706,790 1	3,374 0 0 1 0 3,851,332	77 0 0 0 87,553 0 0	767 0 0 0 875,280 0 0	844 0 0 0 962,833 0 0	782 0 0 0 892,625 0 0	5,000 0 1 5,706,790 1 1
3124 3140 3161 3301 3401 3403 3404 3405 3414	1451 1451 1451 1451 1451 1451 1451 1451	Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual	Dental Services Legal Services-County-Attorney Consultant Services * Audio/Visual Services Ch. 20 Court Reporter Services * Other Contractual Services * Custodial Or Janitorial Srvces Temp Serv/Contracted Salaries Security Services Iss Professional Services Contracted Food Contractual Service-Training	5,000 0 1 5,706,790 1 1 1 1 40,000	3,374 0 0 1 1 3,851,332 1 1 1 26,995	77 0 0 0 87,553 0 0 0 0 614	767 0 0 0 875,280 0 0 0 0 0 0 0 6,135	844 0 0 962,833 0 0 0 0 0 0 0 0 0 0 0 0	782 0 0 0 892,625 0 0 0 0 6,257	5,000 0 1 5,706,790 1 1 1
3124 3140 3161 3301 3401 3403 3404 3405 3414 3419 3421 3422	1451 1451 1451 1451 1451 1451 1451 1451	Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual	Dental Services Legal Services-County Attorney Consultant Services * Audio/Visual Services Ch. 20 Court Reporter Services * Other Contractual Services * Custodial Or Janitorial Srvces Temp Serv/Contracted Salaries Security Services Iss Professional Services Contracted Food Contractual Service-Training Contractual Service-Recreation	5,000 0 1 5,706,790 1 1 1 1 40,000 0	3,374 0 0 1 1 3,851,332 1 1 1 26,995	77 0 0 0 87,553 0 0 0 0 0 614 0	767 0 0 0 875,280 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	844 0 0 0 962,833 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	782 0 0 0 892,625 0 0 0 0 6,257 0	5,000 0 1 5,706,790 1 1 1 1 40,000 0 1
3124 3140 3161 3301 3401 3403 3404 3405 3414 3419 3421	1451 1451 1451 1451 1451 1451 1451 1451	Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual	Dental Services Legal Services-County-Attorney Consultant Services * Audio/Visual Services Ch. 20 Court Reporter Services * Other Contractual Services * Custodial Or Janitorial Srvces Temp Serv/Contracted Salaries Security Services Iss Professional Services Contracted Food Contractual Service-Training	5,000 0 1 5,706,790 1 1 1 1 40,000 0 1	3,374 0 0 1 0 3,851,332 1 1 1 1 26,995 0 1	77 0 0 0 87,553 0 0 0 0 614 0 0	767 0 0 0 875,280 0 0 0 6,135 0 0 0	844 0 0 0 962,833 0 0 0 0 6,749 0 0 0	762 0 0 0 892,625 0 0 0 6,257 0 0 0	5,000 0 1 5,706,790 1 1 1
3124 3140 3161 3301 3401 3403 3404 3405 3414 3419 3421 3422	1451 1451 1451 1451 1451 1451 1451 1451	Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual	Dental Services Legal Services-County Attorney Consultant Services * Audio/Visual Services Ch. 20 Court Reporter Services * Other Contractual Services * Custodial Or Janitorial Srvces Temp Serv/Contracted Salaries Security Services Iss Professional Services Contracted Food Contractual Service-Training Contractual Service-Recreation	5,000 0 1 5,706,790 1 1 1 40,000 0 1 12,797	3,374 0 0 1 1 0 3,851,332 1 1 1 1 1 26,995 0 0 1 8,636	77 0 0 0 87,553 0 0 0 614 0 0 614 0 0	767 0 0 0 875,280 0 0 0 6,135 0 0 0 1,963	844 0 0 962,833 0 0 0 0 6,749 0 0 0 0 2,159	762 0 0 0 892,625 0 0 0 6,257 0 0 0	5,000 0 1 5,706,790 1 1 1 1 40,000 0 1
3124 3140 3161 3301 3403 3403 3404 3405 3414 3419 3421 3422 3457	1451 1451 1451 1451 1451 1451 1451 1451	Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual S/T - Contractual	Dental Services Legal Services-County Attorney Consultant Services * Audio/Visual Services Ch. 20 Court Reporter Services * Other Contractual Services * Custodial Or Janitorial Srvces Temp Serv/Contracted Salaries Security Services Iss Professional Services Contracted Food Contractual Service-Training Contractual Service-Training Contractual Service-Training Moving Expense-County Property	5,000 0 1 5,706,790 1 1 1 40,000 0 1 12,797 0 5,828,082	3,374 0 0 1 0 3,851,332 1 1 1 26,995 0 1 1 8,636 0 3,933,188	77 0 0 0 87,553 0 0 0 0 614 0 196 0 99,414	767 0 0 0 875,280 0 0 0 6,135 0 0 0 1,963 0 0 1,963 0 893,884	844 0 0 0 962,833 0 0 0 0 6,749 0 0 2,159 0 983,297	782 0 0 892,625 0 0 0 6,257 0 0 2,002 0 911,596	5,000 0 0 5,706,790 1 1 1 1 40,000 0 1 12,797 0 5,828,082
3124 3140 3161 3301 3401 3403 3404 3405 3414 3419 3421 3422 3457 4007	1451 1451 1451 1451 1451 1451 1451 1451	Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual	Dental Services Legal Services-County Attorney Consultant Services * Audio/Visual Services Ch. 20 Court Reporter Services * Other Contractual Services * Custodial Or Janitorial Srvces Temp Serv/Contracted Salaries Security Services Iss Professional Services Contracted Food Contractual Service-Training Contractual Service-Training Contractual Service-Training Contractual Service-Training Contractual Service-Training Contractual Service-Training Contractual Service-Training Contractual Service-Training Contractual Service-Training Travel-Mileage	5,000 0 1 5,706,790 1 1 1 40,000 0 1 1 12,797 0 5,828,082 20,949	3,374 0 0 1 1 0 3,851,332 1 1 1 26,995 0 1 8,636 0 3,933,188 14,138	77 0 0 0 87,553 0 0 0 0 0 614 0 0 196 0 89,414 321	767 0 0 0 875,280 0 0 0 6,135 0 0 0 1,963 0 0 1,963 0 893,884 3,213	844 0 0 0 962,833 0 0 0 0 6,749 0 0 2,159 0 983,297 3,534	782 0 0 0 892,625 0 0 0 6,257 0 0 0 2,002 0 911,596 3,277	5,000 0 1 5,706,790 1 1 1 40,000 0 1 12,797 0 5,828,082 20,949
3124 3140 3161 3301 3401 3403 3404 3405 3414 3405 3414 3422 3457 3422 3457 4007 4101	1451 1451 1451 1451 1451 1451 1451 1451	Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual S/T - Contractual Other Other	Dental Services Legal Services-County Attorney Consultant Services * Audio/Visual Services Ch. 20 Court Reporter Services * Other Contractual Services * Custodial Or Janitorial Srvces Temp Serv/Contracted Salaries Security Services Iss Professional Services Contracted Food Contractual Service-Training Contractual Service-Training Contractual Service-Training Contractual Service-Training Contractual Service-Training Contractual Service-Training Contractual Service-Training Contractual Service-Training Contractual Service-Training Travel-Mileage Communication Services	5,000 0 1 5,706,790 1 1 40,000 0 1 12,797 0 5,828,082 20,949 30,515	3,374 0 0 1 0 3,851,332 1 1 1 26,995 0 1 1 8,636 0 3,933,188	77 0 0 0 87,553 0 0 0 0 0 614 0 0 196 0 0 89,414 321 468	767 0 0 0 875,280 0 0 0 6,135 0 0 1,963 0 1,963 0 893,884 3,213 4,680	844 0 0 0 962,833 0 0 0 0 6,749 0 0 0 2,159 0 983,297 3,534 5,148	762 0 0 0 892,625 0 0 0 6,257 0 0 0 2,002 0 911,596 3,277 4,773	5,000 0 0 1 5,706,790 1 1 1 1 40,000 0 1 1 2,797 0 5,828,082
3124 3140 3161 3301 3403 3404 3405 3414 3405 3414 3422 3421 3422 3457 4007 4101 4103	1451 1451 1451 1451 1451 1451 1451 1451	Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual S/T - Contractual Other Other Other	Dental Services Legal Services-County Attorney Consultant Services * Audio/Visual Services Ch. 20 Court Reporter Services * Other Contractual Services * Custodial Or Janitorial Srvces Temp Serv/Contracted Salaries Security Services Iss Professional Services Contracted Food Contractual Service-Training Contractual Service-Training Con	5,000 0 1 5,706,790 1 1 1 40,000 0 1 12,797 0 5,828,082 20,949 30,515 1	3,374 0 0 1 1 0 3,851,332 1 1 1 26,995 0 1 8,636 0 3,933,188 14,138	77 0 0 0 87,553 0 0 0 0 614 0 0 196 0 0 89,414 321 468 0	767 0 0 0 875,280 0 0 0 6,135 0 0 0 1,963 0 0 1,963 0 893,884 3,213 4,680 0	844 0 0 0 962,833 0 0 0 0 6,749 0 0 2,159 0 983,297 3,534 5,148 0	762 0 0 0 892,625 0 0 0 6,257 0 0 0 2,002 0 911,596 3,277 4,773 0	5,000 0 1 5,706,790 1 1 1 40,000 0 1 12,797 0 5,828,082 20,949
3124 3140 3161 3301 3403 3404 3405 3414 3419 3421 3421 3422 3457 4007 4101 4103 4104	1451 1451 1451 1451 1451 1451 1451 1451	Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual S/T - Contractual Other Other Other Other	Dental Services Legal Services-County Attorney Consultant Services * Audio/Visual Services Ch. 20 Court Reporter Services * Other Contractual Services * Custodial Or Janitorial Srvces Temp Serv/Contracted Salaries Security Services Iss Professional Services Contracted Food Contractual Service-Training Contractual Service-Training Con	5,000 0 1 5,706,790 1 1 1 1 40,000 0 1 12,797 0 5,828,082 20,949 30,515 1 1	3,374 0 0 1 1 0 3,851,332 1 1 1 1 1 26,995 0 1 8,636 0 0 3,933,188 20,594 1 1 1	77 0 0 0 87,553 0 0 0 0 0 614 0 0 0 196 0 0 89,414 321 321 321 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	767 0 0 0 875,280 0 0 0 6,135 0 0 0 1,963 0 0 1,963 0 0 893,884 3,213 4,680 0 0	844 0 0 962,833 0 0 0 0 0 0,749 0 0 0 2,159 0 983,297 3,534 5,148 0 0 0	762 0 0 0 892,625 0 0 0 6,257 0 0 0 2,002 0 0 911,596 3,277 4,773 0 0	5,000 0 0 5,706,790 1 1 1 40,000 0 1 12,797 0 5,828,082 20,949 30,515 1 1
3124 3140 3161 3301 3403 3404 3405 3414 3419 3421 3421 3422 3457 4007 4101 4103 4104 4205	1451 1451 1451 1451 1451 1451 1451 1451	Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual S/T - Contractual Other Other Other Other Other	Dental Services Legal Services-County Attorney Consultant Services * Audio/Visual Services * Other Contractual Services * Other Contractual Services * Custodial Or Janitorial Srvces Temp Serv/Contracted Salaries Security Services Iss Professional Services Contractual Service-Training Contractual Service-Training Contractual Service-Training Travel-Mileage Communication Services Comm/Suncom-Toll Comm/Commercial-Toll Postage	5,000 0 1 5,706,790 1 1 1 1 40,000 0 1 12,797 0 5,828,082 20,949 30,515 1 1 2,435	3,374 0 0 1 1 0 3,851,332 1 1 1 1 1 26,995 0 1 3,636 0 0 3,933,188 0 0 3,933,188 14,138 20,594 1 1 1,643	77 0 0 0 87,553 0 0 0 0 614 0 0 0 196 0 0 89,414 89,414 468 0 0 0	767 0 0 0 875,280 0 0 0 6,135 0 0 0 1,963 0 0 1,963 0 0 1,963 0 0 1,963 0 0 1,963 0 0 0 1,963 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	844 0 0 0 962,833 0 0 0 0 6,749 0 0 0 2,159 0 0 983,297 3,534 5,148 0 0 0 0	762 0 0 0 892,625 0 0 0 6,257 0 0 0 2,002 0 0 911,596 3,277 4,773 0 0 0 0 3381	5,000 0 0 5,706,790 1 1 1 1 40,000 0 1 1 12,797 0 5,828,082 20,949 30,515 1 1 1 1 2,435
3124 3140 3161 3301 3403 3404 3405 3414 3419 3421 3421 3422 3457 4007 4101 4103 4104	1451 1451 1451 1451 1451 1451 1451 1451	Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual Contractual S/T - Contractual Other Other Other Other Other Other	Dental Services Legal Services-County Attorney Consultant Services * Audio/Visual Services Ch. 20 Court Reporter Services * Other Contractual Services * Custodial Or Janitorial Srvces Temp Serv/Contracted Salaries Security Services Iss Professional Services Contracted Food Contractual Service-Training Contractual Service-Training Con	5,000 0 1 5,706,790 1 1 1 1 40,000 0 1 12,797 0 5,828,082 20,949 30,515 1 1	3,374 0 0 1 1 0 3,851,332 1 1 1 1 1 26,995 0 1 8,636 0 0 3,933,188 20,594 1 1 1	77 0 0 0 87,553 0 0 0 0 0 614 0 0 0 196 0 0 89,414 321 321 321 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	767 0 0 0 875,280 0 0 0 6,135 0 0 0 1,963 0 0 1,963 0 0 893,884 3,213 4,680 0 0	844 0 0 962,833 0 0 0 0 0 0,749 0 0 0 2,159 0 983,297 3,534 5,148 0 0 0	762 0 0 0 892,625 0 0 0 0 6,257 0 0 0 2,002 0 0 911,596 3,277 4,773 0 0	5,000 0 0 5,706,790 1 1 1 40,000 0 1 12,797 0 5,828,082 20,949 30,515 1 1

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

				2012 Adi	Federal	1	Shared Ma	tch	County	
Object	Prg	GABI Categories	Object Description	Budget	Share	CSC	County	Total S/M	Overmatch	Total
				Request	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		Other	Rent	4,750		0	0	0	0	4,790
4406		Other	Rent-Office Equipment	180	121	3	28	30	28	180
4410	1451	Other	Rent-Building	90,000	60,738		13,804	15,185	14,077	90,000
4412		Other	Rent-Storage/Warehouse Space *	3.816	2,575		585	644	597	3,816
4418		Other	Rental-Pager Services	0,010	2,078	0	000	044	0	3,010
4420		Other	Rent-Motor Pool Vehicles	166,238	112,189		25,497	28,047	26,002	166,238
4501		Other	Ins & Surety Bonds Outside *	4.080	2,753		626	688	638	4.080
4502		Other	Casualty Self Ins Premiums	189,845	128,120		29,118	32,030	29,695	189.845
4601		Other	Repair & Maintenance	130,087	87,792		19,952	21,948	20,347	130,047
4603	1451	Other	Rep/Maint-Parts & Supplies	0	0		0	0	0	
4605	1451	Other	Maintenance-Grounds	1	1		0	0	0	1
4607	1451	Other	Repair/Maint-Outside Service	11,379	7,679		1,745	1,920	1,780	11,379
4610	1451	Other	Repair/Maint-Buildings	101,913	68,778		15,631	17,194	15,941	101.913
4615	1451	Other	Rep/Maint-Water/Sewer Systems	1	1	0	0	0	0	101,010
4620	1451	Other	Rep/Maint-Equipment	12,000	8,098		1,841	2,025	1,877	12,000
4623	1451	Other	Rep/Maint-Radio	3.850	2,598		590	650	602	3,850
4625	1451	Other	Rep/Maint-Motor Pool Vehicles	100,109	67,560		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	
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		Other	Advertising	725	489	11	111	122	113	725
4946	1451	Other	Advertising Including Legal	1	1	0	0	0	0	. 1
4979		Other	Indirect Costs-Bcc	264,190	178,293	4,053	40,520	44,573	41,323	264,190
5111		Other	Office Furniture And Equipment	1,001	676	15	154	1.69	157	1,001
5112	1451	Other	Telephone Equipment/Install	364	246	6	56	61	57	364
5121	1451		Data Procssng Sftwre/Accessres	3,571	2,410	55	548	602	559	3,571
5215		Other	Gasoline	70,000	47,241	1,074	10,736	11,810	10,949	70,000
5220	1451		Purchased Water	235	159	4	36	40	37	235
5243			Personal Care Items	1	1	0	0	0	0	1
5244	the second s		Food & Dietary	15,805	10,666	242	2,424	2,667	2,472	15,805
5401	1451		Books Publicatns & Subscrptns	550	371	8	84	93	86	550
5412		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	<u>85</u> 1	936	868	5,550
		S/T - Other	······································	1,372,182	926,042	21,052	210,459	231.511	214,629	1,372,182
		Total	lead 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 80.00%	297,551	2,974,669	<b>3,272,220</b> 20,00%	3,028,064	19,389,163
		5,550	00.00 //			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 Fed 13,088,879	<b>0</b>	0	0 CSC/Cnty 3,272,220	0 Total 16,361,099	<b>0</b> 

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## EXHIBIT 'B'

#### **Progress Report Form**

#### Contracts. 1-371SF

## Date Prepared by Provider: _

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

PROJECT OBJECTIVES	JECT OBJECTIVES REPORTING PERIOD		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.			

## REPORTING PERIOD: _

CSC_DOCS-#94742-v2-371Head_StartQuarterlyReportTemplate_10-11.DOC

Staffing	Levels/Turnover	
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Have there been any changes to your program or program staff contact inform	ation?	Yes	
If yes, has the information been updated in ARMS?	Yes	No	

Are all staff positions currently filled?

Yes No

No

	Cumulative Child Profile 2011-2012
(	nstructions: 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

	Distrib	ution in F	alm Bea	ach Cou	Number & Type of Families				
North	South	Central	West	Other	Total # served	2 parent	Single	Other	Total # served
								·····	
			÷					··········	· · · ·
						- <u>-</u>			
0	0	0	0	. 0	0	0	0	0	0

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## EXHIBIT 'C'

# Notification of State/Federal Funding

#### 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 <u>https://apps.fldfs.com/fsaa</u> for further information and guidance.



Does Not Apply

FY 2011/2012 5/10/2011

#### **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 <u>https://apps.fldfs.com/fsaa</u> for further information & guidance.

Federal Program 1				
· ·				\$0.00
Federal Program 2				
	•			\$0.00
Féderal Program 3	•			
				\$0.00
Total Federal Awards:	· · · ·	·•		\$0.00
			r	
State Program 1				
				\$0.00
State Program 2				
				\$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.

FY 2011/2012 5/10/2011