
ACTION ITEMS

2018-2019

**PROPOSED HEAD START/EARLY HEAD START
COMMUNITY REPRESENTATIVES**

**AGRICULTURAL AND LABOR PROGRAM, INC.
HEAD START/EARLY HEAD START**

2018-2019 PROPOSED COMMUNITY REPRESENTATIVES	
<p style="text-align: center;">Felicia Sweeting-Harris Former Parent 1014 S. 27th Circle Fort Pierce, FL 34947 Telephone Number: (772) 971-1170</p>	<p>Ms. Felicia Sweeting-Harris is a former parent and Policy Council member. Ms. Sweeting-Harris has been a member of the Policy Council for two years. Ms. Sweeting-Harris continues to be an advocate of the program; she is committed to the program and has demonstrated good meeting attendance and participation. Therefore, Ms. Sweeting-Harris will continue to be a great asset to serve as a Community Representative on the Policy Council.</p>
<p style="text-align: center;">Donna Gibson Families of the Treasure Coast 800 Virginia Avenue Fort Pierce, FL 34982 Telephone Number: (772) 302-3147</p>	<p>Mrs. Donna Gibson represents the Families of the Treasure Coast Agency. The agency reaches out to all parents by providing information, connections to community resources, and parent development/training activities throughout the community. Mrs. Gibson goes beyond improving the quality of life for children and their families in St. Lucie County. Mrs. Gibson has been a member of the Policy Council for three consecutive years; therefore, Mrs. Gibson will continue to be a great asset as a Community Representative on the Policy Council.</p>
<p style="text-align: center;">Mr. George Grace Retired Executive from Bellsouth 905 Entrance Road Avon Park, FL 33825 Telephone Number: (305) 936-6435</p>	<p>Mr. George Grace works closely with the Fatherhood Initiative Program in Polk County and sits on President Obama's Fatherhood Initiative Committee in Washington, DC. The Fatherhood Initiative Program mission is to engage fathers in their children's lives by integrating fatherhood programs into the communities and programs like Head Start/Early Head Start. Mr. Grace has been working with the Fatherhood Initiative Program at Frostproof Child Development over the last year addressing specific needs and concerns that directly impact Father's in Polk County. Therefore, Mr. Grace will be a great asset to serve as a Community Representative on the Policy Council.</p>
<p style="text-align: center;">Linda Halpin Department of Children and Families District 19 - Licensing Supervisor 337 North US Highway 1, Benton Bldg. Fort Pierce, FL 34950 Telephone Number: (772) 467-4184</p>	<p>Mrs. Linda Halpin is the District 19, Licensing Supervisor for the Department of Children and Families. Mrs. Halpin has worked for the Department of Children and Families for several years in Tallahassee, Florida and has been in the St. Lucie County community for almost a year. Mrs. Halpin replaced Tom Peer who retired in 2017. Mrs. Halpin serves in several committees that promote children's welfare. Mrs. Halpin will be a great asset to serve as a Community Representative on the Policy Council.</p>

AGENDAS

PROGRAM PLANNING COMMITTEE MEETING

Doubletree by Hilton/SeaWorld

Orlando, FL

September 21, 2018

7:00 p.m.



AGENDA

I. CALL TO ORDER

A. Mission Statement

B. Roll Call

Vernon McQueen, Chair

Chester McNorton

Barbara Grace

Al Miller, Staff Liaison

Myrna Rodriguez, Staff Liaison

II. ITEMS FOR DISCUSSIONS

A. Key Program Grant Performance Reports (See Tab 2 for details)

- Head Start/Early Head Start In-Kind Match Reports
- Head Start/Early Head Start Enrollment and Attendance Reports

B. 2018-2019 Funding Request Applications/Agreements

- Child Care Food Program Renewal Application
- Children Services Council of St. Lucie County Funding Application

C. 2018-2019 Funding Notifications

- Office of Head Start Notice of Award – COLA and One-Time Funding (Ratify)
- Department Of Education Project Awards Notification (Ratify)
- Florida Non-Profit Housing Renewal Agreement
- Florida Non-Profit Housing Amendment 1
- Emergency Solution Grant Agreement

D. Existing Grants Amendments/Modifications

Low Income Home Energy Assistance Program Modification (Ratify)

E. **2017-2018 HEAD START/EARLY HEAD START PIR's**

F. Approval of Funding Notifications/Modifications/Requests

- Office of Head Start Notice of Award – COLA and One-Time Funding (Ratify)
- Department Of Education Project Awards Notification (Ratify)
- Florida Non-Profit Housing Renewal Agreement
- Florida Non-Profit Housing Amendment 1
- Emergency Solution Grant Agreement
- Child Care Food Program Renewal Application
- Children Services Council of St. Lucie County Funding Application
- Low Income Home Energy Assistance Program Modification (Ratify)
- 2017-2018 Head Start/Early Head Start PIR's

ALPI Mission Statement

The mission of The ALPI is to propose, implement, and advocate developmental and human service delivery programs for the socially and economically disadvantaged; children and families; and farmworkers.

**2018 - 2019 CCFP CONTRACT RENEWAL
APPLICATION**

(Ratify)



Florida Department of Health

FY 2018-2019 Child Care Food Program (CCFP) Renewal Certification of Accuracy and Truthfulness

Instructions:

- 1. This form is used to certify that the CCFP online renewal submission(s) is true and correct.
2. The person signing this form must hold one of the following positions or be the delegated authority for one of the following positions.

Authorized positions by organization type:

For-Profit - Majority Owner

Not-For-Profit - Executive Director, Board Chairman, Chief Executive Officer, President

Public School District - School Superintendent

Military - Commanding Officer

Church - Head Clergy Member

- 3. Complete this form, print, sign, scan, and upload a copy in the designated upload section for this form at the bottom of the contractor renewal screen (electronic signatures are not accepted).
4. If this form is signed by a delegated authority, you must also upload the Delegation of Signing Authority form in the designated upload section for that form at the bottom of the contractor renewal screen.

CCFP Authorization Number: 0501

Organization's Name: The Agricultural and Labor Program, Inc.

By signing this form, I certify that all information submitted and uploaded as part of the CCFP online renewal process is true and correct.

Signature: [Handwritten Signature]
(Form must be signed by one of the persons listed in # 2 of the instructions above.)

Printed Name: Deloris Johnson

Position Title: Chief Executive Officer

Date: 8/21/2018

The Agricultural and Labor Program is a 12 month program, licensed for 1138 children & we are currently funded for 775 slots. When you enter the required information on the **Projected Earnings Worksheet (PEW)** it calculates the amount (s) automatically. This will bring you to the amount listed on our *PEW*, which is what determines our annual budget. This represents an increase in the new reimbursement rates and represents 85% of our enrollment and average daily attendance.

Florida Department of Health
Child Care Food Program
BOARD OF DIRECTORS CERTIFICATION
(for private, non-profit organizations)

0501 The Agricultural and Labor Program, Inc.

Authorization Number _____ Organization's Legal Name (must match legal name listed on CCFP application)

1. I certify that this board is in compliance with all applicable state statutes and rules regarding governing boards of corporations.
2. I certify that, as a private, non-profit organization holding federal tax-exempt status, the board meets the following criteria:
 - Board members do not vote on decisions regarding their own compensation or that of a related party.
 - Minutes of board meetings are recorded and made available for review to the Department of Health, Bureau of Child Care Food Programs upon request.
 - The board provides independent oversight and has authority to hire and fire the organization's Executive Director/Chief Executive Officer/ President.
 - Less than and not equal to 50% of the board has a direct and/or indirect financial interest in the activities of the organization. **Financial interest includes but is not limited to: ownership or investment in the organization, employee of the organization, parent of a child participating in the CCFP through the organization, individual receiving any type of compensation or benefits from the organization.**
 - Less than and not equal to 50% of the board is related by blood or marriage to the organization's personnel or to each other if the organization is/will be participating in the Child Care Food Program as an independent child care center/site or sponsor of affiliated child care centers/sites; however, if participating as a sponsor of unaffiliated child care centers/sites/day care homes, no board member is related by blood or marriage to the organization's personnel or to each other.
3. I certify that the listed individuals on the following page(s) constitute the **full board of directors of the non-profit corporation** listed above, the organization that is contracting with the Florida Department of Health, and that this board is responsible for Child Care Food Program oversight.
4. I understand that the submission of false information to the Department of Health is grounds for termination from, or denial of participation in, the Child Care Food Program.



Signature of Board Chairman, CEO, President, Executive Director, Head Clergy Member, or Delegated Authority

Deloris Johnson

Printed Name

Chief Executive Officer

Title

08/21/2018

Date

Instructions:

Answer the three questions below, complete table 1 below for each board officer, and complete table 2 on page 3 for the remaining board members (if any). Attach additional pages if needed.

- Per Florida Statutes, a board of directors must consist of at least three people.
- The full date of birth (MM/DD/YYYY) must be listed for the Board Chairman, at a minimum.
- You may attach your own list of board members and required contact information, but you must still indicate the Financial Interest and Family Relationship status for each member, include the chairman's date of birth, and sign page 1 of this form.
- The mailing address in Table 1 should be for each board officer, not for the organization. Each address must include the city, state, and ZIP code.
- List yes or no (Y or N) to certify the financial interest and family relationship status of each member in columns F and G below in table 1, and columns B and C in table 2.
- See guidelines in # 2 on page 1 regarding allowable percentages of board members with financial interest and/or family relationships.

1. What is the total number of the organization's board members? 21 (This number must equal the number of people listed in tables 1 & 2.)
2. How many board members are employees of the organization, investors in the organization, parents of children that do/will participate in the CCFP through the organization, or individuals that receive any type of compensation or benefits from the organization? 0
(This number must equal the number of Yes answers in the financial interest columns in tables 1 & 2.)
3. How many board members are related by blood or marriage to each other or to employees of the organization? 0 (This number must equal the number of Yes answers in the family relationship columns in tables 1 & 2.)

Table 1- Board Officers

(A) Position Held on Board	(B) First and Last Name of Board Officer	(C) Full Date of Birth (MM/DD/YYYY)	(D) Full Mailing Address (Do not list the organization's address.)	(E) Phone Number	(F) Financial Interest (Y/N)	(G) Family Relationship (Y/N)
Chairman	William Holt	09/12/1946	4129 57th Avenue Vero Beach, FL 32957	(772) 552-8377	No	No
Vice Chairman	Stacy Campbell-Domineck		600 N Broadway, Ste B Bartow, FL	(863) 508-1600	No	No
Secretary	Josephine Howard		2711 Orchid Drive Haines City, FL 33844	(863) 422-0875	No	No
Treasurer	Majorie Gaskin		1511 N 21st Street Fort Pierce, FL 34950	(772) 464-0243	No	No

TABLE 2- All Other Members (attach additional pages if necessary)

(A) First and Last Name of Board Member	(B) Financial Interest (Y/N)	(C) Family Relationship (Y/N)
Katie Clark	No	No
Shelia Dixon		No
Patricia Gamble	No	No
Barbara Grace	No	No
Brenda Gray	No	No
Marva Hawkins	No	No
LaVita Holmes	No	No
Kim Johnson	No	No
Annette Jones	No	No
Glenda Jones	No	No
Vernon McQueen	No	No
Chester McNorton	No	No
Kimberly Ross	No	No
Shannyn Serrano	No	No
Ruby Willix	No	No
Vacant		
Vacant		

Authorization Number: Sponsoring Organization Name:

Instructions: Mark "Yes" or "No" for questions 3, 6 and 7 below by placing an X in the cell. Complete the remaining questions as specified.

6. The sponsor conducts MONITORING REVIEWS at least as often as required by 7 CFR, Part 226.16(d)(4)(iii). YES NO

Yes answer indicates that the sponsoring organization, at a minimum, conducts unannounced CCFP monitoring reviews as follows:

Each new site is reviewed within the first four weeks of CCFP operations.
 Each existing site is reviewed three times yearly with not more than a six-month lapse between reviews. If using review averaging, contractor meets review averaging requirements.
 Follow-up reviews are conducted within 30 days of issuing a disallowance and/or identifying areas of noncompliance.

7. How many sites do you currently sponsor?

MONITORING STAFF - Complete this section only if your organization sponsors 25 or more sites or if you anticipate sponsoring 25 or more sites during this fiscal year.

Column A below, list all employees who perform monitoring activities, and describe the specific activities each employee performs in column B. Monitoring activities include, but are not limited to, conducting on-site reviews, planning the review schedule, travel for reviews, supervisory oversight of monitors, writing review reports, follow-up reviews, pre-approval visits, household contacts, technical assistance, and desk reviews of claim documentation. For each employee listed, indicate the number of hours per month spent on monitoring in column C, and the total monthly hours spent on the CCFP in column D (refer back to table 2, column C). The percentage of each employee's monitoring time will auto-calculate in column E, and the total number of FTEs performing monitoring activities will be calculated in the bottom row. Please Note: Monitoring ratios for sponsors must equal at least one FTE (2080 hours/year or 173.33 hours/month) for 25 to 150 sites.

A.	B.	C.	D.	E.
Employee Name	Description of Monitoring Activities	# of Hours per Month Spent on Monitoring*	Total Hours per Month Spent on CCFP (should be the same number of hours listed in table 2, column C)	% of Monthly CCFP Hours Spent Monitoring
				#DIV/0!
				#DIV/0!
				#DIV/0!
				#DIV/0!
				#DIV/0!
TOTAL =		0	Number of FTEs =	0.00

Sponsors with twenty-five (25) or more sites are required to employ at least one full time equivalent (FTE) monitor per 25-150 sites. However, to ensure adequate monitoring, there should be approximately one FTE monitor for not more than 85 sites. An FTE equals one staff year (2080 hours) or a staff month (173.33 hours) and could be one full time staff person who monitors full time; two half time staff who spend all of their time monitoring; two full time staff who spend half of their time monitoring; three full time staff, one of whom monitors 40% of the time, with the other two each spending 30% of their time monitoring, etc.


8. The sponsor completes training on all required topics at least once a year. YES NO

Required Training Topics • Menu Planning & Meal Pattern Requirements • Meal Count Procedures • Claim Review & Submission Procedures • Reimbursement System • Civil Rights Requirements	Recommended Training Topics • Food Safety & Sanitation • Nutrition Education
*** Note: A sign-in sheet and agenda must be maintained for each training session.	

9. The sponsor REVIEWS ALL CCFP RECORDS for accuracy and compliance. YES NO

10. List the Florida address(es) where CCFP records will be maintained:

I certify that all information on the Management Plan is true and correct.


 Signature of Authorized Employee

Date

Printed Name

Title

Florida Department of Health Child Care Food Program MANAGEMENT PLAN

(For Sponsors of Affiliated Child Care Centers, Afterschool Meals Programs, and Homeless Children Nutrition Programs)

Authorization Number: 501

Sponsoring Organization Name: The Agriculture and Labor Program , Inc.

* The green areas require your input. The yellow areas will auto-populate based on the information you provide in the green areas.

1. Required Administrative Duties

Instructions: List all employees who perform each of the following required administrative duties. Each duty must be completed by at least one staff member. List all employees necessary for the job duties completed by multiple employees. Ensure that the Program Manager is listed for the duties he/she performs.

Job Duty	Employee Name
Administrative Oversight	Caroline W Looney
Bookkeeping	Vacant
Checking and Approving Menus	Bessie Armstrong
Compiling Claim Data	Bessie Armstrong
Checking and Filing Claims	Bessie Armstrong
Determining Site Eligibility (A Only)	Bessie Armstrong

Job Duty	Employee Name
Training	Caroline W Looney & Bessie Armstrong
Financial Management	Caroline W Looney & Bessie Armstrong
Monitoring	Caroline W Looney & Bessie Armstrong
Technical Assistance	Bessie Armstrong
Classifying Free and Reduced Meal Apps (S Only)	Bessie Armstrong
Maintaining Enrollment Roster (S Only)	Bessie Armstrong

2. Allowable Administrative Salaries/Benefits and Cost Allocation

Instructions: Complete columns A-E for each employee listed above. All employees listed in #1 must be listed in this table. Please note that the number of hours listed in column E can be reduced to reflect the actual number of annual hours worked by each employee, however this number may not exceed 2,080 which is the maximum number of annual hours for a full time position.

Complete columns F-G only if charging salaries for the employees listed. Column H will calculate the allowable amounts of salaries and benefits that can be charged to CCFP funds based on each employee's percentage of time worked on the CCFP. The total administrative costs charged to the CCFP cannot exceed 15% of projected or actual meal reimbursements.

Columns I and J document the allocation of the total allowable costs for annual salary and benefits. Complete column I by inputting the portion of the total allowable salary and benefit amount for each employee that will be paid with CCFP funds. The amount in column I cannot be more than the amount listed in column H. The total amount listed in column I cannot exceed the 15% sponsor administrative cap listed on the PEW, and must match the amount listed on the budget for administrative salaries and benefits in the CCFP Funds column. The difference between the total allowable salary and benefits (H) and the amount to be charged (I) is calculated in column J. The total calculated at the bottom of column J must match the amount listed on the budget for administrative salaries and benefits in the Other Funds column.

(A) Employee Name	(B) Position Title	(C) Hours per Month Spent on CCFP	(D) # of CCFP Operating Months per Year	(E) Total Annual Hours Worked for Employer	(F) Total Annual Salary	(G) Annual Insurance & Other Benefit Costs Paid by Employer	(H) Total Annual Salary & Benefits Allowable to Charge to CCFP	(I) Projected Amount to be Charged to the CCFP	(J) Amount to be Charged to Other Funds (Column H minus Column I)
Caroline W Looney	Director	31.2	12	2080	\$ 86,700	\$ 23,409	\$ 19,820	\$ 19,820	\$ -
Vacant	Office Supervisor	31.2	12	2080	\$ 35,293	\$ 9,529	\$ 8,068	\$ 8,068	\$ -
Bessie Armstrong	Food Services Coordinator	31.2	12	2080	\$ 38,991	\$ 10,528	\$ 8,913	\$ 8,913	\$ -
		0	0	2080	\$ -	\$ -	\$ -	\$ -	\$ -
		0	0	2080	\$ -	\$ -	\$ -	\$ -	\$ -
		0	0	2080	\$ -	\$ -	\$ -	\$ -	\$ -
		0	0	2080	\$ -	\$ -	\$ -	\$ -	\$ -
		0	0	2080	\$ -	\$ -	\$ -	\$ -	\$ -
		0	0	2080	\$ -	\$ -	\$ -	\$ -	\$ -
		0	0	2080	\$ -	\$ -	\$ -	\$ -	\$ -
		0	0	2080	\$ -	\$ -	\$ -	\$ -	\$ -
		0	0	2080	\$ -	\$ -	\$ -	\$ -	\$ -
		0	0	2080	\$ -	\$ -	\$ -	\$ -	\$ -
		0	0	2080	\$ -	\$ -	\$ -	\$ -	\$ -
		0	0	2080	\$ -	\$ -	\$ -	\$ -	\$ -
		0	0	2080	\$ -	\$ -	\$ -	\$ -	\$ -

Note: Transfer the columns I and J totals to the applicable columns on the Administrative Salaries & Benefits row of the Budget. ->

TOTAL	CCFP Funds	Other Funds
\$ 36,801	\$ 36,801	\$ -

Projected Earnings Worksheet - FY 2018-19

Auth #: 501 **Organization Name:** The Agriculture and Labor Program, Inc.

Requires User Input Automatically Calculates

Please Answer these Questions

Enrollment 775 Number of children eligible for free meals
 775 Number of children eligible for reduced meals
 Total number of enrolled children (a+b+c)

Average Attendance per Day 621 (Cannot exceed total number of enrolled children)

Days Operating 20 Total number days operating (per month)
 12 Total number months operating per year

Put a "Y" in each category that applies:

Claiming Breakfast? Y
 Claiming Morning Snack? Y
 Claiming Lunch? Y
 Claiming Afternoon Snack? Y
 Claiming Supper? Y
 Claiming Evening Snack? Y

Total Number of Meals Served in One Month to Eligible Children
 (Number of Operating Days x Average Attendance per Day)

12420 Breakfast
 0 AM Snack
 12420 Lunch
 12420 PM Snack
 0 Supper
 0 Evening Snack

Note: You may reduce these numbers to reflect the meals served by meal type.

Validation Cells: G27755 - J27755

Rates	
July 1, 2018 - June 30, 2019	
Breakfast:	
Free	\$1.79
Reduced	\$1.49
Non-Needy	\$0.31
Lunch/Supper:	
Free	\$3.31
Reduced	\$2.91
Non-Needy	\$0.31
Snacks:	
Free	\$0.91
Reduced	\$0.45
Non-Needy	\$0.08
Cash-in-Lieu:	\$0.2350

Now the Worksheet will do the Calculations (password protected - read only)

1) Calculation to Determine Percentage

Divide the number of eligible children in each category by the total number of children enrolled.

a. Number free	775	/ total enrolled	775	=	100.00%
b. Number reduced price	0	/ total enrolled	775	=	0.00%
c. Number nonneedy	0	/ total enrolled	775	=	0.00%
Total Percentage:					100.00%

2) Calculation to Determine Free/Reduced Distribution for each Meal Type

Multiply the category percentages calculated in step 1 by the number of meals served for each meal type. Multiply that answer (the free/reduced distribution) by the current reimbursement rates.

Type Meal Category	Percentage (Number 2)	# Meals Served	Reimbursement Rate (password protected)	Reimbursement Amount
Breakfast				
a. Free %	1.000	12420	\$ 1.79	\$ 22,231.80
b. Reduced Price %	0.000	12420	\$ 1.49	\$ -
c. Nonneedy %	0.000	12420	\$ 0.31	\$ -
Total Number of Breakfast Claimed				\$ 22,231.80
Lunch/Supper				
a. Free %	1.000	12420	\$ 3.31	\$ 41,110.20
b. Reduced Price %	0.000	12420	\$ 2.81	\$ -
c. Nonneedy %	0.000	12420	\$ 0.31	\$ -
Total Number of Lunches and Suppers Claimed				\$ 41,110.20
Snacks				
a. Free %	1.000	12420	\$ 0.91	\$ 11,302.20
b. Reduced Price %	0.000	12420	\$ 0.45	\$ -
c. Nonneedy %	0.000	12420	\$ 0.08	\$ -
Total Number of Snacks Claimed				\$ 11,302.20

Commodities Reimbursement*	12420	0.2350	=	\$2,918.70
a. Lunch				\$0.00
b. Supper				\$2,918.70

Projected Meal Earnings for One Month	\$ 74,644.20
Total Projected Meal Earnings for One Year	\$ 895,730.40

Projected Commodity Reimbursement for One Month	\$2,918.70
Projected Commodity Reimbursement for One Year	\$35,024.40

Total Projected Earnings for One Year	=	\$930,754.80
Projected Earnings Rounded for use in the Budget	=	\$930,755.00

Sponsor Administrative Cap	\$ 134,369.56
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Note: Sponsor/Administrative Cap = Total Projected Meal Earnings for One Year x 15% and does not apply to independent contractors.

*PLEASE NOTE: The cash-in-lieu-of commodity payments received by an institution shall be used only to purchase food products that are produced in the United States for use in the program. Institutions must maintain sufficient records to document the proper use of these payments.

2019-2020
CHILDREN SERVICES COUNCIL OF
ST. LUCIE COUNTY
FUNDING APPLICATION

2019-2020 FUNDING APPLICATION (CSC/CAT)

PROGRAM NAME	FUNDING	SOURCE OF FUNDING
CAT St. Lucie County	\$120,000.00	Local: Children Services Council of St. Lucie County <i>This funding is to serve 130 school-age students in our after school program design to keep student off the street, increase positive decision making skills and improve academic performance for the year-round program.</i>

Submitted For Board of Directors Approval in the September 2018 Meeting

Revised 09/14/2018

2018-2019

**OFFICE OF HEAD START NOTICE OF AWARD
COLA AND ONE-TIME FUNDING**

**DEPARTMENT OF HEALTH AND HUMAN SERVICES
ADMINISTRATION FOR CHILDREN AND FAMILIES
NOTICE OF AWARD**

SAI NUMBER:
PMS DOCUMENT NUMBER:

180

1. AWARDING OFFICE: Office of Head Start	2. ASSISTANCE TYPE: Discretionary Grant	3. AWARD NO.: 04CH4739-05-01	4. AMEND. NO. 1
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5. TYPE OF AWARD: Service	6. TYPE OF ACTION: Supplement	7. AWARD AUTHORITY: 42 USC 9801 ET SEQ.
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8. BUDGET PERIOD: 07/01/2018 THRU 06/30/2019	9. PROJECT PERIOD: 07/01/2014 THRU 06/30/2019	10. CAT NO.: 93.600
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11. RECIPIENT ORGANIZATION: AGRICULTURAL & LABOR PROGRAM INC, THE 300 Lynchburg Rd Lake Alfred, FL 33850-2576 Grantee Authorizing Official: William Holt , Board of Directors Chairperson	12. PROJECT / PROGRAM TITLE: Head Start and Early Head Start
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13. COUNTY: Polk	14. CONGR. DIST.: 10	15. PRINCIPAL INVESTIGATOR OR PROGRAM DIRECTOR: Deloris Johnson CEO
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16. APPROVED BUDGET:	
Personnel.....	\$ 4,399,875.00
Fringe Benefits.....	\$ 1,195,889.00
Travel.....	\$ 26,000.00
Equipment.....	\$ 85,000.00
Supplies.....	\$ 60,500.00
Contractual.....	\$ 334,186.00
Facilities/Construction.....	\$ 0.00
Other.....	\$ 1,051,094.00
Direct Costs.....	\$ 7,152,544.00
Indirect Costs.....	\$ 724,990.00
At % of \$	
In Kind Contributions.....	\$ 0.00
Total Approved Budget.....	\$ 7,877,534.00

17. AWARD COMPUTATION:		
A. NON-FEDERAL SHARE.....	\$ 1,969,384.00	20%
B. FEDERAL SHARE.....	\$ 7,877,534.00	80%

18. FEDERAL SHARE COMPUTATION:		
A. TOTAL FEDERAL SHARE.....	\$ 7,877,534.00	
B. UNOBLIGATED BALANCE FEDERAL SHARE.....	\$ 0.00	
C. FED. SHARE AWARDED THIS BUDGET PERIOD...	\$ 7,487,138.00	

19. AMOUNT AWARDED THIS ACTION:	\$ 390,396.00
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20. FEDERAL \$ AWARDED THIS PROJECT PERIOD:	\$ 37,348,568.00
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21. AUTHORIZED TREATMENT OF PROGRAM INCOME: Additional Costs
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22. APPLICANT EIN: 591634148	23. PAYEE EIN: 1591634148A1	24. OBJECT CLASS: 41.51
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25. FINANCIAL INFORMATION:					DUNS 040210163	
ORGN	DOCUMENT NO.	APPROPRIATION	CAN NO.	NEW AMT.	UNOBLIG.	NONFED %
	04CH473905	75-18-1536	8-G044122	\$330,368.00		
	04CH473905	75-18-1536	8-G044120	\$6,552.00		
	04CH473905	75-18-1536	8-G044125	\$53,476.00		

26. REMARKS: (Continued on separate sheets)

27. SIGNATURE - ACF GRANTS OFFICER Ms. Cheryl Pressley	DATE: 08/28/2018	28. SIGNATURE(S) CERTIFYING FUND AVAILABILITY Mr. Omar Barrett	DATE: 08/27/2018
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29. SIGNATURE AND TITLE - PROGRAM OFFICIAL(S) Captain Robert Bialas - Regional Program Manager	DATE: 08/28/2018
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**DEPARTMENT OF HEALTH AND HUMAN SERVICES
 ADMINISTRATION FOR CHILDREN AND FAMILIES
 NOTICE OF AWARD**

SAI NUMBER:

PMS DOCUMENT NUMBER:

1. AWARDING OFFICE: Office of Head Start		2. ASSISTANCE TYPE: Discretionary Grant	3. AWARD NO.: 04CH4739-05-01	4. AMEND. NO. 1
5. TYPE OF AWARD: Service		6. TYPE OF ACTION: Supplement		7. AWARD AUTHORITY: 42 USC 9801 ET SEQ.
8. BUDGET PERIOD: 07/01/2018 THRU 06/30/2019		9. PROJECT PERIOD: 07/01/2014 THRU 06/30/2019		10. CAT NO.: 93.600

11. RECIPIENT ORGANIZATION:
 AGRICULTURAL & LABOR PROGRAM INC, THE

ORGN	DOCUMENT NO.	APPROPRIATION	CAN NO.	NEW AMT.	UNOBLIG.	NONFED%
	04CH473905	75-18-1536	8-G044121	\$0.00		

**DEPARTMENT OF HEALTH AND HUMAN SERVICES
ADMINISTRATION FOR CHILDREN AND FAMILIES
NOTICE OF AWARD**

SAI NUMBER:

PMS DOCUMENT NUMBER:

1. AWARDING OFFICE: Office of Head Start		2. ASSISTANCE TYPE: Discretionary Grant	3. AWARD NO.: 04CH4739-05-01	4. AMEND. NO. 1
5. TYPE OF AWARD: Service		6. TYPE OF ACTION: Supplement		7. AWARD AUTHORITY: 42 USC 9801 ET SEQ.
8. BUDGET PERIOD: 07/01/2018 THRU 06/30/2019		9. PROJECT PERIOD: 07/01/2014 THRU 06/30/2019		10. CAT NO.: 93.600
11. RECIPIENT ORGANIZATION: AGRICULTURAL & LABOR PROGRAM INC, THE				

STANDARD TERMS

1. Paid by DHHS Payment Management System (PMS), see attached for payment information. This award is subject to the requirements of the HHS Grants Policy Statement (HHS GPS) that are applicable to you based on your recipient type and the purpose of this award.

This includes requirements in Parts I and II (available at <http://www.hhs.gov/grants/grants/policies-regulations/index.html>) of the HHS GPS. Although consistent with the HHS GPS, any applicable statutory or regulatory requirements, including 45 CFR Part 75, directly apply to this award apart from any coverage in the HHS GPS. This award is subject to requirements or limitations in any applicable Appropriations Act. This award is subject to the requirements of Section 106 (g) of the trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104). For the full text of the award term, go to <http://www.acf.hhs.gov/discretionary-post-award-requirements>. This award is subject to the Federal Financial Accountability and Transparency Act (FFATA or Transparency) of 2006 subaward and executive compensation reporting requirements. For the full text of the award term, go to <http://www.acf.hhs.gov/discretionary-post-award-requirements>. This award is subject to requirements as set forth in 2 CFR 25.110 Central Contractor Registration (CCR) and DATA Universal Number System (DUNS). For full text go to <http://www.acf.hhs.gov/discretionary-post-award-requirements>.

Consistent with 45 CFR 75.113, applicants and recipients must disclose in a timely manner, in writing to the HHS awarding agency, with a copy to the HHS Office of Inspector General (OIG), all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Subrecipients must disclose, in a timely manner, in writing to the prime recipient (pass through entity) and the HHS OIG, all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Disclosures must be sent in writing to the awarding agency and to the HHS OIG at the following addresses:
The Administration for Children and Families U.S. Department of Health and Human Services Office of Grants Management ATTN: Grants Management Specialist 330 C Street, SW., Switzer Building Corridor 3200 Washington, DC 20201 AND
U.S. Department of Health and Human Services Office of Inspector General ATTN: Mandatory Grant Disclosures, Intake Coordinator 330 Independence Avenue, SW, Cohen Building Room 5527 Washington, DC 20201 Fax: (202) 205-0604 (Include "Mandatory Grant Disclosures" in subject line) or Email: MandatoryGranteeDisclosures@oig.hhs.gov
Failure to make required disclosures can result in any of the remedies described in 45 CFR 75.371 Remedies for noncompliance, including suspension or debarment (See 2 CFR parts 180 & 376 and 31 U.S.C. 3321).

This award is subject to the requirements as set forth in 45 CFR Part 87. This award is subject to HHS regulations codified at 45 CFR Chapter XIII, Parts 1301, 1302, 1303, 1304 and 1305. Attached are terms and conditions, reporting requirements, and payment instructions. Initial expenditure of funds by the grantee constitutes acceptance of this award.

Project Abstract Summary

1. [NO ABSTRACT DATA]

AWARD ATTACHMENTS

AGRICULTURAL & LABOR PROGRAM INC, THE

04CH4739-05-01

1. remarks

26. REMARKS (Continued from previous page)

This grant action awards supplemental funds for the cost-of-living adjustment increase for the Head Start and Early Head Start programs for Fiscal Year 2018.

This action awards \$85,000 for the replacement of playground equipment: \$55,000 to install buildings security: \$15,000 for facility repairs-ramps: \$37,000 for the replacement of air conditioning units. Total- \$192,000

Head Start population: 691 children.

Designated Head Start service area: Fort Pierce, Port St. Lucie, St. Lucie County; Frostproof, Lake Wales, Polk County

Approved program options for the Head Start program: Center-based.

Early Head Start population: 140 infants, toddlers and pregnant women.

Designated Early Head Start service area: Fort Pierce, Port St. Lucie, St. Lucie County; Frostproof, Lake Wales, Polk County

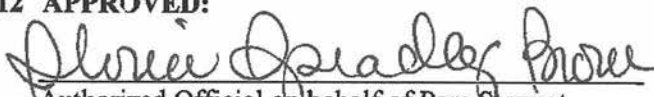

Approved program options for the Early Head Start program: Center-based.

**2018-2019 FLORIDA DEPARTMENT OF EDUCATION
PROJECT AWARD NOTIFICATION
(Ratify)**

**Florida Department of Education
Project Award Notification**

1 PROJECT RECIPIENT Agriculture and Labor Program, Inc.	2 PROJECT NUMBER 755-4058B-8CFE1	
3 PROJECT/PROGRAM TITLE Migrant and Seasonal Farmworkers (MSFW) Statewide Emergency Assistance <p align="right">TAPS 18B002</p>	4 AUTHORITY 17.264 National Farmworker Jobs Program (USDOL) USDE or Appropriate Agency FAIN#: AC303421760A12	
5 AMENDMENT INFORMATION Amendment Number: 1 Type of Amendment: No Cost Extension Effective Date: 06/28/2018	6 PROJECT PERIODS Budget Period: 07/01/2017 - 09/30/2018 Program Period: 07/01/2017 - 09/30/2018	
7 AUTHORIZED FUNDING Current Approved Budget: \$50,000.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$50,000.00	8 REIMBURSEMENT OPTION Federal Cash Advance	
9 TIMELINES <ul style="list-style-type: none"> • Last date for incurring expenditures and issuing purchase orders: <u>09/30/2018</u> • Date that all obligations are to be liquidated and final disbursement reports submitted: <u>11/14/2018</u> • Last date for receipt of proposed budget and program amendments: <u>08/31/2018</u> • Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400: • Date(s) for program reports: • Federal Award Date : <u>07/01/2017</u> 		
10 DOE CONTACTS Program: James Haugli Phone: (813) 224-1920 Email: James.Haugli@fldoe.org Grants Management: Unit B (850) 245-0496	Comptroller Office Phone: (850) 245-0401 Duns#: 040210163 FEIN#: F591634148001	
11 TERMS AND SPECIAL CONDITIONS <ul style="list-style-type: none"> • This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs and the terms and requirements of the Request for Proposal or Request for Application, RFP/RFA, hereby incorporated by reference. • For federal cash advance projects, expenditures must be recorded in the Florida Grants System (FLAGS) as close as is administratively feasible to when actual disbursements are made for this project. Cash transaction requests must be limited to amounts needed and be timed with the actual, immediate cash requirements to carry out the purpose of the approved project. • All provisions not in conflict with any amendment(s) are still in full force and effect and are to be performed at the level specified in the project award notification. • Other: 		
12 APPROVED:  _____ Authorized Official on behalf of Pam Stewart Commissioner of Education	_____ 7/5/18 Date of Signing	 FLORIDA DEPARTMENT OF EDUCATION fldoe.org

**Florida Department of Education
Project Award Notification**

1 PROJECT RECIPIENT Agriculture and Labor Program, Inc.	2 PROJECT NUMBER 755-4059B-9CFE1
3 PROJECT/PROGRAM TITLE Migrant and Seasonal Farmworkers (MSFW) Statewide Emergency Assistance <p align="right">TAPS 19B002</p>	4 AUTHORITY 17.264 National Farmworker Jobs Program (USDOL) USDE or Appropriate Agency FAIN#: AC303421860A12
5 AMENDMENT INFORMATION Amendment Number: Type of Amendment: Effective Date:	6 PROJECT PERIODS Budget Period: 07/01/2018 - 09/30/2019 Program Period: 07/01/2018 - 09/30/2019
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9 TIMELINES <ul style="list-style-type: none"> Last date for incurring expenditures and issuing purchase orders: <u>09/30/2019</u> Date that all obligations are to be liquidated and final disbursement reports submitted: <u>11/20/2019</u> Last date for receipt of proposed budget and program amendments: <u>08/30/2019</u> Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400: Date(s) for program reports: Federal Award Date : <u>07/01/2018</u> 	
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12 APPROVED: <div style="display: flex; justify-content: space-between; align-items: center;"> <div data-bbox="129 1711 779 1858">  Authorized Official on behalf of Pam Stewart Commissioner of Education </div> <div data-bbox="828 1711 1055 1827"> <u>8/9/18</u> Date of Signing </div> <div data-bbox="1169 1690 1494 1795" style="text-align: right;">  FLORIDA DEPARTMENT OF EDUCATION <small>fldoe.org</small> </div> </div>	

2018 - 2019 FNPH RENEWAL AGREEMENT
(Ratify)



FLORIDA NON-PROFIT HOUSING, INC.
P.O. Box 1987 / 3909 Kenilworth Blvd
Sebring, Florida 33871-1987
Tel: 863.385.2519 Fax: 863.385.1643
fnph@earthlink.net <http://www.fnph.org>

August 16, 2018

Deloris Johnson, Chief Executive Officer
Agricultural and Labor Program, Inc.
300 Lynchburg Road
Lake Alfred, Florida 35850-9000

**Reference: Migrant and Seasonal Farmworkers
Temporary and Emergency Related Housing Assistance
July 1, 2018 - June 30, 2019**

Dear Ms. Johnson:

Enclosed for your review and signature, is your PY 18/19 Grant Agreement with Florida Non-Profit Housing, Incorporated for migrant and seasonal farmworker housing related payments. Upon completion of page 2 in (blue ink), scan and e-mail to cmccullough@fnph.org or smcgahee@fnph.org.

If you have any questions or concerns, let us know. We value your support and partnership. We commend your staff, they do a superb job.

We will be scheduling our Annual Conference Call soon. If there are any topics you want listed on the agenda, or any dates within the next 30 days you want us to avoid, please let us know.

Sincerely,

A handwritten signature in black ink that reads "Selvin McGahee". The signature is written in a cursive, flowing style.

Selvin McGahee
Executive Director

Enclosures: As stated

SM/DMC/cam

Deloris C. Johnson
Chief Executive Officer

Corporate Office
300 Lynchburg Road
Lake Alfred, Florida 33850-2576
(863) 956-3491
Toll Free: 1 (800) 330-3491
Fax: (863) 956-3357
E-Mail: admin@alpi.org
www.alpi.org

ADMINISTRATION & OPERATIONS
QUALITY CONTROL DIVISION
ADMINISTRATION SERVICES
Budget & Finance
Human Resources
Operations and Quality Control
IT/Computer Support & Marketing

COMMUNITY SERVICES & ECONOMIC
DEVELOPMENT DIVISION
CSBG Services
Service Areas: Glades, Hendry,
Highlands and Polk Counties

Farmworker Emergency Services
Service Areas: Statewide

LIHEAP Services
Service Areas: Collier, Glades, Hendry,
Highlands, Martin, Polk, and
St. Lucie Counties

Housing Counseling Services
Service Area: Polk County

Training and Employment Services
Service Area: Volusia County

ALPI Technical Education Center
Service Area: Volusia County

EHEAP Services
Service Area: Polk County

CHILD DEVELOPMENT &
FAMILY SERVICES DIVISION

Head Start Services
Service Area: St. Lucie County

Early Head Start Services
Service Areas: Polk and St. Lucie Counties

Child Care
Service Areas: Polk (Frostproof)
and St. Lucie Counties

Child Care Food
Service Areas: Polk (Frostproof)
and St. Lucie Counties

Computer Assisted Tutorial
Program (CAT)
Service Area: St. Lucie County

Eastern Region Administration Office
2202 Avenue Q
Ft. Pierce, FL 34950
(772) 466-2631
Toll Free: 1 (800) 791-3099
Fax: (772) 464-3035



August 16, 2018

Mr. Selvin McGahee
Florida Non-Profit Housing, Inc.
P.O. Box 1987
Sebring, FL 33871-1987

**RE: Migrant and Seasonal Farmworkers
Temporary and Emergency Related Housing Assistance
July 1, 2018-June 30, 2019**

Dear Mr. McGahee:

As requested, please find enclosed the signed 2018/2019 Grant Agreement between Florida Non-Profit Housing, Inc., and The Agricultural and Labor Program, Inc., for migrant and seasonal farmworker housing related payments.

I am looking forward to our continued partnership. Should you have questions/concerns, please do not hesitate to give me a call.

Sincerely,

Deloris Johnson
Chief Executive Officer

DJ/ts

PROGRAMS AND SERVICES ARE FUNDED IN PART BY:



United Way of Central Florida and United Way of St. Lucie County

THE AGRICULTURAL AND LABOR PROGRAM, INC. — PROVIDING A CONSTANT FLOW OF COMMUNITY SERVICES SINCE 1968
AN EQUAL OPPORTUNITY EMPLOYER

**AGREEMENT BETWEEN
THE AGRICULTURAL AND LABOR PROGRAM, INC.
And
FLORIDA NON-PROFIT HOUSING, INC.**

This contract agreement is entered into this 16th day of August 2018 by and between, **The Agricultural and Labor Program, Inc.**, hereinafter referred to as ALPI, whose address is 300 Lynchburg Road, Lake Alfred, Florida 35850-9000, and by **Florida Non-Profit Housing, Incorporated**, hereinafter referred to as FNPH, whose mailing address is P.O. Box 1987, Sebring, FL 33871-1987. FNPH is the recipient of a grant from U.S. Department of Labor, Employment and Training Administration (DOL/ETA), under the authority of the **Workforce Innovation and Opportunity Act (WIOA)**. The project is titled National Farmworker Jobs Program Housing Grant (NFJP). The period of performance is July 1, 2018 - June 30, 2019. The Catalog Domestic Federal Assistance (CDFA) #: 17.264.

ALPI has 51 years of experience in administering statewide emergency services to migrant and seasonal farmworkers. ALPI will provide temporary and emergency housing related assistance statewide, except Broward and Dade Counties, to WIOA, Title I, Section 167 eligible migrant and seasonal farmworkers. Temporary and emergency housing related assistance consist of: referrals to counseling agencies, One Stop Centers, or other farmworker agencies; rental payments, and utility payments. Temporary and emergency housing related assistance is provided once during the program year and only because of extraordinary circumstances.

ALPI will provide temporary and emergency housing related assistance to a minimum of 108 eligible farmworkers in ALPI's service area.

The award contract with FNPH for program year 2018-2019 will be \$29,700.00 ALPI will provide programmatic and fiscal analysis encompassing the collection and reporting of client data for U.S. DOL reporting purposes; intake and provision of services, including types of services.

In order to achieve a more equitable distribution between funds spent on direct services and funds spent to deliver direct services, \$27,000.00 will be reserved for temporary and emergency housing related assistance, and \$ 2,700.00 will be for ALPI's operating expenses.

The method of payment shall be on a cost reimbursement basis. ALPI shall submit monthly invoices, along with supporting expense documentation of each client on forms required showing in detail the services rendered to migrant and seasonal farmworkers, and operating costs. FNPH will promptly process the request.


The effective dates of this contract shall be July 1, 2018 to June 30, 2019.

In witness thereof, the parties have executed this agreement.

The Agricultural and Labor Program, Inc.

Florida Non-Profit Housing, Inc.


Deloris Johnson, Chief Executive Officer


Selvin McGahee, Executive Director

August 16, 2018
Date

August 14, 2018
Date

PERFORMANCE MEASURES, STANDARDS, AND REPORTING REQUIREMENTS

The following performance measures, standards, and reporting requirements apply to this agreement.

1. The total award of, \$29,700.00 will be reserved for the direct provision of temporary and emergency housing related assistance to eligible migrant and seasonal farmworkers.
2. ALPI will monitor average assistance levels to ensure that a minimum of 108 eligible migrant and seasonal farmworkers are provided with temporary and emergency housing related assistance.
3. FNPH sets a maximum of \$250.00 per individual case for temporary and emergency housing related assistance. Each case of temporary and emergency assistance shall be evaluated by ALPI on a case by case basis and in accordance with written policies for the delivery of temporary and emergency farmworker housing related assistance.
4. ALPI will give written notification to FNPH when the funds are depleted.
5. By the 10th of the month following the reporting period, ALPI will submit one copy of FNPH's form to FNPH (see attached).
6. By the 10th of the month following the reporting period, ALPI will submit hard copies of each client's file including the Intake, Work History, Family Income and report of services to FNPH.
7. **Personally Identifiable Information (PII):** ALPI is to ensure the privacy of all PII entrusted by participants and other individuals in ALPI's care. PII is not to be sent electronically, unless it is encrypted. Failure to comply or to otherwise improperly disclose or use PII will constitute a material failure to comply with the terms of this agreement and may subject your organization to termination, suspension of funds, or such other actions that FNPH may deem necessary to protect the privacy of participants or the integrity of the data.
8. All clients are to be referred to the **Career Source or National Job Training Program**.

**FLORIDA NON-PROFIT HOUSING
AMENDMENT 1**

**FIRST AMENDMENT TO THE
AGREEMENT BETWEEN
AGRICULTURAL AND LABOR PROGRAM, INC. AND
FLORIDA NON-PROFIT HOUSING INC.**

THIS FIRST AMENDMENT (this "First Amendment") to the U.S. Department of Labor, Employment and Training Administration (DOL/ETA) is made effective as of August 16, 2018, by and between the **FLORIDA NON-PROFIT HOUSING, INC.**, a Florida non-profit corporation (FNPH), and the **AGRICULTURAL AND LABOR PROGRAM, INC.** a Florida non-profit corporation (the "Subrecipient").

RECITALS:

WHEREAS, pursuant to the grant award under the National Farmworker Jobs Program Housing Grant (NFJP) program established by the DOL/ETA, and pursuant to the appropriation set forth in **Workforce Innovation and Opportunity Act (WIOA)**, FNPH and the Subrecipient entered into the **NFJP Agreement** with an Effective Date of August 16, 2018 (the "Agreement"); and

WHEREAS, the FNPH and the Subrecipient desire to amend the Agreement in part; and

WHEREAS, this First Amendment is necessary and appropriate to effectuate the Performance Measures, Standards, and Reporting Requirements identified and provided for in the Agreement;

NOW, THEREFORE, for and in consideration of good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

A. The above stated Recitals are accurate, true and correct and, by this reference are incorporated herein and are made a part hereof.

B. Capitalized terms used but not defined herein shall have the meanings given them in the Agreement.

C. Item 5 of the Agreement is amended to clarify the requirements of the reporting and shall read as follows:

5. Financial Reporting - By the 10th of the month following the reporting period, ALPI will submit one copy of the FNPH's form to FNPH. Submission of the report is required even if the performance measure or standard is zero.

D. All other terms of the Agreement except those expressly amended in this First Amendment remain unchanged and in full force and effect, and the Agreement as amended herein is hereby ratified and confirmed by the parties and is in full force and effect as of the date of this First Amendment.

E. This First Amendment may be executed in counterparts and facsimile signatures, the counterparts and facsimiles of which, when taken together, shall be deemed to constitute but one entire and original First Amendment.

IN WITNESS WHEREOF, the parties have hereunto set their hands and affixed their seals as of the day and year set forth below.

THE AGRICULTURAL AND LABOR PROGRAM, INC, a Florida non-profit corporation

By: *Deloris Johnson*
Deloris Johnson as Chief Executive Officer

DATED: 9-10-18

SUBRECIPIENT INFORMATION

Name: Agricultural and Labor Program, Inc.
Contact: Deloris Johnson
Address: 300 Lynchburg Road
Lake Alfred, Florida 35850-9000
Telephone: (863) 956-3491 Fax: (863) 956-3357
E-Mail: djohnson@alpi.org
Federal Tax Identification Number: 59-1634148

FLORIDA NON-PROFIT HOUSING INC., a Florida non-profit corporation

By: *Selvin McGahee*
Selvin McGahee, Executive Director

DATED: September 19, 2018

**2018 - 2019 EMERGENCY SOLUTIONS GRANT
AGREEMENT**

(Ratify)

2018-2019 Emergency Solutions Grant

SUB-CONTRACTING AGREEMENT

**Heartland Coalition for the Homeless (HCH)
AND
The Agricultural and Labor Program, Inc. (ALPI)**

THIS SUB-CONTRACTING AGREEMENT, is made and entered into the 1st day of July, 2018 by and between the **Heartland Coalition for the Homeless (HCH)** whose address is **1535 US Highway 64 West, Avon Park, FL. 33825** and **The Agricultural and Labor Program, Inc. (ALPI)** whose address is **300 Lynchburg Road, Lake Alfred, FL (ALPI)** (Sub-contractor) .

WITNESSETH:

For and in consideration of the mutual covenants of all parties as well as other fair and valuable consideration, HCH and Sub-Contractor hereby agree as follows:

1. **Scope of Work:** Sub-contractor shall, in a satisfactory manner fully perform the obligation outlined in Attachment A, Scope of Work of this Agreement.
2. **Subcontract and/or Delegation Restrictions:** The Sub-contractor shall not sub-grant or in any way delegate its responsibilities under this Agreement to any other individual, agency, business, etc. without the prior written approval of HCH.
3. **Applicable Laws, Assurance, Regulation, Guidelines:** Both parties, to the extent applicable, shall be governed by applicable Federal and State laws, rules, and regulations. The financial assistance which is the subject of this Agreement is authorized by the ESG Grant contract. The Sub-contractor and all activities undertaken by the Agreement will be pursuant to the Contract with DCF, when signed and executed.
4. **Compliance with Policies and Procedures:** All service provided under this Agreement shall be in compliance with HCH Standard Operating Procedures. Income eligibility shall be in accordance with the current poverty guidelines as published annually. The ESG Grant will serve households with 30% A.M.I. or lower in the State of Florida. Eligible clients living in Hendry, Highlands, Glades and Okeechobee Counties may receive service under this agreement.
5. **Homelessness:** Homelessness will be defined as meeting the HUD definition of homelessness for individuals and families. Households served by Prevention Funding will be precariously housed because of a sudden change in income, a medical emergency, transportation breakdowns, job loss or cutbacks at work, or loss of child care. They may be threatened with eviction, or have utility payments that are in arrears. These households will receive prevention assistance to ensure that they do not end up completely homeless. Homeless households, including individuals and households with children will report living in cars, on the streets, in abandoned mobile homes or emergency shelters. The complete homeless and at risk of homelessness definition will be included in the DCF contract.

6. **Statement of program priorities:** The primary emphasis of the ESG Grant will be preventing households from becoming homeless and to rapidly rehouse families who are already homeless. Families will receive financial assistance to maintain their housing and avoid homelessness. Families who are already homeless will be assisted to find housing with access to deposits for utilities and rent, and payment of the first two months' rent to give them time to stabilize their incomes and circumstances. Cooperative landlords will overlook bad credit, evictions and some criminal background as a result of case management intervention and supervision of their potential tenants.
7. **Grant Award, uses and goals for households served:** Attachment "A" describes the proposed grant award, uses and goals for households served. The Subcontracting Agency will receive \$199,728.00 for housing case management services to underwrite staff and \$5,507.00 for eligible administration expenses incurred by subcontractor during implementation of this grant. Finally, the Subcontracting Agency will serve 136 eligible households using \$199,728.00 in prevention and rapid rehousing financial assistance.
- The Grant Management Agency will complete payment for eligible financial assistance to landlords, utility companies, and other entities after submission of client files documenting eligibility, need, financial assistance, landlord and utility obligations, and housing inspections.
8. **Grant Term:** The term of this agreement is to begin July 1, 2018 and ending on June 30, 2019, or such future date as the DCF-Homeless Office shall designate.
9. **Cost reimbursement and eligible uses:** The Subcontracting Agency understands and agrees that a request for disbursement is to be made based on cost-reimbursement. The Subcontracting Agency shall submit the following to HCH on the schedule summarized below. Requests should include:
- a. Request for reimbursement
 - b. Support documentation of eligible expenses and proof of payment (invoices, cancelled checks, payroll records)
 - c. Timesheets for all personnel supported with COC funds clearly delineating the time spent on the ESG Activity and pay stubs.
 - d. Grant billing for eligible expenses will be submitted monthly to HCH by the 10th of each month.
 - e. The Subcontracting Agency shall complete attachment "C" Line Item Prevention/Rapid Re-Housing Amount this Invoice only section.
10. **HMIS Participation:** Subcontracting Agency shall demonstrate HMIS participation by complying with HCH's HMIS Policies and Procedures, including achievement of the following HMIS performance milestone(s):

- a. Entry of all required CoC Project-Specific Data Elements within 72 hours of client's program entry date.
- b. Maintaining a minimum 95% data completion rate for all CoC grant-Specific Data Elements for all clients served by the project throughout the grant period.
- c. Submit a weekly CAPER/Client Served Report to HCH.
- d. Subcontracting Agency agrees to maintain all records required by HCH. These records shall include individual client files which contain all the documents listed upon ESG grant award.

11. **Termination:** This agreement may be terminated by either party at any time, with or without cause, upon no less than thirty (30) days notice in writing to the other party.

12. **Additional Terms:**

- a. Subcontracting Agency agrees to indemnify and hold harmless HCH from and against all liability, claims, demands and proceedings and costs of actions, including attorney's fees, whether or not suit is filed, of any kind and nature arising or growing out of or in any way connected with the performance of this agreement by Subcontracting Agency.
- b. This agreement shall be construed in accordance with the laws of the State of Florida. It is agreed that if any part of this agreement is held to be invalid by a court of competent jurisdiction; such invalidity shall not affect the validity of any other parts of this agreement.
- c. Nothing in this agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between HCH and Subcontracting Agency shall at all times remain an independent contractor with respect to the services performed under this agreement.
- d. The Subcontracting Agency shall permit HCH to conduct on-site monitoring visits as scheduled by HCH.
- e. 5% of Invoice amount to be deducted from the invoice when the service level does not meet the criteria for successful completion (per pg. 55 D-4.2 of Amd. 10).
- f. This agreement may be amended by written consent of the parties to this agreement.
- g. This Agreement constitutes the entire agreement between the parties hereto.

Heartland Coalition for the Homeless

By: Brenda Gray
 Name/Title: Brenda Gray, Executive Director

Date: 7-1-18

Operations Agency: The Agricultural and Labor Program Incorporated

By: Deloris Johnson
 Name/Title: Deloris Johnson, Chief Executive Officer

Date: 7-1-18

The Agricultural and Labor Program, Inc.
 Fiscal Year 2018-2019
 Agency Budget

REVENUES	FY 19	FY 18
Head Start / Early Head Start (St. Lucie/Polk Counties)	7,877,534	7,487,138
ALPI Child Care Centers (St. Lucie/Polk Counties)	52,712	52,712
Polk ELC VPK	31,756	31,756
St Lucie County Early Learning VPK	866,408	866,408
USDA Food	963,590	963,590
Children's Services Council	104,929	103,647
Department of Economic Opportunity LIHEAP	3,971,408	4,601,343
Senior Connection Center, Inc. EHEAP	125,308	125,308
Department of Economic Opportunity CSBG	1,078,119	1,787,311
Emergency Solutions Grant	65,688	65,688
Department of Education EA	50,000	50,000
Florida Non Profit Housing	26,400	26,400
H.U.D. Housing Counseling	17,527	17,527
ATEC	10,100	10,100
E-rate	95,161	95,161
Fund Raiser	35,000	35,000
Other	1,145	1,145
In-Kind / Cash Match	1,969,384	1,871,785
TOTAL REVENUE	17,342,169	18,192,019
EXPENSES		
Salaries and Wages	6,703,321	6,802,449
Fringe Benefits	1,812,284	1,823,133
Communications	209,847	301,996
Travel	127,521	137,085
Food	499,802	470,843
Rent and Utilities	593,725	721,492
Contractual Services	430,572	516,048
Materials and Supplies	881,087	685,574
Training	210,932	246,669
Grants, Subsidies and Contributions	3,509,559	4,105,459
Subcontractors	305,879	424,138
In-Kind	1,969,384	1,871,785
Other	88,256	85,348
TOTAL EXPENSES	17,342,169	18,192,019

2018 LIHEAP MODIFICATION
(Ratify)

**MODIFICATION NUMBER FOUR OF AGREEMENT BETWEEN THE
FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY
FFY 2017 LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP) AND
THE AGRICULTURAL AND LABOR PROGRAM, INCORPORATED**

CFDA Number: 93.568

Agreement Number: 17EA-OF-07-63-08-001

FEDERALLY FUNDED SUBGRANT AGREEMENT

THIS MODIFICATION Number Four is entered into between the State of Florida, Department of Economic Opportunity, with headquarters in Tallahassee, Florida, hereinafter referred to as "DEO," and The Agricultural and Labor Program, incorporated, a Florida Not for Profit Corporation, hereinafter referred to as "Subrecipient" (each individually a "Party" and collectively "the Parties").

WHEREAS, Paragraph (4)(b) of the Agreement provides that "[m]odifications to this Agreement must be in writing, on DEO-approved forms, as applicable, and duly signed by the Parties"; and

WHEREAS, DEO and Subrecipient have entered into Agreement Number 17EA-OF-07-63-08-001, as previously amended, in which DEO awarded Subrecipient **Eight Million Five Hundred Seventy-Two Thousand Seven Hundred Fifty-One Dollars and Zero Cents (\$8,572,751.00)** in Low-Income Home Energy Assistance Program (LIHEAP) funds ("the Agreement"); and

WHEREAS, LIHEAP Federal Fiscal Year 2018 funds are available to increase the amount of funding granted to Subrecipient; and

NOW, THEREFORE, in consideration of the mutual promises of the Parties contained herein, the Parties agree as follows:

1. Subparagraph (18)(a), FUNDING/CONSIDERATION, is hereby deleted in its entirety and replaced with the following:

"(a) This is a cost-reimbursement agreement. DEO awards Subrecipient **Ten Million Three Hundred Twenty-Two Thousand Four Hundred Seventy-Eight Dollars and Zero Cents (\$10,322,478.00)**, subject to the terms and conditions of this Agreement, availability of funds and appropriate budget authority; however, Subrecipient may incur costs and submit for reimbursement only up to the Total (Revised) Funds Released dollar amount listed in Subrecipient's most recently DEO-issued Notice of Fund Availability (NFA). Each such NFA, and any attachments thereto, duly issued to Subrecipient by DEO, including, but not limited to its special terms, conditions, and instructions, is incorporated into the Agreement by reference."

2. To the extent there is any conflict between the provisions of this Modification, including any attachments and exhibits thereto, and the provisions of the Agreement, including any attachments and exhibits thereto, the provisions of this Modification shall supersede and control.

3. All provisions of the Agreement, including Modifications One, Two, and Three, and any attachments or exhibits thereto, not amended by or in conflict with this Modification, remain in full force and effect.

STATE OF FLORIDA
DEPARTMENT OF ECONOMIC OPPORTUNITY
FEDERALLY FUNDED SUBGRANT AGREEMENT
SIGNATURE PAGE

IN WITNESS WHEREOF, by signature below, the Parties agree to abide by the terms, conditions, and provisions of the Agreement, as modified. This Modification shall be effective on the date last executed by the Parties.

SUBRECIPIENT
THE AGRICULTURAL AND LABOR PROGRAM,
INCORPORATED

By: 
(Signature)

Deloris Johnson, Chief Executive Officer

(Print/Type Name and Title Here)

Date: 8/24/18

59-1634148
Federal Identification Number

040210163
DUNS Number

17EA-0F-07-63-08-001
Agreement Number

STATE OF FLORIDA
DEPARTMENT OF ECONOMIC OPPORTUNITY

By: _____

Debbie Smiley, Chief
Bureau of Economic Self-Sufficiency

Date: _____

Approved as to form and legal
sufficiency, subject only to full and
proper execution by the Parties.

Office of the General Counsel
Department of Economic Opportunity

By: _____

Approved Date: _____

**HEAD START/EARLY HEAD START
PROGRAM INFORMATION REPORT**

(Ratify)



2017-2018 HEAD START PROGRAM INFORMATION REPORT

04CH4739-000 Agricultural and Labor Program, Inc.

A. PROGRAM INFORMATION

GENERAL INFORMATION

Grant Number	04CH4739
Program Number	000
Program Type	Head Start
Program Name	Agricultural and Labor Program, Inc.
Program Address	300 Lynchburg Road Lake Alfred FL 33850-2576
Program Phone Number	(863) 956 3491
Program Fax Number	(863) 956 3357
DUNS Number	040210163
Program Email Address	djohnson@alpi.org
Head Start Director Name	Mrs. Caroline Looney
Head Start Director Email	clooney@alpi.org
Agency Web Site Address	http://www.alpi.org
Agency Type	Community Action Agency (CAA)
Agency Description	Grantee that directly operates program(s) and has no delegates
Agency Affiliation	A secular or non-religious agency

ENROLLMENT YEAR

Enrollment dates

A.1 Enrollment Year	Date
a. Start Date	08/14/2017
b. End Date	05/31/2018

FUNDED ENROLLMENT

Funded enrollment by funding source

A.2 Funded Head Start Enrollment	# of children/ pregnant women
a. Head Start Funded Enrollment, as identified on NOA	691
b. Funded Enrollment from non-federal sources, i.e. state, local, private	0

Funded enrollment by program option - children

A.3 Center-based program - 5 days per week:	# of children
a. Full-day enrollment	691
1. Of these, the number available as full-working-day enrollment	0
a. Of these, the number available for the full-calendar-year	0
b. Part-day enrollment	0
1. Of these, the number in double sessions	0
A.4 Center-based program - 4 days per week:	# of children

a. Full-day enrollment	0
b. Part-day enrollment	0
1. Of these, the number in double sessions	0
A.5 Home-based program	0
A.6 Combination option program	0
A.7 Family child care option	0
a. Of these, the number available as full-working-day enrollment	0
1. Of the these, the number available for the full-calendar-year	0
A.8 Locally designed option	0

Funded enrollment at child care partner

	# of children
A.10 Funded enrollment at child care partners in the center-based program option	20
A.11 Total funded enrollment at child care partners (A.10, center-based partner and A.7, family child care program option)	20

CLASSES

Classes

	# of classes
A.12 Total number of classes operated	39
a. Of these, the number of double session classes	0

CUMULATIVE ENROLLMENT

Children by age

A.13 Children by age:	# of children at enrollment
a. Under 1 year	0
b. 1 year old	0
c. 2 years old	0
d. 3 years old	386
e. 4 years old	385
f. 5 years and older	0

Total cumulative enrollment

	# of children / pregnant women
A.15 Total cumulative enrollment	771

Type of eligibility

A.16 Report each enrollee only once by primary type of eligibility:	# of children
a. Income below 100% of federal poverty line	720
b. Public assistance such as TANF, SSI	1
c. Status as a foster child - # children only	1
d. Status as homeless	20
e. Over income	29

	# of children
f. Number of children exceeding the allowed over income enrollment (as noted below) with family incomes between 100% and 130% of the federal poverty line	0
A.17 If the program serves enrollees under A.16.f, specify how the program has demonstrated that all income-eligible children in their area are being served.	
Specify:	

Prior enrollment

A.18 Enrolled in Head Start or Early Head Start for:	# of children
a. The second year	255
b. Three or more years	0

Transition and Turnover

	# of children
A.19 Total number of preschool children who left the program any time after classes or home visits began and did not re-enroll	85
a. Of the preschool children who left the program during the program year, the number of preschool children who were enrolled less than 45 days	15
A.19.b. Of the number of preschool children enrolled in Head Start at the end of the current enrollment year, the number projected to be entering kindergarten in the following school year	385

Child care subsidy

	# of children at end of enrollment year
A.24. The number of enrolled children for whom the program received a child care subsidy	1

Race and Ethnicity

A.25 Race and Ethnicity	# of children	
	(1) Hispanic or Latino origin	(2) Non-Hispanic or Latino origin
a. American Indian or Alaska Native	0	0
b. Asian	0	3
c. Black or African American	1	557
d. Native Hawaiian or other Pacific Islander	0	1
e. White	6	43
f. Biracial/Multi-racial	2	28
g. Other	125	0
1. Explain: Hispanic, Arabic, West Indian		
h. Unspecified	5	0
1. Explain: Parents did not reported		

Primary language of family at home

A.26 Primary language of family at home:	# of children
a. English	613
b. Spanish	93
c. Native Central American, South American, and Mexican Languages	0
d. Caribbean Languages	0
e. Middle Eastern & South Asian Languages	1
f. East Asian Languages	0
g. Native North American/Alaska Native Languages	0
h. Pacific Island Languages	0
i. European & Slavic Languages	0
j. African Languages	0
k. Other	56
1. Explain: Creole	
l. Unspecified	8

TRANSPORTATION

Transportation services

A.27 Does the program provide transportation to some or all of the enrolled children either directly or through a formal contractual agreement with a transportation provider?	Yes
	# of children
a. Number of children for whom transportation is provided	163

Buses

	# of buses owned
A.28 Total number of buses owned by the program that were purchased with ACF grant funds and are currently used to support program operations, regardless of year purchased	1
a. Of these, the number of buses purchased since last year's PIR was reported	0

A.29 Are any of the buses used by the program leased by the program itself?	Yes
---	-----

a. Number of buses leased	<i># of buses leased</i>
	2

RECORD KEEPING

Management Information Systems

A.30 Does your program use a management information system to track enrollees, program services, characteristics of families, and information on program staff?	Yes	
<i>Name/title</i>	<i>Locally designed</i>	<i>Web Based</i>
PROMIS (Program Resources and Outcomes Management Information System, Cleverex)	No	Yes

B. PROGRAM STAFF & QUALIFICATIONS

TOTAL STAFF

Staff by Type

	(1) # of Head Start staff	(2) # of contracted staff
B.1 Total number of staff members, regardless of the funding source for their salary or number of hours worked	143	2
a. Of these, the number who are current or former Head Start or Early Head Start parents	4	0
b. Of these, the number who left since last year's PIR was reported	19	0
1. Of these, the number who were replaced	15	0

TOTAL VOLUNTEERS

Volunteers by Type

	# of volunteers
B.2 Number of persons providing any volunteer services to the program since last year's PIR was reported	836
a. Of these, the number who are current or former Head Start or Early Head Start parents	691

MANAGEMENT STAFF

Coordination of services

B.4 On average, the number of hours per week services managers spend coordinating services:	Average # of hours per week
a. Child Development & Education Manager	15
b. Health Services Manager	15
c. Family & Community Partnerships Manager	15
d. Disability Services Manager	15

CHILD DEVELOPMENT STAFF

Child Development Staff Qualifications - Preschool Classroom and Assistant Teachers (HS and Migrant Programs)

	(1) # of Classroom Teachers	(2) # of Assistant Teachers
B.5 Total number of preschool child development staff by position	39	43

	(1) # of Classroom Teachers	(2) # of Assistant Teachers
Of the number of preschool child development staff by position, the number with the following degrees or credentials:		
a. An advanced degree in:		
1. Early childhood education	0	0
2. Any field and coursework equivalent to a major relating to early childhood education, with experience teaching preschool-age children	3	0

	(1) # of Classroom Teachers	(2) # of Assistant Teachers
Of the number of preschool child development staff by position, the number with the following degrees or credentials:		
b. A baccalaureate degree in:		
1. Early childhood education	2	0
2. Any field and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children	11	0
3. Any field and has been admitted into and is supported by the Teach for America program and passed a rigorous early childhood content exam	0	0
Of the preschool child development staff with a baccalaureate degree in B.5.b.1 through B.5.b.3 above, the number enrolled in:		
4. Advanced degree in early childhood education or in any field and coursework equivalent to a major relating to early childhood education	0	0

	(1) # of Classroom Teachers	(2) # of Assistant Teachers
Of the number of preschool child development staff by position, the number with the following degrees or credentials:		
c. An associate degree in:		
1. Early childhood education	23	6
2. A field related to early childhood education and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children	0	0
Of the preschool child development staff with an associate degree in B.5.c.1 and B.5.c.2 above, the number enrolled in:		
3. A baccalaureate degree program in early childhood education or in any field and coursework equivalent to a major relating to early childhood education	0	0

	(1) # of Classroom Teachers	(2) # of Assistant Teachers
Of the number of preschool child development staff by position, the number with the following credentials:		
d. A Child Development Associate (CDA) credential or state-awarded preschool, infant/toddler, family child care or home-based certification, credential, or licensure that meets or exceeds CDA requirements	0	37
1. Of these, a Child Development Associate (CDA) credential or state-awarded preschool, infant/toddler, family child care or home-based certification, credential, or licensure that meets or exceeds CDA requirements and that is appropriate to the option in which they are working	0	0
Of the preschool child development staff with the credentials in B.5.d above, the number enrolled in:		
2. A baccalaureate degree program in early childhood education or in any field and coursework equivalent to a major relating to early childhood education	0	0
3. An associate degree program in early childhood education or in a related field and coursework equivalent to a major relating to early childhood education	0	0

	(1) # of Classroom Teachers	(2) # of Assistant Teachers
Of the number of preschool child development staff by position:		
e. The number who do not have the qualifications listed in B.5.a through B.5.d	0	0
Of the preschool child development staff in B.5.e above, the number enrolled in:		
1. A baccalaureate degree program in early childhood education or in any field and coursework equivalent to a major relating to early childhood education	0	0
2. An associate degree program in early childhood education or in a related field and coursework equivalent to a major relating to early childhood education	0	0
3. Any type of Child Development Associate (CDA) credential or state-awarded preschool, infant/toddler, family child care or home-based certification, credential, or licensure that meets or exceeds CDA requirements and that is appropriate to the option in which they are working	0	0

	# of classes
B.6 Total number of center-based option classes serving preschool-aged children	39
B.7 Number of center-based option classes serving preschool-aged children in which at least one teacher (excluding assistant teachers) has one of the following: - An advanced or baccalaureate degree in early childhood education or in any field and coursework equivalent to a major relating to early childhood education with experience teaching pre-school age children, or - A baccalaureate degree and has been admitted into and is supported by the Teach for America program and passed a rigorous early childhood content exam - An associate degree in early childhood education or in a related field and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children	39

Child development staff qualifications - Home-based and FCC

	(1) # of Home-Based Visitors	(2) # of Home-Based Visitor Supervisors	(3) # of Family Child Care Providers	(4) # of Family Child Care Specialists
B.9 Total number of child development staff by position	0	0	0	0

	(1) # of Home-Based Visitors	(2) # of Home-Based Visitor Supervisors	(3) # of Family Child Care Providers	(4) # of Family Child Care Specialists
Of the number of child development staff by position, the number with the following degrees or credentials:				
a. An advanced degree in/licensed as:				
1. Social work/ Licensed clinical social worker (LCSW)/ Licensed master social worker (LCMW)	0	0	0	0
2. Marriage and family therapy/ Licensed marriage and family therapist (LMFT)	0	0	0	0
3. Psychology	0	0	0	0
4. Sociology	0	0	0	0
5. Human services (include related areas such as child and family services or social services)	0	0	0	0
6. Nursing plus Nurse Practitioner (NP) license	0	0	0	0
7. Early childhood education	0	0	0	0
8. Other	0	0	0	0
Home-Based Visitors:				
Home-Based Visitor Supervisors:				
Family Child Care Providers:				
Family Child Care Specialists:				

	(1) # of Home-Based Visitors	(2) # of Home-Based Visitor Supervisors	(3) # of Family Child Care Providers	(4) # of Family Child Care Specialists
Of the number of child development staff by position, the number with the following degrees and licenses:				
b. A baccalaureate degree in:				
1. Social work	0	0	0	0
2. Psychology	0	0	0	0
3. Sociology	0	0	0	0
4. Human services (include related areas such as child and family services or social services)	0	0	0	0
5. Nursing plus Registered Nurse (RN) license	0	0	0	0
6. Early childhood education	0	0	0	0
7. Other	0	0	0	0
Home-Based Visitors:				
Home-Based Visitor Supervisors:				
Family Child Care Providers:				
Family Child Care Specialists:				

	(1) # of Home-Based Visitors	(2) # of Home-Based Visitor Supervisors	(3) # of Family Child Care Providers	(4) # of Family Child Care Specialists
Of the number of child development staff by position, the number with the following degrees and licenses:				
c. An associate degree in:				
1. Social work	0	0	0	0
2. Psychology	0	0	0	0
3. Sociology	0	0	0	0
4. Human services (include related areas such as child and family services or social services)	0	0	0	0
5. Nursing plus Registered Nurse (RN) license	0	0	0	0
6. Early childhood education	0	0	0	0
7. Other	0	0	0	0
Home-Based Visitors:				
Home-Based Visitor Supervisors:				
Family Child Care Providers:				
Family Child Care Specialists:				

	(1) # of Home-Based Visitors	(2) # of Home-Based Visitor Supervisors	(3) # of Family Child Care Providers	(4) # of Family Child Care Specialists
Of the number of child development staff by position, the number with the following credentials:				
d. License, certification, or credential held:				
1. Nursing, non-RN, i.e. LPN, CNA, etc.	0	0	0	0
2. Family development credential (FDC)	0	0	0	0
3. Child development associate credential (CDA)	0	0	0	0
4. State-awarded certification, credential, or license appropriate to the option in which they are working, i.e. home-based option or family child care option	0	0	0	0
5. Other	0	0	0	0
Home-Based Visitors:				
Home-Based Visitor Supervisors:				
Family Child Care Providers:				
Family Child Care Specialists:				

	(1) # of Home- Based Visitors	(2) # of Home- Based Visitor Supervisors	(3) # of Family Child Care Providers	(4) # of Family Child Care Specialists
Of the number of child development staff by position:				
e. The number who do not have the qualifications listed in B.9.a through B.9.d	0	0	0	0
Of the child development staff in B.9.e above, the number enrolled in:				
1. An advanced degree or license	0	0	0	0
2. A baccalaureate degree	0	0	0	0
3. An associate degree	0	0	0	0
4. Studies leading to a non-degree license, certificate, or credential	0	0	0	0

NON-SUPERVISORY CHILD DEVELOPMENT STAFF**Child development staff - ethnicity and race**

B.12 Race and Ethnicity:	# of non-supervisory child development staff	
	(1) Hispanic or Latino origin	(1) Non-Hispanic or Non-Latino origin
a. American Indian or Alaska Native	0	0
b. Asian	0	0
c. Black or African American	0	45
d. Native Hawaiian or other Pacific Islander	0	0
e. White	0	12
f. Biracial/Multi-racial	0	0
g. Other	25	0
1. Explain: Hispanic		
h. Unspecified	0	0

Child development staff - language

	# of non-supervisory child development staff
B.13 The number who are proficient in a language(s) other than English	25
a. Of these, the number who are proficient in more than one language other than English	2
B.14 Language groups in which staff are proficient	# of non-supervisory child development staff
a. Spanish	25
b. Native Central American, South American, and Mexican Languages (e.g., Mixteco, Quichean.)	0
c. Caribbean Languages (e.g., Haitian-Creole, Patois)	2
d. Middle Eastern & South Asian Languages (e.g., Arabic, Hebrew, Hindi, Urdu, Bengali)	0
e. East Asian Languages (e.g., Chinese, Vietnamese, Tagalog)	0
f. Native North American/Alaska Native Languages	0
g. Pacific Island Languages (e.g., Palauan, Fijian)	0
h. European & Slavic Languages (e.g., German, French, Italian, Croatian, Yiddish, Portuguese, Russian)	0
i. African Languages (e.g., Swahili, Wolof)	0
j. Other	0
k. Unspecified	0

Child development staff - classroom teacher turnover

	# of classroom teachers
B.15 The number of classroom teachers who left your program during the year.	5
B.16 Of these, the number who left for the following reasons:	# of classroom teachers
a. Higher compensation/benefits package in the same field	0
b. Change in job field	0
c. Other	5
1. Comments: Resignation/Termination	
B.17 Number of classroom teacher vacancies in your program that remained unfilled for a period of 3 months or longer	1
B.18 Number of classroom teachers hired during the year due to turnover	4

Child development staff - Home-based visitor turnover

	# of home-based visitors
B.19 The number of home-based visitors who left your program during the year	0
B.20 Of these, the number who left for the following reasons:	
a. Higher compensation/benefits package in the same field	0
b. Change in job field	0
c. Other	0
B.21 Number of home-based visitor vacancies in the program that remained unfilled for a period of 3 months or longer	0
B.22 Number of home-based visitors hired during the year due to turnover	0

FAMILY & COMMUNITY PARTNERSHIPS STAFF

Family & community partnerships staff - qualifications

	(1) # of family workers	(2) # of FCP supervisors
B.23 Total number of family & community partnerships staff	13	5
a. Of the FCP supervisors, the number who work directly with families, i.e. staff with a family caseload		0
B.24 Comments on staff shared by Head Start and Early Head Start programs:	1 FCP Supervisor is shared between Head Start and Early Head Start	

B.25 Of the family & community partnerships staff, the number with the following as the highest level of education completed:	⁽¹⁾ # of family workers	⁽²⁾ # of FCP supervisors
a. A related advanced degree	0	0
b. A related baccalaureate degree	4	1
c. A related associate degree	3	0
d. A family-development-related credential, certificate, or license	0	0
e. None of the qualifications listed in B.25.a through B.25.d above	6	4
Of the staff in B.25.e above, the number enrolled in:		
1. A related degree at the associate, baccalaureate, or advanced level	0	0
2. Studies leading to a non-degree credential, certificate, or license that is family-development-related	0	0
B.26 Of the family & community partnerships staff, the number with a family-development-related credential, regardless of highest level of education completed	6	4

Education and Child Development Managers/Coordinators - Qualifications

	# of ECD managers/coordinators
B.27 Total number of education & child development managers/coordinators	2
	# of ECD managers/coordinators
Of the education & child development managers/coordinators, the number with the following degrees or credentials:	
a. An advanced degree in early childhood education, or an advanced degree in any field and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children	1
b. A baccalaureate degree in early childhood education, or a baccalaureate degree in any field and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children	1
	# of ECD managers/coordinators
Of the education & child development managers/coordinators, the number with the following degrees or credentials:	
c. An associate degree in early childhood education, or an associate degree in any field and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children	0
Of the education & child development managers/coordinators preschool child development staff in B.27.c above, the number enrolled in:	
1. A baccalaureate degree in early childhood education, or a baccalaureate degree in any field and coursework equivalent to a major relating to early childhood education	0
	# of ECD managers/coordinators
Of the education & child development managers/coordinators, the number with the following degrees or credentials:	
d. A Child Development Associate (CDA) credential or state-awarded preschool, infant/toddler, family child care or home-based certification, credential, or licensure that meets or exceeds CDA requirements	0
Of the education & child development managers/coordinators preschool child development staff in B.27.d above, the number enrolled in:	
1. A baccalaureate degree in early childhood education, or a baccalaureate degree in any field and coursework equivalent to a major relating to early childhood education	0
	# of ECD managers/coordinators
Of the education & child development managers/coordinators, the number with the following degrees or credentials:	
e. None of the qualifications listed in B.27.a through B.27.d	0
Of the education & child development managers/coordinators preschool child development staff in B.27.e above, the number enrolled in:	
1. A baccalaureate degree in early childhood education, or a baccalaureate degree in any field and coursework equivalent to a major relating to early childhood education	0
B.28 Comments on education & child development managers/coordinators shared by Head Start and Early Head Start programs:	

C. CHILD & FAMILY SERVICES

HEALTH SERVICES

Health insurance - children

	(1) # of children at enrollment	(2) # of children at end of enrollment year
C.1 Number of all children with health insurance	741	761
a. Number enrolled in Medicaid and/or CHIP	726	731
b. Number enrolled in state-only funded insurance (for example, medically indigent insurance)	5	8
c. Number with private health insurance (for example, parent's insurance)	10	22
d. Number with health insurance other than those listed above, for example, Military Health (Tri-Care or CHAMPUS)	0	0
1. Specify		
C.2. Number of children with no health insurance	30	10

Medical

Medical home - children

	(1) # of children at enrollment	(2) # of children at end of enrollment year
C.5 Number of children with an ongoing source of continuous, accessible health care	771	771
C.6 Number of children receiving medical services through the Indian Health Service	0	0
C.7 Number of children receiving medical services through a migrant community health center	0	0

Medical services - children

	(1) # of children at enrollment	(2) # of children at end of enrollment year
C.8 Number of all children who are up-to-date on a schedule of age-appropriate preventive and primary health care, according to the relevant state's EPSDT schedule for well child care	733	733
		# of children at end of enrollment year
a. Of these, the number diagnosed by a health care professional with a chronic condition needing medical treatment since last year's PIR was reported		150
1. Of these, the number who have received or are receiving medical treatment		150
b. Specify the primary reason that children who needed medical treatment, for any chronic condition diagnosed by a health care professional since last year's PIR was reported, did not receive it:		

C.9 Number of all children who received medical treatment for the following chronic conditions since last year's PIR was reported, regardless of when the condition was first diagnosed by a health care professional:	# of children
a. Anemia	75
b. Asthma	95
c. Hearing Difficulties	0
d. Vision Problems	7
e. High Lead Levels	0
f. Diabetes	0

Body Mass Index (BMI) - children (HS and Migrant programs)

C.10 Number of all children who are in the following weight categories according to the 2000 CDC BMI-for-age growth charts	# of children at enrollment
a. Underweight (BMI less than 5th percentile for child's age and sex)	16
b. Healthy weight (at or above 5th percentile and below 85th percentile for child's age and sex)	724
c. Overweight (BMI at or above 85th percentile and below 95th percentile for child's age and sex)	7
d. Obese (BMI at or above 95th percentile for child's age and sex)	24

Immunization services - children

	(1) # of children at enrollment	(2) # of children at end of enrollment year
C.11 Number of children who have been determined by a health care professional to be up-to-date on all immunizations appropriate for their age	765	765
C.12 Number of children who have been determined by a health care professional to have received all immunizations possible at this time, but who have not received all immunizations appropriate for their age	5	5
C.13 Number of children who meet their state's guidelines for an exemption from immunizations	1	1

Dental

Dental home - children

	(1) # of children at enrollment	(2) # of children at end of enrollment year
C.17 Number of children with continuous, accessible dental care provided by a dentist	591	723

Preschool dental services (HS and Migrant programs)

	# of children
C.18 Number of children who received preventive care since last year's PIR was reported	341
C.19 Number of all children, including those enrolled in Medicaid or CHIP, who have completed a professional dental examination since last year's PIR was reported	723
a. Of these, the number of children diagnosed as needing treatment since last year's PIR was reported.	139
1. Of these, the number of children who have received or are receiving treatment	127
b. Specify the primary reason that children who needed dental treatment did not receive it:	Children left the program before their appointment date

MENTAL HEALTH SERVICES

Mental health professional

	# of hours
C.22 Average total hours per operating month a mental health professional(s) spends on-site	12

Mental health services

	# of children at end of enrollment year
C.23 Indicate the number of enrolled children who were served by the mental health (MH) professional(s) since last year's PIR was reported.	
a. Number of children for whom the MH professional consulted with program staff about the child's behavior / mental health	10
1. Of these, the number for whom the MH professional provided three or more consultations with program staff since last year's PIR was reported	0
b. Number of children for whom the MH professional consulted with the parent(s) / guardian(s) about their child's behavior/mental health	10
1. Of these, the number for whom the MH professional provided three or more consultations with the parent(s) / guardian(s) since last year's PIR was reported	0
c. Number of children for whom the MH professional provided an individual mental health assessment	10
d. Number of children for whom the MH professional facilitated a referral for mental health services	6

Mental health referrals

	# of children at end of enrollment year
C.24 Number of children who were referred by the program for mental health services outside of Head Start since last year's PIR was reported	6
a. Of these, the number who received mental health services since last year's PIR was reported	6

DISABILITIES SERVICES**Preschool disabilities services (HS and Migrant programs)**

	<i># of children</i>
C.25 Number of children enrolled in the program who have an Individualized Education Program (IEP) indicating they have been determined eligible by the LEA to receive special education and related services	77
a. Of these, the number who were determined eligible to receive special education and related services:	<i># of children</i>
1. Prior to enrollment into the program for this enrollment year	40
2. During this enrollment year	37
b. Of these, the number who have not received special education and related services	0

Preschool primary disabilities (HS and Migrant programs)

	<i>(1) # of children determined to have this disability</i>	<i>(2) # of children receiving special services</i>
C.27 Diagnosed primary disability		
a. Health impairment(i.e. meeting IDEA definition of 'other health impairments')	0	0
b. Emotional disturbance	0	0
c. Speech or language impairments	73	73
d. Intellectual disabilities	0	0
e. Hearing impairment, including deafness	0	0
f. Orthopedic impairment	0	0
g. Visual impairment, including blindness	0	0
h. Specific learning disability	0	0
i. Autism	0	0
j. Traumatic brain injury	0	0
k. Non-categorical/developmental delay	4	4
l. Multiple disabilities (excluding deaf-blind)	0	0
m. Deaf-blind	0	0

EDUCATION AND DEVELOPMENT TOOLS/APPROACHES**Screening**

	<i># of children</i>
C.28 Number of all newly enrolled children since last year's PIR was reported	516
C.29 Number of all newly enrolled children who completed required screenings within 45 days for developmental, sensory, and behavioral concerns since last year's PIR was reported	516
a. Of these, the number identified as needing follow-up assessment or formal evaluation to determine if the child has a disability	51
C.30 The instrument(s) used by the program for developmental screening:	
Dial 4	
Other (Please Specify) - Preschool Language Scale 5th Edition	
Other (Please Specify) - Devereux Early Childhoods Assessment DECA Behavior	

Assessment

C.31 Approach or tool(s) used by the program to support ongoing child assessment:	
<i>Name/title</i>	<i>Locally designed</i>
Teaching Strategies GOLD Online	No

Curriculum

C.32 What curriculum does your program use:	
a. For center-based services:	
<i>Name/title</i>	<i>Locally designed</i>
Creative Curriculum (Early Childhood)	No
b. For family child care services:	
c. For home-based services:	

STAFF-CHILD INTERACTION OBSERVATION TOOLS

		<i># of programs</i>
C.33 Does the program routinely use staff-child interaction observation tools to assess quality?		Yes
C.34 If yes, interaction observation tool(s) used by the program:		
	⁽¹⁾ <i>Name/title</i>	⁽²⁾ <i>Locally designed</i>
a. Center-based settings	Classroom Assessment Scoring System (CLASS)	No
b. Home-based settings		
c. Family child care settings		

FAMILY AND COMMUNITY PARTNERSHIPS**Number of families**

	<i># of families at enrollment</i>
C.35 Total number of families:	721
a. Of these, the number of two-parent families	143
b. Of these, the number of single-parent families	578

	<i># of two-parent families at enrollment</i>
C.36 Of the number of two-parent families, the number in which the parent/guardian figures are best described as:	
a. Parents (biological, adoptive, stepparents, etc.)	143
b. Grandparents	0
c. Relatives other than grandparents	0
d. Foster parents not including relatives	0
e. Other	0
1. Specify:	

	<i># of single-parent families at enrollment</i>
C.37 Of the number of single-parent families, the number in which the parent/guardian figure is best described as:	
a. Mother (biological, adoptive, stepmother, etc.)	540
b. Father (biological, adoptive, stepfather, etc.)	17
c. Grandparent	1
d. Relative other than grandparent	19
e. Foster parent not including relative	1
f. Other	0
1. Specify:	

Employment

	<i># of families at enrollment</i>
C.38 Of the number of two-parent families, the number of families in which:	
a. Both parents/guardians are employed	23
b. One parent/guardian is employed	101
c. Both parents/guardians are not working (i.e. unemployed, retired, or disabled)	19

	<i># of families at enrollment</i>
C.39 Of the number of single-parent families, the number of families in which:	
a. The parent/guardian is employed	335
b. The parent/guardian is not working (i.e. unemployed, retired, or disabled)	243

	<i># of families at enrollment</i>
C.40 The number of all families in which:	
a. At least one parent/guardian is a member of the United States military on active duty	0
b. At least one parent/guardian is a veteran of the United States military	0

Federal or other assistance

	(1) # of families at enrollment	(2) # of families at end of enrollment year
C.41 Total number of families receiving any cash benefits or other services under the Federal Temporary Assistance for Needy Families (TANF) Program	20	20
C.42 Total number of families receiving Supplemental Security Income (SSI)	80	80
C.43 Total number of families receiving services under the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)	368	368
C.44 Total number of families receiving services under the Supplemental Nutrition Assistance Program (SNAP), formerly referred to as Food Stamps	456	456

Job training/school

	# of families at enrollment
C.45 Of the number of two-parent families, the number of families in which:	
a. Both parents/guardians are in job training or school	7
b. One parent/guardian is in job training or school	33
c. Neither parent/guardian is in job training or school	103
C.46 Of the number of single-parent families, the number of families in which:	# of families at enrollment
a. The parent/guardian is in job training or school	94
b. The parent/guardian is not in job training or school	484
C.47 Of the total number of all families, the number in which one or more parent/guardian:	# of families at end of enrollment year
a. Completed a grade level in school, prior to high school graduation (e.g. 8th grade, 11th grade)	128
b. Completed high school or was awarded a GED during this program year	92
c. Completed an associate degree during this program year	45
d. Completed a baccalaureate or advanced degree during this program year	9
C.48 Of the total number of all families, the number in which one or more parent/guardian completed a job training program, professional certificate, or license during this program year	# of families at end of enrollment year
	14

Parent/guardian education

C.49 Of the total number of families, the highest level of education obtained by the child's parent(s) / guardian(s):	# of families at enrollment
a. An advanced degree or baccalaureate degree	13
b. An associate degree, vocational school, or some college	80
c. A high school graduate or GED	254
d. Less than high school graduate	374

Family services

C.50 Types of family services	(1) # of families with an expressed interest or identified need during the program year	(2) # of families that received the following services during the program year
a. Emergency/crisis intervention such as meeting immediate needs for food, clothing, or shelter	52	52
b. Housing assistance such as subsidies, utilities, repairs, etc.	61	61
c. Mental health services	73	73
d. English as a Second Language (ESL) training	133	133
e. Adult education such as GED programs and college selection	366	366
f. Job training	210	210
g. Substance abuse prevention	2	2
h. Substance abuse treatment	0	0
i. Child abuse and neglect services	1	1
j. Domestic violence services	7	7
k. Child support assistance	17	17
l. Health education	721	721
m. Assistance to families of incarcerated individuals	10	10
n. Parenting education	721	721
o. Relationship/marriage education	8	8
p. Asset building services (such as financial education, opening savings and checking accounts, debt counseling, etc.)	58	58
C.51 Of these, the number of families who were counted in at least one of the services listed above	721	721

Father engagement

C.52 Number of fathers/father figures who were engaged in the following activities during this program year:	# of father/ father figures
a. Family assessment	61
b. Family goal setting	31
c. Involvement in child's Head Start child development experiences (e.g. home visits, parent-teacher conferences, etc.)	33
d. Head Start program governance, such as participation in the Policy Council or policy committees	9
e. Parenting education workshops	85

Homelessness services

	# of families
C.53 Total number of families experiencing homelessness that were served during the enrollment year	11
	# of children
C.54 Total number of children experiencing homelessness that were served during the enrollment year	11
	# of families
C.55 Total number of families experiencing homelessness that acquired housing during the enrollment year	6

Foster care and child welfare

	# of children
C.56 Total number of enrolled children who were in foster care at any point during the program year	1
C.57 Total number of enrolled children who were referred to Head Start/Early Head Start services by a child welfare agency	1

Collaboration Agreements and Community Engagement

Child care partners

	# of formal agreements
C.58 Total number of formal agreements with Child Care Partners during program year	1
a. Of the Child Care Partners, the number of formal contractual agreements made void or broken during the program year	0

Local education agency (LEA)

	# of LEAs
C.59 Number of LEAs in the program's service area	1
	# of formal agreements
C.60 Number of formal agreements the program has with LEAs:	
a. To coordinate services for children with disabilities	1
b. To coordinate transition services	1

Public school pre-kindergarten programs

	Yes / No
C.61 Does the program have formal collaboration and resource sharing agreements with public school pre-kindergarten programs?	Yes
	# of formal agreements
a. If yes, the number of formal agreements in which the program is currently participating	1

Part C agencies

C.62 Number of Part C agencies in the program's service area	# of Part C Agencies	1
a. Number of formal agreements the program has with Part C agencies to coordinate services for children with disabilities	# of formal agreements	1

Child welfare agencies

C.63 Does the program have formal collaboration agreements with child welfare agencies?	Yes / No	No
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REPORTING INFORMATION

PIR Report Status	Completed
Confirmation Number	18082940099
Last Update Date	08/29/2018



2017-2018 EARLY HEAD START PROGRAM INFORMATION REPORT

04CH4739-200 Agricultural and Labor Program, Inc.

A. PROGRAM INFORMATION

GENERAL INFORMATION

Grant Number	04CH4739
Program Number	200
Program Type	Early Head Start
Program Name	Agricultural and Labor Program, Inc.
Program Address	300 Lynchburg Road Lake Alfred FL 33850-2576
Program Phone Number	(863) 956 3491
Program Fax Number	(863) 956 3357
DUNS Number	040210163
Program Email Address	admin@alpi.org
Head Start Director Name	Mrs. Caroline Looney
Head Start Director Email	clooney@alpi.org
Agency Web Site Address	http://www.alpi.org
Agency Type	Community Action Agency (CAA)
Agency Description	Grantee that directly operates program(s) and has no delegates
Agency Affiliation	A secular or non-religious agency

ENROLLMENT YEAR

Enrollment dates

A.1 Enrollment Year	Date
a. Start Date	08/11/2017
b. End Date	06/15/2018

FUNDED ENROLLMENT

Funded enrollment by funding source

A.2 Funded Early Head Start Enrollment	# of children/ pregnant women
a. Early Head Start Funded Enrollment, as identified on NOA	140
b. Funded Enrollment from non-federal sources, i.e. state, local, private	0
c. Funded Enrollment from the MIECHV Grant Program, for Early Head Start services	0

Funded enrollment by program option - children

A.3 Center-based program - 5 days per week:	# of children
a. Full-day enrollment	124
1. Of these, the number available as full-working-day enrollment	0
a. Of these, the number available for the full-calendar-year	0
b. Part-day enrollment	0
1. Of these, the number in double sessions	0

	<i># of children</i>
A.4 Center-based program - 4 days per week:	
a. Full-day enrollment	0
b. Part-day enrollment	0
1. Of these, the number in double sessions	0
A.5 Home-based program	0
A.6 Combination option program	0
A.7 Family child care option	0
a. Of these, the number available as full-working-day enrollment	0
1. Of these, the number available for the full-calendar-year	0
A.8 Locally designed option	0

Funded enrollment of pregnant women (EHS programs)

	<i># of pregnant women</i>
A.9 Total number of pregnant women positions in funded enrollment	16

Funded enrollment at child care partner

	<i># of children</i>
A.10 Funded enrollment at child care partners in the center-based program option	36
A.11 Total funded enrollment at child care partners (A.10, center-based partner and A.7, family child care program option)	36

CLASSES

Classes

	<i># of classes</i>
A.12 Total number of classes operated	18
a. Of these, the number of double session classes	0

CUMULATIVE ENROLLMENT

Children by age

A.13 Children by age:	<i># of children at enrollment</i>
a. Under 1 year	44
b. 1 year old	44
c. 2 years old	84
d. 3 years old	0

Pregnant women (EHS programs)

	<i># of pregnant women</i>
A.14 Cumulative enrollment of pregnant women	16

Total cumulative enrollment

	<i># of children / pregnant women</i>
A.15 Total cumulative enrollment	188

Type of eligibility

A.16 Report each enrollee only once by primary type of eligibility:	# of children/ pregnant women
a. Income below 100% of federal poverty line	169
b. Public assistance such as TANF, SSI	16
c. Status as a foster child - # children only	0
d. Status as homeless	3
e. Over income	0
	# of children
f. Number of children exceeding the allowed over income enrollment (as noted below) with family incomes between 100% and 130% of the federal poverty line	0
A.17 If the program serves enrollees under A.16.f, specify how the program has demonstrated that all income-eligible children in their area are being served.	
Specify:	

Prior enrollment

A.18 Enrolled in Early Head Start for:	# of children
a. The second year	41
b. Three or more years	12

Transition and Turnover

	# of children
A.20 Total number of infants and toddlers who left the program any time after classes or home visits began and did not re-enroll	31
a. Of the infants and toddlers who left the program above, the number of infants and toddlers who were enrolled less than 45 days	5
b. Of the infants and toddlers who left the program during the program year, the number who aged out of Early Head Start	0
1. Of the infants and toddlers who aged out of Early Head Start, the number who entered a Head Start program	0
2. Of the infants and toddlers who aged out of Early Head Start, the number who entered another early childhood program	0
3. Of the infants and toddlers who aged out of Early Head Start, the number who did NOT enter another early childhood program	0
	# of pregnant women/children
A.21 Total number of pregnant women who left the program after receiving Early Head Start services but before the birth of their infant, and did not re-enroll	3
A.22 Number of pregnant women receiving Early Head Start services at the time their infant was born	13
a. Of the pregnant women enrolled when their infant was born, the number whose infant was subsequently enrolled in Early Head Start	11
b. Of the pregnant women enrolled when their infant was born, the number whose infant was NOT subsequently enrolled in Early Head Start	2

Child care subsidy

	# of children at end of enrollment year
A.24. The number of enrolled children for whom the program received a child care subsidy	30

Race and Ethnicity

A.25 Race and Ethnicity	# of children/pregnant women	
	(1) Hispanic or Latino origin	(2) Non-Hispanic or Latino origin
a. American Indian or Alaska Native	0	0
b. Asian	0	0
c. Black or African American	0	105
d. Native Hawaiian or other Pacific Islander	0	1
e. White	0	10
f. Biracial/Multi-racial	1	10
g. Other	60	0
1. Explain: Hispanic		
h. Unspecified	0	1
1. Explain: Parent did not specified		

Primary language of family at home

A.26 Primary language of family at home:	# of children pregnant women
a. English	147
b. Spanish	35
c. Native Central American, South American, and Mexican Languages	0
d. Caribbean Languages	0
e. Middle Eastern & South Asian Languages	0
f. East Asian Languages	0
g. Native North American/Alaska Native Languages	0
h. Pacific Island Languages	0
i. European & Slavic Languages	0
j. African Languages	0
k. Other	6
1. Explain: Creole	
l. Unspecified	0

TRANSPORTATION

Transportation services

A.27 Does the program provide transportation to some or all of the enrolled children either directly or through a formal contractual agreement with a transportation provider?	No
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Buses

	# of buses owned
A.28 Total number of buses owned by the program that were purchased with ACF grant funds and are currently used to support program operations, regardless of year purchased	0
a. Of these, the number of buses purchased since last year's PIR was reported	0
A.29 Are any of the buses used by the program leased by the program itself?	No

RECORD KEEPING

Management Information Systems

A.30 Does your program use a management information system to track enrollees, program services, characteristics of families, and information on program staff?		Yes
<i>Name/title</i>	<i>Locally designed</i>	<i>Web Based</i>
PROMIS (Program Resources and Outcomes Management Information System, Cleverex)	No	Yes

B. PROGRAM STAFF & QUALIFICATIONS

TOTAL STAFF

Staff by Type

	(1) # of Early Head Start staff	(2) # of contracted staff
B.1 Total number of staff members, regardless of the funding source for their salary or number of hours worked	45	7
a. Of these, the number who are current or former Head Start or Early Head Start parents	6	0
b. Of these, the number who left since last year's PIR was reported	3	0
1. Of these, the number who were replaced	3	0

TOTAL VOLUNTEERS

Volunteers by Type

	# of volunteers
B.2 Number of persons providing any volunteer services to the program since last year's PIR was reported	164
a. Of these, the number who are current or former Head Start or Early Head Start parents	140

MANAGEMENT STAFF

Coordination of services

B.4 On average, the number of hours per week services managers spend coordinating services:	Average # of hours per week
a. Child Development & Education Manager	15
b. Health Services Manager	15
c. Family & Community Partnerships Manager	15
d. Disability Services Manager	15

CHILD DEVELOPMENT STAFF

Child Development Staff Qualifications - Infant and Toddler Classroom and Assistant Teachers (EHS and Migrant Programs)

	(1) # of Classroom Teachers	(2) # of Assistant Teachers
B.8 Total number of infant and toddler child development staff by position	36	

	(1) # of Classroom Teachers	(2) # of Assistant Teachers
Of the number of infant and toddler child development staff by position, the number with the following degrees or credentials:		
a. An advanced degree in:		
1. Early childhood education with a focus on infant and toddler development	0	
2. Any field and coursework equivalent to a major relating to early childhood education, with experience teaching infants and/or toddlers	0	

	(1) # of Classroom Teachers	(2) # of Assistant Teachers
Of the number of infant and toddler child development staff by position, the number with the following degrees or credentials:		
b. A baccalaureate degree in:		
1. Early childhood education with a focus on infant and toddler development	2	
2. Any field and coursework equivalent to a major relating to early childhood education with experience teaching infants and/or toddlers	1	
Of the infant and toddler child development staff with a baccalaureate degree in B.8.b.1 through B.8.b.2 above, the number enrolled in:		
3. Advanced degree in early childhood education or in any field and coursework equivalent to a major relating to early childhood education with a focus on infant and toddler development	0	

	(1) # of Classroom Teachers	(2) # of Assistant Teachers
Of the number of infant and toddler child development staff by position, the number with the following degrees or credentials:		
c. An associate degree in:		
1. Early childhood education with a focus on infant and toddler development	9	
2. A field related to early childhood education and coursework equivalent to a major relating to early childhood education with experience teaching infants and toddlers	2	
Of the infant and toddler child development staff with an associate degree in B.8.c.1 and B.8.c.2 above, the number enrolled in:		
3. A baccalaureate degree program in early childhood education or in any field and coursework equivalent to a major relating to early childhood education with a focus on infant and toddler development	1	

	(1) # of Classroom Teachers	(2) # of Assistant Teachers
Of the number of infant and toddler child development staff by position, the number with the following credentials:		
d. A Child Development Associate (CDA) credential or state-awarded preschool, infant/toddler, family child care or home-based certification, credential, or licensure that meets or exceeds CDA requirements	21	
1. Of these, a Child Development Associate (CDA) credential or state-awarded preschool, infant/toddler, family child care or home-based certification, credential, or licensure that meets or exceeds CDA requirements and that is appropriate to the option in which they are working	0	
Of the infant and toddler child development staff with the credentials in B.6.d above, the number enrolled in:		
2. A baccalaureate degree program in early childhood education or in any field and coursework equivalent to a major relating to early childhood education with a focus on infant and toddler development	0	
3. An associate degree program in early childhood education or in a related field and coursework equivalent to a major relating to early childhood education with a focus on infant and toddler development	0	

	(1) # of Classroom Teachers	(2) # of Assistant Teachers
Of the number of infant and toddler child development staff by position:		
e. The number who do not have the qualifications listed in B.8.a through B.8.d	0	
Of the infant and toddler child development staff in B.8.e above, the number enrolled in:		
1. A baccalaureate degree program in early childhood education or in any field and coursework equivalent to a major relating to early childhood education with a focus on infant and toddler development	0	
2. An associate degree program in early childhood education or in a related field and coursework equivalent to a major relating to early childhood education with a focus on infant and toddler development	0	
3. Any type of Child Development Associate (CDA) credential or state-awarded preschool, infant/toddler, family child care or home-based certification, credential, or licensure that meets or exceeds CDA requirements and that is appropriate to the option in which they are working	0	

Child development staff qualifications - Home-based and FCC

	(1) # of Home-Based Visitors	(2) # of Home-Based Visitor Supervisors	(3) # of Family Child Care Providers	(4) # of Family Child Care Specialists
B.9 Total number of child development staff by position	0	0	0	0

	(1) # of Home-Based Visitors	(2) # of Home-Based Visitor Supervisors	(3) # of Family Child Care Providers	(4) # of Family Child Care Specialists
Of the number of child development staff by position, the number with the following degrees or credentials:				
a. An advanced degree in/licensed as:				
1. Social work/ Licensed clinical social worker (LCSW)/ Licensed master social worker (LCMW)	0	0	0	0
2. Marriage and family therapy/ Licensed marriage and family therapist (LMFT)	0	0	0	0
3. Psychology	0	0	0	0
4. Sociology	0	0	0	0
5. Human services (include related areas such as child and family services or social services)	0	0	0	0
6. Nursing plus Nurse Practitioner (NP) license	0	0	0	0
7. Early childhood education	0	0	0	0
8. Other	0	0	0	0
Home-Based Visitors:				
Home-Based Visitor Supervisors:				
Family Child Care Providers:				
Family Child Care Specialists:				

	(1) # of Home-Based Visitors	(2) # of Home-Based Visitor Supervisors	(3) # of Family Child Care Providers	(4) # of Family Child Care Specialists
Of the number of child development staff by position, the number with the following degrees and licenses:				
b. A baccalaureate degree in:				
1. Social work	0	0	0	0
2. Psychology	0	0	0	0
3. Sociology	0	0	0	0
4. Human services (include related areas such as child and family services or social services)	0	0	0	0
5. Nursing plus Registered Nurse (RN) license	0	0	0	0
6. Early childhood education	0	0	0	0
7. Other	0	0	0	0
Home-Based Visitors:				
Home-Based Visitor Supervisors:				
Family Child Care Providers:				
Family Child Care Specialists:				

	(1) # of Home-Based Visitors	(2) # of Home-Based Visitor Supervisors	(3) # of Family Child Care Providers	(4) # of Family Child Care Specialists
Of the number of child development staff by position, the number with the following degrees and licenses:				
c. An associate degree in:				
1. Social work	0	0	0	0
2. Psychology	0	0	0	0
3. Sociology	0	0	0	0
4. Human services (include related areas such as child and family services or social services)	0	0	0	0
5. Nursing plus Registered Nurse (RN) license	0	0	0	0
6. Early childhood education	0	0	0	0
7. Other	0	0	0	0
Home-Based Visitors:				
Home-Based Visitor Supervisors:				
Family Child Care Providers:				
Family Child Care Specialists:				

	(1) # of Home-Based Visitors	(2) # of Home-Based Visitor Supervisors	(3) # of Family Child Care Providers	(4) # of Family Child Care Specialists
Of the number of child development staff by position, the number with the following credentials:				
d. License, certification, or credential held:				
1. Nursing, non-RN, i.e. LPN, CNA, etc.	0	0	0	0
2. Family development credential (FDC)	0	0	0	0
3. Child development associate credential (CDA)	0	0	0	0
4. State-awarded certification, credential, or license appropriate to the option in which they are working, i.e. home-based option or family child care option	0	0	0	0
5. Other	0	0	0	0
Home-Based Visitors:				
Home-Based Visitor Supervisors:				
Family Child Care Providers:				
Family Child Care Specialists:				

	(1) # of Home- Based Visitors	(2) # of Home- Based Visitor Supervisors	(3) # of Family Child Care Providers	(4) # of Family Child Care Specialists
Of the number of child development staff by position:				
e. The number who do not have the qualifications listed in B.9.a through B.9.d	0	0	0	0
Of the child development staff in B.9.e above, the number enrolled in:				
1. An advanced degree or license	0	0	0	0
2. A baccalaureate degree	0	0	0	0
3. An associate degree	0	0	0	0
4. Studies leading to a non-degree license, certificate, or credential	0	0	0	0

NON-SUPERVISORY CHILD DEVELOPMENT STAFF**Child development staff - ethnicity and race**

B.12 Race and Ethnicity:	# of non-supervisory child development staff	
	(1) Hispanic or Latino origin	(1) Non-Hispanic or Non-Latino origin
a. American Indian or Alaska Native	0	0
b. Asian	0	25
c. Black or African American	0	0
d. Native Hawaiian or other Pacific Islander	0	0
e. White	0	2
f. Biracial/Multi-racial	0	0
g. Other	9	0
1. Explain: Hispanic		
h. Unspecified	0	0

Child development staff - language

	# of non-supervisory child development staff
B.13 The number who are proficient in a language(s) other than English	9
a. Of these, the number who are proficient in more than one language other than English	0
B.14 Language groups in which staff are proficient	# of non-supervisory child development staff
a. Spanish	9
b. Native Central American, South American, and Mexican Languages (e.g., Mixteco, Quichean.)	0
c. Caribbean Languages (e.g., Haitian-Creole, Patois)	0
d. Middle Eastern & South Asian Languages (e.g., Arabic, Hebrew, Hindi, Urdu, Bengali)	0
e. East Asian Languages (e.g., Chinese, Vietnamese, Tagalog)	0
f. Native North American/Alaska Native Languages	0
g. Pacific Island Languages (e.g., Palauan, Fijian)	0
h. European & Slavic Languages (e.g., German, French, Italian, Croatian, Yiddish, Portuguese, Russian)	0
i. African Languages (e.g., Swahili, Wolof)	0
j. Other	0
k. Unspecified	0

Child development staff - classroom teacher turnover

	# of classroom teachers
B.15 The number of classroom teachers who left your program during the year.	3
B.16 Of these, the number who left for the following reasons:	# of classroom teachers
a. Higher compensation/benefits package in the same field	0
b. Change in job field	0
c. Other	3
1. Comments: Resigned/Terminated	
B.17 Number of classroom teacher vacancies in your program that remained unfilled for a period of 3 months or longer	0
B.18 Number of classroom teachers hired during the year due to turnover	3

Child development staff - Home-based visitor turnover

	# of home-based visitors
B.19 The number of home-based visitors who left your program during the year	0
B.20 Of these, the number who left for the following reasons:	
a. Higher compensation/benefits package in the same field	0
b. Change in job field	0
c. Other	0
B.21 Number of home-based visitor vacancies in the program that remained unfilled for a period of 3 months or longer	0
B.22 Number of home-based visitors hired during the year due to turnover	0

FAMILY & COMMUNITY PARTNERSHIPS STAFF

Family & community partnerships staff - qualifications

	(1) # of family workers	(2) # of FCP supervisors
B.23 Total number of family & community partnerships staff	2	2
a. Of the FCP supervisors, the number who work directly with families, i.e. staff with a family caseload		1
B.24 Comments on staff shared by Head Start and Early Head Start programs:	1 FCP Shared position between Head Start and Early Head Start	

B.25 Of the family & community partnerships staff, the number with the following as the highest level of education completed:	(1) # of family workers	(2) # of FCP supervisors
a. A related advanced degree	0	0
b. A related baccalaureate degree	1	2
c. A related associate degree	0	0
d. A family-development-related credential, certificate, or license	1	0
e. None of the qualifications listed in B.25.a through B.25.d above	0	0
Of the staff in B.25.e above, the number enrolled in:		
1. A related degree at the associate, baccalaureate, or advanced level	0	0
2. Studies leading to a non-degree credential, certificate, or license that is family-development-related	0	0
B.26 Of the family & community partnerships staff, the number with a family-development-related credential, regardless of highest level of education completed	1	1

Education and Child Development Managers/Coordinators - Qualifications

	# of ECD managers/coordinators
B.27 Total number of education & child development managers/coordinators	2
	# of ECD managers/coordinators
Of the education & child development managers/coordinators, the number with the following degrees or credentials:	
a. An advanced degree in early childhood education, or an advanced degree in any field and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children	1
b. A baccalaureate degree in early childhood education, or a baccalaureate degree in any field and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children	0
	# of ECD managers/coordinators
Of the education & child development managers/coordinators, the number with the following degrees or credentials:	
c. An associate degree in early childhood education, or an associate degree in any field and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children	1
Of the education & child development managers/coordinators preschool child development staff in B.27.c above, the number enrolled in:	
1. A baccalaureate degree in early childhood education, or a baccalaureate degree in any field and coursework equivalent to a major relating to early childhood education	0
	# of ECD managers/coordinators
Of the education & child development managers/coordinators, the number with the following degrees or credentials:	
d. A Child Development Associate (CDA) credential or state-awarded preschool, infant/toddler, family child care or home-based certification, credential, or licensure that meets or exceeds CDA requirements	0
Of the education & child development managers/coordinators preschool child development staff in B.27.d above, the number enrolled in:	
1. A baccalaureate degree in early childhood education, or a baccalaureate degree in any field and coursework equivalent to a major relating to early childhood education	0
	# of ECD managers/coordinators
Of the education & child development managers/coordinators, the number with the following degrees or credentials:	
e. None of the qualifications listed in B.27.a through B.27.d	0
Of the education & child development managers/coordinators preschool child development staff in B.27.e above, the number enrolled in:	
1. A baccalaureate degree in early childhood education, or a baccalaureate degree in any field and coursework equivalent to a major relating to early childhood education	0
B.28 Comments on education & child development managers/coordinators shared by Head Start and Early Head Start programs:	1 ECD is a shared position between Head Start and Early Head Start

C. CHILD & FAMILY SERVICES

HEALTH SERVICES

Health insurance - children

	(1) # of children at enrollment	(2) # of children at end of enrollment year
C.1 Number of all children with health insurance	172	172
a. Number enrolled in Medicaid and/or CHIP	166	166
b. Number enrolled in state-only funded insurance (for example, medically indigent insurance)	0	0
c. Number with private health insurance (for example, parent's insurance)	6	6
d. Number with health insurance other than those listed above, for example, Military Health (Tri-Care or CHAMPUS)	0	0
1. Specify		
C.2. Number of children with no health insurance	0	0

Health insurance - pregnant women

	(1) # of pregnant women at enrollment	(2) # of pregnant women at end of enrollment
C.3 Number of pregnant women with at least one type of health insurance	16	16
a. Number enrolled in Medicaid	16	16
b. Number enrolled in another publicly funded insurance program that is not Medicaid	0	0
c. Number with private health insurance	0	0
d. Number with health insurance other than those listed above, for example, Military Health (Tri-Care or CHAMPUS)	0	0
1. Specify		
C.4 Number of pregnant women with no health insurance	0	0

Medical

Medical home - children

	(1) # of children at enrollment	(2) # of children at end of enrollment year
C.5 Number of children with an ongoing source of continuous, accessible health care	172	172
C.6 Number of children receiving medical services through the Indian Health Service	0	0
C.7 Number of children receiving medical services through a migrant community health center	0	0

Medical services - children

	(1) # of children at enrollment	(2) # of children at end of enrollment year
C.8 Number of all children who are up-to-date on a schedule of age-appropriate preventive and primary health care, according to the relevant state's EPSDT schedule for well child care	171	171
		# of children at end of enrollment year
a. Of these, the number diagnosed by a health care professional with a chronic condition needing medical treatment since last year's PIR was reported		16
1. Of these, the number who have received or are receiving medical treatment		16
b. Specify the primary reason that children who needed medical treatment, for any chronic condition diagnosed by a health care professional since last year's PIR was reported, did not receive it:		

C.9 Number of all children who received medical treatment for the following chronic conditions since last year's PIR was reported, regardless of when the condition was first diagnosed by a health care professional:	# of children
a. Anemia	7
b. Asthma	4
c. Hearing Difficulties	0
d. Vision Problems	1
e. High Lead Levels	0
f. Diabetes	0

Immunization services - children

	(1) # of children at enrollment	(2) # of children at end of enrollment year
C.11 Number of children who have been determined by a health care professional to be up-to-date on all immunizations appropriate for their age	172	172
C.12 Number of children who have been determined by a health care professional to have received all immunizations possible at this time, but who have not received all immunizations appropriate for their age	0	0
C.13 Number of children who meet their state's guidelines for an exemption from immunizations	0	0

Pregnant women - services (EHS programs)

C.14 Indicate the number of pregnant women who received the following services while enrolled in EHS	# of pregnant women
a. Prenatal health care	16
b. Postpartum health care	11
c. Mental health interventions and follow up	0
d. Substance abuse prevention	8
e. Substance abuse treatment	0
f. Prenatal education on fetal development	16
g. Information on the benefits of breastfeeding	16

Pregnant women - prenatal health (EHS programs)

C.15 Trimester of pregnancy in which the pregnant women served were enrolled:	# of pregnant women
a. 1st trimester (0-3 months)	8
b. 2nd trimester (3-6 months)	6
c. 3rd trimester (6-9 months)	2
C.16 Of the total served, the number whose pregnancies were identified as medically high risk by a physician or health care provider	0

Dental**Dental home - children**

	(1) # of children at enrollment	(2) # of children at end of enrollment year
C.17 Number of children with continuous, accessible dental care provided by a dentist	137	159

Infant and toddler preventive dental services (EHS and Migrant programs)

	# of children at end of enrollment year
C.20 Number of all children who are up-to-date on a schedule of age-appropriate preventive and primary oral health care according to the relevant state's EPSDT schedule	164

Pregnant women dental services (EHS programs)

	# of pregnant women
C.21 Of the number of pregnant women served, the number who received a professional dental examination(s) and/or treatment since last year's PIR was reported	16

MENTAL HEALTH SERVICES**Mental health professional**

	# of hours
C.22 Average total hours per operating month a mental health professional(s) spends on-site	6

Mental health services

	<i># of children at end of enrollment year</i>
C.23 Indicate the number of enrolled children who were served by the mental health (MH) professional(s) since last year's PIR was reported.	
a. Number of children for whom the MH professional consulted with program staff about the child's behavior / mental health	2
1. Of these, the number for whom the MH professional provided three or more consultations with program staff since last year's PIR was reported	0
b. Number of children for whom the MH professional consulted with the parent(s) / guardian(s) about their child's behavior/mental health	2
1. Of these, the number for whom the MH professional provided three or more consultations with the parent(s) / guardian(s) since last year's PIR was reported	0
c. Number of children for whom the MH professional provided an individual mental health assessment	2
d. Number of children for whom the MH professional facilitated a referral for mental health services	1

Mental health referrals

	<i># of children at end of enrollment year</i>
C.24 Number of children who were referred by the program for mental health services outside of Head Start since last year's PIR was reported	1
a. Of these, the number who received mental health services since last year's PIR was reported	1

Infant and toddler Part C early intervention services (EHS and Migrant programs)

	<i># of children</i>
C.26 Number of children enrolled in the program who have an Individualized Family Service Plan (IFSP) indicating they have been determined eligible by the Part C Agency to receive early intervention services under the Individuals with Disabilities Education Act (IDEA)	6
a. Of these, the number who were determined eligible to receive early intervention services:	<i># of children</i>
1. Prior to enrollment into the program for this enrollment year	4
2. During this enrollment year	2
b. Of these, the number who have not received early intervention services under IDEA	0

EDUCATION AND DEVELOPMENT TOOLS/APPROACHES

Screening

	<i># of children</i>
C.28 Number of all newly enrolled children since last year's PIR was reported	119
C.29 Number of all newly enrolled children who completed required screenings within 45 days for developmental, sensory, and behavioral concerns since last year's PIR was reported	119
a. Of these, the number identified as needing follow-up assessment or formal evaluation to determine if the child has a disability	2
C.30 The instrument(s) used by the program for developmental screening:	
Other (Please Specify) - DECA I/T Devereux Early Childhood Assessment Infants/Toddlers	
Other (Please Specify) - ASQ - 3 (Ages and Stages Questionnaire)	

Assessment

C.31 Approach or tool(s) used by the program to support ongoing child assessment:	
<i>Name/title</i>	<i>Locally designed</i>
Teaching Strategies GOLD Online	No

Curriculum

C.32 What curriculum does your program use:	
a. For center-based services:	
<i>Name/title</i>	<i>Locally designed</i>
Creative Curriculum (Infant & Toddler)	No
b. For family child care services:	
c. For home-based services:	
d. For pregnant women services:	
<i>Name/title</i>	<i>Locally designed</i>
Partners For A Healthy Baby (Florida State University)	No

STAFF-CHILD INTERACTION OBSERVATION TOOLS

		<i># of programs</i>
C.33 Does the program routinely use staff-child interaction observation tools to assess quality?		Yes
C.34 If yes, interaction observation tool(s) used by the program:		
	⁽¹⁾ <i>Name/title</i>	⁽²⁾ <i>Locally designed</i>
a. Center-based settings	Classroom Assessment Scoring System (CLASS)	No
b. Home-based settings		
c. Family child care settings		

FAMILY AND COMMUNITY PARTNERSHIPS**Number of families**

	<i># of families at enrollment</i>
C.35 Total number of families:	147
a. Of these, the number of two-parent families	30
b. Of these, the number of single-parent families	117

C.36 Of the number of two-parent families, the number in which the parent/guardian figures are best described as:	<i># of two-parent families at enrollment</i>
a. Parents (biological, adoptive, stepparents, etc.)	29
b. Grandparents	0
c. Relatives other than grandparents	1
d. Foster parents not including relatives	0
e. Other	0
1. Specify:	

C.37 Of the number of single-parent families, the number in which the parent/guardian figure is best described as:	<i># of single-parent families at enrollment</i>
a. Mother (biological, adoptive, stepmother, etc.)	112
b. Father (biological, adoptive, stepfather, etc.)	2
c. Grandparent	3
d. Relative other than grandparent	0
e. Foster parent not including relative	0
f. Other	0
1. Specify:	

Employment

C.38 Of the number of two-parent families, the number of families in which:	<i># of families at enrollment</i>
a. Both parents/guardians are employed	7
b. One parent/guardian is employed	18
c. Both parents/guardians are not working (i.e. unemployed, retired, or disabled)	5

C.39 Of the number of single-parent families, the number of families in which:	<i># of families at enrollment</i>
a. The parent/guardian is employed	89
b. The parent/guardian is not working (i.e. unemployed, retired, or disabled)	28

C.40 The number of all families in which:	<i># of families at enrollment</i>
a. At least one parent/guardian is a member of the United States military on active duty	0
b. At least one parent/guardian is a veteran of the United States military	0

Federal or other assistance

	(1) # of families at enrollment	(2) # of families at end of enrollment year
C.41 Total number of families receiving any cash benefits or other services under the Federal Temporary Assistance for Needy Families (TANF) Program	7	7
C.42 Total number of families receiving Supplemental Security Income (SSI)	13	13
C.43 Total number of families receiving services under the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)	113	113
C.44 Total number of families receiving services under the Supplemental Nutrition Assistance Program (SNAP), formerly referred to as Food Stamps	113	113

Job training/school

C.45 Of the number of two-parent families, the number of families in which:	# of families at enrollment
a. Both parents/guardians are in job training or school	1
b. One parent/guardian is in job training or school	2
c. Neither parent/guardian is in job training or school	27
C.46 Of the number of single-parent families, the number of families in which:	# of families at enrollment
a. The parent/guardian is in job training or school	12
b. The parent/guardian is not in job training or school	105
C.47 Of the total number of all families, the number in which one or more parent/guardian:	# of families at end of enrollment year
a. Completed a grade level in school, prior to high school graduation (e.g. 8th grade, 11th grade)	0
b. Completed high school or was awarded a GED during this program year	7
c. Completed an associate degree during this program year	0
d. Completed a baccalaureate or advanced degree during this program year	0
C.48 Of the total number of all families, the number in which one or more parent/guardian completed a job training program, professional certificate, or license during this program year	# of families at end of enrollment year
	4

Parent/guardian education

C.49 Of the total number of families, the highest level of education obtained by the child's parent(s) / guardian(s):	# of families at enrollment
a. An advanced degree or baccalaureate degree	5
b. An associate degree, vocational school, or some college	24
c. A high school graduate or GED	72
d. Less than high school graduate	46

Family services

C.50 Types of family services	(1) # of families with an expressed interest or identified need during the program year	(2) # of families that received the following services during the program year
a. Emergency/crisis intervention such as meeting immediate needs for food, clothing, or shelter	11	11
b. Housing assistance such as subsidies, utilities, repairs, etc.	14	14
c. Mental health services	6	6
d. English as a Second Language (ESL) training	8	8
e. Adult education such as GED programs and college selection	33	33
f. Job training	31	31
g. Substance abuse prevention	0	0
h. Substance abuse treatment	0	0
i. Child abuse and neglect services	0	0
j. Domestic violence services	4	4
k. Child support assistance	2	2
l. Health education	20	20
m. Assistance to families of incarcerated individuals	0	0
n. Parenting education	120	120
o. Relationship/marriage education	0	0
p. Asset building services (such as financial education, opening savings and checking accounts, debt counseling, etc.)	33	33
C.51 Of these, the number of families who were counted in at least one of the services listed above	147	147

Father engagement

C.52 Number of fathers/father figures who were engaged in the following activities during this program year:	# of father/ father figures
a. Family assessment	25
b. Family goal setting	25
c. Involvement in child's Head Start child development experiences (e.g. home visits, parent-teacher conferences, etc.)	25
d. Head Start program governance, such as participation in the Policy Council or policy committees	0
e. Parenting education workshops	25

Homelessness services

	# of families
C.53 Total number of families experiencing homelessness that were served during the enrollment year	4
	# of children
C.54 Total number of children experiencing homelessness that were served during the enrollment year	4
	# of families
C.55 Total number of families experiencing homelessness that acquired housing during the enrollment year	2

Foster care and child welfare

	# of children
C.56 Total number of enrolled children who were in foster care at any point during the program year	0
C.57 Total number of enrolled children who were referred to Head Start/Early Head Start services by a child welfare agency	0

Collaboration Agreements and Community Engagement

Child care partners

	# of formal agreements
C.58 Total number of formal agreements with Child Care Partners during program year	2
a. Of the Child Care Partners, the number of formal contractual agreements made void or broken during the program year	2

Local education agency (LEA)

	# of LEAs
C.59 Number of LEAs in the program's service area	1
	# of formal agreements
C.60 Number of formal agreements the program has with LEAs:	
a. To coordinate services for children with disabilities	1
b. To coordinate transition services	1

Public school pre-kindergarten programs

	Yes / No
C.61 Does the program have formal collaboration and resource sharing agreements with public school pre-kindergarten programs?	Yes
	# of formal agreements
a. If yes, the number of formal agreements in which the program is currently participating	1

Part C agencies

	# of Part C Agencies
C.62 Number of Part C agencies in the program's service area	1
	# of formal agreements
a. Number of formal agreements the program has with Part C agencies to coordinate services for children with disabilities	1

Child welfare agencies

	Yes / No
C.63 Does the program have formal collaboration agreements with child welfare agencies?	No

REPORTING INFORMATION

PIR Report Status	Completed
Confirmation Number	18082940101
Last Update Date	08/29/2018

SPECIAL EVENTS COMMITTEE MEETING
 Doubletree by Hilton/SeaWorld
 Orlando, FL
 September 21, 2018
 7:00 PM



AGENDA

- I. **CALL TO ORDER**
 - A. Mission Statement
 - B. Roll Call
 - Marva Hawkins, Chairperson
 - Glenda Jones
 - Ruby Willix
 - Constance Griffin
 - Aletta Stroder, Staff Liaison**

- II. **ITEMS FOR DISCUSSIONS**
 - Proposed Community Service Award Recipients/See Tab 4
 - Central Regional Advisory Council
 - Eastern Regional Advisory Council
 - Northern Regional Advisory Council
 - Southern Regional Advisory Council

 - Selection of 2018 Annual Meeting Theme

 - Wall of Fame Induction Ceremony Agenda & Inductees

- III. **ACTION ITEMS/RECOMMENDATIONS FOR BOARD APPROVAL**
 - Proposed Community Service Award Recipients
 - Central Regional Advisory Council
 - Eastern Regional Advisory Council
 - Northern Regional Advisory Council
 - Southern Regional Advisory Council

 - Selection of 2018 Annual Meeting Theme

 - Wall of Fame Induction Ceremony Agenda & Inductees

- IV. **ADJOURNMENT**

ALPI Mission Statement

The mission of The ALPI is to propose, implement, and advocate developmental and human service delivery programs for the socially and economically disadvantaged; children and families; and farmworkers.

Proposed Community Service Award Recipients

- ▶ Central Regional Advisory Council
- ▶ Eastern Regional Advisory Council (TBD)
- ▶ Northern Regional Advisory Council (TBD)
- ▶ Southern Regional Advisory Council

**CENTRAL REGION ADVISORY COUNCIL
RECIPIENT FOR THE 2019 COMMUNITY SERVICE AWARD**



LAWRENCE COLSTON

Lawrence Colston is a devoted husband, father, stepfather, grandfather and great-grandfather. He was born in Lakeland, Florida and grew up in Florence Villa. He and Patsy have been married for forty-five years.

He is a graduate of Jewett High School Class of 1952. He joined the US Army during the draft during his senior year of high school and is a Korean War Veteran.

His interest in social and community activism began with coaching little league baseball for over fifty (50) years but also served in the league capacities of manager & board member.

He currently serves as Vice President of the Florence Villa Wolverine League which is a little league football and baseball organization.

He is a founding member of the Sportsman Club, a community organization which established a community park that was named in their honor by the City of Winter Haven. They host yearly Thanksgiving dinners for seniors and provide community assistance whenever and wherever needed.

In his free time, he enjoys watching live/televised sports and socializing with family and friends.

BYLAWS COMMITTEE MEETING
 Doubletree by Hilton/SeaWorld
 Orlando, FL
 September 21, 2018
 7:00 PM



AGENDA

- I. CALL TO ORDER**
 - A. Mission Statement
 - B. Roll Call
 - Kimberly Ross, Chairperson
 - Katie Clarke
 - Shelia Dixon
 - Gena Spivey
 - PaHoua Lee-Yang, Staff Liaison

- II. ITEMS FOR DISCUSSIONS**
 - Review Tripartite Board Membership and Meeting Attendance (See Tab 1)

 - Review Policy Council Meeting Attendance (See Tab 1)

- III. ACTION ITEMS/RECOMMENDATIONS FOR BOARD APPROVAL**
 - Certify Tripartite Board Membership and Meeting Attendance
 - Certify Policy Council Meeting Attendance

- IV. ADJOURNMENT**

ALPI Mission Statement

The mission of The ALPI is to propose, implement, and advocate developmental and human service delivery programs for the socially and economically disadvantaged; children and families; and farmworkers.


**The Agricultural and Labor Program, Inc.
2018 Board of Directors
Attendance Y-T-D Summary**

Name	Jan 2018 closeout	Feb Orientation & Board Mtg	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan 2019 closeout
Katie Clarke	P	A		P		P							
Stacy Campbell-Domineck	P	P		P		E							
Sheila Dixon	P	P		P		E							
Patricia Gamble	P	A		P		P							
Marjorie Gaskin	P	P		P		P							
Barbara Grace		P		P		P							
Brenda Gray													
Marva Hawkins	P	A		P		E							
LaVita Holmes	P	P		P		P							
William Holt	P	P		P		P							
Josephine Howard	P	P		P		P							
Kim Johnson	P	P		P		P							
Annette Jones	P	P		P		P							
Glenda Jones	P	P		E		E							
Chester McNorton	P	A		E		P							
Vernon McQueen	P	A		P		P							
Annie Robinson	P	TERM EXPIRED											
Kimberly Ross	P	P		P		P							
Samuel Thomas (Removed)	A	A		A									
Shannyn Serrano	P	P		E		A							
David Walker (Deceased)	P	A		E									
Ruby Willix	P	P		P		P							
Grace Miller & Lester Roberts Board Emeritus (non-voting)													
TOTAL PRESENT	19	13		15		13							

P = Present

E= Excused

A= Absent

 = No Meeting Held

**AGRICULTURAL AND LABOR PROGRAM, INC.
2017-2018 POLICY COUNCIL MONTHLY MEETING ATTENDANCE**

CENTER	NAME	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT
Lincoln Park Head Start	Tammy Rovito	P	P	E	P	P	P	P	P				
Lincoln Park Head Start	Zynia Swoope	P	P	P	P	P	P	P	P				
Garden Terrace Head Start	Keonia Shaquina Coats			P	P	A	A	A	P				
Garden Terrace Head Start	Jasmin Pritchett					P	P	P	A				
Queen Townsend HSC II	Lonnie Melvin	P	P	P	P	P	P	P	A				
Queen Townsend HSC II	Jacques Thompson					A	A	A	A				
Child Development & Family Services	Shannyn Serrano	P	P	P	E	P	P	P	P				
Child Development & Family Services	Jackie Castaneda	P	P	P	P	E	P	P	P				
Francina Duval Head Start	George Prince					p	p	P	P				
George W. Truitt Family Services	Shaquita Wilcox	P	P	P	P	P	p	P	P				
George W. Truitt Family Services	Raquell Bizzell	P	P	A	A	A	A	A	P				
Frostproof Child Development	Richauna Williams	P	E	P	P	P	E	E	P				
EHS Contracted Site St. Lucie	Karoline Soto	P	A	A	A	A	A	A	A				
HS Contracted Site St. Lucie	Kerrian Jacobs	A	A	A	A	A	A	A	A				
Community Representative	Felicia Sweeting-Harris					P	P	P	P				
Community Representative	Karen Bailey						P	P	P				
Community Representative	Donna Gibson	P	P	P	P	P	E	P	P				
Community Representative	Dr. Patricia Smith	A	P	A	P	A	A	A	P				
Board Representative	Josephine Howard	P	P	P	P	P	E	P	E				

Total Representatives Present: 13 13 9 10

CENTER	NAME	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT
ALTERNATES													
Lincoln Park Head Start	Sierra Baker												
Lincoln Park Head Start	Clemeshia Thomas												
Garden Terrace Head Start	Brittany Nickerson					P		P	P				
Garden Terrace Head Start	Jennifer Ford												
Queen Townsend HSC II	Elizabeth Carrillo												
Queen Townsend HSC II	Shandria William												
Child Development & Family Services	Johanna Collazos												
Child Development & Family Services	Josefina Cordova Perez												
Francina Duval Head Start	TBA					P							
George W. Truitt Family Services	Tychus Doe												
George W. Truitt Family Services	Elizabeth Granados												
Frostproof Child Development	Tanakia Malcolm-Word		P			P	P						
EHS Contracted Site St. Lucie	TBA												
HS Contracted Site St. Lucie	Arnicia Isaac												

P - PRESENT

E - EXCUSE A - ABSENT

 **NO MEETING**



BUDGET & FINANCE COMMITTEE MEETING
 Doubletree by Hilton/SeaWorld
 Orlando, FL
 September 22, 2018
 9:00 a.m.

AGENDA

I. CALL TO ORDER

- A. Mission Statement
- B. Roll Call
 - Marjorie Gaskin, Chair
 - Josephine Howard
 - Vernon McQueen
 - Stacy Campbell-Domineck
 - Annette Jones
 - Dennis Gniewek, Staff Liaison
 - Deloris Johnson, CEO
 - William Holt, Board Chairperson

II. ITEMS FOR DISCUSSIONS

- ▶ Financial Reports
- ▶ Board Fundraising Report To-date
- ▶ 2018-2019 Insurance Renewal Proposals
 - Liability & Property
 - D&O
 - Child Accident
- ▶ 2018-2019 Agency wide Budget Revisions
- ▶ 2018 Indirect Cost Agreement (Ratify)
- ▶ 2018-2019 Independent Audit Timeline
- ▶ 2018 RSM Audit Letter of Intent
- ▶ Proposed Funding Opportunities – (See Program Planning Committee)

III. ACTION ITEMS/RECOMMENDATIONS FOR BOARD APPROVAL

- ▶ Financial Reports
- ▶ Board Fundraising Report To-date
- ▶ 2018-2019 Insurance Renewal Proposals
 - Liability & Property
 - D&O
 - Child Accident
- ▶ 2018-2019 Agency wide Budget Revisions
- ▶ 2018 Indirect Cost Agreement (Ratify)
- ▶ 2018 Independent Audit Timeline
- ▶ 2018 RSM Audit Letter of Intent
- ▶ Proposed Funding Opportunities – **SEE PROGRAM PLANNING AGENDA**
 - Office of Head Start Notice of Award – COLA & One-Time Funding(Ratify)
 - Department Of Education Project Award Notifications (Ratify)
 - Florida Non-Profit Housing Renewal Agreement
 - Florida Non-Profit Housing Amendment 1
 - Emergency Solution Grant Agreement
 - Child Care Food Program Renewal Application
 - Children Services Council of St. Lucie County RFP
 - Low Income Home Energy Assistance Program Modification (Ratify)

IV. ADJOURNMENT

ALPI Mission Statement

The mission of The ALPI is to propose, implement, and advocate developmental and human service delivery programs for the socially and economically disadvantaged; children and families; and farmworkers.

FINANCIALS

Balance Sheet
Project Negative Balances

EHEAP Project

EHEAP has a YTD negative variance of (1,030.37). This is a result of timing. The total project variance is 47.85.

DOE EA

DOE Emergency Assistance has a YTD negative variance of (1,426.27). This is a result of timing. The total project has a negative variance of (89.77).

Balance Sheet

THE AGRICULTURAL AND LABOR PROGRAM, INC

BALANCE SHEET

May 31, 2018

ASSETS

CASH	1,292,610	
ACCOUNTS RECEIVABLE	771,935	
TOTAL CURRENT ASSETS		2,064,545
PREPAID EXPENSES	60,136	
FIXED ASSETS	233,397	
LAND	545,000	
ASSET HELD FOR SALE	37,480	
TOTAL LONG TERM ASSETS		876,013
TOTAL ASSETS		2,940,558

LIABILITIES

ACCOUNTS PAYABLE	433,070	
DEFERRED REVENUE	208,352	
PAYROLL PAYABLE	338,463	
TOTAL LIABILITIES		979,885

EQUITY

CURRENT YEAR ACTIVITY	195,828	
UNRESTRICTED FUND BALANCE	1,207,094	
INVESTMENT IN FIXED ASSETS	557,751	
TOTAL EQUITY		1,960,673
TOTAL LIABILITIES AND EQUITY		2,940,558

**Agencywide Line Item
Revenues & Expenditures**

Agencywide Line Item Revenues and Expenditures

The Agricultural And Labor Program, Inc.

Run Date: 08/15/2018

Run Time: 8:27:07 am

Period: 07/01/2017 to 05/31/2018

Page 1 of 3

With Indirect Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
Revenues					
40000 DOH - Food Program	798,805.00	56,539.84	579,954.86	218,850.14	72.60%
40100 LIHEAP	4,528,358.00	143,947.80	3,894,600.63	633,757.37	86.00%
40150 EHEAP Operations	123,345.00	437.28	84,203.08	39,141.92	68.27%
40151 EHEAP Admin	1,963.00	381.48	-182.45	2,145.45	-9.29%
40200 Head Start	4,865,769.00	356,510.93	4,291,390.90	574,378.10	88.20%
40300 Early Headstart	1,926,806.00	148,591.02	1,699,034.56	227,771.44	88.18%
40350 PNC Grants for Great Program	0.00	3,000.00	3,000.00	-3,000.00	0.00%
40510 Polk ELC - CC	8,000.00	5,558.42	29,550.24	-21,550.24	369.38%
40520 Polk ELC VPK	30,766.00	2,249.72	21,499.73	9,266.27	69.88%
40521 Polk VPK Admin	990.00	134.56	1,928.50	-938.50	194.80%
40700 St Lucie ELC VPK	774,008.00	96,696.42	736,295.50	37,712.50	95.13%
40800 St Lucie ELC - Center	13,400.00	1,045.96	5,191.36	8,208.64	38.74%
41100 DOE Emergency Services	50,000.00	3,182.53	44,906.82	5,093.18	89.81%
41200 ATEC Tuition	10,100.00	0.00	2,900.00	7,200.00	28.71%
41410 CSC St Lucie CAT	103,647.00	5,446.74	65,135.84	38,511.16	62.84%
41500 CSBG	1,518,251.00	62,140.83	880,742.38	637,508.62	58.01%
41510 CSBG Admin	179,727.00	10,678.62	49,022.06	130,704.94	27.28%
41520 CSBG Indirect Admin	89,333.00	0.00	49,860.88	39,472.12	55.81%
41540 Emergency Solutions Grant	60,000.00	3,530.96	40,265.16	19,734.84	67.11%
41545 Emer Solutions Grant Adm	5,688.00	1,010.63	14,943.80	-9,255.80	262.73%
41600 FL Non Profit Housing	26,400.00	412.61	23,512.04	2,887.96	89.06%
41800 HUD Housing Counseling	15,990.00	0.00	14,341.89	1,648.11	89.69%
41810 HUD HC Administration	1,537.00	0.00	1,642.76	-105.76	106.88%
44000 DOH Food Administration	126,397.00	11,229.07	103,184.08	23,212.92	81.63%
44110 Polk ELC CC Admin	2,475.00	1,381.16	4,253.27	-1,778.27	171.85%
44300 St Lucie VPK Admin	92,400.00	10,638.24	90,453.74	1,946.26	97.89%
44400 St Lucie ELC Admin	1,749.00	284.32	866.57	882.43	49.55%
44500 LIHEAP Admin	72,985.00	5,272.50	72,674.89	310.11	99.58%
44800 Early Headstart Admin	179,349.00	6,636.98	154,204.69	25,144.31	85.98%
44900 Headstart Admin	515,214.00	49,738.09	473,183.59	42,030.41	91.84%
45000 Food Indirect Admin	38,388.00	10,136.18	19,816.16	18,571.84	51.62%
46100 Client Fees	3,000.00	631.30	5,478.85	-2,478.85	182.63%
46200 Private Pay CC Fees	24,088.00	2,199.00	40,605.21	-16,517.21	168.57%
46300 Fundraising	35,000.00	747.00	58,548.38	-23,548.38	167.28%
46400 Interest Income	145.00	12.33	133.24	11.76	91.89%
46500 Other Revenue	1,000.00	0.00	47,949.69	-46,949.69	4,794.97%
46700 E-rate	95,161.00	0.00	61,461.87	33,699.13	64.59%
47000 In-Kind Revenue	1,871,785.00	138,406.86	855,891.77	1,015,893.23	45.73%
Revenues	18,192,019.00	1,138,809.38	14,522,446.54	3,669,572.46	79.83%

Expenses

50000 Salaries	6,802,449.00	508,462.59	5,613,882.48	1,188,566.52	82.53%
50500 Fringe Benefits	1,680,562.00	99,965.48	1,370,121.61	310,440.39	81.53%
52000 Direct Fringe - Workers Comp	142,571.00	11,084.75	117,782.94	24,788.06	82.61%
52100 Professional Services	174,450.00	14,907.94	171,068.83	3,381.17	98.06%

Agencywide Line Item Revenues and Expenditures

The Agricultural And Labor Program, Inc.

Run Date: 08/15/2018

Run Time: 8:27:07 am

Page 2 of 3

Period: 07/01/2017 to 05/31/2018

With Indirect Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
52300 Travel	137,085.00	10,382.05	128,175.53	8,909.47	93.50%
52500 Board Expenses	26,000.00	5,804.86	22,844.88	3,155.12	87.86%
52600 Advisory Council Expenses	7,806.00	354.81	12,083.67	-4,277.67	154.80%
52700 Employee & Board Relations	35,319.00	9,471.83	47,005.15	-11,686.15	133.09%
52800 Community Relations	32,400.00	4,758.70	54,280.60	-21,880.60	167.53%
52900 Printing	49,257.00	1,652.60	44,474.64	4,782.36	90.29%
53000 Office Supplies	90,848.00	2,107.17	58,392.27	32,455.73	64.27%
53100 Program Supplies	112,637.00	1,710.56	68,367.82	44,269.18	60.70%
53200 Non-food Supplies	12,000.00	397.60	10,822.98	1,177.02	90.19%
53300 Food Costs	470,843.00	40,693.60	382,904.99	87,938.01	81.32%
53400 Lease/Rent - Facilities	75,510.00	4,769.17	53,803.13	21,706.87	71.25%
53500 Utilities	224,365.00	20,646.90	221,940.58	2,424.42	98.92%
53600 Telephone	280,359.00	17,511.56	198,974.56	81,384.44	70.97%
53700 Data Communications	280,022.00	11,421.81	178,979.53	101,042.47	63.92%
53800 Postage	21,974.00	1,623.06	15,718.16	6,255.84	71.53%
53900 Dues & Subscriptions	17,950.00	72.50	14,000.82	3,949.18	78.00%
54000 Insurance - Automobile	53,800.00	2,983.91	35,226.49	18,573.51	65.48%
54010 Insurance - Liability	99,537.00	5,667.06	67,839.62	31,697.38	68.16%
54020 Insurance - Property/Building/ Cont	162,548.00	1,827.23	48,472.79	114,075.21	29.82%
54030 Insurance - Child Accident	7,083.00	733.49	7,251.03	-168.03	102.37%
54040 Insurance - Bonding	8,630.00	598.17	6,579.87	2,050.13	76.24%
54050 Profession'l Liab. & Crime	10,000.00	688.11	7,696.56	2,303.44	76.97%
54500 Fines & Penalties	5,000.00	0.00	0.00	5,000.00	0.00%
54600 Licenses and Fees	24,000.00	1,526.88	23,323.24	676.76	97.18%
54700 Advertising	7,085.00	1,636.10	2,413.10	4,671.90	34.06%
55000 In-Service Training	246,669.00	21,688.67	227,060.89	19,608.11	92.05%
55100 Registration Fees	0.00	0.00	245.78	-245.78	0.00%
55200 Parent Activities	8,000.00	3,068.32	6,963.48	1,036.52	87.04%
55300 Field Trips	0.00	39.36	39.36	-39.36	0.00%
55400 Subcontractor Expense	322,738.00	13,233.36	227,993.90	94,744.10	70.64%
55410 Sub-Recipient Direct Services	101,400.00	0.00	74,000.00	27,400.00	72.98%
55500 Building Maintenance & Supplies	294,443.00	14,776.42	312,691.30	-18,248.30	106.20%
55600 Vehicle Operation and Maintenananc	58,050.00	2,298.28	34,288.87	23,761.13	59.07%
55810 Equipment Purchase <5000	6,025.00	0.00	0.00	6,025.00	0.00%
56500 Other Expense	8,000.00	44.00	24,181.82	-16,181.82	302.27%
56600 In-Kind Expense	1,871,785.00	138,406.86	855,891.77	1,015,893.23	45.73%
57810 Emergency Assistance	107,000.00	2,078.71	91,145.81	15,854.19	85.18%
57820 Client Services- Other	281,963.00	13,982.29	229,252.01	52,710.99	81.31%
58010 Home Energy Assistance	1,893,988.00	45,851.75	1,591,232.93	302,755.07	84.01%
58020 Crisis Energy Assistance	1,684,153.00	47,169.01	1,472,054.69	212,098.31	87.41%
58040 Crisis EHEAP Energy Assistance	105,955.00	0.00	74,790.73	31,164.27	70.59%
58100 Equipment Maintenance	11,910.00	275.49	7,276.65	4,633.35	61.10%
58200 Leases/Rent - Equipment	71,458.00	2,529.16	48,121.41	23,336.59	67.34%
58300 Leases/ Rent Vehicles	69,800.00	5,961.98	64,959.15	4,840.85	93.06%
58850 Other Expense Adjustment	-3,500.00	0.00	0.00	-3,500.00	0.00%
58900 Indirect Adjustment	92.00	0.00	0.00	92.00	0.00%
Expenses	18,192,019.00	1,094,864.15	14,326,618.42	3,865,400.58	78.75%

Agencywide Line Item Revenues and Expenditures

The Agricultural And Labor Program, Inc.

Run Date: 08/15/2018
Run Time: 8:27:07 am
Page 3 of 3

Period: 07/01/2017 to 05/31/2018

With Indirect Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
Agency Balance	<u>0.00</u>	<u>43,945.23</u>	<u>195,828.12</u>		

Project Financial Report

Project Financial Report

The Agricultural And Labor Program, Inc.

Run Date: 08/15/2018
 Run Time: 8:17:38 am
 Page 1 of 1

Period Ending: 05/31/18

Code	Description	Expenditures					Revenues	Balance
		Budget	Curr Month	Project Total	Un/Over	% Budget		
30218	17/18 ALPI Child Care	52,712.00	1,314.57	50,116.16	2,595.84	95.08%	85,945.50	35,829.34
30618	17/18 VPK Polk County	31,756.00	1,999.22	23,658.73	8,097.27	74.50%	23,428.23	-230.50
31017	16/17 Food Service	942,634.00	0.00	687,100.12	255,533.88	72.89%	687,100.12	0.00
31018	17/18 Food Service	963,590.00	65,209.56	572,244.96	391,345.04	59.39%	596,839.64	24,594.68
32417	16/17 CAT CSC	103,647.00	0.00	91,061.34	12,585.66	87.86%	91,284.47	223.13
32418	17/18 CAT CSC	104,929.00	6,755.15	46,989.98	57,939.02	44.78%	47,292.30	302.32
33018	17/18 VPK St. Lucie Coun	866,408.00	78,421.31	760,904.16	105,503.84	87.82%	826,749.24	65,845.08
34018	17/18 Early Head Start	2,632,694.00	201,874.81	2,094,689.72	538,004.28	79.56%	2,094,689.72	0.00
35018	17/18 Head Start	6,726,229.00	498,009.07	5,379,015.79	1,347,213.21	79.97%	5,379,015.79	0.00
36018	17/18 ALPI Technical Edu	10,100.00	787.40	2,528.05	7,571.95	25.03%	2,900.00	371.95
36118	17/18 EHEAP 4/1/17-9	191,017.00	838.57	99,976.40	91,040.60	52.34%	100,024.25	47.85
36218	17/18 LIHEAP 4/1/17-3/	4,601,343.00	0.00	4,563,970.97	37,372.03	99.19%	4,563,970.97	0.00
36219	18/19 LIHEAP 4/1/18-3/	3,971,408.00	149,220.30	195,872.64	3,775,535.36	4.93%	195,872.64	0.00
36317	16/17 DOE Emergency As	60,000.00	0.00	60,000.00	0.00	100.00%	60,000.00	0.00
36318	17/18 DOE Emergency As	50,000.00	3,774.54	42,661.43	7,338.57	85.32%	42,571.66	-89.77
36418	17/18 Emergency Solutio	65,688.00	4,527.91	54,481.26	11,206.74	82.94%	55,208.96	727.70
36517	16/17 CSBG	1,787,311.00	0.00	1,748,755.97	38,555.03	97.84%	1,748,755.97	0.00
36519	18/19 CSBG	1,078,118.72	72,819.45	123,630.44	954,488.28	11.47%	123,630.44	0.00
36618	17/18 Florida Non-Profit F	26,400.00	759.06	22,643.28	3,756.72	85.77%	23,512.04	868.76
36719	18/19 Florida Non Profit F	8,000.00	0.00	0.00	8,000.00	0.00%	0.00	0.00
36918	HUD 17/18 Housing Co	17,527.00	0.00	17,527.00	0.00	100.00%	17,527.00	0.00
36919	HUD 18/19 Housing Co	0.00	-69.51	89.79	-89.79	0.00%	159.30	69.51
37018	17/18 Agency General	131,306.00	8,622.78	98,110.49	33,195.51	74.72%	148,145.16	50,034.67
37518	17/18 Advisory Council A	0.00	0.00	3,750.00	-3,750.00	0.00%	7,613.90	3,863.90
37618	17/18 Sunshine Account A	0.00	0.00	846.00	-846.00	0.00%	15,332.67	14,486.67
37718	17/18 Frostproof CDC Act	0.00	0.00	0.00	0.00	0.00%	1.45	1.45
Totals:		<u>24,422,817.72</u>	<u>1,094,864.19</u>	<u>16,740,624.68</u>	<u>7,682,193.04</u>	<u>68.55%</u>	<u>16,937,571.42</u>	<u>196,946.74</u>

Revenue & Expenditure Report
by Project

Revenue and Expenditure Report by Project

The Agricultural And Labor Program, Inc.

Run Date: 09/10/2018

Run Time: 3:49:55 pm

Page 1 of 29

Period 07/01/17 to 06/30/18

Project Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
30218 17/18 ALPI Child Care				Project Period	7/1/2017	to 6/30/2018	
Revenues							
40510 Polk ELC - CC	8,000.00	0.00	2,224.20	31,774.44	31,774.44	-23,774.44	397.18%
40800 St Lucie ELC - Center	13,400.00	0.00	-1,090.28	4,101.08	4,101.08	9,298.92	30.61%
44110 Polk ELC CC Admin	2,475.00	0.00	0.00	4,253.27	4,253.27	-1,778.27	171.85%
44400 St Lucie ELC Admin	1,749.00	0.00	0.00	866.57	866.57	882.43	49.55%
46100 Client Fees	3,000.00	0.00	360.10	5,838.95	5,838.95	-2,838.95	194.63%
46200 Private Pay CC Fees	24,088.00	0.00	1,204.00	41,809.21	41,809.21	-17,721.21	173.57%
Revenues	52,712.00	0.00	2,698.02	88,643.52	88,643.52	-35,931.52	168.17%
Expenses							
50000 Salaries	25,600.00	0.00	840.34	29,252.31	29,252.31	-3,652.31	114.27%
50500 Fringe Benefits	6,250.00	0.00	56.85	5,509.09	5,509.09	740.91	88.15%
52000 Direct Fringe - Worker	450.00	0.00	17.37	669.58	669.58	-219.58	148.80%
52300 Travel	50.00	0.00	0.00	230.06	230.06	-180.06	460.12%
52700 Employee & Board R	0.00	0.00	108.48	508.14	508.14	-508.14	0.00%
53000 Office Supplies	1,500.00	0.00	1.22	92.52	92.52	1,407.48	6.17%
53100 Program Supplies	6,500.00	0.00	4,589.29	10,768.33	10,768.33	-4,268.33	165.67%
53800 Postage	95.00	0.00	9.04	76.09	76.09	18.91	80.09%
54010 Insurance - Liability	0.00	0.00	108.57	1,262.16	1,262.16	-1,262.16	0.00%
54600 Licenses and Fees	0.00	0.00	0.00	121.47	121.47	-121.47	0.00%
55500 Building Maintenance	8,043.00	0.00	224.51	2,462.24	2,462.24	5,580.76	30.61%
59700 Indirect Costs	4,224.00	0.00	300.62	5,420.46	5,420.46	-1,196.46	128.33%
Expenses	52,712.00	0.00	6,256.29	56,372.45	56,372.45	-3,660.45	106.94%
Project Revenues:	52,712.00	0.00	2,698.02	88,643.52	88,643.52	-35,931.52	168.17%
Project Expenses:	52,712.00	0.00	6,256.29	56,372.45	56,372.45	-3,660.45	106.94%
Project Balance:	0.00	0.00	-3,558.27	32,271.07	32,271.07		

Revenue and Expenditure Report by Project

The Agricultural And Labor Program, Inc.

Run Date: 09/10/2018

Run Time: 3:49:56 pm

Page 2 of 29

Period 07/01/17 to 06/30/18

Project Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
30618 17/18 VPK Polk County				Project Period	7/1/2017	to 6/30/2018	
Revenues							
40520 Polk ELC VPK	30,766.00	0.00	240.66	21,740.39	21,740.39	9,025.61	70.66%
40521 Polk VPK Admin	990.00	0.00	0.00	1,928.50	1,928.50	-938.50	194.80%
Revenues	<u>31,756.00</u>	<u>0.00</u>	<u>240.66</u>	<u>23,668.89</u>	<u>23,668.89</u>	<u>8,087.11</u>	<u>74.53%</u>
Expenses							
50000 Salaries	6,000.00	0.00	4,253.52	14,955.53	14,955.53	-8,955.53	249.26%
50500 Fringe Benefits	1,500.00	0.00	962.04	3,626.20	3,626.20	-2,126.20	241.75%
52000 Direct Fringe - Worker	120.00	0.00	95.47	315.29	315.29	-195.29	262.74%
52100 Professional Services	2,396.00	0.00	15.26	3,632.32	3,632.32	-1,236.32	151.60%
52300 Travel	0.00	0.00	0.00	92.02	92.02	-92.02	0.00%
52700 Employee & Board R	0.00	0.00	43.39	203.25	203.25	-203.25	0.00%
52900 Printing	1,000.00	0.00	23.87	386.50	386.50	613.50	38.65%
53000 Office Supplies	1,500.00	0.00	133.41	1,225.64	1,225.64	274.36	81.71%
53100 Program Supplies	4,000.00	0.00	845.73	2,210.67	2,210.67	1,789.33	55.27%
53500 Utilities	2,500.00	0.00	174.87	317.00	317.00	2,183.00	12.68%
53600 Telephone	1,000.00	0.00	29.92	213.31	213.31	786.69	21.33%
53700 Data Communications	1,000.00	0.00	2.57	23.95	23.95	976.05	2.40%
54010 Insurance - Liability	1,000.00	0.00	21.71	252.39	252.39	747.61	25.24%
54020 Insurance - Property/B	3,500.00	0.00	0.00	0.00	0.00	3,500.00	0.00%
54700 Advertising	0.00	0.00	0.00	155.40	155.40	-155.40	0.00%
55500 Building Maintenance	4,500.00	0.00	125.65	747.09	747.09	3,752.91	16.60%
58200 Leases/Rent - Equipme	750.00	0.00	39.97	141.05	141.05	608.95	18.81%
59700 Indirect Costs	990.00	0.00	842.76	2,771.26	2,771.26	-1,781.26	279.93%
Expenses	<u>31,756.00</u>	<u>0.00</u>	<u>7,610.14</u>	<u>31,268.87</u>	<u>31,268.87</u>	<u>487.13</u>	<u>98.47%</u>
Project Revenues:	<u>31,756.00</u>	<u>0.00</u>	<u>240.66</u>	<u>23,668.89</u>	<u>23,668.89</u>	<u>8,087.11</u>	<u>74.53%</u>
Project Expenses:	<u>31,756.00</u>	<u>0.00</u>	<u>7,610.14</u>	<u>31,268.87</u>	<u>31,268.87</u>	<u>487.13</u>	<u>98.47%</u>
Project Balance:	<u>0.00</u>	<u>0.00</u>	<u>-7,369.48</u>	<u>-7,599.98</u>	<u>-7,599.98</u>		

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31017 16/17 Food Service							
				Project Period	10/1/2016	to 9/30/2017	
Revenues							
40000 DOH - Food Program	798,805.00	482,177.62	0.00	90,198.15	572,375.77	226,429.23	71.65%
44000 DOH Food Adminis	105,413.00	76,707.06	0.00	15,917.31	92,624.37	12,788.63	87.87%
45000 Food Indirect Admin	38,416.00	22,099.98	0.00	0.00	22,099.98	16,316.02	57.53%
Revenues	942,634.00	580,984.66	0.00	106,115.46	687,100.12	255,533.88	72.89%
Expenses							
50000 Salaries	232,825.00	142,726.35	0.00	35,172.22	177,898.57	54,926.43	76.41%
50500 Fringe Benefits	55,301.00	35,059.10	0.00	8,671.90	43,731.00	11,570.00	79.08%
52000 Direct Fringe - Worker	2,209.00	2,893.89	0.00	706.06	3,599.95	-1,390.95	162.97%
52100 Professional Services	0.00	4,832.66	0.00	5.41	4,838.07	-4,838.07	0.00%
52300 Travel	16,387.00	2,783.71	0.00	207.50	2,991.21	13,395.79	18.25%
52700 Employee & Board R	500.00	1,205.90	0.00	11.61	1,217.51	-717.51	243.50%
52800 Community Relations	25.00	0.00	0.00	0.29	0.29	24.71	1.16%
52900 Printing	600.00	1,533.48	0.00	0.00	1,533.48	-933.48	255.58%
53000 Office Supplies	10,000.00	6,647.48	0.00	1,199.18	7,846.66	2,153.34	78.47%
53100 Program Supplies	12,000.00	53.19	0.00	0.00	53.19	11,946.81	0.44%
53200 Non-food Supplies	12,000.00	6,764.58	0.00	2,593.13	9,357.71	2,642.29	77.98%
53300 Food Costs	483,996.00	233,280.09	0.00	38,552.01	271,832.10	212,163.90	56.16%
53400 Lease/Rent - Facilities	1,000.00	137.18	0.00	0.00	137.18	862.82	13.72%
53500 Utilities	10,500.00	23,508.35	0.00	805.09	24,313.44	-13,813.44	231.56%
53600 Telephone	3,000.00	17,948.58	0.00	662.24	18,610.82	-15,610.82	620.36%
53700 Data Communications	5,500.00	22,301.32	0.00	1,566.85	23,868.17	-18,368.17	433.97%
53800 Postage	700.00	2,011.77	0.00	32.45	2,044.22	-1,344.22	292.03%
53900 Dues & Subscriptions	50.00	73.15	0.00	24.13	97.28	-47.28	194.56%
54000 Insurance - Automobil	9,000.00	4,062.75	0.00	1,614.30	5,677.05	3,322.95	63.08%
54010 Insurance - Liability	300.00	3,613.06	0.00	800.35	4,413.41	-4,113.41	1,471.14%
54020 Insurance - Property/B	0.00	612.30	0.00	0.00	612.30	-612.30	0.00%
54700 Advertising	75.00	0.00	0.00	0.00	0.00	75.00	0.00%
55000 In-Service Training	9,000.00	6,587.87	0.00	0.00	6,587.87	2,412.13	73.20%
55300 Field Trips	0.00	342.38	0.00	0.00	342.38	-342.38	0.00%
55500 Building Maintenance	8,000.00	10,290.46	0.00	1,756.61	12,047.07	-4,047.07	150.59%
55600 Vehicle Operation an	5,000.00	2,396.88	0.00	468.68	2,865.56	2,134.44	57.31%
58100 Equipment Maintenan	50.00	1,000.44	0.00	0.42	1,000.86	-950.86	2,001.72%
58200 Leases/Rent - Equipme	11,200.00	20,662.88	0.00	1,007.02	21,669.90	-10,469.90	193.48%
58300 Leases/ Rent Vehicles	15,000.00	5,417.21	0.00	3,051.90	8,469.11	6,530.89	56.46%
59700 Indirect Costs	38,416.00	22,099.98	0.00	7,343.78	29,443.76	8,972.24	76.64%
Expenses	942,634.00	580,846.99	0.00	106,253.13	687,100.12	255,533.88	72.89%
Project Revenues:	942,634.00	580,984.66	0.00	106,115.46	687,100.12	255,533.88	72.89%
Project Expenses:	942,634.00	580,846.99	0.00	106,253.13	687,100.12	255,533.88	72.89%
Project Balance:	0.00	137.67	0.00	-137.67	0.00		

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31018 17/18 Food Service							
				Project Period	10/1/2017	to 9/30/2018	
Revenues							
40000 DOH - Food Program	791,300.00	0.00	3,767.15	493,523.86	493,523.86	297,776.14	62.37%
44000 DOH Food Adminis	133,902.00	0.00	664.79	87,931.56	87,931.56	45,970.44	65.67%
45000 Food Indirect Admin	38,388.00	0.00	0.00	19,816.16	19,816.16	18,571.84	51.62%
Revenues	<u>963,590.00</u>	<u>0.00</u>	<u>4,431.94</u>	<u>601,271.58</u>	<u>601,271.58</u>	<u>362,318.42</u>	<u>62.40%</u>
Expenses							
50000 Salaries	232,654.00	0.00	12,396.13	127,944.60	127,944.60	104,709.40	54.99%
50500 Fringe Benefits	61,254.00	0.00	2,056.88	29,725.27	29,725.27	31,528.73	48.53%
52000 Direct Fringe - Worker	4,662.00	0.00	266.95	2,745.16	2,745.16	1,916.84	58.88%
52100 Professional Services	4,600.00	0.00	27.17	4,258.75	4,258.75	341.25	92.58%
52300 Travel	23,603.00	0.00	131.87	3,072.23	3,072.23	20,530.77	13.02%
52700 Employee & Board R	500.00	0.00	47.56	716.59	716.59	-216.59	143.32%
52800 Community Relations	25.00	0.00	0.00	35.59	35.59	-10.59	142.36%
52900 Printing	1,600.00	0.00	489.16	5,781.74	5,781.74	-4,181.74	361.36%
53000 Office Supplies	19,000.00	0.00	596.95	9,718.56	9,718.56	9,281.44	51.15%
53100 Program Supplies	12,000.00	0.00	0.00	0.00	0.00	12,000.00	0.00%
53200 Non-food Supplies	12,000.00	0.00	0.00	8,229.85	8,229.85	3,770.15	68.58%
53300 Food Costs	468,245.00	0.00	1,049.17	301,413.83	301,413.83	166,831.17	64.37%
53400 Lease/Rent - Facilities	1,284.00	0.00	0.00	8.26	8.26	1,275.74	0.64%
53500 Utilities	12,500.00	0.00	2,255.99	17,433.57	17,433.57	-4,933.57	139.47%
53600 Telephone	3,000.00	0.00	304.55	9,621.93	9,621.93	-6,621.93	320.73%
53700 Data Communications	5,000.00	0.00	200.86	5,207.89	5,207.89	-207.89	104.16%
53800 Postage	700.00	0.00	92.35	897.45	897.45	-197.45	128.21%
53900 Dues & Subscriptions	75.00	0.00	0.00	2.66	2.66	72.34	3.55%
54000 Insurance - Automobil	9,000.00	0.00	466.43	4,028.99	4,028.99	4,971.01	44.77%
54010 Insurance - Liability	1,200.00	0.00	195.42	1,758.78	1,758.78	-558.78	146.57%
54600 Licenses and Fees	0.00	0.00	0.00	208.55	208.55	-208.55	0.00%
54700 Advertising	200.00	0.00	0.00	155.40	155.40	44.60	77.70%
55000 In-Service Training	18,000.00	0.00	32.02	7,634.16	7,634.16	10,365.84	42.41%
55300 Field Trips	0.00	0.00	-39.36	0.00	0.00	0.00	0.00%
55500 Building Maintenance	4,500.00	0.00	373.67	13,302.43	13,302.43	-8,802.43	295.61%
55600 Vehicle Operation an	5,000.00	0.00	1,792.41	3,054.88	3,054.88	1,945.12	61.10%
58100 Equipment Maintenan	1,400.00	0.00	2.18	83.90	83.90	1,316.10	5.99%
58200 Leases/Rent - Equipme	8,200.00	0.00	1,025.55	11,013.29	11,013.29	-2,813.29	134.31%
58300 Leases/ Rent Vehicles	15,000.00	0.00	1,017.30	9,155.70	9,155.70	5,844.30	61.04%
59700 Indirect Costs	38,388.00	0.00	3,065.62	22,881.78	22,881.78	15,506.22	59.61%
Expenses	<u>963,590.00</u>	<u>0.00</u>	<u>27,846.83</u>	<u>600,091.79</u>	<u>600,091.79</u>	<u>363,498.21</u>	<u>62.28%</u>
Project Revenues:	<u>963,590.00</u>	<u>0.00</u>	<u>4,431.94</u>	<u>601,271.58</u>	<u>601,271.58</u>	<u>362,318.42</u>	<u>62.40%</u>
Project Expenses:	<u>963,590.00</u>	<u>0.00</u>	<u>27,846.83</u>	<u>600,091.79</u>	<u>600,091.79</u>	<u>363,498.21</u>	<u>62.28%</u>
Project Balance:	<u>0.00</u>	<u>0.00</u>	<u>-23,414.89</u>	<u>1,179.79</u>	<u>1,179.79</u>		

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32417 16/17 CAT CSC							
				Project Period	10/1/2016	to 9/30/2017	
Revenues							
41410 CSC St Lucie CAT	103,647.00	73,440.93	0.00	17,843.54	91,284.47	12,362.53	88.07%
Revenues	103,647.00	73,440.93	0.00	17,843.54	91,284.47	12,362.53	88.07%
Expenses							
50000 Salaries	64,605.00	44,825.11	0.00	10,130.02	54,955.13	9,649.87	85.06%
50500 Fringe Benefits	7,921.00	9,657.91	0.00	2,439.88	12,097.79	-4,176.79	152.73%
52000 Direct Fringe - Worker	1,702.00	952.94	0.00	218.88	1,171.82	530.18	68.85%
52100 Professional Services	450.00	78.00	0.00	0.00	78.00	372.00	17.33%
53000 Office Supplies	900.00	480.07	0.00	577.85	1,057.92	-157.92	117.55%
53100 Program Supplies	4,745.00	3,838.07	0.00	95.83	3,933.90	811.10	82.91%
53300 Food Costs	2,188.00	920.84	0.00	556.29	1,477.13	710.87	67.51%
53500 Utilities	2,600.00	951.04	0.00	260.34	1,211.38	1,388.62	46.59%
53800 Postage	450.00	326.67	0.00	89.27	415.94	34.06	92.43%
54010 Insurance - Liability	1,538.00	1,149.39	0.00	383.13	1,532.52	5.48	99.64%
54600 Licenses and Fees	0.00	0.00	0.00	12.18	12.18	-12.18	0.00%
55300 Field Trips	3,100.00	1,903.90	0.00	0.00	1,903.90	1,196.10	61.42%
55500 Building Maintenance	2,000.00	1,258.74	0.00	412.50	1,671.24	328.76	83.56%
58200 Leases/Rent - Equipme	1,068.00	316.35	0.00	0.00	316.35	751.65	29.62%
58850 Other Expense Adjust	6,360.00	3,766.90	0.00	1,439.24	5,206.14	1,153.86	81.86%
58900 Indirect Adjustment	4,020.00	3,015.00	0.00	1,005.00	4,020.00	0.00	100.00%
Expenses	103,647.00	73,440.93	0.00	17,620.41	91,061.34	12,585.66	87.86%
Project Revenues:	103,647.00	73,440.93	0.00	17,843.54	91,284.47	12,362.53	88.07%
Project Expenses:	103,647.00	73,440.93	0.00	17,620.41	91,061.34	12,585.66	87.86%
Project Balance:	0.00	0.00	0.00	223.13	223.13		

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32418 17/18 CAT CSC				Project Period	10/1/2017	to 9/30/2018	
Revenues							
41410 CSC St Lucie CAT	104,929.00	0.00	13,945.09	61,237.39	61,237.39	43,691.61	58.36%
Revenues	104,929.00	0.00	13,945.09	61,237.39	61,237.39	43,691.61	58.36%
Expenses							
50000 Salaries	70,605.00	0.00	16,746.88	44,463.10	44,463.10	26,141.90	62.97%
50500 Fringe Benefits	7,933.00	0.00	2,409.31	8,195.81	8,195.81	-262.81	103.31%
52000 Direct Fringe - Worker	1,287.00	0.00	415.05	1,033.18	1,033.18	253.82	80.28%
52100 Professional Services	450.00	0.00	1.26	282.68	282.68	167.32	62.82%
52300 Travel	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
53000 Office Supplies	2,550.00	0.00	95.20	781.99	781.99	1,768.01	30.67%
53100 Program Supplies	2,410.00	0.00	2,284.64	3,518.96	3,518.96	-1,108.96	146.01%
53300 Food Costs	1,200.00	0.00	70.27	413.81	413.81	786.19	34.48%
53500 Utilities	1,808.00	0.00	300.00	1,493.80	1,493.80	314.20	82.62%
53800 Postage	650.00	0.00	58.81	474.41	474.41	175.59	72.99%
54010 Insurance - Liability	933.00	0.00	64.79	639.93	639.93	293.07	68.59%
54030 Insurance - Child Acci	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
54700 Advertising	650.00	0.00	0.00	0.00	0.00	650.00	0.00%
55300 Field Trips	1,250.00	0.00	0.00	0.00	0.00	1,250.00	0.00%
55500 Building Maintenance	1,500.00	0.00	120.10	1,083.52	1,083.52	416.48	72.23%
55600 Vehicle Operation an	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
58200 Leases/Rent - Equipme	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
58850 Other Expense Adjust	7,683.00	0.00	897.55	5,392.65	5,392.65	2,290.35	70.19%
58900 Indirect Adjustment	4,020.00	0.00	335.00	3,015.00	3,015.00	1,005.00	75.00%
Expenses	104,929.00	0.00	23,798.86	70,788.84	70,788.84	34,140.16	67.46%
Project Revenues:	104,929.00	0.00	13,945.09	61,237.39	61,237.39	43,691.61	58.36%
Project Expenses:	104,929.00	0.00	23,798.86	70,788.84	70,788.84	34,140.16	67.46%
Project Balance:	0.00	0.00	-9,853.77	-9,551.45	-9,551.45		

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Project Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
33018 17/18 VPK St. Lucie County				Project Period	7/1/2017	to 6/30/2018	
Revenues							
40700 St Lucie ELC VPK	774,008.00	0.00	-2,015.46	734,280.04	734,280.04	39,727.96	94.87%
44300 St Lucie VPK Admin	92,400.00	0.00	0.00	90,453.74	90,453.74	1,946.26	97.89%
Revenues	866,408.00	0.00	-2,015.46	824,733.78	824,733.78	41,674.22	95.19%
Expenses							
50000 Salaries	560,000.00	0.00	28,107.90	530,069.86	530,069.86	29,930.14	94.66%
50500 Fringe Benefits	134,400.00	0.00	3,548.12	124,565.92	124,565.92	9,834.08	92.68%
52000 Direct Fringe - Worker	5,600.00	0.00	592.69	11,138.31	11,138.31	-5,538.31	198.90%
52100 Professional Services	6,500.00	0.00	41.41	8,189.26	8,189.26	-1,689.26	125.99%
52300 Travel	0.00	0.00	0.00	1,615.78	1,615.78	-1,615.78	0.00%
52700 Employee & Board R	0.00	0.00	-117.88	982.95	982.95	-982.95	0.00%
52900 Printing	5,000.00	0.00	1,257.52	5,910.07	5,910.07	-910.07	118.20%
53000 Office Supplies	3,800.00	0.00	31.27	4,288.03	4,288.03	-488.03	112.84%
53100 Program Supplies	8,000.00	0.00	6,822.23	9,232.59	9,232.59	-1,232.59	115.41%
53500 Utilities	8,500.00	0.00	935.37	1,515.46	1,515.46	6,984.54	17.83%
53600 Telephone	5,000.00	0.00	143.32	1,060.23	1,060.23	3,939.77	21.20%
53700 Data Communications	5,000.00	0.00	12.81	133.95	133.95	4,866.05	2.68%
54010 Insurance - Liability	4,000.00	0.00	477.68	5,553.22	5,553.22	-1,553.22	138.83%
54020 Insurance - Property/B	10,708.00	0.00	0.00	0.00	0.00	10,708.00	0.00%
54600 Licenses and Fees	1,500.00	0.00	14.42	1,070.08	1,070.08	429.92	71.34%
54700 Advertising	0.00	0.00	0.00	155.40	155.40	-155.40	0.00%
55200 Parent Activities	0.00	0.00	0.00	1,789.79	1,789.79	-1,789.79	0.00%
55500 Building Maintenance	15,000.00	0.00	774.39	5,406.80	5,406.80	9,593.20	36.05%
58200 Leases/Rent - Equipme	1,000.00	0.00	53.29	467.26	467.26	532.74	46.73%
59700 Indirect Costs	92,400.00	0.00	7,768.27	98,222.01	98,222.01	-5,822.01	106.30%
Expenses	866,408.00	0.00	50,462.81	811,366.97	811,366.97	55,041.03	93.65%
Project Revenues:	866,408.00	0.00	-2,015.46	824,733.78	824,733.78	41,674.22	95.19%
Project Expenses:	866,408.00	0.00	50,462.81	811,366.97	811,366.97	55,041.03	93.65%
Project Balance:	0.00	0.00	-52,478.27	13,366.81	13,366.81		

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34018 17/18 Early Head Start							
				Project Period	7/1/2017	to 6/30/2018	
Revenues							
40300 Early Headstart	1,926,806.00	0.00	0.00	1,699,034.56	1,699,034.56	227,771.44	88.18%
44700 JOLI Admin	0.00	0.00	236.69	236.69	236.69	-236.69	0.00%
44800 Early Headstart Admi	179,349.00	0.00	0.00	154,204.69	154,204.69	25,144.31	85.98%
47000 In-Kind Revenue	526,539.00	0.00	36,335.51	277,785.98	277,785.98	248,753.02	52.76%
Revenues	<u>2,632,694.00</u>	<u>0.00</u>	<u>36,572.20</u>	<u>2,131,261.92</u>	<u>2,131,261.92</u>	<u>501,432.08</u>	<u>80.95%</u>
Expenses							
50000 Salaries	1,086,959.00	0.00	101,765.03	1,017,756.77	1,017,756.77	69,202.23	93.63%
50500 Fringe Benefits	246,741.00	0.00	18,534.26	244,643.42	244,643.42	2,097.58	99.15%
52000 Direct Fringe - Worker	19,673.00	0.00	2,225.16	21,424.43	21,424.43	-1,751.43	108.90%
52100 Professional Services	14,100.00	0.00	149.82	17,189.08	17,189.08	-3,089.08	121.91%
52300 Travel	14,000.00	0.00	1,198.58	18,664.31	18,664.31	-4,664.31	133.32%
52700 Employee & Board R	5,000.00	0.00	1,213.12	7,625.02	7,625.02	-2,625.02	152.50%
52800 Community Relations	700.00	0.00	0.00	857.37	857.37	-157.37	122.48%
52900 Printing	4,000.00	0.00	653.82	6,651.95	6,651.95	-2,651.95	166.30%
53000 Office Supplies	9,800.00	0.00	272.28	11,689.94	11,689.94	-1,889.94	119.29%
53100 Program Supplies	20,000.00	0.00	564.66	20,739.76	20,739.76	-739.76	103.70%
53300 Food Costs	6,000.00	0.00	0.00	7,349.97	7,349.97	-1,349.97	122.50%
53500 Utilities	35,666.00	0.00	4,839.65	42,411.05	42,411.05	-6,745.05	118.91%
53600 Telephone	22,500.00	0.00	1,881.51	32,200.74	32,200.74	-9,700.74	143.11%
53700 Data Communications	30,000.00	0.00	1,205.23	33,231.92	33,231.92	-3,231.92	110.77%
53800 Postage	2,000.00	0.00	348.35	2,588.89	2,588.89	-588.89	129.44%
53900 Dues & Subscriptions	1,000.00	0.00	0.00	502.28	502.28	497.72	50.23%
54000 Insurance - Automobil	4,000.00	0.00	229.92	3,956.02	3,956.02	43.98	98.90%
54010 Insurance - Liability	10,966.00	0.00	911.94	11,942.49	11,942.49	-976.49	108.90%
54020 Insurance - Property/B	5,500.00	0.00	176.68	4,603.92	4,603.92	896.08	83.71%
54030 Insurance - Child Acci	1,500.00	0.00	123.57	1,345.17	1,345.17	154.83	89.68%
54600 Licenses and Fees	2,000.00	0.00	19.23	3,006.88	3,006.88	-1,006.88	150.34%
54700 Advertising	0.00	0.00	0.00	395.48	395.48	-395.48	0.00%
55000 In-Service Training	49,369.00	0.00	2,002.12	53,314.97	53,314.97	-3,945.97	107.99%
55200 Parent Activities	3,000.00	0.00	105.37	1,617.24	1,617.24	1,382.76	53.91%
55400 Subcontractor Expens	246,832.00	0.00	15,406.41	187,474.66	187,474.66	59,357.34	75.95%
55500 Building Maintenance	73,300.00	0.00	3,041.20	79,432.21	79,432.21	-6,132.21	108.37%
55600 Vehicle Operation an	3,000.00	0.00	112.71	2,669.57	2,669.57	330.43	88.99%
56600 In-Kind Expense	526,539.00	0.00	36,572.20	278,022.67	278,022.67	248,516.33	52.80%
58200 Leases/Rent - Equipme	4,600.00	0.00	275.28	5,325.90	5,325.90	-725.90	115.78%
58300 Leases/ Rent Vehicles	4,600.00	0.00	488.48	5,310.17	5,310.17	-710.17	115.44%
59700 Indirect Costs	179,349.00	0.00	23,528.43	188,590.48	188,590.48	-9,241.48	105.15%
Expenses	<u>2,632,694.00</u>	<u>0.00</u>	<u>217,845.01</u>	<u>2,312,534.73</u>	<u>2,312,534.73</u>	<u>320,159.27</u>	<u>87.84%</u>

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Project Revenues:	2,632,694.00	0.00	36,572.20	2,131,261.92	2,131,261.92	501,432.08	80.95%
Project Expenses:	2,632,694.00	0.00	217,845.01	2,312,534.73	2,312,534.73	320,159.27	87.84%
Project Balance:	0.00	0.00	-181,272.81	-181,272.81	-181,272.81		

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Project Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
35018 17/18 Head Start				Project Period	7/1/2017	to 6/30/2018	
Revenues							
40200 Head Start	4,865,769.00	0.00	0.00	4,291,390.90	4,291,390.90	574,378.10	88.20%
44900 Headstart Admin	515,214.00	0.00	0.00	473,183.59	473,183.59	42,030.41	91.84%
47000 In-Kind Revenue	1,345,246.00	0.00	136,934.94	751,376.24	751,376.24	593,869.76	55.85%
Revenues	6,726,229.00	0.00	136,934.94	5,515,950.73	5,515,950.73	1,210,278.27	82.01%
Expenses							
50000 Salaries	3,122,510.00	0.00	203,469.95	2,829,344.73	2,829,344.73	293,165.27	90.61%
50500 Fringe Benefits	780,628.00	0.00	32,205.99	673,729.29	673,729.29	106,898.71	86.31%
52000 Direct Fringe - Worker	50,880.00	0.00	4,370.01	59,251.53	59,251.53	-8,371.53	116.45%
52100 Professional Services	36,500.00	0.00	830.52	45,122.39	45,122.39	-8,622.39	123.62%
52300 Travel	33,944.00	0.00	3,126.00	48,069.20	48,069.20	-14,125.20	141.61%
52700 Employee & Board R	9,000.00	0.00	3,462.65	18,944.95	18,944.95	-9,944.95	210.50%
52800 Community Relations	1,000.00	0.00	0.00	1,101.12	1,101.12	-101.12	110.11%
52900 Printing	12,000.00	0.00	2,530.56	23,598.63	23,598.63	-11,598.63	196.66%
53000 Office Supplies	16,000.00	0.00	428.49	18,189.81	18,189.81	-2,189.81	113.69%
53100 Program Supplies	53,200.00	0.00	18,584.84	55,493.07	55,493.07	-2,293.07	104.31%
53300 Food Costs	25,000.00	0.00	0.00	35,673.02	35,673.02	-10,673.02	142.69%
53500 Utilities	133,768.00	0.00	24,142.06	172,441.24	172,441.24	-38,673.24	128.91%
53600 Telephone	38,000.00	0.00	3,362.10	54,532.86	54,532.86	-16,532.86	143.51%
53700 Data Communications	55,000.00	0.00	2,183.83	65,822.26	65,822.26	-10,822.26	119.68%
53800 Postage	3,500.00	0.00	461.82	4,801.28	4,801.28	-1,301.28	137.18%
53900 Dues & Subscriptions	5,600.00	0.00	0.00	5,584.46	5,584.46	15.54	99.72%
54000 Insurance - Automobil	24,000.00	0.00	2,063.34	25,898.31	25,898.31	-1,898.31	107.91%
54010 Insurance - Liability	41,747.00	0.00	3,148.36	41,230.09	41,230.09	516.91	98.76%
54020 Insurance - Property/B	51,000.00	0.00	1,515.99	41,262.72	41,262.72	9,737.28	80.91%
54030 Insurance - Child Acci	6,300.00	0.00	609.91	6,639.34	6,639.34	-339.34	105.39%
54600 Licenses and Fees	6,900.00	0.00	66.35	9,782.95	9,782.95	-2,882.95	141.78%
54700 Advertising	0.00	0.00	0.00	764.02	764.02	-764.02	0.00%
55000 In-Service Training	59,136.00	0.00	5,347.76	67,317.21	67,317.21	-8,181.21	113.83%
55200 Parent Activities	5,000.00	0.00	520.10	4,181.92	4,181.92	818.08	83.64%
55400 Subcontractor Expens	70,156.00	0.00	14,230.35	70,156.00	70,156.00	0.00	100.00%
55500 Building Maintenance	134,000.00	0.00	6,178.08	160,193.59	160,193.59	-26,193.59	119.55%
55600 Vehicle Operation an	40,000.00	0.00	4,955.55	34,956.41	34,956.41	5,043.59	87.39%
56600 In-Kind Expense	1,345,246.00	0.00	136,934.94	751,376.24	751,376.24	593,869.76	55.85%
58200 Leases/Rent - Equipme	14,000.00	0.00	822.93	13,223.25	13,223.25	776.75	94.45%
58300 Leases/ Rent Vehicles	37,000.00	0.00	3,888.53	46,591.32	46,591.32	-9,591.32	125.92%
59700 Indirect Costs	515,214.00	0.00	51,094.43	524,278.02	524,278.02	-9,064.02	101.76%
Expenses	6,726,229.00	0.00	530,535.44	5,909,551.23	5,909,551.23	816,677.77	87.86%

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Project Revenues:	6,726,229.00	0.00	136,934.94	5,515,950.73	5,515,950.73	1,210,278.27	82.01%
Project Expenses:	6,726,229.00	0.00	530,535.44	5,909,551.23	5,909,551.23	816,677.77	87.86%
Project Balance:	0.00	0.00	-393,600.50	-393,600.50	-393,600.50		

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Project Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
36018 17/18 ALPI Technical Education							
				Project Period	7/1/2017	to 6/30/2018	
Revenues							
41200 ATEC Tuition	10,100.00	0.00	1,210.00	4,110.00	4,110.00	5,990.00	40.69%
Revenues	<u>10,100.00</u>	<u>0.00</u>	<u>1,210.00</u>	<u>4,110.00</u>	<u>4,110.00</u>	<u>5,990.00</u>	<u>40.69%</u>
Expenses							
53900 Dues & Subscriptions	2,150.00	0.00	1,237.10	1,354.15	1,354.15	795.85	62.98%
54700 Advertising	0.00	0.00	0.00	787.40	787.40	-787.40	0.00%
55000 In-Service Training	0.00	0.00	0.00	269.86	269.86	-269.86	0.00%
55400 Subcontractor Expens	5,750.00	0.00	0.00	0.00	0.00	5,750.00	0.00%
57820 Client Services- Other	2,200.00	0.00	102.20	1,455.94	1,455.94	744.06	66.18%
Expenses	<u>10,100.00</u>	<u>0.00</u>	<u>1,339.30</u>	<u>3,867.35</u>	<u>3,867.35</u>	<u>6,232.65</u>	<u>38.29%</u>
Project Revenues:	<u>10,100.00</u>	<u>0.00</u>	<u>1,210.00</u>	<u>4,110.00</u>	<u>4,110.00</u>	<u>5,990.00</u>	<u>40.69%</u>
Project Expenses:	<u>10,100.00</u>	<u>0.00</u>	<u>1,339.30</u>	<u>3,867.35</u>	<u>3,867.35</u>	<u>6,232.65</u>	<u>38.29%</u>
Project Balance:	<u>0.00</u>	<u>0.00</u>	<u>-129.30</u>	<u>242.65</u>	<u>242.65</u>		

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36118 17/18 EHEAP 4/1/17-9/30/18				Project Period	4/1/2017	to 9/30/2018	
Revenues							
40150 EHEAP Operations	188,203.00	14,898.11	4,050.01	88,253.09	103,151.20	85,051.80	54.81%
40151 EHEAP Admin	2,814.00	1,105.51	507.40	324.95	1,430.46	1,383.54	50.83%
Revenues	191,017.00	16,003.62	4,557.41	88,578.04	104,581.66	86,435.34	54.75%
Expenses							
50000 Salaries	18,317.96	2,287.92	928.40	6,684.29	8,972.21	9,345.75	48.98%
50500 Fringe Benefits	4,579.49	573.34	187.99	1,615.25	2,188.59	2,390.90	47.79%
52000 Direct Fringe - Worker	66.83	45.59	20.49	141.20	186.79	-119.96	279.50%
52100 Professional Services	0.00	52.18	0.00	0.00	52.18	-52.18	0.00%
52300 Travel	222.50	7.34	11.22	80.05	87.39	135.11	39.28%
52900 Printing	0.00	120.00	0.00	531.10	651.10	-651.10	0.00%
53000 Office Supplies	1,160.19	528.97	13.30	291.72	820.69	339.50	70.74%
53500 Utilities	200.00	43.34	0.00	124.67	168.01	31.99	84.01%
53600 Telephone	685.00	409.53	0.00	586.97	996.50	-311.50	145.47%
53700 Data Communications	126.58	221.40	43.16	320.66	542.06	-415.48	428.24%
53800 Postage	0.00	80.84	0.00	51.72	132.56	-132.56	0.00%
58030 Weather Related Cri	2,298.00	0.00	0.00	0.00	0.00	2,298.00	0.00%
58040 Crisis EHEAP Energy	160,338.00	10,438.90	3,551.82	78,342.55	88,781.45	71,556.55	55.37%
59700 Indirect Costs	3,022.45	116.05	201.40	1,238.60	1,354.65	1,667.80	44.82%
Expenses	191,017.00	14,925.40	4,957.78	90,008.78	104,934.18	86,082.82	54.93%
Project Revenues:	191,017.00	16,003.62	4,557.41	88,578.04	104,581.66	86,435.34	54.75%
Project Expenses:	191,017.00	14,925.40	4,957.78	90,008.78	104,934.18	86,082.82	54.93%
Project Balance:	0.00	1,078.22	-400.37	-1,430.74	-352.52		

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36219 18/19 LIHEAP 4/1/18-3/31/19				Project Period	4/1/2018	to 3/31/2019	
Revenues							
40100 LIHEAP	3,904,920.00	0.00	0.00	186,680.25	186,680.25	3,718,239.75	4.78%
44500 LIHEAP Admin	66,488.00	0.00	0.00	9,192.39	9,192.39	57,295.61	13.83%
Revenues	<u>3,971,408.00</u>	<u>0.00</u>	<u>0.00</u>	<u>195,872.64</u>	<u>195,872.64</u>	<u>3,775,535.36</u>	<u>4.93%</u>
Expenses							
50000 Salaries	402,960.00	0.00	48,950.49	96,047.53	96,047.53	306,912.47	23.84%
50500 Fringe Benefits	100,741.00	0.00	9,300.54	15,009.02	15,009.02	85,731.98	14.90%
52000 Direct Fringe - Worker	8,784.00	0.00	1,070.92	2,121.91	2,121.91	6,662.09	24.16%
52100 Professional Services	13,738.00	0.00	64.05	1,659.26	1,659.26	12,078.74	12.08%
52300 Travel	18,023.00	0.00	1,338.05	3,825.76	3,825.76	14,197.24	21.23%
52700 Employee & Board R	1,620.00	0.00	396.01	815.99	815.99	804.01	50.37%
52800 Community Relations	350.00	0.00	0.00	1,219.84	1,219.84	-869.84	348.53%
52900 Printing	11,500.00	0.00	860.72	1,450.91	1,450.91	10,049.09	12.62%
53000 Office Supplies	9,086.00	0.00	4,174.18	4,419.73	4,419.73	4,666.27	48.64%
53400 Lease/Rent - Facilities	17,060.00	0.00	2,006.41	6,015.53	6,015.53	11,044.47	35.26%
53500 Utilities	24,000.00	0.00	1,015.14	2,974.46	2,974.46	21,025.54	12.39%
53600 Telephone	63,600.00	0.00	5,194.61	16,077.44	16,077.44	47,522.56	25.28%
53700 Data Communications	32,400.00	0.00	3,571.74	7,064.09	7,064.09	25,335.91	21.80%
53800 Postage	3,000.00	0.00	199.05	452.40	452.40	2,547.60	15.08%
53900 Dues & Subscriptions	800.00	0.00	517.86	517.86	517.86	282.14	64.73%
54010 Insurance - Liability	3,000.00	0.00	347.40	1,042.20	1,042.20	1,957.80	34.74%
54020 Insurance - Property/B	2,800.00	0.00	67.55	202.65	202.65	2,597.35	7.24%
54040 Insurance - Bonding	4,800.00	0.00	366.51	1,099.53	1,099.53	3,700.47	22.91%
55000 In-Service Training	3,200.00	0.00	26.17	784.89	784.89	2,415.11	24.53%
55410 Sub-Recipient Direct S	36,000.00	0.00	0.00	0.00	0.00	36,000.00	0.00%
55500 Building Maintenance	47,400.00	0.00	4,073.96	11,383.25	11,383.25	36,016.75	24.02%
58010 Home Energy Assis	1,568,130.00	0.00	69,123.00	115,374.34	115,374.34	1,452,755.66	7.36%
58020 Crisis Energy Assistan	1,440,943.00	0.00	71,365.99	117,267.78	117,267.78	1,323,675.22	8.14%
58030 Weather Related Cri	79,860.00	0.00	0.00	0.00	0.00	79,860.00	0.00%
58100 Equipment Maintenanc	1,125.00	0.00	368.00	617.25	617.25	507.75	54.87%
58200 Leases/Rent - Equipme	10,000.00	0.00	1,366.74	5,001.72	5,001.72	4,998.28	50.02%
59700 Indirect Costs	66,488.00	0.00	9,044.77	18,237.16	18,237.16	48,250.84	27.43%
Expenses	<u>3,971,408.00</u>	<u>0.00</u>	<u>234,809.86</u>	<u>430,682.50</u>	<u>430,682.50</u>	<u>3,540,725.50</u>	<u>10.84%</u>
Project Revenues:	<u>3,971,408.00</u>	<u>0.00</u>	<u>0.00</u>	<u>195,872.64</u>	<u>195,872.64</u>	<u>3,775,535.36</u>	<u>4.93%</u>
Project Expenses:	<u>3,971,408.00</u>	<u>0.00</u>	<u>234,809.86</u>	<u>430,682.50</u>	<u>430,682.50</u>	<u>3,540,725.50</u>	<u>10.84%</u>
Project Balance:	<u>0.00</u>	<u>0.00</u>	<u>-234,809.86</u>	<u>-234,809.86</u>	<u>-234,809.86</u>		

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Project Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
36317 16/17 DOE Emergency Assistance				Project Period	7/1/2016	to 9/30/2017	
Revenues							
41100 DOE Emergency Se	60,000.00	57,664.84	0.00	2,335.16	60,000.00	0.00	100.00%
Revenues	60,000.00	57,664.84	0.00	2,335.16	60,000.00	0.00	100.00%
Expenses							
50000 Salaries	17,969.00	17,781.29	0.00	1,085.57	18,866.86	-897.86	105.00%
50500 Fringe Benefits	4,492.00	4,509.68	0.00	206.32	4,716.00	-224.00	104.99%
52000 Direct Fringe - Worker	408.00	376.05	0.00	25.70	401.75	6.25	98.47%
52100 Professional Services	400.00	39.80	0.00	0.00	39.80	360.20	9.95%
52300 Travel	1,424.00	900.02	0.00	0.00	900.02	523.98	63.20%
52900 Printing	200.00	210.00	0.00	-35.35	174.65	25.35	87.33%
53000 Office Supplies	395.00	159.07	0.00	235.14	394.21	0.79	99.80%
53500 Utilities	255.00	267.75	0.00	-5.74	262.01	-7.01	102.75%
53800 Postage	200.00	202.38	0.00	-14.68	187.70	12.30	93.85%
55000 In-Service Training	200.00	0.00	0.00	0.00	0.00	200.00	0.00%
57810 Emergency Assistance	31,200.00	29,200.00	0.00	2,000.00	31,200.00	0.00	100.00%
58900 Indirect Adjustment	2,857.00	2,682.30	0.00	174.70	2,857.00	0.00	100.00%
Expenses	60,000.00	56,328.34	0.00	3,671.66	60,000.00	0.00	100.00%
Project Revenues:	60,000.00	57,664.84	0.00	2,335.16	60,000.00	0.00	100.00%
Project Expenses:	60,000.00	56,328.34	0.00	3,671.66	60,000.00	0.00	100.00%
Project Balance:	0.00	1,336.50	0.00	-1,336.50	0.00		

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Project Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
36318 17/18 DOE Emergency Assistance				Project Period	7/1/2017	to 9/30/2018	
Revenues							
41100 DOE Emergency Se	50,000.00	0.00	2,521.16	45,092.82	45,092.82	4,907.18	90.19%
Revenues	<u>50,000.00</u>	<u>0.00</u>	<u>2,521.16</u>	<u>45,092.82</u>	<u>45,092.82</u>	<u>4,907.18</u>	<u>90.19%</u>
Expenses							
50000 Salaries	15,720.00	0.00	1,432.38	16,406.47	16,406.47	-686.47	104.37%
50500 Fringe Benefits	3,773.00	0.00	243.50	4,028.48	4,028.48	-255.48	106.77%
52000 Direct Fringe - Worker	379.00	0.00	30.89	344.40	344.40	34.60	90.87%
52100 Professional Services	500.00	0.00	1.40	95.32	95.32	404.68	19.06%
52300 Travel	900.00	0.00	0.00	805.18	805.18	94.82	89.46%
52900 Printing	300.00	0.00	0.00	313.41	313.41	-13.41	104.47%
53000 Office Supplies	346.00	0.00	0.00	223.54	223.54	122.46	64.61%
53800 Postage	250.00	0.00	-23.92	261.19	261.19	-11.19	104.48%
55000 In-Service Training	450.00	0.00	1.90	159.38	159.38	290.62	35.42%
57810 Emergency Assistance	25,000.00	0.00	2,809.69	22,488.40	22,488.40	2,511.60	89.95%
58900 Indirect Adjustment	2,382.00	0.00	221.25	2,252.75	2,252.75	129.25	94.57%
Expenses	<u>50,000.00</u>	<u>0.00</u>	<u>4,717.09</u>	<u>47,378.52</u>	<u>47,378.52</u>	<u>2,621.48</u>	<u>94.76%</u>
Project Revenues:	<u>50,000.00</u>	<u>0.00</u>	<u>2,521.16</u>	<u>45,092.82</u>	<u>45,092.82</u>	<u>4,907.18</u>	<u>90.19%</u>
Project Expenses:	<u>50,000.00</u>	<u>0.00</u>	<u>4,717.09</u>	<u>47,378.52</u>	<u>47,378.52</u>	<u>2,621.48</u>	<u>94.76%</u>
Project Balance:	<u>0.00</u>	<u>0.00</u>	<u>-2,195.93</u>	<u>-2,285.70</u>	<u>-2,285.70</u>		

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Project Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
36418 17/18 Emergency Solutions Grant				Project Period	7/1/2017	to 6/30/2018	
Revenues							
41540 Emergency Solutions G	60,000.00	0.00	0.00	40,265.16	40,265.16	19,734.84	67.11%
41545 Emer Solutions Grant A	5,688.00	0.00	0.00	14,943.80	14,943.80	-9,255.80	262.73%
Revenues	<u>65,688.00</u>	<u>0.00</u>	<u>0.00</u>	<u>55,208.96</u>	<u>55,208.96</u>	<u>10,479.04</u>	<u>84.05%</u>
Expenses							
50000 Salaries	41,849.00	0.00	5,181.23	46,174.48	46,174.48	-4,325.48	110.34%
50500 Fringe Benefits	10,471.00	0.00	992.33	11,141.07	11,141.07	-670.07	106.40%
52000 Direct Fringe - Worker	795.00	0.00	113.47	971.40	971.40	-176.40	122.19%
52300 Travel	8,544.00	0.00	115.70	1,526.81	1,526.81	7,017.19	17.87%
53000 Office Supplies	1,779.00	0.00	0.00	270.23	270.23	1,508.77	15.19%
53400 Lease/Rent - Facilities	2,250.00	0.00	100.00	900.00	900.00	1,350.00	40.00%
Expenses	<u>65,688.00</u>	<u>0.00</u>	<u>6,502.73</u>	<u>60,983.99</u>	<u>60,983.99</u>	<u>4,704.01</u>	<u>92.84%</u>
Project Revenues:	<u>65,688.00</u>	<u>0.00</u>	<u>0.00</u>	<u>55,208.96</u>	<u>55,208.96</u>	<u>10,479.04</u>	<u>84.05%</u>
Project Expenses:	<u>65,688.00</u>	<u>0.00</u>	<u>6,502.73</u>	<u>60,983.99</u>	<u>60,983.99</u>	<u>4,704.01</u>	<u>92.84%</u>
Project Balance:	<u>0.00</u>	<u>0.00</u>	<u>-6,502.73</u>	<u>-5,775.03</u>	<u>-5,775.03</u>		

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Project Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
36419 18/19 Emergency Solutions Grant							
				Project Period	7/1/2018	to 6/30/2019	
Expenses							
52300 Travel	0.00	0.00	277.08	277.08	277.08	-277.08	0.00%
Expenses	0.00	0.00	277.08	277.08	277.08	-277.08	0.00%
Project Revenues:	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Project Expenses:	0.00	0.00	277.08	277.08	277.08	-277.08	0.00%
Project Balance:	0.00	0.00	-277.08	-277.08	-277.08		

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Project Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
36517 16/17 CSBG				Project Period	10/1/2016	to 3/31/2018	
Revenues							
41500 CSBG	1,518,251.54	705,616.53	0.00	774,079.98	1,479,696.51	38,555.03	97.46%
41510 CSBG Admin	179,726.81	142,884.44	0.00	33,742.53	176,626.97	3,099.84	98.28%
41520 CSBG Indirect Admin	89,332.65	44,260.12	0.00	48,172.37	92,432.49	-3,099.84	103.47%
Revenues	<u>1,787,311.00</u>	<u>892,761.09</u>	<u>0.00</u>	<u>855,994.88</u>	<u>1,748,755.97</u>	<u>38,555.03</u>	<u>97.84%</u>
Expenses							
50000 Salaries	545,820.00	274,020.69	0.00	277,327.16	551,347.85	-5,527.85	101.01%
50500 Fringe Benefits	127,763.50	66,293.70	0.00	68,578.15	134,871.85	-7,108.35	105.56%
52000 Direct Fringe - Worker	11,333.08	5,696.17	0.00	5,834.21	11,530.38	-197.30	101.74%
52100 Professional Services	67,000.00	40,811.48	0.00	16,134.62	56,946.10	10,053.90	84.99%
52300 Travel	46,741.00	18,647.18	0.00	21,776.75	40,423.93	6,317.07	86.48%
52700 Employee & Board R	7,920.00	3,712.15	0.00	701.01	4,413.16	3,506.84	55.72%
52800 Community Relations	3,600.00	155.57	0.00	651.98	807.55	2,792.45	22.43%
52900 Printing	9,450.00	6,991.14	0.00	92.62	7,083.76	2,366.24	74.96%
53000 Office Supplies	34,200.00	18,532.76	0.00	4,299.97	22,832.73	11,367.27	66.76%
53400 Lease/Rent - Facilities	33,660.00	13,187.50	0.00	14,026.41	27,213.91	6,446.09	80.85%
53500 Utilities	19,260.00	12,261.14	0.00	4,512.53	16,773.67	2,486.33	87.09%
53600 Telephone	95,400.00	46,403.26	0.00	11,573.99	57,977.25	37,422.75	60.77%
53700 Data Communications	117,540.00	52,591.05	0.00	43,502.51	96,093.56	21,446.44	81.75%
53800 Postage	5,909.00	4,283.11	0.00	1,587.74	5,870.85	38.15	99.35%
53900 Dues & Subscriptions	5,350.00	2,724.92	0.00	2,977.63	5,702.55	-352.55	106.59%
54010 Insurance - Liability	2,964.00	2,340.81	0.00	1,972.87	4,313.68	-1,349.68	145.54%
54020 Insurance - Property/B	5,220.00	2,968.86	0.00	1,400.91	4,369.77	850.23	83.71%
54040 Insurance - Bonding	4,230.00	2,099.27	0.00	2,084.94	4,184.21	45.79	98.92%
54600 Licenses and Fees	0.00	0.00	0.00	495.00	495.00	-495.00	0.00%
55000 In-Service Training	96,400.00	58,782.94	0.00	42,762.37	101,545.31	-5,145.31	105.34%
55410 Sub-Recipient Direct S	54,000.00	26,890.00	0.00	18,110.00	45,000.00	9,000.00	83.33%
55500 Building Maintenance	55,080.00	44,503.49	0.00	10,500.91	55,004.40	75.60	99.86%
55810 Equipment Purchase <	1,024.79	348.30	0.00	0.00	348.30	676.49	33.99%
56810 Depreciation - Furnit	0.00	1,379.06	0.00	0.00	1,379.06	-1,379.06	0.00%
56820 Depreciation - Equipm	0.00	54.69	0.00	0.00	54.69	-54.69	0.00%
57810 Emergency Assistance	58,000.00	14,350.24	0.00	47,373.49	61,723.73	-3,723.73	106.42%
57820 Client Services- Other	279,762.98	126,134.82	0.00	202,048.31	328,183.13	-48,420.15	117.31%
58100 Equipment Maintenan	7,560.00	3,950.53	0.00	3,477.68	7,428.21	131.79	98.26%
58200 Leases/Rent - Equipme	2,790.00	1,679.19	0.00	725.70	2,404.89	385.11	86.20%
59700 Indirect Costs	89,332.65	42,400.82	0.00	50,031.67	92,432.49	-3,099.84	103.47%
Expenses	<u>1,787,311.00</u>	<u>894,194.84</u>	<u>0.00</u>	<u>854,561.13</u>	<u>1,748,755.97</u>	<u>38,555.03</u>	<u>97.84%</u>
Project Revenues:	<u>1,787,311.00</u>	<u>892,761.09</u>	<u>0.00</u>	<u>855,994.88</u>	<u>1,748,755.97</u>	<u>38,555.03</u>	<u>97.84%</u>
Project Expenses:	<u>1,787,311.00</u>	<u>894,194.84</u>	<u>0.00</u>	<u>854,561.13</u>	<u>1,748,755.97</u>	<u>38,555.03</u>	<u>97.84%</u>
Project Balance:	<u>0.00</u>	<u>-1,433.75</u>	<u>0.00</u>	<u>1,433.75</u>	<u>0.00</u>		

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Project Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
36519 18/19 CSBG				Project Period	4/1/2018	to 3/31/2019	
Revenues							
41500 CSBG	916,833.94	0.00	0.00	106,662.40	106,662.40	810,171.54	11.63%
41510 CSBG Admin	103,462.34	0.00	0.00	15,279.53	15,279.53	88,182.81	14.77%
41520 CSBG Indirect Admin	57,822.44	0.00	0.00	1,688.51	1,688.51	56,133.93	2.92%
Revenues	<u>1,078,118.72</u>	<u>0.00</u>	<u>0.00</u>	<u>123,630.44</u>	<u>123,630.44</u>	<u>954,488.28</u>	<u>11.47%</u>
Expenses							
50000 Salaries	350,439.00	0.00	42,351.68	81,517.45	81,517.45	268,921.55	23.26%
50500 Fringe Benefits	83,403.75	0.00	7,953.33	13,150.06	13,150.06	70,253.69	15.77%
52000 Direct Fringe - Worker	7,640.63	0.00	941.55	1,804.42	1,804.42	5,836.21	23.62%
52100 Professional Services	31,212.90	0.00	188.22	4,875.90	4,875.90	26,337.00	15.62%
52300 Travel	32,550.00	0.00	4,707.36	8,688.08	8,688.08	23,861.92	26.69%
52700 Employee & Board R	2,640.00	0.00	196.40	383.08	383.08	2,256.92	14.51%
52800 Community Relations	600.00	0.00	0.00	1,814.87	1,814.87	-1,214.87	302.48%
52900 Printing	4,680.00	0.00	412.63	718.22	718.22	3,961.78	15.35%
53000 Office Supplies	15,900.00	0.00	1,112.98	1,885.20	1,885.20	14,014.80	11.86%
53400 Lease/Rent - Facilities	22,180.00	0.00	650.00	3,450.00	3,450.00	18,730.00	15.55%
53500 Utilities	11,520.00	0.00	396.77	870.42	870.42	10,649.58	7.56%
53600 Telephone	39,600.00	0.00	4,507.14	13,923.90	13,923.90	25,676.10	35.16%
53700 Data Communications	63,600.00	0.00	6,359.48	11,575.78	11,575.78	52,024.22	18.20%
53800 Postage	3,600.00	0.00	241.88	499.47	499.47	3,100.53	13.87%
53900 Dues & Subscriptions	5,350.00	0.00	3,078.37	3,299.50	3,299.50	2,050.50	61.67%
54010 Insurance - Liability	2,600.00	0.00	195.42	586.27	586.27	2,013.73	22.55%
54020 Insurance - Property/B	3,000.00	0.00	67.01	201.03	201.03	2,798.97	6.70%
54040 Insurance - Bonding	2,880.00	0.00	231.66	694.98	694.98	2,185.02	24.13%
54600 Licenses and Fees	300.00	0.00	0.00	0.00	0.00	300.00	0.00%
55000 In-Service Training	53,900.00	0.00	6,938.91	16,708.02	16,708.02	37,191.98	31.00%
55410 Sub-Recipient Direct S	45,000.00	0.00	3,600.00	3,600.00	3,600.00	41,400.00	8.00%
55500 Building Maintenance	37,200.00	0.00	4,788.32	7,155.93	7,155.93	30,044.07	19.24%
55810 Equipment Purchase <	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00%
57810 Emergency Assistance	26,000.00	0.00	2,087.16	3,068.73	3,068.73	22,931.27	11.80%
57820 Client Services- Other	167,200.00	0.00	10,732.39	36,582.35	36,582.35	130,617.65	21.88%
58100 Equipment Maintenan	4,980.00	0.00	219.62	1,073.96	1,073.96	3,906.04	21.57%
58200 Leases/Rent - Equipme	1,320.00	0.00	200.24	679.28	679.28	640.72	51.46%
59700 Indirect Costs	57,822.44	0.00	9,506.78	16,488.84	16,488.84	41,333.60	28.52%
Expenses	<u>1,078,118.72</u>	<u>0.00</u>	<u>111,665.30</u>	<u>235,295.74</u>	<u>235,295.74</u>	<u>842,822.98</u>	<u>21.82%</u>
Project Revenues:	<u>1,078,118.72</u>	<u>0.00</u>	<u>0.00</u>	<u>123,630.44</u>	<u>123,630.44</u>	<u>954,488.28</u>	<u>11.47%</u>
Project Expenses:	<u>1,078,118.72</u>	<u>0.00</u>	<u>111,665.30</u>	<u>235,295.74</u>	<u>235,295.74</u>	<u>842,822.98</u>	<u>21.82%</u>
Project Balance:	<u>0.00</u>	<u>0.00</u>	<u>-111,665.30</u>	<u>-111,665.30</u>	<u>-111,665.30</u>		

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Project Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
36618 17/18 Florida Non-Profit Housing, Inc.				Project Period	7/1/2017	to 6/30/2018	
Revenues							
41600 FL Non Profit Housi	26,400.00	0.00	2,887.96	26,400.00	26,400.00	0.00	100.00%
Revenues	26,400.00	0.00	2,887.96	26,400.00	26,400.00	0.00	100.00%
Expenses							
50000 Salaries	1,563.00	0.00	7.62	1,726.69	1,726.69	-163.69	110.47%
50500 Fringe Benefits	391.42	0.00	-9.20	415.45	415.45	-24.03	106.14%
52000 Direct Fringe - Worker	29.70	0.00	0.00	36.57	36.57	-6.87	123.13%
52300 Travel	157.98	0.00	0.00	0.00	0.00	157.98	0.00%
57810 Emergency Assistance	24,000.00	0.00	2,888.26	24,000.30	24,000.30	-0.30	100.00%
59700 Indirect Costs	257.90	0.00	2,065.55	1,416.50	1,416.50	-1,158.60	549.24%
Expenses	26,400.00	0.00	4,952.23	27,595.51	27,595.51	-1,195.51	104.53%
Project Revenues:	26,400.00	0.00	2,887.96	26,400.00	26,400.00	0.00	100.00%
Project Expenses:	26,400.00	0.00	4,952.23	27,595.51	27,595.51	-1,195.51	104.53%
Project Balance:	0.00	0.00	-2,064.27	-1,195.51	-1,195.51		

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Project Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
36719 18/19 Florida Non Profit Housing							
				Project Period	1/18/2018	to	1/17/2019
Revenues							
41600 FL Non Profit Housi	8,000.00	0.00	0.00	0.00	0.00	8,000.00	0.00%
Revenues	<u>8,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8,000.00</u>	<u>0.00%</u>
Expenses							
57810 Emergency Assistance	8,000.00	0.00	1,710.01	1,710.01	1,710.01	6,289.99	21.38%
Expenses	<u>8,000.00</u>	<u>0.00</u>	<u>1,710.01</u>	<u>1,710.01</u>	<u>1,710.01</u>	<u>6,289.99</u>	<u>21.38%</u>
Project Revenues:	<u>8,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8,000.00</u>	<u>0.00%</u>
Project Expenses:	<u>8,000.00</u>	<u>0.00</u>	<u>1,710.01</u>	<u>1,710.01</u>	<u>1,710.01</u>	<u>6,289.99</u>	<u>21.38%</u>
Project Balance:	<u>0.00</u>	<u>0.00</u>	<u>-1,710.01</u>	<u>-1,710.01</u>	<u>-1,710.01</u>		

Revenue and Expenditure Report by Project

The Agricultural And Labor Program, Inc.

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Period 07/01/17 to 06/30/18

Project Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
36918 HUD 17/18 Housing Counseling				Project Period	10/1/2016	to 3/31/2018	
Revenues							
41800 HUD Housing Coun	15,990.00	1,787.07	0.00	14,202.93	15,990.00	0.00	100.00%
41810 HUD HC Administ	1,537.00	-85.42	0.00	1,622.42	1,537.00	0.00	100.00%
Revenues	<u>17,527.00</u>	<u>1,701.65</u>	<u>0.00</u>	<u>15,825.35</u>	<u>17,527.00</u>	<u>0.00</u>	<u>100.00%</u>
Expenses							
50000 Salaries	9,314.00	1,121.63	0.00	7,676.07	8,797.70	516.30	94.46%
50500 Fringe Benefits	2,422.00	276.84	0.00	2,072.56	2,349.40	72.60	97.00%
52000 Direct Fringe - Worker	185.00	22.93	0.00	156.75	179.68	5.32	97.12%
52100 Professional Services	0.00	8.33	0.00	0.00	8.33	-8.33	0.00%
52900 Printing	0.00	0.00	0.00	7.38	7.38	-7.38	0.00%
53000 Office Supplies	1,069.00	68.97	18.44	602.48	671.45	397.55	62.81%
55000 In-Service Training	3,000.00	288.37	9.67	3,952.06	4,240.43	-1,240.43	141.35%
59700 Indirect Costs	1,537.00	-85.42	0.00	1,386.16	1,300.74	236.26	84.63%
Expenses	<u>17,527.00</u>	<u>1,701.65</u>	<u>28.11</u>	<u>15,853.46</u>	<u>17,555.11</u>	<u>-28.11</u>	<u>100.16%</u>
Project Revenues:	<u>17,527.00</u>	<u>1,701.65</u>	<u>0.00</u>	<u>15,825.35</u>	<u>17,527.00</u>	<u>0.00</u>	<u>100.00%</u>
Project Expenses:	<u>17,527.00</u>	<u>1,701.65</u>	<u>28.11</u>	<u>15,853.46</u>	<u>17,555.11</u>	<u>-28.11</u>	<u>100.16%</u>
Project Balance:	<u>0.00</u>	<u>0.00</u>	<u>-28.11</u>	<u>-28.11</u>	<u>-28.11</u>		

Revenue and Expenditure Report by Project

The Agricultural And Labor Program, Inc.

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Period 07/01/17 to 06/30/18

Project Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
36919 HUD 18/19 Housing Counseling				Project Period	10/1/2017	to 3/31/2019	
Revenues							
41800 HUD Housing Coun	0.00	0.00	0.00	138.96	138.96	-138.96	0.00%
41810 HUD HC Administ	0.00	0.00	0.00	20.34	20.34	-20.34	0.00%
Revenues	0.00	0.00	0.00	159.30	159.30	-159.30	0.00%
Expenses							
50000 Salaries	0.00	0.00	34.39	61.75	61.75	-61.75	0.00%
50500 Fringe Benefits	0.00	0.00	-0.61	27.60	27.60	-27.60	0.00%
52000 Direct Fringe - Worker	0.00	0.00	0.00	2.43	2.43	-2.43	0.00%
53000 Office Supplies	0.00	0.00	0.00	11.37	11.37	-11.37	0.00%
59700 Indirect Costs	0.00	0.00	0.67	21.09	21.09	-21.09	0.00%
Expenses	0.00	0.00	34.45	124.24	124.24	-124.24	0.00%
Project Revenues:	0.00	0.00	0.00	159.30	159.30	-159.30	0.00%
Project Expenses:	0.00	0.00	34.45	124.24	124.24	-124.24	0.00%
Project Balance:	0.00	0.00	-34.45	35.06	35.06		

Revenue and Expenditure Report by Project

The Agricultural And Labor Program, Inc.

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Period 07/01/17 to 06/30/18

Project Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
37018 17/18 Agency General							
				Project Period	7/1/2017	to 6/30/2018	
Revenues							
40350 PNC Grants for Great P	0.00	0.00	0.00	3,000.00	3,000.00	-3,000.00	0.00%
46300 Fundraising	35,000.00	0.00	0.00	35,600.36	35,600.36	-600.36	101.72%
46400 Interest Income	145.00	0.00	9.62	142.86	142.86	2.14	98.52%
46500 Other Revenue	1,000.00	0.00	0.00	47,949.69	47,949.69	-46,949.69	4,794.97%
46700 E-rate	95,161.00	0.00	0.00	61,461.87	61,461.87	33,699.13	64.59%
Revenues	131,306.00	0.00	9.62	148,154.78	148,154.78	-16,848.78	112.83%
Expenses							
52100 Professional Services	5,500.00	0.00	0.00	2,200.00	2,200.00	3,300.00	40.00%
52300 Travel	2,000.00	0.00	761.56	2,328.71	2,328.71	-328.71	116.44%
52500 Board Expenses	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0.00%
52600 Advisory Council Ex	806.00	0.00	0.00	735.00	735.00	71.00	91.19%
52700 Employee & Board R	10,000.00	0.00	2,289.98	18,138.16	18,138.16	-8,138.16	181.38%
52800 Community Relations	26,000.00	0.00	5,496.04	49,561.97	49,561.97	-23,561.97	190.62%
52900 Printing	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0.00%
53000 Office Supplies	2,000.00	0.00	2,914.22	2,914.22	2,914.22	-914.22	145.71%
53300 Food Costs	0.00	0.00	0.00	65.50	65.50	-65.50	0.00%
53500 Utilities	2,000.00	0.00	0.00	4.60	4.60	1,995.40	0.23%
53600 Telephone	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0.00%
53700 Data Communications	22,000.00	0.00	0.00	0.00	0.00	22,000.00	0.00%
53800 Postage	1,500.00	0.00	129.12	147.33	147.33	1,352.67	9.82%
53900 Dues & Subscriptions	3,000.00	0.00	0.00	2,052.53	2,052.53	947.47	68.42%
54010 Insurance - Liability	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00%
54020 Insurance - Property/B	5,000.00	0.00	0.00	335.40	335.40	4,664.60	6.71%
54500 Fines & Penalties	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00%
54600 Licenses and Fees	10,000.00	0.00	0.00	4,428.74	4,428.74	5,571.26	44.29%
54700 Advertising	6,000.00	0.00	0.00	0.00	0.00	6,000.00	0.00%
55000 In-Service Training	0.00	0.00	0.00	7,081.06	7,081.06	-7,081.06	0.00%
55500 Building Maintenance	10,000.00	0.00	0.00	855.00	855.00	9,145.00	8.55%
55810 Equipment Purchase <	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00%
56500 Other Expense	8,000.00	0.00	-0.05	24,181.77	24,181.77	-16,181.77	302.27%
58850 Other Expense Adjust	-3,500.00	0.00	-897.55	-6,226.18	-6,226.18	2,726.18	177.89%
Expenses	131,306.00	0.00	10,693.32	108,803.81	108,803.81	22,502.19	82.86%
Project Revenues:	131,306.00	0.00	9.62	148,154.78	148,154.78	-16,848.78	112.83%
Project Expenses:	131,306.00	0.00	10,693.32	108,803.81	108,803.81	22,502.19	82.86%
Project Balance:	0.00	0.00	-10,683.70	39,350.97	39,350.97		

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The Agricultural And Labor Program, Inc.

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Period 07/01/17 to 06/30/18

Project Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
37518 17/18 Advisory Council Activities				Project Period	7/1/2017	to 6/30/2018	
Revenues							
46300 Fundraising	0.00	0.00	0.00	7,613.90	7,613.90	-7,613.90	0.00%
Revenues	0.00	0.00	0.00	7,613.90	7,613.90	-7,613.90	0.00%
Expenses							
52600 Advisory Council Ex	0.00	0.00	0.00	500.00	500.00	-500.00	0.00%
52800 Community Relations	0.00	0.00	0.00	3,250.00	3,250.00	-3,250.00	0.00%
Expenses	0.00	0.00	0.00	3,750.00	3,750.00	-3,750.00	0.00%
Project Revenues:	0.00	0.00	0.00	7,613.90	7,613.90	-7,613.90	0.00%
Project Expenses:	0.00	0.00	0.00	3,750.00	3,750.00	-3,750.00	0.00%
Project Balance:	0.00	0.00	0.00	3,863.90	3,863.90		

Revenue and Expenditure Report by Project

The Agricultural And Labor Program, Inc.

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Period 07/01/17 to 06/30/18

Project Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
37618 17/18 Sunshine Account Activities				Project Period	7/1/2017	to 6/30/2018	
Revenues							
46000 Contributions	0.00	0.00	3,095.80	3,095.80	3,095.80	-3,095.80	0.00%
46300 Fundraising	0.00	0.00	0.00	15,332.67	15,332.67	-15,332.67	0.00%
Revenues	0.00	0.00	3,095.80	18,428.47	18,428.47	-18,428.47	0.00%
Expenses							
52800 Community Relations	0.00	0.00	0.00	831.00	831.00	-831.00	0.00%
54600 Licenses and Fees	0.00	0.00	0.00	15.00	15.00	-15.00	0.00%
Expenses	0.00	0.00	0.00	846.00	846.00	-846.00	0.00%
Project Revenues:	0.00	0.00	3,095.80	18,428.47	18,428.47	-18,428.47	0.00%
Project Expenses:	0.00	0.00	0.00	846.00	846.00	-846.00	0.00%
Project Balance:	0.00	0.00	3,095.80	17,582.47	17,582.47		

Revenue and Expenditure Report by Project

The Agricultural And Labor Program, Inc.

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Period 07/01/17 to 06/30/18

Project Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
37718 17/18 Frostproof CDC Activities							
				Project Period	7/1/2017	to 6/30/2018	
Revenues							
46300 Fundraising	0.00	0.00	0.00	1.45	1.45	-1.45	0.00%
Revenues	0.00	0.00	0.00	1.45	1.45	-1.45	0.00%
Project Revenues:	0.00	0.00	0.00	1.45	1.45	-1.45	0.00%
Project Expenses:	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Project Balance:	0.00	0.00	0.00	1.45	1.45		
Report Total:			-1,038,953.30	-843,125.20			

BOARD ANNUAL FUNDRAISING REPORT

**THE AGRICULTURAL AND LABOR PROGRAM, INC
2018 BOARD OF DIRECTORS**

	Assessed	Contributed To Date	Balance Due
Katie Clark	1,000.00	165.00	835.00
Sheila Dixon	1,000.00	35.00	965.00
Kim Johnson	1,000.00	-	1,000.00
Kimberly Ross	1,000.00	1,000.00	-
Marjorie Gaskin	1,000.00	210.00	790.00
Marva Hawkins	1,000.00	1,400.00	(400.00)
William Holt	1,000.00	1,120.00	(120.00)
Josephine Howard	1,000.00	700.00	300.00
Pat Gamble	1,000.00	175.00	825.00
Annette Jones	1,000.00	70.00	930.00
Glenda Jones	1,000.00	270.00	730.00
Chester McNorton	1,000.00	500.00	500.00
Vernon McQueen	1,000.00	9,000.00	(8,000.00)
Vacant	1,000.00	-	1,000.00
Stacy Campbell-Domineck	1,000.00	1,000.00	-
David Walker(deceased)	1,000.00	95.00	905.00
Barbara Grace	1,000.00	105.00	895.00
Ruby Willix	1,000.00	105.00	895.00
Shannyn Serrano	1,000.00	-	1,000.00
LaVita Holmes	1,000.00	1,000.00	-
Vacant	1,000.00	-	1,000.00
Total	21,000.00	16,950.00	4,050.00

If you should have any questions please see individual detail sheets or call Dennis Gniewek.

9/10/2018

2018-2019 INSURANCE RENEWAL PROPOSALS

(Ratify)

- ✓ **Liability & Property**
- ✓ **D & O**
- ✓ **Child Accident**



RENEWAL REVIEW PREPARED FOR

THE AGRICULTURAL AND LABOR PROGRAM INC

PRESENTED BY

**ERIC BECK, PARTNER
JAN BELCHER, AAI, ARM**

**BOUCHARD INSURANCE
101 N STARCREST DR
CLEARWATER, FL 33765**

727 447-6481

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NAMED INSURED SCHEDULE

THE AGRICULTURAL AND LABOR PROGRAM, INC.

LOCATIONS

LOC #	ADDRESS	CITY	STATE
1	300 Lynchburg Road	Lake Alfred	FL
2	1814 North 13th Street	Ft. Pierce	FL
3	1400 Avenue M	Ft. Pierce	FL
4	1035 South 27 Circle	Ft. Pierce	FL
5	701 Hopson Road	Frostproof	FL
6	1326 Intl Speedway Blvd D-6	Deland	FL
7	38 King Blvd.	Frostproof	FL
8	1110 North 32nd Street	Fort Pierce	FL
10	501 New Horizons Loop	Auburndale	FL
11	1013 South Delaney Ave S-2	Avon Park	FL
12	1306 S Tulane Avenue	Avon Park	FL
13	111 Avenue R NE	Winter Haven	FL
14	198 NW Marion Avenue	Port Saint Lucie	FL
15	2202 Avenue Q	Ft. Pierce	FL

PROPERTY

NAMED INSURED: The Agricultural and Labor Program Inc
COMPANY: Arch Insurance Company
 AM Best Rating: A+ (Superior), XV (\$2 Billion or greater)
POLICY TERM: 10/24/2017 to 10/24/2018

COVERAGE DETAIL

300 Lynchburg Road, Lake Alfred, FL

DESCRIPTION	SUBJECT	EXPIRING VALUES	RENEWAL VALUES
ALPI Central Office	Building Office	\$715,000	
	Business Personal Property	\$145,000	
	Business Income & Extra Expense	Blanket Limit	
Storage	Building - Storage	\$6,452	
	Business Personal Property	\$5,000	

1814 N. 13th Street, Fort Pierce, FL

DESCRIPTION	SUBJECT	EXPIRING VALUES	RENEWAL VALUES
ALPI George W Truitt Family Service	Building	\$706,981	
	Business Personal Property	\$70,000	

1400 Avenue M, Fort Pierce, FL

DESCRIPTION	SUBJECT	EXPIRING VALUES	RENEWAL VALUES
ALPI Lincoln Park Head Start Center	Building	\$657,000	
	Business Personal Property	\$150,000	
	Business Income & Extra Expense	Blanket Limit	

1035 South 27 Circle, Fort Pierce, FL

DESCRIPTION	SUBJECT	EXPIRING VALUES	RENEWAL VALUES
ALPI Francina C Duval Head Start	Building	\$237,555	
	Business Personal Property	\$70,000	

701 Hopson Road, Frostproof, FL

DESCRIPTION	SUBJECT	EXPIRING VALUES	RENEWAL VALUES
Frostproof Center Conference Room	Building	\$232,224	
	Business Personal Property	\$30,000	
Frostproof Center Office	Building	\$87,500	
	Business Personal Property	\$30,000	
Frostproof Center Office	Building	\$87,500	
	Business Personal Property	\$10,000	
Frostproof Center Classroom	Building	\$211,000	
	Business Personal Property	\$30,000	
Frostproof Center Classroom w/ Kitchen	Building	\$382,469	
	Business Personal Property	\$30,000	
Frostproof Center Storage 1	Building	\$25,240	
	Business Personal Property	\$10,000	
Frostproof Center Portable Classroom	Building	\$83,640	
	Business Personal Property	\$30,000	
Frostproof Center Maintenance & Storage	Building	\$17,000	
	Business Personal Property	\$10,000	
Frostproof Center Resource Building	Building	\$75,100	

1326 International Speedway, Deland, FL

DESCRIPTION	SUBJECT	EXPIRING VALUES	RENEWAL VALUES
Office Building & Training Center	Business Personal Property	\$10,000	

38 King Blvd, Frostproof, FL

DESCRIPTION	SUBJECT	EXPIRING VALUES	RENEWAL VALUES
Lakeview Community Center	Building	\$274,562	
	Business Personal Property	\$7,000	
	Business Income & Extra Expense	Blanket Limit	

1110 North 32nd Street, Fort Pierce, FL

DESCRIPTION	SUBJECT	EXPIRING VALUES	RENEWAL VALUES
ALPI Garden Terrace Head Start	Building	\$483,894	
	Business Personal Property	\$50,000	
	Business Income & Extra Expense	Blanket Limit	

501 New Horizons Loop, Auburndale, FL

DESCRIPTION	SUBJECT	EXPIRING VALUES	RENEWAL VALUES
New Horizon Leased Office	Business Personal Property	\$10,000	

1013 South Delaney Ave S-2, Avon Park, FL

DESCRIPTION	SUBJECT	EXPIRING VALUES	RENEWAL VALUES
South Delaney Leased Office Space	Business Personal Property	\$10,000	

1306 S Tulane Avenue, Avon Park, FL

DESCRIPTION	SUBJECT	EXPIRING VALUES	RENEWAL VALUES
Tulane Leased Office Space	Business Personal Property	\$10,000	

111 Avenue R NE, Winter Park, FL

DESCRIPTION	SUBJECT	EXPIRING VALUES	RENEWAL VALUES
Winter Haven Leased Office Space	Business Personal Property	\$10,000	

198 NW Marion Avenue, Port Saint Lucie, FL

DESCRIPTION	SUBJECT	EXPIRING VALUES	RENEWAL VALUES
Child Development & Family Services Center	Business Personal Property	\$80,000	
	Business Income & Extra Expense	Blanket Limit	

2202 Avenue Q, Fort Pierce, FL

DESCRIPTION	SUBJECT	EXPIRING VALUES	RENEWAL VALUES
Avenue Q Head Start	Business Personal Property	\$300,000	
	Fence	\$30,000	
	Playground	Covered in Enhancement	
	Business Income & Extra Expense	Blanket Limit	

BUSINESS INCOME

DESCRIPTION	SUBJECT	EXPIRING VALUES	RENEWAL VALUES
Business Income	Blanket Limit	\$300,000	\$300,000

COVERAGE TERMS

- ◆ Cause of Loss: Special
- ◆ Valuation Clause: Replacement Cost
- ◆ Co-Insurance: 80%
- ◆ Business Income: Agree Amount
- ◆ Deductible: \$1,000
- ◆ Wind Deductible: 5% - Applies separately to the building and business personal property, subject to a minimum of \$25,000 per occurrence

REMARKS

- ◆ Exclusion of Certain Computer Related Losses
- ◆ Water Exclusion Endorsement
- ◆ Equipment Breakdown Included
 - Expediting Expenses \$100,000
 - Hazardous Substances \$100,000
 - Spoilage \$100,000
 - Computer Equipment \$100,000
 - Data Restoration \$100,000
- ◆ Service Interruption \$100,000



Social Services Premier Property Enhancement Endorsement Summary

The following is a summary of increased Limits of Insurance and/or additional coverage provided by this endorsement. This endorsement is subject to the provisions of your policy.

Earthquake Coverage (Earth Movement)	\$25,000
Earthquake Sprinklers Leakage	\$25,000
Newly Acquired Property	\$300,000/\$300,000/\$300,000
	180 Days
Extra Expense	\$150,000
Business Personal Property	within 1500 feet
Flood or Backup of Sewers and Drains	\$25,000
Ordinance or Law – Undamaged Portion of the Building	Building Limit
Ordinance or Law – Demolition Cost	\$500,000
Ordinance or Law – Increased Cost	\$500,000
Accounts Receivable	\$75,000
Valuable Papers	\$75,000
Personal Effects / Property of Others	\$10,000/\$35,000
Computer/EDP Coverage for each Described Premises	\$35,000
Property Off Premises-Including Stock	\$500,000
Property at Conventions, Fairs, Exhibitions or Special Events.	\$75,000
Property in Transit	\$50,000
Outdoor Property Including Playground and Exercise Equipment/Debris Removal	\$50,000
Money and Securities Inside and Out	\$25,000
Consequential Loss Assumption	\$50,000
Off Premises Power Failure	\$50,000
Utility Services (Business Income and Extra Expense Coverage)	Extension
Spoilage	\$35,000
Pollutant Clean-up and Removal	\$50,000
Fire Department Service Charge	\$35,000
Emergency Vacating Expense	\$25,000
Identity Theft Expense	\$7,500
Terrorist Travel Reimbursement	\$7,500
Emergency Real Estate Consulting Fee	\$7,500



Social Services Premier Property Enhancement Endorsement Summary (cont'd)

The following is a summary of increased Limits of Insurance and/or additional coverage provided by this endorsement. This endorsement is subject to the provisions of your policy.

Temporary Meeting Space Reimbursement	\$7,500
Workplace Violence Counseling	\$7,500
Key Individual Replacement Expense	\$7,500
Automated External Defibrillators	\$10,000
Lease Cancellation Moving Expenses	\$7,500
Other Buildings or Structures	\$25,000
Retaining Walls	\$10,000
Residential Room Reserve	\$75,000
Fire Extinguishers Recharge	\$15,000
Lock Replacement	\$7,500
Reward Reimbursement	\$30,000
Inventory and Appraisals of Loss	\$50,000
Pair, Set, or Parts	Adjustment included
Fine Arts	\$35,000
Furs	\$10,000
Precious Metals	\$10,000
Miscellaneous "Dependent Property" Locations	\$10,000
Brands and Labels	\$25,000

The deductible provision of the building and personal property coverage form applies to the Social Services Premier Property Enhancement Endorsement unless otherwise noted.

CRIME

NAMED INSURED: The Agricultural and Labor Program, Inc.
COMPANY: Arch Insurance Company
 AM Best Rating: A+ (Superior), XV (\$2 Billion or greater)
POLICY TERM: 10/24/2017 to 10/24/2018

COVERAGE DETAIL

INSURING AGREEMENT	COVERAGE DESCRIPTION	LIMIT	DEDUCTIBLE
1	Employee Theft ERISA Theft of Client Property	\$120,000 Included Not Covered	\$1,000
2	Forgery or Alteration	\$30,000	\$1,000
3	Theft of Money & Securities On Premises	Not Covered	
4	Robbery or Safe Burglary on Premises	Not Covered	
5	Theft of Money & Securities in Transit	Not Covered	
6	Computer and Funds Transfer Fraud	Not Covered	
7	Money Orders & Counterfeit Money	Not Covered	

REMARKS

- ◆ Coverage Form – Loss Sustained
- ◆ Current Plan Balance \$2,951,400

COMMERCIAL LIABILITY

NAMED INSURED: The Agricultural and Labor Program Inc
COMPANY: Arch Insurance Company
 AM Best Rating: A+ (Superior), XV (\$2 Billion or greater)
POLICY TERM: 10/24/2017 to 10/24/2018
COVERAGE FORM: Occurrence

COVERAGE DETAIL

DESCRIPTION	LIMITS
Each Occurrence	\$1,000,000
Personal Injury & Advertising Injury	\$1,000,000
General Aggregate	\$3,000,000
Products/Completed Operations Aggregate	\$3,000,000
Damage to Premises Rented to You	\$500,000
Medical Expense - per person	\$20,000
Deductible: Per Occurrence	\$0

ADDITIONAL COVERAGES

DESCRIPTION	LIMIT	AGGREGATE	DEDUCTIBLE
Employee Benefits Liability Retroactive Date: 10/1/2006	\$1,000,000	\$3,000,000	\$1,000

RATING DETAIL

LOC #	CLASS	DESCRIPTION	BASIS	EXPIRING	RENEWAL
300 Lynchburg Rd Lake Alfred, FL	47474	Schools - Trade or Vocational – Project Achieve	Each	52	
	61227	Building of Premises - Office	Area	6,924	
	68707	Warehouse - Private	Area	480	
1814 N 13 th St Fort Pierce, FL	41716	Day Care Center	Each	63	
1400 Avenue M Fort Pierce, FL	41716	Day Care Center	Each	114	
1035 S 27 Circle Fort Pierce, FL	41716	Day Care Center	Each	38	
701 Hopson Rd Frostproof, FL	41716	Day Care Center	Each	113	
1326 International Speedway Deland, FL	61227	Building or Premises – Office	Area	1,152	
38 King Blvd Frostproof, FL	49870	YMCA, YWCA or Similar Institutions	Area	2,500	
1110 M 32 nd St Fort Pierce, FL	41716	Day Care Center	Each	92	
1013 S Delaney Ave S-2 Avon Park, FL	61227	Building or Premises – Office	Area	420	
501 New Horizons Loop Auburndale, FL	61227	Building or Premises – Office	Area	600	
198 NW Marion Ave Port St Lucie, FL	61227	Building or Premises – Office	Each	85	
111 Avenue R NE Winter Haven, FL	61227	Building or Premises – Office	Area	675	
1306 S Tulane Ave Avon Park, FL	61227	Building or Premises – Office	Area	350	
2202 Avenue Q Fort Pierce, FL	41716	Day Care Center	Each	237	

REMARKS

- ◆ Nuclear Energy Liability Exclusion
- ◆ Asbestos Exclusion
- ◆ Colleges or Schools (Limited Form)

Date: June 26, 2018
Version: 1



Social Services Premier General Liability Endorsement Summary

The following is a summary of the Limits of Insurance and Additional Coverage provided by this endorsement. For complete details on specific coverage's, consult the policy contract wording.

1. Medical Payment – Limit increased to \$20,000
2. Supplementary Payments – Bail bonds increased to \$3,000 / Loss of Earnings increased to \$1,000 each day
3. Damage to Premises Rented to You – Fire, Lightning, Explosion, Smoke and Leaks from Fire Protective Sprinklers limit increased to \$500,000
4. Broadened definition of Who is an Insured
5. Knowledge or Notice of Occurrence
6. Broadened definition of Advertising Injury includes televised, videotaped, or internet-based publication
7. Amended definition of Bodily Injury to include mental anguish
8. Amended Unintentional Failure to Disclose Hazards
9. Amended Liberalization Clause
10. Property Damage – Removal of exclusion for "Property Damage" resulting from the use of reasonable force to protect persons or property
11. Premises Sold or Abandoned by You
12. Added Blanket Additional Insured - Funding sources
13. Added Blanket Additional Insured - Managers or lessors of premises
14. Additional Insured – By Contract, Agreement or Permit
15. General Aggregate Limit Per Location
16. Blanket Special Events and Fund Raising Events Coverage
17. Non-Owned Watercraft Coverage - Length is increased to 65 feet
18. Blanket Waiver of Subrogation
19. Waiver of Immunity
20. Violation of Rights of Residents Coverage (Patient's Rights)
21. Liquor Liability Exception to Exclusion

PROFESSIONAL LIABILITY AND ABUSE & MOLESTATION

NAMED INSURED: The Agricultural and Labor Program Inc
COMPANY: Arch Insurance Company
 AM Best Rating: A+ (Superior), XV (\$2 Billion or greater)
POLICY TERM: 10/24/2017 to 10/24/2018
COVERAGE FORM: Occurrence

COVERAGE DETAIL

PROFESSIONAL LIABILITY	LIMITS
Each Occurrence	\$1,000,000
General Aggregate	\$3,000,000
Retention	\$0
Defense Outside the Limits	
ABUSE & MOLESTATION	LIMITS
Each Occurrence	\$1,000,000
General Aggregate	\$3,000,000
Retention	\$0
Defense Outside the Limits	

COMMERCIAL AUTOMOBILE

NAMED INSURED: The Agricultural and Labor Program Inc
COMPANY: Arch Insurance Company
 AM Best Rating: A+ (Superior), XV (\$2 Billion or greater)
POLICY TERM: 10/24/2017 to 10/24/2018

COVERAGE DETAIL

COVERAGE	SYMBOLS	LIMITS OF LIABILITY	
Liability Insurance	1	\$1,000,000	Combined Single Limit
Medical Payments	7,8	\$5,000	Each Person
Uninsured Motorists Underinsured Motorists (Non-stacked)	7,8	\$1,000,000	Bodily Injury/Person Bodily Injury/Accident
Personal Injury Protection	5	\$10,000	Per Florida Statute
Physical Damage	See Vehicle Schedule	ACV unless stated otherwise	Comprehensive &/or Collision

DEFINITION OF SYMBOLS

1 = Any "Auto"	6 = Owned "Autos" Subject to a Compulsory UM Law
2 = Owned "Autos" Only	7 = Specifically Described "Autos"
3 = Owned Private Passenger "Autos" Only	8 = Hired "Autos" Only
4 = Owned "Autos" Other than Private Passenger "Autos" Only	9 = Non-Owned "Autos" Only
5 = Owned "Autos" Subject to No-fault	

ADDITIONAL COVERAGES

COVERAGE	LIMIT	DEDUCTIBLES
Hired Car Physical Damage	Actual Cash Value	Comprehensive \$1,000 Collision \$1,000
Towing & Labor	\$250 Any Covered Auto	\$0
Rental Reimbursement	\$30/Day for 30-Days	\$0

Date: June 26, 2018
Version: 1



Social Services Premier Auto Enhancement Endorsement Summary

1. Temporary Substitute Autos – Physical Damage
2. Employees or Volunteer Workers as Insureds (excess)
3. Board Members as Insured (excess)
4. Additional Insureds – Contract, Agreement or Permit
5. Employee Hired Auto (primary)
6. Supplementary Payments
 - a. \$5,000 bail bonds
 - b. \$400 expenses incurred by insured at carrier request
7. \$250 towing and labor – any covered auto
8. Physical Damage – Transportation Expenses - \$50/day; max \$1,500
9. Physical Damage – Loss of Use - \$50/day; max \$1,500
10. Rental Reimbursement - \$30/day; max 30 days
11. Personal Effects - \$1,000
12. Hired Auto Physical Damage equal to the broadest PD applicable to any covered auto
13. Limited PD deductible reimbursement for employees or volunteer workers - \$1,000
14. Permanently installed electronic equipment
15. Comprehensive Deductible - \$5,000 max for any one loss by theft
16. Auto claims not denied solely on the basis of a reporting delay
17. Employee Hired Physical Damage
18. Loan/Lease Gap
19. Removal of Fellow Employee Exclusion

VEHICLE SCHEDULE

#	YEAR	MAKE	MODEL	VIN #	COMP DED	COLL DED	CITY	ST
1	2017	Ford	Edge	2FMPK3J80HBB81430	\$1,000	\$1,000	Winter Haven	FL
2	2015	Bluebird	Bus	1BAKGCPA7FF306648	\$1,000	\$1,000	Winter Haven	FL
3	2016	Ford	Flex	2FMGK5B86GGBA12070	\$1,000	\$1,000	Winter Haven	FL
4	2010	Ford	Transit	NM0LS7AN6AT015934	\$1,000	\$1,000	Ft. Pierce	FL
5	2017	Bluebird	Bus	1BAKFCRA4HF331767	\$1,000	\$1,000	Winter Haven	FL
6	2010	Bluebird	Vision	1BAKGCPA1AF271517	\$1,000	\$1,000	Ft. Pierce	FL
7	2017	Ford	Transit Connect	NM0LS6E74H1293713	\$1,000	\$1,000	Fort Pierce	FL
8	2017	Ford	Transit Connect	NM0LS6E70H1293711	\$1,000	\$1,000	Winter Haven	FL
9	2017	Ford	Edge	2FMPK3J85HBC29780	\$1,000	\$1,000	Winter Haven	FL
10	2018	Ford	Flex	2FMGK5B84JBA01303	\$1,000	\$1,000	Winter Haven	FL

DRIVERS LIST

NAME	STATUS	DOC
Alisa Thornton	D	
Donita Brunson	D	
Cynthia Paull	D	
Deborah Locklin	D	
Toni Jones	D	
Tanya Knaap	D	
Pastrosinio Pedrosa	D	
Esmeralda Magana	D	
Glamaris Menedez	D	
Araceli Espinoza	D	
Lisandra Concepcion	D	
Christine Wilson	D	
Christine Samuel	D	
Donna Hammond	D	
Twila Smith	D	
Pahoua Lee-Yang	D	
Albert Miller	D	
Marnita Johnson	D	
Cheryl Burnham	D	
William Hopkins	D	
LaTonya Robinson	D	
Diana Contreras	D	
Bessie Armstrong	D	
Dennis Gniewek	D	
Crystal Dames	D	
Iris Rivera	D	

Date: June 26, 2018
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NAME	STATUS	DOC
Emma Coleman	D	
Valline Sands	D	
Myrna Rodriguez	D	
Aletta Stroder	D	
Ana Cendejas	D	
Elizabeth Young	D	
Deloris Johnson	D	
Theron Rix	D	
Lisa Pough	D	
Joyce Ferguson	D	
Hattie Brown	D	
Claudia Veiga	D	
Takeesha Foster	D	
Alma Williams	D	
Ellen Bradley	D	
Glenda Johnson	D	
Joseph McHenry	D	
Anna Williams	D	
Joshua Hanson	D	
Joseph Vutano	D	
Hilda Walker	D	
Jewel Whitehead	D	

LEGEND

Status: D – Driver
E – Excluded
W – Watch

DOC: Drive Other Car Coverage

EXCESS

NAMED INSURED: The Agricultural and Labor Program, Inc.
COMPANY: Arch Insurance Company
 AM Best Rating: A+ (Superior), XV (\$2 Billion or greater)
POLICY TERM: 10/24/2017 to 10/24/2018

COVERAGE	LIMITS	
Limit of Liability	\$5,000,000 \$5,000,000	Each Occurrence Aggregate
Follow Form		
Self-Insured Retention	\$0	

UNDERLYING INSURANCE

TYPE OF INSURANCE	EFF DATE	EXP DATE	LIMIT	
Automobile Liability	10/24/2017	10/24/2018	\$1,000,000	Combined Single Limit
General Liability	10/24/2017	10/24/2018	\$1,000,000 \$3,000,000 \$3,000,000 \$1,000,000	Each Occurrence General Aggregate Prod/Comp Ops Aggregate Personal & Advertising Injury
Professional Liability	10/24/2017	10/24/2018	\$1,000,000 \$3,000,000	Per Occurrence Aggregate
Abuse & Molestation	10/24/2017	10/24/2018	\$1,000,000 \$3,000,000	Per Occurrence Aggregate
Employee Benefits Liability	10/24/2017	10/24/2018	\$1,000,000 \$3,000,000	Per Occurrence Aggregate

THIS POLICY IS: NON-AUDITABLE

REMARKS

- ◆ Excluding Employers Liability – Policy can extend as long as coverage is with an “A” rated carrier

ACCIDENT

NAMED INSURED: Agricultural and Labor Program, Inc.
COMPANY: National Union Fire Insurance Co
 AM Best Rating: A (Excellent), XV (\$2 Billion or greater)
POLICY TERM: 10/24/2017 to 10/24/2018

COVERAGE DETAIL

PLAN OF BENEFITS	LIMIT
Accidental Death	\$10,000
Accidental Dismemberment	\$20,000
Accidental Medical Expense Benefits	
- Maximum Benefit	\$35,000
- Deductible Amount	\$0
- Dental Maximum per Tooth	\$250 per Accident
Aggregate Limit of Indemnity	\$50,000

COVERAGE TERMS

- ◆ Classification of Eligible Persons: All registered children and volunteers who are in attendance at or who participate in services provided by the Policyholder whose names are on file with the Policyholder
- ◆ Covered activities: While participating in scheduled, supervised and sponsored activities of the Policyholder including direct travel to and from such covered activities

MANAGEMENT LIABILITY

NAMED INSURED: The Agricultural and Labor Program, Inc.
COMPANY: Philadelphia Indemnity Insurance Company
 AM Best Rating: A++ (Superior), XV (\$2 Billion or greater)
POLICY TERM: 10/24/2017 to 10/24/2018

COVERAGE DETAIL

LIABILITY LIMIT	AGGREGATE LIMIT	RETENTIONS
\$1,000,000	\$1,000,000	Directors & Officers \$10,000 Employment Practices \$15,000

COVERAGE TERMS

- ◆ Policy Form: Claims Made
- ◆ Defense Cost: Outside the Limits
- ◆ Prior & Pending Date: 11/1/2000
- ◆ Extended Reporting Period: 1-Year at 50% Annual Premium; 2-Years at 75% Annual Premium; 3-Years at 100% Annual Premium
- ◆ Full Prior Acts: Yes

REMARKS

- ◆ Fair Labor Standards Acts (FLSA) Defense - \$50,000 Sublimit; \$15,000 Retention
- ◆ Third Party Liability - Included; \$15,000 Retention
- ◆ Fiduciary Liability - \$1,000,000 Limit; \$1,000 Retention
- ◆ Workplace Violence - \$50,000 Sublimit; \$0 Retention
- ◆ Crisis Management Enhancement Endorsement – Crisis Management Expense \$25,000
- ◆ Bell Endorsement
- ◆ Peer Review, Credentialing and Disciplinary Exclusion
- ◆ Accreditation/Certification/Standard Setting Exclusion
- ◆ Professional Services Exclusion
- ◆ Sexual Abuse Exclusion
- ◆ Key Individual Replacement Coverage
 - Deloris C. Johnson, CEO or any person who succeeds this person and position
 - Accidental Death Benefit Amount - \$100,000 or ten (10) times the annual premium paid for this policy
 - Deductible - \$0

FLEXI PLUS FIVE RENEWAL APPLICATION
 NOT-FOR-PROFIT ORGANIZATION DIRECTORS AND OFFICERS LIABILITY INSURANCE
 EMPLOYMENT PRACTICES LIABILITY INSURANCE
 FIDUCIARY LIABILITY INSURANCE
 WORKPLACE VIOLENCE COVERAGE
 INTERNET LIABILITY INSURANCE

THIS IS AN APPLICATION FOR A CLAIMS MADE POLICY
 PLEASE READ YOUR POLICY CAREFULLY

Instructions:

- Whenever used in this Application the term **Applicant** shall mean the Parent Organization and its wholly-owned/controlled subsidiaries.
- The **Applicant** is required to complete Sections 1, 2, and 7.
- The **Applicant** should complete other applicable Section(s) for which coverage is desired. (See chart below)
- Please include all requested underwriting information and attachments. Failure to supply may result in delay.

Check Coverage Desired	Section	Requested Limit	Requested Retention
<input checked="" type="checkbox"/> General Information	1	N/A	N/A
<input checked="" type="checkbox"/> Directors & Officers	2	\$ 1,000,000	\$ 10,000
<input checked="" type="checkbox"/> Employment Practices	3	\$ 1,000,000	\$ 15,000
<input checked="" type="checkbox"/> Fiduciary Liability	4	\$ 1,000,000	\$ 1,000
<input type="checkbox"/> Workplace Violence	5	\$	\$
<input type="checkbox"/> Internet Liability	6	\$	\$
<input type="checkbox"/> General Summary	7	N/A	N/A

SECTION 1 – GENERAL INFORMATION
 (All Applicants must complete this Section)

1. Name of Parent Organization: The Agricultural and Labor Program, Inc.

2. Change in Address: None or Change in internet address: None or

www. _____

Billing contact name: _____

3. Has there been any changes in the **Applicant's** operations? Yes No **If yes, please provide details.**

4. Does the **Applicant** have a tax-exempt status under the U.S. Internal Revenue Code? Yes No
If no, provide an explanation.

5. The Officer of the **Applicant** designated to receive any and all notices from the **Underwriter** or their authorized representative concerning this insurance is:

<u>Deloris Johnson</u>	<u>Chief Executive Officer</u>	<u>djohnson@alpl.org</u>
Name	Title	E-mail Address

FINANCIAL INFORMATION

CURRENT FISCAL YEAR

PREVIOUS FISCAL YEAR

TOTAL ASSETS:	\$ 2,769,137	\$ 2,959,454
NET ASSETS / FUND BALANCE:	\$ 1,815,462	\$ 1,918,289
ANNUAL REVENUE:	\$ 15,746,027	\$ 16,270,595
NET REVENUE	\$ 5,277	\$ (102,827)

Please attach the most recent annual financial audit or 990 tax form.

**SECTION 2 – DIRECTORS AND OFFICERS
(All Applicants must complete this Section)**

1. In the past twelve (12) months or the next twelve (12) months, has the Applicant been or anticipate being involved in any of the following? **If yes attach details.**

- Creation of any new subsidiaries? Yes No
- Mergers, acquisitions or consolidation with another entity? Yes No
- Changes in the board of directors or senior management (other than death or retirement)? Yes No

**SECTION 3 – EMPLOYMENT PRACTICES
(Complete this section only if Employment Practices Liability coverage is desired.)**

1. Please provide the following employee count information:

U.S. based employees/volunteers:	Currently	One Year Ago	Two Years Ago
Full Time employees:	214	219	214
Part Time employees:	10	5	4
Temporary employees:	4		1
Volunteers:	0	0	0
Non U.S. based employees/volunteers:	0	0	0
TOTAL SUM OF ABOVE	228	224	219

2. How many employees have been terminated or demoted in the past twelve (12) months?

Voluntary: 30 Involuntary: 10 Laid Off: 0 Demoted: 0

3. Is any reduction of employees or change of status anticipated in the next year?

Voluntary: _____ Involuntary: _____ Lay Offs: 0 Demotions: 0

4. Has the Applicant implemented any new employment practice/human resource policies or procedures?

Yes No **If yes, please provide details.**

SECTION 4 – FIDUCIARY LIABILITY
 (Complete this section only if Fiduciary liability coverage is desired.)

1. List all plans for which coverage is requested (use attachment if necessary):

Plan Name	Year Established	Assets/ Contributions	Type*	Participants	Administrator
Example: The ABC Children Corp 401K Plan	2000	\$1,000,000	2	75	self
a) The Agricultural & Labor Prog	1993	220,581.81	2	182	self
b) _____	_____	_____	_____	_____	_____
c) _____	_____	_____	_____	_____	_____
d) _____	_____	_____	_____	_____	_____

Please attach a separate page or use the additional information page provided at the end of the application.

* 1=Employee Welfare Benefit Plan (as defined by ERISA), 2= Defined Contribution Plan (as defined by ERISA), 3= Defined Benefit Plan (as defined by ERISA), 4=Other. **If Type is 3 or 4 a Fiduciary Liability Supplemental Application must be completed.**

2. Have there been any changes to any plan listed above? Yes No **If yes, please attach details.**

3. Has any plan requested or contemplated filing a request for termination? Yes No **If yes, please attach details.**

4. Has any plan been spun-off (sold), transferred or terminated? Yes No **If yes, please attach details.**
Please attach a Form 5500 for each plan listed above.

SECTION 5 – WORKPLACE VIOLENCE
 (Complete this section only if Workplace Violence coverage is desired.)

1. Has the **Applicant** added additional work locations? Yes No **If yes, please attach details.**

2. The **Applicant's** total number of employees:

3. Has the Applicant implemented any new employment procedures, office procedures, or security procedures? Yes No **If yes, please attach details.**

4. In the past twelve (12) months or in the next twelve (12) months, has the **Applicant** been involved with or anticipate any layoffs, staff reductions, or facility closings? Yes No **If yes, please attach details.**

SECTION 6 – INTERNET LIABILITY
 (Complete this section only if Internet Liability coverage is desired.)

1. Has the **Applicant** created any new websites? Yes No **If yes please provide the site address(es)?**

2. Has the **Applicant** made any material changes to the existing site? Yes No **If yes, please provide details.**

SECTION 7 – GENERAL SUMMARY
(All Applicants must complete this Section.)

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1. Has the **Applicant** been the subject or involved in any litigation in the past twelve (12) month? Yes No
If yes, please complete a supplemental claim form.
2. In the next twelve (12) months, does the Applicant anticipate any substantial change or reorganization of operations? Yes No **If yes, please provide details.**

If there is any material change to the answers of the Application's questions prior to the policy inception date, the Applicant must notify the Underwriter in writing. Any outstanding quotation may be modified or withdrawn.

False Information

WARNING: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME AND SUBJECTS SUCH PERSON TO CRIMINAL AND CIVIL PENALTIES.

FRAUD NOTICE STATEMENTS

NOTICE TO APPLICANTS: "ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION, OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO, COMMITS A FRAUDULENT INSURANCE ACT WHICH IS A CRIME AND MAY SUBJECT SUCH PERSON TO CRIMINAL AND CIVIL PENALTIES."

RESIDENTS OF NEW YORK APPLICANTS: "ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION, OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO, COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME AND SHALL ALSO BE SUBJECT TO A CIVIL PENALTY NOT TO EXCEED FIVE THOUSAND DOLLARS AND THE STATED VALUE OF THE CLAIM FOR EACH SUCH VIOLATION."

NOTICE TO ALASKA RESIDENTS APPLICANTS: "A PERSON WHO KNOWINGLY AND WITH INTENT TO INJURE, DEFRAUD OR DECEIVE AN INSURANCE COMPANY FILES A CLAIM CONTAINING FALSE, INCOMPLETE OR MISLEADING INFORMATION MAY BE PROSECUTED UNDER STATE LAW."

NOTICE TO ARKANSAS RESIDENT APPLICANTS: "ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND CONFINEMENT IN PRISON."

NOTICE TO ARIZONA RESIDENTS APPLICANTS: "FOR YOUR PROTECTION ARIZONA LAW REQUIRES THE FOLLOWING STATEMENT TO APPEAR ON THIS FORM. ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS IS SUBJECT TO CRIMINAL AND CIVIL PENALTIES."

NOTICE TO COLORADO RESIDENTS APPLICANTS: "IT IS UNLAWFUL TO KNOWINGLY PROVIDE FALSE, INCOMPLETE, OR MISLEADING FACTS OR INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE COMPANY. PENALTIES MAY INCLUDE IMPRISONMENT, FINES, DENIAL OF INSURANCE, AND CIVIL DAMAGES. ANY INSURANCE COMPANY OR AGENT OF AN INSURANCE COMPANY WHO KNOWINGLY PROVIDES FALSE, INCOMPLETE, OR MISLEADING FACTS OR INFORMATION TO A POLICYHOLDER OR CLAIMANT FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE POLICYHOLDER OR CLAIMANT WITH REGARD TO A SETTLEMENT OR AWARD PAYABLE FROM INSURANCE PROCEEDS SHALL BE REPORTED TO THE COLORADO DIVISION OF INSURANCE WITHIN THE DEPARTMENT OF REGULATORY AGENCIES."

NOTICE TO DISTRICT OF COLUMBIA APPLICANTS: "WARNING: IT IS A CRIME TO PROVIDE FALSE OR MISLEADING INFORMATION TO AN INSURER FOR THE PURPOSE OF DEFRAUDING THE INSURER OR ANY OTHER PERSON. PENALTIES INCLUDE IMPRISONMENT AND/OR FINES. IN ADDITION, AN INSURER MAY DENY INSURANCE BENEFITS IF FALSE INFORMATION MATERIALLY RELATED TO A CLAIM WAS PROVIDED BY THE APPLICANT."

NOTICE TO FLORIDA RESIDENTS APPLICANTS: "ANY PERSON WHO, KNOWINGLY AND WITH INTENT TO INJURE, DEFRAUD, OR DECEIVE ANY INSURER FILES A STATEMENT OF CLAIM OR AN APPLICATION CONTAINING ANY FALSE, INCOMPLETE OR MISLEADING INFORMATION IS GUILTY OF A FELONY OF THE THIRD DEGREE."

NOTICE TO KENTUCKY APPLICANTS: "ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE CONTAINING ANY "MATERIALLY" FALSE INFORMATION, OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO, COMMITS A FRAUDULENT INSURANCE ACT WHICH IS A CRIME."

NOTICE TO LOUISIANA RESIDENTS APPLICANTS: "ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND CONFINEMENT IN PRISON."

NOTICE TO MAINE RESIDENTS APPLICANTS: "IT IS A CRIME TO KNOWINGLY PROVIDE FALSE, INCOMPLETE OR MISLEADING INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING THE COMPANY. PENALTIES MAY INCLUDE IMPRISONMENT, FINES OR A DENIAL OF INSURANCE BENEFITS."

RESIDENTS OF MARYLAND APPLICANTS: "ANY PERSON WHO KNOWINGLY AND WILLFULLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR WHO KNOWINGLY AND WILLFULLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND CONFINEMENT IN PRISON."

RESIDENTS OF MINNESOTA APPLICANTS: "ANY PERSON WHO, WITH INTENT TO DEFRAUD OR KNOWING THAT HE/SHE IS FACILITATING A FRAUD AGAINST ANY INSURER, SUBMITS AN APPLICATION OR FILES A CLAIM CONTAINING A FALSE OR DECEPTIVE STATEMENT IS GUILTY OF INSURANCE FRAUD."

RESIDENTS OF NEW JERSEY APPLICANTS: "ANY PERSON WHO INCLUDES ANY FALSE OR MISLEADING INFORMATION ON AN APPLICATION FOR AN INSURANCE POLICY IS SUBJECT TO CRIMINAL AND CIVIL PENALTIES."

RESIDENTS OF NEW MEXICO APPLICANTS: "ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO CIVIL FINES AND CRIMINAL PENALTIES."

RESIDENTS OF OHIO APPLICANTS: "ANY PERSON WHO, WITH INTENT TO DEFRAUD OR KNOWING THAT HE/SHE IS FACILITATING A FRAUD AGAINST ANY INSURER, SUBMITS AN APPLICATION OR FILES A CLAIM CONTAINING A FALSE OR DECEPTIVE STATEMENT IS GUILTY OF INSURANCE FRAUD."

RESIDENTS OF OKLAHOMA APPLICANTS: "ANY PERSON WHO KNOWINGLY AND WITH INTENT TO INJURE, DEFRAUD OR DECEIVE ANY INSURER, MAKES ANY CLAIM FOR THE PROCEEDS OF AN INSURANCE POLICY CONTAINING ANY FALSE, INCOMPLETE OR MISLEADING INFORMATION IS GUILTY OF A FELONY."

RESIDENTS OF OREGON APPLICANTS: "ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD OR SOLICIT ANOTHER TO DEFRAUD AN INSURER: (1) BY SUBMITTING AN APPLICATION, OR (2) BY FILING A CLAIM CONTAINING A FALSE STATEMENT AS TO ANY MATERIAL FACT, MAY BE VIOLATING STATE LAW."

RESIDENTS OF PENNSYLVANIA APPLICANTS: "ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION OR CONCEALS FOR THE PURPOSE OF MISLEADING INFORMATION CONCERNING ANY FACT MATERIAL THERETO COMMITS A FRAUDULENT INSURANCE ACT WHICH IS A CRIME AND SUBJECTS SUCH PERSON TO CRIMINAL AND CIVIL PENALTIES."

RESIDENTS OF TENNESSEE APPLICANTS: "IT IS A CRIME TO KNOWINGLY PROVIDE FALSE, INCOMPLETE OR MISLEADING INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING THE COMPANY. PENALTIES INCLUDE IMPRISONMENT, FINES AND DENIAL OF INSURANCE BENEFITS."

RESIDENTS OF TEXAS APPLICANTS: IF A LIFE, HEALTH AND ACCIDENT INSURER PROVIDES A CLAIM FORM FOR A PERSON TO USE TO MAKE A CLAIM, THAT FORM MUST CONTAIN THE FOLLOWING STATEMENT OR A SUBSTANTIALLY SIMILAR STATEMENT: "ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR THE PAYMENT OF A LOSS IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND CONFINEMENT IN STATE PRISON."

RESIDENTS OF VIRGINIA APPLICANTS: "IT IS A CRIME TO KNOWINGLY PROVIDE FALSE, INCOMPLETE OR MISLEADING INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING THE COMPANY. PENALTIES MAY INCLUDE IMPRISONMENT, FINES AND DENIAL OF INSURANCE BENEFITS."

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RESIDENTS OF WASHINGTON APPLICANTS: "IT IS A CRIME TO KNOWINGLY PROVIDE FALSE, INCOMPLETE, OR MISLEADING INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSES OF DEFRAUDING THE COMPANY. PENALTIES INCLUDE IMPRISONMENT, FINES, AND DENIAL OF INSURANCE BENEFITS."

RESIDENTS OF WEST VIRGINIA APPLICANTS: "ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND CONFINEMENT IN PRISON."

Deloris Johnson
Name (Please Print/Type)

Chief Executive Director
Title (MUST BE SIGNED BY THE PRESIDENT
CHAIRMAN OR EXECUTIVE DIRECTOR)


Signature

7-31-18
Date

The above signed warrants that he/she is authorized and has the power to complete and execute this Application, including the Warranty Statement on behalf of the **Applicant** and their respective Directors, Officers or other insured persons.

Produced By: (Section to be completed by Producer/Broker)

Producer

Agency

Producer License Number

Agency Taxpayer ID or SS Number

Address (Street, City, State, Zip)

This page may be used to provide additional information to any question on this application. Please identify the question number to which you are referring.

Signature

Date

Small Business Underwriting
 3300 Business Park Dr.
 Stevens Point, WI 54482

AIG Personal Accident

Renewal Exposure Letter - Blanket Special Risk Insurance

Insuring Company:

National Union Fire Insurance Company of Pittsburgh, PA
 175 Water Street, 15th Floor, New York, NY 10038

July 27, 2018

Kimberly Castellana
 Roger Bouchard Insurance Inc.
 101 Starcrest Dr.
 Clearwater, FL 33765

Policyholder Name: Agricultural & Labor Program
Policyholder Address: 7301 Lynchburg Rd., Winter Haven, FL 33881
Policy Number: SRG 0009112378-B

Policy Effective Date **Policy Expiration Date**
 10/24/2018 To 10/24/2019

Dear Mary:

We are very pleased to service your renewal and would like to thank you for placing this account with us. The anniversary date for this policy is **October 1, 2017**. Please provide me with the following information so that I can accurately underwrite this policy.

Exposure information we are gathering:	Data:
1.) Estimated Annual Number of Participants:	861
2.) Are there additional Insured's in states which were not in last terms exposure? If so, please list the additional states which are being added to the exposure.	NO
3.) Is there a need for a change in the Class Description or Description of Activities? If so, please describe this change which will better meet the Policyholder's needs.	Class Description: NO Description of Activities:
4.) Has the address of the policyholder changed during the past year?	NO
5.) Updated activity hours / days:	same

Producer of Record: Eric Beck
Producer Company Name: Roger Bouchard Insurance Inc.
Street Address: 101 Starcrest Dr., Clearwater, FL 33765

{Only appropriately licensed Producers can sell, solicit and negotiate insurance products with prospective customers.}

Upon receipt of the requested information, we will calculate the renewal premium and provide you with a renewal quote. If you should have any questions, please feel free to contact me.

Sincerely,

Wes Winecki

Wes Winecki

AIG

Underwriter

Consumer Insurance | AIG Personal Accident

3300 Business Park Drive, Stevens Point, WI 54482

Tel 1 + 715 295-1206 | Fax 1 + 715 344 4995

Wesley.winecki@aig.com | www.aig.com

2018 – 2019 AGENCYWIDE BUDGET REVISIONS

The Agricultural and Labor Program, Inc.
Fiscal Year 2018-2019
Agency Budget

REVENUES	FY 19	FY 18
Head Start / Early Head Start (St. Lucie/Polk Counties)	7,877,534	7,487,138
ALPI Child Care Centers (St. Lucie/Polk Counties)	52,712	52,712
Polk ELC VPK	31,756	31,756
St Lucie County Early Learning VPK	866,408	866,408
USDA Food	963,590	963,590
Children's Services Council	104,929	103,647
Department of Economic Opportunity LIHEAP	3,971,408	4,601,343
Senior Connection Center, Inc. EHEAP	125,308	125,308
Department of Economic Opportunity CSBG	1,078,119	1,787,311
Emergency Solutions Grant	65,688	65,688
Department of Education EA	50,000	50,000
Florida Non Profit Housing	26,400	26,400
H.U.D. Housing Counseling	17,527	17,527
ATEC	10,100	10,100
E-rate	95,161	95,161
Fund Raiser	35,000	35,000
Other	1,145	1,145
In-Kind / Cash Match	1,969,384	1,871,785
TOTAL REVENUE	17,342,169	18,192,019
EXPENSES		
Salaries and Wages	6,703,321	6,802,449
Fringe Benefits	1,812,284	1,823,133
Communications	209,847	301,996
Travel	127,521	137,085
Food	499,802	470,843
Rent and Utilities	593,725	721,492
Contractual Services	430,572	516,048
Materials and Supplies	881,087	685,574
Training	210,932	246,669
Grants, Subsidies and Contributions	3,509,559	4,105,459
Subcontractors	305,879	424,138
In-Kind	1,969,384	1,871,785
Other	88,256	85,348
TOTAL EXPENSES	17,342,169	18,192,019

2018 INDIRECT COST AGREEMENT

(Ratify)

NONPROFIT RATE AGREEMENT

EIN: 1591634148A1

DATE:06/22/2017

ORGANIZATION:

FILING REF.: The preceding agreement was dated 09/12/2016

Agricultural and Labor Program, Inc.

P.O. Box 3126

Winter Haven, FL 33885

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTION I: INDIRECT COST RATES

RATE TYPES: FIXED FINAL PROV. (PROVISIONAL) PRED. (PREDETERMINED)

EFFECTIVE PERIOD

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE (%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
FINAL	07/01/2015	06/30/2016	16.50	On-Site	All Programs
PROV.	07/01/2016	06/30/2019	16.50	On-Site	All Programs

*BASE

Direct salaries and wages including vacation, holiday, sick pay and other paid absences but excluding all other fringe benefits.

ORGANIZATION: Agricultural and Labor Program, Inc.

AGREEMENT DATE: 6/22/2017

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

Fringe benefits applicable to direct salaries and wages are treated as direct costs.

TREATMENT OF PAID ABSENCES

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims are not made for the cost of these paid absences.

(1) Grantee charges all costs direct to grants and/or contracts except the costs listed below:

A. Salaries and wages of agency-wide employees are as follows: Chief Executive Officer, Finance Director, Human Resource Director, Operations/Quality Control, Senior Accountant II, Administrative Assistant (2) and Contract Manager - All 100% and Economic Development Director - 32%, Bookkeeper II - 50%, Bookkeeper II - 70%, and Receptionist - 50%.

B. Leave and fringe benefits for above personnel only are included in the indirect cost pool.

C. Other expenses - communications, travel, rent and utilities, contractual services, material and supplies and other.

(2) The directly claimed fringe benefits include FICA, Retirement, Life Insurance, Worker's Compensation, Unemployment Insurance and Health Insurance.

(3) Equipment means an article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost of \$1,000 or more per unit.

(4) The indirect cost rate has been negotiated in compliance with the Administration for Children and Families Program Instruction (ACF-PI-HS-08-03) dated 5/12/2008, which precludes recipients of Head Start grants to use any Federal funds to pay for any part of the compensation of an individual either as a direct cost or any pro-ratio as an indirect cost if that individual's compensation exceeds the rate payable of an Executive Level II. As of January, 2016, the rate of compensation for an Executive Level II is \$185,100 per year.

(5) Your next proposal based on actual costs for the fiscal year ending 06/30/17 is due in our office by 12/31/17.

ORGANIZATION: Agricultural and Labor Program, Inc.

AGREEMENT DATE: 6/22/2017

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its indirect cost pool as finally accepted; such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as indirect costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from indirect to direct. Failure to obtain approval may result in cost disallowances.

C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in Title 2 of the Code of Federal Regulations, Part 200 (2 CFR 200), and should be applied to grants, contracts and other agreements covered by 2 CFR 200, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

E. OTHER:

If any Federal contract, grant or other agreement is reimbursing indirect costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of indirect costs allocable to these programs.

BY THE INSTITUTION:

Agricultural and Labor Program, Inc.

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(INSTITUTION)

Deloris Johnson

Digitally signed by Deloris Johnson
DN: cn=Deloris Johnson, o=Agricultural and Labor Program, Inc., ou, email=djohnson@alpl.org, c=US
Date: 2018.08.27 21:59:53 -0400

(AGENCY)

Darryl W. Mayes -A

Digitally signed by Darryl W. Mayes -A
DN: c=US, o=U.S. Government, ou=HHS, ou=PSC, ou=People, 0.9.2342.19200300.100.1.1=2000131669, cn=Darryl W. Mayes -A
Date: 2017.06.30 09:17:17 -0400

(SIGNATURE)

Deloris Johnson

(SIGNATURE)

Arif Karim

(NAME)

CEO

(NAME)

Director, Cost Allocation Services

(TITLE)

8/27/2018

(TITLE)

6/22/2017

(DATE)

(DATE) 6120

HHS REPRESENTATIVE:

Denise Shirlee

Telephone:

(214) 767-3261

2018 RSM INDEPENDENT AUDIT TIMELINE

The Agricultural and Labor Program, Incorporated

Client Assistance Request List June 30, 2018

General	<u>Date Requested</u>	<u>Date Received</u>
1. Copies of minutes from all Board of Directors and Executive Committee meetings held during fiscal year 2018 (July 1, 2017 – June 30, 2018) and to current date.	9/17/2018	
2. Organizational chart.	9/17/2018	
3. Provide preliminary trial balance for fiscal year 2018, in Excel.	9/17/2018	
4. Final detailed general ledger (in Excel) for fiscal year 2018.	10/01/2018	
5. Provide final adjusted trial balance for fiscal year 2018, in Excel.	10/01/2018	
6. Provide the "Revenue and Expenditure Report by Project" for fiscal year 2018, in PDF Format.	9/17/2018	
7. Provide the "Revenue and Expenditure Report by Element" for fiscal year 2018, in PDF format.	9/17/2018	
8. Provide the final "Revenue and Expenditure Report by Project" for fiscal year 2018.	10/01/2018	
9. Provide the final "Revenue and Expenditure Report by Element" for fiscal year 2018.	10/01/2018	
10. Copies of new lease agreements and amendments entered into during fiscal year 2018.	10/01/2018	
11. Copies of debt agreements and amendments entered into during fiscal year 2018, if any.	10/01/2018	
12. Legal inquiry letters for ALL attorneys' retained in fiscal year 2018 (Template to be provided by RSM). Return to RSM for mailing.	10/01/2018	
13. Copies of any new policies or procedures or bylaw revisions put into place during fiscal year 2018, if any.	9/17/2018	
14. Copies of all grant agreements and amendments which were in place during fiscal year 2018.	9/17/2018	
15. Provide "Program Elements & Descriptions by Project" for fiscal year 2018, in PDF format.	9/17/2018	
16. Board of Directors listing as of 6/30/18.	9/17/2018	

The Agricultural and Labor Program, Incorporated

Client Assistance Request List June 30, 2018

	<u>Date Requested</u>	<u>Date Received</u>
Cash and Cash Equivalents		
1. Standard bank confirmations for ALL cash and money market accounts open during fiscal 2018 (Cash Confirmation Templates to be provided by RSM). Return to RSM for mailing. Note: Certain cash balances will be confirmed electronically for participating banks.	10/01/2018	
2. Copies of bank reconciliations, including supporting schedules, and bank statements for all bank and money market accounts as of June 30, 2018.	10/01/2018	
3. Copies of the listings of outstanding checks and deposits in transit for all bank and money market accounts as of June 30, 2018.	10/01/2018	
4. Copies of bank statements for July 2018 for all bank and money market accounts.	10/01/2018	
5. Access to all monthly bank statements for all bank accounts during fiscal year 2018.	9/17/2018	
6. Copy of last check written (or support) for fiscal year ended June 30, 2018 and copy of first check written (or support) for fiscal year 2019 for all checking accounts.	10/01/2018	
Accounts Receivable		
1. Copy of accounts receivable detail as of June 30, 2018 along with supporting documentation evidencing subsequent receipts. To support the grant receivables and subsequent cash receipts, please provide the "Cash Receipt History" report for 7/1/2018 through 10/1/2018, which will show the incoming cash.	10/01/2018	
2. Reconciliation of year-end accounts receivable detail to the general ledger and support for any reconciling items, if any.	10/01/2018	
3. Schedule of beginning and ending balance and activity for the allowance for doubtful accounts including provision for doubtful accounts and recoveries for fiscal year 2018, if any.	10/01/2018	
4. Confirmations for accounts receivable balances selected by RSM in 1 above (Accounts Receivable Confirmation Template to be provided by RSM). Return to RSM for mailing.	10/05/2018	
5. Provide a listing of "other receivables" (i.e. employee advances, etc.) at June 30, 2018 and supporting documentation.	10/01/2018	

The Agricultural and Labor Program, Incorporated

Client Assistance Request List June 30, 2018

	<u>Date Requested</u>	<u>Date Received</u>
Property and Equipment		
1. Provide "Fixed Asset Listing and Depreciation Schedule by Category" as of June 30, 2018, in Excel.	10/01/2018	
2. Provide "Fixed Asset Listing and Depreciation Schedule" showing fiscal year 2018 additions and supporting documentation for all additions in excess of \$5,000 (i.e. vendor invoices and check copies).	10/01/2018	
3. Provide schedule of fiscal year 2018 disposals and supporting documentation for all retirements in excess of \$5,000 (i.e. cash receipts and sales invoices).	10/01/2018	
4. Provide general ledger detail of all repair and maintenance accounts and supporting documentation for items > \$5,000 for fiscal year 2018.	10/01/2018	
5. Prepare five-year operating lease payment schedule.	10/01/2018	
Accounts Payable/Accrued Expenses		
1. Listing of ALL checks from disbursing accounts from July 1, 2018 through August 31, 2018.	10/01/2018	
2. Provide voucher packages for checks in 1 above for items selected by RSM for testing.	10/05/2018	
3. Provide copy of "Accounts Payable Analysis" as of June 30, 2018, in Excel.	10/01/2018	
4. Reconciliation of year-end "Accounts Payable Analysis" to general ledger and support for any reconciling, if any.	10/01/2018	
5. Provide copy of pension liability calculation performed by actuary for fiscal 2018.	As Soon as Available	
6. Provide supporting detail for all other accrual balances at June 30, 2018.	10/01/2018	
7. Provide calculation for accrued payroll as of June 30, 2018 and supporting payroll register.	10/01/2018	
Profit and Loss		
1. Provide detail of In-kind revenue and expenses for fiscal year 2018.	9/17/2018	

The Agricultural and Labor Program, Incorporated

Client Assistance Request List June 30, 2018

	<u>Date Requested</u>	<u>Date Received</u>
2. Provide access to fiscal 2018 payroll registers for payroll testing. Provide personnel files, time and attendance reports for payroll disbursements selected for testing.	9/17/2018	
3. Provide Quarterly Federal Tax Returns, Florida Department of Revenue Employer's Quarterly Reports and Quarterly Multiple Worksite Reports for fiscal 2018.	9/17/2018	
4. Provide "Fringe Benefit Analysis and Rate Computation" for fiscal year 2018.	10/01/2018	
5. Provide functional expense schedule for fiscal year 2018.	10/08/2018	
6. Provide "Revenue Reconciliation" schedule for fiscal year 2018.	10/01/2018	
Payroll		
1. Average # of employees for fiscal year 2018.	10/01/2018	
2. Provide copies of or access to last payroll register of fiscal year 2018 and first payroll register of fiscal year 2019 that includes year-to-date totals.	10/01/2018	
3. Fiscal year 2018 payroll register detail (shows year to date payroll by employee and by element).	10/01/2018	
Federal Single Audit – Compliance Testing – Low Income Home Energy Assistance Program (LIHEAP)		
1. Provide preliminary "Revenue and Expenditure Report by Project" as of June 30, 2018.	9/17/2018	
2. Provide copies of monitoring reports related to fiscal 2018, if any.	9/17/2018	
3. Copy of Indirect Cost Rate Agreement in effect for fiscal 2018.	9/17/2018	
4. Provide copy of "Year to Date Cost Allocation Summary" for fiscal year 2018.	9/17/2018	
5. Provide copy of "Common Cost Rate Computation and Analysis" for fiscal year 2018.	9/17/2018	
6. Provide listing of clients served by this program during fiscal year 2018.	9/17/2018	
7. Provide copy of "Income Eligibility Guidelines"	9/17/2018	
8. Provide access to all vouchers submitted and cash disbursements during fiscal year 2018.	9/17/2018	

2018 RSM AUDIT LETTER OF INTENT



September 4, 2018

RSM US LLP

Mr. William Holt, Chairperson
The Agricultural and Labor Program, Incorporated
P.O. Box 3126
Winter Haven, Florida 33885

800 N Magnolia Avenue
Suite 1700
Orlando, FL 32803, USA
O +1 407 898 2727
F +1 407 895 1335

www.rsmus.com

Dear Mr. Holt:

This letter is intended to communicate certain matters related to the planned scope and timing of our audit of The Agricultural and Labor Program, Incorporated's (the Organization) financial statements and compliance as of and for the year ending June 30, 2018.

Communication

Effective two-way communication between our firm and the Board of Directors is important to understanding matters related to the audit and developing a constructive working relationship.

Your insights may assist us in understanding The Agricultural and Labor Program, Incorporated and its environment, identifying appropriate sources of audit evidence and providing information about specific transactions or events. We will discuss with you your oversight of the effectiveness of internal control and any areas where you request additional procedures to be undertaken. We expect that you will timely communicate to us any matters you consider relevant to the audit. Such matters might include strategic decisions that may significantly affect the nature, timing and extent of audit procedures, your suspicion or detection of fraud or abuse, or any concerns you may have about the integrity or competence of senior management.

We will timely communicate to you any fraud involving senior management and other fraud that causes a material misstatement of the financial statements, illegal acts, instances of noncompliance, or abuse that come to our attention (unless they are clearly inconsequential), and disagreements with management and other serious difficulties encountered in performing the audit. We also will communicate to you and to management, any significant deficiencies or material weaknesses in internal control that become known to us during the course of the audit. Other matters arising from the audit that are, in our professional judgment, significant and relevant to you in your oversight of the financial reporting process will be communicated to you in writing after the audit.

Independence

Our independence policies and procedures are designed to provide reasonable assurance that our firm and its personnel comply with applicable professional independence standards. Our policies address financial interests, business and family relationships, and non-audit services that may be thought to bear on independence. For example, without our permission no partner or professional employee of RSM US LLP is permitted to have any direct financial interest or a material indirect financial interest in a client or any affiliate of a client. Also, if an immediate family member or close relative of a partner or professional employee is employed by a client in a key position, the incident must be reported and resolved in accordance with firm policy. In addition, our policies restrict certain non-audit services that may be provided by RSM US LLP and require audit clients to accept certain responsibilities in connection with the provision of permitted non-attest services.

The Audit Planning Process

Our audit approach places a strong emphasis on obtaining an understanding of how your entity functions. This enables us to identify key audit components and tailor our procedures to the unique aspects of your operations. The development of a specific audit plan will begin by meeting with you and with management to obtain an understanding of business objectives, strategies, risks and performance.

THE POWER OF BEING UNDERSTOOD
AUDIT | TAX | CONSULTING

As part of obtaining an understanding of your Organization and its environment, we will obtain an understanding of internal control. We will use this understanding to identify risks of material misstatement and noncompliance, which will provide us with a basis for designing and implementing responses to the assessed risks of material misstatement and noncompliance. We will also obtain an understanding of the users of the financial statements in order to establish an overall materiality level for audit purposes. We will conduct formal discussions among engagement team members to consider how and where your financial statements might be susceptible to material misstatement due to fraud or error or to instances of noncompliance, including abuse.

The Concept of Materiality in Planning and Executing the Audit

We apply the concept of materiality in both planning and performing the audit, evaluating the effect of identified misstatements or noncompliance on the audit and the effect of uncorrected misstatements, if any, on the financial statements, forming the opinion in our report on the financial statements, and determining or reporting in accordance with *Government Auditing Standards* and other compliance reporting requirements. Our determination of materiality is a matter of professional judgment and is affected by our perception of the financial information needs of users of the financial statements. We establish performance materiality at an amount less than materiality for the financial statements as a whole to allow for the risk of misstatements that may not be detected by the audit. We use performance materiality for purposes of assessing the risks of material misstatement and determining the nature, timing and extent of further audit procedures. Our assessment of materiality throughout the audit will be based on both quantitative and qualitative considerations. Because of the interaction of quantitative and qualitative considerations, misstatements of a relatively small amount could have a material effect on the current financial statements as well as financial statements of future periods. We will accumulate misstatements identified during the audit, other than those that are clearly trivial. At the end of the audit, we will inform you of all individual uncorrected misstatements aggregated by us in connection with our evaluation of our audit test results.

Our Approach to Internal Control and Compliance Relevant to the Audit

Our audit of the financial statements, including compliance, will include obtaining an understanding of internal control sufficient to plan the audit and determine the nature, timing and extent of audit procedures to be performed. An audit is not designed to provide assurance on internal control or identify significant deficiencies or material weaknesses. Our review and understanding of the Organization's internal control is not undertaken for the purpose of expressing an opinion on the effectiveness of internal control.

We will issue reports on internal control related to the financial statements and major programs. These reports describe the scope of testing of internal control and the results of our tests of internal control. Our reports on internal control will include any significant deficiencies and material weaknesses in the system of which we become aware as a result of obtaining an understanding of internal control and performing tests of internal control consistent with the requirements of *Government Auditing Standards*, issued by the Comptroller General of the United States, the Federal Single Audit Act and *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* at 2 CFR 200 (Uniform Guidance).

We will issue reports on compliance with laws, regulations, and the provisions of contracts or grant agreements. We will report on any noncompliance that could have a material effect on the financial statements and any noncompliance that could have a direct and material effect on each major program. Our reports on compliance will address material errors, fraud, abuse, violations of compliance requirements, and other responsibilities imposed by state and federal statutes and regulations and assumed contracts; and any state or federal grant, entitlement or loan program questioned costs of which we become aware, consistent with the requirements of the standards identified above.

Timing of the Audit

We have scheduled preliminary and final audit field with the appropriate individuals. Management's adherence to its closing schedule and timely completion of information used by us in performance of the audit is essential to timely completion of the audit.

Closing

We will be pleased to respond to any questions you have about the foregoing. We appreciate the opportunity to be of service to The Agricultural and Labor Program, Incorporated

This communication is intended solely for the information and use of the Board of Directors and is not intended to be, and should not be, used by anyone other than this specified party.

RSM US LLP

September 4, 2018

RSM US LLP

Mr. William Holt, Chairperson
 Ms. Deloris Johnson, Chief Executive Officer
 Mr. Dennis Gniewek, Finance Director
 The Agricultural and Labor Program, Incorporated
 P.O. Box 3126
 Winter Haven, Florida 33885

800 N Magnolia Avenue
 Suite 1700
 Orlando, FL 32803, USA
 O +1 407.898.2727
 F +1 407.895.1335
 www.rsmus.com

Attention: Mr. William Holt, Chairperson, Ms. Deloris Johnson, Chief Executive Officer and Mr. Dennis Gniewek, Finance Director

The Objective and Scope of the Audit of the Financial Statements

You have requested that we audit the financial statements of The Agricultural and Labor Program, Incorporated (the Organization), which comprise the statement of financial position as of June 30, 2018 and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

Our audit will be conducted with the objective of our expressing an opinion on the financial statements.

We will also perform the audit of The Agricultural and Labor Program, Incorporated as of June 30, 2018, so as to satisfy the audit requirements imposed by the Federal Single Audit Act and Subpart F of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The Responsibilities of the Auditor

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (GAAS); *Government Auditing Standards*, issued by the Comptroller General of the United States (GAS); the provisions of the Federal Single Audit Act; Subpart F of Title 2 U.S. CFR Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*; the U.S. Office of Management and Budget's (OMB) Compliance Supplement and guidance provided in the audit guides titled *Government Auditing Standards and Single Audits* and *Not-for-Profit Entities* issued by the AICPA. Those standards, regulations, supplements or guides require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS. Also, an audit is not designed to detect errors or fraud that are immaterial to the financial statements. The determination of abuse is subjective; therefore, GAS does not expect us to provide reasonable assurance of detecting abuse.

THE POWER OF BEING UNDERSTOOD
 AUDIT | TAX | CONSULTING

In making our risk assessments, we consider internal control relevant to the Organization's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

We will also communicate to the Board of Directors (a) any fraud involving senior management and fraud (whether caused by senior management or other employees) that causes a material misstatement of the financial statements that becomes known to us during the audit, and (b) any instances of noncompliance with laws and regulations that we become aware of during the audit (unless they are clearly inconsequential).

The federal programs and awards that you have told us that The Agricultural and Labor Program, Incorporated participates in and that are to be included as part of the federal single audit are listed here:

Federal Awards:

<u>CFDA Number</u>	<u>Name of Federal Award Program</u>
93.600	Head Start Program
93.568	Low Income Home Energy Assistance Program
93.569	Community Services Block Grant Program
10.558	Child and Adult Care Food Program
17.264	Farmworkers Jobs and Education Program
14.169	Housing Counseling Assistance Program
14.231	Emergency Solutions Grant Program

We are responsible for the compliance audit of major programs under the Uniform Guidance, including the determination of major programs, the consideration of internal control over compliance, and reporting responsibilities.

Our reports on internal control will include any significant deficiencies and material weaknesses in controls of which we become aware as a result of obtaining an understanding of internal control and performing tests of internal control consistent with requirements of the standards identified above. Our reports on compliance matters will address material errors, fraud, abuse, violations of compliance obligations, and other responsibilities imposed by state and federal statutes and regulations or assumed by contracts, and any state or federal grant, entitlement or loan program questioned costs of which we become aware, consistent with requirements of the standards and regulations identified above.

Our services under this arrangement letter do not include services for tax return preparation, tax advice or representation in any tax matter. Tax services will be covered under a separate arrangement letter. Nevertheless, we may discuss with you certain tax considerations or provide you with tax information that may be relevant to our services. Any such discussions or information would be based upon limited tax research, limited due diligence and limited analysis regarding the underlying facts. Because additional research or a more complete review of the facts could affect our analysis and conclusions, the information provided during these discussions should not be used as the basis for proceeding with any transaction or any tax return reporting.

The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance acknowledges and understands that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. To evaluate subsequent events through the date the financial statements are issued or available to be issued, and to disclose the date through which subsequent events were evaluated in the financial statements. Management also agrees that it will not evaluate subsequent events earlier than the date of the management representation letter referred to below;
3. For the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
4. For report distribution; and
5. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation and other matters;
 - b. Additional information that we may request from management for the purpose of the audit; and
 - c. Unrestricted access to persons within the Organization from whom we determine it necessary to obtain audit evidence.

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit, including among other items:

1. That management has fulfilled its responsibilities as set out in the terms of this letter; and
2. That it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Management is responsible for identifying and ensuring that the Organization complies with the laws and regulations applicable to its activities, and for informing us about all known material violations of such laws or regulations. In addition, management is responsible for the design and implementation of programs and controls to prevent and detect fraud or abuse, and for informing us about all known or suspected fraud or abuse affecting the Organization involving management, employees who have significant roles in internal control, and others where the fraud or abuse could have a material effect on the financial statements or compliance. Management is also responsible for informing us of its knowledge of any allegations of fraud or abuse or suspected fraud or abuse affecting the Organization received in communications from employees, former employees, analysts, regulators or others.

Management is responsible for the preparation of the supplementary information in accordance with accounting principles generally accepted in the United States of America. Management agrees to include the auditor's report on the supplementary information in any document that contains the supplementary information and indicates that the auditor has reported on such supplementary information. Management also agrees to present the supplementary information with the audited financial statements or, if the

supplementary information will not be presented with audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance of the supplementary information and the auditor's report thereon.

Because the audit will be performed in accordance with the Federal Single Audit Act and the Uniform Guidance, management is responsible for (a) identifying all federal awards received and expended; (b) preparing the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with Uniform Guidance requirements; (c) internal control over compliance; (d) compliance with federal and state statutes, regulations, and the terms and conditions of federal awards; (e) making us aware of significant vendor relationships where the vendor is responsible for program compliance; (f) following up and taking corrective action on audit findings, including the preparation of a summary schedule of prior audit findings and a corrective action plan; and (g) submitting the reporting package and data collection form.

The Board of Directors is responsible for informing us of its views about the risks of fraud or abuse within the Organization, and its knowledge of any fraud or abuse or suspected fraud or abuse affecting the Organization.

The Agricultural and Labor Program, Incorporated agrees that it will not associate us with any public or private debt/securities offering without first obtaining our consent. Therefore, The Agricultural and Labor Program, Incorporated agrees to contact us before it includes our reports, or otherwise makes reference to us, in any public or private debt/securities offering.

Because RSM US LLP will rely on The Agricultural and Labor Program, Incorporated and its management, and Board of Directors to discharge the foregoing responsibilities, The Agricultural and Labor Program, Incorporated holds harmless and releases RSM US LLP and its partners and employees from all claims, liabilities, losses and costs arising in circumstances where there has been a knowing misrepresentation by a member of The Agricultural and Labor Program, Incorporated's management that has caused, in any respect, RSM US LLP's breach of contract or negligence. This provision shall survive the termination of this arrangement for services.

Records and Assistance

If circumstances arise relating to the condition of the Organization's records, the availability of appropriate audit evidence or indications of a significant risk of material misstatement of the financial statements because of error, fraudulent financial reporting or misappropriation of assets which, in our professional judgment, prevent us from completing the audit or forming an opinion, we retain the unilateral right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

During the course of our engagement, we may accumulate records containing data that should be reflected in the Organization's books and records. The Organization will determine that all such data, if necessary, will be so reflected. Accordingly, the Organization will not expect us to maintain copies of such records in our possession.

The assistance to be supplied by Organization personnel, including the preparation of schedules and analyses of accounts, has been discussed and coordinated with Dennis Gniewek, Finance Director. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report.

In connection with our audit, you have requested us to perform certain non-audit services, including the preparation of the draft financial statements. The GAS independence standards require that the auditor maintain independence so that opinions, findings, conclusions, judgments and recommendations will be impartial and viewed as impartial by reasonable and informed third parties. Before we agree to provide a non-audit service to The Agricultural and Labor Program, Incorporated, we determine whether providing such a service would create a significant threat to our independence for GAS audit purposes, either by itself or in aggregate with other non-audit services provided. A critical component of our determination is consideration of management's ability to effectively oversee the non-audit service to be performed. The Agricultural and Labor Program, Incorporated has agreed that Dennis Gniewek, Finance Director, possesses suitable skill, knowledge or experience and that the individual understands the preparation of the draft financial statement services to be performed sufficiently to oversee them. Accordingly, the management of The Agricultural and Labor Program, Incorporated agrees to the following:

1. The Agricultural and Labor Program, Incorporated has designated Dennis Gniewek, Finance Director, as a senior member of management, who possesses suitable skill, knowledge and experience to oversee the services;
2. Dennis Gniewek, Finance Director, will assume all management responsibilities for subject matter and scope of the preparation of the draft financial statements;
3. The Agricultural and Labor Program, Incorporated will evaluate the adequacy and results of the services performed; and
4. The Agricultural and Labor Program, Incorporated accepts responsibility for the results and ultimate use of the services.

GAS further requires that we establish an understanding with The Agricultural and Labor Program, Incorporated's management and those charged with governance, of the objectives of the non-audit services, the services to be performed, the Organization's acceptance of its responsibilities, the auditor's responsibilities and any limitations of the non-audit services. We believe this letter documents that understanding.

Other Relevant Information

RSM US LLP may mention the Organization's name and provide a general description of the engagement in RSM US LLP's client lists and marketing materials.

From time to time and depending upon the circumstances, we may use third-party service providers to assist us in providing professional services to you. In such circumstances, it may be necessary for us to disclose confidential client information to them. We enter into confidentiality agreements with all third-party service providers and we are satisfied that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In addition, we may utilize financial benchmarking data to be used by RSM US LLP professionals and other clients. This benchmarking data is aggregated with data from a minimum of five other entities so that users of the data are unable to associate the data with any single entity in the database.

In accordance with GAS, a copy of our most recent peer review report is enclosed for your information.

Fees, Costs, and Access to Workpapers

Our fees for the services described above are based upon the value of the services performed and the time required by the individuals assigned to the engagement plus directly billed expenses, including report processing, travel, and fees for services from other professionals, as well as a charge of 5 percent of fees for all other expenses, including indirect administrative expenses such as technology, research and library databases, communications, photocopying, postage and clerical assistance. Our estimated fees for the above services will not exceed \$40,360, plus directly billed expenses. Our fee estimate and completion of our work are based upon the following criteria:

1. Anticipated cooperation from Organization personnel;
2. Timely responses to our inquiries;
3. Timely completion and delivery of client assistance requests;
4. Timely communication of all significant accounting and financial reporting matters;
5. The assumption that unexpected circumstances will not be encountered during the engagement.

If any of the aforementioned criteria are not met, then fees may increase. Interim billings will be submitted as work progresses. Billings are due upon submission.

Our professional standards require that we perform certain additional procedures, on current and previous years' engagements, whenever a partner or professional employee leaves the firm and is subsequently employed by or associated with a client in a key position. Accordingly, the Organization agrees it will compensate RSM US LLP for any additional costs incurred as a result of the Organization's employment of a partner or professional employee of RSM US LLP.

In the event we are requested or authorized by The Agricultural and Labor Program, Incorporated or are required by government regulation, subpoena or other legal process to produce our documents or our personnel as witnesses with respect to our engagement for The Agricultural and Labor Program, Incorporated, The Agricultural and Labor Program, Incorporated will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

All matters related to the Organization's adoption of the new revenue recognition standard pursuant to ASC 606 will be accounted for and billed separately.

All matters related to the Organization's adoption of FASB ASC 842, *Leases*, will be accounted for and billed separately.

The documentation for this engagement is the property of RSM US LLP. However, you acknowledge and grant your assent that representatives of the cognizant or oversight agency or their designee, other government audit staffs, and the U.S. Government Accountability Office shall have access to the audit documentation upon their request and that we shall maintain the audit documentation for a period of at least three years after the date of the report, or for a longer period if we are requested to do so by the cognizant or oversight agency. Access to requested documentation will be provided under the supervision of RSM US LLP audit personnel and at a location designated by our firm.

Claim Resolution

The Agricultural and Labor Program, Incorporated and RSM US LLP agree that no claim arising out of services rendered pursuant to this agreement shall be filed more than two years after the date of the audit

report issued by RSM US LLP or the date of this arrangement letter if no report has been issued. The Agricultural and Labor Program, Incorporated waives any claim for punitive damages. RSM US LLP's liability for all claims, damages and costs of The Agricultural and Labor Program, Incorporated arising from this engagement is limited to the amount of fees paid by The Agricultural and Labor Program, Incorporated to RSM US LLP for the services rendered under this arrangement letter.

Information Security - Miscellaneous Terms

RSM US LLP is committed to the safe and confidential treatment of the Organization's proprietary information. RSM US LLP is required to maintain the confidential treatment of client information in accordance with relevant industry professional standards which govern the provision of services described herein. The Organization agrees that it will not provide RSM US LLP with any unencrypted electronic confidential or proprietary information, and the parties agree to utilize commercially reasonable measures to maintain the confidentiality of the Organization's information, including the use of collaborate sites to ensure the safe transfer of data between the parties.

RSM US LLP may terminate this relationship immediately in its sole discretion if RSM US LLP determines that continued performance would result in a violation of law, regulatory requirements, applicable professional standards or RSM US LLP's client acceptance or retention standards, or if the Organization is placed on a verified sanctioned entity list or if any director or executive of, or other person closely associated with, the Organization or its affiliates is placed on a verified sanctioned person list, in each case, including but not limited to lists promulgated by the Office of Foreign Assets Control of the U.S. Department of the Treasury, the U.S. State Department, the United Nations Security Council, the European Union or any other relevant sanctioning authority.

If any term or provision of this arrangement letter is determined to be invalid or unenforceable, such term or provision will be deemed stricken and all other terms and provisions will remain in full force and effect.

Reporting

We will issue a written report upon completion of our audit of The Agricultural and Labor Program, Incorporated's financial statements. Our report will be addressed to the Board of Directors of The Agricultural and Labor Program, Incorporated. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

In addition to our report on The Agricultural and Labor Program, Incorporated's financial statements, we will also issue the following types of reports:

- A report on the fairness of the presentation of The Agricultural and Labor Program, Incorporated's schedule of expenditures of federal awards for the year ending June 30, 2018;
- Reports on internal control related to the financial statements and major programs. These reports will describe the scope of testing of internal control and the results of our tests of internal controls;
- Reports on compliance with laws, regulations, and the provisions of contracts or grant agreements. We will report on any noncompliance that could have a material effect on the financial statements and any noncompliance that could have a material effect, as defined by Subpart F of Title 2 U.S. CFR Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, on each major program;
- A schedule of findings and questioned costs.

This letter constitutes the complete and exclusive statement of agreement between RSM US LLP and The Agricultural and Labor Program, Incorporated, superseding all proposals, oral or written, and all other communications with respect to the terms of the engagement between the parties.

Electronic Signatures and Counterparts

Each party hereto agrees that any electronic signature of a party to this agreement or any electronic signature to a document contemplated hereby (including any representation letter) is intended to authenticate such writing and shall be as valid, and have the same force and effect, as a manual signature. Any such electronically signed document shall be deemed (i) to be "written" or "in writing," (ii) to have been signed and (iii) to constitute a record established and maintained in the ordinary course of business and an original written record when printed from electronic files. Each party hereto also agrees that electronic delivery of a signature to any such document (via email or otherwise) shall be as effective as manual delivery of a manual signature. For purposes hereof, "electronic signature" includes, but is not limited to, (i) a scanned copy (as a "pdf" (portable document format) or other replicating image) of a manual ink signature, (ii) an electronic copy of a traditional signature affixed to a document, (iii) a signature incorporated into a document utilizing touchscreen capabilities or (iv) a digital signature. This agreement may be executed in one or more counterparts, each of which shall be considered an original instrument, but all of which shall be considered one and the same agreement. Paper copies or "printouts," of such documents if introduced as evidence in any judicial, arbitral, mediation or administrative proceeding, will be admissible as between the parties to the same extent and under the same conditions as other original business records created and maintained in documentary form. Neither party shall contest the admissibility of true and accurate copies of electronically signed documents on the basis of the best evidence rule or as not satisfying the business records exception to the hearsay rule.

Please sign and return a copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements, including our respective responsibilities.

RSM US LLP



Clay Worden, Partner

Confirmed on behalf of **The Agricultural and Labor Program, Incorporated:**

Mr. William Holt, Chairperson

Date

Ms. Deloris Johnson, Chief Executive Officer

Date

Mr. Dennis Gniewek, Finance Director

Date

System Review Report

To the Partners of
RSM US LLP
and the National Peer Review Committee
of the American Institute of Certified
Public Accountants Peer Review Board

We have reviewed the system of quality control for the accounting and auditing practice of RSM US LLP (the "firm") applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended April 30, 2016. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards*, audits of employee benefit plans, audits performed under FDICIA, and audits of carrying broker-dealers, and examinations of service organizations [Service Organizations Control (SOC) 1 and 2 engagements].

In our opinion, the system of quality control for the accounting and auditing practice of RSM US LLP applicable to non-SEC issuers in effect for the year ended April 30, 2016, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. RSM US LLP has received a peer review rating of *pass*.

BKD, LLP

December 2, 2016

MEMBERSHIP COMMITTEE MEETING
Doubletree by Hilton/SeaWorld
Orlando, FL
September 22, 2018
9:00 AM



AGENDA

I. CALL TO ORDER

- A. Mission Statement
- B. Roll Call
 - Patricia Gamble, Chairperson
 - Shelia Dixon
 - LaVita Holmes
 - Terry Wellington
 - Shannyn Serrano
 - Cheryl Burnham, Staff Liaison**

II. ITEMS FOR DISCUSSIONS

- 2018 Corporate Membership Rosters for Regional Advisory Councils' Annual Elections (TBD)
- 2018 Regional Advisory Councils Membership Rosters

III. ACTION ITEMS/RECOMMENDATIONS FOR BOARD APPROVAL

- Certify 2018 Corporate Membership Rosters for Regional Advisory Councils' Annual Elections
- Certify 2018 Regional Advisory Councils Membership Rosters

IV. ADJOURNMENT

ALPI Mission Statement

The mission of The ALPI is to propose, implement, and advocate developmental and human service delivery programs for the socially and economically disadvantaged; children and families; and farmworkers.

**2018
Regional Advisory Councils Membership Rosters**

**CENTRAL REGION ADVISORY COUNCIL
 MEMBERSHIP ROSTER
 2017-2018
 (8/18)**

Glenda Jones, Chairperson
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Term: 2017-2020

**** 2018-2020 Board Rep.
 Eff. 10/2017**



EASTERN REGION ADVISORY COUNCIL
MEMBERSHIP ROSTER
2017-2018
Revised 2/15/18

****William Holt**, Chairperson
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Term 2016-2019

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Term 2016-2019

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Term 2015-2018

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Term 2017-2020

Term 2016-2019

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Term 2016-2019

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Term: 2016-2019

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Term: 2016-2019

Vacant
Term: 2017-2020

Vacant
Term: 2017-2020

Vacant
Term 2017-2020

**Board of Directors Term 2017-2019



NORTHERN REGION ADVISORY COUNCIL 2017-2018 MEMBERSHIP ROSTER

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Term: 2015-2018

NEREIDA JACKSON, Parliamentarian

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2018 Southern Region Advisory Membership Roster

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Term: 2015 – 2018
Term: 2015 – 2018

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Term: 2016 – 2019
Term: 2016 – 2019

VACANT
Term: 2017 – 2020
Term: 2017 – 2020
Term: 2017 – 2020

**** 2018-2020 Board Representative**