

## STATE GRANT COMPLIANCE REPORTING

**Report Template B: Please use this reporting template for the END OF YEAR report**

<b>1. Organization:</b>	
Organization Name:	Child Development Center, Inc.
Organization Tax ID #:	56-0796221
Project/Activity Title:	Directed Grant
Reporting Period:	<b>July 1, 2021 through June 30, 2022</b>
Organization Fiscal Year End:	June 30, 2022
Mailing Address (street, city, state, zip code):	3802 Princess Place Drive  Wilmington, NC 28405
Phone Number (area code + number):	910-343-4245
Fax Number (area code + number):	910-343-4254
Contact Person:	Heather Ratliff
Contact Person Title:	Executive Director
E-Mail Address:	heatherratliffcdc@gmail.com

<b>2. Preparer:</b> [PLEASE INDICATE WHO PREPARED THIS INFORMATION BY CHECKING]	<input checked="" type="checkbox"/> Employee	<input type="checkbox"/> CPA/Accountant
Name of Preparer: Heather Ratliff	Executive Director	
Phone Number: 910-343-4245		

<b>3. Please provide a list of the Organization's Board Members.</b> [ADD ADDITIONAL PAGES, IF NEEDED]	
<b>Name of Board Member</b>	<b>Board Member Title</b>
Ashley Wells	Vice Chair
Janet Nelson	Immediate Past Chair
Shannon Barham	Secretary
Nick Rhodes	Member at Large
Kim Ceasar	General Voting Member
Aitza Galarz-Hernandez	General Voting Member
Heidi Higgins	General Voting Member
Mea Hoffman	General Voting Member
Kyle Nutt	General Voting Member
John Walker	General Voting Member

<b>4. What restrictions are placed upon the grant by the grant award document? If the grant award document does not identify specific restrictions, please identify the intended use of the grant funds as included in the award document.</b>
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Restrictions: NA  
 The Grantee hereby intends to use state directed funds to assist in base salary and other payroll expenses for staff, as well as building and property improvements. Funds will be used to renovate our playground space to provide an inclusive playground for children of all abilities. Renovations to this space have been designed in collaboration with a physical and occupational therapist to ensure children with significant motor delays have access to equipment that provides stimulating opportunities to support their needs. Building improvements include such items such as replacing countertops in the classrooms and kitchen area, mobile classroom improvements, and pressure washing and painting the exterior of the building.

<b>5. Does the organization have a Conflict of Interest policy?</b>	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no
<b>6. Is the organization a for profit entity?</b>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no

<b>7. Did the organization subgrant or pass down any funds to another organization?</b>			
	yes	√	no
If yes, answer the following:			
a. Name of Subgrantee	b. Program Name	c. Amount Subgranted	

<b>8. Program Activities and Accomplishments:</b>
<p>Recipient must complete and submit a separate Program Activities and Accomplishments Report, detailing the program name, the original goals of each program, and a brief narrative of program accomplishments for each funded program. This information is required of all recipients of state funding in an amount greater than or equal to \$25,000.</p>

## SCHEDULE OF RECEIPTS AND EXPENDITURES

**Report Template C: Please use this reporting template for the END OF YEAR report**

<b>9. Organization:</b>	
Organization Name:	Child Development Center, Inc.
Organization Tax ID#:	56-0796221
Organization Fiscal Year End:	June 30, 2022
Mailing Address (street, city, state, zip code):	3802 Princess Place Drive Wilmington, NC 28405
Phone Number (area code + number):	910-343-4245
Fax Number (area code + number):	910-343-4254
Contact Person:	Heather Ratliff
Contact Person Title:	Executive Director
E-Mail Address:	heatherratliffcdc@gmail.com

a. Receipts		
Funding State Agency	Grant Title	Total Receipts
NC DHHS	Directed Grant	\$500,000
b. Expenditures		
Category	Dollar Amount	
Personnel		
Contracted Services		
<b>(a)Total Personnel/Contracted Srvcs Costs:</b>		
Office Supplies & Materials		
Service Related Supplies		
<b>(b)Total Supplies &amp; Material Costs:</b>		
Travel		
Communications & Postage		
Utilities		
Printing & Binding		
Repair & Maintenance		
Meeting/Conference Expense		
Employee Training (no travel)		
Classified Advertising		
In-State Board Meeting Expenses		
<b>(c)Total Non-Fixed Operating Expense:</b>		
Office Rent (Land, Buildings, etc.)		
Furniture Rental		
Equipment Rental (Phones, Computers, etc.)		
Vehicle Rental		
Dues & Subscriptions		
Insurance & Bonding		
Books/Library Reference Materials		
Mortgage Principal, Interest and Bank Fees		
<b>(d)Total Fixed Charges &amp; Other Expenses:</b>		
Buildings & Improvements	143,735.73	
Leasehold Improvements		
Furniture/Non-Computer Equip., \$500+ per item	6,944.30	
Computer Equipment/Printers, \$500+ per item	5,105.69	
Furniture/Equip., under \$500 per item		
<b>(e)Total Property &amp; Equipment Outlay:</b>	155,785.72	
Purchase of Services		

Contracts with Service Providers	
Stipends/Scholarships/Bonuses/Grants	
<b>(f)Total Services/Contracts:</b>	
Food	
Other (provide description here):	
Other (provide description here):	
Other (provide description here):	
Other (provide description here):	
<b>(g)Total Other Expenses:</b>	
<b>Total Expenditures (sum a through g)</b>	<b>155,785.72</b>

**Unexpended cash balance (do NOT use with reimbursement grants)**

Beginning of the year cash balance	<b>500,000.00</b>
End of the year cash balance	<b>344,214.28</b>

**NOTE:** If total receipts, expenditures, beginning or ending unexpended grant balance available for expenditures is \$500,000 or more, an audit is required *by* G.S. 143C-6-23.

If there are any questions, please contact the Contract Administrator.

**PROGRAM ACTIVITIES AND ACCOMPLISHMENTS REPORT**  
**Report Template D: Please use this reporting template for the END OF YEAR report**

Recipient Name:	Child Development Center, Inc.
Recipient Tax ID #	56-0796221
Project/Activity Title:	Directed Grant
Recipient's Fiscal Year End:	June 30, 2022
Report Completion Date:	7/7/22
Preparer of This Report:	Heather Ratliff

**1. What were the original goals and expectations for the activity supported by this grant?**

**Output 1:**

Make updates and repairs to CDC building and mobile units, including but not limited to exterior cleaning and painting of entire structure, new countertops in all classrooms and food service area, sheetrock and skirting replacements for two mobile units.

**Outcome A:**

By June 30, 2023, Child Development Center will not receive any sanitation inspection demerits related to classroom and kitchen area countertops.

**Outcome B:**

By June 30, 2023, there will be no maintenance deferrals due to cost.

**Outcome C:**

By June 30, 2023, CDC will increase the rate of use of both mobile units.

**Output 2:**

Make updates and repairs to playground especially designed for young children with special needs, including but not limited to three pieces of new play structures and safety ground covering.

**Outcome A:**

By June 30, 2023, all children in wheelchairs who are medical eligible will have access to outside play equipment that promotes fine and gross motor skills, independence, and collaborative play with their peers.

**Outcome B:**

By June 30, 2023, all students will have access to additional pieces of developmentally appropriate equipment.

**Outcome C:**

By June 30, 2023, all equipment will have approved regulated fall zone materials to ensure safety and result in receiving maximum points during the evaluation of the playground by the ECERS (Early Childhood Environmental Rating Scale) evaluator.

**2. If applicable, how have those goals and expectations been revised or refined during the course of the project.**

NA

**3. What has the activity accomplished with these grant funds? Please include specific information including facts and statistics to support conclusions and judgments about the activity's impact.**

We have completed the replacement of our outdated phone system. Equipment and hardware to upgrade our business Wi-Fi network has been purchased and installation is nearing completion.

Work has begun on updating the mobile classrooms and painting the exterior of the building.

Deposits on flooring and playground renovations have been made.

**4. If the activity is a continuing one, briefly summarize future plans and funding prospects.**

Updated flooring will be installed in six (6) rooms.

All 10 classrooms will be professionally painted.

New countertops will be installed in the kitchen, multi-purpose room, and eight (8) classrooms.

Extensive playground renovations will be completed.

If there are any questions, please contact the Contract Administrator.