

STATE GRANT COMPLIANCE REPORTING

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

1. Organization:	
Organization Name:	The Enrichment Center
Organization Tax ID #:	56-1481122
Project/Activity Title:	State Funds - TEC
Reporting Period:	July 1, 2021 through June 30, 2022
Organization Fiscal Year End:	6-30-22
Mailing Address (street, city, state, zip code):	1006 South Marshall Street, Winston-Salem, NC 27101
Phone Number (area code + number):	336-837-6825
Fax Number (area code + number):	336-777-0520
Contact Person:	Amy Stevens
Contact Person Title:	Executive Director
E-Mail Address:	amystevens@enrichmentarc.org

2. Preparer: [PLEASE INDICATE WHO PREPARED THIS INFORMATION BY CHECKING]	<input type="checkbox"/> Employee	<input type="checkbox"/> CPA/Accountant
Name of Preparer: Amy Stevens		
Phone Number: 919-271-2250	X	

3. Please provide a list of the Organization's Board Members. [ADD ADDITIONAL PAGES, IF NEEDED]	
Name of Board Member	Board Member Title
See attached documentation of Board	

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.
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Restrictions:

The items listed below are all tied to our current Strategic Plan that was developed 18 months earlier and is in place till 6-30-2022. A new plan is in the process of being developed and will be in place by 7-1-2022. For more overview of the Mission and Vision for the future of The Enrichment Center, please see our detailed plans that are on our website.

- **Gateway Gallery Upgrade :** The art space that those with IDD use to display and sell their art needs to be updated to be in line with art spaces/retail space in the art district. This will allow the Gallery to be seen in the community as an up-to-date/contemporary space that is open to the public more often and brings in new and returning customers to purchase art.

Allocation Amount: \$50,000

- **Learning Organization / Career Path:** The Enrichment Center has a staff of 56. This is after a lay off of 54 staff due to COVID. As we regrow, we are determined to have a workforce that desires to be ever evolving. We choose to be a learning organization. As an employer, we want to offer opportunities that extend beyond the initial and required training typically offered by a provider. We are offering 7 career paths for our staff to potentially choose from to grow in their own personal life and in their career.
 - Advocacy
 - Training
 - Quality Assurance
 - Nursing / Health Care
 - Lead Staff
 - Manager – POD or middle management role
 - Leadership – ED or Director
 - Finance

We are offering tracks for each area for staff to voluntarily participate in. The organization covers the expense of the training, contracting with the trainers, providing training directly or in an on-line course. This purpose is to help retain staff but also to assist with training those in the IDD field to be better prepared, no matter where they work or live.

Allocated Amount: \$40,000

- **QIDP Conference / Training Opportunities:** Due to the need for clinical and professional training for those who provide oversight to the services that are provided to those with IDD, we thought it necessary and needed to create a Regional/State conference to help bring together those in the field that are QIDP qualified. The purpose would be for those who choose to attend to gain skills, insight and improve clinical judgment in addition to knowing the basics of being a QIDP.

There is a noted lack of training and setting the expectations for this position in the field. Over the past 20 years, much of the intense ICF type of clinical training has fallen to the wayside and new Q's learn through those they work with. This includes bad habits, cut corners, and often not best practices or the most ethical practices. The Enrichment Center wants to help improve the level of integrity and quality of services across NC to those Q's who also want the same. This may start small and local but will gain interest with each year.

Allocation Amount: \$50,000

- **Community Events/Fairs/Festivals/Concerts/Theatre/Art Space:** The Enrichment Center is working to implementing Federal HCBS requirements. In doing so, it is necessary to move beyond the walls of the Day Program and into the community more often.

These funds will allow to The Enrichment Center to purchase group tickets to local events, locations, and community fairs. This may include our artist and musicians participating in events.

- Booth rental and displays.
- Transportation for those who need handicap accessible vehicles.
- Tents, equipment and other items needed to present.
- Tickets or passes to events.
- Building /preparing space for an event or space to be created.

Allocated Amount: \$15,000

- **Scholarship Fund for Day Program:** So many in Forsyth County do not have funding or private pay to support attending any day program. There is a need for the service but no way to bridge the funding gap. We will use the funds allocated to provide 1 FT slot to the Day Program that can be divided up in any way needed to meet the needs of those that apply.

A scholarship application will be developed with a process for approval. There will be a team that will be focused on reviewing and approving the applications. The funds will be tracked and reported quarterly.

Allocation Amount: \$25,000

- **Handicapped Transportation to Community Activities:** For those in wheelchairs, it is challenging to locate quick, easy, reliable and inexpensive transportation during the day. These funds will be used for those weekly events that occur that in the past those in wheelchairs were not always able to go. It will be beneficial for those activities that are shorter in timeframe, occur with short notice and are out of county. This will not alleviate the travel challenges but will help offset the expense because the funding that is received does not cover any of the expense.

Allocated Amount: \$25,000

- **Website Transition/Upgrade:** The Enrichment Center has a very outdated webpage. The site's platform that the site runs is being shut down due to age and it is necessary for a transition to a new website. The funds will be used to locate a platform that can be managed more readily from on-site and without large expenses associated with maintenance and updates. This is beneficial for The Enrichment Center in order to spread information to the IDD world, donors and the community.

Allocated Amount: \$25,000

- **Building Accessibility:** The Enrichment Center renovated an old bread factory over 20 years ago. The needs have changed since that time and the front entrance no longer meets the needs of those we serve and has been found to limit accessibility and egress. In addition, an

additional exit is needed in the back right rear of the building. This is to allow ease of access in case of an emergency and for those who can not ambulate using steps.

The funds would be used to bring in an architect to identify the changes that need to be made to ensure the integrity of the almost 100 year old building. This would be the first step to determining what can done to increase accessibility to The Enrichment Center. Additional revenue streams will be identified and obtained for any a larger accessibility roll-out.

Allocated Amount: \$20,000

5. Does the organization have a Conflict of Interest policy?	x	yes		no
6. Is the organization a for profit entity?		yes	x	no

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

8. Program Activities and Accomplishments:
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.

SCHEDULE OF RECEIPTS AND EXPENDITURES

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

9. Organization:	
Organization Name:	The Enrichment Center, an affiliated chapter of The Arc
Organization Tax ID#:	56-1481122
Organization Fiscal Year End:	June 30, 2022
Mailing Address (street, city, state, zip code):	1006 South Marshall St, Winston-Salem, NC 27101
Phone Number (area code + number):	336-837-6825
Fax Number (area code + number):	336-777-0520
Contact Person:	Amy Stevens
Contact Person Title:	Executive Director
E-Mail Address:	amystevens@enrichmentarc.org

a. Receipts		
Funding State Agency	Grant Title	Total Receipts
The Enrichment Center	State Budget Funding	
b. Expenditures		
Category	Dollar Amount	
Personnel		
Contracted Services		
(a)Total Personnel/Contracted Srvcs Costs:		
Office Supplies & Materials		
Service Related Supplies		
(b)Total Supplies & Material Costs:		
Travel		
Communications & Postage		
Utilities		
Printing & Binding		
Repair & Maintenance – Event Shirts	1,400	
Meeting/Conference Expense	4,500	
Employee Training (no travel)		
Classified Advertising		
In-State Board Meeting Expenses		
(c)Total Non-Fixed Operating Expense:		
Office Rent (Land, Buildings, etc.)		
Furniture Rental		
Equipment Rental (Phones, Computers, etc.)		
Vehicle Rental	2,900	
Dues & Subscriptions		
Insurance & Bonding		
Books/Library Reference Materials		
Mortgage Principal, Interest and Bank Fees		
(d)Total Fixed Charges & Other Expenses:		
Buildings & Improvements – back exit	12,000	
Leasehold Improvements		
Furniture/Non-Computer Equip., \$500+ per item		
Computer Equipment/Printers, \$500+ per item		
Furniture/Equip., under \$500 per item		
(e)Total Property & Equipment Outlay:		
Purchase of Services - Architech	2,200	

Contracts with Service Providers - web	10,600
Stipends/Scholarships/Bonuses/Grants	
(f)Total Services/Contracts:	
Food	
Other (provide description here): Scholarships	1,272 + 7,124 = \$8,396
Other (provide description here): Clinical Training	3,777
Other (provide description here):	
Other (provide description here):	
(g)Total Other Expenses:	
Total Expenditures (sum a through g)	47,045

Unexpended cash balance (do NOT use with reimbursement grants)

Beginning of the year cash balance	250,000
End of the year cash balance	202,955

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:	The Enrichment Center
Recipient Tax ID #	56-1481122
Project/Activity Title:	State Budget Fund Grant
Recipient's Fiscal Year End:	June 30, 2022
Report Completion Date:	7-7-22
Preparer of This Report:	Amy Stevens, Executive Director

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

The items listed below are all tied to our current Strategic Plan that was developed 18 months earlier and is in place till 6-30-2022. A new plan is in the process of being developed and will be in place by 7-1-2022. For more overview of the Mission and Vision for the future of The Enrichment Center, please see our detailed plans that are on our website.

- **Gateway Gallery Upgrade :** The art space that those with IDD use to display and sell their art needs to be updated to be in line with art spaces/retail space in the art district. This will allow the Gallery to be seen in the community as an up-to-date/contemporary space that is open to the public more often and brings in new and returning customers to purchase art.

Allocation Amount: \$50,000

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We are offering tracks for each area for staff to voluntarily participate in. The organization covers the expense of the training, contracting with the trainers, providing training directly or in an on-line course. This purpose is to help retain staff but also to assist with training those in the IDD field to be better prepared, no matter where they work or live.

Allocated Amount: \$40,000

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- **Building Accessibility:** The Enrichment Center renovated an old bread factory over 20 years ago. The needs have changed since that time and the front entrance no longer meets the needs of those we serve and has been found to limit accessibility and egress. In addition, an additional exit is needed in

the back right rear of the building. This is to allow ease of access in case of an emergency and for those who can not ambulate using steps.

The funds would be used to bring in an architect to identify the changes that need to be made to ensure the integrity of the almost 100 year old building. This would be the first step to determining what can done to increase accessibility to The Enrichment Center. Additional revenue streams will be identified and obtained for any a larger accessibility roll-out.

Allocated Amount: \$20,000

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

Goals are current and accurate. There have been no changes or revisions at this time.

What has the activity accomplished with these grant funds? Please include specific information including facts.

The items listed below are all tied to our current Strategic Plan that was developed 18 months earlier and is in place till 6-30-2022. A new plan is in the process of being developed and will be in place by 7-1-2022. For more overview of the Mission and Vision for the future of The Enrichment Center, please see our detailed plans that are on our website.

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Allocation Amount: \$50,000

Updated Status: We are contacting someone to assist with the design of the Gallery at this time. The plan is to purchase cabinetry by 9-30-22.

- **Learning Organization / Career Path:** The Enrichment Center has a staff of 56. This is after a lay off of 54 staff due to COVID. As we regrow, we are determined to have a workforce that desires to be ever evolving. We choose to be a learning organization. As an employer, we want to offer opportunities that extend beyond the initial and required training typically offered by a provider. We are offering 7 career paths for our staff to potentially choose from to grow in their own personal life and in their career.

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Allocated Amount: \$40,000

Current Status: We have revamped our training program and have added training and curriculum to the program for all staff and have more opportunities to receive on-the-job training during orientation. Working with staff to receive training in investigation certification, Leadership Winston-Salem, Six sigma, Strategic Planning, coaching and Management Team meeting training. This also includes training on Personal Outcome Measures for professional staff.

- **QIDP Conference / Training Opportunities:** Due to the need for clinical and professional training for those who provide oversight to the services that are provided to those with IDD, we thought it necessary and needed to create a Regional/State conference to help bring together those in the field

that are QIDP qualified. The purpose would be for those who choose to attend to gain skills, insight and improve clinical judgment in addition to knowing the basics of being a QIDP.

There is a noted lack of training and setting the expectations for this position in the field. Over the past 20 years, much of the intense ICF type of clinical training has fallen to the wayside and new Q's learn through those they work with. This includes bad habits, cut corners, and often not best practices or the most ethical practices. The Enrichment Center wants to help improve the level of integrity and quality of services across NC to those Q's who also want the same. This may start small and local but will gain interest with each year.

Allocation Amount: \$50,000

Updated Status: This will not fully occur until June 2023 but the team is preparing. Key leadership staff have booked attendance at a national CQL Conference to be better prepared to train on topics in the future and make connections with potential speakers.

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- Tickets or passes to events.
- Building /preparing space for an event or space to be created.

Allocated Amount: \$15,000

Updated Status: We are working with local agencies to purchase passes to the YMCA, locate events to attend and have been about to connect with accessible transportation for 2 events. Events are being planned and items purchased to facilitation those events.

- **Scholarship Fund for Day Program:** So many in Forsyth County do not have funding or private pay to support attending any day program. There is a need for the service but no way to bridge the funding gap. We will use the funds allocated to provide 1 FT slot to the Day Program that can be divided up in any way needed to meet the needs of those that apply.

A scholarship application will be developed with a process for approval. There will be a team that will be focused on reviewing and approving the applications. The funds will be tracked and reported quarterly.

Allocation Amount: \$25,000

Updated Status: A portion of the fund has been awarded to two participants that do not have funding to attend the day program 4 days a week and 1 day a week through 6-30-22.

- **Handicapped Transportation to Community Activities:** For those in wheelchairs, it is challenging to locate quick, easy, reliable and inexpensive transportation during the day. These funds will be used for those weekly events that occur that in the past those in wheelchairs were not always able to go. It will be beneficial for those activities that are shorter in timeframe, occur with short notice and are out of county. This will not alleviate the travel challenges but will help offset the expense because the funding that is received does not cover any of the expense.

Allocated Amount: \$25,000

Updated Status: We are actively looking for reasonable, reliable and relatively quick transportation for those in wheelchairs. We are booking events and finding transportation to assist. We have coordinated 2 trips in the community and used funds to fund the trip transportation.

- **Website Transition/Upgrade:** The Enrichment Center has a very outdated webpage. The site's platform that the site runs is being shut down due to age and it is necessary for a transition to a new website. The funds will be used to locate a platform that can be managed more readily from on-site and without large expenses associated with maintenance and updates. This is beneficial for The Enrichment Center in order to spread information to the IDD world, donors and the community.

Allocated Amount: \$25,000

Updated Status: Contract completed for a more ADA complaint website. The consultant is working with staff to plan out the page and the contract has been signed. The work will begin in July and should be updated and a new website by fall 2022.

- **Building Accessibility:** The Enrichment Center renovated an old bread factory over 20 years ago. The needs have changed since that time and the front entrance no longer meets the needs of those we serve and has been found to limit accessibility and egress. In addition, an additional exit is needed in the back right rear of the building. This is to allow ease of access in case of an emergency and for those who can not ambulate using steps.

The funds would be used to bring in an architect to identify the changes that need to be made to ensure the integrity of the almost 100 year old building. This would be the first step to determining what can be done to increase accessibility to The Enrichment Center. Additional revenue streams will be identified and obtained for any a larger accessibility roll-out.

Allocated Amount: \$20,000

Updated Status: We have worked with the architect and the contractor on the building to provide a quote for the upgrades to the building for safety purposes. The architect completed the plans for the front and back entrances. We used the remaining money to complete the back entrance to the facility with the remaining funds. This has been an ongoing concern for years and now the building has an easy exit for emergencies and drills. The organization was able to reduce the risk in case of an emergency for those in the building and increase safety throughout the facility.

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

The projects identified are short term and can be accomplished within the life of this grant. There are additional funds being considered to assist with future projects related to the areas identified.

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