

**SAMPLE Contract**  
between  
**Children's Services Council of Martin County**  
and  
**Today's Child, Inc.**  
for  
**Today's Child Program**

I. PURPOSE

The Children's Services Council of Martin County, hereinafter referred to as "CSCMC", and Today's Child, Inc., hereinafter referred to as "Provider", enter into this mutual Contract, including all its Attachments referred to herein for the period commencing **July 1, 2019**, and extending through **June 30, 2020**. *(Contract terms are specific to each program.)*

II. STAFF

The Provider agrees to employ staff, at its expense, to execute services provided in accordance with this Contract. Such individuals shall not be considered employees of CSCMC and are subject to the supervision, personnel practices, and policies of the Provider. Unless otherwise approved by CSCMC, all staff shall meet qualifications, as stated in the submitted CSCMC Application and job descriptions, and any approved revisions.

III. SERVICES

1. The Provider agrees to deliver services to accomplish the performance measurement targets set forth in the contract and any Special Conditions set forth in Section IX of this contract, in accordance with recognized child welfare practices as determined by CSCMC.
2. The Provider agrees to provide services only to Martin County residents with the funding provided by the Children's Services Council of Martin County.
3. All CSCMC-funded programs must participate in the fiscal and program components of the Services and Activities Management Information System (SAMIS).
4. Entry into this mutual Contract constitutes agreement by the Provider to follow the processes and procedures contained in the CSCMC Program and Funding Policies, and to provide services in the manner defined in the CSCMC Application and Supporting Documents submitted by the Provider. **The Provider has read CSCMC's Program and Funding Policies. By signing this document, Provider is bound to all of the policies and procedures contained in the CSCMC Program and Funding Policies Document.**

\_\_\_\_\_ (President / C.E.O., or Equivalent Initials)

\_\_\_\_\_ (Board Chair Initials)

IV. FUNDS

1. The budget for both CSCMC and other funds (if any) for accomplishing the above stated services are set forth in the approved Budget which is included in this contract. CSCMC agrees to reimburse up to **\$202,393.00** *(Funding Allocation is specific to each program)* for actual costs incurred for services rendered pursuant to this Contract.
2. All grant allocations are payable from funds appropriated on an annual basis. Notwithstanding anything to the contrary in this Contract, the obligation of CSCMC to provide funding for any year is subject to annual budget and appropriation.

V. METHOD OF PAYMENT

1. CSCMC issues payment on a cost-reimbursement basis. Expenses incurred by the program that were included in the approved budget in SAMIS will be reimbursed. Requests for payment must be completed monthly and submitted by the 10th of each month, following the month of expenditure. Under normal circumstances, reimbursement requests submitted by the 10th of the month will be processed by the end of the month. Final reimbursement is made only after completion of fiscal review by CSCMC and submission of end-of-year program statistics to CSCMC. Failure to submit program statistics may result in forfeiture of any remaining program funds.

## VI. TERMINATION

1. It is the intent of CSCMC to assure a consistent and orderly delivery of children's services. It is also the intent of CSCMC to terminate contracts in those situations where such action is essential for protection of its interest and the interest of children, as solely determined by CSCMC.
2. Except as provided in Subparagraphs 3 and 4 below, this Contract may be terminated by either party upon no less than 30-days notice to the other. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery.
3. In the event that funds to finance this Contract become unavailable, CSCMC may terminate this Contract upon no less than 24 hours notice in writing to the Provider. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. CSCMC shall endeavor, whenever possible and consistent with its legal obligations and principles of prudent management, to provide 30-days notice for termination for lack of funds. CSCMC shall be the final authority as to the availability of funds and the extension of notice beyond the minimum time herein stated. Notwithstanding the foregoing, this Contract shall automatically terminate if CSCMC does not budget and appropriate sufficient funding to make grant payments for any given year.
4. In addition to the rights, as set forth in Paragraph 2 above, this Contract may be terminated by CSCMC for any breach by the Provider of the terms of this Contract, including all its Attachments, and the CSCMC Program and Funding Policies document, upon 24-hours written notice. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. CSCMC, at its discretion, may waive any breach by the Provider in writing, but such waiver shall not constitute a waiver of any future breaches, including breaches of the same type. Provided, however, CSCMC agrees to pay for all the Provider's services and expenses incurred pursuant to this agreement up to the date of termination.
5. The above provisions shall not limit CSCMC's right to legal remedies.

## VII. LIABILITY

1. To the extent permitted by law, the Provider agrees to indemnify and hold harmless CSCMC from liability on account of any injuries, damages, omissions, commissions, actions, causes of actions, claims, suits, judgments, and damages accruing, including court costs and attorney's fees, as a result of services performed or not performed, or any negligent act by the Provider or any subcontractor used by the Provider that provides services paid for with CSCMC funds, or funding granted or not granted by CSCMC, or any action arising out of the operation of this Contract.
2. The Provider shall be responsible for providing general liability and other insurance coverages deemed reasonably necessary by CSCMC and at the amounts found in CSCMC's Program and Funding Policies. All insurance shall be maintained at all times during the existence of this Contract. Upon execution of this Contract, the Provider shall furnish CSCMC with a current Certificate of Insurance listing Children's Services Council of Martin County as the Certificate Holder and an Additional Insured with respect to General Liability, and shall contain a provision that such coverages afforded under the policies shall not have any material change or be cancelled or allowed to expire until at least 30 days prior written notice has been given to the Children's Services Council of Martin County.

## VIII. COMMENCEMENT OF PAYMENT

Unless specifically authorized by CSCMC, payment for services rendered under this Contract shall not commence prior to its effective date, which is the date of Contract execution.

## IX. SPECIAL CONDITIONS

The Attachments referenced in this Contract are hereby made a part of this Contract and incorporated herein and to the extent that any term in said Attachments conflicts with any term of this Contract, the terms of the Attachment shall control to the extent of such conflict.

### **The following condition(s) apply to this CSCMC-funded program:**

--- CSCMC may require biannual meetings and/or status reports during the contract year. Additional meetings and reporting may be required as deemed necessary by CSCMC.

## X. CONTRACT COMPONENTS AND REVISIONS

The Special Conditions of this CSCMC Contract, as well as the Attachments to this CSCMC Contract that include, but are not limited to, approved Performance Measurements, and Budget are a part of this CSCMC Contract. This CSCMC Contract and its Attachments, as well as the Applications and Supporting Documents, constitute the contractual relationship between the Provider and CSCMC. No amendments to this CSCMC Contract or its Attachments may be made without the prior written approval of CSCMC and the Provider.

## XI. CONTRACT WAIVER

CSCMC reserves the right to waive requirements of this CSCMC Contract and its Attachments when warranted.

## XII. ASSIGNMENTS AND SUBCONTRACTS

The Provider shall not assign the responsibility of this CSCMC Contract to another party or subcontract for any of the services provided under this CSCMC Contract without prior written approval of CSCMC. No approval by CSCMC of any assignment or subcontract shall be deemed an obligation by CSCMC to provide funds in addition to the total dollar amount stated in this CSCMC Contract.

If the Provider enters into a subcontract for the provision of any portion of services funded by CSCMC, the Provider must provide a copy of that subcontract to CSCMC with the signed CSCMC Contract and/or to the CSCMC Manager of Program Services or other designated CSCMC staff member if the subcontract is executed during the contract year.

All such assignments or subcontracts shall be subject to the conditions of this CSCMC Contract and its Attachments. The Provider must have a monitoring and evaluation process in place in order to determine that the Subcontractors are in compliance with their subcontracts. A summary report must be provided to CSCMC at mid and end of year.

## XIII. NONDISCRIMINATION POLICY

The Provider agrees that it does not discriminate against any person on the grounds of race, color, gender, disability, national origin, ancestry, age, religion, marital status, sexual orientation, veteran's status, familial status, gender identity or expression, or political belief in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff; provision of benefits; selection of volunteers, vendors or subcontractors; or admission to, participation in, or receipt of the services and benefits of any of its CSCMC-funded programs and activities. The Provider also agrees to maintain reasonable access for persons with disabilities. These conditions apply whether the services and benefits are carried out by the Provider directly or through a CSCMC-funded Subcontractor. CSCMC and its funded programs may designate services for specific target populations, based on the identified community needs, per the current CSCMC Strategic Plan.

## XIV. PUBLIC RECORDS RETENTION

The Provider agrees to retain all fiscal and program records, supporting documentation, and any other documents pertinent to the CSCMC Contract for a period of five years after termination of the CSCMC Contract. If an audit has been initiated and audit findings have not been resolved, all records shall be retained until resolution of audit findings.

## XV. PUBLIC RECORDS LAW COMPLIANCE

CSCMC is a public agency in Florida and as such, the Provider's records pertaining to this CSCMC Contract are subject to the Public Records Laws of Florida (Florida Statutes, Chapter 119). The Provider is required to, and does hereby agree to, comply with all applicable public records laws, including, without limitation:

The Provider will keep and maintain public records required by CSCMC to perform the services pursuant to Section III. SERVICES of this CSCMC Contract.

Upon request from CSCMC's custodian of public records, Provider will provide CSCMC with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Florida Statutes Chapter 119 or as otherwise provided by law.

The Provider will ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of this CSCMC Contract term and following completion of this CSCMC Contract if the Provider does not transfer the records to CSCMC.

Upon completion of this CSCMC Contract, the Provider will transfer, at no cost, to CSCMC all public records in possession of the Provider or keep and maintain public records required by CSCMC to perform the services pursuant to Section III. SERVICES of this CSCMC Contract. If the Provider transfers all public records to CSCMC upon completion of this CSCMC Contract, the Provider shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Provider keeps and maintains public records upon completion of this CSCMC Contract, the Provider shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CSCMC, upon request from CSCMC's custodian of public records, in a format that is compatible with the information technology systems of CSCMC

**IF THE PROVIDER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE PROVIDER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CSCMC CONTRACT, CONTACT THE CSCMC CUSTODIAN OF PUBLIC RECORDS AT CHILDREN'S SERVICES COUNCIL OF MARTIN COUNTY, 101 S.E. CENTRAL PARKWAY, STUART, FL 34994-5905; (772) 288-5758; [cscmc@cscmc.org](mailto:cscmc@cscmc.org).**

**Today's Child, Inc.  
Today's Child Program**

**PERFORMANCE MEASUREMENTS  
FY 2018-2019**

**Participant Level Performance Measurements (CDG)**

All Primary Participants will be measured through the Performance Measurement reporting module in SAMIS within a twelve-month period. The Provider agrees to collect performance measurement data using the method agreed upon by the Provider and CSCMC staff. Any change to the agreed upon method of measurement must first be negotiated with CSCMC staff.

<u>Performance Measure ID</u>	<u>Performance Measure Description</u>	<u>Target Level %</u>
1467	80% of parents will participate in a weekly follow-up activity over a six month period, as measured by weekly documentation on the Child Development Plan.	80%
1540	90% of parents will increase or maintain level of knowledge and skills in parenting and child development by achieving 80% or more of the goals on the Parent Checklist (administered to the parent by the home visitor).	90%
1541	70% of enrolled children will achieve developmental gain in self-help and language skills as evidenced by mastery of a majority of sequential developmental milestones measured by the Early Learning Profile.	70%
1542	80% of enrolled children will achieve developmental gain in cognitive and social skills as evidenced by mastery of a majority of sequential developmental milestones measured by the Early Learning Profile.	80%
1543	80% of enrolled children will achieve developmental gain in gross and fine motor skills as evidenced by mastery of a majority of sequential developmental milestones measured by the Early Learning Profile.	80%

**Manual Performance Measurements**

<u>Performance Measure ID</u>	<u>Performance Measure Description</u>
MPM-3499	The Today's Child Facilitator will provide language promotion presentations to a minimum of 100 targeted professionals who will serve as coaches. All presentations will be entered into SAMIS Group Activities.
MPM-3500	Coaches will present the Today's Child language promotion messaging to over 1,100 parents of infants and toddlers. All coaching activities will be entered into SAMIS Group Activities. (This may require that coaches report activities to the Today's Child Facilitator on a monthly basis who then enters all coaching activities per month.)

**Contracted Service Levels  
Participant Level Minimum Service Levels (CDG)**

**Primary Participants**

Contracted Primary Youth:	72
Contracted Primary Adults:	72
Total Contracted Primary Participants:	144

**Secondary Participants**

Estimated Secondary Youth:	0
Estimated Secondary Adults:	0
Total Estimated Secondary Participants:	0

**Group Level Minimum Service Levels (Group Activity)  
Section I: Minimum Service Levels for Group Activity**

Contracted Group Youth:	1100
Contracted Group Adults:	1175
Total Contracted Group Participants:	2275

**Minimum Service Level ID**

**Minimum Service Level Description**

**Today's Child Program**  
**CURRENT & PROPOSED OPERATING BUDGET**  
(ROUND NUMBERS UP TO THE NEAREST DOLLAR)

ACCT# TITLE	(1) 2017-2018 PROG. BUDG.	(2) 2018-2019 PROG. BUDG.	(3) % CHG.	(4) 2017-2018 ORIG. ALLOC.	(5) 2018-2019 ORIG. ALLOC.	(6) % CHG.
<b>Salary Accounts:</b>						
569.120 Regular Salaries and Wages	\$85,705.00	\$144,193.00	69.00%	\$85,705.00	\$144,193.00	69.00%
<b>Total Salary:</b>	<b>\$85,705.00</b>	<b>\$144,193.00</b>	<b>69.00%</b>	<b>\$85,705.00</b>	<b>\$144,193.00</b>	<b>69.00%</b>

<b>Fringe Accounts:</b>						
569.210 FICA	\$6,315.00	\$10,156.00	61.00%	\$6,315.00	\$10,156.00	61.00%
569.220 Retirement Contributions	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%
569.230 Life and Health Insurance	\$321.00	\$2,934.00	815.00%	\$321.00	\$2,934.00	815.00%
569.240 Workers Compensation	\$1,911.00	\$2,909.00	53.00%	\$1,911.00	\$2,909.00	53.00%
569.250 Unemployment Compensation	\$989.00	\$1,412.00	43.00%	\$989.00	\$1,412.00	43.00%
<b>Total Fringe:</b>	<b>\$9,536.00</b>	<b>\$17,411.00</b>	<b>83.00%</b>	<b>\$9,536.00</b>	<b>\$17,411.00</b>	<b>83.00%</b>

<b>Operating Expense Accounts:</b>						
569.260 Travel/Transportation	\$5,360.00	\$7,350.00	38.00%	\$5,360.00	\$7,350.00	38.00%
569.270 Conference/Training	\$0.00	\$2,250.00	100.00%	\$0.00	\$2,000.00	100.00%
569.280 Office Supplies	\$1,000.00	\$435.00	-56.00%	\$0.00	\$435.00	100.00%
569.290 Telephone	\$1,251.00	\$1,446.00	16.00%	\$1,251.00	\$1,446.00	16.00%
569.300 Postage	\$0.00	\$250.00	100.00%	\$0.00	\$0.00	0.00%



**Today's Child Program  
SALARY AND FRINGE PREPARATION  
FISCAL YEAR 2018-2019**

<b>Position</b>	<b>Staff</b>	<b>% Time Hrs/Wk # Wks</b>	<b>Gross Salary 2018-2019</b>	<b>Salary In Program 2018-2019</b>	<b>Fringe In Program 2018-2019</b>	<b>CSCMC Request For Salary 2018-2019</b>	<b>CSCMC Request For Fringe 2018-2019</b>	<b>Salary Funding % 2018- 2019</b>
Program Specialist (1234)	Smith, Joshua (6789)	100% 40 52	\$34,539.00	\$34,539.00	\$5,968.00	\$34,539.00	\$5,968.00	100.00%
Program Specialist (2345)	Jones, Sasha (7890)	100% 20 52	\$17,701.00	\$17,701.00	\$1,736.00	\$17,701.00	\$1,736.00	100.00%
Program Specialist (3456)	Jefferson, Jacqueline (8901)	100% 40 52	\$34,579.00	\$34,579.00	\$3,441.00	\$34,579.00	\$3,441.00	100.00%
Program Director (4567)	Clark, Kaitlin (9012)	10% 40 52	\$73,740.00	\$7,374.00	\$848.00	\$7,374.00	\$848.00	100.00%
Program Coordinator (5678)	Brooks, Jude (0123)	100% 40 52	\$50,000.00	\$50,000.00	\$5,418.00	\$50,000.00	\$5,418.00	100.00%
<b>TOTALS:</b>			<b>\$210,559.00</b>	<b>\$144,193.00</b>	<b>\$17,411.00</b>	<b>\$144,193.00</b>	<b>\$17,411.00</b>	<b>100.00%</b>

**PROGRAM BUDGET REPORT**  
**Today's Child, Inc.**  
**Today's Child Program**  
**FISCAL YEAR 2018-2019**

Account #	Account Name	Narrative	Program Budget	CSC Allocation	Amended CSC
-----------	--------------	-----------	----------------	----------------	-------------

**Salary and Fringe Narrative**

569.120	Regular Salaries and Wages	2.6 FTE made up of 3 full time Program Specialists at 100%, 1 part time Program Specialist (20 hours per week) at 100%, and full time Program Director at 10%.	\$144,193.00	\$144,193.00	\$0.00
---------	----------------------------	--	--------------	--------------	--------

**Other Funders**

Funding Organization	Amount
<b>Total:</b>	<b>\$0.00</b>

569.210	FICA	FICA for 2.6 FTE made up of 2 full time Program Specialists at 100%, 1 part time Program Specialist (20 hours per week) at 100%, and full time Program Director at 10%.	\$10,156.00	\$10,156.00	\$0.00
---------	------	---	-------------	-------------	--------

**Other Funders**

Funding Organization	Amount
<b>Total:</b>	<b>\$0.00</b>

569.220	Retirement Contributions	No retirement contributions anticipated for next year	\$0.00	\$0.00	\$0.00
---------	--------------------------	---	--------	--------	--------

**Other Funders**

Funding Organization	Amount
<b>Total:</b>	<b>\$0.00</b>

Account #	Account Name	Narrative	Program Budget	CSC Allocation	Amended CSC
569.230	Life and Health Insurance	Life and Health Insurance for 2.6 FTE made up of 2 full time Program Specialists at 100%, 1 part time Program Specialist (20 hours per week) at 100%, and full time Program Director at 10%.	\$2,934.00	\$2,934.00	\$0.00
<b><u>Other Funders</u></b>					
<b>Funding Organization</b>				<b>Amount</b>	
			<b>Total:</b>	<u>                    </u>	<b>\$0.00</b>
569.240	Workers Compensation	Workers Compensation Insurance for 2.6 FTE made up of 2 full time Program Specialists at 100%, 1 part time Program Specialist (20 hours per week) at 100%, and full time Program Director at 10%.	\$2,909.00	\$2,909.00	\$0.00
<b><u>Other Funders</u></b>					
<b>Funding Organization</b>				<b>Amount</b>	
			<b>Total:</b>	<u>                    </u>	<b>\$0.00</b>
569.250	Unemployment Compensation	Unemployment Compensation Insurance for 2.6 FTE made up of 2 full time Program Specialists at 100%, 1 part time Program Specialist (20 hours per week) at 100%, and full time Program Director at 10%.	\$1,412.00	\$1,412.00	\$0.00
<b><u>Other Funders</u></b>					
<b>Funding Organization</b>				<b>Amount</b>	
			<b>Total:</b>	<u>                    </u>	<b>\$0.00</b>
			<b>Salary and Fringe Totals:</b>	<b>\$161,604.00</b>	<b>\$161,604.00</b>
					<b>\$0.00</b>

Account #	Account Name	Narrative	Program Budget	CSC Allocation	Amended CSC
-----------	--------------	-----------	----------------	----------------	-------------

**Operating Expense Budget Narrative**

569.260	Travel/Transportation	3.50 FTE X 100 average miles per week (50 weeks) X .42 cents per mile  Original Budget Calculation 3.5*100*50*.42	\$7,350.00	\$7,350.00	\$0.00
---------	-----------------------	--	------------	------------	--------

**Other Funders**

Funding Organization	Amount
	<u>\$0.00</u>
<b>Total:</b>	<b>\$0.00</b>

569.270	Conference/Training	Projected training / seminars costs on Today's Child topics for staff at \$750 each  Original Budget Calculation 750*3	\$2,250.00	\$2,000.00	\$0.00
---------	---------------------	---	------------	------------	--------

**Other Funders**

Funding Organization	Amount
Foundations for Today's Child	\$250.00
<b>Total:</b>	<u><b>\$250.00</b></u>

569.280	Office Supplies	Office Supplies includes the cost of printing cartridge and expendable office equipment under \$500  Original Budget Calculation 435	\$435.00	\$435.00	\$0.00
---------	-----------------	---	----------	----------	--------

**Other Funders**

Funding Organization	Amount
----------------------	--------

Account #	Account Name	Narrative	Program Budget	CSC Allocation	Amended CSC
-----------	--------------	-----------	----------------	----------------	-------------

**Total:**            **\$0.00**

569.290	Telephone	Local and long distance at \$1,100 a month X 12 months X allocated share. Costs include Comcast, ABC Financial Services for the equipment and Windmill. Cell phone stipend at \$15 per month for 4 employees \$720.  Original Budget Calculation 1100*12*.055+720	\$1,446.00	\$1,446.00	\$0.00
---------	-----------	--	------------	------------	--------

**Other Funders**

Funding Organization	Amount
<b>Total:</b>	<u>          </u> <b>\$0.00</b>

569.300	Postage	Postage for mail for program including newsletter and correspondence to/for program participants.  Original Budget Calculation 250	\$250.00	\$0.00	\$0.00
---------	---------	--	----------	--------	--------

**Other Funders**

Funding Organization	Amount
Foundations for Today's Child	\$250.00
<b>Total:</b>	<u>          </u> <b>\$250.00</b>

569.310	Utilities	Utilities are FPL at \$21,300 and the Martin County Utilities (water/sewer) at \$3,500, Waste Management (trash) \$1,900 a total of \$26,700 X allocated share  Original Budget Calculation (21300+3500+1900)*.055-3.5	\$1,465.00	\$1,465.00	\$0.00
---------	-----------	---	------------	------------	--------

Account #	Account Name	Narrative	Program Budget	CSC Allocation	Amended CSC
-----------	--------------	-----------	----------------	----------------	-------------

**Other Funders**

Funding Organization	Amount
	<b>Total:</b> <u>\$0.00</u>

569.320	Occupancy (Building & Grounds)	Building rent, 20,000 sq. ft. X \$7.00 per sq. ft. = \$140,000 X allocated share. Repair and Maintenance is \$30,970 X allocated share  Original Budget Calculation (140000+30970)*.055-3.35	\$9,400.00	\$9,400.00	\$0.00
---------	--------------------------------	---	------------	------------	--------

**Other Funders**

Funding Organization	Amount
	<b>Total:</b> <u>\$0.00</u>

569.330	Printing & Copying	Printing and copying for promotional materials related to the program when CSCMC is mentioned as a funder.  Original Budget Calculation 2500	\$2,500.00	\$2,000.00	\$0.00
---------	--------------------	--	------------	------------	--------

**Other Funders**

Funding Organization	Amount
Foundations for Today's Child	\$500.00
	<b>Total:</b> <u>\$500.00</u>

569.350	Insurance	Property and liability, professional liability, D&O, excluding Auto, is anticipated to be \$48,090 X allocated share	\$2,000.00	\$2,000.00	\$0.00
---------	-----------	--	------------	------------	--------

Account #	Account Name	Narrative	Program Budget	CSC Allocation	Amended CSC
-----------	--------------	-----------	----------------	----------------	-------------

Original Budget Calculation 48090\*.0415+4.26

**Other Funders**

Funding Organization	Amount
	_____
<b>Total:</b>	<b>\$0.00</b>

569.360	Equipment Rental/Lease & Maintenance	Maintenance- Includes cost of service contract for equipment, computer maintenance, service fees in hook-up and maintenance of phone lines for internet use and building maintenance including janitorial services, lawn maintenance, electrical / AC, pest control, fire extinguisher, sprinklers, fire. These costs are allocated at applicable allocated share. These costs are based on historical costs and expected costs for building.	\$1,635.00	\$1,635.00	\$0.00
---------	--	---	------------	------------	--------

Original Budget Calculation 1635

**Other Funders**

Funding Organization	Amount
	_____
<b>Total:</b>	<b>\$0.00</b>

569.370	Advertising	Advertising for funded positions, volunteers and public awareness.	\$750.00	\$250.00	\$0.00
---------	-------------	--	----------	----------	--------

Original Budget Calculation 750

**Other Funders**

Funding Organization	Amount
Foundations for Today's Child	\$500.00

Account #	Account Name	Narrative	Program Budget	CSC Allocation	Amended CSC
-----------	--------------	-----------	----------------	----------------	-------------

**Total:** \$500.00

569.380	Equipment Purchases	Equipment for Organizational servers allocated at the program share and upgrades to individual PC's for those individuals assigned to the program.  Original Budget Calculation 1750	\$1,750.00	\$0.00	\$0.00
---------	---------------------	---	------------	--------	--------

**Other Funders**

Funding Organization	Amount
Foundations for Today's Child	\$1,750.00

**Total:** \$1,750.00

569.390	Professional Fees	Legal, computer consulting, payroll services with ABC, direct deposits, year end W2s and quarterly reports estimated to be \$8,261 X allocated share  Original Budget Calculation 8261*.0415+2.17	\$345.00	\$345.00	\$0.00
---------	-------------------	--	----------	----------	--------

**Other Funders**

Funding Organization	Amount

**Total:** \$0.00

569.400	Books/Subscriptions	Books and publications for participants and program staff, projected costs.  Original Budget Calculation 1000	\$1,000.00	\$0.00	\$0.00
---------	---------------------	--	------------	--------	--------

**Other Funders**

Account #	Account Name	Narrative	Program Budget	CSC Allocation	Amended CSC
-----------	--------------	-----------	----------------	----------------	-------------

Funding Organization	Amount
Foundations for Today's Child	\$1,000.00
<b>Total:</b>	<b>\$1,000.00</b>

569.420	Administrative Cost	Salaries, benefits cost are President \$117,066, Chief Financial Officer \$92,104, Director of Finance \$68,309, Human Resource Director \$49,268, Administrative Assistant \$32,718, Technical Manager \$72,377, Receptionist \$25,975 and Maintenance \$12,988, Fundraising \$97,770, overhead at 8% \$45,406. $117,066 + 92,104 + 68,309 + 49,268 + 32,718 + 72,377 + 25,975 + 12,988 + 97,770 + 45,406 = 613,981$ x allocated share  Original Budget Calculation $(117066+92104+68309+49268+32718+72377+25975+12988+97770+45406)*.0415=.21$	\$25,480.00	\$10,413.00	\$0.00
---------	---------------------	--	-------------	-------------	--------

**Other Funders**

Funding Organization	Amount
Foundations for Today's Child	\$15,067.00
<b>Total:</b>	<b>\$15,067.00</b>

569.430	Audit	Estimated audits cost are \$20,500 X allocated share.  Original Budget Calculation $20500*.0415=.75$	\$850.00	\$850.00	\$0.00
---------	-------	---	----------	----------	--------

**Other Funders**

Funding Organization	Amount
----------------------	--------

Account #	Account Name	Narrative	Program Budget	CSC Allocation	Amended CSC
-----------	--------------	-----------	----------------	----------------	-------------

**Total:**            **\$0.00**

569.460	Other/Contract	Graphic artist to design Today's Child program handouts Original Budget Calculation 250	\$250.00	\$0.00	\$0.00
---------	----------------	---	----------	--------	--------

**Other Funders**

Funding Organization	Amount
Foundations for Today's Child	\$250.00

**Total:**            **\$250.00**

569.470	Program Supplies	Parenting Curriculums and Today's Child supplies and materials utilized on weekly visits and the program approximately \$7,700 for the year. Original Budget Calculation 7700	\$7,700.00	\$1,200.00	\$0.00
---------	------------------	---	------------	------------	--------

**Other Funders**

Funding Organization	Amount
Stuart Foundation	\$6,500.00

**Total:**            **\$6,500.00**

**Operating Expense Budget Totals:**      **\$66,856.00**      **\$40,789.00**      **\$0.00**

**Grand Totals:**      **\$228,460.00**      **\$202,393.00**      **\$0.00**

**Other Funders**

<b>Funding Organization</b>	<b>Amount</b>
Foundations - Foundations for Today's Child	\$19,567.00
Other Grants – Stuart Foundation	\$6,500.00
<b>Total</b>	<b>\$26,067.00</b>

**Audit Trail**

asmith created document	05/03/2019 10:21 AM
asmith forwarded document to asmith	05/11/2019 10:46 AM
asmith submitted document to CSC for approval	05/11/2019 10:46 AM
lhaase forwarded document to jbailey	05/14/2019 08:58 AM
jbailey rejected document - sent back to - asmith	05/14/2019 09:43 AM
Reason: Rejected	05/14/2019 09:43 AM
asmith forwarded document to asmith	05/14/2019 10:41 AM
asmith submitted document to CSC for approval	05/14/2019 10:41 AM
lhaase forwarded document to jbailey	05/14/2019 10:55 AM
jbailey approved document	05/14/2019 11:01 AM

**Today's Child Program  
SOURCES OF REVENUE**

Funder Type/Funder	2016-17 Total	2017-2018 Budget	2017- 2018 Amend	2017-2018 Total	2018-2019 Budget	2018- 2019 Amend	2018-2019 Total	Percent Increase Decrease
<b>Foundations</b>								
Foundations for Today's Child	\$11,493.00	\$12,303.00	\$0.00	\$12,303.00	\$19,567.00	\$0.00	\$19,567.00	60%
	\$11,493.00	\$12,303.00	\$0.00	\$12,303.00	\$19,567.00	\$0.00	\$19,567.00	60.00%
<b>Other Grants</b>								
Stuart Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$6,500.00	\$0.00	\$6,500.00	100%
	\$0.00	\$0.00	\$0.00	\$0.00	\$6,500.00	\$0.00	\$6,500.00	100.00%
<b>Grand Total</b>	<b>\$11,493.00</b>	<b>\$12,303.00</b>	<b>\$0.00</b>	<b>\$12,303.00</b>	<b>\$26,067.00</b>	<b>\$0.00</b>	<b>\$26,067.00</b>	<b>112.00%</b>

**FY 2018-2019 Totals**

<b>Total Amended Program Revenue</b>	<b>\$228,460.00</b>
<b>Total Program Budget</b>	<b>\$228,460.00</b>
<b>Difference</b>	<b>\$0.00</b>
<b>Total Amended CSC Allocation</b>	<b>\$202,393.00</b>
<b>Total Program Budget</b>	<b>\$202,393.00</b>
<b>Difference</b>	<b>\$0.00</b>

**CHILDREN'S SERVICES COUNCIL  
OF MARTIN COUNTY**

**TODAY'S CHILD, INC.**

\_\_\_\_\_  
David L. Heaton, Executive Director

\_\_\_\_\_  
Signature of President / C.E.O., or Equivalent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Provider Board of Directors Chair/President

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date