



Community Services of Northeast Texas, Inc.



CALL TO ASSEMBLY

Please rise.

- **Pledge of Allegiance (US)** *I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.*
- **Pledge of Allegiance (Texas)** *Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*
- **Community Action Promise** *Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to Helping People Help themselves and each other.*
- **Our Mission** *CSNT applies all available strategies enabling Northeast Texas families to lead improved, empowered, and self-reliant lives.*
- **Our Community Services Vision** *To be the leading organization in our region which empowers families to be self-reliant, educated, and healthy*
- **Our Head Start Vision** *To provide a system of education and encouragement which results in school-readiness for young children and their families*
- **Invocation**

Board Meeting

April 28, 2020 @ 12:00 Noon

Video-conference, Linden, Texas 75563

Ross Hyde, Board Chairman • Dan 'Lucky' Boyd, CCAP, NCRMT, Executive Director

If you need assistance with physical accessibility to the meeting, please call 903-756-5596 x 201

1. Call Meeting to Order

2. Establishment of a Quorum

3. Approval of Minutes from 3/24/2020 ☪

4. Approval of Agenda ☪

5. Chairman's Comments and Recognitions

6. Training/Presentations

7. Committee Reports and Information

- A. Planning & Evaluation – No current report required
- B. Personnel – No current report required
- C. Finance – No current report required
- D. Executive – This committee meets only when necessary
- E. Nominating – No Current report required
- F. By Laws- no meeting report at this time-Board Members present received a current copy of CSNT By-laws according to Org. Std. 5.4 on 1-28-2020

The Chair may make changes to committee rosters and/or develop new committees.

8. Action Items

A. Seat new board member(s), if any ☪

B. Approve Consent Agenda ☪

- 1) Community Services Report (OS 5.9)
- 2) Human Resources Report (OS 5.9)
- 3) Head Start and PIR Report (OS 5.9)
- 4) Service Department Report and Transportation Report (OS 5.9)
- 5) VSN Report (OS 5.9)
- 6) TBRA Report (OS 5.9)

C. Discuss/Approve - Resolution for Business Charge Card with Texana Bank, N.A.

D. Discuss/Approve – Accept CSBG Cares Act Contract for \$570,250

E. Discuss/Approve – Accept CEAP Cares Act Contract for \$1,710,152

F. Discuss/Approve – Accept CSBG Discretionary Contract for \$21,230

G. Discuss/Approve - Head Start to Early Head Start Conversion Grant #6CH011282/01 Prorated EHS \$218,461/HS \$1,958,097 – Budget approval

Were any of the following discussed during the meeting?

Recruitment documents Yes X No
Solicitation materials Yes No
Final board membership list X Yes No

Did a low-income person participate in the development of services? Yes x No

Did a low-income person participate in the provision of services? Yes x No

Did a low-income person participate in the needs assessment process? Yes x No

Organizational Standard 3.5

Did the Board formally accept the Community Assessment? Yes X No

Organizational Standard 5.1

Is the Board structured in compliance with the CSBG Act? Yes

Total number of Board seats = 12

Total number of democratically elected representatives of the low-income community = One

(must be at least 4) Yes No

Total number of local elected officials = Four

(must be exactly 4) Yes No

Total number of members from major groups and interests in the community = Four

(must be 4 or less) Yes No

Organizational Standard 5.2

Does the Board have written procedures that document a democratic selection process for low-income board members adequate to assure that they are representative of the low-income community? Yes No

Where is it? ByLaws – Article V – Section 3

Organizational Standard 5.3

The organization's bylaws have been reviewed by an attorney within the past five years. Yes No Date: 7.22.16

Organization Standard 5.4

The organization documents that each governing board member has received a copy of the bylaws within the past two years. X Yes No Date 12.10.19

Organizational Standard 7.7

The Organization has a whistleblower policy that has been approved by the governing board. Yes No Date: 10.22.19

Organizational Standard 7.8

All staff participate in a new employee orientation within 60 days of hire.

Yes No Date: 10.22.19

Organizational Standard 7.9

The organization conducts or makes available staff development/training (including ROMA) on an ongoing basis. ROMA Training for 12 staff Yes September 5, 2019

Organizational Standard 8.1

The organization's annual audit (or audited financial statements) is completed by a Certified Public Accountant on time in accordance with Title 2 of the Code of Federal Regulations, Uniform Administrative Requirements, Cost Principles, and Audit Requirement (if applicable) and/or State audit. Yes Date January 27-29, 2020

Organizational Standard 8.2

All findings from the prior year's annual audit have been assessed by the organization and addressed where the governing board has deemed it appropriate.

Yes Date

Organizational Standard 8.3

The organization's auditor presents the audit to the governing board.

Yes Date Scheduled for April Meeting

Organizational Standard 8.4

The governing board formally receives and accepts the audit.

Yes Date

Organizational Standard 8.5

The organization has solicited bids for its audit within the past five (5) years.

Yes Year

Organizational Standard 8.6

The IRS Form 990 is completed annually and made available to the governing board for review. Yes Date

Organizational Standard 8.7

The governing board receives financial reports at each regular meeting that include the following: 1) Organization-wide report on revenue and expenditures that compares budget to actual, categorized by program; and 2) Balance sheet/statement of financial position.

X Jan April July October
X Feb May Aug November
X Mar June Sept December

Community Services of Northeast Texas, Inc
MINUTES
Board Meeting
March 24, 2020 - 12:00 Noon
Conference Call, Linden, Texas 75563

Board Members Present

Ross Hyde, Chairman

Representing State Representative, Gary VanDeaver, Public Sector

Christophe Trahan

Representing Linden Economic Development Corporation, Private Sector

Donna Early, Treasurer

Representing Cass County Judge Becky Wilbanks, Public Sector

Dr. Arcolia Jenkins, Vice Chairman

Representing Creating Opportunities in Marion County, Private Sector

Rumy Gates

Representing WoodForest Bank, Private Sector

Shelby Ebarb – was seated 6/25/19

Representing Linden-Kildare CISD, Private Sector

Board Members Absent

Judge Doug Reeder

Morris County Judge, Public Sector

Brenda Swisher, Secretary

Representing Cass County Mayor Clarence Burns, Public Sector

CALL TO ORDER

Ross Hyde, Chairman, called the meeting to order at 12:15 p.m.

Quorum: established by Dan Boyd, Executive Director, 6 of 8 members present.

MINUTES

Motion: Christophe Trahan, Parliamentarian, moved to approve the January 28, 2020 Minutes.

Second: Arcolia Jenkins, Vice-Chair

All in favor voted aye, none opposed, the motion carried unanimously

AGENDA

Motion: Donna Early, Treasurer moved to accept the agenda

Second: Shelby Ebarb

All in favor voted aye, none opposed, the motion carried unanimously

CHAIRMAN'S COMMENTS AND RECOGNITIONS

Ross Hyde, Chairman, Thanked everyone for their support during his absence.

TRAINING / PRESENTATIONS

- A. Board Question of the Month – Presented by Berny Harris (Was moved to next month's meeting).
-

COMMITTEE REPORTS

- A. Planning & Evaluation – No current report required
- B. Personnel – This committee should meet in July to approve job descriptions, pay scales, etc., No current report required
- C. Finance – No current report required
- D. Executive – This committee meets only when necessary
- E. Nominating – No Current report required
- F. By Laws – Each Board member received a current copy of CSNT By-Laws according to Org. Std. 5.4 and signed an Acknowledgement of receipt.

The Chair may make changes to committee rosters/develop new committees.

Action Items

A. Seat New Board Member(s)

None

B. Approve Consent Agenda

1. Human Resources Report (Org. Std. 5.9)
2. Head Start Report (Org. Std. 5.9)
3. Community Services Reports (Org. Std.5.9)
4. Service and Transportation Reports (Org. Std. 5.9)
5. VSN Report (Org. Std. 5.9)
6. TBRA Report (Org. Std. 5.9)

Motion: Donna Early, Treasurer moved to accept the Consent Agenda

Second: Arcolia Jenkins, Vice-Chairman

All items reviewed and when asked, the Board stipulated that no further discussion was needed on the consent agenda and no items were requested to be removed.

All in favor voted aye, none opposed, the motion carried unanimously.

C. Discuss/Approve—Resolution for the New Youth Empowerment Program Bank Account

Motion: Christophe Trahan, Parliamentarian

Second: Shelby Ebarb

All in favor voted aye, none opposed, the motion carried unanimously.

D. Discuss/Approve – Linden Head Start Playground Disposition \$8,421.90

Motion: Christophe Trahan, Parliamentarian

Second: Arcolia Jenkins, Vice-Chairman

All in favor voted aye, none opposed, the motion carried unanimously.

E. Discuss/Approve – Convert 47 Head Start Slots to 16 Early Head Start Slots

Motion: Donna Early, Treasurer

Second: Christophe Trahan, Parliamentarian

All in favor voted aye, none opposed, the motion carried unanimously.

F. Discuss/Approve – Head Start 2% COLA-Quality Improvement Grant Application (\$77,705 COLA & \$137,256 Quality Improvement =Total Grant Application \$214,961 NFS 53,740)

Motion: Arcolia Jenkins, Vice-Chair

Second: Rummy Gates

All in favor voted aye, none opposed, the motion carried unanimously.

G. Discuss/Approve – Self-Assessment Results 2020

Motion: Christophe Trahan, Parliamentarian

Second: Shelby Ebarb

All in favor voted aye, none opposed, the motion carried unanimously.

- H. Discuss/Approve – Development of policies built around COVID-19-#384
Motion: Arcolia Jenkins, Vice-Chair
Second: Christophe Trahan, Parliamentarian
All in favor voted aye, none opposed, the motion carried unanimously.

STAFF REPORTS

A. Financial Report – Prepared and presented by Shelley Mitchell

The governing board receives financial reports at each regular meeting that include the following: 1. Organization-wide report on revenue and expenditures that compares budget to actual, categorized by program; and 2. Balance sheet/statement of financial position. (OS 8.7)

EXECUTIVE DIRECTOR'S REPORT

- 1) Audit is completed; depending on the current situation at hand, Presentation could be via video
- 2) Moved to Kaufman
- 3) Changes coming for organizational leadership
- 4) New text blast system is in place for notifications of any type, and the board can be notified as well
- 5) Shared that a staff member lost everything in a fire, anyone who may want to contribute toward recovery to contact Shelley Mitchell
- 6) Will be traveling to Austin, March 25-27, five people meeting for rules on Energy Assistance
- 7) Most of Head Start staff are working from home, and essential staff are working in office(s)
- 8) Christophe Trahan asked about Valley- Response, Valley was going to file suit to sue December 2, 2019; Radio silence since; started making payments again

DISCUSSION ITEMS

- 1) Circle Assessment Data Winter 2020
- 2) Frog Street Assessment Data Winter 2020
- 3) School Readiness Performance Data Winter 2020
- 4) Head Start Progress on Program Goals 2019-2020
- 5) Progress on Parent, Family, and Community Engagement 2019-2020
- 6) School District Partnerships

AUDIENCE COMMENTS

None

EXECUTIVE SESSION

None

- A. Consultation between the board and its attorney in those instances in which the board seeks the Attorney's advice with respect to pending or contemplated litigation, settlement offers, and other matters where the duty of the attorney to his client requires confidentiality.
- B. Discussion with respect to the purchase, exchange, lease, or value or real property, negotiated contracts, and prospective gifts or donations to the organization, when such discussion, if made public, would have a detrimental effect on the negotiating position of the organization.
- C. Discussion with respect to matters involving the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of an officer or employee or to hear complaints or charges against such officer or employee, unless such officer or employee requests a public session.
- D. Discussion with respect to any matter specifically made confidential by law or regulation. Any other exception available by state law.

ADJOURN

Motion made to adjourn the meeting by Christophe Trahan, Parliamentarian and second by Donna Early, Treasurer at 1:10 pm.

Approved by: _____, on _____, 2020
(Board Secretary) (Date)

Board Minutes Organizational Standards Checklist:

Organizational Standard 1.1

Number of low-income persons participating: One

Is Policy Council represented? X Yes No

Is the Policy Council representative low-income? Yes No

Is there an attorney on the board? X Yes No

Is a contract in place for an attorney: Yes X No

Is there an early child expert on the board? Yes No

Is there a finance expert on the board? Yes No

Were minutes submitted from advisory groups? Yes No

Were minutes submitted from committee meetings? X Yes No

Organizational Standard 5.8

Governing board members have been provided with training on their duties and responsibilities within the past two years. Yes No Date: 4.23.19

Organizational Standard 5.9

The organization's governing board receives programmatic reports at each regular board meeting. Jan Feb Mar Apr May June July Aug Sept Oct Nov Dec

Organizational Standard 6.1

The organization has an agency-wide strategic plan in place that has been approved by the governing board within the past five years. Yes No Date: 5.25.16

Organizational Standard 7.1

The organization has written personnel policies that have been reviewed by an attorney and approved by the governing board with the past five years.

X Yes No Date: 10.22.19

Organizational Standard 7.2

The organization makes available the employee handbook (or personnel policies in cases without a handbook) to all staff and notifies staff of any changes.

X Yes No Date: 10.22.19

Organizational Standard 7.3

The organization has written job descriptions for all positions, which have been updated with the past five years. X Yes No Date: 10.22.19

Organizational Standard 7.4

Performance appraisal of Executive Director X Yes No Date: 6.25.19

Organizational Standard 7.5

Reviews and approves Executive Director Salary X Yes No Date: 6.25.19

Organizational Standard 7.6

The organization has a policy in place for regular written evaluation of employees by their supervisors. X Yes No Date: 10.22.19

H. Discuss/Approve - Playground Disposition Form for Head Start Grant #06CH011282/01
\$12,057.19

I. Discuss/Approve - Texarkana Independent School District Memorandum of Understanding
Changes for 2020-2021 School Year

J. Discuss/Approve - 2020-2021 USDA/CACFP Contract

K. Discuss/Approve - 2020-2021 Nutrition Menus for CACFP Campuses

L. Discuss/Approve - 2020-2021 Selection Criteria for Head Start and Early Head Start

9. Staff Reports

A. Financial Report (OS 8.7).....Shelley Mitchell

10. Executive Director’s Report

11. Discussion Items

NONE

12. Audience Comments

13. Executive Session

A. Consultation between the board and its attorney in those instances in which the board seeks the Attorney’s advice with respect to pending or contemplated litigation, settlement offers, and other matters where the duty of the attorney to his client requires confidentiality

B. Discussion with respect to the purchase, exchange, lease, or value of real property, negotiated contracts, and prospective gifts or donations to the organization, when such discussion, if made public, would have a detrimental effect on the negotiating position of the organization.

C. Discussion with respect to matters involving the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of an officer or employee or to hear complaints or charges against such officer or employee, unless such officer or employee requests a public session.

D. Discussion with respect to any matter specifically made confidential by law or regulation. Any other exception available by state law

14. Required Action from Executive Session

15. Adjourn Board Meeting

☒ Requires Board Vote

©2020 CSNT, Inc. All rights reserved. All logos and images are the protected trademarks of their respective organizations.

Community Services Block Grant Performance Report

Subrecipient: Community Services of Northeast Texas, Inc. Address: PO Box 427 LINDEN, TX 75563
 Vendor ID: 17512320809
 Contract: 61200003216 Report Date: March 2020
 Contract Term: January 1, 2020 - December 31, 2020 Report Type: Monthly
 Contract Amount: \$ 427,008.00 CFDA #: 93.569

Module 2. Section B. CSBG Eligible Entity Capacity Building

2. Hours of Agency Capacity Building (e.g. training, planning, assessment)

		Hours		
		Monthly	Adjusted	Cumulative
a.	Hours of Board Members in capacity building activities	0	0	11
b.	Hours of Agency Staff in capacity building activities	47	0	61

3. Volunteer Hours of Agency Capacity Building (e.g. program support, service delivery, fundraising)

		Hours		
		Monthly	Adjusted	Cumulative
a.	Total number of volunteer hours donated to the agency	1	0	1120
	1. Of the above, the total number of volunteer hours donated by individuals with low-incomes	1	0	995

4. The number of staff who hold certifications that increase agency capacity to achieve family and community outcomes, as measured by one or more of the following

		Number		
		Monthly	Adjusted	Cumulative
a.	Number of Nationally Certified ROMA Trainers	0	0	1
b.	Number of Nationally Certified ROMA Implementers	0	0	1
c.	Number of Certified Community Action Professionals (CCAP)	0	0	1
d.	Number of Staff with a child development certification	0	0	0
e.	Number of Staff with a family development certification	0	0	0
f.	Number of Pathways Reviewers	0	0	0
g.	Number of Staff with Home Energy Professional Certifications	0	0	0
	1. Number of Energy Auditors	0	0	0
	2. Number of Retrofit Installer Technicians	0	0	0
	3. Number of Crew Leaders	0	0	0
	4. Number of Quality Control Inspectors (QCI)	0	0	0
h.	Number of LEED Risk Certified assessors	0	0	0
i.	Number of Building Performance Institute (BPI) certified professionals	0	0	0
j.	Number of Classroom Assessment Scoring System (CLASS) certified professionals	0	0	0
k.	Number of Certified Housing Quality Standards (HQS) Inspectors	0	0	0

Community Services Block Grant Performance Report

Subrecipient: Community Services of Northeast Texas, Inc. Address: PO Box 427 LINDEN, TX 75563

Vendor ID: 17512320809

Contract: 61200003216 Report Date: March 2020

Contract Term: January 1, 2020 - December 31, 2020 Report Type: Monthly

Contract Amount: \$ 427,008.00 CFDA #: 93.569

4. The number of staff who hold certifications that increase agency capacity to achieve family and community outcomes, as measured by one or more of the following

		Number		
		Monthly	Adjusted	Cumulative
i.	Number of American Institute of Certified Planners (AICP)	0	0	0

5. Number of organizations, both public and private, that the CSBG Eligible Entity actively works with to expand resources and opportunities in order to achieve family and community outcomes

		Unduplicated Number of Organizations		
		Monthly	Adjusted	Cumulative
a.	Non-Profit	0	0	14
b.	Faith Based	0	0	6
c.	Local Government	0	0	2
d.	State Government	0	0	4
e.	Federal Government	0	0	1
f.	For-Profit Business or Corporation	0	0	0
g.	Consortiums/Collaborations	1	0	4
h.	School Districts	0	0	14
i.	Institutions of Post-Secondary Education/Training	0	0	4
j.	Financial/Banking Institutions	0	0	3
k.	Health Service Organizations	1	0	10
l.	Statewide Associations or Collaborations	0	0	2

Module 4. Section A. Individual and Family National Performance Indicators (NPIs)

1. Employment Indicators (FNPI 1)

		I. Number of Participants Served in Program(s) (#)			II.) Target (#)	III.) Actual Results (#)			IV.) Percentage Achieving Outcome $[(III / I) \times 100]$ [%]	V.) Performance Target Accuracy $[(III / II) \times 100]$ [%]
		Monthly	Adjusted	Cumulative	Target	Monthly	Adjusted	Cumulative		
a.	The number of unemployed youth who obtained employment to gain skills or income.	0	0	0	0	0	0	0	0.00	0.00
b.	The number of unemployed adults who obtained employment (up to a living wage).	0	0	0	9	0	0	0	0.00	0.00
c.	The number of unemployed adults who obtained and maintained employment for at least 90 days (up to a living wage).	0	0	0	7	0	0	0	0.00	0.00
d.	The number of unemployed adults who obtained and maintained employment for at least 180 days (up to a living wage).	0	0	0	5	0	0	0	0.00	0.00
e.	The number of unemployed adults who obtained employment (with a living wage or higher).	0	0	0	7	0	0	0	0.00	0.00
f.	The number of unemployed adults who obtained and maintained employment for at least 90 days (with a living wage or higher).	0	0	0	10	0	0	0	0.00	0.00
g.	The number of unemployed adults who obtained and maintained employment for at least 180 days (with a living wage or higher).	0	0	0	0	0	0	0	0.00	0.00
h.	The number of employed participants in a career-advancement related program who entered or transitioned into a position that provided increased income and/or benefits.	0	0	0	4	0	0	0	0.00	0.00
	1. Of the above, the number of employed participants who increased income from employment through wage or salary amount increase.	0	0	0	4	0	0	0	0.00	0.00
	2. Of the above, the number of employed participants who increased income from employment through hours worked increase.	0	0	0	3	0	0	0	0.00	0.00
	3. Of the above, the number of employed participants who increased benefits related to employment.	0	0	0	3	0	0	0	0.00	0.00

2. Education and Cognitive Development (FNPI 2)

		I. Number of Participants Served in Program(s) (#)			II.) Target (#)	III.) Actual Results (#)			IV.) Percentage Achieving Outcome $[(III / I) \times 100]$ [%]	V.) Performance Target Accuracy $[(III / II) \times 100]$ [%]
		Monthly	Adjusted	Cumulative	Target	Monthly	Adjusted	Cumulative		
a.	The number of children (0 to 5) who demonstrated improved emergent literacy skills.	2	0	3	392	2	0	2	66.67	0.51
b.	The number of children (0 to 5) who demonstrated skills for school readiness.	2	0	3	392	2	0	3	100.00	0.77
c.	The number of children and youth who demonstrated improved positive approaches toward learning, including improved attention skills.	3	0	4	0	2	0	3	0.00	0.00
	1. Early Childhood Education (ages 0-5)	3	0	4	392	2	0	3	75.00	0.77
	2. 1st grade-8th grade	0	0	0	0	0	0	0	0.00	0.00
	3. 9th grade-12th grade	0	0	0	0	0	0	0	0.00	0.00
d.	The number of children and youth who are achieving at basic grade level (academic, social, and other school success skills).	2	0	3	0	2	0	3	0.00	0.00
	1. Early Childhood Education (ages 0-5)	2	0	3	392	2	0	3	100.00	0.77
	2. 1st grade-8th grade	0	0	0	0	0	0	0	0.00	0.00
	3. 9th grade-12th grade	0	0	0	0	0	0	0	0.00	0.00
e.	The number of parents/caregivers who improved their home environments.	170	0	232	30	8	0	9	3.88	30.00
f.	The number of adults who demonstrated improved basic education.	0	0	1	30	0	0	1	100.00	3.33
g.	The number of individuals who obtained a high school diploma and/or obtained an equivalency certificate or diploma.	0	0	0	0	0	0	0	0.00	0.00
h.	The number of individuals who obtained a recognized credential, certificate, or degree relating to the achievement of educational or vocational skills.	0	0	1	30	0	0	1	100.00	3.33
i.	The number of individuals who obtained an Associate's degree.	0	0	0	5	0	0	0	0.00	0.00

2. Education and Cognitive Development (FNPI 2)

	I. Number of Participants Served in Program(s) (#)	II.) Target (#)	III.) Actual Results (#)			IV.) Percentage Achieving Outcome [(III / I) x 100] [%]	V.) Performance Target Accuracy [(III / II) x 100] [%]		
			Monthly	Adjusted	Cumulative			Target	Monthly
j. The number of individuals who obtained a Bachelor's degree.	0	0	0	5	0	0	0	0.00	0.00

3. Income and Asset Building (FNPI 3)

	I. Number of Participants Served in Program(s) (#)	II.) Target (#)	III.) Actual Results (#)			IV.) Percentage Achieving Outcome [(III / I) x 100] [%]	V.) Performance Target Accuracy [(III / II) x 100] [%]		
			Monthly	Adjusted	Cumulative			Target	Monthly
a. The number of individuals who achieved and maintained capacity to meet basic needs for 90 days.	186	0	246	100	0	0	0	0.00	0.00
b. The number of individuals who achieved and maintained capacity to meet basic needs for 180 days.	1	0	1	100	0	0	0	0.00	0.00
c. The number of individuals who opened a savings account or IDA.	0	0	0	0	0	0	0	0.00	0.00
d. The number of individuals who increased their savings.	0	0	0	0	0	0	0	0.00	0.00
e. The number of individuals who used their savings to purchase an asset.	0	0	0	0	0	0	0	0.00	0.00
1. Of the above, the number of individuals who purchased a home.	0	0	0	0	0	0	0	0.00	0.00
f. The number of individuals who improved their credit scores.	0	0	0	0	0	0	0	0.00	0.00
g. The number of individuals who increased their net worth.	0	0	0	5	0	0	0	0.00	0.00
h. The number of individuals engaged with the Community Action Agency who report improved financial well-being.	0	0	0	10	0	0	0	0.00	0.00

4. Housing (FNPI 4)

	I. Number of Participants Served in Program(s) (#)	II.) Target (#)	III.) Actual Results (#)			IV.) Percentage Achieving Outcome [(III / I) x 100] [%]	V.) Performance Target Accuracy [(III / II) x 100] [%]		
			Monthly	Adjusted	Cumulative			Target	Monthly
a. The number of households experiencing homelessness who obtained safe temporary shelter.	0	0	0	10	0	0	0	0.00	0.00
b. The number of households who obtained safe and affordable housing.	0	0	0	25	0	0	0	0.00	0.00
c. The number of households who maintained safe and affordable housing for 90 days.	0	0	0	25	0	0	0	0.00	0.00
d. The number of households who maintained safe and affordable housing for 180 days.	0	0	0	25	0	0	0	0.00	0.00
e. The number of households who avoided eviction.	0	0	0	20	0	0	0	0.00	0.00
f. The number of households who avoided foreclosure.	0	0	0	15	0	0	0	0.00	0.00
g. The number of households who experienced improved health and safety due to improvements within their home (e.g. reduction or elimination of lead, radon, carbon dioxide and/or fire hazards or electrical issues, etc).	0	0	0	5	0	0	0	0.00	0.00
h. The number of households with improved energy efficiency and/or energy burden reduction in their homes.	0	0	0	0	0	0	0	0.00	0.00

5. Health and Social/Behavioral Development (FNPI 5)

		I. Number of Participants Served in Program(s) (#)			II.) Target (#)	III.) Actual Results (#)			IV.) Percentage Achieving Outcome $[(III / I) \times 100]$ [%]	V.) Performance Target Accuracy $[(III / II) \times 100]$ [%]
		Monthly	Adjusted	Cumulative	Target	Monthly	Adjusted	Cumulative		
a.	The number of individuals who demonstrated increased nutrition skills (e.g. cooking, shopping, and growing food).	1	0	1	250	1	0	1	100.00	0.40
b.	The number of individuals who demonstrated improved physical health and well-being.	0	0	0	2	0	0	0	0.00	0.00
c.	The number of individuals who demonstrated improved mental and behavioral health and well-being.	0	0	0	10	0	0	0	0.00	0.00
d.	The number of individuals who improved skills related to the adult role of parents/caregivers.	0	0	0	10	0	0	0	0.00	0.00
e.	The number of parents/caregivers who demonstrated increased sensitivity and responsiveness in their interactions with their children.	0	0	0	128	0	0	0	0.00	0.00
f.	The number of seniors (65+) who maintained an independent living situation.	32	0	40	25	21	0	26	65.00	104.00
g.	The number of individuals with disabilities who maintained an independent living situation.	69	0	84	25	54	0	67	79.76	268.00
h.	The number of individuals with chronic illness who maintained an independent living situation.	0	0	1	25	0	0	1	100.00	4.00
i.	The number of individuals with no recidivating event for six months.	0	0	1	0	0	0	0	0.00	0.00
1. Youth (ages 14-17)		0	0	0	0	0	0	0	0.00	0.00
6. Civic Engagement and Community Involvement Indicators (FNPI 6)		0	0	1	5	0	0	0	0.00	0.00

6. Civic Engagement and Community Involvement Indicators (FNPI 6)

		I. Number of Participants Served in Program(s) (#)			II.) Target (#)	III.) Actual Results (#)			IV.) Percentage Achieving Outcome $[(III / I) \times 100]$ [%]	V.) Performance Target Accuracy $[(III / II) \times 100]$ [%]
		Monthly	Adjusted	Cumulative	Target	Monthly	Adjusted	Cumulative		
a.	The number of Community Action program participants who increased skills, knowledge, and abilities to enable them to work with Community Action to improve conditions in the community.	0	0	0	20	0	0	0	0.00	0.00
	1. Of the above, the number of Community Action program participants who improved their leadership skills.	0	0	0	20	0	0	0	0.00	0.00
	2. Of the above, the number of Community Action program participants who improved their social networks.	0	0	0	20	0	0	0	0.00	0.00
	3. Of the above, the number of Community Action program participants who gained other skills, knowledge and abilities to enhance their ability to engage.	0	0	0	20	0	0	0	0.00	0.00

7. Outcomes Across Multiple Domains (FNPI 7)

		I. Number of Participants Served in Program(s) (#)			II.) Target (#)	III.) Actual Results (#)			IV.) Percentage Achieving Outcome $[(III / I) \times 100]$ [%]	V.) Performance Target Accuracy $[(III / II) \times 100]$ [%]
		Monthly	Adjusted	Cumulative	Target	Monthly	Adjusted	Cumulative		
a.	The number of individuals who achieved one or more outcomes as identified by the National Performance Indicators in various domains.	36	0	104	4200	32	0	88	84.62	2.10

2020 County Service Report

Bowie County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$	\$ 29,494.31	\$ 26,868.33	\$ 787.87										\$ 57,150.51
Total Individuals Served by CSBG TOP and CEAP	286	261	75										622
Non CSBG and CEAP Total \$	\$ -	\$ -											\$ -
Total Individuals Served by Non CSBG TOP and CEAP	0	0											0
Total Individuals Served with Donated Goods	0	0											0
Total Veterans Served by VSN	51	48	36										135
Vet Services Now \$	\$ 4,613.81	\$ 3,997.88	\$ 3,166.81										\$ 11,778.50
Total Individuals Served by TBRA	17	15	30										62
Tenant Based Rental Assistance \$	\$ 5,143.00	\$ 2,533.00	\$ 4,120.00										\$ 11,796.00
Total Individuals Served	354	324	141	0	0	0	0	0	0	0	0	0	819

Camp County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$	\$ 8,242.73	\$ 9,900.60	\$ 4,271.43										\$ 22,414.76
Total Individuals Served by CSBG TOP and CEAP	52	107	37										196
Non CSBG and CEAP Total \$	\$ 353.89	\$ 629.13											\$ 983.02
Total Individuals Served by Non CSBG TOP and CEAP	11	33											44
Total Individuals Served by Food Bank	3	4											0
Total Individuals Served with Donated Goods	4	7											11
Total Veterans Served by VSN	6	6	5										\$ 17.00
Vet Services Now \$	\$ 1,149.41	\$ 2,625.88	\$ 821.70										4596.99
Total Individuals Served by TBRA	1	1	2										\$ 4.00
Tenant Based Rental Assistance \$	\$ 121.00	\$ 121.00	\$ 242.00										484
Total Individuals Served	77	158	44	0	0	0	0	0	0	0	0	0	0

Cass County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$	\$ 25,644.84	\$ 33,275.22	\$ 23,808.38										\$ 82,728.44
Total Individuals Served by CSBG TOP and CEAP	225	302	204										731
Non CSBG and CEAP Total \$	\$ 8,268.76	\$ 7,253.29	\$ 7,911.94										\$ 23,433.99
Total Individuals Served by Non CSBG TOP and CEAP	22	20	20										62
Total Individuals Served by Food Bank	0	4	6										10
Total Individuals Served with Donated Goods	0	4	6										10
Total Veterans Served by VSN	97	66	28										\$ 191.00
Vet Services Now \$	\$ 5,084.76	\$ 4,836.29	\$ 2,821.73										12742.78
Total Individuals Served by TBRA	26	16	32										\$ 74.00
Tenant Based Rental Assistance \$	\$ 3,184.00	\$ 1,920.00	\$ 5,140.00										10,244
Total Individuals Served	370	412	296	0	0	0	0	0	0	0	0	0	1078

2020 County Service Report

Marion County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$	\$ 14,617.19	\$ 11,903.90	\$ 4,467.58										\$ 30,988.67
Total Individuals Served by CSBG TOP and CEAP	108	80	39										227
Non CSBG and CEAP Total \$	\$ -	\$ 482.93											\$ 482.93
Total Individuals Served by Non CSBG TOP and CEAP	0	2											2
Total Individuals Served by Food Bank	0	0											0
Total Individuals Served with Donated Goods	0	0											0
Total Veterans Served by VSN	0	0											\$ -
Vet Services Now \$	\$ -	\$ -											0
Total Individuals Served by TBRA	0	0											\$ -
Tenant Based Rental Assistance \$	\$ -	\$ -											0
Total Individuals Served	108	82	39	0	0								229

Morris County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$	\$ 6,810.37	\$ 12,125.70	\$ 4,531.06										\$ 23,467.13
Total Individuals Served by CSBG TOP and CEAP	51	94	40										185
Non CSBG and CEAP Total \$	\$ -	\$ -											\$ -
Total Individuals Served by Non CSBG TOP and CEAP	6	9											15
Total Individuals Served with Donated Goods	0	0											0
Total Veterans Served by VSN	4	3											7
Vet Services Now \$	\$ 222.51	\$ 222.97											\$ 445.48
Total Individuals Served by TBRA	4	4	8										16
Tenant Based Rental Assistance \$	\$ 1,953.00	\$ 795.00	\$ 1,274.00										\$ 4,022.00
Total Individuals Served	65	110	48	0	0	0	0	0	0	0	0	0	223

Franklin County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$	\$ 1,535.61	\$ 2,600.82	\$ 1,204.30										\$ 5,340.73
Total Individuals Served by CSBG TOP and CEAP	9	10	11										30
Non CSBG and CEAP Total \$	\$ -	\$ -											\$ -
Total Individuals Served by Non CSBG TOP and CEAP	0	0											0
Total Individuals Served with Donated Goods	0	0											0
Total Veterans Served by VSN	0	0											0
Vet Services Now \$	\$ -	\$ -											\$ -
Total Individuals Served by TBRA	0	0											0
Tenant Based Rental Assistance \$	\$ -	\$ -											\$ -
Total Individuals Served	9	10	11	0	0	0	0	0	0	0	0	0	30

2020 County Service Report

Titus County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$	\$ 11,360.16	\$ 10,006.91	\$ 10,643.27										\$ 32,010.34
Total Individuals Served by CSBG TOP and CEAP	79	82	67										228
Non CSBG and CEAP Total \$	\$ -	\$ -											\$ -
Total Individuals Served by Non CSBG TOP and CEAP	0	0											0
Total Individuals Served with Donated Goods	0	0											0
Total Veterans Served by VSN	16	24	4										44
Vet Services Now \$	\$ 1,028.62	\$ 807.92	\$ 225.50										\$ 2,062.04
Total Individuals Served by TBRA	2	2	4										8
Tenant Based Rental Assistance \$	\$ 578.00	\$ 578.00	\$ 1,156.00										\$ 2,312.00
Total Individuals Served	97	108	75	0	0	0	0	0	0	0	0	0	280

Red River County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$	\$ 2,824.90	\$ 6,317.73	\$ 4,988.90										\$ 14,131.53
Total Individuals Served by CSBG TOP and CEAP	21	28	59										108
Non CSBG and CEAP Total \$	\$ 154.58	\$ -											\$ 154.58
Total Individuals Served by Non CSBG TOP and CEAP	1	0											1
Total Individuals Served with Donated Goods	0	0											0
Total Veterans Served by VSN	2	1	1										4
Vet Services Now \$	\$ 34.41	\$ 154.50	\$ 521.80										\$ 710.71
Total Individuals Served by TBRA	0	0											0
Tenant Based Rental Assistance \$	\$ -	\$ -											\$ -
Total Individuals Served	24	29	60	0	0	0	0	0	0	0	0	0	113

Lamar County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$	\$ 14,642.79	\$ 15,878.53	\$ 18,608.26										\$ 49,129.58
Total Individuals Served by CSBG TOP and CEAP	124	112	152										388
Non CSBG and CEAP Total \$	\$ 1,228.41												\$ 1,228.41
Total Individuals Served by Non CSBG TOP and CEAP	2	0											2
Total Individuals Served with Donated Goods	0	0											0
Total Veterans Served by VSN	6	1	4										11
Vet Services Now \$	\$ 382.54	\$ 137.00	\$ 212.34										\$ 731.88
Total Individuals Served by TBRA	2	2	4										8
Tenant Based Rental Assistance \$	\$ 282.00	\$ 282.00	\$ 564.00										\$ 1,128.00
Total Individuals Served	134	115	160	0	0	0	0	0	0	0	0	0	409

2020 County Service Report

Delta County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$	\$ 1,754.35	\$ 934.51	\$ 677.59										\$ 3,366.45
Total Individuals Served by CSBG TOP and CEAP	4	12	12										28
Non CSBG and CEAP Total \$	\$ -	\$ -											\$ -
Total Individuals Served by Non CSBG TOP and CEAP	0	0											0
Total Individuals Served with Donated Goods	0	0											0
Total Veterans Served by VSN	0	1											1
Vet Services Now \$	\$ -	\$ 230.97											\$ 230.97
Total Individuals Served by TBRA	0	0											0
Tenant Based Rental Assistance \$	\$ -	\$ -											\$ -
Total Individuals Served	4	13	12	0	0	0	0	0	0	0	0	0	29

Hopkins County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$	\$ 11,841.73	\$ 15,731.88	\$ 8,631.23										\$ 36,204.84
Total Individuals Served by CSBG TOP and CEAP	88	104	54										246
Non CSBG and CEAP Total \$	\$ 1,553.17	\$ 871.56											\$ 2,424.73
Total Individuals Served by Non CSBG TOP and CEAP	7	7											14
Total Individuals Served with Donated Goods	0	0											0
Total Veterans Served by VSN	8	6											14
Vet Services Now \$	\$ 1,761.82	\$ 563.54											\$ 2,325.36
Total Individuals Served by TBRA	8	12	25										45
Tenant Based Rental Assistance \$	\$ 1,975.00	\$ 7,647.00	\$ 6,506.00										\$ 16,128.00
Total Individuals Served	111	129	79	0	0	0	0	0	0	0	0	0	319

Rains County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$	\$ 1,005.47	\$ 897.25	\$ 1,268.01										\$ 3,170.73
Total Individuals Served by CSBG TOP and CEAP	6	5	10										21
Non CSBG and CEAP Total \$	\$ -	\$ -											\$ -
Total Individuals Served by Non CSBG TOP and CEAP	0	0											0
Total Individuals Served with Donated Goods	0	0											0
Total Veterans Served by VSN	2	0											2
Vet Services Now \$	\$ 501.00	\$ -											\$ 501.00
Total Individuals Served by TBRA	0	0											0
Tenant Based Rental Assistance \$	\$ -	\$ -											\$ -
Total Individuals Served	8	5	10	0	0	0	0	0	0	0	0	0	23
All Counties Total	1361	1495	975	0	0	0	0	0	0	0	0	0	0

NOTE:

CSBG: Community Service Block Grant
TOP: Transitioning Out of Poverty
CEAP Comprehensive Energy Assistance Program
TBRA: Temporary Based Rental Assistance Program
VSN: Vet Services Now



Human Resources Report

Submitted by: Charlotte Hall - Human Resources Director

Total Employee Count 118 as of 4/14/2020

	Total Employees	Full Time Includes alloc	Part Time Regular Emp	Sub/Temp	Information
Head Start	101	90	2	9	
CSBG/CEAP	17	15	2	0	

Employee Attendance Report	Personal Leave Used	LWOP Used	Total Hours Absent	Information
Head Start Staff	390.50	100.00	490.50	Unfilled Positions 3
Pay Period 2/16/2020 to 2/29/2020				
Hours worked by Subs	380.25			
CSBG/CEAP Staff	97.50	88.60	186.10	Unfilled Positions 1
Number of Employer's Initial Report (DWC-1) Forms filed during this pay period				
Resulting in time lost:		Requiring medical attention:		
Head Start Staff	341.75	82.25	424.00	Unfilled Positions 3
Pay Period 2/5/2020 to 2/15/2020				
Hours worked by Subs	199.75			
CSBG/CEAP Staff	108.75	34.70	143.45	Unfilled Positions 1
Number of Employer's Initial Report (DWC-1) Forms filed during this pay period				
Resulting in time lost:	0	Requiring medical attention:		
Total Hours Absent Both Pay Periods	938.50	305.55		

LWOP Savings	\$	3,972.15	\$	13.00	305.55	\$13.13 average hourly rate
HS Sub Usage Expense	\$	4,727.00	\$	8.15	580	\$8.00 average hourly sub rate
Savings for both periods	\$	(754.85)				

Change in Potential Liability with

Leave Earned and Used \$ 3,653.65

CSNT Head Start Monthly Report

Program Year 01 2020 06CH011282/01 2020

CSNT HS Report
Revised 2/21/17

Attendance/Enrollment

	December	January	February	March	April	May	June	July	August	September	October	November
Funded Enrollment	516	516	516	516								
# additional students (partnerships)	9	11	9	7								
% with Special Needs	6%	7%	8%	7%								
ADA Funded Enrolled* (516)	516	516	516	516								
Enrollment (w/additional students)	525	527	525	523								
Present/ Absent	476/49	477/50	471/54	469/54								
* If below 85% (Why) -	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

Non-Federal Share

\$965,823 \$464,593 \$501,230 48% Needed

	December	January	February	March	April	May	June	July	August	September	October	November
\$501,230	\$ 122,595	\$ 132,053	\$ 130,822	\$115,760								

Admin Expenditures (including non-federal share)

*Should not be above 15%	December	January	February	March	April	May	June	July	August	September	October	November
12%	\$ 37,765	\$ 98,536	\$ 150,027	\$ 200,628								

Meals/Reimbursements

\$48,105	December	January	February	March	April	May	June	July	August	September	October	November
# of service days	14	18	19	11								
# of meals served	5,496	6,924	7,014	2,504								
CACFP Reimbursement	\$ 12,081	\$ 15,143	\$ 15,293	\$ 5,588								

Program Monitoring

	December	January	February	March	April	May	June	July	August	September	October	November
# Child Files Reviewed	195	195	141	20								
# Classrooms Observed	42	47	73	32								
Incomes Verified	15	6	4	0								
# Parents Interviewed	20	4	10	0								
# of Staff interviewed	0	18	14	0								
# Bus Routes Observed	3	1	2	0								
# Staff Files Reviewed	5	0	0	0								
# Community Contacts	11	68	72	0								
# of Findings Corrected	38	22	30	0								

Annual Self-Assessment Findings

Date: Week of 2/18/2020 Completed 0/00/00

	December	January	February	March	April	May	June	July	August	September	October	November
# of findings	2	3	3	3								
# findings corrected	2	0	0	0								
# findings remaining	0	3	3	3								

Annual Detailed Monitoring Findings

Week of 1/17/2020 Completed 0/00/00

	December	January	February	March	April	May	June	July	August	September	October	November
# of findings	7	9	9	9								
# findings corrected	7	2	5	5								
# findings remaining	0	7	4	4								

Program Updates

Following Instructions from CDC and OHS for COVID-19
Started Closures March 16, 2020
Schools Closed for the Remainder of the School Year

PIR Snapshot	Total	Percentage
Report: Head Start PIR Snapshot (Grid)		
PIR: Head Start 2019-2020		
Section: a. Total Funded Enrollment		
Number of enrollment slots that the program is funded to serve.	516	100%
Section: b. Funded Enrollment by Program Option		
Center-Based	516	100%
Home-Based	0	0%
Combination	0	0%
Family Child Care	0	0%
Locally Designed	0	0%
Section: c. Detail - Center-based Funded Enrollment		
Center-based Part Day (4 days per week)	0	0% of Center-based Total
Center-based Full Day (4 days per week > 6 Hours per Day)	0	0% of Center-based Total
Center-based Part Day (5 days per week)	516	100% of Center-based Total
Center-based Full Day (5 days per week > 6 Hours per Day)	0	0% of Center-based Total
Section: d. Total Cumulative Enrollment		
Actual number of children served by the program throughout the entire year, inclusive of enrollees who left during the program year and the enrollees who filled those empty places. Due to turnover, more children and families may receive Head Start services cumulatively throughout the program year (all of whom are reported in the PIR) than indicated by the funded enrollment numbers.	580	100% of participants
Section: e. Participants By Age		
Two Years Old	0	0% of cumulative enrollment
Three Years Old	261	45% of cumulative enrollment
Four Years Old	319	55% of cumulative enrollment
Five Years Old and Older	0	0% of cumulative enrollment
Section: f. Homelessness Services		
Total Number of children experiencing homelessness that were served during the enrollment year	39	6.72% of cumulative enrollment
Section: g. Foster Care		
Total number of enrolled children who were in foster care at any point in the program year	20	3.45% of cumulative enrollment
Section: h. Prior Enrollment of Children		
Second Year	161	27.76% of cumulative enrollment
Three (or more) Years	0	0% of cumulative enrollment
Section: i. Ethnicity		
Hispanic or Latino Origin	99	17.07% of cumulative enrollment
Non-Hispanic or Non-Latino Origin	481	82.93% of cumulative enrollment
Section: j. Race		
American Indian or Alaska Native	3	0.52% of cumulative enrollment
Asian	6	1.03% of cumulative enrollment
Black or African American	277	47.76% of cumulative enrollment
Native Hawaiian or Pacific Islander	1	0.17% of cumulative enrollment
White	185	31.9% of cumulative enrollment
Biracial or Multi-Racial	62	10.69% of cumulative enrollment
Other Race	46	7.93% of cumulative enrollment
Unspecified Race	0	0% of cumulative enrollment

Section: k. Language

English	530	91.38% of cumulative enrollment
Spanish	47	8.1% of cumulative enrollment
Central American, South American, or Mexican Languages	0	0% of cumulative enrollment
Caribbean Languages	0	0% of cumulative enrollment
Middle Eastern or South Asian Languages	0	0% of cumulative enrollment
East Asian	0	0% of cumulative enrollment
Native North American or Alaska Native Languages	0	0% of cumulative enrollment
Pacific Island Languages	0	0% of cumulative enrollment
European or Slavic Languages	0	0% of cumulative enrollment
African Languages	0	0% of cumulative enrollment
Other Languages	0	0% of cumulative enrollment
Unspecified Language	3	0.52% of cumulative enrollment

Section: l. Health Services

Children With Health Insurance At Start of Enrollment	552	63.79% of cumulative enrollment
Children With Health Insurance At End of Enrollment	370	63.79% of cumulative enrollment
Children With A Medical Home At Start of Enrollment	540	93.1% of cumulative enrollment
Children With A Medical Home At End of Enrollment	230	39.66% of cumulative enrollment
Children With up-to-date Immunizations or all possible immunizations to date, or exempt at start of enrollment	570	98.28% of cumulative enrollment
Children With up-to-date Immunizations or all possible immunizations to date, or exempt at end of enrollment	566	97.59% of cumulative enrollment
Children with a dental home at start of enrollment	526	90.69% of cumulative enrollment
Children with a dental home at end of enrollment	230	39.66% of cumulative enrollment

Section: m. Disability Services

Children with an Individualized Education Program (IEP), indicating they were determined eligible to receive special education and related services	49	8.45% of cumulative enrollment
---	----	--------------------------------

Section: n. Family Services

Total Number of Families	541	100% of total families
Families Who Received at Least One Family Service	330	61% of total families

Section: o. Specific Services

Emergency or Crisis Intervention	19	3.51% of total families
Housing Assistance	14	2.59% of total families
Mental Health Services	2	0.37% of total families
English as a Second Language (ESL) Training	11	2.03% of total families
Adult Education	47	8.69% of total families
Job Training	13	2.4% of total families
Substance Abuse Prevention	2	0.37% of total families
Substance Abuse Treatment	1	0.18% of total families
Child Abuse and Neglect Services	5	0.92% of total families
Domestic Violence Services	2	0.37% of total families
Child Support Assistance	6	1.11% of total families
Health Education	277	51.2% of total families
Assistance to Families of Incarcerated Individuals	2	0.37% of total families
Parenting Education	279	51.57% of total families
Relationship or Marriage Education	7	1.29% of total families

Monthly Vehicle Cost Summary

Apr-20

By Program

	Fuel	Repairs	
TBRA	-	-	
CSBG	192.61	886.22	
CEAP	234.72	13.06	
VSN	248.76	11.05	
			<u>1,586.42</u>

By Location

	Fuel	Repairs	
Jefferson	223.25	363.61	
Linden	452.84	261.56	
Linden Shop	-	-	
Daingerfield	-	285.16	
			<u>1,586.42</u>

By Vehicle

#	Fuel	Repairs	Total	Location
801	-	-	-	Linden Shop
879	-	46.95	46.95	Linden
880	16.42	-	16.42	Linden
881	24.83	14.50	39.33	Linden
882	-	3.22	3.22	Linden
883	-	-	-	Linden Shop
884	312.53	109.60	422.13	Linden
885	-	285.16	285.16	Daingerfield
886	223.25	363.61	586.86	Jefferson
887	55.51	45.60	101.11	Linden
838	43.55	41.69	85.24	Linden
			<u>1,586.42</u>	

Service Department Report

MARCH, 2020

Service Department

Department makeup

5 full time employees

0 temporary employees

0 Head Start employees under temporary supervision.

Head Start Transportation

Cost per child to transport: 45.87

Transportation Costs:

	Children	Staff		Childre	Staff
			n		
Vehicle Maintenance cost(Campus)		233.01	YTD =		1293.68
Vehicle Maintenance cost (Buses)	65.37		YTD =	308.93	
Vehicle Maintenance cost (Exec. Office)		238.04	YTD =		533.14
Vehicle fuel cost (Gas Campus)	260.94	107.41	YTD =	1189.86	321.57
Vehicle fuel cost (Exec. Office)		374.70	YTD =		1677.24
Vehicle fuel cost (Diesel)	11.85		YTD =		
Vehicle insurance cost (Buses)	1106.58		YTD =	3319.74	
Vehicle driver cost buses	2454.62		YTD =	7363.86	
Total transportation cost:	3899.36	953.16			
Total number transported:	85	151			

VSN MARCH 2020

CATEGORIES	VET	SURVIVING SPOUSE	DEPENDENTS	TOTAL SPENT
\$15,679.49 FOR UTILITIES	32	3	29	\$7,003.91
\$5,248 FOR RENT	1	0	1	\$455.00
\$16,637.65 FOR MORTGAGE	0	0	0	0
\$22,077.51 FOR FUEL	6	1	2	\$177.95
\$10,856.00 FOR DENTAL	0	1	0	\$600.00

REPORT- Tenant Based Rental Assistance

Funded by the Texas Department of Housing and Community Affairs

Contracts: West Region \$200,000.00
 Central Region \$200,000.00
 East Region \$200,000.00

Counties in each region:		
<u>West Region</u>	<u>Central Region</u>	<u>East Region</u>
Delta	Camp	Bowie
Hopkins	Franklin	Cass
Lamar	Morris	Marion
Rains	Red River	
	Titus	

Report for March 2020

Number of Households currently receiving assistance: 24

West 8 Households
 Central 4 Households
 East 12 Households

This month, we paid out in assistance: \$ 19,002.00

West \$7,070.00
 Central \$2,672.00
 East \$9,260.00

To date, we have paid out in assistance for all contracts: \$ 163,508.00

West 52,418.00
 Central 17,570.00
 East 93,520.00

The current program contract ends September 20, 2020

The amount we will spend on currently enrolled clients: \$ 203,401.00

The amount we can still obligate to new clients*: \$ 396,599.00

West 142,133.00
 Central 168,680.00
 East 85,786.00

*Clients withdrew or passed away, reflecting an increased budget from previous reports

Program Coordinator: Haley Clark

After Pd	committed
185531	30822
158100	
113574	148328

- 1 Total Drawn = paid to date
(*total grant - total drawn = paid to date)
- 2 grant - committed = can still obligate
- 3 can still obligate - paid to date = currently enrolled
Total Grant Funds - committed = currently enrolled

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 02/28/2022

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Head Start: Program Operations	93.600	\$	\$	\$ 1,551,874	\$ 391,619	\$ 1,943,493
2. Head Start: TTA	93.600		0	14,604	0	14,604
3. Early Head Start: Program Operations	93.600			170,205	43,692	213,897
4. Early Head Start: TTA	93.600			4,564	0	4,564
5. Totals		\$ 0	\$ 0	\$ 1,741,247	\$ 435,311	\$ 2,176,558

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) Head Start: Program Operations	(2) Head Start: TTA	(3) Early Head Start: Program Operations	(4) Early Head Start: TTA	
a. Personnel	\$ 1,004,363	\$	\$ 94,851	\$ 0	\$ 1,099,214
b. Fringe Benefits	251,091	0	23,713	0	274,804
c. Travel		9,960	0	2,190	12,150
d. Equipment	34,550	0	11,325	0	45,875
e. Supplies	53,963	600	16,100	164	70,827
f. Contractual	18,330	0	0	0	18,330
g. Construction	0	0	0	0	0
h. Other	189,577	4,044	24,216	2,210	220,047
i. Total Direct Charges (sum of 6a-6h)	1,551,874	14,604	170,205	4,564	\$ 1,741,247
j. Indirect Charges	0	0	0	0	\$ 0
k. TOTALS (sum of 6i and 6j)	\$ 1,551,874	\$ 14,604	\$ 170,205	\$ 4,564	\$ 1,741,247
7. Program Income	\$	\$	\$	\$	\$

Authorized for Local Reproduction

Standard Form 424A (Rev. 7- 97)
Prescribed by OMB (Circular A -102) Page 1A

SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS
8. Head Start: Program Operations	\$ 391,619	\$	\$	\$ 391,619
9. Head Start: TTA				0
10. Early Head Start: Program Operations	43,692			43,692
11. Early Head Start: TTA				0
12. TOTAL (sum of lines 8-11)	\$ 435,311	\$ 0	\$ 0	\$ 435,311

SECTION D - FORECASTED CASH NEEDS

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 1,741,247	\$ 0	\$ 0	\$ 870,623	\$ 870,624
14. Non-Federal	\$ 435,311	0	0	217,656	217,655
15. TOTAL (sum of lines 13 and 14)	\$ 2,176,558	\$ 0	\$ 0	\$ 1,088,279	\$ 1,088,279

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b)First	(c) Second	(d) Third	(e) Fourth
16.	\$	\$	\$	\$
17.				
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$	\$	\$	\$

SECTION F - OTHER BUDGET INFORMATION

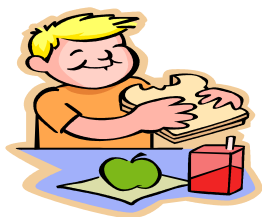
21. Direct Charges:		22. Indirect Charges:	
23. Remarks:			

Playground Disposition Form for Head Start

Location	Description of Playground	Condition (Poor, Fair, Good, Excellent)	Disposition Process	Policy Council and Governing Board Approval Date	Estimated Monetary Value
Linden Head Start	2015 London Bridge Play Structure (\$17,387.00) – American Parks - For Children Ages 2-5	Good	Potential sale to School District where equipment is located	4/28/2020	Estimated Depreciated Value - \$8,693.50
Linden Head Start	2015 Custom Shade Canopy (\$3,342.00) – American Parks - For Children Ages 2-5	Good	Potential sale to School District where equipment is located	4/28/2020	Estimated Depreciated Value - \$103.95
Linden Head Start	2015 Rubber Mulch (\$10,450.00) – American Parks	Good	Potential sale to School District where equipment is located	4/28/2020	Estimated Depreciated Value - \$3135.00
Linden Head Start	2015 Landscape Timbers and Wear Mats (\$2,394.00) – American Parks	Good	Potential sale to School District where equipment is located	4/28/2020	Estimated Depreciated Value - \$124.74
TOTAL COST					\$12,057.19
<u>Justification of sale</u>					
<p>This playground equipment was purchased for Linden Head Start children ages 3-4. These slots are being converted to Early Head Start slots at another location. The School District where the equipment is located is still offering Pre-kindergarten services and could use the equipment. If the District does not purchase the equipment, CSNT Head Start will move the equipment to another location. Costs to move the playground is very expensive and would cost as much as a new playground.</p>					

Justification
Summary of Changes to Texarkana ISD Partnership
Grantee #06CH011282/01

Date	Description
Updates to CSNT/TISD Partnership MOU and Teacher Contract with the 2020-2021 School Year	
CSNT will:	
	Hire (1) Campus Director, (2) Additional Teaching Assistants, and (4) Family Service Workers to implement Head Start services at the Dunbar Campus
	Contract w/TISD to provide (8) certified Teachers to implement Head Start services in (8) ISD Head Start/Pre-K Classrooms at a cost of \$18,000 per Teacher per year for a total of \$144,000
	Contract w/TISD to provide (8) certified Teacher Assistants to assist Teachers in implementing Head Start services in (8) ISD Head Start/Pre-K Classrooms at a cost of \$8,000 per Teacher Assistant per year for a total of \$64,000
	Provide for half of the supplies and materials needed for the (8) ISD Head Start/Pre-K Classrooms
TISD will:	
	Hire Campus staff that will partner with the Head Start Campus Director to implement Head Start services in (8) ISD Head Start/Pre-K Classrooms at the Dunbar Campus
	Hire (8) certified Teachers to implement Head Start services in (8) ISD Head Start/Pre-K Classrooms
	Hire (8) certified Teacher Assistants to assist Teachers in implementing Head Start services in (8) ISD Head Start/Pre-K Classrooms
	Provide for half of the supplies and materials needed for the (8) ISD Head Start/Pre-K Classrooms



Community Services Head Start 2020/ 20201 Menu

Cylce One

+ MEANS A GOOD SOURCE OF VITAMIN A

* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 3-5 based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 3/4 c / 1/2 pt. Fruit/vegetable - 1/2 c Grain - 1/2 oz. eq. Meat/ma - maybe served 3 times a week in place of grain	BREAKFAST	MILK MANGO*+ TOAST /jelly	MILK STRAWBERRIES* WG PANCAKE**	MILK ORANGE SLICES* SAUSAGE BISCUIT	MILK BANANA WG CEREAL	MILK MANDARIN ORANGE / MIX* CINNAMON TOAST
Milk - 3/4 c or 1/2 pt. Vegetable - 1/4 c Fruit - 1/4 c Grain - 1/2 oz eq. Meat/ma - 1 1/2 oz eq.	LUNCH	MILK PEAS & CARROTS*+ ROSIE PEARS CHICKEN SALAD BOAT	MILK BROCCOLI *+ PEACHES GRILLED CHEESE SANDWICH	MILK TATOR TOTS MIXED BERRIES*+ SLOPPY JOE SANDWICH	MILK GREEN BEANS FRESH FRUIT MAC & CHEESE / 1 OZ OF TURKEY	MILK TROPICAL FRUIT * MONSTER MARINARA
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	APPLESAUCE * WG ENGLISH MUFFIN WATER	SNOW PEAS* YOGURT DIP WATER	1/2 SUNBUTTER SANDWICH WATER	BROCCOLI & CAULIFLOWER SALAD*+ WG BREAD STICK WATER	SUPER DRINK* WG CRACKERS WATER

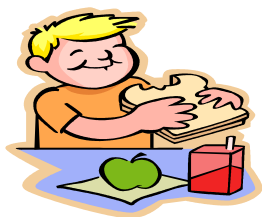
Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)

The Milk we serve is 1/2 pint of 1% Unflavored, white.

** CN Product

Example of Sesonal Fresh Fruit: Berries, Melon, Apple, Banana, Peach, Pineapple, Orange, Nectarine, Mangos, Kiwi, or Plum

*** We served 1/2 cup water with our pm snacks



Community Services Head Start 2020/ 20201 Menu

Cycle Two

+ MEANS A GOOD SOURCE OF VITAMIN A

* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 3-5 based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 3/4 c / 1/2 pt. Fruit/vegetable - 1/2 c Grain - 1/2 oz. eq. Meat/ma - maybe served 3 times a week in place of grain	BREAKFAST	MILK PEACHES 1/2 TOAST 1/2 BOILED EGG	MILK MANDARIN ORANGE* YOGURT	MILK MIXED BERRY*+ WG PANCAKE**	MILK BANANA WG CEREAL	MILK COOKED APPLES* BISCUIT & GRAVY
Milk - 3/4 c or 1/2 pt. Vegetable - 1/4 c Fruit - 1/4 c Grain - 1/2 oz eq. Meat/ma - 1 1/2 oz eq.	LUNCH	MILK MANGO*+ JAMMIN JAMBALAYA*	MILK GREEN SALAD w/ diced tomatoes*+ ROSIE PEARS BEEF SOFT TACO	MILK COLESLAW*+ PINTO BEANS CORNBREAD FISH**	MILK PEAS & CARROTS*+ PINEAPPLE TIDBITS* BREADSTICK BBQ CHICKEN	MILK GREEN BEANS ROSIE APRICOTS*+ PASTITSIO
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	CHEESE TOAST WATER	TORTILLA CHIPS REFRIED BEANS WATER	SCOBBO DOO GRAHAM CRACKERS CHEESE WATER	APPLESAUCE* GOLDFISH CRACKERS WATER	DRY FRUIT* ENGLISH MUFFIN w/jelly

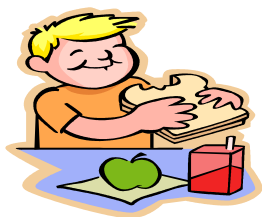
Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)

The Milk we serve is 1/2 pint of 1% Unflavored, white.

** CN Product

EXAMPLE OF SEASONAL FRESH FRUIT : Berries, Melon, Apple, Banana, Peach, Pineapple, Orange, Nectarine, Mangos, Kiwi, or Plum

*** We served 1/2 cup water with our pm snacks



Community Services Head Start 2020/ 20201 Menu

Cycle Three

+ MEANS A GOOD SOURCE OF VITAMIN A

* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 3-5 based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 3/4 c / 1/2 pt. Fruit/vegetable - 1/2 c Grain - 1/2 oz. eq. Meat/ma - maybe served 3 times a week in place of grain	BREAKFAST	MILK DRY FRUIT* WG CEREAL	MILK BERRY*+ GOLDEN PORRIDGE	MILK ORANGE SLICES* BISCUIT & GRAVY	MILK DICED PEARS WG PANCAKE**	MILK FRUITY WHEEL*
Milk - 3/4 c or 1/2 pt. Vegetable - 1/4 c Fruit - 1/4 c Grain - 1/2 oz eq. Meat/ma - 1 1/2 oz eq.	LUNCH	MILK TATOR TOTS PEAS & CARROTS*+ BROWN RICE SALSBURY STEAK**	MILK FIESTA CORN TROPICAL FRUIT* CHICKEN & CHEESE QUESADILLA	MILK SPINACH SALAD*+ PINEAPPLE TIDBITS* CORNBREAD CHILI	MILK GREEN BEANS PEACHES CHICKEN SPAGHETTI	MILK GREEN SALAD w/ diced tomatoes*+ COOKED CINNAMON APPLES* ENGLISH MUFFIN CHEESE PIZZA
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	FRUIT PARFAIT* WATER	TOMATO SALSA*+ TORTILLA CHIPS WATER	SUNBUTTER on a ENGLISH MUFFIN WATER	FRESH FRUIT * GOLDFISH CRACKERS WATER	BROCCOLI & CAULIFLOWER SALAD*+ WW CRACKERS

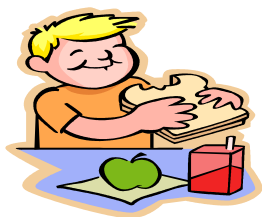
EXAMPLE OF SEASONAL FF

The Milk we serve is 1/2 pint of 1% Unfloavored, white.

** CN Product

Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)

*** We served 1/2 cup water with our pm snacks



Community Services Head Start 2020/ 20201 Menu

Cycle Four

+ MEANS A GOOD SOURCE OF VITAMIN A

* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 3-5 based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 3/4 c / 1/2 pt. Fruit/vegetable - 1/2 c Grain - 1/2 oz. eq. Meat/ma - maybe served 3 times a week in place of grain	BREAKFAST	MILK PEACHES PANCAKES**	MILK DICED PEARS CINNAMON TOAST	MILK DRY FRUIT* YOGURT	MILK BANANA SAUSAGE BISCUIT	MILK FRUIT WHEELS*
Milk - 3/4 c or 1/2 pt. Vegetable - 1/4 c Fruit - 1/4 c Grain - 1/2 oz eq. Meat/ma - 1 1/2 oz eq.	LUNCH	MILK MANGOS*+ SUMMER SIZZLER*+	MILK SPINACH SALAD/ tomatoes*+ PINEAPPLE/BERRY*+ CHILI CORN CHIP BAKE	MILK COLESLAW*+ TATOR TOTS CORNBREAD FISH**	MILK GREEN SALAD/ tomatoes*+ MIX FRUIT BEEF & CHEESE NACHOES	MILK CARROTS+ PEACHES CHICKEN SALAD BOAT
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	BREADSTICK SUNBUTTER WATER	APPLESAUCE* SCOBBY DOO GRAHAM CRACKERS WATER	TORTILLA CHIPS REFRIED BEANS WATER	FRESH FRUIT* HONEY YOGURT DIP WATER	WG CRACKERS BOILED EGG WATER

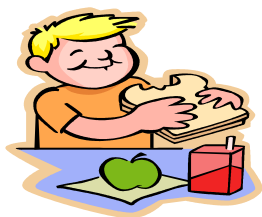
EXAMPLE OF SEASONAL FF

The Milk we serve is 1/2 pint of 1% Unfloavored, white.

** CN Product

Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)

*** We served 1/2 cup water with our pm snacks



Community Services Head Start 2020/ 20201 Menu

Cycle Five

+ MEANS A GOOD SOURCE OF VITAMIN A

* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 3-5 based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 3/4 c / 1/2 pt. Fruit/vegetable - 1/2 c Grain - 1/2 oz. eq. Meat/ma - maybe served 3 times a week in place of grain	BREAKFAST	MILK COOKED CINNAMON APPLES* WG PANCAKE*	MILK ORANGE SLICES* CINNAMON ENGLISH MUFFIN	MILK BANANA TOAST BOILED EGG	MILK MANDARIN ORANGES BISCUIT/jelly	MILK BERRY*+ YOGURT
Milk - 3/4 c or 1/2 pt. Vegetable - 1/4 c Fruit - 1/4 c Grain - 1/2 oz eq. Meat/ma - 1 1/2 oz eq.	LUNCH	MILK PINTO BEANS TROPICAL FRUIT*+ GRILLED CHEESE SANDWICH	MILK CHEESEY BROCCOLI & CAULIFLOWER*+ PEARS PASTITISIO	MILK SPINACH SALAD *+ PINEAPPLE TIDBITS BREADSTICK BBQ CHICKEN	MILK ROSIE APPLESAUCE* MONSTER MARINARA	MILK GREEN BEANS MANGOS*+ BROWN RICE SALSBURY STEAK**
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	BROCCOLI & CAULIFLOWER SALAD*+ WG CRACKERS WATER	FRUIT PARFAIT* WATER	APPLE SLICES* GOLDFISH CRACKERS WATER	CHEESEY TOAST WATER	CUCUMBER SLICES CHEESE WATER

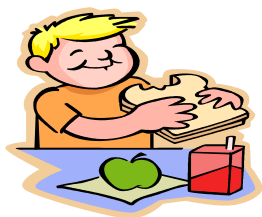
EXAMPLE OF SEASONAL FF

The Milk we serve is 1/2 pint of 1% Unfloavored, white.

** CN Product

Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)

*** We served 1/2 cup water with our pm snacks



Community Services Head Start 2020/ 20201 Menu

Cycle Six

+ MEANS A GOOD SOURCE OF VITAMIN A

* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 3-5 based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 3/4 c / 1/2 pt. Fruit/vegetable - 1/2 c Grain - 1/2 oz. eq. Meat/ma - maybe served 3 times a week in place of grain	BREAKFAST	MILK PINEAPPLE TIDBITS SAUSAGE BISCUIT	MILK APRICOTS*+ PANCAKE	MILK APPLE SLICES* 1/2 CHEESEY TOAST	MILK BANANA GOLDEN PORRIDGE	MILK MANDARIN ORANGES*+ CINNAMON ENGLISH MUFFIN
Milk - 3/4 c or 1/2 pt. Vegetable - 1/4 c Fruit - 1/4 c Grain - 1/2 oz eq. Meat/ma - 1 1/2 oz eq.	LUNCH	MILK PEAS & CARROTS*+ TROPICAL FRUIT*+ MAC & CHEESE 1 OZ TURKEY	MILK GREEN BEANS TATOR TOTS SLOPPY JOE	MILK SPINACH SALAD / tomatoes*+ PEACHES CHICKEN SPAGHETTI	MILK SNOW PEAS*+ PEARS TURKEY AND CHEESE SANDWICH	MILK APPLE SLICES* BREADSTICK CHICKEN & VEGETABLE* SOUP
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	TOMATO SALSA*+ TORTILLA CHIPS WATER	SUPER DRINK* 2 WG CRACKERS WATER	CUCUMBER SLICES CHEESE WATER	DRY FRUIT* HONEY YOGURT DIP WATER	1/2 SUNBUTTER SANDWICH WATER

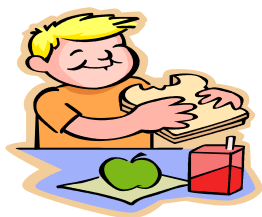
Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)

The Milk we serve is 1/2 pint of 1% Unflavored, white.

** CN Product

EXAMPLE OF SEASONAL FRESH FRUIT : Berries, Melon, Apple, Banana, Peach, Pineapple, Orange, Nectarine, Mangos, Kiwi, or Plum

*** We served 1/2 cup water with our pm snacks



Community Services Early Head Start 2020/ 20201 Menu

Cylce One

+ MEANS A GOOD SOURCE OF VITAMIN A

* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 12 month - 36 months based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 1/2 c Fruit/vegetable - 1/ 4c Grain - 1/2 oz. eq. Meat/ma - maybe served 3 times a week inplace of grain	BREAKFAST	MILK BANANA TOAST /jelly	MILK STRAWBERRIES* WG PANCAKE**	MILK ORANGE SLICES* SAUSAGE BISCUIT	MILK BANANA WG CEREAL	MILK MANDARIN ORANGE* CINNAMON TOAST
Milk - 1/2c Vegetable - 1/8 c Fruit - 1/8 c Grain - 1/2 oz eq. Meat/ma - 1 oz eq.	LUNCH	MILK PEAS & CARROTS*+ ROSIE PEARS CHICKEN SALAD BOAT	MILK DICED BROCCOLI *+ PEACHES GRILLED CHEESE SANDWICH	MILK TATOR TOTS MIXED BERRIES*+ SLOPPY JOE SANDWICH	MILK GREEN BEANS FRESH FRUIT MAC & CHEESE / 1 OZ OF TURKEY	MILK TROPICAL FRUIT * MONSTER MARINARA
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	APPLESAUCE * WG ENGLISH MUFFIN WATER	SNOW PEAS* YOGURT DIP WATER	1/2 SUNBUTTER SANDWICH WATER	BROCCOLI & CAULIFLOWER SALAD*+ GOLDFISH CRACKERS WATER	SUPER DRINK* WG CRACKERS WATER

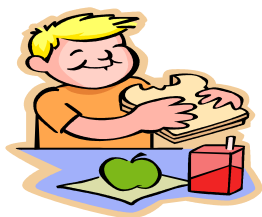
Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)

The Milk we serve is whole Unflavored to 1-2 years of age: 2-3 years of age we serve 1% Unflavored milk.

** CN Product

Example of Seasonal Fresh Fruit: Berries, Melon, Apple, Banana, Peach, Pinapple, Orange, Nectarine, Mango, Kiwi, or Plum

*** We served 1/2 cup water with our pm snacks



Community Services Early Head Start 2020/ 20201 Menu

Cycle Two

+ MEANS A GOOD SOURCE OF VITAMIN A

* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 12 month - 36 months based on the Child and Adult Food Program

Component size	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
BREAKFAST Milk - 1/2c Fruit/vegetable - 1/2 c Grain- 1/2 oz. eq. Meat/ma- maybe served 3 times a week in place of grain	MILK PEACHES 1/2 TOAST 1/2 BOILED EGG	MILK MANDARIN ORANGE* YOGURT	MILK MIXED BERRY*+ WG PANACAKE**	MILK BANANA WG CEREAL	MILK COOKED APPLES* BISCUIT w/jelly
LUNCH Milk - 1/2c 1/8 c 1/8 c oz eq. Meat/ma - 1 oz eq. Vegetable- Fruit- Grain- 1/2	MILK MANGO*+ JAMMIN JAMBALAYA*	MILK GREEN SALAD w/ diced tomatoes*+ ROSIE PEARS BEEF SOFT TACO	MILK COLESLAW*+ PINTO BEANS CORNBREAD FISH**	MILK PEAS & CARROTS*+ PINEAPPLE TIDBITS* WW BREAD BBQ CHICKEN	MILK GREEN BEANS ROSIE APRICOTS*+ PASTITSIO
PM SNACK Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	CHEESE TOAST WATER	FRITOS REFRIED BEANS WATER	SCOBBO DOO GRAHAM CRACKERS CHEESE WATER	APPLESAUCE* GOLDFISH CRACKERS WATER	BERRIES* ENGLISH MUFFIN w/jelly

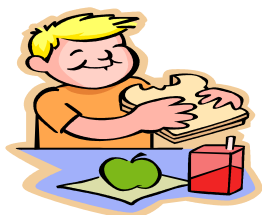
Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)

The Milk we serve is whole Unflavored to 1-2 years of age: 2-3 years of age we serve 1% Unflavored milk.

** CN Product

EXAMPLE OF SEASONAL FRESH FRUIT : Berries, Melon, Apple, Banana, Peach, Pineapple, Orange, Nectarine, Mangos, Kiwi, or Plum

*** We served 1/2 cup water with our pm snacks



Community Services Early Head Start 2020/ 20201 Menu

Cycle Three

+ MEANS A GOOD SOURCE OF VITAMIN A

* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 12 month -36 months based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 1/2c Fruit/vegetable - 1/2 c Grain - 1/2 oz. eq. Meat/ma - maybe served 3 times a week in place of grain	BREAKFAST	MILK FRESH FRUIT* WG CEREAL	MILK BERRY*+ GOLDEN PORRIDGE	MILK ORANGE SLICES* BISCUIT w/ jelly	MILK DICED PEARS WG PANCAKE**	MILK FRUITY WHEEL*
Milk - 1/2c Vegetable - 1/8 c Fruit - 1/8 c Grain - 1/2 oz eq. Meat/ma - 1 oz eq.	LUNCH	MILK TATOR TOTS PEAS & CARROTS*+ BROWN RICE SALSBURY STEAK**	MILK FIESTA CORN TROPICAL FRUIT* CHICKEN & CHEESE QUESADILLA	MILK SPINACH SALAD*+ PINEAPPLE TIDBITS* CORNBREAD CHILI	MILK GREEN BEANS PEACHES CHICKEN SPAGHETTI	MILK GREEN SALAD w/ diced tomatoes*+ COOKED CINNAMON APPLES* ENGLISH MUFFIN CHEESE PIZZA
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	FRUIT PARFAIT* WATER	TOMATO SALSA*+ FRITOS WATER	SUNBUTTER on a ENGLISH MUFFIN WATER	FRESH FRUIT * GOLDFISH CRACKERS WATER	BROCCOLI & CAULIFLOWER SALAD*+ WW CRACKERS

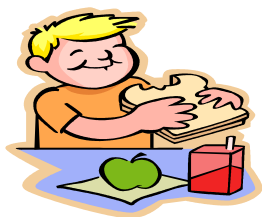
Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)

The Milk we serve is whole Unflavored to 1-2 years of age: 2-3 years of age we serve 1% Unflavored milk.

** CN Product

EXAMPLE OF SEASONAL FRESH FRUIT : Berries, Melon, Apple, Banana, Peach, Pineapple, Orange, Nectarine, Mangos, Kiwi, or Plum

*** We served 1/2 cup water with our pm snacks



Community Services Early Head Start 2020/ 20201 Menu

Cycle Four

+ MEANS A GOOD SOURCE OF VITAMIN A

* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 12 month - 36 months based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 1/2 c Fruit/vegetable - 1/2 c Grain - 1/2 oz. eq. Meat/ma - maybe served 3 times a week in place of grain	BREAKFAST	MILK PEACHES PANCAKES**	MILK DICED PEARS CINNAMON TOAST	MILK BERRY* YOGURT	MILK BANANA SAUSAGE BISCUIT	MILK FRUIT WHEELS*
Milk - 1/2c Vegetable - 1/8 c Fruit - 1/8 c Grain - 1/2 oz eq. Meat/ma - 1 oz eq.	LUNCH	MILK MANGOS*+ SUMMER SIZZLER*+	MILK SPINACH SALAD/ tomatoes*+ PINEAPPLE/BERRY*+ CHILI CORN CHIP BAKE	MILK COLESLAW*+ TATOR TOTS CORNBREAD FISH**	MILK GREEN SALAD/ tomatoes*+ MIX FRUIT BEEF & CHEESE NACHOS	MILK CARROTS+ PEACHES CHICKEN SALAD BOAT
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	WG CRACKERS SUNBUTTER WATER	APPLESAUCE* SCOBBY DOO GRAHAM CRACKERS WATER	FRITOS REFRIED BEANS WATER	FRESH FRUIT* HONEY YOGURT DIP WATER	WG CRACKERS BOILED EGG WATER

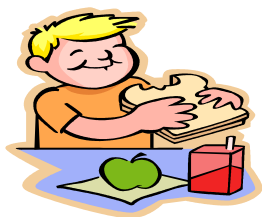
Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)

The Milk we serve is whole Unflavored to 1-2 years of age: 2-3 years of age we serve 1% Unflavored milk.

** CN Product

EXAMPLE OF SEASONAL FRESH FRUIT : Berries, Melon, Apple, Banana, Peach, Pineapple, Orange, Nectarine, Mangos, Kiwi, or Plum

*** We served 1/2 cup water with our pm snacks



Community Services Early Head Start 2020/ 20201 Menu

Cycle Five

+ MEANS A GOOD SOURCE OF VITAMIN A

* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 12 month -36 months based on the Child and Adult Food Program

Component size	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
BREAKFAST Milk - 1/2 c Fruit/vegetable - 1/2 c Grain- 1/2 oz. eq. Meat/ma- maybe served 3 times a week in place of grain	MILK COOKED CINNAMON APPLES* WG PANCAKE*	MILK ORANGE SLICES* CINNAMON ENGLISH MUFFIN	MILK BANANA TOAST BOILED EGG	MILK MANDARIN ORANGES* BISCUIT/jelly	MILK BERRY*+ YOGURT
LUNCH Milk -1/2 c Vegetable- 1/8 c Fruit- 1/8 c Grain- 1/2 oz eq. Meat/ma - 1 oz eq.	MILK PINTO BEANS TROPICAL FRUIT*+ GRILLED CHEESE SANDWICH	MILK CHEESEY BROCCOLI & CAULIFLOWER*+ PEARS PASTITISIO	MILK SPINACH SALAD *+ PINEAPPLE TIDBITS WW BREAD BBQ CHICKEN	MILK ROSIE APPLESAUCE* MONSTER MARINARA	MILK GREEN BEANS MANGOS*+ BROWN RICE SALSBURY STEAK**
PM SNACK Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	BROCCOLI & CAULIFLOWER SALAD*+ WG CRACKERS WATER	FRUIT PARFAIT* WATER	APPLE SLICES* GOLDFISH CRACKERS WATER	CHEESEY TOAST WATER	CUCUMBER SLICES CHEESE WATER

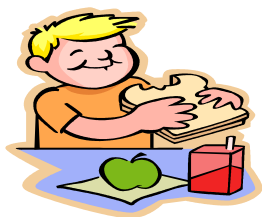
Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)

The Milk we serve is whole Unflavored to 1-2 years of age: 2-3 years of age we serve 1% Unflavored milk.

** CN Product

EXAMPLE OF SEASONAL FRESH FRUIT : Berries, Melon, Apple, Banana, Peach, Pineapple, Orange, Nectarine, Mangos, Kiwi, or Plum

*** We served 1/2 cup water with our pm snacks



Community Services Early Head Start 2020/ 20201 Menu

Cycle Six

+ MEANS A GOOD SOURCE OF VITAMIN A

* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 12 month - 36 months based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 1/2 c Fruit/vegetable - 1/2 c Grain - 1/2 oz. eq. Meat/ma - maybe served 3 times a week in place of grain	BREAKFAST	MILK PINEAPPLE TIDBITS SAUSAGE BISCUIT	MILK APRICOTS*+ PANCAKE	MILK APPLE SLICES* 1/2 CHEESEY TOAST	MILK BANANA GOLDEN PORRIDGE	MILK MANDARIN ORANGES*+ CINNAMON ENGLISH MUFFIN
Milk - 1/2 c Vegetable - 1/8 c Fruit - 1/8 c Grain - 1/2 oz eq. Meat/ma - 1 oz eq.	LUNCH	MILK PEAS & CARROTS*+ TROPICAL FRUIT*+ MAC & CHEESE 1 OZ TURKEY	MILK GREEN BEANS TATOR TOTS SLOPPY JOE	MILK SPINACH SALAD / tomatoes*+ PEACHES CHICKEN SPAGHETTI	MILK TOMATO SLICES*+ PEARS TURKEY AND CHEESE SANDWICH	MILK APPLE SLICES* WG CRACKERS CHICKEN & VEGETABLE* SOUP
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	SCOBBY DOO GRAHAM CRACKERS SUNBUTTER WATER	SUPER DRINK* 2 WG CRACKERS WATER	CUCUMBER SLICES CHEESE WATER	FRESH FRUIT* HONEY YOGURT DIP WATER	1/2 SUNBUTTER SANDWICH WATER

Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)

The Milk we serve is whole Unflavored to 1-2 years of age: 2-3 years of age we serve 1% Unflavored milk.

** CN Product

EXAMPLE OF SEASONAL FRESH FRUIT : Berries, Melon, Apple, Banana, Peach, Pineapple, Orange, Nectarine, Mangos, Kiwi, or Plum

*** We served 1/2 cup water with our pm snacks

Community Services Of Northeast Tex Eligibility Configuration

Selection Criteria 2020-2021

Applies to:

- Community Services Of Northeast Tex - Head Start 2020 - 2021
- Community Services Of Northeast Tex - Head Start 2019 - 2020

Automatically assign points based on Income

Foster	200
Homeless	200
Public Assistance	200
0 - 50%	85
51 - 75%	75
76 - 100%	65
101 - 130%	15
131 - 150%	10
151 - 400%	5

Automatically assign points based on Class Age

0 - 35 mo	0
36 - 41 mo	65
42 - 47 mo	75
48 - 53 mo	85
54 - 59 mo	95

Participant is not eligible if 60 months old or older on the school-year cut-off date.

Other Eligibility Criteria

Attending and/or attended Early Head Start or ECI

95 Yes

SNAPS Medicaid, CCMS, WIC

80 Yes

Parental Status

105	Grandparent raising grandchild
95	Guardian
90	One Parent/Dad
85	One Parent/Mom
75	Two Parent

Disability

100	Diagnosed Disability with IEP
85	Suspected Disability with explanation
0	No Diagnosed Disability

Child with sibling enrolled in the program

70 Yes

Open case with CPS

40 Yes

Over income with a Disability

100 Yes

4 Year old with a disability with an IEP

20 Yes

3 Year old with a disability with an IEP

25 Yes

Homeless, Foster, or Public Assistance

100 Yes

Community Services Of Northeast Tex

Eligibility Configuration

Selection Criteria 2020-2021

Other Eligibility Criteria

ESL

100 Yes

Active Military

100 Yes

Former Foster Child

100 Yes

Three Year old in Naples/New Boston/Pittsburg

40 Yes

Parent Under the Age of 23

40 Yes

Parent Currently Incarcerated

40 Yes

Community Services Of Northeast Tex Eligibility Configuration

EHS Selection Criteria 2020-2021

Applies to:

- Community Services Of Northeast Tex - Head Start 2020 - 2021
- Community Services Of Northeast Tex - Head Start 2019 - 2020

Automatically assign points based on Income

Foster	200
Homeless	200
Public Assistance	200
0 - 50%	85
51 - 75%	75
76 - 100%	65
101 - 130%	15
131 - 150%	10
151 - 400%	5

Automatically assign points based on Class Age

0 - 11 mo	75
12 - 23 mo	85
24 - 36 mo	95

Participant is not eligible if 36 months old or older on the school-year cut-off date.

Other Eligibility Criteria

SNAPS Medicaid, CCMS, WIC

80 Yes

Parental Status

- 105 Grandparent raising grandchild
- 95 Guardian
- 90 One Parent/Dad
- 85 One Parent/Mom
- 75 Two Parent

Disability

- 100 Diagnosed Disability with IEP/IFSP
- 85 Suspected Disability with explanation
- 0 No Diagnosed Disability

Child with sibling enrolled in the Head Start program

70 Yes

Open case with CPS

40 Yes

Over income with a Disability

100 Yes

Homeless, Foster, or Public Assistance

100 Yes

ESL

100 Yes

Active Military

100 Yes

Former Foster Child

100 Yes

Teen Parent

40 Yes

Community Services Of Northeast Tex

Eligibility Configuration

EHS Selection Criteria 2020-2021

Other Eligibility Criteria

Parent Currently Incarcerated

40 Yes

Head Start

Financial Report for the month of April 2020

(March 2020 Expenditures)

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
<i>12 month program ending 11-30-2020</i>							
Personnel	\$2,434,092.00	\$188,996.08	\$715,376.28	\$1,718,715.72	\$202,841.00	\$811,364.00	\$95,987.72
Fringe Benefits	\$608,523.00	\$48,896.72	\$213,495.29	\$395,027.71	\$50,710.25	\$202,841.00	(\$10,654.29)
Travel (4120)	\$22,150.00	\$1,426.17	\$5,320.13	\$16,829.87	\$1,845.83	\$7,383.33	\$2,063.20
Equipment	\$56,000.00	\$0.00	\$0.00	\$56,000.00	\$4,666.67	\$18,666.67	\$18,666.67
Supplies	\$250,110.00	\$7,984.20	\$52,978.82	\$197,131.18	\$20,842.50	\$83,370.00	\$30,391.18
Contractual	\$18,330.00	\$0.00	\$0.00	\$18,330.00	\$1,527.50	\$6,110.00	\$6,110.00
Facilities / Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (4120)	\$23,488.00	\$385.00	\$2,236.80	\$21,251.20	\$1,957.33	\$7,829.33	\$5,592.53
Other (4122)	\$518,171.00	\$48,906.76	\$195,389.38	\$322,781.62	\$43,180.92	\$172,723.67	(\$22,665.71)
Total	\$3,930,864.00	\$296,594.93	\$1,184,796.70	\$2,746,067.30	\$327,572.00	\$1,310,288.00	\$125,491.30
T&TA	\$45,638.00	\$1,811.17	\$7,556.93	\$38,081.07	\$3,803.17	\$15,212.67	\$7,655.74
Total							
USDA Reimbursements through February 2020							\$42,516.61
Estimated USDA Reimbursement for March 2020							\$5,588.27
							<u>\$173,596.18</u>
							Resulting (over)/under with USDA

* Total Over/Under without USDA

Accruals:

Actual year end payroll accrual \$10,500.00

Further Analysis	
Number of children	516
Number of classrooms	20

	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
Per Classroom	\$196,543.20	\$14,829.75	\$59,239.84	\$16,378.60	\$65,514.40	\$6,274.57
Per Child	\$7,617.95	\$574.80	\$2,296.12	\$634.83	\$2,539.32	\$243.20

IN-KIND (Non-Federal Share)				
	<u>Needed</u>	<u>This month</u>	<u>Total</u>	<u>Still need</u>
	\$982,716.00	\$115,760.27	\$501,220.35	\$481,495.65

Head Start

Financial Report for the month of April 2020

(November 2019 Expenditures)

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
<i>12 month program ending 11-30-2019</i>							
Personnel	\$2,526,710.00	\$336,831.68	\$2,495,903.15	\$30,806.85	\$210,559.17	\$2,526,710.00	\$30,806.85
Fringe Benefits	\$628,820.00	\$56,079.52	\$618,412.94	\$10,407.06	\$52,401.67	\$628,820.00	\$10,407.06
Travel (4120)	\$22,150.00	\$3,535.20	\$23,520.00	(\$1,370.00)	\$1,845.83	\$22,150.00	(\$1,370.00)
Equipment	\$69,671.00	\$12,241.09	\$63,195.09	\$6,475.91	\$5,805.92	\$69,671.00	\$6,475.91
Supplies	\$143,036.00	\$44,259.98	\$163,708.33	(\$20,672.33)	\$11,919.67	\$143,036.00	(\$20,672.33)
Contractual	\$18,005.00	\$7,561.96	\$18,005.00	\$0.00	\$1,500.42	\$18,005.00	\$0.00
Facilities / Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (4120)	\$23,488.00	\$2,932.33	\$19,127.11	\$4,360.89	\$1,957.33	\$23,488.00	\$4,360.89
Other (4122)	\$498,984.00	\$58,952.33	\$615,731.62	(\$116,747.62)	\$41,582.00	\$498,984.00	(\$116,747.62)
Total	\$3,930,864.00	\$522,394.09	\$4,017,603.24	(\$86,739.24)	\$327,572.00	\$3,930,864.00	(\$86,739.24)
T&TA	\$45,638.00	\$6,467.53	\$42,647.11	\$2,990.89	\$3,803.17	\$45,638.00	\$2,990.89
Total							
USDA Reimbursements through November 2019							\$142,632.90
Estimated USDA Reimbursement for							\$0.00
							<u>\$55,893.66</u>
							Resulting (over)/under with USDA

* Total Over/Under without USDA

Accruals:

Actual year end payroll accrual \$00.00

	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
Per Classroom	\$196,543.20	\$26,119.70	\$200,880.16	\$16,378.60	\$196,543.20	(\$4,336.96)
Per Child	\$7,617.95	\$1,012.39	\$7,786.05	\$634.83	\$7,617.95	(\$168.10)

Further Analysis	
Number of children	516
Number of classrooms	20

IN-KIND (Non-Federal Share)				
	<u>Needed</u>	<u>This month</u>	<u>Total</u>	<u>Still need</u>
	\$982,716.00	\$129,649.39	\$1,411,138.37	(\$428,422.37)

HEAD START NUTRITION PROGRAM

April 2020 Financial Report

For the month of March 2020

CACFP

	<u>Expenditures</u>	<u>Total To Date</u>
Operating Labor	\$ 6,132.46	39,154.73
Administrative Labor	1,275.98	6,522.39
Food	9,161.67	51,506.31
Supplies & Equipment	399.87	4,448.15
Purchased Services	-	0.00
Financial Costs	-	0.00
Media Costs	-	0.00
Operating Org Cost	130.83	755.83
Other	-	0.00
Total	<u>\$ 17,100.81</u>	<u>\$ 102,387.41</u>

TDHS REVENUE 5,588.27 80,299.64 (Income Starts October 2019)

CSBG 2020

Financial Report for the month of April 2020

CSBG Current Program (March 2020 Expenditures)

% of contract	25%
% of money	#DIV/0!

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>	<u>Monthly</u> <u>Budget</u>	<u>YTD</u> <u>Budget</u>	<u>(Over)/Under</u>
<i>Community Services Block Grant (CSBG) 12 month program ending 12/31/2020</i>							
Personnel	\$0.00	21,850.81	\$61,495.62	(\$61,495.62)	\$0.00	\$0.00	(\$61,495.62) Over
Fringe Benefits	0.00	4,357.05	\$12,883.17	(12,883.17)	0.00	0.00	(12,883.17) Over
Travel*	0.00	1,011.16	\$4,407.44	(4,407.44)	0.00	0.00	(4,407.44) Over
Equipment	0.00	733.51	\$1,134.24	(1,134.24)	0.00	0.00	(1,134.24) Over
Supplies	0.00	1,038.68	\$8,468.45	(8,468.45)	0.00	0.00	(8,468.45) Over
Contractual	0.00	503.21	\$5,335.81	(5,335.81)	0.00	0.00	(5,335.81) Over
Other	0.00	10,370.34	\$35,385.43	(35,385.43)	0.00	0.00	(35,385.43) Over
Indirect Costs	0.00	0.00	\$0.00	0.00	0.00	0.00	0.00 Okay
Total	\$0.00	\$39,864.76	\$129,110.16	(\$129,110.16)	\$0.00	\$0.00	(\$129,110.16) Over

Financial Report for the month of April 2020

CEAP Current Program (March 2020 Expenditures)

% of contract	25%
% of money	#DIV/0!

CEAP 2020

Comprehensive Energy Assistance Program (CEAP) 12 month program ending

						<u>Contract Budget</u>			
						<u>Minimum</u>	<u>Maximum</u>		
Administration*	\$0.00	0.00	\$0.00	\$0.00	####	\$0.00 min	\$0.00 max	\$0.00	Okay
Household Crisis**	0.00	0.00	\$0.00	0.00		0.00 min	0.00 max	0.00	Okay
Utility Assistance**	0.00	0.00	\$0.00	0.00		0.00 min	0.00 max	0.00	Okay
Program Services	0.00	0.00	\$0.00	0.00	####	0.00 min	0.00 max	0.00	Okay
Training Travel	0.00	0.00	\$0.00	0.00		0.00 min	0.00 max	0.00	Okay
Total	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	Okay

*Cannot be over-budget by end of contract **Must be at least 10% of total expenditures

Compliance calculation used, Admin = 6.0% of total grant, Program Services = 6.25% of direct expenditures

Admin with Future Payments	#DIV/0!	Program Services with Future Payments	#DIV/0!	Future Payments	\$0.00
----------------------------	---------	---------------------------------------	---------	------------------------	---------------

Financial Report for the month of April 2020

CEAP Current Program (March 2020 Expenditures)

% of contract	100%
% of money	82%

CEAP 2019

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>		<u>Monthly Budget</u>		<u>YTD Budget</u>		<u>(Over)/Under</u>	
<i>Comprehensive Energy Assistance Program (CEAP) 12 month program ending -----</i>											
							<u>Contract Budget</u>				
							<u>Minimum</u>		<u>Maximum</u>		
Administration*	\$204,306.00	14,911.79	\$149,824.25	\$54,481.75	6%	\$13,620.40	min	\$145,109.70	max	(\$4,714.55)	#REF!
Household Crisis**	1,144,419.00	11,606.33	\$382,096.05	762,322.95		185,317.80	min	1,144,419.00	max	762,322.95	Okay
Utility Assistance**	1,144,418.00	78,966.97	\$1,471,081.95	(326,663.95)		185,317.80	min	1,144,418.00	max	(326,663.95)	#REF!
Program Services	350,809.00	34,312.32	\$337,476.80	13,332.20	18%	23,387.27	min	175,252.38	max	(162,224.42)	#REF!
Training Travel	1,200.00	0.00	\$0.00	1,200.00		0.00	min	1,200.00	max	1,200.00	Okay
Total	\$2,845,152.00	\$139,797.41	\$2,340,479.05	\$504,672.95		\$407,643.27		\$2,610,399.09		\$269,920.04	Okay

*Cannot be over-budget by end of contract **Must be at least 10% of total expenditures

Future Payments \$366,161.68

Compliance calculation used, Admin = 6.0% of total grant, Program Services = 6.25% of direct expenditures

Admin with Future Payments 5.5% Program Services with Future Payments 13.2%

Valley Services Debt Information

Balances as of March 12, 2020	212,048.36
Payments posted from March 13, 2020 thru April 15, 2020	(500.00)
.	
Charges posted in March 13, 2020 thru April 15, 2020	-
Balances as of April 15, 2020	211,548.36
Net Decrease (Increase)	500.00

Community Services of Northeast Texas, Inc.
Credit Usage Report

Board Report -April 2020

Capital One Credit Card

January and February 2020		4,471.72	
Payment due by 03/01/2020	Pd on 03/04/2020	<u>(3,961.44)</u>	
Balance		510.28	Disputing Charge

Sam's Club

Purchases for February 2020		619.20	
Payment due by 03/28/2020	Pd on 03/18/2020	<u>(619.20)</u>	
Balance		-	

Line of Credit

Program	CSBG B	VET Ser NOW	TBRA
Highest March 2020 Balance	40,445.97	700.00	300.00
Current balance	34,097.00	-	-
Exp pay off date	5/31/2020		

In House Line of Credit

Program	CSBG B	CEAP B	VET Ser NOW
Highest February 2020 Balance	185,520.00	200.00	2,360.00
Current balance	-	200.00	-
Exp pay off date		5/31/2020	

TEXANA BANK LOANS

COMMUNITY COUNCIL OF CASS
Account Number ending in 7789

Statement Closing Date 03/08/2020

Visit samsclub.com/credit or Call 1-800-203-5764

Payments must be received by 5pm ET on due date if mailed, or by 11:59pm ET on due date for online and phone payments.

Payment Information	
New Balance	\$619.20
Total Minimum	
Payment Due	\$50.00
Payment Due Date	03/28/2020

Account Summary	
Previous Balance as of 02/09/2020	\$614.82
Payments	-614.82
Purchases/Debits	+619.20
New Balance as of 03/08/2020	\$619.20

Credit Limit	\$5,500
Available Credit	\$4,880
Statement Closing Date	03/08/2020
Days in Billing Cycle	29

Transaction Summary					
Tran	Date	Post	Transaction Reference #	Description	Amount
02/28	02/28		P928000EH01HXR2J6	SAMS CLUB.COM 006279 BENTONVILLE AR	\$619.20
				Total for COMMUNITY COUNCIL OF CASS	\$619.20
02/23	02/23		P928000E9012S5NH1	PAYMENT - THANK YOU	-\$614.82

Interest Charge Calculation					
Your Annual Percentage Rate (APR) is the annual interest rate on your account.					(v) = variable rate
Type of Balance	Expiration Date	Annual Percentage Rate	Balance Subject to Interest Rate	Interest Charge	Balance Method
Regular Purchases	N/A	24.40% (v)	\$0.00	\$0.00	2D

Cardholder News and Information

YOUR ANNUAL SAM'S CLUB MEMBERSHIP FEE WILL BE AUTOMATICALLY BILLED TO YOUR CREDIT ACCOUNT NEXT MONTH.

NOTICE: We may convert your payment into an electronic debit. See reverse side for details, Billing Rights and other important information.

MEMBER SERVICE: For Account Information log on to samsclub.com/credit. This account is registered. See your On-line Administrator to get a User ID & Password. Or call toll-free 1-800-203-5764.

6709 0001 A7H 1 7 8 200308 PAGE 1 of 3 9280 2000 MP17 01EW6709 26471

Detach and mail this portion with your check. Do not include any correspondence with your check.



Payment Enclosed: Please use blue or black ink.

Account Number: ~~0462002960789~~

Total Minimum Payment Due	Payment Due Date	New Balance
\$50.00	03/28/2020	\$619.20

\$

New address or email? Print changes on back.



COMMUNITY COUNCIL OF CASS
KAY PHILLIPS
PO BOX 427
LINDEN TX 75563-0427

26471
0303



Make Payment to: SAM'S CLUB/SYNCHRONY BANK
P.O. BOX 530981
ATLANTA, GA 30353-0981



~~0462002960789~~ ~~0462002960789~~ ~~0462002960789~~ ~~0462002960789~~

COMMUNITY COUNCIL OF CASS

ACCOUNT #: ~~60467002039307789~~

DATE OF SALE #: 200228

P.O. #:

INVOICE #: 000000

AUTHORIZATION #: 001767

CLUB #: 6279

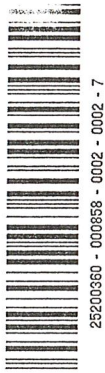
REFERENCE #: P928000EH01HXR2J6

TRANSACTION #: 0

REGISTER #: 89

<u>S.K.U</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>PRICE</u>	<u>EXT. PRICE</u>
	MERCHANDISE/CONS UMABLES	1.000	EA	\$619.2000	\$619.20
SUB \$619.20		TAX \$0.00		TOTAL INVOICE	\$619.20
				CREDITS TOTAL	\$0.00
				BALANCE DUE	\$619.20

1-2



ACCT. NUMBER: xxxx xxxx xxxx 040			
CREDIT LIMIT	10,000.00	CASH ADVANCE BALANCE	.00
NEW BALANCE	4,471.72	MINIMUM PAYMENT DUE	4,471.72
AVAILABLE CREDIT	5,528.28	PAYMENT DUE DATE	03-01-20

FINANCE CHARGE SUMMARY				
	AVERAGE DAILY BALANCE	MONTHLY PERIODIC RATE	CORRESPONDING ANNUAL PERCENTAGE RATE	PERIODIC FINANCE CHARGE
PURCHASES	\$0.00	0.9783%	11.74%	\$0.00
CASH ADVANCES	\$0.00	1.4992%	17.99%	\$0.00
ANNUAL PERCENTAGE RATE*:				11.74%
Periodic rates may vary				
Number of days in billing cycle:				31
* Cash Advance Fees will cause the APR for Cash Advances & Checks to appear overstated.				

CORPORATE ACCOUNT ACTIVITY				
COMMUNITY SERVICES OF NORTHEAS xxxx-xxxx-xxxx- 040			TOTAL CORPORATE ACTIVITY \$3,104.86 CR	
Post Date	Trans Date	Reference Number	Transaction Description	Amount
01-22	01-21	75528020021298000590016	PAYMENT RECEIVED -- THANK YOU	3,104.86 PY

INDIVIDUAL CARDHOLDER ACTIVITY					
DAN LUCKY BOYD xxxx-xxxx-xxxx- 040		CREDITS \$0.00	PURCHASES \$4,471.72	CASH ADV \$0.00	TOTAL ACTIVITY \$4,471.72
Post Date	Trans Date	Reference Number	Transaction Description	Amount	
01-07	01-06	55429500006637297353095	CACFP.ORG 5128508278 MD	950.00	
01-08	01-07	55432860007200288666496	RESERVATIONS*ALOFT DAL 855-956-2201 CT	510.28	
01-14	01-13	55432860013200789351491	CCI*HOTEL RES 800-468-3578 TX	2,901.46	
02-03	01-31	75470690033121704084454	HABITAT SUITES HOTEL AUSTIN TX 1000197405	109.98	
			ARRIVAL: 01-30-20		

RECEIVED
FEB 18 2020
BY: *KN*

CHECK REGISTER ENDING THE MONTH OF MARCH

1040 - TEXANA
 ACCOUNTS
 PAYABLE
 DISBURSEMENT

Check Number	Effective Date	Vendor Name	Check Amount	Description
64733	3/1/2020	A TEX DENTAL LABS	(600.00)	VOID
64869	3/4/2020	AEP-SWEPSCO-EA	27,489.43	Client Assistance
64870	3/4/2020	AFLAC	2,064.00	Employee Insurance
64871	3/4/2020	AMBIT ENERGY	1,554.25	Client Assistance
64872	3/4/2020	ANGELA YOUNG	22.50	Vehicle Registration
64873	3/4/2020	AT&T	504.46	Telephone
64874	3/4/2020	AT&T	751.57	Telephone
64875	3/4/2020	ATMOS ENERGY	1,088.67	Client Assistance
64876	3/4/2020	B & S TRUE VALUE HARDWARE	36.39	Building Maintenance
64877	3/4/2020	BEN E KEITH CO	4,934.48	Head Start Foods
64878	3/4/2020	BOWIE CASS	12,754.89	Client Assistance
64879	3/4/2020	CAPITAL ONE N.A.	3,961.44	Travel Expenses
64880	3/4/2020	CASTLE FAMILY DENTAL	53.00	Client Assistance
64881	3/4/2020	CECELIA HUFF	33.54	Mileage Reimbursement
64882	3/4/2020	CENTERPOINT ENERGY	2,322.04	Client Assistance
64883	3/4/2020	CENTERPOINT ENERGY ENTEX	73.12	Utility
64884	3/4/2020	CIRRO ENERGY	290.10	Client Assistance
64885	3/4/2020	CITY OF HUGHES SPRINGS	302.49	Utility
64886	3/4/2020	CITY OF LINDEN	314.28	Utility
64887	3/4/2020	CITY OF NEW BOSTON	288.63	Utility
64888	3/4/2020	CITY OF PITTSBURG	261.79	Utility
64889	3/4/2020	DAN BOYD	510.23	Reimbursement of Funds
64890	3/4/2020	DENISE HILL	29.15	Mileage Reimbursement
64891	3/4/2020	DIRECT ENERGY	1,071.17	Client Assistance
64892	3/4/2020	ENTRUST ENERGY	126.12	Client Assistance
64893	3/4/2020	EXXONMOBIL	282.24	Vehicle Fuel
64894	3/4/2020	FARMER ELECTRIC	1,183.42	Client Assistance
64895	3/4/2020	FERRELL GAS	240.88	Client Assistance
64896	3/4/2020	FIRST CHOICE POWER	942.13	Client Assistance
64897	3/4/2020	GREEN MOUNTAIN ENERGY	542.15	Client Assistance
64898	3/4/2020	GUARDIAN	2,610.43	Employee Insurance
64899	3/4/2020	HOGAN DENTAL CLINIC	1,550.00	Client Assistance
64900	3/4/2020	JUST ENERGY	643.67	Client Assistance
64901	3/4/2020	KEVIN WISKUS	43.43	Mileage Reimbursement
64902	3/4/2020	KIMBERLY PARRISH	49.88	Mileage Reimbursement
64903	3/4/2020	LATOYA JONES	19.35	Mileage Reimbursement
64904	3/4/2020	LINDEN FUEL CENTER	1,171.80	Vehicle Fuel
64905	3/4/2020	MARTAVIUS JONES	34.40	Mileage Reimbursement
64906	3/4/2020	MCI	61.72	Telephone
64907	3/4/2020	NELSON PROPANE	235.00	Client Assistance
64912	3/4/2020	OFFICE DEPOT	8,118.59	Office Supplies
64913	3/4/2020	PHILIP R. NIXON	41.75	Building Maintenance
64914	3/4/2020	PHYNET, INC.	215.00	TB Tests
64915	3/4/2020	RELIABLE ALARM SERVICE, LLC	30.00	Security System
64916	3/4/2020	RELIANT ENERGY	2,253.09	Client Assistance
64917	3/4/2020	S.W. ARKANSAS TELE. CO-OP	248.72	Telephone and Internet
64918	3/4/2020	SCHOOL HEALTH CORPORATION	21,450.00	Medical Supplies
64919	3/4/2020	SHERYL ALDEN	53.32	Mileage Reimbursement
64920	3/4/2020	SONITROL OF LONGVIEW	57.80	Security System
64921	3/4/2020	SOUTHWEST ARKANSAS ELECTRIC	359.11	Client Assistance
64922	3/4/2020	SOUTHWESTERN ELECTRIC POWER	1,383.37	Utility
64923	3/4/2020	STAPLES CREDIT PLAN	2,872.08	Office Supplies
64924	3/4/2020	STREAM	193.16	Client Assistance
64925	3/4/2020	TALCO	220.00	Client Assistance
64926	3/4/2020	TEXARKANA WATER UTILITIES	142.12	Client Assistance
64927	3/4/2020	TEXAS HEALTH & HUMAN SERVICES COMMISSION ACCOUNTS RECEIVABLE	69.00	License Renewal
64928	3/4/2020	TOSHIBA FINANCIAL SERVICES	1,167.00	Printer Payment
64929	3/4/2020	TXU-ASSISTANCE GROUP	6,685.88	Client Assistance
64930	3/4/2020	UNITED HEALTHCARE	45,054.31	Employee Insurance
64931	3/4/2020	UPSHUR RURAL ELEC. CORP.	5,834.60	Client Assistance
64932	3/4/2020	WINDSTREAM	226.99	Telephone and Internet
64933	3/4/2020	WOOD CO ELECTRIC COOP.	455.15	Client Assistance

1040 - TEXANA
 ACCOUNTS
 PAYABLE
 DISBURSEMENT

Check Number	Effective Date	Vendor Name	Check Amount	Description
64934	3/11/2020	ABERNATHY COMPANY	298.26	Cleaning Supplies
64935	3/11/2020	ABILA	847.79	Accounting Software
64936	3/11/2020	ADT SECURITY SERVICES	206.07	Security System
64937	3/11/2020	AEP-SWEPSCO-EA	16,874.68	Client Assistance
64938	3/11/2020	ALLEN AUTOMOTIVE	174.68	Vehicle Repair
64939	3/11/2020	AMBIT ENERGY	200.72	Client Assistance
64940	3/11/2020	AMERIGAS	521.80	Client Assistance
64941	3/11/2020	AT&T	127.12	Payee Client
64942	3/11/2020	ATMOS ENERGY	42.77	Client Assistance
64943	3/11/2020	B & S TRUE VALUE HARDWARE	24.67	Building Repairs
64944	3/11/2020	BEN E KEITH CO	3,069.16	Head Start Foods
64945	3/11/2020	BERTHA ALLEN	408.50	Mileage Reimbursement
64946	3/11/2020	BOBBY'S B&G AUTOMOTIVE INC.	205.20	Vehicle Repair
64947	3/11/2020	BOWIE CASS	7,267.56	Client Assistance
64948	3/11/2020	CAMCO ELEVATOR INC	150.00	Monthly Fee
64949	3/11/2020	CANDIE HARRIS PETTY CASH CUSTODIAN	46.17	Petty Cash Custodian Reimbursement
64950	3/11/2020	CASTLE FAMILY DENTAL	133.00	Client Assistance
64951	3/11/2020	CENTERPOINT ENERGY	2,980.12	Client Assistance
64952	3/11/2020	CENTERPOINT ENERGY ENTEX	358.36	Utility
64953	3/11/2020	CHAMPION ENERGY SERVICES	91.03	Client Assistance
64954	3/11/2020	CIRRO ENERGY	846.09	Client Assistance
64955	3/11/2020	CITY OF MARIETTA	265.38	Client Assistance
64956	3/11/2020	COLEMAN MOTORS, INC.	113.56	Vehicle Repair
64957	3/11/2020	CRUMP'S IGA	115.30	Head Start Foods
64958	3/11/2020	DAINGERFIELD - LONE STAR ISD	142.50	Head Start Meals
64959	3/11/2020	DIRECT ENERGY	2,045.93	Client Assistance
64960	3/11/2020	ENTRUST ENERGY	172.47	Client Assistance
64961	3/11/2020	ETEX TELEPHONE CORP, INC.	2,947.98	Telephone and Internet
64962	3/11/2020	EXXONMOBIL	56.20	Fuel Tickets
64963	3/11/2020	FARMER ELECTRIC	1,527.44	Client Assistance
64964	3/11/2020	FIRST CHOICE POWER	418.63	Client Assistance
64965	3/11/2020	GLENN B LANIER CO	7.00	Vehicle Repair
64966	3/11/2020	GREEN MOUNTAIN ENERGY	1,082.90	Client Assistance
64967	3/11/2020	GREG'S MIRACLE MART	454.72	Fuel Tickets
64968	3/11/2020	HARLETON WATER SUPPLY CO.	33.43	Payee Client
64969	3/11/2020	HEALTHJOY LLC	2,247.00	Employee Insurance
64970	3/11/2020	HOPE FIRE EXTINGUISHER SERVICE, INC/ KLEEN KING	28.95	Security System
64971	3/11/2020	INSIGHT	61.76	Office Supplies
64972	3/11/2020	JARRED GILMORE & PHILLIPS, PA	995.00	990 Forms
64973	3/11/2020	JUST ENERGY	250.43	Client Assistance
64974	3/11/2020	LAMAR CO-OP	945.09	Client Assistance
64975	3/11/2020	LKCISD	645.22	Utility and Custodial
64976	3/11/2020	MCADAMS PROPANE COMPANY	255.00	Client Assistance
64977	3/11/2020	MOORE PEST CONTROL	120.00	Pest Control
64978	3/11/2020	MOUNTAIN VALLEY OF TEXARKANA	100.75	Drinking Water
64979	3/11/2020	NELSON PROPANE	235.00	Client Assistance
64980	3/11/2020	NEWEGG BUSINESS, INC.	97.98	Office Supplies
64981	3/11/2020	RELIANT ENERGY	729.58	Client Assistance
64982	3/11/2020	REPUBLIC SERVICES #070	110.77	Trash Services
64983	3/11/2020	ROSHUNA HUMPHREY	64.07	Mileage Reimbursement
64984	3/11/2020	RUSHING PEST CONTROL SERVICES	305.00	Pest Control
64985	3/11/2020	SOUTHWESTERN ELECTRIC POWER	25.73	Utility
64986	3/11/2020	SPARK ENERGY, LLC	143.53	Client Assistance
64987	3/11/2020	STREAM	405.04	Client Assistance
64988	3/11/2020	STUART C IRBY CO.	177.00	Building Supplies
64989	3/11/2020	SUDDENLINK	156.89	Telephone and Internet
64990	3/11/2020	TEACHSTONE TRAINING LLC	125.00	VOID
64991	3/11/2020	TEXANA LA	7.40	Reimbursement of Funds
64992	3/11/2020	TEXANA POSTAL ACCOUNT	256.25	Postal Account Reimbursement
64993	3/11/2020	TEXARKANA WATER UTILITIES	90.64	Client Assistance
64994	3/11/2020	THE PROPANE COMPANY	270.00	Client Assistance
64995	3/11/2020	THE RELIABLE LIFE INSURANCE COMPANY	94.45	Payee Client
64996	3/11/2020	TOMMY HOOPIER PETTY CASH CUSTODIAN	92.53	Petty Cash Custodian Reimbursement

1040 - TEXANA
 ACCOUNTS
 PAYABLE
 DISBURSEMENT

Check Number	Effective Date	Vendor Name	Check Amount	Description
64997	3/11/2020	TRICO LUMBER CO.	152.72	Building Supplies
64998	3/11/2020	TX Tag	19.25	Tolls
64999	3/11/2020	TXU-ASSISTANCE GROUP	4,593.24	Client Assistance
65000	3/11/2020	UPSHUR RURAL ELEC. CORP.	2,539.97	Client Assistance
65001	3/11/2020	VERA BANK N. A.	75.18	Client Assistance
65002	3/11/2020	WAYNE'S PROLUBE EXPRESS	46.95	Vehicle Repairs
65003	3/11/2020	WEST STREET HOME AND AUTO	76.98	Lawn Equipment Repair
65004	3/11/2020	WILLIAM MICHAEL BERRY	341.24	Building Supplies
65005	3/11/2020	WINDSTREAM	54.61	Telephone
65006	3/18/2020	AEP-SWEPKO-EA	447.12	Client Assistance
65007	3/18/2020	ATLANTA UTILITIES	90.02	Client Assistance
65008	3/18/2020	ATMOS ENERGY	833.42	Client Assistance
65009	3/18/2020	BOWIE CASS	143.45	Client Assistance
65010	3/18/2020	CATHERINE EARLY PETTY CASH CUSTODIAN	40.36	Petty Cash Custodian Reimbursement
65011	3/18/2020	CITY OF TEXARKANA TEXAS	75.00	Alarm Permit
65012	3/18/2020	ENTRUST ENERGY	111.65	Client Assistance
65013	3/18/2020	EXXONMOBIL	84.09	Fuel Tickets
65014	3/18/2020	JOYCE BROWN	600.00	Client Assistance
65015	3/18/2020	KIM'S CONVENIENCE STORES	95.79	Fuel Tickets
65016	3/18/2020	KIMBERLY PARRISH	56.76	Mileage Reimbursement
65017	3/18/2020	MACEDONIA-EYLAU MUNICIPAL UTILITY DISTRICT #1	92.64	Client Assistance
65018	3/18/2020	NEWEGG BUSINESS, INC.	139.98	Client Assistance
65019	3/18/2020	OFFICE DEPOT	1,013.41	Office Supplies
65020	3/18/2020	PHYNET, INC.	370.00	TB Test, Physical, Drug Screening
65021	3/18/2020	PITTSBURG CORNER EXPRESS	127.18	Fuel Tickets
65022	3/18/2020	RELIANT ENERGY	169.57	Client Assistance
65023	3/18/2020	SAM'S CLUB	619.20	Janitorial Services
65024	3/18/2020	SHERYL ALDEN	36.98	Mileage Reimbursement
65025	3/18/2020	STAPLES BUSINESS CREDIT	1,823.58	Office Supplies
65026	3/18/2020	SUDDENLINK	288.24	Telephone and Internet
65027	3/18/2020	UNITEDHEALTHCARE	674.15	Employee Insurance
65028	3/18/2020	WINDSTREAM	261.44	Internet and Telephone
65029	3/19/2020	CITY OF JEFFERSON WATER	446.80	Utility
65030	3/25/2020	A2Z PROPERTY MANAGEMENT LLC.	455.00	Client Assistance
65031	3/25/2020	ABBINGTON GLEN APARTMENTS	460.00	Client Assistance
65032	3/25/2020	ADT SECURITY SERVICES	150.93	Security System
65034	3/25/2020	AEP-SWEPKO-EA	12,393.86	Client Assistance
65035	3/25/2020	AFLAC	1,957.80	Employee Insurance
65036	3/25/2020	AMBIT ENERGY	319.59	Client Assistance
65037	3/25/2020	ANGELA YOUNG	22.50	Vehicle Registration
65038	3/25/2020	AREA WIDE PROPERTIES	1,400.00	Rent
65039	3/25/2020	AT&T	116.40	Internet
65040	3/25/2020	AT&T	336.57	Internet and Telephone
65041	3/25/2020	AT&T	98.67	Telephone
65042	3/25/2020	ATLANTA ISD	700.00	Rent
65043	3/25/2020	ATMOS ENERGY	635.48	Client Assistance
65044	3/25/2020	B & S TRUE VALUE HARDWARE	9.25	Building Repairs
65045	3/25/2020	BEBL PROPERTIES LLC	578.00	Client Assistance
65046	3/25/2020	BEN E KEITH CO	1,583.86	Head Start Foods
65047	3/25/2020	BLOOMBURG WATER SUPPLY	46.23	Utility
65048	3/25/2020	BOBBY'S B&G AUTOMOTIVE INC.	18.90	Vehicle Repairs
65050	3/25/2020	BOWIE CASS	9,331.80	Client Assistance
65051	3/25/2020	CENTERPOINT ENERGY	2,211.88	Client Assistance
65052	3/25/2020	CENTERPOINT ENERGY ENTIX	75.01	Utility
65053	3/25/2020	CIAD CLEMENTS	612.00	Client Assistance
65054	3/25/2020	CIRRO ENERGY	478.53	Client Assistance
65055	3/25/2020	CITY OF LINDEN	312.28	Utility
65056	3/25/2020	CITY OF NAPLES	850.00	Rent
65057	3/25/2020	CLEMENTS REALTY & CONSTRUCTION	701.00	Client Assistance
65058	3/25/2020	CONN AUTO SUPPLY	57.85	Lawn Equipment Repairs
65059	3/25/2020	DAINGERFIELD CHAMBER OF COMMERCE	225.00	Rent
65060	3/25/2020	DAN BOYD	140.00	Per diem
65061	3/25/2020	DIRECT ENERGY	952.78	Client Assistance

1040 - TEXANA
 ACCOUNTS
 PAYABLE
 DISBURSEMENT

Check Number	Effective Date	Vendor Name	Check Amount	Description
65062	3/25/2020	DOW CHRYSLER DODGE JEEP	53.01	Vehicle Repairs
65063	3/25/2020	EAST TEXAS PROPERTIES	1,339.00	Client Assistance
65064	3/25/2020	EXXONMOBIL	37.66	Fuel Tickets
65065	3/25/2020	FARMER ELECTRIC	623.69	Client Assistance
65066	3/25/2020	FERRELL GAS	153.90	Client Assistance
65067	3/25/2020	FIRST BAPTIST CHURCH	150.00	Rent
65068	3/25/2020	FIRST CHOICE POWER	864.17	Client Assistance
65069	3/25/2020	FIRST INSURANCE FUNDING CORP.	8,185.57	Employee Insurance
65070	3/25/2020	G.L. FOSTER	375.00	Rent
65071	3/25/2020	GARY LEWIS	808.00	Client Assistance
65072	3/25/2020	GEXA ENERGY	322.95	Client Assistance
65073	3/25/2020	GLENN B LANIER CO	50.23	Vehicle Repairs
65074	3/25/2020	GLENN B. LANIER	240.00	Rent
65075	3/25/2020	GREEN MOUNTAIN ENERGY	170.17	Client Assistance
65076	3/25/2020	HEALTHCARE EXPRESS LLP	195.00	TB Tests
65077	3/25/2020	HOUSING AUTHORITY OF TEXARKANA, TX	500.00	Client Assistance
65078	3/25/2020	HRI dba HUMANA WELLNESS	531.52	Employee Insurance
65079	3/25/2020	HUGHES SPRINGS ISD	800.00	Rent
65080	3/25/2020	HUMPHREY AIR CONDITIONING LLC	1,042.00	Building Repairs
65081	3/25/2020	J&D PHILLIPS REAL ESTATE, L.L.C.	557.00	Client Assistance
65082	3/25/2020	JEFFERSON AUTOMOTIVE SUPPLY	200.70	Vehicle Repairs
65083	3/25/2020	JIMMIE RAY AYERS	800.00	Rent
65084	3/25/2020	JUST ENERGY	318.50	Client Assistance
65085	3/25/2020	LAMAR CO-OP	144.02	Client Assistance
65086	3/25/2020	LOWE'S / SYNCHRONY BANK	100.00	Client Assistance
65087	3/25/2020	MARC MOTE PROPERTIES	960.00	Client Assistance
65088	3/25/2020	MARIA B GUERRERO	158.00	Client Assistance
65089	3/25/2020	MCQUEEN PROPANE	240.00	Client Assistance
65090	3/25/2020	NEW BOSTON SERVICE CO LLC	169.50	Annual Pressure Test
65091	3/25/2020	NEWEGG BUSINESS, INC.	8.52	Office Supplies
65092	3/25/2020	NORTH EAST TEXAS WORKFORCE DEVELOPMENT BOARD	281.00	Rent
65093	3/25/2020	OFFICE DEPOT	416.27	Office Supplies
65094	3/25/2020	PRIMROSE ESTATES	962.00	Client Assistance
65095	3/25/2020	R. MORGAN, LLC	950.00	Rent
65096	3/25/2020	RELIABLE MANAGEMENT	479.00	Client Assistance
65097	3/25/2020	RELIANT ENERGY	1,007.07	Client Assistance
65098	3/25/2020	SCHOOL HEALTH CORPORATION	450.00	Medical Supplies
65099	3/25/2020	SMITH PROPERTIES	121.00	Client Assistance
65100	3/25/2020	SOUTHWESTERN ELECTRIC POWER	3,327.69	Utility
65101	3/25/2020	SPORTS MAGIC	312.00	Employee Shirts
65102	3/25/2020	STAPLES CREDIT PLAN	654.06	Office Supplies
65103	3/25/2020	STREAM	75.34	Client Assistance
65104	3/25/2020	TEXANA POSTAL ACCOUNT	242.70	Postal Account Reimbursement
65105	3/25/2020	TEXARKANA INDEPENDENT SCHOOL DISTRICT	3,882.00	Rent and Utility
65106	3/25/2020	TEXARKANA NEWSPAPER, INC	75.00	Subscription
65107	3/25/2020	TEXARKANA WATER UTILITIES	29.22	Utility
65108	3/25/2020	THOMASON RENTALS	259.00	Client Assistance
65109	3/25/2020	TM & N	282.00	Client Assistance
65110	3/25/2020	TOSHIBA FINANCIAL SERVICES	521.00	Printer Payment
65111	3/25/2020	TURNER DAVID K	1,000.00	Rent
65112	3/25/2020	TXU-ASSISTANCE GROUP	4,262.55	Client Assistance
65113	3/25/2020	UPSHUR RURAL ELEC. CORP.	1,833.75	Client Assistance
65114	3/25/2020	VALLEY	500.00	Senior Meals
65115	3/25/2020	VANCO SYSTEMS, INC	3,823.13	Copier Payment
65116	3/25/2020	VERIZON WIRELESS	1,343.83	Cell Phone
65117	3/25/2020	WEST STREET HOME AND AUTO	101.93	Lawn Equipment Repairs
65118	3/25/2020	WHITE PROPERTY RENTALS	491.00	Client Assistance
65119	3/25/2020	WINDSTREAM	1,183.63	Telephone and Internet
65120	3/25/2020	WOODBRIIDGE APARTMENTS	475.00	Client Assistance
65121	3/25/2020	XEROX CORPORATION	835.17	Printer Payment
Total 1040 - TEXANA ACCOUNTS PAYABLE DISBURSEMENT			324,319.12	
Report Total			324,319.12	

COMMUNITY SERVICES OF NORTHEAST TEXAS

Balance Sheet
As of 3/31/2020

Assets

CASH IN BANK CHECKING	0.00
HEAD START CHECKING	0.00
DHS MEALS CHECKING	0.00
CSBG/CEAP/WX CHECKING	0.00
WEATHERIZATION CHECKING	0.00
DISBURSEMENTS CHECKING	0.00
FEMA CHECKING	0.00
ETCOG CHECKING	0.00
OLD - CEAP CHECKING (Do Not Use)	0.00
CEAP CHECKING (Do Not Use)	0.00
PAYROLL CASH ACCOUNT	0.00
IP Grant Checking	0.00
HOUSING CHECKING	0.00
LOCAL ADMIN CHECKING	0.00
CASH DONATIONS - LINDEN	0.00
CSBG Checking	0.00
CEAP Checking	0.00
Upshur Rural Checking	0.00
TLC Checking	0.00
CSBG 2012 SP	0.00
JEFFERSON CHECKING	0.00
BECKVILLE SR. CHECKING	0.00
CARTHAGE SR. CHECKING	0.00
HALLSVILLE SR. CHECKING	0.00
MARSHALL SR. CHECKING	0.00
WESTEND CHECKING	0.00
PITTSBURG SR. CHECKING	0.00
WASKOM SR. CHECKING	0.00
NEWSOME SR. CHECKING	0.00
CEAP UB CASH ACCOUNT	0.00
SALVATION ARMY CHECKING	546.45
HS ARRA CHECKING	0.00
CSBG ARRA CHECKING	0.00
CHILD CARE WELLNESS CHECKING	0.00
CSBG UB CHECKING	0.00
PARENT FUND CHECKING	0.00
CBA UNITED HEALTH	0.00
CBA CIGNA HEALTH SPRING	0.00
CSBG DISCRETIONARY	0.00
TEXANA ACCOUNTS PAYABLE DISBURSEMENT	16,850.33
NEW DISBURSEMENT CHECKING	0.00
TEXANA CSBG A CHECKING	1,451.75
TEXANA CSBG B CHECKING	894.95
TEXANA CSBG DISCRETIONARY CHECKING	1.00
TEXANA HEAD START CHECKING	1,393.24
TEXANA CEAP A CHECKING	182,884.01
TEXANA CEAP B CHECKING	200.00

COMMUNITY SERVICES OF NORTHEAST TEXAS

Balance Sheet
As of 3/31/2020

TEXANA CBA UNITED HEALTH CARE CHECKING	0.00
TEXANA CBA CIGNA HEALTH SPRING CHECKING	0.00
TEXANA UPSHUR RURAL CHECKING	15,553.69
TEXANA TLC CHECKING	47,055.42
TEXANA LOCAL ADMINISTRATIVE CHECKING	32,901.22
TEXANA PAYROLL CASH ACCOUNT	(91.07)
TEXANA CLIENT FUNDS FOR SSA BENEFITS	(818.88)
TEXANA TBRA CHECKING	1,644.97
TEXANA POSTAL ACCOUNT CHECKING	136.19
TEXANA VET SERVICES NOW	18,944.66
TEXANA NEW PAYROLL CASH ACCOUNT	20,277.51
ACCOUNTS RECEIVABLE - AISD	0.00
ACCOUNTS RECEIVABLE - Employee Reimbursement	0.00
ACCOUNTS RECEIVABLE - LKISD	0.00
ACCOUNTS RECEIVALBE - BIRD	0.00
ACCOUNTS RECEIVABLE	0.00
GRANT RECEIVABLE	30,769.04
GRANT RECEIVABLE-ATC	0.00
GRANT RECEIVABLE-TIT	0.00
EMPLOYEE ADVANCE	0.00
GRANTS RECEIVABLE - USDA	5,588.27
DUE FROM OTHER FUNDS	0.00
DUE FROM DHS MEALS	0.00
DUE FROM WEATHERIZATION	0.00
DUE FROM FEMA	0.00
DUE FROM ETCOG	0.00
DUE FROM CEAP	0.00
DUE FROM DHS TRANSPORTATION	0.00
DUE FROM HOUSING	0.00
DUE FROM LOCAL ADMIN	0.00
PROPERTY & EQUIPMENT	2,736,052.69
LAND	0.00
BUILDINGS	0.00
EQUIPMENT	0.00
ACCUMULATED DEPRECIATION	(1,218,398.53)
RENTAL HOME DEPOSITS	0.00
PREPAID RENT	10,535.50
Prepaid Expense	0.00
PREPAID WORKERS COMP	0.00
PREPAID INSURANCE	1,617.41
PREPAID MAINTENANCE	0.00
Total Assets	<u><u>1,905,989.82</u></u>

Liabilities and Net Assets

ACCOUNTS PAYABLE	0.00
ACCOUNTS PAYABLE-OLD BOX	0.00
ACCOUNTS PAYABLE - REALWORLD	0.00
ACCOUNTS PAYABLE - ACCR & ADJ	0.00
ACCOUNTS PAYABLE - VALLEY	0.00

COMMUNITY SERVICES OF NORTHEAST TEXAS

Balance Sheet
As of 3/31/2020

GRANT PAYABLE	0.00
NEW ACCOUNTS PAYABLE	305,980.63
STATE UNEMPLOYMENT TAXES	0.00
Sales Tax Payable	0.00
WORKERS COMP PAYABLE	0.00
SUPPLEMENTAL INSURANCE PAYABLE	(125.88)
EMPLOYEE PORTION HLTH INS PAYABLE	0.00
Employee Insurance Repayment	0.00
Short Term Disability Payable	(5.79)
Long Term Disability Payable	0.00
DENTAL INSURANCE PAYABLE	0.00
VISION INSURANCE PAYABLE	0.00
CAFETERIA PLAN PAYABLE	0.00
AUL CONTRIBUTIONS PAYABLE	0.00
LIFE/DISABILITY INSURANCE	0.00
COBRA PREMIUMS PAYABLE	0.00
RETIREMENT PAYABLE	0.00
GARNISHED WAGES PAYABLE	0.00
INSURANCE W/H	0.00
MISCELLANEOUS PAYABLE	0.00
PAYROLL LIABILITIES - AUDIT	0.00
ACCRUED LIABILITIES	0.00
NOTE PAYABLE	0.00
DEFERRED REVENUE	0.00
RECIPROCAL ADJUSTMENT - ACCT 2000	0.00
RECIPROCAL ADJUSTMENT - ACCOUNT 2007	0.00
ACCRUED INTEREST PAYABLE	0.00
ACCRUED PAYROLL	0.00
ACCRUED VACATION	54,637.47
CONTIGENT LIABILITY	0.00
CONTINGENCY WX-QUESTIONED COST	0.00
DUE TO OTHER FUNDS	0.00
DUE TO HEADSTART	0.00
DUE TO DHS MEALS	0.00
DUE TO CSBG	0.00
DUE TO FEMA	0.00
DUE TO DHS TRANSPORTATION	0.00
DUE TO LOCAL ADMIN	0.00
DUE TO STATE	6,196.78
NET ASSETS	566,677.83
NET ASSETS - EQUIPMENT	0.00
NET ASSETS - NON FEDERAL	0.00
NET ASSETS - SFSP	0.00
NET ASSETS - CHIPS	0.00
NET ASSETS - PROPERTY	0.00
PRIOR PERIOD ADJUSTMENTS	0.00
Excess Revenues over Expenditures	972,628.78
Total Liabilities and Net Assets	<u>1,905,989.82</u>