

# Head Start

## Financial Report for the month of February 2023

(January 2023 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 11-30-2022</i>							
Personnel	\$2,147,995.00	\$154,261.67	\$245,237.13	\$1,902,757.87	\$178,999.58	\$357,999.17	\$112,762.04
Fringe Benefits	\$526,259.00	\$40,670.78	\$75,718.30	\$450,540.70	\$43,854.92	\$87,709.83	\$11,991.53
Travel (4120)	\$10,000.00	\$996.81	\$996.81	\$9,003.19	\$833.33	\$1,666.67	\$669.86
Equipment	\$35,000.00	\$0.00	\$0.00	\$35,000.00	\$2,916.67	\$5,833.33	\$5,833.33
Supplies	\$189,500.00	\$2,818.16	\$4,047.39	\$185,452.61	\$15,791.67	\$31,583.33	\$27,535.94
Contractual	\$275,350.00	\$0.00	\$0.00	\$275,350.00	\$22,945.83	\$45,891.67	\$45,891.67
Facilities / Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (4120)	\$30,381.00	\$3,132.00	\$3,132.00	\$27,249.00	\$2,531.75	\$5,063.50	\$1,931.50
Other (4122)	\$858,320.00	\$47,871.98	\$85,773.41	\$772,546.59	\$71,526.67	\$143,053.33	\$57,279.92
<b>Total</b>	<b>\$4,072,805.00</b>	<b>\$249,751.40</b>	<b>\$414,905.04</b>	<b>\$3,657,899.96</b>	<b>\$339,400.42</b>	<b>\$678,800.83</b>	<b>\$263,895.79</b>
T&TA	\$40,381.00	\$4,128.81	\$4,128.81	\$36,252.19	\$3,365.08	\$6,730.17	\$2,601.36
<b>Total</b>							
USDA Reimbursements through December 2022							\$8,977.79
Estimated USDA Reimbursement for January 2023							\$14,005.59
							<u>\$286,879.17</u>
							Resulting (over)/under with USDA

\* Total Over/Under without USDA

Accruals: \$4.00

Actual year end payroll accrual \$75,600.00

<b>Further Analysis</b>	
Number of children	465
Number of classrooms	26

<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	\$156,646.35	\$9,605.82	\$15,957.89	\$13,053.86	\$26,107.72	\$10,149.84
Per Child	\$8,758.72	\$537.10	\$892.27	\$729.89	\$1,459.79	\$567.52

IN-KIND (Non-Federal Share)				
Needed	This month	Total	Still need	
\$1,018,201.00	\$136,862.66	\$261,830.42	\$756,370.58	

# Head Start C5

## Financial Report for the month of February 2023

(January 2023 Expenditures)

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>
<i>program ending 03/31/2023</i>				
Supplies	\$59,327.00	\$0.00	\$62,725.51	(\$19,488.83)
Other	\$78,200.00	\$0.00	\$78,815.83	\$15,474.49
Total	\$137,527.00	\$0.00	\$141,541.34	(\$4,014.34)

# Head Start C6

## Financial Report for the month of February 2023

(January 2023 Expenditures)

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>
<i>program ending 03/31/2023</i>				
Personnel	\$254,594.00	\$0.00	\$226,627.92	\$27,966.08
Supplies	\$111,556.00	\$8,506.76	\$24,303.14	\$87,252.86
Other	\$180,591.00	\$1,331.37	\$17,183.95	\$163,407.05
Total	\$546,741.00	\$9,838.13	\$268,115.01	\$278,625.99

# Early Head Start

## Financial Report for the month of February 2023

(January 2023 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 11-30-2022</i>							
Personnel	\$134,771.00	\$14,477.26	\$22,869.57	\$111,901.43	\$11,230.92	\$22,461.83	(\$407.74)
Fringe Benefits	\$33,019.00	\$3,958.71	\$7,378.14	\$25,640.86	\$2,751.58	\$5,503.17	(\$1,874.97)
Travel (4120)	\$2,190.00	\$148.95	\$268.51	\$1,921.49	\$182.50	\$365.00	\$96.49
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	\$19,350.00	\$26.44	\$53.27	\$19,296.73	\$1,612.50	\$3,225.00	\$3,171.73
Contractual	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Facilities / Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (4120)	\$3,067.00	\$468.00	\$468.00	\$2,599.00	\$255.58	\$511.17	\$43.17
Other (4122)	\$50,741.00	\$1,126.95	\$1,899.18	\$48,841.82	\$4,228.42	\$8,456.83	\$6,557.65
<b>Total</b>	<b>\$243,138.00</b>	<b>\$20,206.31</b>	<b>\$32,936.67</b>	<b>\$210,201.33</b>	<b>\$20,261.50</b>	<b>\$40,523.00</b>	<b>\$7,586.33</b>
T&TA	\$5,257.00	\$616.95	\$736.51	\$4,520.49	\$438.08	\$876.17	\$139.66
<b>Total</b>							
USDA Reimbursements through December 2022							\$1,275.29
Estimated USDA Reimbursement for January 2023							\$1,805.97
							<u>\$10,667.59</u>
							Resulting (over)/under with USDA

\* Total Over/Under without USDA

### Accruals:

Actual year end payroll accrual \$7,200

\$4.00

<b>Further Analysis</b>	
Number of children	16
Number of classrooms	2

	<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	\$121,569.00	\$10,103.16	\$16,468.34	\$10,130.75	\$20,261.50	\$3,793.17
Per Child	\$15,196.13	\$1,262.89	\$2,058.54	\$1,266.34	\$2,532.69	\$474.15

### IN-KIND (Non-Federal Share)

	<u>Needed</u>	<u>This month</u>	<u>Total</u>	<u>Still need</u>
	\$243,138.00	\$2,073.63	\$4,225.74	\$238,912.26

# Early Head Start C5

## Financial Report for the month of February 2023

(January 2023 Expenditures)

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>
<i>program ending 03/31/2023</i>				
Supplies	\$2,239.00	\$0.00	\$856.28	\$1,382.72
Other	\$5,000.00	\$0.00	\$2,368.38	\$2,631.62
Total	\$7,239.00	\$0.00	\$3,224.66	\$4,014.34

# Early Head Start C6

## Financial Report for the month of February 2023

(January 2023 Expenditures)

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>
<i>program ending 03/31/2023</i>				
Personnel	\$12,606.00	\$0.00	\$13,555.35	(\$949.35)
Supplies	\$6,761.00	\$755.95	\$1,318.17	\$5,442.83
Other	\$9,409.00	\$50.81	\$822.59	\$8,586.41
Total	\$28,776.00	\$806.76	\$15,696.11	\$13,079.89

**Community Services of Northeast Texas, Inc.**  
*Credit Usage Report*

**Board Report -February 2023**

Sam's Club

Purchases for		-
Payment due by	Pd on	-
Balance		<u>-</u>

American Express

Purchases for December 2022	Did not use Credits	4,691.16
Payment due by ---	Pd on 01/12/2023	<u>(4,691.16)</u>
Balance		-

Purchases for December 2022		20,496.41
Payment due by ---	Pd on 01/18/2023	<u>(20,496.41)</u>
Balance		-

Line of Credit

Program	TBRA	CSBG B	TX-HAF
Highest January 2023 Balance	17,240.00	8,100.00	-
Current balance	1,500.00	-	3,025.00
Exp pay off date	3/15/2023		3/15/2023

In House Line of Credit

Program	CEAP A	CSBG A
Highest January 2023 Balance	15,974.00	32,746.00
Current balance	38,159.00	41,702.00
Exp pay off date	3/15/2023	3/15/2023

U.S. SMALL BUSINESS ADMINISTRATION LOAN

\$150,000



# Corporate Purchasing Cardmember Report

Sign-up For Online  
Statements

www.americanexpress.com/gopaperless

Prepared For  
**DAN BOYD**  
CSNT INC

Account Number  
XXXX-XXXX-~~121009~~

Closing Date  
12/28/22

Page 1 of 3

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	Balance Due \$ Do Not Pay
1,458.33	5,191.16	0.00	1,744.24	500.00	4,405.25

For important information regarding your account refer to page 2.

For your records only - do not pay.

For assistance or questions about your account, contact us at [www.americanexpress.com/checkyourbill](http://www.americanexpress.com/checkyourbill) or call Customer Service at 1-800-492-4920.

## Activity

Date reflects either transaction or posting date

Card Number	Reference Code	Amount \$
XXXX-XXXX- <del>121009</del>		
12/19/22 PAYMENT RECEIVED - THANK YOU 12/19	08019000000	-1,744.24
12/02/22 AUSFI PMS 1623150900 Austin TX REF# XF 97679 5123025550 12/02/22 ROC NUMBER XF 97679		225.33
12/16/22 EMBASSY SUITES DALLA DALLAS TX FOL# 1010103 EMBASSY SUITE 12/16/22 ARRIVAL DATE DEPARTURE DATE 12/12/22 12/15/22 00 ROC NUMBER 1010103	97568610200	602.88
12/16/22 EMBASSY SUITES DALLA DALLAS TX FOL# 1010104 EMBASSY SUITE 12/16/22 ARRIVAL DATE DEPARTURE DATE 12/12/22 12/15/22 00 ROC NUMBER 1010104	97568610300	542.88
12/06/22 HOBBY LOBBY #155 000 TEXARKANA TX REF# 00190000000 4057451100 12/05/22 HOBBY SHOPS ROC NUMBER 00190000000	00190000000	30.31
12/06/22 PARTY CITY 1129 TEXARKANA TX 813277 00020012 75503 12/05/22 ROC NUMBER 813277 TAX \$1.24	81327700000	16.24

Continued on Page 3

Do not staple or use paper clips

## Payment Coupon

Account Number Enter 15 digit account number on all payments.  
~~3796-565931-221009~~

MB 01 000259 10979 H 2 B



DAN BOYD  
CSNT INC  
304 E HOUSTON BX 427  
LINDEN TX 75563-5600

See reverse side for instructions on how to update your address, phone number, or email.

000259 1/2

R04L9WR1 36222

000000813

(000)



Prepared For  
**DAN BOYD**  
**CSNT INC**

Account Number  
 XXXX-XXXXX **121009**

Closing Date  
**12/28/22**

Page 3 of 3



Activity Continued				Reference Code	Amount \$
12/14/22	PAYPAL *BERNEITHAMC 4029357733	FL		10110388524	500.00
	REF# 10110368524 4029357733	12/13/22			
	CONSULTING SERVICES				
	ROC NUMBER 101103685242				
12/22/22	PAYPAL *BERNEITHAMC 4029357733	FL		10111021848	-500.00
	REF# 10111021848 4029357733	12/21/22			Credit
	CONSULTING SERVICES				
	ROC NUMBER 101110218486				
12/05/22	SAM'S CLUB 8295 8295 TEXARKANA	TX		23390042798	145.28
	REF# 23390042798 WHOLESALE CLUB	12/05/22			
12/22/22	TARGET 018119 TEXARKANA	TX		00122107200	1,000.00
	REF# 001221072 612-3044357	12/21/22			
	SEE INVOICE				
	ROC NUMBER 001221072				
12/07/22	TOMMY S BBQ 62807600 ATLANTA	TX		74207852341	1,128.24
	REF# 74207852341 903-796-5719	12/07/22			
12/21/22	WAL-MART SUPERCENTER ATLANTA	TX		23550007643	1,000.00
	REF# 23550007643 DISCOUNT STORE	12/21/22			
<b>Total for DAN BOYD</b>				New Charges/Other Debits	5,191.16
				Payments/Other Credits	-2,244.24

000259 2/2



# Corporate Purchasing Cardmember Report

Sign-up For Online  
Statements

www.americanexpress.com/gopaperless

Prepared For  
CREW DYKES  
CSNT INC

Account Number  
XXXX-XXXX-~~3796-5660~~3781008

Closing Date  
12/28/22

Page 1 of 3

**Balance Due \$ Do Not Pay**

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$
28,537.09	20,852.90	0.00	28,537.09	356.49

**20,496.41**

For important information  
regarding your account  
refer to page 2.

For your records only - do not pay.

For assistance or questions about your account, contact us at [www.americanexpress.com/checkyourbillor](http://www.americanexpress.com/checkyourbillor) call  
Customer Service at 1-800-492-4920.

## Activity

Date reflects either transaction or posting date

Card Number	Reference Code	Amount \$
XXXX-XXXX- <del>3796-5660</del> 3781008		
12/12/22 PAYMENT RECEIVED - THANK YOU 12/12	08022000000	-28,537.09
12/19/22 CLDTKN AMZN MKTP US AMZN.COM/BILL W -76.84 7ZZZ0SSOC 113-0765250-2009098109 12/19/22 Credit ①		
12/28/22 CLDTKN AMZN MKTP US AMZN.COM/BILL W -39.95 7KIDO08MW 113-2093512-6948298109 12/28/22 Credit ②		
12/28/22 CLDTKN AMZN MKTP US AMZN.COM/BILL W -79.90 7KIDO08MW 113-2093512-6948298109 12/28/22 Credit ③		
12/28/22 CLDTKN AMZN MKTP US AMZN.COM/BILL W -79.90 1J5DQ6B02 113-2093512-6948298109 12/28/22 Credit ④		
12/28/22 CLDTKN AMZN MKTP US AMZN.COM/BILL W -79.90 5A2ZJV6JS 113-2093512-6948298109 12/28/22 Credit ⑤		
12/07/22 CLDTKN AMZN MKTP US*HA21B4Z AMZN.COM/BILL W 959.99 32I6B61NI 113-5701728-7464298109 12/07/22 ⑥		
12/12/22 CLDTKN AMZN MKTP US*JO94G06 AMZN.COM/BILL W 143.42 1FGQIXZGG 113-8523954-9534698109 12/12/22 ⑦		
ROC NUMBER 1FGQIXZGG25P		

Continued on Page 3

Do not staple or use paper clips

### Payment Coupon

Account Number Enter 15 digit account  
~~3796-5660~~3781008 number on all payments.

CREW DYKES  
CSNT INC  
302 E HOUSTON BX 427  
LINDEN TX 75563-5600

See reverse side for  
instructions on how to  
update your address,  
phone number, or email.

Total Charges - \$20,852.90  
- Credits - \$356.49  
Total Due - \$20,496.41





Prepared For  
CREW DYKES  
CSNT INC

Account Number  
XXXX-XXXXX 7181008

Closing Date  
12/28/22

Activity Continued	Reference Code	Amount \$
12/21/22 CLDTKN AMZN MKTP US*L823017 AMZN.COM/BILL 5TSLNYFCK 113-4611847-6009098109 12/19/22 ROC NUMBER 5TSLNYFCKMGV	W	434.97 (8)
12/08/22 CLDTKN AMZN MKTP US*NM8G43N AMZN.COM/BILL 1UA49UFPL 113-7270398-7170698109 12/07/22 ROC NUMBER 1UA49UFPLQDJ	W	185.36 (9)
12/08/22 CLDTKN AMZN MKTP US*O086R92 AMZN.COM/BILL 6H0FCDNNM 113-3390789-9182698109 12/07/22 ROC NUMBER 6H0FCDNNMW26	W	149.97 (10)
12/07/22 CLDTKN AMZN MKTP US*RF3I209 AMZN.COM/BILL 2EJYWK604 113-1972148-7244298109 12/07/22 ROC NUMBER 2EJYWK604T2E	W	36.99 (11)
12/22/22 CLDTKN AMZN MKTP US*R43H10Y AMZN.COM/BILL 6FLOVHVJZ 113-4611847-6009098109 12/21/22 ROC NUMBER 6FLOVHVJZRQX	W	1,280.97 (12)
12/20/22 CLDTKN AMZN MKTP US*T24SK28 AMZN.COM/BILL 3NMYCWY6V 113-8361284-5233098109 12/19/22 ROC NUMBER 3NMYCWY6V1NI	W	2,476.00 (13)
12/13/22 CLDTKN AMZN MKTP US*UM1R052 AMZN.COM/BILL 6PJRWGP88 113-0765250-2009098109 12/12/22 ROC NUMBER 6PJRWGP88U70	W	121.89 (14)
12/15/22 CLDTKN AMZN MKTP US*VT6AA44 AMZN.COM/BILL 3NQX9C7BR 113-2093512-6948298109 12/11/22 ROC NUMBER 3NQX9C7BR8H4	W	678.03 (15)
12/20/22 CLDTKN AMZN MKTP US*XW0KK4S AMZN.COM/BILL 3SJRT6932 113-1979185-1543498109 12/19/22 ROC NUMBER 3SJRT6932NYT	W	145.95 (16)
12/20/22 CLDTKN AMZN MKTP US*YL1662Y AMZN.COM/BILL 1N5BG4UM2 113-0981262-0899498109 12/19/22 ROC NUMBER 1N5BG4UM2N0L	W	42.93 (17)
12/11/22 CLDTKN AMZN MKTP US*YL5F27L AMZN.COM/BILL 6A8XZPIRD 113-8523954-9534698109 12/08/22 ROC NUMBER 6A8XZPIRDWGT	W	51.11 (18)
12/13/22 CLDTKN AMZN MKTP US*0F69VW04 AMZN.COM/BILL 445ZZRMII 113-4920293-2232298109 12/12/22 ROC NUMBER 445ZZRMII8LW	W	115.02 (19)
12/07/22 CLDTKN AMZN MKTP US*0888H70 AMZN.COM/BILL 5TB2K5IS3 113-0853812-2325898109 12/07/22 ROC NUMBER 5TB2K5IS3GOK	W	629.93 (20)
12/27/22 CLDTKN AMZN MKTP US*1A0ZC84 AMZN.COM/BILL 2JKUDXNP2 113-4611847-6009098109 12/21/22 ROC NUMBER 2JKUDXNP2I51	W	607.88 (21)
12/07/22 CLDTKN AMZN MKTP US*3R4H00H AMZN.COM/BILL 1SBC1WQG3 113-0804196-0464298109 12/07/22 ROC NUMBER 1SBC1WQG3UUK	W	6,719.93 (22)
12/20/22 CLDTKN AMZN MKTP US*4301B89 AMZN.COM/BILL 49UT9A90X 113-3415392-3131498109 12/19/22 ROC NUMBER 49UT9A90XFIS	W	3,580.56 (23)
12/08/22 TECHSOUP SAN FRANCIS CA REF# 9M29TZDD 415-633-9300 12/08/22 TECHSOUP ROC NUMBER 9M29TZDD		1,246.00 (24)
12/20/22 TECHSOUP SAN FRANCIS CA REF# 89KD08HJ 415-633-9300 12/20/22 TECHSOUP ROC NUMBER 89KD08HJ		1,246.00 (25)
<b>Total for CREW DYKES</b>	New Charges/Other Debits Payments/Other Credits	20,852.90 -28,893.58

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**Authorization for Electronic Debit:** We will process checks electronically, at first presentment and any re-presentments, by transmitting the amount of the check, routing number, account number, and check serial number to the financial institution, unless the check is not processable electronically or a less costly process is available. By submitting a check for payment, Company authorizes us to initiate an electronic debit from its bank or asset account. When we process a check electronically, payment may be debited to the bank or asset account as soon as the same day we receive the check, and that cancelled check will not be received with that bank or asset account statement. If we cannot collect the funds electronically we may issue a draft against the bank or asset account for the amount of the check. If you currently send in an individual payment for expenses on the Corporate Purchasing Card, please note that you are eligible to pay your bill online.

**Authorizations for Electronic Payments:** By using Pay by Computer, Pay by Phone or any other electronic payment service of ours, you will be authorizing us to initiate an electronic debit to the financial account you specify in the amount you request. Payments received after 5:00 pm may not be credited until the next day.

**Transactions Made in Foreign Currencies:** If you incur a Charge in a foreign currency, it will be converted into US dollars on the date it is processed by us or our agents. Unless a particular rate is required by applicable law, we will choose a conversion rate that is acceptable to us for that date. Currently the conversion rate that we use for a Charge in a foreign currency is no greater than (a) the highest official conversion rate published by a government agency, or (b) the highest interbank conversion rate identified by us from customary banking sources, on the conversion date or the prior business day, in each instance increased by 2.5%. This conversion rate may differ from rates in effect on the date of your Charge. Charges converted by establishments (such as airlines) will be billed at the rates such establishments use.

**In Case of Errors or Questions About Your Bill:** If you think your bill is incorrect, or if you need more information about a transaction on your bill, please call 1-800-492-4920 or the number on the back of your Card. You can also write us on a separate sheet of paper at the Customer Service address noted to the right. If you have a dispute concerning goods and services purchased with the Corporate Purchasing Card, you should contact the merchant directly. If you are unable to obtain resolution, please contact us at 1-800-492-4920.

**When Contacting Us Regarding Errors or Questions:** We must hear from you no later than 60 days after we send you the first bill on which the error or problem appeared. When contacting us, please give us the following information: 1. Your name and account number; 2. The dollar amount of the suspected error; 3. Describe why you believe there is an error. If you need more information, describe the item you are unsure about.

Note: Your corporation, firm or organization may have its own policy or customized program, which takes precedence over any provision stated above.



**Manage your Card account online at:**  
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**For all further inquiries,** please call the number on the back of your Card.

**If your Card has been lost or stolen,** please call 1-800-492-4920.

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1-336-393-1111.

**Hearing Impaired Services:**  
Dial Relay 711 and 1-800-492-4920.

**Large Print and Braille Statements:**  
1-800-492-4920.



**Customer Service**  
P.O. Box 53611  
Phoenix, AZ  
85072-3611

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- Online at [www.americanexpress.com/updatecontactinfo](http://www.americanexpress.com/updatecontactinfo)
- Via Mobile device
- Voice automated: call the number on the back of your card
- For Name, Company Name, and Foreign Address or Phone changes, please call Customer Care

**Please do not add any written communication or address change on this stub.**

# HEAD START and EHS NUTRITION PROGRAM

## February 2023 Financial Report

For the month of January 2023

### CACFP

		<u>Expenditures</u>	<u>Total To Date</u>
Operating Labor	\$	6,785.08	26,206.98
Administrative Labor		1,143.07	4,397.54
Food		10,071.85	43,139.69
Supplies & Equipment		691.55	3,485.28
Purchased Services		-	0.00
Financial Costs		-	0.00
Media Costs		-	0.00
Operating Org Cost		-	0.00
Other		-	146.49
Total	\$	18,691.55	\$ 77,375.98

**\*\*Operating Labor includes C5 and C6 money\*\***

TDHS REVENUE 15,811.56 55,786.77  
(Income Starts October 2022)