

Application Form

Organization Information

An informational webinar about this application is available to watch.

The rubric that will be used to score this proposal can be downloaded [here](#).

If you would like to complete this application first in Microsoft Word, you may download a Word version [here](#). Please pay attention to character limits.

Brief Project Descriptor

Please briefly describe this organization's request.

Organization Name*

Highpoint Community Pride

Project Name*

Please choose a short name to identify this project within the grant portal:

Parking lot

EIN*

59-3529732

Incorporation Year*

What year did your organization incorporate? This will be the year listed on your determination letter from the Internal Revenue Service.

1998

Mission Statement*

What is your organization's mission statement?

To listen and to respond to the needs of our culturally and economically diverse community, by providing encouragement, assistance, education, and services to promote a better quality of life.

Unique Entity ID (SAM)

Please provide your organization's Unique Entity ID number. This is a specific number used by the federal government to identify your organization. **This is different from a DUNS number, which the federal government no longer uses.**

If you do not have a Unique Entity ID number, you can create an account on SAM.gov and apply for one here (it is free and may take 3-4 days for approval): <https://sam.gov/content/home>

This field is optional as to not stop a qualifying organization from applying. HOWEVER, a Unique Entity ID number will be required if your organization is approved for a grant. Your organization should apply for a number now if it does not yet have one.

Character Limit: 12

CDXEXBW3Y155

Annual Operating Budget*

Please provide the amount of your annual operating budget (expenditures only) for your entire organization.

\$974,717.00

Amount Requested*

The maximum grant amount is \$500,000.

\$59,627.24

Does the total project cost exceed the amount your organization is requesting?*

Please note: Answering "Yes" will cause additional questions to load later in this application.

Examples

ABC Childcare is seeking funding for a new playground. ABC Childcare is asking PCF to fund \$150,000 for certain equipment, and will seek other funding and donations for the remaining \$20,000 of the playground. ABC Childcare would select "Yes" for this question.

Better Tomorrow, a mental health provider, is looking to expand their counseling center by two rooms to meet increased service demand arising from the pandemic. Better Tomorrow has secured \$25,000 in private contributions, and wants to request the remaining \$125,000 in this grant. Better Tomorrow would select "Yes" for this question.

DBE Food Pantry is seeking funding a new HVAC unit for their pantry, and is requesting \$40,000 from PCF to cover the entire cost. DBE Food Pantry would select "No" for this question.

Yes

Rent vs. Own*

Does your organization rent or own the property for which you are proposing modifications?

Own

Parent Non-Profit/Subsidiaries:*

If your organization has a parent non-profit that has multiple subsidiaries, will multiple subsidiaries be applying in this process?

Example

Better Tomorrow is the parent non-profit of three organizations. Two of those organizations want to apply in this process. Both would select "Yes" on this question.

No

Request Specifics

Pinellas County Priority Areas*

For Round 2 of this funding process, the ARPA Nonprofit Capital Project Fund is prioritizing organizations that offer programming, and whose capital purchase is related to, the following areas:

- Individuals with Disabilities
- Food Security
- Specialized Healthcare
 - o Mental Health
 - o Dental Care
 - o Substance Use Disorders
- Housing

Not offering programming in these areas does not disqualify you from applying. However, this prioritization will result in 10 bonus points being awarded to eligible requests when scored.

Does your organization and its proposed capital purchase fit into one of these areas?

Yes

Programming Background*

Please describe the programming your organization offers to the community and the length of time it has been doing so. What does your organization **do** and **how long** has it been doing it?

If you have indicated above that your programming and proposed purchase fit into the priority areas for this funding round, please be sure to describe the relevant programming.

For over twenty years, HPNFC has served our ethnically diverse and underserved neighborhood by providing financial assistance, education, after-school care, and numerous other services. With a focus on children, HPNFC enhances the quality of life. Our youth and teen programs strive to improve academic performance by

focusing on increasing literacy levels. For families with children, we offer after-school services and summer camp activities that include music, art, sports, and a variety of field trips. HPNFC provides adult services that stabilize families, such as assistance paying utility bills, job training, bus passes, goal setting, clothing, and basic needs. HPNFC also has multiple community activities such as resource and job fairs, parent workshops, and community holiday festivities.

HPNFC began with the purpose of providing services and programming for children. Over the years, we have grown into much more than our original mission and purpose. We also strive to ease food insecurity for those children and their families. This has, over time, expanded to become a large, and important part of what we do.

Community Need*

Please describe the community need that exists for your programming. If you are able to cite quantitative, local data, that will strengthen your proposal.

All of the services we provide, including our childcare and enrichment, programs are provided at no charge. As one of the most economically disadvantaged communities in Pinellas County, these services are a much needed help to the struggling families who reside here, and look to us to help ease the financial burdens many of them face.

Our food pantry has consistently served 80-100 families per week since April 2020. Some families walk to our facilities, but many drive to us for services. Our parking lot has fallen into disrepair. We have been unable to maintain it adequately, in no small part due to financial challenges either brought on or exacerbated by the pandemic. Nearly 1/3 of our parking lot is now unusable due to the roots of several Australian pines having crept over from an adjacent property. The effect of which has been to upheave the asphalt, rendering over 100 feet of parking unusable. Additionally, over time, the painted lines on the parking lot have faded, leaving many who use the parking lot confused about the direction of travel, and where to park. This creates a parking situation bordering on chaos on days of high traffic and activity.

We hold quarterly and annual events, such as seasonal resource fairs, community baby showers, and various partner programs. Repairing the parking lot will allow us to serve the community at a larger capacity and to use the parking lot as a hybrid area for such events.

Negative Economic Impact*

The following question is the keystone of a strong application in this process. If your organization cannot demonstrate a negative economic impact from the pandemic, your application will not qualify for committee review. If you are uncertain about what constitutes negative economic impact or how to demonstrate it, please contact PCF staff for technical assistance.

The more quantifiable your negative economic impact is, whether it be fiscal losses/pressures or increased service demand, the stronger your answer will be. Use numbers whenever possible. The more specific your evidence, the better.

Describe your organization's negative economic impact arising from the COVID-19 pandemic. Examples could include:

- A reduction in revenue from 2019 to 2020
- Inflationary pressures
- Increases in demand for services that have not been compensated for through new revenue
- The use of reserves for unbudgeted expenses since the onset of the pandemic, and such use of reserves has prevented the purchase of capital assets

- A need for capital assets to offset community need for which your organization does not have the resources to purchase due to the negative economic harm from the pandemic
- A need for additional capital assets to adapt operations to accommodate health and safety guidelines by the CDC
- Growth in restricted pandemic-related revenue that does not permit capital asset acquisition

Since, and as a result of, the COVID-19 pandemic, HPNFC has had an increased demand for the various services we provide. Our numbers served has exponentially outpaced our revenue. Our services to children - after-school care, and summer camp (which we provide at no charge) are supplemented by our primary funder, JWB. The areas most profoundly impacted by the pandemic, are the broader "family oriented" services we provide. In the last 3 years we have seen significant increases in the number of families coming to us for food and services. At the same time, we have experienced increases in our expenses, such as cost of goods that we distribute; cost of insurance; cost of operating expenses, etc. All of which have forced us to make cuts to programming, services, and the amount of food we are able to distribute to our clients. These shortfalls have also caused us to use reserves just to maintain our basic service offerings. This, in turn, has left us with little financial resources to put toward capacity building and maintenance of our physical plant, including, but not limited to, our parking lot.

Negative Economic Impact - Uploads

You have the option to upload supporting documentation regarding negative economic impact. However, please limit your upload to no more than five pages. Word, Excel, JPG and PDF files are accepted.

Pandemic Relief Funding*

Please describe all government pandemic relief funding your organization has received since the onset of the pandemic (March 2020). This includes but is not limited to the Pinellas CARES Nonprofit Partnership Fund, other ARPA funding, PPP (Paycheck Protection Program), and Community Block Development Grants specifically targeting COVID-19 relief.

Explain why or how this pandemic-relief funding has not alleviated the negative economic impact you have described above. Potential reasons include expiration dates on certain funding, inflationary pressures, restrictions prohibiting capital expenditures, or the funding simply not being enough to remedy the harm you've indicated above. **The more concrete your numbers, the better.**

If you have not received government relief funding for your organization since the onset of the pandemic, write "No pandemic relief funding received" below.

no pandemic relief funding received

Proposal Description*

The American Rescue Plan Act requires a request that is reasonable and proportional to the level of negative economic impact your organization experienced. This means the request you describe below should not be greater than the economic harm your organization has suffered.

Please describe your project proposal and address the following:

- What project will be undertaken with these funds?
- What is the estimated lifespan of the project/property improvement?

- How does it address the negative economic harm you described in the previous question?

HPNFC is proposing to make needed repairs and updates to the parking lot and property. We are proposing to A) reseal and restripe our parking lot, and to make needed repairs to the same which will include removing a portion of the parking lot that is currently unusable due to damage caused by the roots of a row of Australian pines that have spread from an adjacent property and heaved up the asphalt. To repair this will require that the existing, broken, asphalt be milled out, cutting down past the roots, adding new asphalt, and resealing the entire lot. To prevent the roots from doing further damage, it has been suggested that a trench be dug for the length of the tree row and a barrier wall be built. This wall is also part of our proposal. We are also proposing a 150' section of fence be erected at the end of the existing parking lot to better control access to the area that has become a favorite camping spot for those experiencing homelessness. In addition, we are proposing the construction of a concrete pad for the purpose of expanding our capacity to serve the youth of the community who attend our programs, as well as to enlarge the area in which we host other service providers and vendors at the various events held at our facility throughout the year. The estimated life span of each of the 3 elements of this project proposal is 15+ years. The elements of this project are things we would have undertaken sooner, perhaps, had we not experienced the financial upset brought on by the pandemic. This project, we feel, will help us return to the capacity, and level of service we had pre-pandemic, and thus allow us to offer more services to more people, with improved safety, as well as create the potential to create revenue generating opportunities, such as fund raisers on property, and facility rentals to community members for meetings, events, and educational experiences.

Number Served*

How many people will directly benefit from this capital purchase annually?

22800

Unduplicated vs. Duplicated*

Is the number indicated above duplicated or unduplicated?

Duplicated: A client is counted each time they access services

Unduplicated: A client is counted once, regardless of the number of times they access services

Example: ABC Food Bank operates two mobile food pantries, one in Clearwater and one in St. Petersburg. Taylor, a Pinellas County resident, goes to both food pantries. If ABC Food Bank counts Taylor's visit TWICE, it is **duplicated**. If ABC Food Bank counts Taylor's visit ONCE, it is **unduplicated**.

Duplicated

Other (Explanation Required)*

If you selected "Other" in the previous question, please explain how your organization determined the number of clients that will benefit from the proposed capital project.

A small percentage of this estimate is unduplicated - classes, workshops, financial assistance, etc. 10-15%.

Organizational Sustainability*

How does this project contribute to the long-term sustainability of your organization and the work it does? That is, what impact will this project have on your organization and/or its clients over the long-term?

Examples include increased service capacity, reduced cost of delivering services over time, higher-quality or more equitable service delivery, and increased lifespan/quality of property.

Quantifiable numbers will strengthen your answer.

HPNFC is proposing this project for a number of reasons that we think will contribute to our long-term sustainability. We believe that the proposed repairs/upgrades are a matter of "appearance". That is, as suggested by the "broken windows" theory of policing, we believe that the unsightly appearance of the damaged parking lot is not only unsightly and unsafe, but also send the wrong message, though unintentionally, to those who are, or would be, clients. The unintentional message we believe it sends is one of "lack of concern" for our physical facility, which, in turn, invites others to treat the property, and facilities with a similar disregard. So, making the repairs, we feel, will limit liabilities, from tripping hazards; it will allow us to increase the capacity of those we can comfortably serve. It will also increase our useable space to host revenue generating practices, such as event space rentals, and community fairs and other fund raisers. The concrete pad will increase our capacity to serve in a similar manner. The fence, we feel, will go a long way in limiting the opportunity for unhoused individuals from congregating there, creating an dis-ease in the parents of the children within our programs, as well as in the clients we serve in other ways. The fence will also increase our "controlled" area for the children in our programs, as it is immediately adjacent to the existing playground area. This increase in accessible outdoor play area will, consequently, increase the number of children we can bring into our programs.

Project Specifics

Permits*

Please describe any permits necessary for the successful completion of this proposed project. Be sure to include any permits already obtained or in progress, and/or what the timeline is to acquire permits.

We will need to obtain permits for the retaining wall, as well as the concrete pad. Each will take approximately 30 days to obtain. We do not currently have any permits in place.

Plan Set*

Do you have a plan set for this project?

A plan set refers to the "batch" of plans, drawings, prints, files, etc., that you receive from an architect that explains what needs to be built, how, and where. **Not all qualifying projects in this process require a plan set.**

If you answer Yes, you should upload the Plan Set in the question below.

No

Plan Set Upload

If you answered "Yes" above, please upload the Plan Set here. If you have trouble with file size limitations, please reach out to Rose Cervantes at rcervantes@pinellascf.org. If you have any narrative to accompany the plan set, you may write it below.

PDF files are permitted.

Construction Schedule/Timeline*

Given a spending deadline of December 31, 2026, give a detailed and **realistic construction schedule**/timeline as to how this large capital project will be executed and completed. If there are phases to this project, indicate so in the narrative below. If you specified that permits were needed for this project above, ensure you include the acquisition time in the schedule.

Please include the following:

- 1. How the timeline/schedule was developed, and by whom.**
- 2. Timeline of planning and execution. Please include start and end dates by month and year. For example, April 2023 - June 2023.**

Example:

Better Tomorrow is proposing the expansion of their counseling center. This requires a 2-month planning phase, one month to obtain all necessary permits, and four months to build. Better Tomorrow would list each phase, a brief description of what takes place in each phase, and an estimated start and completion date for each phase, and an explanation of how the schedule was developed.

HPNFC is proposing repairs to our parking lot, including a retaining wall to keep roots from destroying the new surface; milling the area affected by the roots, resurfacing and sealing the affected area; and re-sealing and striping the remainder of the lot. We are also proposing a concrete pad to expand play area for the children enrolled in our programs, as well as to expand our capacity to host resource fairs and events where we have partners and service providers on property with vendor booths. We are also proposing the addition of a 150' section of fence to enclose an area on our property that has become a favorite spot for unhoused to congregate. The timeline for the various aspects of this project, arrived at as a result of conversations between myself (project manager) and the various contractors offering bids, would be as follows:

Permits required for the project can be obtained in about 30 days. Once approved for the grant, we would apply for the necessary permits. We would, at this time, notify each of the contractors involved to ensure we are on their schedule (each has stated that they will be available to complete the work within 30 days of notification). The first phase of the project would be the retaining wall on the west end of the parking lot. This will require excavating a trench, pouring a concrete footer, constructing a 4' high block wall, and sealing the wall. The excavation, and construction would be finished within one week of starting, with the sealing to be completed in a single day, once the mortar is completely cured, the following week.

The next phase would be the grinding and resurfacing of the damaged part of the parking lot. They can begin this phase immediately following the completion of the retaining wall, and will be completed in two working days - one day for removal of the damaged material, and the second day for resurfacing. During this time, a second crew would be resealing the larger portion of the parking lot - this part taking only one day to complete. Since the same company will likely be doing the concrete pad, they will have an additional crew preparing the area, and pouring the concrete. This portion of the project will run concurrently with the parking lot portion of the project, and will take no more than 4 days. The repaired portion of the parking lot, upon the recommendation of the contractor, will not/should not be sealed for 18-24 months. This portion they will return to finish, as part of the same contract, sometime in that window.

The fence, as it will be adjacent to the parking lot, will be done once all the rest is finished. They will be able to begin immediately upon completion of the other phases, and will be able to complete the short run of fence in a single day.

Team Leadership*

Please describe the following:

1. The team and leaders that will be overseeing this proposed project.

2. Their relationship to your organization
3. Their role in this project
4. Whether or not they have overseen similar projects

HPNFC's Executive Director, Fred Green, and HPNFC's project manager, Scott Gill, will oversee the project. Mr Green will provide oversight. Mr Gill will work directly with contractors to schedule the various phases, and to see that they are completed according to the terms of the contract. Both have overseen similar projects.

Cost Difference

Estimated Total Project Cost*

Please specify the total cost of this capital project/purchase.

Example: ABC Childcare is seeking funding for a new playground. ABC Childcare is asking PCF to fund \$20,000 for certain equipment and will seek other funding and donations for the remaining \$150,000 of the playground, for a total project cost of \$170,000. ABC Childcare would put \$170,000 below.

\$56,787.85

Cost Difference*

How does your organization plan to cover the cost of this project beyond the amount requested? Please also specify if your organization can carry out the potential ARPA-funded portion of this project without other funding being secured.

ARPA funds are the sole source of funding for this project. The requested amount is adequate to carry out the proposed project.

Geographic Impact and Priority Populations

The ARPA Nonprofit Capital Project Fund seeks to offset the negative economic impact Pinellas nonprofits faced due to the COVID-19 pandemic. Organizations who serve disproportionately impacted communities will be considered as serving a priority population. There are several ways to determine if your clients were disproportionately impacted.

Examples of disproportionately impacted communities include those who meet at least one of the following descriptions:

- Low- and moderate-income household and communities
- Households that qualify for federal assistance programs, such as SNAP and TANF
- Historically marginalized communities (BIPOC communities, persons with disabilities, LGTBQ+, religious minorities, and other communities that fit in the Equity definition provided on the ARPA website and application)

- Organization located or serve households within a Qualified Census Tract (QCTs)
 - Defined by U.S. Department of Housing and Urban Development (HUD)
 - To assess if your organization serves or is headquartered in a QCT, use this link. In the top right-hand corner, choose the state of Florida and Pinellas County. Then on the left-hand side of the screen, click the box next to “Color QCT Qualified Tracts.” The QCT zones are denoted in purple. You can also map your address by adding it into the address box at the top to see if your location is inside the zones.

Benefits and Geography of Project*

Please describe how the communities/clients that will benefit from this capital purchase, and how they were disproportionately impacted by the pandemic according to the examples above.

HPNFC hopes to be a leader in community building within the Highpoint geographic boundary. We hope to do this in a variety of ways, including, but not limited to, bringing existing businesses and agencies together around community events like clean-up days, and festivals. We also want to help bring public art, and educational opportunities to the area, working in cooperation with the city of Largo, the Pinellas County School Board, and Pinellas County, as well as various corporate and non-profit neighbors. This is one of the most economically disadvantaged communities in Pinellas County - consisting of low- and moderate-income households, households qualifying for federal assistance, historically marginalized (all in disproportionate numbers), and within a QCT, but we want to work to bring elements to this community that other, more affluent communities enjoy. such as art, and a library, and community events such as festivals, and concerts, and youth sports. To do this, we believe, we must start with our own corner of the community. Quite literally - we want to begin a change that will be experienced throughout the community, and for decades to come - starting at our corner, 150th Ave N and 58th St N.

Headquarters Location*

Please provide your organization's headquarters address as it appears on your Sunbiz account. To check your registration with Sunbiz, you may search their database.

Highpoint Neighborhood Family Center, 5812 150th AVE N, Clearwater, FL 33760

Project Location*

Please provide the address or intersection where the property being modified is.
same as above

Community Connection

PCF understands the value of authentic and diverse representation in philanthropy and in Pinellas County. To this end, we ask demographic and representation questions to gauge the human impact your organization has on the communities you serve.

PCF has generalized the demographic data questions more than it has in other processes because of the public nature of this process. PCF understands that identity disclosure can be a sensitive matter and wants to respect your organization's board and staff. If your organization feels comfortable sharing more detailed demographic information, it may do so in the "Community Representation and Connection" section.

Community Representation and Connection*

Describe how your organization is representative of, or has authentic connections to, the community your proposal seeks to serve. You can list other community-based organizations that work on programming with you and/or list examples of your work within this community.

If your staff, board, executive leadership, or long-term volunteers have personal identities or experiences that allow for a meaningful connection with your clients, please feel free to describe this connection below. When possible, please use internal data or specific details to describe how your organization is representative and connected to the communities you serve.

We have, among our board, executive team, staff, and volunteers, a diverse group that has within it members of BIPOC, LGBTQ+, and neurodiverse communities. We serve a community with a large Hispanic/Spanish speaking population. A significant percentage of our staff, and volunteers speak Spanish and/or are of Latin descent. Our executive team is more than 50% BIPOC.

Board Membership*

Do your board members consider themselves a member of one or more of the following populations?

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled

BIPOC

Executive Level Leadership Team*

Does your executive leadership team consider themselves a member of one or more of the following populations?

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled

BIPOC

CEO/Executive Director*

Does your CEO/Executive Director consider themselves a member of one or more of the following populations?

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disable

BIPOC

Financial Overview

BIDS MUST BE DATED JULY 5, 2023 OR LATER.

- The file attached below should contain current, verifiable bids, estimates, or price lists [from your potential vendor(s)]. *Please ensure there is a date noted on the bid or some annotation as to when when you obtained these estimates/bids.*
- If your project costs LESS than \$75,000, you must upload TWO verifiable bids or estimates for the proposed project.
- If your project is EQUAL TO or MORE THAN \$75,000, you must upload THREE verifiable bids or estimates for your proposed project.
- If you have already selected a contractor for this process and do not have multiple bids to upload, please ensure you answer the narrative questions below thoroughly.

Bid/Estimate #1*

PDF files are accepted.

parking lot proposal bid 1.pdf

Bid/Estimate #2

PDF files are accepted.

parking lot proposal bid 2.pdf

Bid/Estimate #3

PDF files are accepted.

Selected Contractor*

If you have not yet selected a contractor and have uploaded multiple bids above, please write N/A below or you will not be able to submit your application.

If your organization has already selected a contractor for this proposed capital project, please describe the process through which this contractor was chosen, and be sure to answer:

1. Was there a competitive bid process? That is, were multiple bids collected in order to evaluate multiple contractors? Describe this process (names of contractors, number of bids collected, prices, and why the contractor was chosen).
2. What personnel members at your organization selected the contractor?
3. Has a contract been executed with this contractor? **If yes, upload the contract here. If no, please describe the status of contract.**

If a contractor has already been selected AND a competitive bidding process was not used, the project will lose points.

We have selected the contractors represented in bid #1. Primarily based on price, but also because, in the case of the parking lot repair and the concrete pad, Rose Pavement is able to do both projects, thus saving mobilization costs. The fence contractor was selected based on price and attention to customer service. The retaining wall contractor was the only contractor who submitted a bid, despite having reached out to a half dozen.

Minority/Woman-Owned Business

Is your selected contractor, or the bid you are going to choose if funded, one of the following:

- Small-business enterprise (SBE)
- Disadvantaged business enterprise (DBE)
- Minority and/or woman-owned business (MWBE)

Unknown

Related Parties*

Are any of the contractors/vendors that have provided bids/estimates a related party to your organization?

Examples of Related Parties

- A board member that owns the contracting company that provided a bid
- The relative of a director, officer, or executive team member owns a company that provided an estimate
- The CEO of the applying organization has a financial interest in the construction company providing a bid

If yes, identify the vendor and describe the relationship.

If no, write "No related parties below."

no related parties

Budget Detail*

Please upload a clear, easily readable budget that breaks out costs for this proposed project. Ensure that it is clear what portion would be paid for through this grant funding and what would be paid for from other sources. **Be sure that the budget includes 10-20% for contingencies and any costs related to performance and payment bonds for construction projects.**

If you are going to request the permitted indirect cost of up to 5%, please be sure this is represented in your budget.

An example budget is available here.

If you have additional notes to add to your budget summary, you may do so in the text box below.

PDF and Excel files are allowed.

parking lot proposal budget summary 23.pdf

Other Funding Sources*

Please describe any other funding that your organization has applied for or obtained for this project. This includes but is not limited to Community Development Block Grants (CDBG), local government grants (including Tourist Development Council funding), foundation grants, and donors (you do not need to disclose donor identities, simply amount raised that is allocated to this project). This includes any matching grants or in-kind contributions you may have obtained.

If none, please explain why no additional funding sources have been pursued.

Please be sure all funding sources below are represented in the "Applicant Match" column in the Budget Summary you have uploaded above.

We have not sought other sources of funding. We have lacked the staffing to have someone dedicated to such pursuits, until recently (within the last year). We now have a staff member dedicated to projects and fundraising. They are becoming acclimated to the role. Coming into the new fiscal year, he is much more prepared to seek out additional funding sources and opportunities.

Changes in Operating Costs*

Please answer this question based on the descriptions below:

- If this project **increases** ongoing operational costs (programmatic, operating maintenance or other costs), how will you compensate for the difference?
- If this project **decreases** ongoing operating costs, how will it do so?
- If this project **does not affect** operating costs, please note so below.

This project will have no residual impact on ongoing operational costs, neither an increase nor decrease.

Fund Management Capacity*

Please describe your organization's capacity to manage these potential ARPA funds in terms of fiscal management and financial infrastructure.

This includes, but is not limited to, the use of accounting software that can track a general ledger and multiple accounts and the ability to work on a reimbursement-basis.

The inability to handle a reimbursement-based grant does not disqualify your organization from applying.

HPNFC utilizes accounting software, as well as employing a part-time book keeper, and uses a contracted accounting firm.

Corrective and Investigative Action/Grant Recall*

In the past three (3) years, has your organization had any of the following occur:

1. Been under legal investigation by a local, state, or federal institution?
2. Been placed on a corrective action plan by a funder?
3. Had grant funding recalled by a funder?

If yes, please describe the investigation, corrective action plan and/or grant recall, and the current status of such incidents. If no, write "N/A"

N/A

Organization Documentation

Please reach out to PCF staff if you have trouble uploading the files below. We are able to assist with file conversion and file compression.

Organization Budget*

Please upload your most recent, board-approved organizational budget for this fiscal year. PDF and Excel documents are accepted.

FY23 HPNFC Budget Template V6 (1).xlsx

Board of Directors List*

Please upload a current list of members of your organization's Board of Directors. Excel, Word, and PDF formats are acceptable.

Board of Directors 23.pdf

IRS Form 990*

Please upload a PDF copy of your most recently submitted IRS Form 990.

If Form 990 from your most recent fiscal year is delayed or you have received an extension, please explain in the text space below. You may also explain if you don't have a Form 990 due to organization type. You should still upload the most recent publicly available 990.

If you file a Form 990-EZ and do not have anything to attach, please note so below.

FY23990.pdf

Most Recent Financial Statements

Upload a PDF version of your most recent financial statements. If you have audited financial statements, please upload the most recently conducted audit. If you do not have a recent audit, please explain why.

fy23 financials.pdf

Insurance

Evidence of Insurance Coverage*

Grantees of the ARPA Nonprofit Capital Project Fund will be required to maintain appropriate insurance related to your operations and this project. PCF will determine whether this coverage is appropriate.

Please upload evidence of insurance.

If your organization does not have evidence of insurance coverage, please provide an explanation as to why.

certificate of liability 23.pdf

Insurance Requirement*

If you are awarded a contract from the ARPA Nonprofit Capital Project Fund, you will be required to list Pinellas Community Foundation as an additional insured through your general liability insurance or other appropriate coverages for the duration of the contract. If you would like to check with your insurance carrier on how to do this, here is the information about PCF you will need:

Pinellas Community Foundation
17755 US Highway 19 N
Suite 150
Clearwater, FL 33764
727-531-0058

Please check the box below to indicate that you understand and will be able to comply with this requirement if you are awarded a contract.

PCF will not ask for a certificate naming us as additional insured until the contracting stage.

Yes, I understand and will comply with this requirement if awarded a contract.

Post-Grant Requirements

Reporting Requirements Acknowledgment*

Grantees will be required to submit a pre-award agreement within two weeks of receiving an award notice. In addition, grantees will be required to submit monthly expenditure reports until their project is completed and their contract is closed out.

Financial information justifying all expenditures will also need to be provided. This includes but is not limited to:

- Invoices
- Canceled checks
- Credit card statements, along with a record of paying the credit card.

If you have any questions, please contact Rose Cervantes, ARPA Program Officer at rcervantes@pinellascf.org.
Yes, I agree to submit this grant agreement and impact report within the specified timeframes.

Additional Information

Additional Upload

If you have something to share, you can upload it here in PDF format.

Anything else to share?

Is there anything else that you would like Pinellas Community Foundation to know or other information your organization would like to share that isn't addressed elsewhere in this application?

File Attachment Summary

Applicant File Uploads

- parking lot proposal bid 1.pdf
- parking lot proposal bid 2.pdf
- parking lot proposal budget summary 23.pdf
- FY23 HPNFC Budget Template V6 (1).xlsx
- Board of Directors 23.pdf
- FY23990.pdf
- fy23 financials.pdf
- certificate of liability 23.pdf



Beyond Paving.
BEYOND EXPECTATIONS.™

PROPOSAL

OPP-23-020519
08 / 29 / 2023

| Account Information |
|--|
| Account Name: Highpoint Neighborhood Family Center |
| Street Address: 5812 150th Ave N |
| City State Zip: Clearwater FL 33760-2132 |

| Contact Information |
|---|
| Contact Name: Scott Gill |
| Contact Email: scottg@hpnfc.org |
| Contact Phone: |

| Rose Paving Information |
|--|
| Account Executive: Stephen Morrison |
| Email: stephen.morrison@rosepaving.com |
| Cell: 813-625-5603 |

| Notes/Exclusions |
|------------------|
| |

| PRICING TABLE | | | | | |
|------------------------------------|-------|--------|-------|------------|-------------|
| Service Line Name | QTY | U of M | Depth | Unit Price | Total |
| Mill - Full Mill and Pave @ 2" | 2647 | SF | 2.00 | \$4.52 | \$11,960.70 |
| Sealcoat PMM - Spray / Spray | 11265 | SF | | \$0.23 | \$2,626.23 |
| Lot Marking Restripe - Single Bays | 22 | Bays | | \$59.13 | \$1,300.92 |

Estimated Tax **\$0.00**
Total \$15,887.85



**Beyond Paving.
BEYOND EXPECTATIONS.™**

PROPOSAL

OPP-23-023067
10 / 02 / 2023

| Account Information |
|--|
| Account Name: Highpoint Neighborhood Family Center |
| Street Address: 5812 150th Ave N |
| City State Zip: Clearwater FL 33760-2132 |

| Contact Information |
|---|
| Contact Name: Scott Gill |
| Contact Email: scottg@hpnfc.org |
| Contact Phone: |

| Rose Paving Information |
|--|
| Account Executive: Stephen Morrison |
| Email: stephen.morrison@rosepaving.com |
| Cell: 813-625-5603 |

| Notes/Exclusions |
|------------------|
| |

| PRICING TABLE | | | | | |
|----------------------------------|-----|--------|-------|------------|--------------------|
| Service Line Name | QTY | U of M | Depth | Unit Price | Subtotal |
| Concrete Flatwork - Install @ 4" | 500 | SF | 4.00 | \$21.88 | \$10,940.99 |
| Total | | | | | \$10,940.99 |

Gulf to Bay Fences

"The Specialty Fence Leader"
 Residential / Commercial
 Gulf to Bay Fencing Inc.
 Lic. # C9868

14042 66th Street N, Unit E
 Largo, FL 33771
 (727) 543-3434
 Fax (727) 533-8105

- Top Rail of Fence to Follow Ground
- Be Level with Lowest Grade
- Be Level with Highest Grade

ALICE: High Point Family Neighbor Hood Ct
 ADDRESS: 5812 150th Ave N, Clearwater, FL
 CITY: Clearwater, FL
 SALES: Scott Gill → (727) 533-0750
 PHONE: same as above → (727) 434-9994
 EMAIL: scoteg@gbafc.org

Total Height: 6
 Post Spaced: 10
 Style Fence: black vinyl coated chain link fence
 Gauge: 11
 Knuckles:
 Splayed:
 Top Rail: 1-3/8" 1-1/2" 0.0"
 Line Post: 1-3/8" 1" 2-1/2" O.D.
 End Post: 2-1/2" 3" 4" O.D.
 Corner Post: 2-1/2" 3" 4" O.D.
 W/ht Gate Post: 2-1/2" 3" 4" O.D.
 Drive Gate Post: 2-1/2" 3" 4" O.D.
 Gate Frames: 1-3/8" 1-1/2" O.D.

200' of 6x10' black vinyl coated chain link fence
 (1) 6x10' DD Gates
 (2) Swing Gates
 Total → \$4,400.
 * add \$400 for ground tension wire

DATE SOLD: _____ SALESMAN: Mike Wiley
 CONTRACT # (727) 657-3750
 POINT # add if required (survey map)
 RESERVATION if required

P.V.C. • WOOD • ALUMINUM • CHAIN LINK • ELECTRIC GATES

All posts set in concrete

FENCE LINES ARE CUSTOMER'S RESPONSIBILITY

I HEREBY ACKNOWLEDGE THE COMMENCEMENT OF WORK DESCRIBED ABOVE

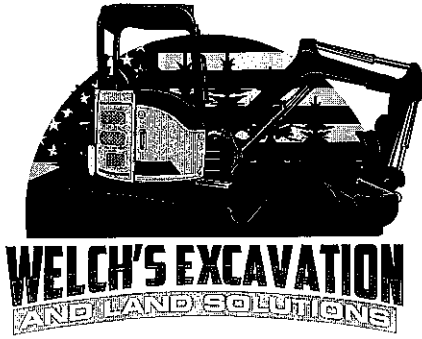
CUSTOMER: _____ DATE: _____

I HEREBY ACKNOWLEDGE THE SUCCESSFUL COMPLETION OF WORK DESCRIBED ABOVE

CUSTOMER: _____ DATE: _____

CONDITIONS: YES NO PROPERTY SIZES: YES NO
 CUSTOMER TO BE CALLED: YES NO SALESMAN NEEDS TO DO: YES NO
 CUSTOMER TO BE NOTICED: YES NO CUSTOMER TO PAY DRIVER: YES NO
 LOCATED: YES NO CREDIT CARD: YES NO

Liability of property lines and/or damage to private sprinkler systems shall be the responsibility of the owner. Questions do not include grading, brushing or landscaping work, which are charged by the hour as needed. Gulf to Bay Fencing Inc. reserves the right to repossess all material delivered to or installed by the job if payment is not made as specified. The customer agrees to hold Gulf to Bay Fencing Inc. harmless for all claims arising from questions of survey or location of fence lines and from claims for personal injury, property damage or trespass from or by means of installation of said fence material. Not responsible for loss due to wind, rain, flood, or other natural causes. This proposal becomes a contract when accepted by both parties. Interest will be charged at 1.125% per month on accounts over 30 days. Cost of collection and attorney fees, if any, will be added. Contract is based upon lump sum contract method. Credit cards will be charged a 3% convenience fee. A/R has a 3.5% convenience fee.



Attention: Scott Gill

Address: 5812 150th Ave. N.
Clearwater, FL 33760

Project Title: Block Retaining Wall

Project Description: We will install a 120ft. X 4ft. Block retaining wall. This wall will prevent any future erosion to the asphalt parking lot from the Australian pine's bordering the property. The wall will be built on a concrete footer and will have reinforced steal re-bar throughout the entirety of the wall. Concrete footers will also be reinforced with steal re-bar. Once wall has been constructed and concrete cured, we will then finish the texture of the wall in preparation for the community mural. Any permits, engineering plans, architectural plans, or any other fee's involving the approval of this wall are not included in the price below. Excavation, labor, material costs and finishing are included in the price below.

ESTIMATE

Date: 09/28/2023

Michael Dakota Welch
Owner/Operator
(727) 401-9535

Adriana Bello
CO-Owner/Vice President
(813) 466-2101
WelchsExcavation@gmail.com

| Description | Quantity | Unit Price | Cost |
|-------------|----------|-------------|--------------------|
| Excavation | 1 | \$2,500.00 | \$2,500.00 |
| Materials | 1 | \$15,500.00 | \$15,500.00 |
| Labor | 1 | \$7,000.00 | \$7,000.00 |
| | | Subtotal | \$25,000.00 |
| | | Total | \$25,000.00 |

Upon estimate approval a deposit check of (\$18,750.00) will be needed prior to beginning the project. Upon completion of work the remaining balance (\$6,250.00) is due. Once the job is complete a finalized invoice will be provided to you. Any additional materials or add ons, will require a change order and an updated invoice. Prices of materials are subject to change. Proposal is valid for 30 days, beyond that please call to confirm or update pricing. Receipts will be provided for all monetary transactions. If you have any questions or concerns, feel free to give me a call anytime at (727) 401-9535.

Thank you for the opportunity!

Sincerely yours,

Michael Dakota Welch



Quote

Scorpionconstructionllc@yahoo.com

813-481-1373

1004 E. Sligh Ave

Tampa, FL 33604

Quote Submitted To:

Scott

Job Site Location:

5812 150th Ave N Clearwater, FL

| Description of Work | Quantity | Price |
|--|----------|-------------|
| Mobilization | 1LS | \$1000.00 |
| Provide Maintenance of Traffic | 1LS | \$250.00 |
| Site Development | | |
| Remove and Dispose of Existing Pavement Surface. | 2,420 SF | \$4,948.16 |
| grind and remove existing tree roots, interfering with pavement surface. | 2,240 SF | \$6,840.62 |
| Asphalt | | |
| Install and Compact 1.5" Hot Asphalt Mix SP-9.5 to Newly Crush Base Surface. | 2,240 SF | \$12,440.36 |
| Apply a Layer of silica sand To new pavement surface to minimize power steering from vehicle wheels. | 2,240 SF | \$393.00 |
| Stipe/ Paint New parking Stalls | | \$ |

Note: Contract is not binding until signed. Asphalt will be laid using a commercial grade asphalt paver and compacted with a 5 ton steel drum rollers and rubber wheel pneumatic traffic Roller.

Total Price:\$25,872.14

Acceptance of Quote: This is a quotation on the goods named, subject to the conditions noted Above: Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.

Date: 25 AUG 2023

To accept this quotation, Sign Below and return:

“Let Scorpion Solve Your Asphalt Problem”



Quote

Scorpionconstructionllc@yahoo.com

813-481-1373

1004 E. Sligh Ave

Tampa, FL 33604.

Quote Submitted To:

Job Location:

Scott

5812 150th ave N Clearwater, FL

| Description of Work | Quantity | Price |
|--|-----------|------------|
| Mobilization | 1LS | \$500.00 |
| Provide Maintenance of Traffic | 1LS | \$250.00 |
| Sealcoating | | |
| Power blow and Sweep pavement surface thoroughly of any dirt or debris installing Pavement sealer. | 24,423 SF | \$994.10 |
| Broom Coat Pavement Edging insuring aesthetically pleasing edges and to prevent Any Sealer Over Spray. | 24,423 SF | \$928.83 |
| Apply 2 coats Of Gemseal pavement Sealer to manufacturers specifications Applied using spray system rig. | 24,423 SF | \$2,041.86 |
| Stripe/ Paint single White Lines H/C Stalls and Arrows | | \$850.00 |

Note:Contract is Not Binding Until Signed.

Total Price:\$5,564.79

Acceptance of Quote: This is a quotation on the goods named, subject to the conditions noted Above: Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.

Date: 25 Aug 2023

To accept this quotation, Sign Below and return:



Quote

Scorpionconstructionllc@yahoo.com
813-481-1373
1004 E. Sligh Ave
Tampa, FL 33604

Quote Submitted To:

Job Site Location:

Scott Gill

5812 150th ave n Clearwater, FL

| Description of Work | Quantity | Price |
|---|----------|------------|
| Mobilization | 1LS | \$750.00 |
| Provide Maintenance of Traffic | 1LS | \$250.00 |
| Concrete | | |
| Scrape, Remove and Dispose of Existing Dirt and Grass | 625 SF | \$993.50 |
| Level, Grade and Compact Dirt Foundation Insuring Density Compaction for New Concrete Foundation. | 625 SF | \$582.73 |
| Form and Pour new 4" Concrete Slab using 3000 Psi Ready Mix with Reinforced Fiber. | 625 SF | \$5,518.94 |
| Broom Concrete Foundation resulting in a broom finish product. | 625 SF | \$199.57 |

Note: Contract is not Binding until Signed.

Total Price \$8,294.74

Acceptance of Quote: This is a quotation on the goods named, subject to the conditions noted Above: Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.

Date:

25 Aug 2023

To accept this quotation, Sign Below and return:



Coastal Fence LLC
 10471 66th St North
 Pinellas Park, FL 33782
 727-258-7761
 www.coastalfencefl.com
 info@coastalfencefl.com
 C-11170
 Page 2 of 3
 09/27/2023

PROPOSAL/CONTRACT

Customer Information:

Scott Gill
 5812 150th Ave N
 Clearwater, Fl

Job Information:

Notes:

This quote is for the installation of 165' of 6'H Black Chainlink fence with the following:

- 9 gauge KK wire
- 2 1/2" terminal posts
- 1 7/8" line posts
- 1 5/8" top rail
- bottom tesnion wire
- 1 - 4'W gate
- 1 - 5'W gate
- 1 - 12'W DD drive gate with drop rod

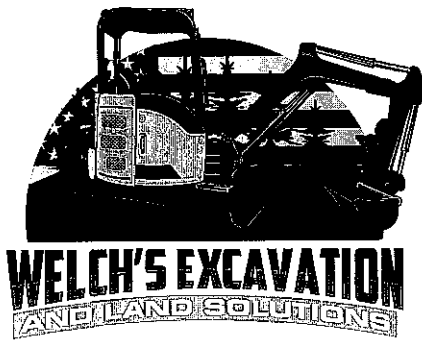
TERMS & CONDITIONS

FINAL PAYMENT OF THE CONTRACTED FENCE CANNOT BE WITHHELD UNTIL FINAL INSPECTION AS THIS RELATIONSHIP IS BETWEEN THE PERMIT AGENCY AND Coastal Fence LLC. Coastal Fence LLC agrees to guarantee above fence to be free from defects in materials (except Wood) and workmanship for one year. THE CUSTOMER OR PROPERTY OWNER IS RESPONSIBLE FOR THE LOCATION OF THE FENCE AND THE LOCATION OF THE PROPERTY LINES Coastal Fence LLC will assist the customer, upon request, in determining where the fence is to be erected, but under NO circumstance does Coastal Fence LLC assume any responsibility concerning property lines or in any way guarantee their accuracy. The customer holds the seller harmless from any liability caused by an error in the location of the installed fence. Coastal Fence LLC will assume the responsibility for having underground public utilities located and marked. These are the lines the utility companies install within the easment areas on the property and do not include sprinkler lines,well lines,pool equipment lines,electric lines that the customer or previous homeowner may have had installed. Coastal Fence LLC assumes no responsibility for unmarked sprinkler lines, or any other privately unmarked buried lines or objects. The customer will assume all liability for any damage caused by directing Coastal Fence LLC to dig in the immediate vicinity of known utilities. Customer shall inform seller in writing and by physically marking all underground obstructions whether natural or manmade but would still be responsible for damages to utilities if they instruct Coastal Fence LLC TO DIG WITHIN THE KNOWN UTILITY AREAS. Unless specified, this quotation does not include grading or jackhammer or clearing of vegetation which are the responsibility of the customer.The CONTRACT TOTAL is based upon only those underground obstructions which the customer has informed the seller in writing or by physically marking such as rock. The seller shall have the option to terminate this contract and be paid by the

Approved & Accepted for Customer:

Contract Amount: \$ 5387.21
 Down Payment: \$ 2690.00
 Balance Due: \$ 2697.21

| | |
|--|-------|
| _____ | _____ |
| Customer | Date |
| | |
| Accepted for Coastal Fence LLC: | |
| _____ | _____ |
| Salesperson | Date |



Attention: Scott Gill

Address: 5812 150th Ave. N.
Clearwater, FL 33760

Project Title: Block Retaining Wall

Project Description: We will install a 120ft. X 4ft. Block retaining wall. This wall will prevent any future erosion to the asphalt parking lot from the Australian pine's bordering the property. The wall will be built on a concrete footer and will have reinforced steal re-bar throughout the entirety of the wall. Concrete footers will also be reinforced with steal re-bar. Once wall has been constructed and concrete cured, we will then finish the texture of the wall in preparation for the community mural. Any permits, engineering plans, architectural plans, or any other fee's involving the approval of this wall are not included in the price below. Excavation, labor, material costs and finishing are included in the price below.

ESTIMATE

Date: 09/28/2023

Michael Dakota Welch
Owner/Operator
(727) 401-9535

Adriana Bello
CO-Owner/Vice President
(813) 466-2101
WelchsExcavation@gmail.com

| Description | Quantity | Unit Price | Cost |
|-------------|----------|-------------|--------------------|
| Excavation | 1 | \$2,500.00 | \$2,500.00 |
| Materials | 1 | \$15,500.00 | \$15,500.00 |
| Labor | 1 | \$7,000.00 | \$7,000.00 |
| Subtotal | | | \$25,000.00 |
| Total | | | \$25,000.00 |

Upon estimate approval a deposit check of (\$18,750.00) will be needed prior to beginning the project. Upon completion of work the remaining balance (\$6,250.00) is due. Once the job is complete a finalized invoice will be provided to you. Any additional materials or add ons, will require a change order and an updated invoice. Prices of materials are subject to change. Proposal is valid for 30 days, beyond that please call to confirm or update pricing. Receipts will be provided for all monetary transactions. If you have any questions or concerns, feel free to give me a call anytime at (727) 401-9535.

Thank you for the opportunity!

Sincerely yours,

Michael Dakota Welch

| ACQUISITION - TYPE/DESCRIPTION | ITEM # (IF APPLICABLE) | QUANTITY (IF APPLICABLE) | UNIT PRICE (IF APPLICABLE) | TOTAL |
|--------------------------------|---------------------------|-----------------------------|-------------------------------|--------|
| 1. | | | | |
| 2. | | | | |
| 3. | | | | |
| 4. | | | | |
| 5. | | | | |
| 6. | | | | |
| 7. | | | | |
| 8. | | | | |
| TOTAL | | | | \$0.00 |

| CONSTRUCTION - TYPE/DESCRIPTION | ITEM # (IF APPLICABLE) | QUANTITY (IF APPLICABLE) | UNIT PRICE (IF APPLICABLE) | TOTAL |
|---------------------------------|---------------------------|-----------------------------|-------------------------------|--------------------|
| 1. CHAIN LINK FENCE | | | | 4620 ⁰⁰ |
| 2. | | | | (INCL 5% coverage) |
| 3. | | | | |
| 4. | | | | |
| 5. | | | | |
| 6. | | | | |
| 7. | | | | |
| 8. | | | | |
| TOTAL | | | | \$0.00 |

Contract Number: # _____
Page 3 of 5, Attachment B-3 – Capital Based Budget

**ATTACHMENT B-3 – CAPITAL BASED BUDGET
SUMMARY**

PROJECT NAME:

PARKING LOT IMPROVEMENT

CONTRACTOR SFS PAYEE NAME:

ROSE PAVING

CONTRACT PERIOD:

From: _____

To: _____

| CATEGORY OF EXPENSE | GRANT FUNDS | MATCH FUNDS | MATCH % | OTHER FUNDS | TOTAL |
|--------------------------------|-------------|-------------|---------|-------------|-------------|
| 1. Scoping and Pre-Development | | | | | \$0.00 |
| 2. Design | | | | | \$0.00 |
| 3. Acquisition | | | | | \$0.00 |
| 4. Construction | | | | | \$28,757.24 |
| 5. Administration | | | | | \$0.00 |
| 6. Working Capital/Reserves | | | | | \$0.00 |
| 7. Other | | | | | \$0.00 |
| TOTAL | \$0.00 | \$0.00 | | \$0.00 | \$0.00 |

Contract Number: # _____
Page 1 of 5, Attachment B-3 – Capital Based Budget

| ACQUISITION - TYPE/DESCRIPTION | ITEM # (IF APPLICABLE) | QUANTITY (IF APPLICABLE) | UNIT PRICE (IF APPLICABLE) | TOTAL |
|--------------------------------|---------------------------|-----------------------------|-------------------------------|--------|
| 1. | | | | |
| 2. | | | | |
| 3. | | | | |
| 4. | | | | |
| 5. | | | | |
| 6. | | | | |
| 7. | | | | |
| 8. | | | | |
| TOTAL | | | | \$0.00 |

| CONSTRUCTION - TYPE/DESCRIPTION | ITEM # (IF APPLICABLE) | QUANTITY (IF APPLICABLE) | UNIT PRICE (IF APPLICABLE) | TOTAL |
|---------------------------------|---------------------------|-----------------------------|-------------------------------|-----------------|
| 1. PARKING LOT REPAIR | | | | \$15,887.85 |
| 2. CONCRETE PAD | | | | \$11,500.00 |
| 3. | | | | |
| 4. 5% Overage | | | | 1369.40 |
| 5. | | | | |
| 6. | | | | |
| 7. | | | | |
| 8. | | | | |
| TOTAL | | | | \$0.00 28757.24 |

**ATTACHMENT B-3 – CAPITAL BASED BUDGET
SUMMARY**

PROJECT NAME:

PARKING LOT IMPROVEMENT

CONTRACTOR SFS PAYEE NAME:

WELCHER'S EXCAVATION

CONTRACT PERIOD:

From: _____

To: _____

| CATEGORY OF EXPENSE | GRANT FUNDS | MATCH FUNDS | MATCH % | OTHER FUNDS | TOTAL |
|--------------------------------|-------------|-------------|---------|-------------|-------------|
| 1. Scoping and Pre-Development | | | | | \$0.00 |
| 2. Design | | | | | \$0.00 |
| 3. Acquisition | | | | | \$0.00 |
| 4. Construction | | | | | \$26,250.00 |
| 5. Administration | | | | | \$0.00 |
| 6. Working Capital/Reserves | | | | | \$0.00 |
| 7. Other | | | | | \$0.00 |
| TOTAL | \$0.00 | \$0.00 | | \$0.00 | \$0.00 |

Contract Number: # _____

Page 1 of 5, Attachment B-3 – Capital Based Budget

| ACQUISITION - TYPE/DESCRIPTION | ITEM # (IF APPLICABLE) | QUANTITY (IF APPLICABLE) | UNIT PRICE (IF APPLICABLE) | TOTAL |
|--------------------------------|---------------------------|-----------------------------|-------------------------------|--------|
| 1. | | | | |
| 2. | | | | |
| 3. | | | | |
| 4. | | | | |
| 5. | | | | |
| 6. | | | | |
| 7. | | | | |
| 8. | | | | |
| TOTAL | | | | \$0.00 |

| CONSTRUCTION - TYPE/DESCRIPTION | ITEM # (IF APPLICABLE) | QUANTITY (IF APPLICABLE) | UNIT PRICE (IF APPLICABLE) | TOTAL |
|---------------------------------|---------------------------|-----------------------------|-------------------------------|------------------------------|
| 1. RETAINING WALL | | | | 26,250 (incl. 5% average) |
| 2. | | | | |
| 3. | | | | |
| 4. | | | | |
| 5. | | | | |
| 6. | | | | |
| 7. | | | | |
| 8. | | | | |
| TOTAL | | | | \$0.00 |

Contract Number: # _____

Page 3 of 5, Attachment B-3 – Capital Based Budget

FY23 Budget Instructions

Overview

Budget Templates will be emailed to Providers to complete for each of their funded programs.

The budget review process will be completed using these spreadsheets and sent via email.

The template consists of 5 tabs: Instructions, Budget Template, FY22 & FY23 Positions, FY22 & FY23 SOR, and FY22 & FY23 SOF. FY22 information is provided on each tab to aid in the completion of the FY23 budget.

The 3 red highlighted tabs named "Budget Template", "FY22 & FY23 Positions" and "FY22 & FY23 SOF" are the templates that will be used to import the program budgets into AmpliFund.

IMPORTANT: These are the templates that will be used to import the program budgets into AmpliFund. Do not delete any cells as this will prevent successful imports and cause delays in budget approval with the creation of new positions on the FY22 & FY23 Positions tabs.

General Instructions

Your allocation is based on your FY22 budget plus a 10.2% COLA on non-personnel costs and a 3% COLA on personnel costs.

The additional 3% funding should be related to the enhancement of recruitment and retention.

If your program already received WFS funding please include a reference to that funding in the appropriate narrative.

Build your FY23 budget by category. Subtotals within narratives should be limited to JWB Amount and only. Subtotals within narratives must equal the amounts requested in Columns G & H. The SOR funding should tie to the FY23 SOR tab. JWB does not require a narrative breakdown of costs by previously used category. For example, there is no need to delineate each expense that is included in the requested amount for Office of the Auditor. You need the total amount and JWB amount requested for this kind of expense.

****Please note - if you are copying and pasting narratives from the FY22 budget, the narrative should follow the directions above****

Budget Template

Enter a Description (Narrative) for all projected program costs that delineates what is being requested.

Enter the Total Program Cost for each Budget Category in Column G

Enter the JWB Amount for each Budget Category in Column H

The SOR amount in Column I will automatically calculate based on the information entered into Columns G & H.

The Budget Category for Positions should equal the program salary and JWB salary totals from the FY22 Budget Template.

The Total JWB Amount should equal the preliminary funding allocation

The Total SOR Amount should equal the total from the SOR tab

FY22 & FY23 Positions

FY22 & FY23 Positions tab lists all current position data from AmpliFund as of April 29, 2022

Review the FY22 information and make updates to staff names, salaries, etc. in the FY23 fields to the current information. The position number should be entered in columns B & C.

For new positions, please use the next available position number; i.e. POS001.

Please note that the Program and JWB Salary amounts reflect amended amounts so it is important to update the Gross Salary, if applicable.

FY22 & FY23 SOR

FY22 & FY23 SOR tab includes all current revenue sources and amounts from AmpliFund as of April 29, 2022

Review the FY22 table and make updates to the FY23 table based on current and projected amounts

Funding sources must be selected from the list on the FY22 & FY23 SOR tab

| |
|--|
| |
| |
| |
| SOR, and Salary Analysis. |
| |
| R" must be completed. |
| nd. Please do not add, edit, or exception of adding rows to |
| |
| OLA on personnel costs. |
| |
| ppropriate budget category |
| nd Total Program Amount |
| ding is a calculation and |
| used line item expenses. For |
| office supplies. We would just |
| |
| be updated to align with the |
| |
| ed from JWB in Column F |
| |
| |
| mns G & H |
| 22 & FY23 Positions tab |
| |
| |
| |
| right. The positon title and |
| |
| o review and update the |
| |
| |
| 9, 2022 |
| for FY23 |
| |

High Point - NFC

FY22 Approved Budget

| Budget Category* | Description (Narrative) | Total Program Cost* | JWB Amount* | SOR Amount* |
|---|--|---------------------|-------------|-------------|
| Administrative Costs | | | | \$0 |
| Bank Services | Monthly Bank Fees \$16.75/mo x 12 = \$201 | \$201 | \$201 | \$0 |
| Capital | | | | \$0 |
| Competitive Capital | | | | \$0 |
| Contractual Services | Audit Fees for FY21 = \$10,400.00; Archive \$54.75/mo x 12 = \$657; Background screens required by organization \$800.00/yr. JWB - Paycor fees 195.32/mo x 12 = \$2,343.84; Employee navigator fee for 15 employees = \$90.00. COA annual review = \$400. SOR: SPC & UMA. have the HPNFC as a designated place for their students to do their internships. We normally have 2 from UMA & 1 from SPC during the year & a pay rate of 10.00 an hour for 20 hours a week. (3*20*10.00*52) = \$31,200. AARP is providing 2 employees for administration/office work and other light duties as assigned. They receive \$10.00 an hour for 18 hours a week for 52 weeks = \$18,720.00. 3 Career Source staff at average of 20 hours a week for 52 weeks at \$10.00 an hour. (3*10.00*52*20) = \$31,200. In-Kind: 1,500 volunteer service hours @ 23.07/hour =34,606. CRI In-Kind services of \$35,466.00. This In-Kind is provided by JWB for CRI ASO services. \$31,200 + \$18,720 + \$31,200 + \$35,466 + \$34,606 = \$151,192.00. Archiving/shredding in house cloud storage versus outsourcing this service is not warranted due to cost and time involved. Background screening for all new hires at \$75 each, and every volunteer at \$65 each. | \$165,883 | \$14,691 | \$151,192 |
| Educational Dues & Memberships | Dues - Rotary Memberships (2) = \$1080.00; Other educational memberships/dues as appropriate. | \$1,080 | \$1,080 | \$0 |
| Insurance | Property & General Liability - \$6400.00; Board/Directors - \$628.00; Auto - \$7558.00; Cyber - \$400.00; Employment Practices - \$1700.00; Umbrella - \$4029.00. Property & General Liability for Youth Empowerment Center = \$2229.00. Increased coverages as per JWB to \$5M have increased the auto insurance premium. | \$22,944 | \$22,944 | \$0 |
| Local Travel | Travel for 4 staff (as needed) at 56.0 cents per mile. | \$60 | \$60 | \$0 |
| Operating Expense | Operating Supplies: Cleaning supplies, paper products \$416.66/mo x 12 = \$5,000.00; Includes operating, licensing, and registrations; Postage \$15/mo x 12 = \$180. Office Supplies: Paper, Toner, ink, etc. Average of \$318.33/mo x 12 = \$3,820.00. JWB: \$5,000 + \$180 + \$3,820 = \$9,000. SOR: CDBG grant to be used for Operating Expenses: \$1,500. Additional program costs for alarms for vans at approximately \$1000.00. \$1,500 + \$1,000 = \$2,500. | \$11,500 | \$9,000 | \$2,500 |

| | | | | |
|-----------------------------------|--|-----------|-----------|-----------|
| Other/Miscellaneous | | | | \$0 |
| | <p>JWB: Educational Supplies (such as workbooks, and other curriculum supplies) for the facilities: \$41.66/mo x 12 = \$500. Food & Nutrition: \$400/mo x 12 = \$4,800; Afterschool, summer camp participants, and special events Also utilize funds for Food Pantry when needed; Participant Expense: Events, activities and field trips to museums, recreational activities, special events, etc., contracted instructors (karate, music instruction, art, etc.), and supplies, etc. \$203.26/mo x 12 = \$2,439.12. JWB total: \$500 + \$4,800 + \$2,439.12 = \$7,739.12. SOR: CARES Grant from Pinellas County Community Foundation (Largo), to be used for COVID assistance for food pantry needs and related equipment \$34,267. Donations of food for participants and food pantry, from Beth Foundation, RCS weekly food truck, and donations from various retailers and churches @ \$100,000. Family Support funds from Pinellas County Urban League. \$2000/mo x 12 = \$24,000. Pinellas County CDBG to be used for food & supplies (\$13,733). In-kind donations of clothing, toys, sewing materials, etc @ \$8,175. Fundraising/donations from various events @ \$15,000. Participant fees (room rentals) @ \$3,200. SOR funds will be utilized for food pantry which will decrease the need for JWB funds for this purpose. SOR: \$34,267 + \$100,000 + \$24,000 + \$13,733 + \$8,175 + \$15,000 + \$3,200 = \$198,375</p> | | | |
| Participant Expense | | \$206,114 | \$7,739 | \$198,375 |
| Participant Transportation | \$60/mo x 12 = \$720. For gas and vehicle upkeep for vans. Not using the facility vans for transporting children. | \$720 | \$720 | \$0 |
| Positions | Total number of employees is 18. 6 FT positions funded by JWB, 9 PT positions funded by JWB. JWB total payroll: \$400,759. SOR funded positions by CDB Grants include 2 Youth staff and food pantry worker. CDBG grants to pay for 2 new youth staff positions for new facility and a food pantry PT employee at HP (this position will be converted from Bilingual Assistant to the Food Pantry worker). SOR total payroll: \$49,140. Replacing employees that have resigned with new hires. The Board of Directors voted to authorize a 3% increase in pay for all employees. | \$449,899 | \$400,759 | \$49,140 |
| Promotional | | | | \$0 |
| Rentals & Leases | Wells Fargo (Toshiba Copier) \$256.77/mo x 12 = \$3081.24; Copy Concepts (copier usage/maintenance) \$137.79/mo x 12 = \$1653.48. SOR: Pinellas County CBDG to be used for rent on new facility (\$1,500 x 12 mo = \$18,000). New facility was opened in 2020-2021. | \$22,735 | \$4,735 | \$18,000 |

| | | | | |
|----------------------------------|--|--------------------|------------------|------------------|
| Repairs & Maintenance | Pest Control \$65/mo = \$780.00; Lawn service \$170/mo = \$2040.00. Maintenance funds for the facilities from Pinch a Penny (\$10,000). Additional repairs/maintenance to the facility such as air condition, plumbing, electrical, security, etc. at \$83.33/mo x 12 = \$1000.00 | \$13,820 | \$3,820 | \$10,000 |
| Benefits | JWB: FICA - \$400,759 x 0.0765 = \$30,658.06; Benefits: 6 staff x \$9,825 each for group health = \$58,950; Workers Comp: \$4,438.74; Unemployment = \$2005.50. Total JWB benefits = \$96,052.30. SOR: FICA - \$49,140 x 0.0765 = \$3,759.21; Workers Comp: \$544.27; Unemployment = \$401.10. Total SOR benefits = \$4,704.58. CDBG grant to be used for benefits for new youth worker positions (\$4373.94). One full time position was shifted to part time so health insurance benefits decreased the need for additional JWB funds. | \$100,757 | \$96,052 | \$4,705 |
| Training & Conference | Training for youth staff and CEU's for other staff at \$50.00/mo x 12 = \$600; Other training needs at \$15/mo x 12 = \$180. \$600 + \$180 = \$780. Training costs increased due to licensing requirements. | \$780 | \$780 | \$0 |
| Utilities | Communications: Frontier \$284/mo x 12 = \$3408.00; Cell phone stipends for 6 employees at \$20/mo x 12 = \$1,440.00; Spectrum internet \$230/mo x 12 = \$2760.00; Utilities: Electric \$700/mo x 12 = \$8400.00; Water \$126/mo x 12 = \$1512.00; Garbage \$700/mo x 12 = \$8400.00. Graybar (phone sys.) \$140/mo x 12 = 1680.00; No utilities costs associated with the new Youth Empowerment Center (YEC). Rental agreement with CHAF includes all utilities at the YEC, so no increase in utilities will be needed. | \$27,600 | \$27,600 | \$0 |
| | | \$1,024,093 | \$590,181 | \$433,912 |

FY23 Proposed Budget

| Description (Narrative) | Total Program Cost* | JWB Amount* | SOR Amount* |
|--|---------------------|-------------|-------------|
| | | | \$0 |
| Monthly bank fees \$16.75 x 12 | \$201 | \$201 | \$0 |
| | | | \$0 |
| | | | \$0 |
| Audit Fees \$10,400; Archive (\$55x 12) \$660; Background screens required by licensing (\$75 x 12) \$900. Paycor fees (\$196 x 12) \$2352; Employee navigator fee for 16 employees \$96. COA annual review \$400. Total for JWB is \$14,808. SOR: Staff from Career Source, SPC, UMA, AARP, etc. at average of 20 hours a week for 52 weeks at \$12.00 an hour. (3*12.00*52*20) = \$31,200. Up to 3 various staff at any given time, with some overlapping. In-Kind: 1,500 volunteer service hours @ 23.07/hour =34,606. CRI In-Kind services of \$35,466.00. This In-Kind is provided by JWB for CRI ASO services. \$31,200 + \$34,606 + \$35,466 = \$101,272 for SOR. 30% decrease from prior year is due to recalculating SOR funds based on consolidating various internship programs and a more conservative forecast of the amount of personnel and total hours donated. | \$116,080 | \$14,808 | \$101,272 |
| Rotary dues for one member (\$45 x 12) 540 plus an additional \$160 for misc as needed The JWB funding decrease is due to having one Rotarian membership instead of two in FY23. | \$700 | \$0 | \$700 |
| Property & General Liability - \$ 7360; Board/Directors - \$725; Auto - \$8690; Cyber - \$460; Employment Practices - \$1955; Umbrella - \$4635. Property & General Liability for Youth Empowerment Center = \$2565. To adjust to the additional funds need in FY22 we are adding an additional \$7897 to balance the budget and better anticipate insurance increases next year. | \$34,287 | \$34,287 | \$0 |
| | \$0 | \$0 | \$0 |
| Operating Supplies: Cleaning supplies, paper products, licensing fees, misc. operating costs (\$355 x 12) \$4,260; Fire inspections (\$150) and monitoring (\$165 x 4 quarterly) \$810; Postage (\$15 x 12) \$180. Office Supplies: Paper, Toner, ink, etc. (\$300 x 12) \$3,600. JWB: \$4260 + 810 + \$180 + \$3600 = \$8850. SOR funds to be used for Operating Expenses for both sites 5560. | \$14,410 | \$8,850 | \$5,560 |

| Total Program Cost* | Total Program Cost* | JWB Amount* | JWB Amount* | |
|---------------------|---------------------|-------------|-------------|-------|
| \$0 | 0% | \$0 | 0% | |
| (\$49,803) | -30% | \$117 | 1% | 10400 |
| (\$380) | -35% | (\$1,080) | -100% | |
| \$11,343 | 49% | \$11,343 | 49% | |
| \$2,910 | 25% | (\$150) | -2% | |

| | | | |
|---|-----------|-----------|-----------|
| | | | \$0 |
| JWB: Educational Supplies (such as workbooks, and other curriculum supplies) for the facilities (\$50 x 12) \$600. Participant Expense: Events, activities and field trips to museums, recreational activities, special events, etc., contracted instructors (karate, music instruction, art, etc.), and supplies, etc. (\$481.66 x 12) \$5780. JWB total: \$600 + \$5780 = \$6380. SOR: Food Pantry donations- churches, GA Food Box Program Dillinger Foundation (40*40*52), St. Pete Free Clinic (800*12), Publix (52*500), Einstein Bagels (500*12), Community Food Drives, JWB Childhood Hunger Initiative etc. Totaling \$144,800. Family Support funds from Pinellas County Urban League. (\$2000 x 12) \$24,000. In-kind donations of clothing, toys, books, art materials, etc. @ \$2400. Various fundraising events, the dollars raised can be specified for items for the kids in our programs, can be designated for holiday gift giving or can be classified as unrestricted and are used as needed @ \$15,000. Room Rental fees for use of space in the facilities \$3200. Back to School Donations for kids in the community to have school supplies \$5000. Partner Programs office rentals (100*3*12) \$3600. Lions Club Summer Scholarships \$2000. Summer camp and after school programs, provided at no cost as a donation to HPNFC \$4,000 Food & Nutrition (\$650 x 12) \$7,800 for our after-school program, summer camp, special events, and supplementing the food pantry for children from ELC Grant JWB 83% increase from prior year is due to increased spending in FY22 on food for participants and a need to better address food scarcity, as well as an increase in costs to provide events and activities during summer camp to broaden the range of experiences for our children. | \$218,180 | \$6,380 | \$211,800 |
| \$200 month for gas over 12 months The JWB increase from prior year is due to the increased use of the vans (post pandemic) and sharp increase in gas costs. | \$2,400 | \$2,400 | \$0 |
| Total number of employees is 19, JWB is funding six FT staff and ten PT staff at \$413,146. SOR funds for YEC are for 1 FT at \$16640 | \$429,786 | \$413,146 | \$16,640 |
| | | | \$0 |
| Wells Fargo (Toshiba Copier) \$256.77/mo x 12 = \$3081.24; Copy Concepts (copier usage/maintenance) \$137.79/mo x 12 = \$1653.48. SOR funds to be used for rent (\$1500 x 6 = \$9000) on YEC and pool services (\$500 x 6 = 3000) | \$16,735 | \$4,735 | \$12,000 |

| | | | |
|------------|------|-----------|------|
| \$12,066 | 6% | (\$1,359) | -18% |
| \$1,680 | 233% | \$1,680 | 233% |
| (\$20,113) | -4% | \$12,387 | 3% |
| (\$6,000) | -26% | \$0 | 0% |

| | | | | | | | |
|---|------------------|------------------|------------------|------------|------|----------|-----|
| JWB: Pest Control \$65/mo = \$780.00; Lawn service \$170/mo = \$2040.00. Additional repairs/maintenance to the facility such as air condition, plumbing, electrical, security, fire, etc. \$1000. SOR 5000 for pool maintenance. A decrease of 5000 is due to a temporary change in grant funding to SOR funding for up to 6 months of FY23. This number would be amended when a new grant is applied. | \$8,820 | \$3,820 | \$5,000 | (\$5,000) | -36% | \$0 | 0% |
| FICA is \$31,613 (413244 x 0.0765) plus benefits for six staff at \$58950 (9825 x 6); plus Worker's Comp at \$4439 and Unemployment at \$2006 bringing JWB total to \$97,008. SOR FICA is \$1975 (29,250 x 0.0675) plus benefits for one staff \$4915 for a total SOR of \$6890 | \$103,898 | \$97,008 | \$6,890 | \$3,141 | 3% | \$956 | 1% |
| New staff need to get licensed at \$150 each for DCF classes and exams, so \$150 x 3 is \$450 and licensed staff need to get annual CEU's at approximately \$75 per staff, \$75 x 6 is \$450. Total cost \$900 The JWB 15% increase from prior year is due to our best estimate of the amount of testing and licensing for staff. More testing and licensing is needed compared to previous years. | \$900 | \$900 | \$0 | \$120 | 15% | \$120 | 15% |
| Communications: Frontier (\$290 x 12) \$3480; Cell phone stipends for 5 employees at \$50 (50 x 12 x 5) \$3000; Spectrum internet (\$230 x 12) \$2760.00; Utilities: Electric (\$750 x 12) \$ 9000; Water (\$140 x 12) \$ 1680; Garbage (\$700 x 12) \$8400.00. Graybar phone system (\$140 x 12) 1680.00; No utilities costs associated with the new Youth Empowerment Center (YEC). Rental agreement with CHAF includes all utilities at the YEC, so no increase in utilities will be needed. 3480 + 3000 + 2760 + 9000 + 1680 + 8400 = 28320 | \$28,320 | \$28,320 | \$0 | \$720 | 3% | \$720 | 3% |
| | \$974,717 | \$614,855 | \$359,862 | (\$49,376) | -5% | \$24,674 | 4% |

660 900 2352 96 400 14808

540 160 700

7360 725 8690 460 1955 4635 2565 26390

4260 810 180 3600 8850 150 165 315 1260

600 7800 5780 14180

2400

3081.24 1653.48 4734.72 9000 3000 16734.7

780 2040 1000 3820

\$31,605.67 58950 \$4,439.00 2006 \$97,000.67

450 450 900

3480 3000 2760 9000 1680 8400 28320

FY22 Other Program Funding

| | |
|------------------------------|---------------------------------|
| Agency | High Point Community Pride Inc. |
| Program | High Point - NFC |
| JWB Allocation | \$590,181 |
| Other Program Funding | \$433,912 |
| Total Program Funding | \$1,024,093 |

| Funding Source | Funding Amount | Funding Narrativ |
|-------------------------|----------------|---|
| Fundraising/Donations | \$10,000 | Pinch-A-Penny h maintenance of |
| In-Kind | \$8,175 | Clothing, art sup |
| Fundraising/Donations | \$15,000 | 15,000.00 from ' for the kids in ou |
| In-Kind | \$18,720 | AARP is providin assigned. They r |
| In-Kind | \$100,000 | Donations of foc donations from ' amounts with re |
| Fees for Service | \$3,200 | Room Rental fee |
| In-Kind | \$31,200 | 3 Career Source (3*10.00*52*20 |
| In-Kind | \$31,200 | SPC & UMA. hav internships. We of 10.00 an hour |
| Other Grants | \$76,638 | CBDG Grant to b new facility. Fur |
| City Government (Largo) | \$45,707 | CBDG Grant fror assistance for fo member for foot |
| In-Kind | \$34,606 | 1,500 volunteer |

| | | |
|--------------|-----------|------------------|
| Other Grants | \$24,000 | Family Support f |
| In-Kind | \$35,466 | In-Kind services |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| Total | \$433,912 | |

FY23 Other Program Funding

| | |
|------------------------------|---------------------------------|
| Agency | High Point Community Pride Inc. |
| Program | High Point - NFC |
| JWB Allocation | \$614,758 |
| Other Program Funding | \$359,862 |
| Total Program Funding | \$974,620 |

| Funding Source | Funding Amount | Funding Narrativ |
|-----------------------|-----------------------|--|
| Fundraising/Donations | \$41,000 | Pinch-A-Penny (Jo unrestricted. Earn grants are secure |
| In-Kind | \$8,400 | Clothing, art sup month |
| Fundraising/Donations | \$15,000 | from various fun kids in our progr unrestricted and |

Summary

ve

has been a private funder throughout the years. The funds are for the facilities.

plies, games, toys, sewing materials, books, etc. @ \$8175.00

various fundraising events. the dollars raised can be specified for items for programs, can be designated for holiday gift giving or can be

ing 2 employees for administration/office work and other light duties as receive \$10.00 an hour for 18 hours a week for 52 weeks = \$18,720.00

od for participants and food pantry, from Beth Foundation, and various retailers and churches. Amount based on previous annual aspect to COVID and community support.

as for use of space in the facilities.

staff at average of 20 hours a week for 52 weeks at \$10.00 an hour. (3*20*10.00*52)=\$31,200.

re the HPNFC as a designated place for their students to do their normally have 2 from UMA & 1 from SPC during the year & a pay rate for 20 hours a week. (3*20*10.00*52)=\$31,200.

be used for Programs, Benefits, Operating Expenses, Rent, and food for funding for 2 new Youth staff positions.

n Pinellas County Community Foundation. To be used for COVID food pantry needs and related equipment. Funding for 1 PT staff food pantry.

service hours @ 23.07/hour =34,606

funds from Pinellas County Urban League. \$2000/mo x 12 = \$24,000

provided by JWB for CRI ASO services.

Summary

ve

ohn Thomas) has been a private funder throughout the years. The funds are marked for food pantry and YEC until current grants are renewed or new d

plies, games, toys, sewing materials, books, etc. avg out to 700 a

draising events. the dollars raised can be specified for items for the rams, can be designated for holiday gift giving or can be classified as l are used as needed.

er Source, SPC, UMA, AARP, etc. at average of 20 hours a week for 52
l an hour. $(3 * 12.00 * 52 * 20) = \$31,200$. Up to 3 various staff at any given
: overlapping

ations- churches, GA Food Box Program Dillinger Foundation
Pete Free Clinic $(800 * 12)$, Publix $(52 * 500)$, Einstein Bagels $(500 * 12)$,
d Drives, JWB Childhood Hunger Initiative etc. Totaling \$144,800

as for use of space in the facilities.

service hours @ 23.07/hour = 34,606

funds from Pinellas County Urban League. $\$2000/\text{mo} * 12 = \$24,000$

provided by JWB for CRI ASO services.

Donations for kids in the community to have school supplies

is office rentals $(100 * 3 * 12) 3600$

ner Scholarships

ind after school programs, provided at no cost as a donation to HPNFC

for participant expenses from ELC Grant

| Funding Sources |
|---|
| Cash Forward from Fund Balance/Reserves |
| City Government (Pinellas) |
| Early Learning Coalition |
| Federal Government General |
| Federal - Dept of Housing and Urban Development (HUD) |
| Federal - Head Start |
| Federal - Medicaid |
| Fees for Service |
| Fundraising/Donations |
| In-Kind |
| Insurance non-Medicaid |
| Other Grants |
| Pinellas County General |
| Pinellas County School Board |
| State Government General |
| United Way |

| Position | Expected FTE | Program FTE | JWB FTE | Staff (same or new) | Total Gross Budget | | | Total Program Budget | | | | JWB Budget | | | | Notes #1 | | | | |
|--|--------------|-------------|---------|---------------------|--------------------|-----------|----------------|----------------------|---------------------|---------------------------------|--------------------------------|-----------------|-----------------|-------------------|---------------------|------------|---------------------------------|--------------------------------|-------------|--|
| | | | | | FY Gross | CF Gross | Difference (%) | Prior Fiscal Year | Current Fiscal Year | Difference from Prior Year (\$) | Difference from Prior Year (%) | FY % to Program | CF % to Program | Prior Fiscal Year | Current Fiscal Year | | Difference from Prior Year (\$) | Difference from Prior Year (%) | FY % to JWB | CF % to JWB |
| POS01 - Youth Worker | 0.00 | 0.00 | 0.00 | new staff | \$21,112 | \$0 | -100% | \$21,112 | \$0 | (\$21,112) | -100% | 100% | 0% | \$0 | \$0 | \$0 | 0% | 0% | 0% | |
| POS02 - Youth Worker | 0.00 | 0.00 | 0.00 | new staff | \$16,568 | \$0 | -100% | \$16,568 | \$0 | (\$16,568) | -100% | 100% | 0% | \$0 | \$0 | \$0 | 0% | 0% | 0% | Terminated |
| POS134 - Bilingual Assistant | 0.00 | 0.00 | 0.00 | new staff | \$11,440 | \$0 | -100% | \$11,440 | \$0 | (\$11,440) | -100% | 100% | 0% | \$0 | \$0 | \$0 | 0% | 0% | 0% | POS134 on FY22 is Bilingual Assistant and in FY23 will it be Admin Assistant? If so, please terminate position and create a new position. Can you please provide job description for new roll? |
| POS135 - Payroll Assistant | 0.00 | 0.00 | 0.00 | new staff | \$2,833 | \$0 | -100% | \$2,833 | \$0 | (\$2,833) | -100% | 100% | 0% | \$2,833 | \$0 | (\$2,833) | -100% | 100% | 0% | |
| POS226 - Maintenance | 1.00 | 1.00 | 1.00 | new staff | \$16,799 | \$17,550 | 4% | \$16,799 | \$17,550 | \$751 | 4% | 100% | 100% | \$16,799 | \$17,550 | \$751 | 4% | 100% | 100% | |
| POS349 - Bilingual Family Support | 0.00 | 0.00 | 0.00 | new staff | \$36,504 | \$0 | -100% | \$36,504 | \$0 | (\$36,504) | -100% | 100% | 0% | \$36,504 | \$0 | (\$36,504) | -100% | 100% | 0% | Please explain 47% decrease |
| POS351 - Youth Development | 0.60 | 0.60 | 0.60 | new staff | \$16,799 | \$15,600 | -7% | \$16,799 | \$15,600 | (\$1,199) | -7% | 100% | 100% | \$16,799 | \$15,600 | (\$1,199) | -7% | 100% | 100% | |
| POS3834 - Admin Assistant | 0.60 | 0.60 | 0.60 | new staff | \$16,799 | \$16,068 | -4% | \$16,799 | \$16,068 | (\$731) | -4% | 100% | 100% | \$16,799 | \$16,068 | (\$731) | -4% | 100% | 100% | |
| POS398 - Youth Worker | 0.00 | 0.00 | 0.00 | new staff | \$13,903 | \$0 | -100% | \$13,903 | \$0 | (\$13,903) | -100% | 100% | 0% | \$13,903 | \$0 | (\$13,903) | -100% | 100% | 0% | |
| POS4881 - Operations Manager | 1.00 | 1.00 | 1.00 | new staff | \$47,715 | \$56,160 | 18% | \$47,715 | \$56,160 | \$8,445 | 18% | 100% | 100% | \$47,715 | \$56,160 | \$8,445 | 18% | 100% | 100% | |
| POS586 - Youth Program Site Supervisor | 0.00 | 0.00 | 0.00 | new staff | \$18,720 | \$0 | -100% | \$18,720 | \$0 | (\$18,720) | -100% | 100% | 0% | \$18,720 | \$0 | (\$18,720) | -100% | 100% | 0% | |
| POS590 - Executive Director | 1.00 | 1.00 | 1.00 | new staff | \$71,138 | \$62,400 | -12% | \$71,138 | \$62,400 | (\$8,738) | -12% | 100% | 100% | \$71,138 | \$62,400 | (\$8,738) | -12% | 100% | 100% | Please explain 12% decrease |
| POS594 - Administrative Assistant | 1.00 | 1.00 | 1.00 | new staff | \$23,754 | \$24,336 | 2% | \$23,754 | \$24,336 | \$582 | 2% | 100% | 100% | \$23,754 | \$24,336 | \$582 | 2% | 100% | 100% | |
| POS595 - Youth Worker | 0.60 | 0.60 | 0.60 | new staff | \$15,750 | \$16,224 | 3% | \$15,750 | \$16,224 | \$474 | 3% | 100% | 100% | \$15,750 | \$16,224 | \$474 | 3% | 100% | 100% | |
| POS596 - Program Director | 1.00 | 1.00 | 1.00 | new staff | \$47,278 | \$43,680 | -8% | \$47,278 | \$43,680 | (\$3,598) | -8% | 100% | 100% | \$47,278 | \$43,680 | (\$3,598) | -8% | 100% | 100% | Please explain 8% decrease |
| POS613 - Youth Worker (ASP) | 0.50 | 0.50 | 0.50 | new staff | \$11,586 | \$15,600 | 35% | \$11,586 | \$15,600 | \$4,014 | 35% | 100% | 100% | \$11,586 | \$15,600 | \$4,014 | 35% | 100% | 100% | |
| POS617 - Youth Worker | 0.60 | 0.60 | 0.60 | new staff | \$13,903 | \$15,600 | 12% | \$13,903 | \$15,600 | \$1,697 | 12% | 100% | 100% | \$13,903 | \$15,600 | \$1,697 | 12% | 100% | 100% | |
| POS619 - Office Manager | 1.00 | 1.00 | 1.00 | new staff | \$47,278 | \$43,680 | -8% | \$47,278 | \$43,680 | (\$3,598) | -8% | 100% | 100% | \$47,278 | \$43,680 | (\$3,598) | -8% | 100% | 100% | Please explain 8% decrease |
| POS03 - Project Manager | 1.00 | 1.00 | 1.00 | new staff | \$0 | \$39,520 | 100% | \$0 | \$39,520 | \$39,520 | 100% | 0% | 100% | \$0 | \$39,520 | \$39,520 | 100% | 0% | 100% | Please provide job description |
| POS04 - Youth Program Lead | 1.00 | 1.00 | 0.00 | new staff | \$0 | \$16,640 | 100% | \$0 | \$16,640 | \$16,640 | 100% | 0% | 100% | \$0 | \$0 | \$0 | 0% | 0% | 0% | |
| POS05 - Administrative Assistant | 0.60 | 0.60 | 0.60 | new staff | \$0 | \$16,068 | 100% | \$0 | \$16,068 | \$16,068 | 100% | 0% | 100% | \$0 | \$16,068 | \$16,068 | 100% | 0% | 100% | |
| POS06 - Book Keeper | 0.10 | 0.10 | 0.10 | new staff | \$0 | \$11,160 | 100% | \$0 | \$11,160 | \$11,160 | 100% | 0% | 100% | \$0 | \$11,160 | \$11,160 | 100% | 0% | 100% | |
| POS07 - Family Support | 0.60 | 0.60 | 0.60 | new staff | \$0 | \$19,500 | 100% | \$0 | \$19,500 | \$19,500 | 100% | 0% | 100% | \$0 | \$19,500 | \$19,500 | 100% | 0% | 100% | |
| - | 0.00 | 0.00 | 0.00 | new staff | \$0 | \$0 | 100% | \$0 | \$0 | \$0 | 0% | 0% | 0% | \$0 | \$0 | \$0 | 0% | 0% | 0% | |
| - | 0.00 | 0.00 | 0.00 | new staff | \$0 | \$0 | 100% | \$0 | \$0 | \$0 | 0% | 0% | 0% | \$0 | \$0 | \$0 | 0% | 0% | 0% | |
| - | 0.00 | 0.00 | 0.00 | new staff | \$0 | \$0 | 100% | \$0 | \$0 | \$0 | 0% | 0% | 0% | \$0 | \$0 | \$0 | 0% | 0% | 0% | |
| - | 0.00 | 0.00 | 0.00 | new staff | \$0 | \$0 | 100% | \$0 | \$0 | \$0 | 0% | 0% | 0% | \$0 | \$0 | \$0 | 0% | 0% | 0% | |
| - | 0.00 | 0.00 | 0.00 | new staff | \$0 | \$0 | 100% | \$0 | \$0 | \$0 | 0% | 0% | 0% | \$0 | \$0 | \$0 | 0% | 0% | 0% | |
| - | 0.00 | 0.00 | 0.00 | new staff | \$0 | \$0 | 100% | \$0 | \$0 | \$0 | 0% | 0% | 0% | \$0 | \$0 | \$0 | 0% | 0% | 0% | |
| - | 0.00 | 0.00 | 0.00 | new staff | \$0 | \$0 | 100% | \$0 | \$0 | \$0 | 0% | 0% | 0% | \$0 | \$0 | \$0 | 0% | 0% | 0% | |
| - | 0.00 | 0.00 | 0.00 | new staff | \$0 | \$0 | 100% | \$0 | \$0 | \$0 | 0% | 0% | 0% | \$0 | \$0 | \$0 | 0% | 0% | 0% | |
| - | 0.00 | 0.00 | 0.00 | new staff | \$0 | \$0 | 100% | \$0 | \$0 | \$0 | 0% | 0% | 0% | \$0 | \$0 | \$0 | 0% | 0% | 0% | |
| Subtotal Salaries | 12.20 | 12.20 | 11.20 | | \$446,869 | \$426,786 | -4% | \$446,869 | \$426,786 | (\$20,119) | -4% | 100% | 100% | \$400,700 | \$415,146 | \$15,267 | 3% | 86% | 86% | |

| <u>Position</u> | <u>Staff</u> | <u>Rate</u> | <u>Hours</u> | <u>Total</u> | <u>FY 23 Position</u> |
|------------------------------------|------------------|-------------|--------------|----------------------|---------------------------|
| POS3134 - Bilingual Assistant | Open | \$ 12.36 | 1300 | \$ 16,068.00 | Administrative Assistant |
| POS3135 - Payroll Assistant | Carolyn Brewster | \$ 18.60 | 600 | \$ 11,160.00 | Bookkeeper |
| POS3226 - Maintenance | Chris Lefever | \$ 13.50 | 1300 | \$ 17,550.00 | Maintenance |
| POS3349 - Bilingual Family Support | Open | \$ 15.00 | 1300 | \$ 19,500.00 | Family Support Specialist |
| POS3351 - Youth Development | Braion Moreland | \$ 12.50 | 1248 | \$ 15,600.00 | Youth Development Worker |
| POS3834 - Admin Assistant | Shawnay Glenn | \$ 12.36 | 1300 | \$ 16,068.00 | Administrative Assistant |
| POS4881 - Operations Manager | Cuvette Robinson | \$ 27.00 | 2080 | \$ 56,160.00 | Operations Manager |
| POS590 - Executive Director | Frederick Green | \$ 30.00 | 2080 | \$ 62,400.00 | Executive Director |
| POS594 - Administrative Assistant | Laurel Kosharsky | \$ 13.00 | 1872 | \$ 24,336.00 | Administrative Assistant |
| POS595 - Youth Worker | Elana Babb | \$ 13.00 | 1248 | \$ 16,224.00 | Youth Development Worker |
| POS596 - Program Director | Taminka Arnold | \$ 21.00 | 2080 | \$ 43,680.00 | Program Director |
| POS613 - Youth Worker (ASP) | Maria Gonzalez | \$ 12.50 | 1248 | \$ 15,600.00 | Youth Development Worker |
| POS617 - Youth Worker | Scott Gill | \$ 12.50 | 1248 | \$ 15,600.00 | Youth Development Worker |
| POS619 - Office Manager | Stefan Minson | \$ 21.00 | 2080 | \$ 43,680.00 | Family Resource Manager |
| POS03 - Project Manager | Open | \$ 19.00 | 2080 | \$ 39,520.00 | Project Manager |
| | | | | \$ 413,146.00 | |

POS588 and POS3908 eliminated

Karen Douglas
Bruce Cherkas
Anita McHenry
Annette Mavres
Cheko Carter
Joe Price
Vera Veoge
Arabella Guerra
Deputy Charles Godfrey

EXTENDED TO AUGUST 15, 2023

Return of Organization Exempt From Income Tax
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

OMB No. 1545-0047

Form **990**

2021

Department of the Treasury
Internal Revenue Service

▶ Do not enter social security numbers on this form as it may be made public.
▶ Go to www.irs.gov/Form990 for instructions and the latest information.

Open to Public Inspection

A For the 2021 calendar year, or tax year beginning **OCT 1, 2021** and ending **SEP 30, 2022**

| | | | |
|--|--|--|---|
| B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending | C Name of organization HIGH POINT COMMUNITY PRIDE INC Doing business as High Point Neighborhood Family Center | | D Employer identification number 59-3529732 |
| | Number and street (or P.O. box if mail is not delivered to street address) Room/suite 5812 150TH AVENUE NORTH | | E Telephone number (727) 533-0730 |
| | City or town, state or province, country, and ZIP or foreign postal code CLEARWATER, FL 33760 | | G Gross receipts \$ 931,478. |
| | F Name and address of principal officer: FREDERICK GREEN SAME AS C ABOVE | | H(a) Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No H(b) Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list. See instructions H(c) Group exemption number ▶ |
| I Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) () (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527 | | | |
| J Website: ▶ WWW.HIGHPOINTFAMILYCENTER.ORG | | | |
| K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other ▶ | | | L Year of formation: 1998 M State of legal domicile: FL |

Part I Summary

| | |
|--|---|
| 1 Briefly describe the organization's mission or most significant activities: TO ENRICH THE COMMUNITY THROUGH SERVICES AND PROGRAMS FOR THE ENTIRE FAMILY. | |
| 2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets. | |
| Activities & Governance | 3 Number of voting members of the governing body (Part VI, line 1a) 7 |
| | 4 Number of independent voting members of the governing body (Part VI, line 1b) 7 |
| | 5 Total number of individuals employed in calendar year 2021 (Part V, line 2a) 20 |
| | 6 Total number of volunteers (estimate if necessary) 25 |
| | 7a Total unrelated business revenue from Part VIII, column (C), line 12 0. |
| | 7b Net unrelated business taxable income from Form 990-T, Part I, line 11 0. |
| | 8 Contributions and grants (Part VIII, line 1h) 841,713. |
| 9 Program service revenue (Part VIII, line 2g) 0. | |
| 10 Investment income (Part VIII, column (A), lines 3, 4, and 7d) 4. | |
| 11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e) 2,637. | |
| 12 Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12) 844,354. | |
| Expenses | 13 Grants and similar amounts paid (Part IX, column (A), lines 1-3) 170,138. |
| | 14 Benefits paid to or for members (Part IX, column (A), line 4) 0. |
| | 15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10) 460,311. |
| | 16a Professional fundraising fees (Part IX, column (A), line 11e) 0. |
| | b Total fundraising expenses (Part IX, column (D), line 25) 48,602. |
| | 17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e) 283,249. |
| | 18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25) 913,698. |
| | 19 Revenue less expenses. Subtract line 18 from line 12 -69,344. |
| Net Assets or Fund Balances | 20 Total assets (Part X, line 16) 1,195,138. |
| | 21 Total liabilities (Part X, line 26) 159,071. |
| | 22 Net assets or fund balances. Subtract line 21 from line 20 1,036,067. |

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

| | | | | | |
|------------------|--|---------------------------------|------|---|--------------------------|
| Sign Here | Signature of officer | Date 6/20/23 | | | |
| | Type or print name and title FREDERICK GREEN, EXECUTIVE DIRECTOR | | | | |
| Preparer | Print/Type preparer's name DAN SHUEY | Preparer's signature | Date | Check if self-employed <input type="checkbox"/> | PTIN P00593908 |
| | Firm's name CARR, RIGGS & INGRAM, LLC | Firm's EIN 72-1396621 | | Phone no. 727.446.0504 | |
| Use Only | Firm's address 600 CLEVELAND STREET, SUITE 1000 CLEARWATER, FL 33755 | | | | |

May the IRS discuss this return with the preparer shown above? See instructions Yes No

Financial Statements

High Point Community Pride, Inc.

As of August 31, 2023

Contents

| | |
|----|--|
| 3 | Statement of Financial Positions – Modified Cash – Comparative |
| 5 | Statements of Activities – Modified Cash – Comparative |
| 7 | Supplementary Information |
| 8 | Schedule of Activities – Modified Cash – Comparative – JWB |
| 9 | Schedule of Activities – Modified Cash – Comparative – SOR |
| 11 | Schedule of Activities – YTD Budget vs. Actuals – FY 2022 – 2023 – Modified Cash – JWB |

High Point Community Pride, Inc
Statement of Financial Position-Modified Cash-Comparative
As of August 31, 2023

| | Aug 31, 23 | Aug 31, 22 |
|---|---------------------|---------------------|
| ASSETS | | |
| Current Assets | | |
| Checking/Savings | | |
| 1000 · Truist - Cash/Checking SOR-5980 | 7,252.99 | 6,160.00 |
| 1003 · Truist - Savings/ CD's-9162 | | |
| 1010 · Cert. of Deposit - 10/22/11 | 23,657.68 | 23,657.68 |
| 1003 · Truist - Savings/ CD's-9162 - Other | 42,834.76 | -13,595.59 |
| Total 1003 · Truist - Savings/ CD's-9162 | 66,492.44 | 10,062.09 |
| 1005 · Truist-JWB 7151 | 17,989.09 | 93,996.90 |
| Total Checking/Savings | 91,734.52 | 110,218.99 |
| Accounts Receivable | | |
| JWB | 2,289.00 | 0.00 |
| Total Accounts Receivable | 2,289.00 | 0.00 |
| Other Current Assets | | |
| 1102 · CDBG Grant Receivable | 59,543.00 | 0.00 |
| 1200 · Prepaid Expenses | 7,031.48 | 5,264.52 |
| 1210 · Electric Deposit | 2,525.00 | 2,525.00 |
| 1240 · Due From JWB | 128,105.87 | 53,345.04 |
| 1241 · Unapproved JWB Reimb Requests | 494.35 | -693.01 |
| 1250 · Due from Others | 244.13 | 368.83 |
| 2999 · Payroll Posting Clearing | 49.79 | 49.79 |
| Total Other Current Assets | 197,993.62 | 60,860.17 |
| Total Current Assets | 292,017.14 | 171,079.16 |
| Fixed Assets | | |
| 1300 · Accumulated Depreciation | -660,111.00 | -601,485.62 |
| 1305 · Building | 1,144,002.00 | 1,144,002.00 |
| 1310 · Furniture, Fixtures & Equipment | 46,159.22 | 44,811.22 |
| 1315 · Land | 39,833.00 | 39,833.00 |
| 1320 · Leasehold Improvements | 293,634.00 | 293,634.00 |
| 1500 · Fixed Assets | 135,216.38 | 135,216.38 |
| 1600 · Accumulated Depreciation - JWB | -76,322.00 | -76,322.00 |
| Total Fixed Assets | 922,411.60 | 979,688.98 |
| TOTAL ASSETS | 1,214,428.74 | 1,150,768.14 |
| LIABILITIES & EQUITY | | |
| Liabilities | | |
| Current Liabilities | | |
| Accounts Payable | | |
| 2000 · Accounts Payable - JWB | 591.00 | 0.00 |
| 2005 · Accounts Payable - SOR | 36.00 | 2,400.00 |
| Total Accounts Payable | 627.00 | 2,400.00 |
| Credit Cards | | |
| 2010 · Truist Credit Card 7234 | 1,761.99 | 606.14 |
| Total Credit Cards | 1,761.99 | 606.14 |
| Other Current Liabilities | | |
| 2100 · Due to JWB | 127,015.00 | 127,015.00 |
| 2102 · Due to SOR | 270.00 | 270.00 |
| 2190 · Payroll Posting | 213.71 | 0.00 |
| 2300 · Accrued Liabilities | 14,355.64 | 14,070.15 |
| 2301 · Payroll Tax Liabilities FIT/S.S | 1,235.81 | 1,247.38 |
| 2305 · Insurance Payable- Can/CI/Acc | 1,285.16 | 0.00 |
| 2306 · Insurance Payable/Health | 433.00 | -3,252.18 |
| 2307 · Insurance Payable - Life/ADD | -331.81 | 1,606.96 |

High Point Community Pride, Inc
Statement of Financial Position-Modified Cash-Comparative
As of August 31, 2023

| | Aug 31, 23 | Aug 31, 22 |
|--|---------------------|---------------------|
| 2311 · Unemployment Tax Payable | 46.34 | 0.00 |
| 2350 · Accrued Leave | 10,083.56 | 14,874.38 |
| Total Other Current Liabilities | 154,606.41 | 155,831.69 |
| Total Current Liabilities | 156,995.40 | 158,837.83 |
| Total Liabilities | 156,995.40 | 158,837.83 |
| Equity | | |
| 3000 · Net Assets - Unrestricted | 946,677.49 | 983,364.12 |
| 3010 · Net Assets Temp Restricted | 31,650.00 | 52,703.00 |
| Net Income | 79,105.85 | -44,136.81 |
| Total Equity | 1,057,433.34 | 991,930.31 |
| TOTAL LIABILITIES & EQUITY | 1,214,428.74 | 1,150,768.14 |

High Point Community Pride, Inc
Statements of Activities - Modified Cash - Comparative
August 2023

| | Aug 23 | Aug 22 | Oct '22 - Aug 23 |
|---|------------------|------------------|---------------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| 4001 · Contributions Income | | | |
| 4015 · Unrestricted Income | | | |
| 4004 · Pinellas County Urban League | 0.00 | 0.00 | 13,200.00 |
| 4015 · Unrestricted Income - Other | 0.00 | 1,700.00 | 10,445.00 |
| Total 4015 · Unrestricted Income | 0.00 | 1,700.00 | 23,645.00 |
| 4018 · Restricted Income | | | |
| 4000 · Christmas Donation | 0.00 | 0.00 | 6,238.00 |
| 4005 · Restricted | 0.00 | 0.00 | 1,000.00 |
| Total 4018 · Restricted Income | 0.00 | 0.00 | 7,238.00 |
| 4001 · Contributions Income - Other | 0.00 | 6,712.20 | 108,649.45 |
| Total 4001 · Contributions Income | 0.00 | 8,412.20 | 139,532.45 |
| 4007 · Donations | 4,158.82 | 0.00 | 4,928.82 |
| 4019 · Bus Passes | 0.00 | 0.00 | 23.00 |
| 4026 · GRANT-CDBG | 0.00 | 0.00 | 29,708.87 |
| 4028 · CDBG Grant (Largo) | 0.00 | 0.00 | 25,000.00 |
| 4030 · Grant - JWB | 57,361.75 | 53,345.04 | 609,728.77 |
| 4035 · Grant - Urban League | 0.00 | 0.00 | 8,500.00 |
| 4040 · In-kind Revenue | 16,200.80 | 2,801.89 | 266,579.84 |
| 4045 · Interest Income | 0.62 | 0.12 | 6.35 |
| 4070 · Bus Revenue | 0.00 | 0.00 | 44.00 |
| 4211 · Miscellaneous Income | | | |
| 4055 · Room Rental | 200.00 | 350.00 | 2,500.00 |
| 4211 · Miscellaneous Income - Other | 0.00 | 3,143.32 | 2,417.64 |
| Total 4211 · Miscellaneous Income | 200.00 | 3,493.32 | 4,917.64 |
| 4299 · 49900 + Uncategorized Income | 0.00 | 300.00 | 3,649.00 |
| Total Income | 77,921.99 | 68,352.57 | 1,092,618.74 |
| Gross Profit | 77,921.99 | 68,352.57 | 1,092,618.74 |
| Expense | | | |
| 5066 · Unrestricted Expenses | | | |
| 5068 · Family Support | 0.00 | 1,341.00 | 4,188.86 |
| 5066 · Unrestricted Expenses - Other | 0.00 | 0.00 | 1,811.00 |
| Total 5066 · Unrestricted Expenses | 0.00 | 1,341.00 | 5,999.86 |
| 5120 · Salaries | 41,548.61 | 39,107.15 | 416,472.52 |
| 5210 · Total Benefits | | | |
| 5211 · FICA | 3,080.46 | 2,939.91 | 31,236.77 |
| 5230 · Life & Health Ins. | 6,184.88 | 5,472.06 | 50,014.10 |
| 5231 · Life/Dental/AD&D Ins | 251.96 | 294.89 | 1,498.33 |
| 5240 · Workers' Comp. | 487.00 | 508.00 | 6,470.00 |
| 5250 · Unemployment compensation | 3.96 | 82.81 | 506.15 |
| 5210 · Total Benefits - Other | 172.65 | 0.00 | 172.65 |
| Total 5210 · Total Benefits | 10,180.91 | 9,297.67 | 89,898.00 |
| 5300 · Contractual Services | | | |
| 5320 · Accounting & Auditing | 0.00 | 0.00 | 11,722.50 |
| 5330 · Other Contractual | 609.85 | 585.51 | 18,224.37 |
| Total 5300 · Contractual Services | 609.85 | 585.51 | 29,946.87 |
| 5321 · Bank Service Charges | 4.00 | 4.00 | 241.00 |
| 5399 · In-Kind Expenses | 16,200.80 | 2,801.89 | 266,579.84 |
| 5400 · Total Utilities | | | |
| 5405 · Communications | 490.00 | 761.00 | 11,863.13 |
| 5406 · Utilities | 0.00 | 3,026.77 | 18,571.44 |
| Total 5400 · Total Utilities | 490.00 | 3,787.77 | 30,434.57 |
| 5440 · Leases & Rentals | | | |
| 5441 · Equipment Rental | 541.27 | 345.41 | 4,092.77 |
| 5442 · Building Rental | 2,000.00 | 2,000.00 | 22,335.00 |
| Total 5440 · Leases & Rentals | 2,541.27 | 2,345.41 | 26,427.77 |
| 5450 · Insurance | 10,892.35 | 6,189.01 | 46,405.13 |

High Point Community Pride, Inc
Statements of Activities - Modified Cash - Comparative
August 2023

| | Aug 23 | Aug 22 | Oct '22 - Aug 23 |
|---|-------------------|-------------------|---------------------|
| 5460 · Repairs & Maintenance | | | |
| 5461 · Janitorial | 67.06 | 249.55 | 927.97 |
| 5462 · Grounds-Repair and maint | 686.50 | 578.00 | 6,186.53 |
| 5460 · Repairs & Maintenance - Other | 0.00 | 0.00 | 1,618.47 |
| Total 5460 · Repairs & Maintenance | 753.56 | 827.55 | 8,732.97 |
| 5500 · Operating Expenses | | | |
| 5412 · Postage and Delivery | 1.10 | 0.00 | 271.42 |
| 5510 · Office Supplies | 1,110.53 | 1,002.24 | 3,382.67 |
| 5520 · Operating Supplies | 1,172.44 | 2,460.47 | 9,426.97 |
| 5500 · Operating Expenses - Other | 0.00 | 12.00 | 7.50 |
| Total 5500 · Operating Expenses | 2,284.07 | 3,474.71 | 13,088.56 |
| 5542 · Dues and Subscriptions | 0.00 | 0.00 | 527.00 |
| 5544 · Educational | 50.00 | 936.30 | 15,155.70 |
| 5545 · Miscellaneous - Other | 0.00 | 250.00 | 252.52 |
| 6402 · Participants Transportation | 252.68 | 73.00 | 2,781.59 |
| 6500 · Participant Expenses | | | |
| 6515 · Participation Expense | 3,299.89 | 5,378.54 | 27,158.58 |
| 6521 · Participants Food and Nutrition | 3,363.72 | 5,430.08 | 33,410.41 |
| 6543 · Participant Educ. Mater. | 0.00 | 86.69 | 0.00 |
| Total 6500 · Participant Expenses | 6,663.61 | 10,895.31 | 60,568.99 |
| 69800 · Uncategorized Expenses | 0.00 | 0.00 | 0.00 |
| Total Expense | 92,471.71 | 81,916.28 | 1,013,512.89 |
| Net Ordinary Income | -14,549.72 | -13,563.71 | 79,105.85 |
| Net Income | -14,549.72 | -13,563.71 | 79,105.85 |

Supplementary Information

High Point Community Pride, Inc.
For the month ended August 31, 2023

High Point Community Pride, Inc
Schedule of Activities - Modified Cash - Comparative - JWB
August 2023

| | Aug 23 | Aug 22 | Oct '22 - Aug 23 |
|---|------------------|------------------|-------------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| 4030 · Grant - JWB | 57,361.75 | 53,345.04 | 609,728.77 |
| Total Income | 57,361.75 | 53,345.04 | 609,728.77 |
| Gross Profit | 57,361.75 | 53,345.04 | 609,728.77 |
| Expense | | | |
| 5120 · Salaries | 41,174.14 | 31,208.15 | 400,455.29 |
| 5210 · Total Benefits | | | |
| 5211 · FICA | 3,080.46 | 2,335.63 | 29,999.64 |
| 5230 · Life & Health Ins. | 6,184.88 | 5,104.73 | 45,653.39 |
| 5231 · Life/Dental/AD&D Ins | 251.96 | 285.84 | 1,233.58 |
| 5240 · Workers' Comp. | 487.00 | 508.00 | 6,470.00 |
| 5250 · Unemployment compensation | 3.96 | 62.78 | 490.74 |
| 5210 · Total Benefits - Other | 172.65 | 0.00 | 172.65 |
| Total 5210 · Total Benefits | 10,180.91 | 8,296.98 | 84,020.00 |
| 5300 · Contractual Services | | | |
| 5320 · Accounting & Auditing | 0.00 | 0.00 | 11,722.50 |
| 5330 · Other Contractual | 0.00 | 231.15 | 14,148.97 |
| Total 5300 · Contractual Services | 0.00 | 231.15 | 25,871.47 |
| 5400 · Total Utilities | | | |
| 5405 · Communications | 0.00 | 761.00 | 10,417.85 |
| 5406 · Utilities | 0.00 | 2,237.35 | 17,902.15 |
| Total 5400 · Total Utilities | 0.00 | 2,998.35 | 28,320.00 |
| 5440 · Leases & Rentals | | | |
| 5441 · Equipment Rental | 541.27 | 345.41 | 4,067.09 |
| Total 5440 · Leases & Rentals | 541.27 | 345.41 | 4,067.09 |
| 5450 · Insurance | 3,774.22 | 6,189.01 | 39,287.00 |
| 5460 · Repairs & Maintenance | | | |
| 5461 · Janitorial | 0.00 | 65.00 | 802.91 |
| 5462 · Grounds-Repair and maint | 0.00 | 578.00 | 2,996.99 |
| 5460 · Repairs & Maintenance - Other | 0.00 | 0.00 | 0.00 |
| Total 5460 · Repairs & Maintenance | 0.00 | 643.00 | 3,799.90 |
| 5500 · Operating Expenses | | | |
| 5412 · Postage and Delivery | 0.00 | 0.00 | 270.32 |
| 5510 · Office Supplies | 1,110.53 | 703.30 | 3,171.69 |
| 5520 · Operating Supplies | 278.00 | 1,477.09 | 4,764.93 |
| 5500 · Operating Expenses - Other | 0.00 | 12.00 | 0.00 |
| Total 5500 · Operating Expenses | 1,388.53 | 2,192.39 | 8,206.94 |
| 5542 · Dues and Subscriptions | 0.00 | 0.00 | 0.00 |
| 5544 · Educational | 50.00 | 477.30 | 9,401.00 |
| 6402 · Participants Transportation | 252.68 | 73.00 | 1,718.82 |
| 6500 · Participant Expenses | | | |
| 6515 · Participation Expense | 0.00 | 134.76 | 4,492.69 |
| 6521 · Participants Food and Nutrition | 0.00 | 555.54 | 88.57 |
| Total 6500 · Participant Expenses | 0.00 | 690.30 | 4,581.26 |
| Total Expense | 57,361.75 | 53,345.04 | 609,728.77 |
| Net Ordinary Income | 0.00 | 0.00 | 0.00 |
| Net Income | 0.00 | 0.00 | 0.00 |

High Point Community Pride, Inc
Schedule of Activities - Modified Cash - Comparative - SOR
August 2023

| | Aug 23 | Aug 22 | Oct '22 - Aug 23 |
|---|------------------|------------------|-------------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| 4001 · Contributions Income | | | |
| 4015 · Unrestricted Income | | | |
| 4004 · Pinellas County Urban League | 0.00 | 0.00 | 13,200.00 |
| 4015 · Unrestricted Income - Other | 0.00 | 1,700.00 | 10,445.00 |
| Total 4015 · Unrestricted Income | 0.00 | 1,700.00 | 23,645.00 |
| 4018 · Restricted Income | | | |
| 4000 · Christmas Donation | 0.00 | 0.00 | 6,238.00 |
| 4005 · Restricted | 0.00 | 0.00 | 1,000.00 |
| Total 4018 · Restricted Income | 0.00 | 0.00 | 7,238.00 |
| 4001 · Contributions Income - Other | 0.00 | 6,712.20 | 108,649.45 |
| Total 4001 · Contributions Income | 0.00 | 8,412.20 | 139,532.45 |
| 4007 · Donations | 4,158.82 | 0.00 | 4,928.82 |
| 4019 · Bus Passes | 0.00 | 0.00 | 23.00 |
| 4026 · GRANT-CDBG | 0.00 | 0.00 | 29,708.87 |
| 4028 · CDBG Grant (Largo) | 0.00 | 0.00 | 25,000.00 |
| 4035 · Grant - Urban League | 0.00 | 0.00 | 8,500.00 |
| 4040 · In-kind Revenue | 16,200.80 | 2,801.89 | 266,579.84 |
| 4045 · Interest Income | 0.62 | 0.12 | 6.35 |
| 4070 · Bus Revenue | 0.00 | 0.00 | 44.00 |
| 4211 · Miscellaneous Income | | | |
| 4055 · Room Rental | 200.00 | 350.00 | 2,500.00 |
| 4211 · Miscellaneous Income - Other | 0.00 | 3,143.32 | 2,417.64 |
| Total 4211 · Miscellaneous Income | 200.00 | 3,493.32 | 4,917.64 |
| 4299 · 49900 + Uncategorized Income | 0.00 | 300.00 | 3,649.00 |
| Total Income | 20,560.24 | 15,007.53 | 482,889.97 |
| Gross Profit | 20,560.24 | 15,007.53 | 482,889.97 |
| Expense | | | |
| 5066 · Unrestricted Expenses | | | |
| 5068 · Family Support | 0.00 | 1,341.00 | 4,188.86 |
| 5066 · Unrestricted Expenses - Other | 0.00 | 0.00 | 1,811.00 |
| Total 5066 · Unrestricted Expenses | 0.00 | 1,341.00 | 5,999.86 |
| 5120 · Salaries | 374.47 | 7,899.00 | 16,017.23 |
| 5210 · Total Benefits | | | |
| 5211 · FICA | 0.00 | 604.28 | 1,237.13 |
| 5230 · Life & Health Ins. | 0.00 | 367.33 | 4,360.71 |
| 5231 · Life/Dental/AD&D Ins | 0.00 | 9.05 | 264.75 |
| 5250 · Unemployment compensation | 0.00 | 20.03 | 15.41 |
| Total 5210 · Total Benefits | 0.00 | 1,000.69 | 5,878.00 |
| 5300 · Contractual Services | | | |
| 5330 · Other Contractual | 609.85 | 354.36 | 4,075.40 |
| Total 5300 · Contractual Services | 609.85 | 354.36 | 4,075.40 |
| 5321 · Bank Service Charges | 4.00 | 4.00 | 241.00 |
| 5399 · In-Kind Expenses | 16,200.80 | 2,801.89 | 266,579.84 |
| 5400 · Total Utilities | | | |
| 5405 · Communications | 490.00 | 0.00 | 1,445.28 |
| 5406 · Utilities | 0.00 | 789.42 | 669.29 |
| Total 5400 · Total Utilities | 490.00 | 789.42 | 2,114.57 |
| 5440 · Leases & Rentals | | | |
| 5441 · Equipment Rental | 0.00 | 0.00 | 25.68 |
| 5442 · Building Rental | 2,000.00 | 2,000.00 | 22,335.00 |
| Total 5440 · Leases & Rentals | 2,000.00 | 2,000.00 | 22,360.68 |
| 5450 · Insurance | 7,118.13 | 0.00 | 7,118.13 |
| 5460 · Repairs & Maintenance | | | |
| 5461 · Janitorial | 67.06 | 184.55 | 125.06 |
| 5462 · Grounds-Repair and maint | 686.50 | 0.00 | 3,189.54 |
| 5460 · Repairs & Maintenance - Other | 0.00 | 0.00 | 1,618.47 |
| Total 5460 · Repairs & Maintenance | 753.56 | 184.55 | 4,933.07 |

High Point Community Pride, Inc
Schedule of Activities - Modified Cash - Comparative - SOR
August 2023

| | Aug 23 | Aug 22 | Oct '22 - Aug 23 |
|--|-------------------|-------------------|-------------------|
| 5500 · Operating Expenses | | | |
| 5412 · Postage and Delivery | 1.10 | 0.00 | 1.10 |
| 5510 · Office Supplies | 0.00 | 298.94 | 210.98 |
| 5520 · Operating Supplies | 894.44 | 983.38 | 4,662.04 |
| 5500 · Operating Expenses - Other | 0.00 | 0.00 | 7.50 |
| Total 5500 · Operating Expenses | 895.54 | 1,282.32 | 4,881.62 |
| 5542 · Dues and Subscriptions | 0.00 | 0.00 | 527.00 |
| 5544 · Educational | 0.00 | 459.00 | 5,754.70 |
| 5545 · Miscellaneous - Other | 0.00 | 250.00 | 252.52 |
| 6402 · Participants Transportation | 0.00 | 0.00 | 1,062.77 |
| 6500 · Participant Expenses | | | |
| 6515 · Participation Expense | 3,299.89 | 5,243.78 | 22,665.89 |
| 6521 · Participants Food and Nutrition | 3,363.72 | 4,874.54 | 33,321.84 |
| 6543 · Participant Educ. Mater. | 0.00 | 86.69 | 0.00 |
| Total 6500 · Participant Expenses | 6,663.61 | 10,205.01 | 55,987.73 |
| Total Expense | 35,109.96 | 28,571.24 | 403,784.12 |
| Net Ordinary Income | -14,549.72 | -13,563.71 | 79,105.85 |
| Net Income | -14,549.72 | -13,563.71 | 79,105.85 |

High Point Community Pride, Inc
Schedule of Activities - YTD Budget vs. Actual - Modified Cash Basis - JWB
October 2022 - August 2023

| | Actual | Annual Budget | \$ Over Budget | % of Budget |
|---|-------------------|-------------------|--------------------|-------------|
| Income | | | | |
| 4030 · Grant - JWB | 609,728.77 | 698,456.00 | (88,727.23) | 0.87 |
| Total Income | <u>609,728.77</u> | <u>698,456.00</u> | <u>(88,727.23)</u> | <u>0.87</u> |
| Gross Profit | 609,728.77 | 698,456.00 | (88,727.23) | 0.87 |
| Expense | | | | |
| 5120 · Salaries | 400,455.29 | 454,958.00 | (54,502.71) | 0.88 |
| 5210 · Total Benefits | | | | |
| 5211 · FICA | 29,999.64 | 34,811.00 | (4,811.36) | 0.86 |
| 5230 · Life & Health Ins. | 45,653.39 | 66,772.00 | (21,118.61) | 0.68 |
| 5231 · Life/Dental/AD&D Ins | 1,406.23 | - | 1,406.23 | 1.00 |
| 5240 · Workers' Comp. | 6,470.00 | 4,439.00 | 2,031.00 | 1.46 |
| 5250 · Unemployment compensation | 490.74 | 2,006.00 | (1,515.26) | 0.24 |
| Total 5210 · Total Benefits | <u>84,020.00</u> | <u>108,028.00</u> | <u>(24,008.00)</u> | <u>0.78</u> |
| 5300 · Contractual | | | | |
| 5320 · Accounting and Auditing | 11,722.50 | 10,400.00 | 1,322.50 | 1.13 |
| 5330 · Other Contractual | 14,148.97 | 15,529.00 | (1,380.03) | 0.91 |
| Total 5300 · Contractual | <u>25,871.47</u> | <u>25,929.00</u> | <u>(57.53)</u> | <u>1.00</u> |
| 5321 · Bank Service Charges | - | 201.00 | (201.00) | - |
| 5400 · Total Utilities | | | | |
| 5405 · Communications | 10,417.85 | 9,240.00 | 1,177.85 | 1.13 |
| 5406 · Utilities | 17,902.15 | 19,080.00 | (1,177.85) | 0.94 |
| Total 5400 · Total Utilities | <u>28,320.00</u> | <u>28,320.00</u> | <u>-</u> | <u>1.00</u> |
| 5440 · Leases & Rentals | | | | |
| 5441 · Equipment Rental | 4,067.09 | 4,735.00 | (667.91) | 0.86 |
| Total 5440 · Leases & Rentals | <u>4,067.09</u> | <u>4,735.00</u> | <u>(667.91)</u> | <u>0.86</u> |
| 5450 · Insurance | 39,287.00 | 39,287.00 | - | 1.00 |
| 5460 · Repairs & Maintenance | | | | |
| 5462 · Grounds-Repair and maint | 3,799.90 | 3,820.00 | (20.10) | 0.99 |
| Total 5460 · Repairs & Maintenance | <u>3,799.90</u> | <u>3,820.00</u> | <u>(20.10)</u> | <u>0.99</u> |
| 5485 · Travel and per diem | - | - | - | - |
| 5500 · Operating Expenses | | | | |
| 5510 · Office Supplies | 3,171.69 | 4,260.00 | (1,088.31) | 0.74 |
| 5520 · Operating Supplies | 4,764.93 | 5,335.00 | (570.07) | 0.89 |
| 5412 · Postage and Delivery | 270.32 | 180.00 | 90.32 | 1.50 |
| Total 5500 · Operating Expenses | <u>8,206.94</u> | <u>9,775.00</u> | <u>(1,568.06)</u> | <u>0.84</u> |
| 5542 · Dues and Subscriptions | - | - | - | - |
| 5544 · Educational - Saff | 9,401.00 | 13,123.00 | (3,722.00) | 0.72 |
| 5640 · Capital Equipment | - | - | - | - |
| 6402 · Participants Transportation | 1,718.82 | 2,900.00 | (1,181.18) | 0.59 |
| 6500 · Participant Expense | | | | |
| 6515 · Participation Expense | 4,492.69 | 7,380.00 | (2,887.31) | 0.61 |
| 6521 · Participants Food and Nutrition | 88.57 | - | 88.57 | 1.00 |
| 6543 · Participant Educational Materials | - | - | - | - |
| Total 6500 · Participant Expense | <u>4,581.26</u> | <u>7,380.00</u> | <u>(2,798.74)</u> | <u>0.62</u> |
| Total Expense | <u>609,728.77</u> | <u>698,456.00</u> | <u>(88,727.23)</u> | <u>0.87</u> |
| Net Income | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |

