



City of  
**Washington**  
NORTH CAROLINA  
Council Agenda  
FEBRUARY 2, 2015  
5:30 PM

Opening of Meeting

Nondenominational Invocation

Roll Call

Approval/Amendments to Agenda

- I. Discussion: FY 2015-2016 Agency Funding Requests **(page 2)**
  - A. Arts Council **(page 3)**
  - B. Boys & Girls Club **(page 8)**
  - C. Zion Shelter **(page 12)**
  - D. Wright Flight **(page 16)**
  - E. The Blind Center **(page 21)**
  - F. Eagle's Wings **(page 26)**
  - G. Purpose of God **(page 32)**
  - H. Cornerstone Worship Center **(page 36)**
  - I. NC Estuarium **(page 53)**
  - J. WHDA **(page 58)**
  - K. NC Hwy 17 Association **(page 63)**
  
- II. Adjourn – Until Monday, February 9, 2015 at 5:30 pm, in the Council Chambers.

# Agency Funding Requests

1/29/2015

Agency	2014/2015 Budget	2015/2016 Request	Increase
<b>Outside Agencies</b>			
Beaufort County Arts Council	16,000	50,000	34,000
Boys & Girls Club	16,000	20,000	4,000
Zion Shelter	8,500	8,500	-
Wright Flight	3,500	5,000	1,500
The Blind Center	1,250	1,500	250
Eagle's Wings	1,000	1,000	-
Purpose of God Outreach Center	20,000	20,000	-
Cornerstone Comm. Learning Center	10,000	16,000	6,000
NC Estuarium	20,000	25,000	5,000
BHM Library (reciprocal)	7,800	7,800	-
Christmas Parade- Kiwanis	1,500	1,500	-
Human Relations Council	1,000	1,000	-
Veteran's Park	6,920	-	(6,920)
American Red Cross	500	-	(500)
<b>Total Outside Agencies</b>	<b>113,970</b>	<b>157,300</b>	<b>43,330</b>
<b>Economic Development</b>			
WHDA	62,000	62,000	-
Hwy 17 Association	7,500	7,500	-
<b>Total Economic Development</b>	<b>69,500</b>	<b>69,500</b>	<b>-</b>

To: Brian Alligood, City Manager  
Matt Rauschenbach, Chief Financial Office, Asst. City Manager  
City Council Members

Re: Request for Funding

**The Beaufort County Arts Council (BCAC) is requesting funding from the City of Washington (COW) for fiscal year 2014-2015 in the amount of \$50,000.00**

**BCAC is also requesting that the COW consider this a request for Economic Development funds instead of Outside Agency support.**

As the COW begins its budget deliberations, BCAC hopes that Council will consider this request in context of the "bigger picture" that has brought us to where we are today - as the owners and operators of the historic Turnage Properties in downtown Washington.

## **OUR CASE**

### **Background**

January 2015 marks BCAC's one-year anniversary in its new home at the historic Turnage Theatre properties at 150 West Main Street in downtown Washington. In its first year, BCAC has presented more than 50 events at the venue. About a dozen of these events were rentals, with all others being presented directly by BCAC or in partnership with other civic and/or arts organizations. In addition, we have presented eight exhibits, offered five weeks of youth performing art camps, and several art classes for adults. Compare this to the last year the theatre was open in 2011 when only about a dozen programs were presented.

As anticipated, moving to the Turnage has completely changed the way BCAC does business. We have become more of a presenting organization; we have become a rental facility for special events and corporate functions; we have expanded our hours of operations to be open six days a week; we have doubled our staff. We have accomplished all of this while still maintaining the programming that BCAC is responsible for across a three-county region.

### **Current**

BCAC has made the Council aware of its Major Gift Campaign to raise funds to see the organization through its first three years at the theatre while steps are taken to build donor capacity and revenue streams. At this time, the campaign has received pledges totaling more than \$466,000.00 with a goal of \$750,000.00, and the campaign is ongoing.

Community goodwill continues to be positive as people let us know that they are glad that BCAC is the caretaker of this historic property, and we count on that goodwill as it translates to financial support and volunteers.

With a full year under our belt, the leadership of BCAC decided that this was a good time to do some strategic planning. We assembled a panel consisting of peer organizations that were most like BCAC and held a public discussion at the theatre on Thursday, January 22. Representatives from Arts of the Albemarle in Elizabeth City, the Paramount Theatre in Goldsboro, and the North Carolina Arts Council shared their successes, as well as their stumbles, and where they are today in their sustainability. In each case, it was apparent that local government has played a vital role in making these performing arts centers an important priority by believing that the investment is essential to a thriving downtown economy.

### **Future**

Immediately following the public panel discussion, the Board of Directors of BCAC went into retreat for the rest of Thursday and all day on Friday, January 23. With the guidance of professional facilitator Geargann Eubanks, BCAC now has a strategic plan for 2015-2018. BCAC will be happy to share this document with COW Council as soon as it is ready. In the meantime, I can share some of the highlights from our retreat.

The work of BCAC in its location at the Turnage is driven by four core values:

#### *Sustainability*

We are a nonprofit organization, providing arts programs and services that can only be sustained with earned revenues, regular charitable gifts, and state and local government support.

#### *Regional Reach*

We provide programs, events, and artist services across three counties to reach participants of all ages. The Turnage Theater (our primary facility) also serves as a community hub, hosting a broad range of meetings, exhibits, programs, and performances by other organizations in addition to our own schedule of events.

#### *Inclusiveness*

We offer arts experiences across all disciplines (music, dance, drama, film, visual arts, craft, and folklife), which are representative of the diverse cultures of North Carolina and beyond. We seek ideas, talent, and advice in program planning from representatives of all segments of our population.

#### *Essential to Downtown Economic Development*

We believe the arts are an economic development tool, an entrepreneurial driver, and a powerful contributor to quality of life and the education of our youth.

These values will inform our operations going forward and serve as a foundation for advocacy when fundraising in the private, business, and local government sector.

### **Conclusion**

We believe that increased financial support from COW is critical to the success of our efforts. We will continue to make this case by tracking attendance and measuring all activity on site at Turnage, by tracking in-kind use of Turnage and volunteer hours invested in the organization to demonstrate value to policy makers/funders, and to demonstrate the multiplier effect of arts council/Turnage activity on other downtown businesses by soliciting anecdotal and data-based impact on local economy from neighboring businesses.

As we look around at comparable performing arts centers in our state and how they interact with local government agencies, it is apparent that an agreement of shared responsibility is the best model for success. We have made no secret of the fact that, when the time is right, BCAC foresees turning over the asset that is the Turnage Properties to the COW. It is our hope that until that mutually agreed upon time comes, that city leadership will see the benefit in making sure that BCAC efforts and organizational efforts remain healthy and are supported with increased funding.

Sincerely,

A handwritten signature in black ink, appearing to read 'Joey Toler', with a stylized flourish at the end.

Joey Toler  
Executive Director, BCAC

# City of Washington, North Carolina

## REQUEST FOR CITY FUNDING SUPPORT

*Budget Form 1*

Agency: **Beaufort County Arts Council**    Amount Requested: **\$50,000**

**(\$44,000 General Support, \$6,000 HeART of the City Programs)**

	FY-2013-14. Actual	FY-2014-15 Budget	FY2014-15 Est. Actual Expenses	FY2015-16 Budget Request
<b>REVENUES:</b>				
Requested from Washington	\$16,000		\$16,000	\$50,000
Federal				0
State	\$30,930		\$9,000	\$20,000
County	\$11,000		\$10,000	\$20,000
United Way				0
All Cities/Towns other than Washington			\$2,000	\$2,000
Other:	\$301,518		\$207,801	\$20,000
Donations/Fundraisers				
Fees/Dues	\$45,074		\$50,000	\$150,000
Sales	\$69,724		\$104,794	\$110,000
Miscellaneous	\$26,316		\$26,367	\$26,000
Beginning Balance (Deficit)	\$154,171		\$354,201	\$307,633
<b>TOTAL:</b>	\$654,733		\$780,163	\$725,633
<b>EXPENSES:</b>				
Personal Services				
Programs Services	\$193,204		\$350,000	\$425,000
Contractual Services	\$53,664		\$60,500	\$70,000
Commodities & Supplies				\$21,050
Fundraisers	\$53,664		\$62,000	\$20,000
Capital				
Other				
<b>TOTAL:</b>	\$300,532		\$472,500	\$536,050

Organizational Data

President: John B. Tate, III (Chair)

Executive Director: Joey Toler

Other Officers: Trent Tetterton (Vice Chair), Mary J Peters (Sec.), William R Sykes (Treas.),

See attached for complete list of Board of Directors

Completed by:   
(Signature)

Date: 28 JAN 15

Joey Toler  
Executive Director

# City of Washington, North Carolina

## SUMMARY OF REVENUE AND EXPENSES

*Budget Form 2*

Agency: **Beaufort County Arts Council**

Support Revenue & Expenses	Fiscal 2013-14 Last Year Actual	Fiscal 2014-15 This Year Est. or Actual	Fiscal 2015-16 Next Year Proposed
1. Allocation from United Way			
<b>Public Support &amp; Revenue – All Sources</b>			
2. Membership Dues.....	\$45,074	\$50,000	\$150,000
3. Contributions/Donations.....	\$301,518	\$187,801	\$20,000
4. Special Events/Fundraisers.....	\$16,411	\$20,000	\$20,000
5. Legacies & Bequests.....		0	0
6. Fees & Grants from Government Agencies.....	\$57,930	\$37,000	\$92,000
7. Program Services Fees & Net Incidental Revenue	\$61,139	\$104,794	\$24,245
8. Sales of Materials.....	\$11,592		\$21,550
9. Investment Income.....	\$5,852	\$1,000	\$1,200
10. Miscellaneous Revenue.....	\$1,046	\$25367	\$27,928
11. TOTAL REVENUE	\$500,562	\$425,962	\$356,923
<b>Expenses</b>			
12. Salaries.....	\$101,620	\$137,479	\$140,000
13. Employee Benefits (insurance, retirement, travel)	\$2,014	\$1,615	\$1,700
14. Payroll Taxes (Soc. Sec., etc.).....		\$11,012	\$11,200
15. Professional Fees (cpa, legal, &/or consulting)		\$20,000	\$20,000
16. Supplies.....	\$3,754	\$13,000	\$14,000
17. Telephone.....		\$4,000	\$4,000
18. Postage & Shipping.....	\$1,048	\$4,200	\$4,200
19. Occupancy (rent, utilities, insurance, etc.).....	\$52,687	\$80,100	\$69,000
20. Rental & Maintenance of Equipment.....		\$3,000	\$3,000
21. Printing & Publications.....		\$8,000	\$8,000
22. Travel.....		\$6,600	\$6,000
23. Conferences, Conventions & Meetings.....		\$2,000	\$2,000
24. Specific Assistance to Individuals.....		\$5,000	\$5,000
25. Membership Dues.....		\$800	\$800
26. Awards & Grants to individuals or organizations		\$10,000	\$10,000
27. Miscellaneous.....	\$139,409	\$165,694	\$166,000
28. TOTAL EXPENSE	\$300,532	\$472,500	\$464,900
29. Reserves for Specific Activities for Future Years	\$200,030		0
30. TOTAL EXPENSES FOR ALL ACTIVITIES.....	\$500,562	\$472,500	\$387,800
31. EXCESS/DEFICIT OF TOTAL SUPPORT & REVENUE OVER EXPENSES.....	\$0	\$-46,538	\$-107,977

**City of Washington, North Carolina**  
**REQUEST FOR CITY FUNDING SUPPORT**

*Budget Form 1*

Agency: Boys & Girls Clubs of Beaufort County

Amount Requested \$20,000

	FY-2013-14 Actual	FY-2014-15 Budget	FY-2014-15 Est. Actual Expenses	FY2015-16 Budget Request
<b>REVENUES:</b>				
Requested from Washington	16000	20000	16000	<b>20000</b>
Federal	95559	82596	45500	<b>16000</b>
State	25724	11667	15844	<b>19100</b>
County	42000	52363	62300	<b>40000</b>
United Way	9781	10810	11771	<b>11784</b>
All Cities/Towns other than Washington	6400	6300	6300	<b>6300</b>
Other:				
Donations/Fundraisers	198763	147824	162500	<b>225000</b>
Fees/Dues	7285	8793	17375	<b>19300</b>
Sales				
Miscellaneous	3978	132155	158822	<b>212444</b>
Beginning Balance (Deficit)				
<b>TOTAL:</b>	<b>405490</b>	<b>472508</b>	<b>496412</b>	<b>569928</b>
<b>EXPENSES:</b>				
Personnel Services	169735	187318	188806	<b>198096</b>
Programs Services	3990	5431	5736	<b>2300</b>
Contractual Services				
Commodities & Supplies	17803	25815	23148	<b>16250</b>
Fundraisers	2250	4364	5500	<b>6000</b>
Capital			76750	<b>153500</b>
Other	138709	143962	159939	<b>165834</b>
<b>TOTAL:</b>	<b>332487</b>	<b>366890</b>	<b>459879</b>	<b>541980</b>

Organizational Data

President: Misty Marston

Executive Director:

Treasurer:

Other Officers:

Completed by: \_\_\_\_\_

*Misty M. Marston*  
 \_\_\_\_\_  
 (Signature)

Date: 1/26/15

Misty M. Marston  
 \_\_\_\_\_  
 (Name)

President / CEO  
 \_\_\_\_\_  
 (Title)

Phone: 252-355-2345 ext. 202

**City of Washington, North Carolina**  
**SUMMARY OF REVENUE AND EXPENSES**  
*Budget Form 2*

Agency: Boys & Girls Clubs of Beaufort County

Support Revenue & Expenses	Fiscal 2013-14 Last Year Actual	Fiscal 2014-15 This Year Est. or Actual	Fiscal 2015-16 Next Year Proposed
1. Allocation from United Way	9781	11771	11784
<b>Public Support &amp; Revenue – All Sources</b>			
2. Membership Dues.....	7285	17375	17500
3. Contributions/Donations.....	220714	162500	225000
4. Special Events/Fundraisers.....	370		
5. Legacies & Bequests.....			
6. Fees & Grants from Government Agencies.....	173143	145944	158344
7. Program Services Fees & Net Incidental Revenue		2400	1800
8. Sales of Materials.....			
9. Investment Income.....			
10. Miscellaneous Revenue.....	5803	156422	155500
<b>11. TOTAL REVENUES</b>	<b>405490</b>	<b>496412</b>	<b>569928</b>
<b>Expenses</b>			
12. Salaries.....	144611	163083	165000
13. Employee Benefits (insurance, retirement, travel)	10106	10723	12464
14. Payroll Taxes (Soc. Sec., etc.).....	15018	15000	16632
15. Professional Fees (cpa, legal, &/or consulting)	7428	3375	2000
16. Supplies.....	17803	23148	10650
17. Telephone.....	3956	5466	5432
18. Postage & Shipping.....	34	270	300
19. Occupancy (rent, utilities, insurance, etc.).....	36163	45780	35159
20. Rental & Maintenance of Equipment.....	848	2500	2000
21. Printing & Publications.....		450	400
22. Travel.....	16538	14743	15835
23. Conferences, Conventions & Meetings.....		3575	3800
24. Specific Assistance to Individuals.....			
25. Membership Dues.....	5345	3065	1130
26. Awards & Grants to individuals or organizations			
27. Miscellaneous.....	74637	168701	271178
<b>28. TOTAL EXPENSE</b> .....	<b>332487</b>	<b>459879</b>	<b>541980</b>
29. Reserves for Specific Activities for Future Years			
<b>30. TOTAL EXPENSES FOR ALL ACTIVITIES.....</b>			
<b>31. EXCESS/DEFICIT OF TOTAL SUPPORT &amp; REVENUE OVER EXPENSES.....</b>	<b>73003</b>	<b>36533</b>	<b>27948</b>

# City of Washington, North Carolina

## PROGRAM PARTICIPANTS STATISTICS

### Budget Form 3

Agency: Boys & Girls Clubs of Beaufort County

1. WHOM DO YOU SERVE?	Fiscal 2013-14 Last Yr Actual	Fiscal 2014-15 This Yr Estimated	Fiscal 2015-16 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> <b>TOTAL:</b>	369	400	450
1a. Total continuing from previous fiscal year	115	369	400
1b. Total new for the year	254	31	50
1c. Total terminated during the year	0	0	0
<b>2. RESIDENCE OF PARTICIPANTS TOTAL:</b>	369	400	450
2a. Washington City Limits	199	215	230
2b. Washington Extra Territorial Jurisdiction	15	15	25
2c. Washington Park	0		
2d. Chocowinity	18	20	25
2e. Bath	3	5	10
2f. Belhaven	112	120	130
2g. Aurora	0		
2h. Pantego	22	25	30
2i. Pinetown	0		
2j. Outside Beaufort County or Unknown			
<b>3. AGE GROUP TOTAL:</b>	369	400	450
3a. Infants through 4 years of age	0	0	0
3b. 5 through 12 years of age	278	290	320
3c. 13 through 17 years of age	84	95	105
3d. 18 through 29 years of age	8	15	25
3e. 30 through 64 years of age	0	0	0
3f. 65 and over	0	0	0
3g. Not known or not applicable			
<b>4. INCOME OF PARTICIPANTS TOTAL:</b>	369	400	450
4a. Below official poverty level (\$ 9,084)			
4b. At or near poverty level	354	375	395
4c. Middle income (\$ 30,280)	14	20	40
4d. Upper income (\$ 55,999+)	1	5	15
4e. Nor known or not applicable			
<b>5. SEX TOTAL:</b>	369	400	450
5a. Male	212	234	260
5b. Female	157	166	190
5c. Not recorded			

**City of Washington**  
**Request for City Appropriation**  
*Budget Form 4*

AGENCY: Boys & Girls Clubs of Beaufort County

Contact Information: PO Box 2331  
Washington, NC 27889  
252.833.0600 Office

Amount Requested: \$20000

Please outline what the City appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Boys & Girls Club of Beaufort County is grateful to the City of Washington for its continued support and commitment to the implementation of youth services.

For the 2015-2016 fiscal year, we are requesting \$20,000. The majority of our request would underwrite the cost of our monthly utilities. Our estimated costs for utilities are \$1,200 per month, which equals \$14,400 for the year. The remaining \$5600 would be used for routine facility care, maintenance, and upgrades to ensure safety for each of our youth.

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Completed By: MISTY M. MARSTON, PRESIDENT : CEO  
Printed Name & Position

 1/24/15  
Signature & Date

# City of Washington, North Carolina

## REQUEST FOR CITY FUNDING SUPPORT

Budget Form 1

Agency: WASHINGTON AREA INTERCHURCH

Amount Requested \$ 8,500

SHELTER & KITCHEN (ZION SHELTER)

	FY-2013-14 Actual	FY-2014-15 Budget	FY-2014-15 Est. Actual Expenses	FY2015-16 Budget Request
<b>REVENUES:</b>				
Requested from Washington	8,500	8,500		8,500
Federal	8,110	8,110		
State	0	0		
County	0	0		
United Way	3,664	4,000		
All Cities/Towns other than Washington	0			
Other:				
Donations/Fundraisers	20,623	20,000		
Fees/Dues	0	0		
Sales	0	0		
Miscellaneous	0	0		
Beginning Balance (Deficit)	46,696	28,496		
TOTAL:	82,593	62,106		
<b>EXPENSES:</b>				
Personal Services				
Programs Services	52,699	57,000	57,000	
Contractual Services	0	0	0	
Commodities & Supplies	1,595	1,600	2,000	
Fundraisers	0	0	0	
Capital	0	0	0	
Other				
TOTAL:	54,294	58,600	59,000	

**Organizational Data**

President: Chairman JONATHAN JONES

Executive Director: B. ROBERT HARRIS

Treasurer: HARLAN Mac KENDRICK

Other Officers: LITS HARRIS REISER, SECRETARY

Completed by: Harlan Mac Kendrick  
(Signature)

Date: 1/25/15

HARLAN Mac KENDRICK  
(Name)

TREASURER  
(Title)

Phone: 946-0949

**City of Washington, North Carolina**  
**SUMMARY OF REVENUE AND EXPENSES**  
*Budget Form 2*

Agency: WASHINGTON AREA INTERCHURCH SHELTER & KITCHEN  
(LION SHELTER)

Support Revenue & Expenses	Fiscal 2013-14 Last Year Actual	Fiscal 2014-15 This Year Est. or Actual	Fiscal 2015-16 Next Year Proposed
1. Allocation from United Way	3,664	4,000	
<b>Public Support &amp; Revenue – All Sources</b>			
2. Membership Dues.....	0	0	
3. Contributions/Donations.....	21,726	20,000	
4. Special Events/Fundraisers.....	0	0	
5. Legacies & Bequests.....	0	0	
6. Fees & Grants from Government Agencies.....	16,610	16,610	
7. Program Services Fees & Net Incidental Revenue	0	0	
8. Sales of Materials.....	0	0	
9. Investment Income.....	0	0	
10. Miscellaneous Revenue.....	19	15	
11. TOTAL REVENUES	42,019	40,695	
<b>Expenses</b>			
12. Salaries.....	18,834	19,976	
13. Employee Benefits (insurance, retirement, travel)	0	0	
14. Payroll Taxes (Soc. Sec., etc).....	5,588	5,867	
15. Professional Fees (cpa, legal, &/Or consulting)	0	0	
16. Supplies.....	1,595	1,000	
17. Telephone.....	600	600	
18. Postage & Shipping.....	120	120	
19. Occupancy (rent, utilities, insurance, etc.).....	27,661	27,044	
20. Rental & Maintenance of Equipment.....	0	0	
21. Printing & Publications.....	0	0	
22. Travel.....	0	0	
23. Conferences, Conventions & Meetings.....	0	0	
24. Specific Assistance to Individuals.....	0	0	
25. Membership Dues.....	0	0	
26. Awards & Grants to individuals or organizations	192	200	
27. Miscellaneous.....	54,589	57,807	
28. TOTAL EXPENSE.....			
29. Reserves for Specific Activities for Future Years			
30. TOTAL EXPENSES FOR ALL ACTIVITIES.....			
31. EXCESS/DEFICIT OF TOTAL SUPPORT & REVENUE OVER EXPENSES.....			

# City of Washington, North Carolina

## PROGRAM PARTICIPANTS STATISTICS

Budget Form 3

Agency: ZION SHELTER

WASHINGTON AREA INTERCHURCH SHELTER & KITCHEN

1. WHOM DO YOU SERVE?	Fiscal 2013-14 Last Yr Actual	Fiscal 2014-15 This Yr Estimated	Fiscal 2015-16 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:			
1a. Total continuing from previous fiscal year	38	40	45
1b. Total new for the year	45	50	49
1c. Total terminated during the year	13	12	14
2. RESIDENCE OF PARTICIPANTS TOTAL:	96	102	108
2a. Washington City Limits	96	102	108
2b. Washington Extra Territorial Jurisdiction			
2c. Washington Park			
2d. Chocowinity			
2e. Bath			
2f. Belhaven			
2g. Aurora			
2h. Pantego			
2i. Pinetown			
2j. Outside Beaufort County or Unknown			
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age	8	8	9
3d. 18 through 29 years of age	43	45	47
3e. 30 through 64 years of age	29	33	37
3f. 65 and over	16	16	15
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$ 9,084)	96	102	108
4b. At or near poverty level			
4c. Middle income (\$ 30,280)			
4d. Upper income (\$ 55,999+)			
4e. Not known or not applicable			
5. SEX TOTAL:			
5a. Male			
5b. Female			
5c. Not recorded			

**City of Washington**  
**Request for City Appropriation**  
Budget Form 4

AGENCY: WASHINGTON AREA INTERCHURCH SHELTER + KITCHEN  
ZION SHELTER

Contact Information: HARLAN MAC KENDRICK  
105 RIDGEWOOD CIRCLE  
WASHINGTON, N.C. 27888  
PHONE 946-0849

Amount Requested: \$ 8,500

Please outline what the City appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

WASHINGTON ELECTRIC UTILITY - B.I.U.

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Completed By: HARLAN MAC KENDRICK TREASURER  
Printed Name & Position

Harlan Mac Kendrick 1/13/15  
Signature & Date

# Wright Flight of Beaufort County

PO Box 369  
Washington, NC 27889

252/975-2383

January 27, 2015

Dear City Councilmen:

Thank you and the city for your generous financial contribution to Wright Flight of Beaufort County. This gift is being used to provide students at John Small School in Washington, NC the opportunity to take part in the Wright Flight Program which allows them to:

- Learn about the history of flight, how the Wright brothers set goals and how they never gave up...they continued to set new goals until they were successful. The student must pass the test on the history of flight with an 85% or better.
- Set a goal for themselves to improve a subject grade by one letter grade.
- Commit to being drug and alcohol free.
- Set a new goal if they do not meet the goal the first time...after all, the Wright Brothers did not succeed on their first try!

If they meet all of these goals, they earn the "right to flight"...which means the student and an adult of their choice can fly in a small aircraft with a pilot on FLY DAY!

The majority of the fifth grade students at John Small School have never flown before and the same is true for most of their parents. If you would like to see the dreams, confidence and hope that your contribution creates for these students, we invite you to join us on one of the FLY DAYS this spring! Please call or email me to express an interest in attending and we will give you the dates when they are finalized. If you are not able to join us, check out some of the photos from past years on the John Small School website at <http://www.beaufort.k12.nc.us>. Then follow these steps:

- Click on "Schools" at the top right of the page and select John Small School.
- Once on the John Small website, click on "Wright Flight" on the left side of the page.
- Here you will find photos of students and parents from past FLY DAYS!

Again, thank you so much for your wonderful contribution to our kids! We are hopeful that you will support us again for the 2015-2106 year. Please keep in mind that our goal is to eventually fund ourselves. If we can have your support for this year, 2016-2017 & 2017-2018 fiscal years at the \$5,000 level, we feel that we will be able to sustain ourselves without your help after that. Please know that this program is funded by private donations & through the City of Washington. The City's contributions helped start the program & allowed us to grow & prosper. Over 2000 students at John Small School have reaped great rewards from Wright Flight!

With gratitude,

Lydie Jennings



[jennings15@suddenlink.net](mailto:jennings15@suddenlink.net) 252/943-8184

# City of Washington, North Carolina

## REQUEST FOR CITY FUNDING SUPPORT

*Budget Form 1*

Agency: Wright Flight of Beaufort County      Amount Requested \$ 5,000.00

	FY-2013-14 Actual	FY-2014-15 Budget	FY-14-15 Est. Actual Expenses	FY2015-16 Budget Request
<b>REVENUES:</b>				
Requested from Washington	\$3500.00	\$5,000.00	\$3500.00	<b>\$5,000.00</b>
Federal	\$0	\$0		
State-Drop out Prev. Grant	\$0			
County	\$0			
United Way	\$0			
All Cities/Towns other than Washington	\$0			
Other:	\$12,000.00	\$16,000.00	\$14,000.00	<b>\$14,000.00</b>
Donations/Fundraisers				
Fees/Dues	\$0			
Sales	\$0			
Miscellaneous	\$0			
Beginning Balance (Deficit)				
TOTAL:	\$15,500.00	\$19,795.00	\$17,500.00	<b>\$19,000.00</b>
<b>EXPENSES:</b>				
Personal Services				
Programs Services				
Contractual Services-	\$10,109.76	\$19,500.00	\$15,000.00	<b>\$20,020.00</b>
	\$5,690.47	\$6,000.00	\$4,500.00	<b>\$6,530.00</b>
Fundraisers				
Capital				
Other-copies/shipping	\$800.00	\$2,050.00	\$2000.00	<b>\$2050.00</b>
TOTAL:	\$16,600.23	\$27,550.00	\$21,500.00	<b>\$28,600.00</b>

Organizational Data

President/Director: Dennis W. Milsap  
 Treasurer: Radell Rasmussen  
 Other Officers: Charlie Rasmussen, Lydie Jennings

Completed by: Lydie Jennings  
 (Signature)  
Lydie Jennings  
 (Name)

Date: 1-27-15

\_\_\_\_\_  
 (Title)

Phone: 252/975-2383 or 252/943-8184

# City of Washington, North Carolina

## SUMMARY OF REVENUE AND EXPENSES

*Budget Form 2*

Agency: Wright Flight of Beaufort County

Support Revenue & Expenses	Fiscal 2013-14 Last Year Actual	Fiscal 2014-15 This Year Est. or Actual	Fiscal 2015-16 Next Year Proposed
1. Allocation from United Way			
<b>Public Support &amp; Revenue – All Sources</b>			
2. Membership Dues.....			
3. Contributions/Donations.....	\$12,000	\$14,000	\$14,000
4. Special Events/Fundraisers.....			
5. Legacies & Bequests.....			
6. Fees & Grants from Government Agencies.....			
7. Program Services Fees & Net Incidental Revenue			
8. Sales of Materials.....			
9. Investment Income.....			
10. Miscellaneous Revenue.....			
11. TOTAL EXPENSES			
<b>Expenses</b>			
12. Salaries.....			
13. Employee Benefits (insurance, retirement, travel)			
14. Payroll Taxes (Soc. Sec., etc).....			
15. Professional Fees (cpa, legal, &/or consulting)			
16. Supplies.....	\$5691	\$4,500	\$6530
17. Telephone.....			
18. Postage & Shipping.....	\$200.00	\$682	\$600.00
19. Occupancy (rent, utilities, insurance, etc.).....			
20. Rental & Maintenance of Equipment.....			
21. Printing & Publications.....	\$600.00	\$1,318	\$1450.00
22. Travel.....			
23. Conferences, Conventions & Meetings.....			
24. Specific Assistance to Individuals.....			
25. Membership Dues.....			
26. Awards & Grants to individuals or organizations			
27. Miscellaneous.....Cost for planes/pilots/fuel....	\$10,109	\$15,000	\$20,020
28. TOTAL EXPENSE.....			
29. Reserves for Specific Activities for Future Years	\$0	\$0	\$0
30. TOTAL EXPENSES FOR ALL ACTIVITIES.....	\$16,600	\$21,500	\$28,600.

Note: Each year, we must budget assuming all of the 5th graders (approx 300 each year) will meet their goals and fly. However, not all of them do - thus the differential between budgeted & actual dollars spent. Also, this year we were able to use supplies from the previous year; thus reducing our supply costs. This is not guaranteed each year so we must budget for supplies for all of the children.

# City of Washington, North Carolina

## PROGRAM PARTICIPANTS STATISTICS

*Budget Form 3*

Agency: Wright Flight of Beaufort County

1. WHO DO YOU SERVE?	Fiscal 2013-14 Last Yr Actual	Fiscal 2014-15 This Yr Estimated	Fiscal 2015-16 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> <b>TOTAL:</b>			
1a. Total continuing from previous fiscal year			
1b. Total new for the year	260	247	286
1c. Total terminated during the year			
<b>TOTAL:</b>	260	247	286
2. RESIDENCE OF PARTICIPANTS <b>TOTAL:</b>			
2a. Washington City Limits			
2b. Washington Extra Territorial Jurisdiction			
2c. Washington Park			
2d. Chocowinity			
2e. Bath			
2f. Belhaven			
2g. Aroura			
2h. Pantego			
2i. Pinetown			
2j. Outside Beaufort County or Unknown			
Note: 5th grade students from John Small School are a part of Wright Flight-majority are residents of the City of Washington.			
3. AGE GROUP <b>TOTAL:</b>			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age	260	247	286
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS <b>TOTAL:</b>			
4a. Below official poverty level (\$ 9,084)			
4b. At or near poverty level			
4c. Middle income (\$ 30,280)	83	62	79
4d. Upper income (\$ 55,999+)	36	37	35
4e. Over 60% of the students at John Small School receive FREE LUNCH-meaning at or near the poverty level or below this level.	177	148	172
<b>TOTAL:</b>	260	247	286
5. SEX <b>TOTAL:</b>			
5a. Male	128	138	155
5b. Female		109	131

**City of Washington  
Request for City Appropriation  
Budget Form 4**

Agency: Wright Flight of Beaufort County

Contact Information: Lydie Jennings 252/975-2383 or 252/943-8184

328 W. Main St., Washington, NC 27889

Amount Requested: \$5,000.00

The City appropriation will specifically fund the opportunity for 50 5th graders at John Small School to participate in the Wright Flight Program which costs approximately \$100/student to fund. This \$100 is broken down into:

- Wright Flight Study Manual Notebook \$20
- Wright Flight T-Shirt, pin and certificate \$15
- Fly Day Flight & Reward Celebration \$65

If you haven't been at Fly Day before, check out this video to see the power of this reward.

[http://video.uncvtv.org/video/2082903197/..](http://video.uncvtv.org/video/2082903197/)

Kids learn that anything is possible through Wright Flight! There have been kids that never come to school that come to school when the Wright Flight Program is taught!

The program uses the inherent motivational power of aviation as a stimulus for students to set and achieve higher goals in their educational and personal development. The Wright Flight experience helps students realize that the attitude that ensures success is transferable to other subjects and life endeavors. This program is designed to keep children engaged in school and enrolled in school. Many students mentally "drop out" of school long before they physically leave. It is given to fifth graders who will reap the maximum benefits from the program as they prepare to enter middle school and continue into high school through graduation.

Wright Flight stresses the importance of education by requiring each student to sign a contract to raise a grade point in one of their weaker subjects (e.g. raising math grade from a C to B). Wright Flight achieves its character education goals through the BOLDFACE segment of the program which instills positive values in the participants.

If a student meets their contracted goal, passes the "History of Flight" test with an 85% and honors a pledge to remain drug, alcohol and tobacco free, then he/she earns the aviation award of FLY DAY - the chance to actually co-pilot an airplane. In addition, the student receives a Wright Flight t-shirt, award pin and First Flight graduation certificate.

**Board of Directors Officers**

Chairperson: Tony W. Keech, Jr.  
Vice-Chairperson: Catherine Revels  
Secretary: Katie Lake  
Treasurer: David Singleton, CPA  
Executive Director: Blair Bergevin



221 N. Harvey St. P.O. Box 491  
Washington, NC 27889  
(252) 946-6208  
[www.theblindcenter.org](http://www.theblindcenter.org)  
[www.facebook.com/theblindcenter](http://www.facebook.com/theblindcenter)

January 26, 2015

Mr. Brian M. Alligood  
City Manager  
102 East Second Street  
Washington, NC 27889

Dear Mr. Alligood,

I would like request an allocation in the amount of \$1,500 to The Blind Center of North Carolina by the City of Washington for the fiscal year 2015-2016.

The mission of The Blind Center of North Carolina is to educate blind and visually impaired citizens by providing opportunities that will assist them in reaching their personal physical, mental and social goals to live a healthy and independent lifestyle.

The Blind Center has been leading the way in empowering blind people, as well as the visually impaired to increase independence and help them see their individual potential. Our clients come to our facility four days a week. We provide each one with transportation, recreational activities, socialization and confidence building skills. Most of our clients have diabetes, high blood pressure or other serious conditions affecting their health. We are seeking money to promote a healthy lifestyle by providing a well balanced lunch two days per week. Our goal is to promote a healthy lifestyle to our clients by offering a well balanced lunch, as well as educating them on the importance of making healthy food choices.

Your past and present support is greatly appreciated. We thank you and the City of Washington for your interest in our center.

Sincerely,

A handwritten signature in black ink that reads "Blair Bergevin". The signature is written in a cursive style with a prominent loop at the end.

Blair Bergevin  
Executive Director

**City of Washington, North Carolina**  
**REQUEST FOR CITY FUNDING SUPPORT**

*Budget Form 1*

Agency: The Blind Center

Amount Requested \$ 1,500

	FY-2013-14 Actual	FY-2014-15 Budget	FY-2014-15 Est. Actual Expenses	FY2015-16 Budget Request
<b>REVENUES:</b>				
Requested from Washington	1,250	1,500	1,500	1,500
Federal	0	0	0	0
State	0	0	0	0
County	4,000	4,000	4,000	4,000
United Way	0	0	0	0
All Cities/Towns other than Washington	0	0	0	0
Other:				
Donations/Fundraisers	36,063	34,420	34,420	36,000
Fees/Dues	0	0	0	0
Sales	42,888	58,450	58,450	60,000
Miscellaneous	9,864	6,000	6,000	6,000
Beginning Balance (Deficit)	0	0	0	0
<b>TOTAL:</b>	<b>94,065</b>	<b>104,370</b>	<b>104,370</b>	<b>107,500</b>
<b>EXPENSES:</b>				
Personal Services	0	0	0	0
Programs Services	107,221	104,370	104,370	107,500
Contractual Services	0	0	0	0
Commodities & Supplies	0	0	0	0
Fundraisers	0	0	0	0
Capital	0	0	0	0
Other	0	0	0	0
<b>TOTAL:</b>	<b>107,221</b>	<b>104,370</b>	<b>104,370</b>	<b>107,500</b>

Organizational Data

President: Tony Keech, Jr.

Executive Director: Blair S. Bergevin

Treasurer David Singleton

Other Officers: Katie Lake, Secretary; Nicole Lynch, DD, Vice-Chairperson

Completed by: \_\_\_\_\_

Blair S. Bergevin  
(Signature)

Date: \_\_\_\_\_

1/26/15

Blair S. Bergevin  
(Name)

Executive Director  
(Title)

Phone: \_\_\_\_\_

946-6208

**City of Washington, North Carolina**  
**SUMMARY OF REVENUE AND EXPENSES**  
*Budget Form 2*

Agency: The Blind Center

Support Revenue & Expenses	Fiscal 2013-14 Last Year Actual	Fiscal 2014-15 This Year Est. or Actual	Fiscal 2015-16 Next Year Proposed
1. Allocation from United Way			
<b>Public Support &amp; Revenue – All Sources</b>			
2. Membership Dues.....	0	0	0
3. Contributions/Donations.....	36,063	34,420	36,000
4. Special Events/Fundraisers.....	0	0	0
5. Legacies & Bequests.....	0	0	0
6. Fees & Grants from Government Agencies.....	5,250	5,500	5,500
7. Program Services Fees & Net Incidental Revenue	0	0	0
8. Sales of Materials.....	42,888	58,450	60,000
9. Investment Income.....	9,864	6,000	6,000
10. Miscellaneous Revenue.....	0	0	0
11. TOTAL REVENUES	94,065	104,370	107,500
<b>Expenses</b>			
12. Salaries.....	36,287	52,000	52,000
13. Employee Benefits (insurance, retirement, travel)	0	0	0
14. Payroll Taxes (Soc. Sec., etc).....	3,514	4,000	4,250
15. Professional Fees (cpa, legal, &/or consulting)	26,746	0	0
16. Supplies.....	22,787	25,020	27,000
17. Telephone.....	2,267	1,500	1,500
18. Postage & Shipping.....	0	350	350
19. Occupancy (rent, utilities, insurance, etc.).....	16,639	19,100	20,000
20. Rental & Maintenance of Equipment.....	0	0	0
21. Printing & Publications.....	3,275	1200	1200
22. Travel.....	0	0	0
23. Conferences, Conventions & Meetings.....	0	0	0
24. Specific Assistance to Individuals.....	0	0	0
25. Membership Dues.....	0	0	0
26. Awards & Grants to individuals or organizations	0	0	0
27. Miscellaneous <del>Investment Expense</del> .....	1706	1,200	1200
28. TOTAL EXPENSE.....	107,221	104,370	107,500
29. Reserves for Specific Activities for Future Years	0	0	0
30. TOTAL EXPENSES FOR ALL ACTIVITIES.....	107,221	104,370	107,500
31. EXCESS/DEFICIT OF TOTAL SUPPORT & REVENUE OVER EXPENSES.....	<13,156>	0	0

# City of Washington, North Carolina

## PROGRAM PARTICIPANTS STATISTICS

Budget Form 3

Agency: The Blind Center

1. WHOM DO YOU SERVE?	Fiscal 2013-14 Last Yr Actual	Fiscal 2014-15 This Yr Estimated	Fiscal 2015-16 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	14	16	19
1a. Total continuing from previous fiscal year		<del>    </del>     (13)	19
1b. Total new for the year	(2)	(3)	(3)
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:			
2a. Washington City Limits	<del>    </del>   (6)	<del>    </del>   (6)	<del>    </del>   (6)
2b. Washington Extra Territorial Jurisdiction	<del>    </del> (5)	<del>    </del> (5)	<del>    </del> (5)
2c. Washington Park			
2d. Chocowinity	(1)	(1)	(1)
2e. Bath			
2f. Belhaven			
2g. Aurora			
2h. Pantego			
2i. Pinetown	(2)	(2)	(2)
2j. Outside Beaufort County or Unknown	(2)	(2)	(2)
3. AGE GROUP TOTAL:			
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age	<del>    </del> (5)	(4)	(3)
3f. 65 and over	<del>    </del> <del>    </del> (10)	<del>    </del> <del>    </del> (11)	<del>    </del> <del>    </del>    (12)
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:			
4a. Below official poverty level (\$ 9,084)	(4)	(4)	(4)
4b. At or near poverty level	<del>    </del> (5)	<del>    </del> (5)	<del>    </del> (5)
4c. Middle income (\$ 30,280)	<del>    </del>    (7)	<del>    </del>    (7)	<del>    </del>    (7)
4d. Upper income (\$ 55,999+)			
4e. Not known or not applicable			
5. SEX TOTAL:			
5a. Male	(3)	(3)	(3)
5b. Female	<del>    </del> <del>    </del>     (13)	<del>    </del> <del>    </del>     (13)	<del>    </del> <del>    </del> <del>    </del>   (16)
5c. Not recorded			

**City of Washington**  
**Request for City Appropriation**  
*Budget Form 4*

AGENCY: The Blind Center

Contact Information: Blair Bergerin, Executive Director

946-6208

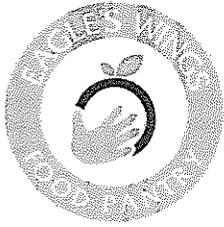
Amount Requested: \$1,500

Please outline what the City appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Most of our clients have diabetes, high blood pressure or other serious  
conditions affecting their health. We are seeking money to promote a healthy  
lifestyle by providing a well balanced lunch two days per week. our goal  
is to promote a healthy lifestyle to our clients by offering a well  
balanced meal, as well as educating them on the importance of  
making healthy food choices.

Completed By: Blair Bergerin, Executive Director  
Printed Name & Position

Blair Bergerin 1/26/15  
Signature & Date



## Eagle's Wings Food Pantry

CHRISTIAN LOVE IN ACTION

BEAUFORT COUNTY'S LARGEST FOOD PANTRY

P.O. Box 426, 932 West 3<sup>rd</sup> Street

WASHINGTON, NC 27889

(252) 975-1138 FAX: (252) 975-1108

Tax ID #56-1685703

*The Mission of Eagle's Wings is to alleviate hunger in Beaufort County, NC*

*January 21, 2015*

*Mr. Brian Alligood, City Manager  
City of Washington  
102 East Second St.  
Washington, NC 27889*

*Dear Mr. Alligood:*

*Enclosed please find the grant application for Eagles Wings for the 2015-2016 fiscal year.*

*We appreciate all of the past support we have received from the City of Washington in order to provide food for its citizens who have need, and we look forward hopefully to your continuing support of our mission to alleviate hunger in Beaufort County.*

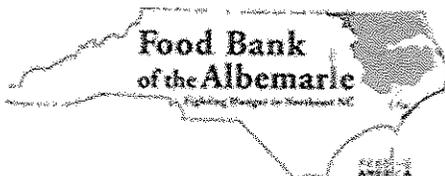
*From the statistics supplied within this grant application it is evident that most of our clients (over 60%) come from the City of Washington. Your help in our continuing and expanding our food pantry and its programs is vital to the well-being of our citizens.*

*Thank you for your time and consideration of this grant request.*

*Sincerely,*

*Ann-Marie Montague  
Executive Director*

**Eagle's Wings is a 501(c)(3) nonprofit organization., Your contribution is tax-deductible to the extent allowed by law.  
No goods or services were provided in exchange for your generous financial donation.**



**Fighting hunger and poverty in northeast North Carolina**

**Serving Beaufort, Bertin, Camden, Chowan, Currituck, Dare, Gates, Hertford, Hyde, Martin, Northampton, Pasquotank, Perquimans, Tyrrell and Washington Counties.**

**City of Washington, North Carolina**  
**REQUEST FOR CITY FUNDING SUPPORT**

Budget Form 1

Agency: EAGLES WINGS

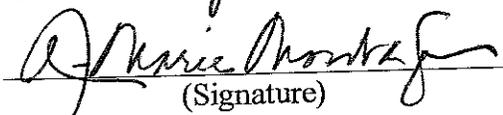
Amount Requested \$ 1,000.00

	FY-2013 Actual	FY-2014-15 Budget	FY-2014-15 Est. Actual Expenses	FY2015-16 Budget Request
<b>REVENUES:</b>				
Requested from Washington	\$ 1,000 -	1,000 -	1,000 -	1,000 -
Federal				
State				
County				
United Way	35,623 -	12,705.50	12,705.50	15,000.00 -
All Cities/Towns other than Washington				
Other:				
Donations/Fundraisers	171,814 -	202,143.50	202,143.50	200,000 -
Fees/Dues				
Sales				
Miscellaneous	1323 -	1300 -	1300 -	1300 -
Beginning Balance (Deficit)				
<b>TOTAL:</b>	<b>199,760 -</b>	<b>217,149 -</b>	<b>217,149 -</b>	<b>217,300 -</b>
<b>EXPENSES:</b>				
Personal Services	77982 -	82,000 -	82,000 -	82,000 -
Programs Services	39407 -	64,100 -	64,100 -	65,000 -
Contractual Services	7200 -	10,200 -	10,200 -	10,200 -
Commodities & Supplies	14030 -	14,300 -	14,300 -	14,500 -
Fundraisers	2926 -	11,400 -	11,400 -	12,000 -
Capital Ins./Prog./Depl./Int'l.	24,619 -	27,695 -	27,695 -	28,000 -
Other PR/Org./Conting.	3240 -	4855 -	4855 -	4900 -
<b>TOTAL:</b>	<b>169,404 -</b>	<b>214,550 -</b>	<b>214,550 -</b>	<b>216,600 -</b>

Organizational Data

President: RICH RICHMAN  
 Executive Director: ANN-MARIE MONTAGUE  
 Treasurer: LAURA STATON  
 Other Officers: KEISAA FENNETTE, SECRETARY

REV. BEN KIFER, CHAPLAIN

Completed by:   
 (Signature)

Date: Jan. 21, 2015

ANN-MARIE MONTAGUE  
 (Name)

Exec. Director  
 (Title)

Phone: 252-975-1138

# City of Washington, North Carolina

## SUMMARY OF REVENUE AND EXPENSES

Budget Form 2

Agency: EAGLES WINGS

Support Revenue & Expenses	Fiscal 2013 Last Year Actual	Fiscal 2014-15 This Year <u>Est</u> or Actual	Fiscal 2015-16 Next Year Proposed
1. Allocation from United Way			
<b>Public Support &amp; Revenue – All Sources</b>			
2. Membership Dues.....			
3. Contributions/Donations.....	123,626 -	130,329 -	131,000 -
4. Special Events/Fundraisers.....	18,146 -	25,000 -	25,000 -
5. Legacies & Bequests.....			
6. Fees & Grants from Government Agencies.....	1,000 -	1,000 -	1,000 -
7. Program Services Fees & Net Incidental Revenue			
8. Sales of Materials.....			
9. Investment Income.....	1323 -	1300 -	1350 -
10. Miscellaneous Revenue.....	55,665 -	59,520 -	59,000 -
11. TOTAL REVENUES	199,760 -	217,149 -	217,350 -
<b>Expenses</b>			
12. Salaries.....	72,441 -	73,000 -	73,000 -
13. Employee Benefits (insurance, retirement, travel)			
14. Payroll Taxes (Soc. Sec., etc.).....	5541 -	9,000 -	9,000 -
15. Professional Fees (cpa, legal, &/or consulting)	7200 -	10,200 -	10,200 -
16. Supplies.....	8183 -	8,000 -	8,100 -
17. Telephone.....	4476 -	4500 -	4500 -
18. Postage & Shipping.....	743 -	400 -	500 -
19. Occupancy (rent, utilities, insurance, etc.).....	17183 -	19,645 -	20,000 -
20. Rental & Maintenance of Equipment.....	3397 -	4400 -	4400 -
21. Printing & Publications.....	471 -	200 -	400 -
22. Travel.....	2960 -	3500 -	3500 -
23. Conferences, Conventions & Meetings.....			
24. Specific Assistance to Individuals.....	39,407 -	64,100 -	64,100 -
25. Membership Dues.....	736 -	800 -	800 -
26. Awards & Grants to individuals or organizations			
27. Miscellaneous.....	3740 -	4755 -	4800 -
28. TOTAL EXPENSE	166,478 -	202,500 -	203,300 -
29. Reserves for Specific Activities for Future Years	33,282 -	14,649 -	14,050 -
30. TOTAL EXPENSES FOR ALL ACTIVITIES.....	199,760 -	217,149 -	217,350 -
31. EXCESS/DEFICIT OF TOTAL SUPPORT & REVENUE OVER EXPENSES.....	0	0	0

# City of Washington, North Carolina

## PROGRAM PARTICIPANTS STATISTICS

Budget Form 3

Agency: EAGLES YOUNGS

1. WHOM DO YOU SERVE?	Fiscal <del>2013</del> (14) Last Yr Actual	Fiscal 2014-15 This Yr Estimated	Fiscal 2015-16 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	3796	3900	4000
1a. Total continuing from previous fiscal year	3192	3200	3285
1b. Total new for the year	590	690	700
1c. Total terminated during the year	14	10	15
2. RESIDENCE OF PARTICIPANTS TOTAL:	3796	3900	4000
2a. Washington City Limits			
2b. Washington Extra Territorial Jurisdiction	2653	2700	2750
2c. Washington Park			
2d. Chocowinity + BLOWNTS CRK + VANCEBORO	589	600	650
2e. Bath	60	60	60
2f. Belhaven	131	150	150
2g. Aurora + EDWARD	208	210	210
2h. Pantego	70	80	80
2i. Pinetown	72	80	80
2j. Outside Beaufort County or Unknown	13	20	20
3. AGE GROUP TOTAL:	3796	3900	4000
3a. Infants through 4 years of age	359	375	400
3b. 5 through 12 years of age	1023	1075	1100
3c. 13 through 17 years of age			
3d. 18 through 29 years of age	2095	2100	2125
3e. 30 through 64 years of age			
3f. 65 and over	319	350	375
3g. Not known or not applicable	-	-	-
4. INCOME OF PARTICIPANTS TOTAL:	3796	3900	4000
4a. Below official poverty level (\$ 9,084)	1670	1725	1750
4b. At or near poverty level	1632	1700	1725
4c. Middle income (\$ 30,280)	76	50	100
4d. Upper income (\$ 55,999+)	-	-	-
4e. Not known or not applicable	418	425	425
5. SEX TOTAL:	3796	3900	4000
5a. Male	1689	1700	1750
5b. Female	2107	2200	2250
5c. Not recorded	-	-	-

**City of Washington**  
**Request for City Appropriation**  
*Budget Form 4*

AGENCY: EAGLES YINGS

Contact Information: ANN-MARIE MONTAGUE Exec. Dir.

OFF: 975-1138 CELL: 714-1904 ROMAN27889@gmail.com

Amount Requested: \$ 1,000. —

Please outline what the City appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

Please see the attached statement.

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Completed By: ANN-MARIE MONTAGUE Exec. Director  
Printed Name & Position

Ann-Marie Montague Jan. 21, 2015  
Signature & Date

Eagle's Wings is requesting the \$1000.00 to fund further expansion of our Homebound Program in the City of Washington. The Homebound Program helps meet the needs of eligible clients who are terminally ill or disabled and unable to obtain food in person at our Third Street facility. These clients receive delivered groceries once a month and must be able to prepare their own meals or have someone come in to their homes to cook. Eagle's Wings gets leads from its own records, from DSS, Meals on Wheels, home healthcare workers, and other clients.

This program was started about four years ago, when it was recognized that Beaufort County had a gap in the services provided to the elderly and shut-in population. Beaufort County Department of Social Services (BCDSS) is unable to meet all the requests for home delivered meals. The number of meals being delivered/served by BCDSS has dropped to 45 and there are 59 on the waiting list, including 22 in the City of Washington. Eagle's Wings Homebound Program wants to fill these gaps.

Eagle's Wings is currently serving 80 clients with homebound delivery, 30 in the City of Washington. Often people participating in our Homebound Program need special food, both dietary and size/packaging (i.e. low sodium, sugar free, easy to open containers, etc.).

Eagle's Wings is a non-profit agency totally dependent on grants, fundraising and the generosity of others for our continued operation. \$1000.00 will allow Eagle's Wings to purchase over 5000 lbs of food through the Food Bank of the Albemarle for use in its Homebound program. Since the average client receives around 47 pounds of food per delivery this equates to 106 homebound deliveries.

Thank you for your consideration in helping Eagle's Wings meet the needs of the people in the City of Washington.

# City of Washington, North Carolina

## REQUEST FOR CITY FUNDING SUPPORT

*Budget Form 1*

Agency: Purpose of God Annex Outreach Center

Amount Requested \$ 20,000

	FY-2013-14 Actual	FY-2014-15 Budget	FY-2014-15 Est. Actual Expenses	FY2015-16 Budget Request
<b>REVENUES:</b>				
Requested from Washington	20,000	20,000	20,000	<b>20,000</b>
Federal				
State	58,464.50	52,806	52,806	<b>53,000</b>
County				
United Way	13,723.51	6,777	6,777	<b>15,000</b>
All Cities/Towns other than Washington				
Other:	57,948.40	114,298.90	114,298.90	<b>79,069.02</b>
Donations/Fundraisers				
Fees/Dues	3,571	3,300	3,300	<b>3,500</b>
Sales				
Miscellaneous	40,614.95	31,025	31,025	<b>72,025</b>
Beginning Balance (Deficit)				
<b>TOTAL:</b>	<b>194,322.36</b>	<b>228,206.90</b>	<b>228,206.90</b>	<b>242,594.02</b>
	150,968.34	130,248.20	130,248.20	<b>144,630.02</b>
<b>EXPENSES:</b>				
Personal Services				
Programs Services	33,937.72	32,320.00	32,320	<b>32,320</b>
Contractual Services	9,555	12,700	12,700	<b>12,700</b>
Commodities & Supplies	16,376.22	16,700	16,700	<b>16,700</b>
Fundraisers	2,736.88	3,000	3,000	<b>3,000</b>
Capital				
Other	33,135.52	33,238.70	33,238.70	<b>33,244</b>
<b>TOTAL:</b>	<b>246,709.68</b>	<b>228,206.90</b>	<b>228,206.90</b>	<b>242,594.02</b>

Organizational Data

President: Mr. Larry Hodges

Executive Director: Bishop Samuel Jones Jr.

Treasurer: Mr. Franz Holscher

Other Officers: Mr. Marc Recko – Vice President, Mrs. Jamie Ross- Secretary

Completed by: Mother Regina Jones  
(Signature)

Date: 1/27/15

Mother Regina Jones  
(Name)

Chief Administrative Officer  
(Title)

Phone: (252) 974-1484

**City of Washington, North Carolina**  
**SUMMARY OF REVENUE AND EXPENSES**  
*Budget Form 2*

Agency: Purpose of God Annex Outreach Center

Support Revenue & Expenses	Fiscal 2013-14 Last Year Actual	Fiscal 2014-15 This Year Est. or Actual	Fiscal 2015-16 Next Year Proposed
1. Allocation from United Way	13,723.51	6,777	15,000
<b>Public Support &amp; Revenue – All Sources</b>			
2. Membership Dues.....			
3. Contributions/Donations.....	43,663.90	43,820	43,900
4. Special Events/Fundraisers.....	11,784.50	18,552	18,000
5. Legacies & Bequests.....			
6. Fees & Grants from Government Agencies.....	78,464.50	72,806	73,000
7. Program Services Fees & Net Incidental Revenue	3,571	3,300	3,500
8. Sales of Materials.....			
9. Investment Income.....	23.66	25	25
10. Miscellaneous Revenue.....	43,091.29	82,926.90	89,169.02
11. TOTAL REVENUES	194,322.36	228,206.90	242,594.02
<b>Expenses</b>			
12. Salaries.....	<b>127,202.99</b>	<b>110,000</b>	<b>121,000</b>
13. Employee Benefits (insurance, retirement, travel)	6,310.32	3,130	4,800
14. Payroll Taxes (Soc. Sec., etc.).....	17,455.03	17,118.20	18,830.02
15. Professional Fees (cpa, legal, &/or consulting)	9,555	12,700	12,700
16. Supplies.....	16,376.22	16,700	16,700
17. Telephone.....	4,788.71	4,800	4,800
18. Postage & Shipping.....	338.37	500	500
19. Occupancy (rent, utilities, insurance, etc.).....	18,960.16	19,108.70	19,109
20. Rental & Maintenance of Equipment.....	4,135.99	4,300	4,300
21. Printing & Publications.....	1,892.17	1,920	1,920
22. Travel.....	96.28	1,000	1,000
23. Conferences, Conventions & Meetings.....	675.75	700	700
24. Specific Assistance to Individuals.....			
25. Membership Dues.....			
26. Awards & Grants to individuals or organizations			
27. Miscellaneous.....	38,922.69	36,230	36,235
28. TOTAL EXPENSE.....			
29. Reserves for Specific Activities for Future Years			
30. TOTAL EXPENSES FOR ALL ACTIVITIES.....	246,709.68	228,206.90	242,594.02
31. EXCESS/DEFICIT OF TOTAL SUPPORT & REVENUE OVER EXPENSES.....			

# City of Washington, North Carolina

## PROGRAM PARTICIPANTS STATISTICS

Agency: Purpose of God Annex *Budget Form 3*

1. WHOM DO YOU SERVE?	Fiscal 2013-14 Last Yr Actual	Fiscal 2014-15 This Yr Estimated	Fiscal 2015-16 Next Yr Projected
Unduplicated count of individuals served <i>(if family, please count individual members)</i> <b>TOTAL:</b>	<b>118</b>	<b>125</b>	<b>130</b>
1a. Total continuing from previous fiscal year	35	40	45
1b. Total new for the year	83	85	85
1c. Total terminated during the year			
<b>2. RESIDENCE OF PARTICIPANTS TOTAL:</b>	<b>118</b>	<b>125</b>	<b>130</b>
2a. Washington City Limits	110	115	115
2b. Washington Extra Territorial Jurisdiction			
2c. Washington Park			
2d. Chocowinity	3	4	10
2e. Bath			
2f. Belhaven	2	3	5
2g. Aurora			
2h. Pantego			
2i. Pinetown			
2j. Outside Beaufort County or Unknown	3	3	
<b>3. AGE GROUP TOTAL:</b>	<b>118</b>	<b>125</b>	<b>130</b>
3a. Infants through 4 years of age			
3b. 5 through 12 years of age	8	10	20
3c. 13 through 17 years of age	77	80	80
3d. 18 through 29 years of age	23	25	10
3e. 30 through 64 years of age	10	10	15
3f. 65 and over			
3g. Not known or not applicable			
<b>4. INCOME OF PARTICIPANTS TOTAL:</b>	<b>118</b>	<b>125</b>	<b>130</b>
4a. Below official poverty level (\$ 9,084)	109	115	105
4b. At or near poverty level	9	10	25
4c. Middle income (\$ 30,280)			
4d. Upper income (\$ 55,999+)			
4e. Not known or not applicable			
<b>5. SEX TOTAL:</b>	<b>118</b>	<b>125</b>	<b>130</b>
5a. Male	68	72	75
5b. Female	50	53	55
5c. Not recorded			

**City of Washington**  
**Request for City Appropriation**  
*Budget Form 4*

AGENCY: Purpose of God Annex Outreach Center

Contact Information: Mother Regina Jones  
1015 East 6<sup>th</sup> Street  
Washington NC 27889  
(252) 974-1484

Amount Requested: \$20,000

Please outline what the City appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

<u>Staff Salary: Case Manager (\$11/hr., 40hrs x 39 wks.)</u>	<u>\$17,160.00</u>
<u>Staff Fringe: FICA 7.65%</u>	<u>\$1,312.74</u>
<u>Staff Fringe: SUTA 6.912%</u>	<u>\$1,186.10</u>
<u>Staff Fringe: Worker's Compensation 1.4894</u>	<u>\$255.58</u>
<u>Other Participant Services (ID cards, copies of transcripts, work tools/clothing/shoes) \$85.58</u>	
<u>Total Program Costs</u>	<u>\$20,000</u>

Completed By: Mother Regina Jones – Chief Administrative Officer  
Printed Name & Position

Mother Regina Jones 1/27/15  
Signature & Date

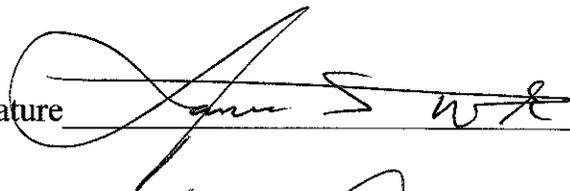
## ***Cornerstone Families Understanding Nurturing Program (FUN)***

To the honorable Mayor Mac Hodges and members of Beaufort County City Council. The following is a proposed request for funds for the Cornerstone Families Understanding Nurturing Parenting Program, offered to the citizens of Washington Beaufort County.

Thank you for assisting the FUN program last year and for your consideration to review this proposal for needed funding of this service to the community. We are sincerely grateful!

**Name of Organization:** Cornerstone Family Worship Center Church of God  
**Name of the Program:** Cornerstone Families Understanding Nurturing Program  
**Mailing Address:** 1918 West 5<sup>th</sup> St. / PO Box 1763 Washington, NC 27889  
**Primary Phone:** 252-946-6109  
**Primary Fax:** 252-946-0785  
**Email Address:** [cornerstonecog@embarqmail.com](mailto:cornerstonecog@embarqmail.com)  
**Executive Director:** Bishop James S. McIntyre, Sr.  
**Program Administrator:** Shirley Roberson

Executive Director Signature



Date: 01-22-15

Program Administrator Signature



Date: 01-22-15

# ***Cornerstone Families Understanding Nurturing Program (FUN)***

## **Funding Request for Cornerstone Families Understanding Nurturing Parenting Program**

The Cornerstone Family Worship Center Church of God located at 1918 West 5<sup>th</sup> Street in the city of Washington, NC have provided nurturing parenting classes since March 2009 for the Washington Beaufort County community. Since that time, Cornerstone Families Understanding Nurturing Program has served over 300 families in its nurturing parenting program. The program has conducted and completed its 13<sup>th</sup> series, with twenty participating families graduating successfully. Cornerstone Families Understanding Nurturing (FUN) is a program designed to help parents and children recognize destructive patterns, break these habits and replace them with positive, rewarding nurturing family relationships.

The goals for Cornerstone Families Understanding Nurturing are to prevent child abuse and neglect. To improve well-being among children that are at risk, through the provision of supportive family services. To assist children to identify disparaging precedents, annihilating these practices and substituting them with constructive, positive, and well-cultivated family relationships. To reduce social behavior problems i.e. school dropout, substance abuse, gang violence and teen pregnancies

The program serves 10-20 families per session averaging from 2-7 members with a total average of over 65 individuals participating. Participants are families with children ranging from ages newborn to 16. Cornerstone Families Understanding Nurturing Program (FUN), is designed to provide parental and sibling interaction with a nationally recognized evidenced based parenting curriculum; designed to help parents and children recognize destructive patterns, break these habits and replace them with positive, rewarding nurturing family relationships. The basis of the Nurturing Program curriculum is a well-articulated set of beliefs about individuals, families and interaction patterns that not only diagnose potential problems, but also promotes long-lasting changes that can break the cycle of abuse, building self-esteem, parental and child respect, and empowering family members to build positive patterns of communication, cooperation, and discipline. Each class last between two and one-half (2-1/2) hours generally running from 6:00 to 8:30pm. These classes are twice a year, usually in April-June and August-November.

Cornerstone Families Understanding Nurturing program utilizes the infant (0-4), pre-adolescence (5-11) and adolescence (12-16), nurturing curriculum developed by Fran B. Kaplan, MSW, Ed .D. and Dr. Steven Bavolek, from UNC-Greensboro, NC. This curriculum is

## ***Cornerstone Families Understanding Nurturing Program (FUN)***

internationally accredited and is the result of over 30 years of supported research on family dynamics and the conditions that produce and accompany destructive family patterns. The Curriculum is a strong philosophical basis that supports the growth and development of parents and children as caring people who treat themselves, others, and the environment with respect and dignity. Cornerstone Families Understanding Nurturing Parenting Programs is founded on the following morals and values:

- **Positive Self Worth:** A positive self-worth is critical to the ability to nurture one's self, others, and the environment. Parent and children who treat themselves with respect will in turn treat others with respect.
- **Empathy:** Empathy forms the foundation of Nurturing Parenting. It is the ability to be aware of the needs of others, and to take positive actions on the behalf of others.
- **Empowerment and Strong Will:** Children need to be empowered to make good choices and wise decisions using their strong will and personal power. Developing a strong sense of personal power is a necessary element in becoming a nurturing individual.
- **Structure and Discipline:** Discipline is the practice of teaching children to be respectful, cooperative, and contributing members to a family and society. Harsh and abusive language, hurting touch, and punishment are views as disrespectful practices promoting rebellious and acting out behaviors. Parental practices of discipline must model the sought after behavior of the child.
- **Laughter, Humor and Play:** Humor, laughter, and fun promote happiness in families, an optimistic view of life, and outlet for stress reduction, and the chance to make living together as a family enjoyable. A happy child is an easier child to parent than a child with a negative hostile attitude.

Cornerstone Families Understanding Nurturing Parenting Program's goals centers on five parenting construct. These parenting construct are a set of parental attitudes and behaviors that play a very significant role in childrearing.

- **Appropriate Expectations:** Nurturing parents understand that a child is not just a short adult, rather a person whose body and brain are still under construction.

## ***Cornerstone Families Understanding Nurturing Program (FUN)***

- **Empathy:** The ability to recognize, understand and honor the needs, feelings, individual viewpoints and preferences of others- even when these are varies different from one's own.
- **Non-violent Discipline:** Parents have to control or guide the behavior of children in order to protect them from dangers, and to teach them the cultural norms and behaviors necessary to live as one adult among many within the group.
- **Appropriate Family Roles:** Proper family roles means, parents take care of children, not children taking care of parents.
- **Power and Independence:** When children's power and independence are oppressed, they are not allowed to challenge, to voice opinions, or to have choices, but rather are told to "do what they are told to do" without question. This demand for compliance to parental authority has many limitations:

Cornerstone Families Understanding Nurturing Programs is staffed by, caring trained facilitators for all classes, childcare workers, transportation providers, food preparation worker, a Program Administrator, Program Director and volunteers.

Two-parent facilitators per class conduct classes and assist in providing the meal for participants while observing and documenting parent/child interactions. Child facilitators provides a children's group session in which children are exposed to age appropriate activates that foster new socialization skills, as needed. Transportation is provided for all families who are not able to attend because of the lack thereof. Prior to the start of each session, a hot nutritious meal is prepared and served by a food preparation worker and other volunteers. Snacks are provided at the mid-way point of the class sessions. The Program Director and Program Administrator monitor the classes and assist when needed. The following is an overview of the program activities:

- On the first evening of the program, families arrive at around 5:45 pm for dinner.
- Dinner starts promptly at 6:00pm with thanksgiving for the meal.
- At 6:30pm, everyone disbursed to his or her appropriate classes.
- On the very first night of class orientation of policies and information is presented to all participates
- Let's get acquainted, meet and greet

## ***Cornerstone Families Understanding Nurturing Program (FUN)***

- After orientation, the facilitator administers a Pre-Assessment test. This assessment is graded, scored and logged to be compared for understanding and application of presented information at the completion.
- For the first hour, all classes are divided, after break pre-adolescent parents and children and adolescents parents and children come together and participate in class together for about 30 minutes.
- At the end of class session, each class has a homework assignment to bring back for the next session.
- At the end of the 15-week session, a graduation ceremony is held to celebrate the accomplishments of the families who successfully complete the program. Agencies who have made referrals to the program as well as other family members and friends, local newspapers and guest attend this celebration. Staff presents, awards, certificates and gifts to parents and children. After the awards ceremony all in attendance enjoy a celebration meal.
- Acceptance into the Cornerstone Families Understanding Nurturing Program is done through application process from community agencies and individuals such as Beaufort County Department of Social Services, Department of Juvenile Justice, Beaufort County Schools, Beaufort County Health Department, Doctor's Offices and Churches. The program is also open to parents who want to increase their knowledge and parenting skills.

Cornerstone Nurturing Parents and children are monitored for success in the program by several components, which are; weekly class attendance, facilitators' evaluation reports, assignment completion, class participation, a noticeable improvement in the area of empathy on the pre/post assessments. Each week data is collected to be evaluated, and at the conclusion of the 15-week session certificates are awarded based on a rubric score for the following three areas.

- Certificate of Attendance: Minimum requirements are met.
- Certificate of Completion: Medium requirements are met
- Certificate of Significant Accomplishments: Overall, higher standards of requirements has been met.

Successful completion of the program is achieved through a rubric score and the awarding of the Certificate of Completion or the Certificate of Significant Accomplishment.

## ***Cornerstone Families Understanding Nurturing Program (FUN)***

The need for a Nurturing Parenting program in the Washington Beaufort County area is overwhelming. With the increase of gang activities, school drop-outs, increased teen age pregnancy rate, drugs and alcohol consumption by youth and child abuse / neglect, children and parents need a safe place where they can receive care and informative instruction on good parenting skills to help combat these problems.

The Cornerstone FUN program in collaboration with other agencies is dedicated to assuring that families receive the care and positive instruction that is so desperately needed to make a positive impact in thier lives for years to come. Several Beaufort County committees and agencies currently recognize and discuss the problems of preventing child abuse and neglect. For example, professionals and citizens actively participate in the Beaufort County Community Collaborative, the Community Child Protection Team, the Beaufort County Juvenile Crime Prevention Council and the Local Interagency Coodinating Council (birth – 5). Various agencies provide public awareness on problems with child maltreatment, delinquency, appropriate child development and development of healthy family relations through public speaking opportunities and the provision of printed materials.

Without Nurturing Parenting Programs such as Families Understanding Nurturing (FUN) our courts will continue to be filled with children who should be in the classrooms or in their family home and our schools and community will continue to experience discipline problems. Parents who do not know how to nurture children will, produce children who will become parents who will not know how to nurture their children. The same pattern of abuse and neglect passed from one generation to another generation.

Cornerstone has made adjustments in the overall cost to operate the program without jeopardizing its integrity. These adjustments represent a reduction in administration and not services to the participating families. In addition to the cuts, in kind services have increased to assure continued success. Cornerstone Family Worship Center (Families Understanding Nurturing) is requesting needed funding to continue to provide its services to the citizens of Beaufort County. The total cost to provide the service for a one-session 15-week program will be \$16,000. Cornerstone offers a three (3) session programs two times during the year one series in the spring and one series in the fall. Each series cost \$48,000 for a total cost of \$96,000 a year.

## ***Cornerstone Families Understanding Nurturing Program (FUN)***

Cornerstone currently receives \$32,000 from Beaufort County Department of Social Services for the pre-school and pre-adolescents classes in the spring of the year. This funding covers one full 15 week session of classes. Beaufort County Department of Juvenile Justice also funds the FUN program at \$21,450, but covers only staffing for the adolescents class. Department of Juvenile Justice does not fund transportation, meals, supplies, parent curriculum or participants incentives, which are vital components of the program. The City of Washington funded \$10,000, which only covered a portion of the program needs not met by the Department of Juvenile Justice. This request of \$16,000 seeks to fund one session of parent classes.

Enclosed are charts of activities, which include outcome adjectives and measurement tools as well staff qualifications, and one 15-week session budget outline.

## *Cornerstone Families Understanding Nurturing Program (FUN)*

### Planned Activities Chart

<u>Focus Area</u>	<u>Identified Goal</u>	<u>Outcome Objectives</u>	<u>Measurement Tool</u>
To prevent child abuse and neglect and improve relationship between sibling and their parents.	Identifying hidden destructive patterns of physical and verbal abuse. Structuring confidence and escalating harmony within the family unit.	Having 80% or more of parents who complete the Families Understanding Nurturing program demonstrate measurable improvement in child rearing skills as evidence from a pre-test and post-test.	<ul style="list-style-type: none"> <li>. Pre-test and post-test.</li> <li>. Facilitators Surveys</li> <li>. Facilitators Monitoring</li> </ul>
To prevent child abuse and neglect and improve relationship between sibling and their parents.	Providing a safe haven for families to learn the necessary skills to ensure healthy sustainable relationships.	75% or more of parents and children will identify disparaging precedents, annihilating these practices and substituting them with constructive, positive and well-cultivated family relationships.	Parents / Caregivers will complete the post test that is ordered for use as part of the curriculum (Adult / Adolescents Parenting Inventory II). adolescence, and pre-adolescence nurturing curriculum developed by Fran B. Kaplan, MSW, Ed .D. and Dr. Steven Bavolek,
To prevent child abuse and neglect and improve relationship between sibling and their parents.	Increasing self-esteem and self-confidence through interaction with positive reinforcements and support.	Have 90% or more of participating families report they agree or strongly agree or that they feel competent and confident to apply the parenting information presented through the Nurturing Program.	Parents' participants' survey and Provide within these sessions an interactive parent-child discussion time. Facilitator monitored and documented

# *Cornerstone Families Understanding Nurturing Program (FUN)*

## Qualifications

Staff Person	Position/Role	Qualifications
Facilitators	Serve as a facilitator for ages' birth to 16 adolescent using Nurturing Project curriculum provided by Cornerstone Family Worship Center. Starting at 6:00pm and ending 8:30pm. Be responsible for managing and maintaining all materials of the FUN program in a designated area. Be responsible for all set up and take down of meeting facilities used to conduct class.	<ul style="list-style-type: none"> <li>• Homemakers and parents</li> <li>• Trained &amp; Certified as Nurturing Facilitators in the Nurturing-parenting curriculum.</li> <li>• Served as a Facilitator for at least 2 years</li> </ul>
Food Preparation Worker	Be responsible for all meal preparation, to include ordering food, picking up food, setting up and serving participating families of the FUN program. Be responsible for cleaning all arrears used to prepare, serve snacks at the end of each session.	<ul style="list-style-type: none"> <li>• Years of Food Service Training and management training.</li> <li>• Certified by the National Restaurant Association Solution</li> <li>• ServSafe as a Food Protection Manager</li> </ul>
Transportation Driver	Serve as bus / van driver for age's birth to 16 provided by Cornerstone Family Worship Center. Be responsible for picking up and dropping off all participants who will need transportation to attend the weekly classes for the entire program.	<ul style="list-style-type: none"> <li>• Experienced Drivers of 30 plus years. Drives bus for afterschool program.</li> </ul>

## *Cornerstone Families Understanding Nurturing Program (FUN)*

<p style="text-align: center;">Child Care Provider</p>	<p>Serve as a Child Care provider for age's birth to 4 using Nurturing Project curriculum provided by Cornerstone Family Worship Center. Starting at 6:00pm and ending at 8:30pm. Dinner for participants will be at 6:00pm. Be responsible for tracking all participants through weekly attendance sheets for the entire ten weeks of class. Be responsible for managing and maintaining all materials of the FUN program in a designated area. Be responsible for all set up and take down of meeting facilities used to conduct class. Give at least 24 hours notice if not able to conduct class.</p>	<ul style="list-style-type: none"> <li>• Mother and homemaker. Serves as children Sunday school teacher and Nursery worker.</li> <li>• Attends workshop / seminars on childcare.</li> </ul>
<p style="text-align: center;">Program Administrator</p>	<p>Serve as the Administrative Assistant to the Program Director. Coordinate assignments, class schedules, meetings, and correspondences with all paid and volunteer staff of the FUN Program. Maintain a complete record keeping system of all forms, applications, financial information, and documentations of the FUN Program. Maintain an up to date register of all staff and families participating in the program. Be responsible for managing and maintaining all accounting transactions pertaining to the financial disbursement and of</p>	<ul style="list-style-type: none"> <li>• Have at least an Associate Degree with a minimum of 5 years of active Office Administration.</li> <li>• Have 130 + hours of higher education in Business Administration.</li> <li>• 17 years of upper level management and personnel department of major department store chain</li> <li>• 12 years of management experience in fast food chain.</li> <li>• 12 years of experience as</li> </ul>

## *Cornerstone Families Understanding Nurturing Program (FUN)*

	<p>receiving funds of the FUN Program. Be responsible for gathering and preparing all reports necessary for reporting to the Program Director, collaborative, and other agencies as needed.</p>	<p>an Executive Administrator.</p> <ul style="list-style-type: none"> <li>• Very computer literate, office administration and office automation skills. Trained and certified facilitator.</li> </ul>
<p style="text-align: center;">Program Director</p>	<p>General oversight of the entire FUN program. Review and approve referral applications for acceptance into the program. Provide direct contact between all participating agencies. Provides progress reports and final program analysis at the completion of the program. Approve all disbursements of funds. Seek additional funding for sustainability. Serve as a member of Beaufort County Community Collaborative attending all meetings.</p>	<ul style="list-style-type: none"> <li>• 30 years of experience in Executive level management experience.</li> <li>• 11 years as Senior Pastor and District Overseer. Founder and facilitator of the Cornerstone School of Ministry.</li> <li>• Serve as a member of the Beaufort County Community Collaborative, Beaufort / Hyde Partnership for Children, Board of Advisors to the Beaufort County Schools Superintendent.</li> <li>• Trained and certified facilitator for Nurturing Program.</li> <li>• Serves as a Certified National Consultant and Trainer of Trainees for Nurturing Families Programs.</li> </ul>

# *Cornerstone Families Understanding Nurturing Program (FUN)*

## 15-Week Session Operational Budget:

Line Item Description	Amount Requested	Line Item Explanation (Narrative)	
Personnel	\$ 9,976.00	\$ 100/ wk x 14 x 2 Facilitators	\$ 2,800
		\$135/ wk x 14 wk Program Mgt	\$ 1,890
		\$100/ wk x 14 Administrator	\$ 1,400
		\$100/ wk x 14 Food Pre Worker	\$ 1,400
		\$ 75/ wk x 14 Driver	\$ 1,050
		\$ 50/ wk x14 Nursery Worker	\$ 700
		FICA Tax	\$736.00
Travel and Mileage (Participants Transportation)	\$ 1,197.00	\$.57/ 30 miles x 14 wk x 5 Families	\$ 1,197
Supplies & Materials	\$ 825.00	\$165. x 5 Families	\$ 825
Operational Expenses of Organization	\$ 4,002.00	\$5.25 x 14 wk/ 32 people Meals	\$ 2,352
		\$ 100. X 14 wk Utilities	\$ 1,400
		\$ 50. X 5 families	\$ 250
<b>TOTAL AMOUNT REQUESTED</b>	<b>\$ 16,000.00</b>		

Cornerstone Families Understanding Nurturing is seeking funding to provide parenting nurturing skills classes for families in the Washington / Beaufort County corridor. The total cost of the program is \$16,000 for one 15-week session of classes.

Cornerstone Family Worship Center Church of God / Families Understanding Nurturing is a non-profit organization and recognized as being tax exempt under section 501(C) (3) of the Internal Revenue Code. Cornerstone Family Worship Center EIN number is 25-1902422.

Cornerstone Families Understanding Nurturing Program

15 Week Session Operational Budget

<u>Line Item Description</u>	<u>Line Item Narrative</u>	<u>Amount Received</u>	<u>Amount Spent</u>
<b><u>Income</u></b>			
City of Washington		\$10,000.00	\$10,000.00
<b>Total Income</b>		<b>\$10,000.00</b>	<b>\$10,000.00</b>
Personnel	\$100wk x 14 x 1 Administrator	\$ 1,400.00	\$ 1,400.00
	\$100wk x 14 x1 Food Specialist	\$ 1,400.00	\$ 1,400.00
	\$50wk x 14 x 2 Nursery Worker	<u>\$ 1,400.00</u>	<u>\$ 1,400.00</u>
<b>Total Personnel</b>		<b>\$ 4,200.00</b>	<b>\$ 4,200.00</b>
<b><u>Expenses</u></b>			
Operational Expenses of	\$100wk x 14wks Utilities	\$ 1,400.00	\$ 1,400.00
Organization	\$5.50wk x 14 x 30 people	<u>\$ 2,310.00</u>	<u>\$ 2,310.00</u>
<b>Total Operational Expenses</b>		<b>\$ 3,710.00</b>	<b>\$ 3,710.00</b>
Supplies & Materials	\$80.00 x 10 Families	\$ 800.00	\$ 800.00
Awards & Gifts	Participants Gift	\$ 500.00	\$ 500.00
Travel & Mileage	Participants Transportation	<u>\$ 790.00</u>	<u>\$ 790.00</u>
<b>Total Expenses</b>		<b>\$10,000.00</b>	<b>\$10,000.00</b>
<b>Total Income</b>		<b>\$10,000.00</b>	<b>\$10,000.00</b>
<b>Total Expenses</b>		<b><u>\$10,000.00</u></b>	<b><u>\$10,000.00</u></b>
		<b>\$ 0.00</b>	<b>\$ 0.00</b>

**City of Washington**  
**Request for City Appropriation**  
*Budget Form 4*

AGENCY: CORNERSTONE FUN PROGRAM

Contact Information: POST OFFICE BOX 1763

WASHINGTON, NC 27889

Amount Requested: \$ 10,000.00

Please outline what the City appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

SEE ATTACHED DOCUMENTS

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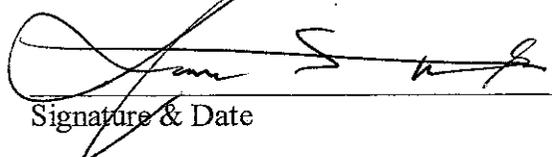
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Completed By: BISHOP JAMES MCINTYRE, SR. - EXECUTIVE DIRECTOR  
Printed Name & Position

 01-22-15  
Signature & Date

**City of Washington, North Carolina**  
**REQUEST FOR CITY FUNDING SUPPORT**

*Budget Form 1*

Agency: CORNERSTONE FUND PROGRAM

Amount Requested \$ 110,000.00

	FY-2013-14 Actual	FY-2014-15 Budget	FY-2014-15 Est. Actual Expenses	FY2015-16 Budget Request
<b>REVENUES:</b>				
Requested from Washington	15,000.00	110,038.84	110,000.00	110,000.00
Federal				
State				8,100.00
County	55,100.00	54,300.00	53,450.00	53,450.00
United Way				
All Cities/Towns other than Washington				
Other:				
Donations/Fundraisers				
Fees/Dues				
Sales				
Miscellaneous				
Beginning Balance (Deficit)				
<b>TOTAL:</b>	<b>70,100.00</b>	<b>73,338.84</b>	<b>103,450.00</b>	<b>77,550.00</b>
<b>EXPENSES:</b>				
Personal Services				
Programs Services	59,385.73	61,585.73	54,089.00	64,075.00
Contractual Services				
Commodities & Supplies	3,318.77	3,832.19	3,245.00	5,515.00
Fundraisers				
Capital				
Other - MEALS	7,404.29	7,923.71	6,116.00	7,960.00
<b>TOTAL:</b>	<b>70,108.79</b>	<b>73,341.79</b>	<b>103,450.00</b>	<b>77,550.00</b>

Organizational Data

President:

Executive Director: BISHOP JAMES MCINTYRE, SR.

Treasurer

Other Officers: ADMINISTRATIVE ASSISTANT - SHIRLEY ROBERSON

Completed by: Shirley Roberson  
 (Signature)

Date: JANUARY 20, 2015

SHIRLEY ROBERSON  
 (Name)

ADMINISTRATIVE ASSISTANT  
 (Title)

Phone: 252-946-6109

**City of Washington, North Carolina**  
**SUMMARY OF REVENUE AND EXPENSES**

*Budget Form 2*

Agency: *CORNERSTONE FUN PROGRAM*

Support Revenue & Expenses	Fiscal 2013-14 Last Year Actual	Fiscal 2014-15 This Year Est. or Actual	Fiscal 2015-16 Next Year Proposed
1. Allocation from United Way			
<b>Public Support &amp; Revenue – All Sources</b>			
2. Membership Dues.....			
3. Contributions/Donations.....			
4. Special Events/Fundraisers.....			
5. Legacies & Bequests.....			
6. Fees & Grants from Government Agencies.....	<i>70,100.00</i>	<i>63,450.00</i>	<i>77,550.00</i>
7. Program Services Fees & Net Incidental Revenue			
8. Sales of Materials.....			
9. Investment Income.....			
10. Miscellaneous Revenue.....			
11. TOTAL REVENUES	<i>70,100.00</i>	<i>63,450.00</i>	<i>77,550.00</i>
<b>Expenses</b>			
12. Salaries.....	<i>44,205.00</i>	<i>36,854.00</i>	<i>38,500.00</i>
13. Employee Benefits (insurance, retirement, travel)			
14. Payroll Taxes (Soc. Sec., etc).....	<i>3,510.00</i>	<i>2,393.00</i>	<i>3,520.00</i>
15. Professional Fees (cpa, legal, &/or consulting)			
16. Supplies.....	<i>3,312.77</i>	<i>3,245.00</i>	<i>5,515.00</i>
17. Telephone.....			
18. Postage & Shipping.....			<i>700.00</i>
19. Occupancy (rent, utilities, insurance, etc.).....	<i>8,220.00</i>	<i>10,538.00</i>	<i>14,220.00</i>
20. Rental & Maintenance of Equipment.....			<i>1,900.00</i>
21. Printing & Publications.....			<i>730.00</i>
22. Travel.....	<i>2,328.38</i>	<i>1,694.00</i>	<i>2,880.00</i>
23. Conferences, Conventions & Meetings.....		<i>1,510.00</i>	<i>3,000.00</i>
24. Specific Assistance to Individuals.....			
25. Membership Dues.....			
26. Awards & Grants to individuals or organizations	<i>1,122.35</i>	<i>1,200.00</i>	<i>1,625.00</i>
27. Miscellaneous..... <i>MEALS</i> .....	<i>7,404.29</i>	<i>10,116.00</i>	<i>7,900.00</i>
28. TOTAL EXPENSE.....	<i>70,102.79</i>	<i>63,550.00</i>	<i>77,550.00</i>
29. Reserves for Specific Activities for Future Years			
30. TOTAL EXPENSES FOR ALL ACTIVITIES.....	<i>70,102.79</i>	<i>63,550.00</i>	<i>77,550.00</i>
31. EXCESS/DEFICIT OF TOTAL SUPPORT & REVENUE OVER EXPENSES.....	<i>70,100.00</i> <i>-2.79</i>	<i>63,450.00</i> <i>-100.00</i>	<i>77,550.00</i> <i>0.00</i>

# City of Washington, North Carolina

## PROGRAM PARTICIPANTS STATISTICS

Budget Form 3

Agency: *CORNERSTONE FUN PROGRAM*

1. WHOM DO YOU SERVE?	Fiscal 2013-14 Last Yr Actual	Fiscal 2014-15 This Yr Estimated	Fiscal 2015-16 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) <b>TOTAL:</b>			
1a. Total continuing from previous fiscal year	0		
1b. Total new for the year	72		
1c. Total terminated during the year	32		
<b>2. RESIDENCE OF PARTICIPANTS TOTAL:</b>	<b>72</b>		
2a. Washington City Limits	67		
2b. Washington Extra Territorial Jurisdiction	0		
2c. Washington Park	0		
2d. Chocowinity	3		
2e. Bath	0		
2f. Belhaven	1		
2g. Aurora	0		
2h. Pantego	0		
2i. Pinetown	0		
2j. Outside Beaufort County or Unknown	1		
<b>3. AGE GROUP TOTAL:</b>	<b>72</b>		
3a. Infants through 4 years of age	13		
3b. 5 through 12 years of age	15		
3c. 13 through 17 years of age	18		
3d. 18 through 29 years of age	11		
3e. 30 through 64 years of age	12		
3f. 65 and over	3		
3g. Not known or not applicable			
<b>4. INCOME OF PARTICIPANTS TOTAL:</b>	<b>72</b>		
4a. Below official poverty level (\$ 9,084)	0		
4b. At or near poverty level	72		
4c. Middle income (\$ 30,280)	0		
4d. Upper income (\$ 55,999+)	0		
4e. Not known or not applicable	0		
<b>5. SEX TOTAL:</b>	<b>72</b>		
5a. Male	24		
5b. Female	48		
5c. Not recorded	0		

PARTNERSHIP  
for the *Sounds*

January 26, 2015

Mr. Brian M. Alligood, Manager  
City of Washington  
102 East Second Street  
Washington, NC 27889

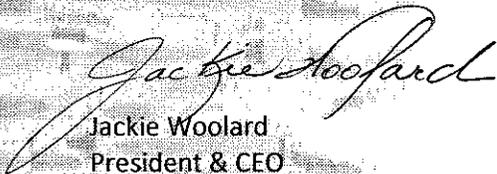
**Re: 2015/2016 Appropriation Request to the City of Washington**

Dear Mr. Alligood:

Enclosed you will find the completed **Budget Forms 1-4** from the North Carolina Estuarium for the City of Washington's 2015/2016 budget process. Please contact me if there is additional information you require or if you have specific questions about the information provided.

On behalf of the Estuarium and the Partnership for the Sounds Board of Directors, thank you for the support the City has given us, and for this opportunity to apply for future funding. We are proud to serve the City and its citizens through the operation of the Estuarium.

Best regards,



Jackie Woolard  
President & CEO

COLUMBIA • WASHINGTON • MATTAMUSKEET • WINDSOR

p.o. box 55 COLUMBIA • NC 27925  
PH 252 796 • 1000 FX 252 796 • 02185  
PH 252 974 • 1044 (WASHINGTON) Page 53 of 71

**City of Washington, North Carolina**  
**REQUEST FOR CITY FUNDING SUPPORT**

*Budget Form 1*

Agency: North Carolina Estuarium

Amount Requested \$ 25,000

	FY-2013-14 Actual	FY-2014-15 Budget	FY-2014-15 Est. Actual Expenses	FY2015-16 Budget Request
<b>REVENUES:</b>				
Requested from Washington	<i>No request</i>	<i>20,000</i>	<i>20,000</i>	<i>25,000</i>
Federal				
State		<i>62,359</i>	<i>62,359</i>	<i>65,000</i>
County		<i>35,000</i>	<i>35,000</i>	<i>35,000</i>
United Way				
All Cities/Towns other than Washington				
Other:				
Donations/Fundraisers		<i>95,691</i>	<i>95,691</i>	<i>90,000</i>
Fees/Dues		<i>40,600</i>	<i>40,600</i>	<i>41,000</i>
Sales		<i>36,100</i>	<i>36,100</i>	<i>36,000</i>
Miscellaneous		<i>250</i>	<i>250</i>	
Beginning Balance (Deficit)				
TOTAL:		<i>290,000</i>	<i>290,000</i>	<i>292,000</i>
<b>EXPENSES:</b>				
Personal Services		<i>156,000</i>	<i>156,000</i>	<i>158,000</i>
Programs Services		<i>20,200</i>	<i>20,200</i>	<i>20,200</i>
Contractual Services		<i>20,500</i>	<i>20,500</i>	<i>20,500</i>
Commodities & Supplies		<i>10,000</i>	<i>10,000</i>	<i>10,000</i>
Fundraisersing		<i>1,200</i>	<i>1,200</i>	<i>1,200</i>
Capital <i>insurance, bldg.</i> <i>utilities</i>		<i>60,000</i>	<i>60,000</i>	<i>60,000</i>
Other <i>Gift shop Exp.</i>		<i>22,100</i>	<i>22,100</i>	<i>22,100</i>
TOTAL:		<i>290,000</i>	<i>290,000</i>	<i>292,000</i>

Organizational Data

President: *Jackie Woolard*  
 Executive Director: *Jackie Woolard*  
 Treasurer *Asst. Finance Officer Linda Russell*  
 Other Officers: *J D Brickhouse, Board Chair*  
*John Ed Whitehurst, Vice Chair*

Completed by: *Jackie Woolard*  
 (Signature)

Date: *January 26, 2015*

*Jackie Woolard*  
 (Name)

*Pres. CEO*  
 (Title)

Phone: *252-974-1044*

**City of Washington, North Carolina**  
**SUMMARY OF REVENUE AND EXPENSES**

*Budget Form 2*

Agency: North Carolina Estuarium

Support Revenue & Expenses	Fiscal 2013-14 Last Year Actual	Fiscal 2014-15 This Year Est. or Actual	Fiscal 2015-16 Next Year Proposed
1. Allocation from United Way	X	X	X
<b>Public Support &amp; Revenue – All Sources</b>			
2. Membership Dues.....		5,000	5,000
3. Contributions/Donations.....		65,691	55,000
4. Special Events/Fundraisers.....			5,000
5. Legacies & Bequests.....		25,000	25,000
6. Fees & Grants from Government Agencies.....		117,359	125,000
7. Program Services Fees & Net Incidental Revenue		40,600	41,000
8. Sales of Materials.. <u>Gift Shop</u> .....		36,100	36,000
9. Investment Income.....			
10. Miscellaneous Revenue.....		250	
11. TOTAL REVENUES		290,000	292,000
<b>Expenses</b>			
12. Salaries.....		146,000	147,000
13. Employee Benefits (insurance, retirement, travel)			
14. Payroll Taxes (Soc. Sec., etc).....		10,000	11,000
15. Professional Fees (cpa, legal, &/Or consulting)		3,000	3,000
16. Supplies <u>Janitorial, Curatorial, Educational</u> ....		15,000	15,000
17. Telephone.....		3,850	3,850
18. Postage & Shipping.....		200	200
19. Occupancy (rent, utilities, insurance, etc.) <u>Lawn</u>		60,000	60,000
20. Rental & Maintenance of Equipments <u>&amp; Exhibits &amp; Boat</u>		21,800	21,800
21. Printing & Publications.....		1,050	1,050
22. Travel.....		5,000	5,000
23. Conferences, Conventions & Meetings.....			
24. Specific Assistance to Individuals.....			
25. Membership Dues.....		2,000	2,000
26. Awards & Grants to individuals or organizations			
27. Miscellaneous.. <u>Gift Shop</u> .....		22,100	22,100
28. TOTAL EXPENSE.....		290,000	292,000
29. Reserves for Specific Activities for Future Years		75,850	
30. TOTAL EXPENSES FOR ALL ACTIVITIES.....		290,000	292,000
31. EXCESS/DEFICIT OF TOTAL SUPPORT & REVENUE OVER EXPENSES.....		0	0

# City of Washington, North Carolina

## PROGRAM PARTICIPANTS STATISTICS

Budget Form 3

Agency: North Carolina Estuarium

\* Calendar  
Yr 2013

Calendar  
Yr 2014

Calendar  
Yr 2015

1. WHOM DO YOU SERVE?	Fiscal 2013-14 Last Yr Actual	Fiscal 2014-15 This Yr Estimated	Fiscal 2015-16 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) <b>TOTAL:</b>	14,967	13,531	15,200
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
<b>2. RESIDENCE OF PARTICIPANTS TOTAL:</b>			
2a. Washington City Limits	1,485	1,259	1,400
2b. Washington Extra Territorial Jurisdiction	892	860	800
2c. Washington Park			
2d. Chocowinity			
2e. Bath			
2f. Belhaven			
2g. Aurora			
2h. Pantego			
2i. Pinetown			
2j. Outside Beaufort County or Unknown	12,590	11,412	13,000
other NC counties; other states; other countries	73; 44; 16	77; 46; 19	
<b>3. AGE GROUP TOTAL:</b>			
3a. Infants through 4 years of age	747	578	
3b. 5 through 12 years of age	4,411	4,184	
3c. 13 through 17 years of age			
3d. 18 through 29 years of age	9,809	8,769	
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable			X
<b>4. INCOME OF PARTICIPANTS TOTAL:</b>			
4a. Below official poverty level (\$ 9,084)			
4b. At or near poverty level			
4c. Middle income (\$ 30,280)			
4d. Upper income (\$ 55,999+)			
4e. Not known or not applicable	X	X	X
<b>5. SEX TOTAL:</b>			
5a. Male			
5b. Female			
5c. Not recorded	X	X	X

\* We count visitation by calendar year.

**City of Washington**  
**Request for City Appropriation**  
*Budget Form 4*

AGENCY: North Carolina Estuarium

Contact Information: Jackie Woolard

914-1044 @ NCE or 252-796-1000

Amount Requested: \$ 25,000

Please outline what the City appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

For the Estuarium to continue serving as  
an anchor for tourism and downtown activity, and  
as a provider of science education, it needs to  
have all systems functioning properly at all times.  
Therefore the funding we receive from the City will be directed  
towards building maintenance and utilities systems to ensure  
the Estuarium is able to provide a complete and safe  
experience for our visitors.

Completed By: Jackie Woolard, Pres. & CEO  
Printed Name & Position

Jackie Woolard January 26, 2015  
Signature & Date



January 23, 2015

Mr. Brian Alligood, City Manager  
City of Washington  
P.O. Box 1988, Washington, NC 27889

Dear Mr. Alligood,

Attached, you will find the Washington Harbor District Alliance (WHDA) funding request for 2015/2016. In keeping with the City's budget constraints our funding request is \$62,000.

\$48,500 of this amount is to fund the director's salary and benefits. In adherence to the same principle as the City's moratorium on salary increases the director has not received a pay raise.

The balance of \$13,500 will be used to fund promotional advertising for the Harbor District within a 50 mile radius. This advertising budget is used to publicize all significant events taking place in the Harbor District. These funds are not duplicated in any other manner as the Washington Tourism Development Authority's marketing focus is to the outside of the 50 mile radius.

The remainder of the WHDA budget is funded through sponsorships and fundraising events. These fundraising events are designed to work two-fold; as their stated purpose and they also serve as a draw to bring people to Washington.

Although the sixteen plus events that WHDA produces throughout the year gain the most notoriety, WHDA's steadfast core work plan is to facilitate the build-out of the 2009 Washington Visualization and Reinvestment Strategy. Doing so helps propel the central business district to its full potential. That is why the City of Washington and WHDA can proudly boast having fine facilities such as Festival Park and the Lighthouse Maritime center. WHDA's director and key volunteers continue to work diligently on projects like wayfinding, the new streetscape initiative and the transformation of the City docks to reach its unrealized capacity.

WHDA continues to promote the Harbor District through our successful Shop, Dine, and Play program. This year WHDA featured a three month TV campaign broadcasted on WITN and WNCT. The commercial gained much attention and WHDA received many positive comments from the restaurant and merchant community. WHDA also continues to facilitate group advertising opportunities that reach the surrounding communities and help support the Harbor District businesses.

Funding WHDA is an excellent "return on investment" doing so mobilizes the efforts of over 3,000 hours of volunteer service. WHDA is a unique catalyst that helps create consensus and the momentum to advance the Harbor District.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Furlough".

Chris Furlough, President Washington Harbor District Alliance

PO Box 1988 102 E. 2<sup>nd</sup> Street, Suite 311A Washington, NC 27889

Phone 252.946.3969 Email: [whda@washingtononthewater.com](mailto:whda@washingtononthewater.com) Web: [www.WHDA.org](http://www.WHDA.org)

WHDA is a non-profit organization and all contributions are tax deductible. (Federal Tax ID #20-0175742)

**City of Washington, North Carolina**  
**REQUEST FOR CITY FUNDING SUPPORT**

*Budget Form 1*

Agency: Washington Harbor District Alliance Amount Requested \$62,000

	FY-2013-14 Actual	FY-2014-15 Budget	FY-2014-15 Est. Actual Expenses	FY2015-16 Budget Request
<b>REVENUES:</b>				
Requested from Washington	66,000	66,500	62,000	62,000
Federal	0			
State	0		3,600	
County-Vidant Foundation	0		5,300	
United Way				
All Cities/Towns other than Washington	0			
Other:				
Donations/Fundraisers	59,388	63,000	48,900	
Fees/Dues	3,950	4,500	1000	
Sales	1,000	1,000	2500	
Miscellaneous				
Beginning Balance (Deficit)	25,500	30,000	35,000	
<b>TOTAL:</b>	<b>155,838</b>	<b>165,000</b>	<b>157,000</b>	
<b>EXPENSES:</b>			51,255	
Personal Services	50,888	51,290	Director, intern & farmer's market manager	
Programs Services	15,000	15,000	20,000	
Contractual Services			300	
Commodities & Supplies	11,899	12,000	11,060	
Fundraisers	47,789	48,000	36,163	
Capital				
Other			30,000	
<b>TOTAL:</b>	<b>125,482</b>	<b>126,290</b>	<b>138,778</b>	

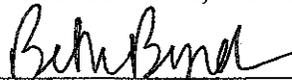
Organizational Data

President: Chris Furlough

Executive Director: Beth Byrd

Treasurer: None, Using Accounting Firm of Mayhue Edwards, Inc., Tori Wicker CPA

Other Officers: Trent Tetterton, V.P. Economic Restructuring, & Jaki Kennedy, Secretary

Completed by:  Date: 1/23/2015  
 (Signature)

Beth Byrd  
 (Name)

Executive Director Phone: 252-947-1487  
 (Title)

**City of Washington, North Carolina**  
**SUMMARY OF REVENUE AND EXPENSES**

*Budget Form 2*

Agency: Washington Harbor District Alliance

Support Revenue & Expenses	Fiscal 2012-13 Last Year Actual	Fiscal 2013-14 This Year Est. or Actual	Fiscal 2014-15 Next Year Proposed
1. Allocation from United Way	0	0	0
<b>Public Support &amp; Revenue – All Sources</b>			
2. Membership Dues.....	2,000	1,000	1000
3. Contributions/Donations.....	45,500	40,000	40,000
4. Special Events/Fundraisers.....	28,466	10,000	15,000
5. Legacies & Bequests.....	0	0	0
6. Fees & Grants from Government Agencies.....	66,000	70,900	62,000
7. Program Services Fees & Net Incidental Revenue	35,642	48,900	50,000
8. Sales of Materials.....	1,500	1,000	2500
9. Investment Income.....	0	0	0
10. Miscellaneous Revenue.....	15,165		0
11. TOTAL REVENUES	194,273	171,800	170,500
<b>Expenses</b>			
12. Salaries.....	41,600	46,400	41,600
13. Employee Benefits (insurance, retirement, travel)	4,181	4,859	4,859
14. Payroll Taxes (Soc. Sec., etc).....	3,527	3,527	3,527
15. Professional Fees (cpa, legal, BANDS)	28,895	7,500	7,500
16. Supplies.....	300	300	300
17. Telephone & Internet.....	2,265	2,000	2,100
18. Postage & Shipping.....	250	130	150
19. Occupancy (rent, utilities, insurance, etc.).....	2,500	4,045	4,100
20. Rental & Maintenance of Equipment.....	3,500	8,813	3,500
21. Printing & Publications.....	1,000	1,000	1,000
22. Travel.....	812		
23. Conferences, Conventions & Meetings.....	1549	1,700	2000
24. Specific Assistance to Individuals.....	0	0	0
25. Membership Dues.....	329	630	630
26. Awards & Grants to individuals or organizations	8,000	8,000	10,000
27. Miscellaneous(Advertising & Fundraising Expense)	66,729	62,700	63,000
28. TOTAL EXPENSE.....	165,473	151,604	142,266
29. Reserves for Specific Activities for Future Years		10,000	10,000
30. TOTAL EXPENSES FOR ALL ACTIVITIES.....	165,473	151,604	152,266
31. EXCESS/DEFICIT OF TOTAL SUPPORT & REVENUE OVER EXPENSES.....	28,800	25,000	18,234

**City of Washington, North Carolina**  
**PROGRAM PARTICIPATION STATISTICS**

*Budget Form 3*

Agency: Washington Harbor District Alliance

Washington Harbor District Alliance (WHDA) may not fit the traditional mold of organizations making funding requests of the City of Washington. In general, we do not serve individuals and therefore do not track such numbers nor do we track where participants in our programs live, or their ages or incomes.

The Washington Harbor District Alliance is a comprehensive, preservation-based economic development Main Street organization focused on reviving the downtown Washington harbor district. WHDA is a non-profit, grassroots-based revitalization program which uses the proven Main Street Four-Point Approach.

WHDA's four points of approach are:

**Promotion:** Establishing downtown as an enticing place for shoppers, investors and visitors. This means not only improving sales but also rekindling community excitement and involvement.

**Organization:** Building partnerships to create a consistent revitalization program and develop effective management and leadership downtown.

**Design:** Enhancing the visual quality of the downtown.

**Economic Restructuring:** Strengthening the existing economic assets of the business district while diversifying its economic base.

We also provide technical assistance to groups or categories of people such as downtown property owners, merchants and businesses and prospective investors in the downtown. In some cases, we do provide support to specific individuals who may fall into one of these categories.

Lastly, we have successfully sought out and formed partnerships to accomplish our goals and objectives with numerous Washington and Beaufort County organizations represented on our broad-based Board of Directors.

**City of Washington**  
**Request for City Appropriation**  
*Budget Form 4*

**AGENCY:** Washington Harbor District Alliance

**Contact Information:** Beth Byrd, Director  
PO Box 1988  
Washington, NC  
Office: 252-946-3969  
Cell: 252-947-1487

**Amount Requested:** \$48,500 + \$13,500 = \$62,000

**Please outline what the City appropriation will specifically be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.**

Of the \$62,000 we are requesting, \$48,500 is to fund the salary and benefits of the Executive Director, the only paid employee. WHDA has adopted the same policy as the City of Washington and has not provided any increase in salary in five years.

The additional \$13,500 is to fund promotional advertising outside of Beaufort County. This marketing budget is used to promote all significant events taking place in the city whether sponsored by WHDA or by other organizations, such as the Washington Tourism Development Authority, Beaufort County Arts Council, Chamber of Commerce and the Noon Rotary. These crucial marketing funds fill the gap left by the TDA policy which directs them to promote the City of Washington to people who live outside of a 50 mile radius from the City. By spending promotional monies in Greenville, New Bern and nearby communities we draw people to our city which live and work within an easy commute. This encourages frequent visits (not tourism stays) helping to stabilize merchant and restaurant sales and adds to tax revenues.

The director and volunteers have and will continue to provide support to projects put forward by the city council and city manager, augmenting or performing work which would otherwise be performed by city staff. As the city continues to deal with the "new economic normal", the support provided by WHDA is a significant factor in the economic revitalization of the downtown and the development of our waterfront. A conservative estimate of over \$130,000 worth of volunteer time will be accrued in the upcoming fiscal year.

Completed By: Beth Byrd, Director WHDA

 1/23/2015  
Signature & Date

## Highway 17 Transportation Association in North Carolina

City of Washington

The Highway 17 Association greatly appreciates the support for our work by the City of Washington over the years. We hope we can count on Washington's assistance again in 2015-16. Our Association continues to advocate for the completion of a fully improved, four-lane US 17 from Virginia to South Carolina, and we have made excellent progress toward that goal over the last nine years.

But not since we reorganized our efforts in 2006 have our challenges been so great. The project ranking and prioritization process under the new Strategic Transportation Investments (STI) program has shifted tens of millions of dollars from rural eastern North Carolina to the more populated Piedmont region. Several of our US 17 projects have been dropped from the ten-year draft State Transportation Improvement Program (STIP) including R-2511 (Washington to Williamston), R-2513 (Vanceboro to Chocowinity) and R-3300 (Hampstead Bypass).

It is imperative that we work to change the way projects are prioritized and that we seek additional resources for transportation projects in eastern North Carolina. We need to get our US 17 projects back on the STIP and leverage the progress that we have already made in planning, permitting and right-of-way.

In particular we need to work with the state to approve, fund and build an interstate highway between Raleigh and Norfolk that would track US 17 from Williamston to Hampton Roads. Such an interstate would bring tremendous economic opportunity to northeastern North Carolina as our economic impact study demonstrated. Without transportation infrastructure to support economic investment and job growth, our region will continue to lag behind metropolitan North Carolina.

The Highway 17 Association is at the table when policy decisions are made that affect the future of transportation in North Carolina. I am proud to serve as Chairman of the Board of NC Go!, the statewide transportation advocacy coalition. We are working closely with the NC Chamber of Commerce to persuade the General Assembly to pass long-term, sustainable funding for transportation.

We have an excellent working relationship with Transportation Secretary Tony Tata, the Board of Transportation and NCDOT leadership and staff. Secretary Tata calls on the Highway 17 Association when he wants to communicate with stakeholders in eastern North Carolina. We are proud of that partnership and that access to transportation leadership.

Please stand with the Highway 17 Association again this year, and if possible increase your funding commitment. If we don't stand together now for transportation infrastructure, as a corridor and region, we may never see our economy reach its full potential. With the continued support of all our partners in the corridor we can achieve our mission to fully improve US 17 for the benefit of all of eastern North Carolina.

January 2015

**City of Washington, North Carolina**  
**REQUEST FOR CITY FUNDING SUPPORT**

*Budget Form 1*

Agency: Highway 17 Transportation Association  
in North Carolina

Amount Requested \$ 7,500.

	FY-2013-14 Actual	FY-2014-15 Budget	FY-2014-15 Est. Actual Expenses	FY2015-16 Budget Request
<b>REVENUES:</b>				
Requested from Washington	7,500.	7,500.	7,500.	7,500.
Federal				
State				
County	83,500.	67,500.	67,500.	87,500.
<del>United Way</del> RPOs, EDCs, Other	19,000.	4,000.	4,000.	5,000.
All Cities/Towns other than Washington	27,606.	30,900.	30,900.	31,000.
Other:				
Donations/Fundraisers	2,100.	3,000.	3,000.	4,000.
Fees/Dues				
Sales				
Miscellaneous <u>Grant</u>	20,000.			
Beginning Balance (Deficit)				
<b>TOTAL:</b>	<b>159,706.</b>	<b>112,900.</b>	<b>112,900.</b>	<b>135,000.</b>
<b>EXPENSES:</b>				
Personal Services	See	Attached	Budget	Report
Programs Services				
Contractual Services				
Commodities & Supplies				
Fundraisers				
Capital				
Other				
<b>TOTAL:</b>				

Organizational Data

President: John Kirkland  
Executive Director: Marc Finlayson  
Treasurer: Jack Veit  
Other Officers: VP: Kyle Brauer

Completed by: Marc Finlayson  
(Signature)

Date: 1/26/15

Marc Finlayson  
(Name)

Executive Director  
(Title)

Phone: 252-514-2748

**City of Washington, North Carolina**  
**SUMMARY OF REVENUE AND EXPENSES**

*Budget Form 2*

Agency: Highway 17 Transportation Association  
in North Carolina

Support Revenue & Expenses	Fiscal 2013-14 Last Year Actual	Fiscal 2014-15 This Year Est. or Actual	Fiscal 2015-16 Next Year Proposed
1. Allocation from United Way			
<b>Public Support &amp; Revenue – All Sources</b>			
2. Membership Dues..... <u>Private</u> .....	2,100.	3,000.	4,000.
3. Contributions/Donations. <u>RPOs, EDs, other</u> .....	19,000.	4,000.	5,000.
4. Special Events/Fundraisers.....			
5. Legacies & Bequests.....			
6. Fees & Grants from Government Agencies.....	118,606.	105,900.	126,000.
7. Program Services Fees & Net Incidental Revenue			
8. Sales of Materials.....			
9. Investment Income.....			
10. Miscellaneous Revenue..... <u>Grants</u> .....	20,000.		
11. TOTAL REVENUES	159,706.	112,900.	135,000.
<b>Expenses</b>			
12. Salaries.....	116,787.00	118,545.	118,545.
13. Employee Benefits (insurance, retirement, travel)	22,072.14	22,320.	22,320.
14. Payroll Taxes (Soc. Sec., etc).....	4,043.93	2,400.	2,000.
15. Professional Fees (cpa, legal, &/or consulting)	7,490.00	8,000.	6,000.
16. Supplies.....	966.26	420.	300.
17. Telephone.....	2,031.77	2,100.	2,100.
18. Postage & Shipping.....	538.33	400.	400.
19. Occupancy (rent, utilities, insurance, etc.).....	7,500.00	7,500.	7,500.
20. Rental & Maintenance of Equipment.....	1,585.13	1,500.	1,500.
21. Printing & Publications.....	11,896.51	240.	200.
22. Travel.....	6,435.56	5,295.	5,000.
23. Conferences, Conventions & Meetings.....		600.	600.
24. Specific Assistance to Individuals.....			
25. Membership Dues.....	1,544.50	1,680.	1,635.
26. Awards & Grants to individuals or organizations			
27. Miscellaneous.....	1,867.30		
28. TOTAL EXPENSE.....			
29. Reserves for Specific Activities for Future Years			
30. TOTAL EXPENSES FOR ALL ACTIVITIES.....	184,758.43	171,000.	169,000.
31. EXCESS/DEFICIT OF TOTAL SUPPORT & REVENUE OVER EXPENSES.....	(-25,052.43)	(-58,100.)	(-34,000.)

# City of Washington, North Carolina

## PROGRAM PARTICIPANTS STATISTICS

Budget Form 3

Agency: Highway 17 Transportation Association  
in North Carolina

1. WHOM DO YOU SERVE?	Fiscal 2013-14 Last Yr Actual	Fiscal 2014-15 This Yr Estimated	Fiscal 2015-16 Next Yr Projected
Unduplicated count of individuals served (if family, please count individual members) TOTAL:	N/A	N/A	N/A
1a. Total continuing from previous fiscal year			
1b. Total new for the year			
1c. Total terminated during the year			
2. RESIDENCE OF PARTICIPANTS TOTAL:	48,000.	48,000.	48,000.
2a. Washington City Limits	9,800.	9,800.	9,800.
2b. Washington Extra Territorial Jurisdiction			
2c. Washington Park			
2d. Chocowinity			
2e. Bath			
2f. Belhaven			
2g. Aurora			
2h. Pantego			
2i. Pinetown			
2j. Outside Beaufort County or Unknown	658,000.	658,000.	658,000.
3. AGE GROUP TOTAL:	N/A	N/A	N/A
3a. Infants through 4 years of age			
3b. 5 through 12 years of age			
3c. 13 through 17 years of age			
3d. 18 through 29 years of age			
3e. 30 through 64 years of age			
3f. 65 and over			
3g. Not known or not applicable			
4. INCOME OF PARTICIPANTS TOTAL:	N/A	N/A	N/A
4a. Below official poverty level (\$ 9,084)			
4b. At or near poverty level			
4c. Middle income (\$ 30,280)			
4d. Upper income (\$ 55,999+)			
4e. Nor known or not applicable			
5. SEX TOTAL:	N/A	N/A	N/A
5a. Male			
5b. Female			
5c. Not recorded			

**City of Washington**  
**Request for City Appropriation**  
*Budget Form 4*

AGENCY: Highway 17 Transportation Association  
in North Carolina

Contact Information: Marc Finlayson

P.O. Box 1673, New Bern, NC 28563

Amount Requested: \$ 7,500.00

Please outline what the City appropriation will **specifically** be used to fund within your agency. Please provide as much detail as possible, and should you need to use additional paper, please place the agency name at the top of each sheet.

See attached narrative

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Completed By: Marc Finlayson, Executive Director  
Printed Name & Position

Marc Finlayson 1/25/15  
Signature & Date

Highway 17 Association Board of Directors 2014-15 (Directors elected annually)

Name	Office	Organization	Address
Belcher, Robert		Beaufort County Commissioner	121 West 3rd St., Washington, NC 27889
Interim		Beaufort County Manager	121 West 3rd St., Washington, NC 27889
Bender, Jay		Mayor of Pollocksville	P.O. Box 97, Pollocksville, NC 28573
Biggs, Steve		Bertie County Economic Development	404 N. Broad St., Edenton, NC 27932
Bone, David B.		Marlin County Manager	PO Box 668, Williamston, NC 27892
Breuer, Kyle	Vice President	Pender County Planning and Community Dev.	P.O. Box 1519, Burgaw, NC 28425
Dixon, Jeff		Pasquotank County Commissioner	1200 Park Drive, Elizabeth City, NC 27909
Hamblin, Mark		NC's Northeast	210 Alderson Road, Washington, NC 27889
Harris, Tyler		MCAS Cherry Point	1912 Williamson Dr., New Bern, NC 28562
Howard, Franky		Beaufort County EDC	705 Page Road, Washington, NC 27889
Kirkland, John	President	Jones County Manager	P. O. Box 340, Trenton, NC 28585
Mark, Tom		Mayor of Town of River Bend	45 Shoreline Drive, River Bend, NC 28562
Mattocks, Bob		Craven County Commissioner	406 Craven St., New Bern, NC 28560-4971
Mercer, Doug		Private Business, Jones County	5307 Trentwoods Dr, Trentwoods, NC 28562
Murphy, Dan	Secretary	Washington City Councilman	105 Lawson Road, Washington, NC 27889
Pearson, Eric M.		Town of Trent Woods	912 Country Club Dr, Trent Woods, NC 28562
Potts, Zoph		Williamston Town Administrator	P.O. Box 506, Williamston, NC 27892
Pridgen, Lonnie <sup>Sherry</sup>		Private Business, Beaufort County	1 Commerce Sq., Washington, NC 27889
Stewart, Donna		Private Business, Craven County	PO Box 907, New Bern, NC 28563
Thomas, Joe		Jones County EDC	P.O. Box 340, Trenton, NC 28585
Veit III, Jack B.	Treasurer	Camden County	2356 Hwy. 17 North, South Mills, NC 27976
Wangerin, Steve		Private Business, Craven County	P.O. Box 14165, New Bern NC 28561
White, Bernard W.		Craven County Manager	406 Craven St., New Bern, NC 28560-4971
Woodruff, Randell K		W.T. Humphrey, Inc.	2423 N. Marine Blvd., Jacksonville, NC 28546
		City of New Bern	
		Pender County Manager	P.O. Box 1519, Burgaw, NC 28425

12/31/2014



## Highway 17 Association Operating Budget FY 2015

Revenue	2013	2014	2015
Local Government / Partnerships	\$170,600	\$142,106	\$111,400
Private Sector	\$0	\$6,750	\$5,000
State Government Grant Receipts	\$0	\$25,000	\$0
Cash Reserves	\$16,500	\$0	\$23,600
<b>Total</b>	<b>\$187,100</b>	<b>\$173,856</b>	<b>\$140,000</b>

Expenditures	FY 2013	FY 2014 *	FY 2015
Director Fees	\$100,000	\$95,565	\$95,565
Director Benefits	\$20,000	\$18,000	\$18,000
Clerical Salary	\$24,000	\$22,980	\$22,980
Clerical Benefits	\$4,800	\$4,320	\$4,320
Payroll Taxes	\$1,800	\$1,615	\$2,400
Office Rent	\$9,900	\$7,500	\$7,500
Computers / Furniture	\$1,500	\$1,500	\$1,500
Office Supplies	\$900	\$1,000	\$420
Postage / Copying / Printing	\$900	\$900	\$400
Phone / Fax	\$2,700	\$2,400	\$2,100
Automobile Gas / Upkeep	\$3,500	\$3,500	\$2,580
Dues / Subscriptions	\$1,800	\$1,680	\$1,680
Professional Services	\$8,500	\$9,300	\$8,000
Travel / Lodging	\$3,300	\$3,120	\$1,515
Meals / Entertainment	\$1,600	\$1,700	\$1,200
Creative Development	\$200	\$1,600	\$240
Production	\$200	\$8,400	\$0
Special Events	\$1,500	\$3,300	\$600
<b>Total</b>	<b>\$187,100</b>	<b>\$188,380</b>	<b>\$171,000</b>

\* Includes Harold Bate Foundation Grant Receipts for Marketing the Impact Study

Approved 8/26/2014

Highway 17 Budget Report -- December 2014

Category	Sub Category	Term Budget	Term Actual	Balance
Director Administrative	Director Fees	\$23,891.25	(\$23,891.25)	\$0.00
	Director Benefits	\$4,500.00	(\$4,500.00)	\$0.00
	Clerical Salary	\$5,745.00	(\$5,305.50)	\$439.50
	Clerical Benefits	\$1,080.00	(\$997.38)	\$82.62
	Payroll Taxes	\$600.00	(\$1,044.23)	(\$444.23)
	Office Rent	\$1,875.00	(\$1,875.00)	\$0.00
	Computers / Furniture	\$375.00	(\$199.85)	\$175.15
	Office Supplies	\$105.00	\$0.00	\$105.00
	Postage/Copy/Printing	\$100.00	(\$137.99)	(\$37.99)
	Phone / Fax	\$525.00	(\$533.63)	(\$8.63)
	Mileage / Upkeep / Gas	\$645.00	(\$1,375.54)	(\$730.54)
	Dues / Subscriptions	\$420.00	(\$554.58)	(\$134.58)
	Professional Services	\$2,000.00	(\$1,250.00)	\$750.00
	Travel / Lodging	\$378.75	(\$201.08)	\$177.67
	Meals / Entertainment	\$300.00	(\$184.79)	\$115.21
	Creative Development	\$60.00	\$0.00	\$60.00
	Production	\$0.00	\$0.00	\$0.00
Special Events	\$150.00	(\$74.90)	\$75.10	
Total		\$42,750.00	(\$42,125.72)	\$624.28

Category	Sub Category	Annual Budget	Annual Actual	Balance
Director Administrative	Director Salary	\$95,565.00	(\$23,891.25)	\$71,673.75
	Director Benefits	\$18,000.00	(\$4,500.00)	\$13,500.00
	Clerical Salary	\$22,980.00	(\$5,305.50)	\$17,674.50
	Clerical Benefits	\$4,320.00	(\$997.38)	\$3,322.62
	Payroll Taxes	\$2,400.00	(\$1,044.23)	\$1,355.77
	Office Rent	\$7,500.00	(\$1,875.00)	\$5,625.00
	Computers / Furniture	\$1,500.00	(\$199.85)	\$1,300.15
	Office Supplies	\$420.00	\$0.00	\$420.00
	Postage/Copy/Printing	\$400.00	(\$137.99)	\$262.01
	Phone / Fax	\$2,100.00	(\$533.63)	\$1,566.37
	Mileage / Upkeep / Gas	\$2,580.00	(\$1,375.54)	\$1,204.46
	Dues / Subscriptions	\$1,680.00	(\$554.58)	\$1,125.42
	Professional Services	\$8,000.00	(\$1,250.00)	\$6,750.00
	Travel / Lodging	\$1,515.00	(\$201.08)	\$1,313.92
	Meals / Entertainment	\$1,200.00	(\$184.79)	\$1,015.21
	Creative Development	\$240.00	\$0.00	\$240.00
	Production	\$0.00	\$0.00	\$0.00
Special Events	\$600.00	(\$74.90)	\$525.10	
Total		\$171,000.00	(\$42,125.72)	\$128,874.28

Money Market Fund Balance 2014 - 2015	Balance
9/30/14 Fund Balance	\$107,925.63
10/31/14 Fund Balance	\$94,179.62
11/30/2014 Fund Balance	\$79,932.94
12/31/2014 Fund Balance	\$67,685.80