

# **Question 1 (Legislator Brew)**

**Voucher 6, October**

## Welch, Dylan

---

**From:** Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>  
**Sent:** Monday, October 16, 2023 1:59 PM  
**To:** Pelow, Faye; Welch, Dylan  
**Cc:** Tina Paradiso  
**Subject:** NCP October 2023 invoice Submission via ARPA portal  
**Attachments:** Confirmation - NCP's October 2023 invoice submission to ARPA.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

CAUTION: This email originated from outside Monroe County systems. Exercise caution when opening attachments or clicking links, especially from unknown senders.

~~~~~  
This email confirms NCP's October 2023 invoice and supporting documentation has been uploaded and submitted via the ARPA portal. This submission is a reimbursement request rather than a credit to our advance.

As reported last month, please note BTS exceeds its budgeted allocation for neighborhood client wraparound services with this submission. Our experience to date has demonstrated a great need for the services rendered through BTS and we fully expect this need will continue throughout the remainder of 2023. Fortunately, C3 does not anticipate utilizing its full budgeted allocation for neighborhood ambassador services in 2023. Given both of these allocations are aligned with NCP's intent to provide needed support services to neighborhood residents, we anticipate ~\$35K from C3's neighborhood ambassador budget allocation may be needed to offset the current and anticipated excess for BTS wraparound services. While we remain within target for our overall project spending, we will continue to monitor this activity closely and welcome your suggestions and guidance.

As always, thank you for your continued support and please let me know if you have any questions or concerns regarding this invoice submission.

*Stay safe and be well . . . Best wishes for a fabulous day!*  
*Jocelyn Basley, Community Consultant*  
**Project Lead for the Neighborhood Collaborative Project (NCP)**

Select Language Powered by  Translate

# Monroe County ARPA Portal

[Home Account](#) [Logout](#)

You are logged in as Neighborhood Collaborative - Neighborhood Collaborative  
Record has been saved.

## Project: Community Resource Collaborative on Behalf of the Neighborhood Collaborative Project - Neighborhood Collaborative Project (NCP)

[Back To Voucher Date List](#)

### Voucher Date: 10/17/2023

Submitted: 10/16/23 01:42PM. This form is read-only.

Use the button below to upload your budget spreadsheet.

[NCP's October 2023 Invoice for Reimbursement Submission.xlsx](#)

Use the button below to upload any supporting documentation.

[NCP's October 2023 Invoice Summary - Line Item Detail.xlsx](#)

[NCP's Monthly Check Request Log - October 2023.pdf](#)

[AFC Invoice for September 2023 expenses.pdf](#)

[MC Collaborative's Invoice September 2023.pdf](#)

[SWAN's Reimbursement Invoice September 2023.pdf](#)

[Cameron's Reimbursement Invoice September 2023.pdf](#)

[C3's September 2023 Invoice for NCP.pdf](#)

[OTG Invoice - September 2023.pdf](#)

[BTS Sept expenses Reimbursement Invoice.pdf](#)

[TPP Invoice September 2023.pdf](#)

[FTAC's Invoice \(Sept expenses\).pdf](#)

A Voucher Total from Spreadsheet: **\$125,393.01**

B1 Year 1 Total Approved Budget: **\$1,544,553.00**

B2 Year 1 Funds Claimed/Credited to Date: **\$629,217.60 (C2 + D2)**

C1 Year 1 Advanced Funds: **\$386,138.25**

C2 Year 1 Advanced Funds Credited to Date: **\$248,839.42**

D1 Year 1 Reimbursable Budget: **\$1,158,414.75**

D2 Year 1 Reimbursable Budget Claimed to Date: **\$380,378.18**

**Amount to Credit** - Input the amount that you would like credited toward the initial advance payment from Monroe County (C1). This amount will need to be credited in full by December 31, 2023.

\$ 0.00 (will be added to C2)

**Amount to Claim** - Input the amount spent for this reporting period which you are seeking out of the reimbursable budget (D1).

\$ 125,393.01 (will be added to D2)

**The sum of "Amount to Credit" and "Amount to Claim" must equal the amount entered in your uploaded voucher spreadsheet (A).**

\$ 125,393.01 (will be added to B2)

Your Name

Jocelyn Basley

Your Title

Project Lead

**I confirm that I am a claimant, agent or representative and have the legal authority to claim the amount above for Community Resource Collaborative on Behalf of the Neighborhood Collaborative Project. I certify and attest that this claim is just, true, and correct; and that the expenses described herein were incurred by Community Resource Collaborative on Behalf of the Neighborhood Collaborative Project for purposes authorized under the ARPA Subaward Grant Agreement by and between County of Monroe and Community Resource Collaborative on Behalf of the Neighborhood Collaborative Project.**

*For technical questions regarding this website contact [bringmonroeback@monroecounty.gov](mailto:bringmonroeback@monroecounty.gov).*

## Welch, Dylan

---

**From:** Welch, Dylan  
**Sent:** Wednesday, November 8, 2023 3:48 PM  
**To:** Case Caico, Rebecca  
**Subject:** Approving NCP 10-15 Voucher

Hi Rebecca,

Could you take a look at and approve NCP's voucher for October at some point today or tomorrow morning? I'm hoping to get this one out to the controller's office in this week's batch.

Thank you!



Dylan Welch (He/Him/His)  
Contract Compliance Monitor  
Monroe County Department of Finance  
35 E Henrietta Rd Faith 3 East, Rochester, NY 14620  
P: (585) 753-2434  
[dylanwelch@monroecounty.gov](mailto:dylanwelch@monroecounty.gov)

## Welch, Dylan

---

**From:** Welch, Dylan  
**Sent:** Wednesday, November 8, 2023 5:29 PM  
**To:** Case Caico, Rebecca  
**Subject:** RE: Approving NCP 10-15 Voucher

Awesome, Thank you!



Dylan Welch (He/Him/His)  
Contract Compliance Monitor  
Monroe County Department of Finance  
35 E Henrietta Rd Faith 3 East, Rochester, NY 14620  
P: (585) 753-2434  
[dylanwelch@monroecounty.gov](mailto:dylanwelch@monroecounty.gov)

---

**From:** Case Caico, Rebecca <[RebeccaCaico@monroecounty.gov](mailto:RebeccaCaico@monroecounty.gov)>  
**Sent:** Wednesday, November 8, 2023 5:28 PM  
**To:** Welch, Dylan <[dylanwelch@monroecounty.gov](mailto:dylanwelch@monroecounty.gov)>  
**Subject:** RE: Approving NCP 10-15 Voucher

Done.



Rebecca Case Caico, JD (She/Her/Hers)  
Director, Research Strategy and Development  
Monroe County Department of Finance  
435 E. Henrietta Rd Faith 3 East, Rochester, NY 14620  
P: (585) 753-2433  
[rebeccacaico@monroecounty.gov](mailto:rebeccacaico@monroecounty.gov)

---

**From:** Welch, Dylan <[dylanwelch@monroecounty.gov](mailto:dylanwelch@monroecounty.gov)>  
**Sent:** Wednesday, November 8, 2023 3:48 PM  
**To:** Case Caico, Rebecca <[RebeccaCaico@monroecounty.gov](mailto:RebeccaCaico@monroecounty.gov)>  
**Subject:** Approving NCP 10-15 Voucher

Hi Rebecca,

Could you take a look at and approve NCP's voucher for October at some point today or tomorrow morning? I'm hoping to get this one out to the controller's office in this week's batch.

Thank you!



Dylan Welch (He/Him/His)  
Contract Compliance Monitor  
Monroe County Department of Finance  
35 E Henrietta Rd Faith 3 East, Rochester, NY 14620  
P: (585) 753-2434  
[dylanwelch@monroecounty.gov](mailto:dylanwelch@monroecounty.gov)

## Welch, Dylan

---

**From:** Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>  
**Sent:** Monday, November 13, 2023 9:58 PM  
**To:** Welch, Dylan  
**Cc:** Pelow, Faye; Tina Paradiso  
**Subject:** Re: Status Update Request - Desktop Audit Guidance and October reimbursement ETA  
**Attachments:** image001.jpg

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

CAUTION: This email originated from outside Monroe County systems. Exercise caution when opening attachments or clicking links, especially from unknown senders.

~~~~~

Thank you for the information!

If you could continue to let us know when the reviews/ approvals are completed and our submission has been forwarded to the Controller's office for processing and payment, that would be greatly appreciated.

On Mon, Nov 13, 2023, 10:07 AM Welch, Dylan <dylanwelch@monroecounty.gov> wrote:

This message was sent securely using Zix

Hi Jocelyn,

Happy Monday! Yes the weekend was quite nice - the long ones always are. I hope you enjoyed yours as well!

I included a word document with the meeting invite for the desk review which covers all the questions we'll go through. I've included that here as well for reference. Note; the evaluation section here is generic. When we meet, we'll be providing a completed evaluation section for NCP.

As for October's reimbursement, it **\*should\*** be out before thanksgiving. It's been processed on our end, so unless there are delays at the controller's office, it will hopefully be out soon. That said, this is the ARPA team's first holiday season getting payments out, so I'm not entirely positive what to expect. I'll make sure to keep you in the loop if I get relevant updates.

If you have any other questions, please don't hesitate to reach out. Otherwise, I hope you have a great rest of your week!



Dylan Welch (He/Him/His)



Contract Compliance Monitor

Monroe County Department of Finance

35 E Henrietta Rd Faith 3 East, Rochester, NY 14620

P: (585) 753-2434

[dylanwelch@monroecounty.gov](mailto:dylanwelch@monroecounty.gov)

**From:** Neighborhood Collaborative Project <[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>  
**Sent:** Monday, November 13, 2023 9:41 AM  
**To:** Welch, Dylan <[dylanwelch@monroecounty.gov](mailto:dylanwelch@monroecounty.gov)>; Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>  
**Cc:** Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>  
**Subject:** Status Update Request - Desktop Audit Guidance and October reimbursement ETA

CAUTION: This email originated from outside Monroe County systems. Exercise caution when opening attachments or clicking links, especially from unknown senders.

~~~~~  
Good morning and happy Monday!

Hope you both are doing well and enjoyed a fabulous weekend.

Just wanted to touch base to see when we might expect to receive information for the December 1st desktop audit you mentioned at our meeting. You referenced it would cover parts of the ARPA survey we completed prior to our contract execution but was wondering if you were planning to provide specifics on exactly WHAT we should have prepared and HOW you would like us to prepare and present. We have our bi-monthly all NCP partners meeting this Friday so it would be helpful to know and understand what is to be expected so that we may share and plan accordingly.

I know it's still early but was wondering if the reimbursement payment for October could be expected BEFORE Thanksgiving or after? We understand the holiday season may cause some unexpected delays so I want to set reasonable expectations and utilize the remainder of our advance appropriately.

As always, thank you for your consideration and continued support. We look forward to receiving your response!

*Stay safe and be well . . . Best wishes for a fabulous day!*

*Jocelyn Basley, Community Consultant*

**Project Lead for the Neighborhood Collaborative Project (NCP)**

-- Confidentiality Notice -- This email message, including all the attachments, is for the sole use of the intended recipient(s) and contains confidential information. Unauthorized use or disclosure is prohibited. If you are not the intended recipient, you may not use, disclose, copy or disseminate this information. If you are not the intended recipient, please contact the sender immediately by reply email and destroy all copies of the original message, including attachments.

This message was secured by Zix®.

## Delaney, Caroline

---

**From:** Welch, Dylan  
**Sent:** Monday, November 13, 2023 10:08 AM  
**To:** Neighborhood Collaborative Project; Pelow, Faye  
**Cc:** Tina Paradiso  
**Subject:** RE: Status Update Request - Desktop Audit Guidance and October reimbursement ETA  
**Attachments:** DESK REVIEW QUESTIONS.docx

Hi Jocelyn,

Happy Monday! Yes the weekend was quite nice - the long ones always are. I hope you enjoyed yours as well!

I included a word document with the meeting invite for the desk review which covers all the questions we'll go through. I've included that here as well for reference. Note; the evaluation section here is generic. When we meet, we'll be providing a completed evaluation section for NCP.

As for October's reimbursement, it **\*should\*** be out before thanksgiving. It's been processed on our end, so unless there are delays at the controller's office, it will hopefully be out soon. That said, this is the ARPA team's first holiday season getting payments out, so I'm not entirely positive what to expect. I'll make sure to keep you in the loop if I get relevant updates.

If you have any other questions, please don't hesitate to reach out. Otherwise, I hope you have a great rest of your week!



Dylan Welch (He/Him/His)  
Contract Compliance Monitor  
Monroe County Department of Finance  
35 E Henrietta Rd Faith 3 East, Rochester, NY 14620  
P: (585) 753-2434  
[dylanwelch@monroecounty.gov](mailto:dylanwelch@monroecounty.gov)

**From:** Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>  
**Sent:** Monday, November 13, 2023 9:41 AM  
**To:** Welch, Dylan <dylanwelch@monroecounty.gov>; Pelow, Faye <FayePelow@monroecounty.gov>  
**Cc:** Tina Paradiso <tinap@commresourcecollab.org>  
**Subject:** Status Update Request - Desktop Audit Guidance and October reimbursement ETA

**CAUTION:** This email originated from outside Monroe County systems. Exercise caution when opening attachments or clicking links, especially from unknown senders.

~~~~~  
Good morning and happy Monday!

Hope you both are doing well and enjoyed a fabulous weekend.

Just wanted to touch base to see when we might expect to receive information for the December 1st desktop audit you mentioned at our meeting. You referenced it would cover parts of the ARPA survey we completed prior to our contract execution but was wondering if you were planning to provide specifics on exactly WHAT we should have prepared and HOW you would like us to prepare and present. We have our bi-monthly all NCP partners meeting this Friday so it would be helpful to know and understand what is to be expected so that we may share and plan accordingly.

I know it's still early but was wondering if the reimbursement payment for October could be expected BEFORE Thanksgiving or after? We understand the holiday season may cause some unexpected delays so I want to set reasonable expectations and utilize the remainder of our advance appropriately.

As always, thank you for your consideration and continued support. We look forward to receiving your response!

*Stay safe and be well . . . Best wishes for a fabulous day!*

*Jocelyn Basley, Community Consultant*

**Project Lead for the Neighborhood Collaborative Project (NCP)**

## **DESK REVIEW QUESTIONS**

### **COMPANY POLICIES, INSURANCE DOCUMENTS AND COMPLIANCE**

**1. Have any of your company policies or procurement procedures changed since the contract start date?**

Policies and procedures reference:

- a. Procurement procedures on company letterhead that show compliance with the federal standards in in 2 CFR § 200.318 to § 200.327 for the acquisition of property, equipment, supplies, or services required under this Agreement (<https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200>). Subrecipient's documented procurement procedures must conform to the procurement standards identified in Subpart D of 2 CFR Part 200 (Procurement Standards).
- b. Property Management Policy governing the insurance, management and disposition of property and equipment purchased through this Agreement.
- c. All records retention policies your agency has adopted
- d. Code of Ethics
- e. Personnel policy that addresses
  - a. Pay rates and benefits
  - b. Time and attendance
  - c. Leave
  - d. Nondiscrimination
  - e. Nepotism
  - f. Conflict of interest

**2. Are your insurance documents currently up to date in ContractHQ?**

These documents include:

- a. Standard Worker's Compensation and Disability Insurance, if required by law.
- b. Professional Liability and General Liability insurance (including, without limitation, contractual liability) with single limits of liability in the amount of \$1,000,000 per occurrence, and \$3,000,000 aggregate coverage.
- c. Automobile Liability insurance in the amount of \$1,000,000 with a minimum of \$1,000,000 each occurrence, bodily injury, and property damage. Such coverage may be fulfilled via a combination of primary and excess or umbrella liability policies.

Automobile General Liability and Umbrella endorsements are also required.

**3. Is your reporting currently up to date in the ARPA Portal and ContractHQ?**

- a. Data Reporting
- b. Action Items
- c. Interim/ Annual Report
- d. Subcontracts in ARPA portal
- e. M/WBE Reporting (review from Matt Burrell)

Do you have any questions about the reporting process or what is required?

## **GENERAL ADMINISTRATION QUESTIONS**

4. Has the senior leadership structure of your organization changed since the contract start date? If so, how?
  - a. What has been the overall staff turnover since the contract start date?
  - b. Have you been able to hire all of the positions necessary to carry out the ARPA project? Have you had any difficulties filling these positions?
  - c. Please tell us about the responsibilities of the personnel who are currently included in the ARPA budget.
  - d. Who is currently in charge of:
    - i. Payroll
    - ii. Insurance
    - iii. Reporting/Vouchering
    - iv. Purchasing
5. What percentage of your entity's overall budget does the ARPA award comprise?
6. Does your entity have sufficient cash flow to carry out performance and delivery of the contract terms?
  - a. Are you comfortable with the vouchering process through the ARPA portal?
7. Does your agency have a financial management system in place that provides records that can identify the sources and application of funds for subaward funded activities?
  - a. If yes, does this system have the ability to break out project fund revenue and expenses, assets and property? Does the system have user access roles and note who performed a specific transaction?
  - b. If no, please explain.
  - c. Have you implemented any additional systems or CRMs since your contract start date to assist with the administration of the ARPA grant?
  - d. Who is responsible for administering this system? Do you have an internal team or have you recruited an outside organization?
  - e. How has your experience been with incorporating the data requirements for the ARPA project into your system?
8. Please walk us through your current enrollment process and the steps that you and each individual takes to obtain services within your organization.

## **FEDERAL GRANT REQUIREMENTS**

9. Is your SAM registration up to date in sam.gov? Have you experienced any issues with your registration or with SAM since your contract start date?
10. Aside from this ARPA funding, has your organization taken on any additional Federal grants since your contract start date? If so, how many and for what funding amounts?
11. Have you- to date- received any monitoring interventions for any federal contracts?

12. Does your agency conform to Generally Accepted Accounting Procedures (GAAP) and have a designated federally cognizant audit agency (public accounting firm)?

a. If yes, please provide the name of the audit agency.

13. Has your agency completed a Single Audit since your contract start date?

b. If yes, please provide the name of the audit agency.

c. If no, have you identified an audit agency to complete the single audit for the ARPA grant?

14. Does your agency have a negotiated indirect rate with the Federal government?

d. If yes, what is the rate? What Federal Agency approved/ negotiated the rate?

### **GRANTEE SPECIFIC QUESTIONS**

-various questions tailored to grantees based on their projects, goals, contracts, compliance meeting feedback etc.

### **EVALUATION**

#### **VOUCHERS AND BUDGETING**

Expectation: The vouchers have been submitted on time per the grantees' assigned Risk Assessment. The vouchers require minimal follow up- they are accurate and include all required documentation. If follow up is required, the organization answers promptly and works diligently to provide any missing materials or required information. The organization is keeping close to their projected budget as outlined in the contract with Monroe County.

Meets expectations

Approaching expectations

Does not meet expectations

#### **DOCUMENTS AND PAPERWORK**

Expectation: The insurance documents for the grantee are up to date in ContractHQ. All contracts over \$50,000 been submitted to Monroe County for review in the ARPA portal. If follow up is required, the organization answers promptly and works diligently to provide any missing materials or required information

Meets expectations

Approaching expectations

Does not meet expectations

**ACTION ITEMS**

Expectation: Grantee is working toward performing action items on time and diligently. If an action item is behind schedule outlined in their contract, grantee is communicative with Monroe County staff and actively working on alternative solutions to ensure that contract conditions are met within the ARPA timeframe.

Meets expectations

Approaching expectations

Does not meet expectations

**COMPLIANCE MEETINGS**

Expectation: The grantee has attended all compliance meetings. Grantee is prepared for compliance meetings with information regarding quarterly action items. If a grantee is unable to attend a scheduled compliance meeting, the grantee works diligently with Monroe County staff to coordinate an alternative meeting date.

Meets expectations

Approaching expectations

Does not meet expectations



Report Review Copy - 11/6/23 *DW*

**Bring Monroe Back - Monroe County ARPA  
Budget Proposal**

**Organization Name: Neighborhood Collaborative Project (NCP) /  
Community Resource Collaborative**

Personnel Costs	List	10/17/2023	11/15/2023 Voucher
Neighborhood Collaborative Project (NCP) Workers (Cameron, FTAC, SWAN)		\$ 11,642.42	①
On-Site Vocational Trainers (Cameron, FTAC, SWAN)		\$ 20,085.28	②
On-Site Social Workers (Cameron, FTAC, SWAN)		\$ 8,829.71	③
Neighborhood Collaborative Project (NCP) Liaison (BTS)		\$ 6,250.00	④
Full-Time Social Worker (MC2)		\$ 7,500.00	⑤
Part-time Social Worker (MC2)		\$ 3,750.00	⑥
NCP Local Researcher (OTG)		\$ 11,006.33	⑦
Student Research Assistant (OTG)		\$ 1,485.71	⑧
Communications Coordinator (OTG)		\$ 3,000.00	⑨
<i>Fringe Benefits</i>			
<b>Total Personnel Costs:</b>		\$ 73,549.45	\$ -

Other Than Personnel Services Costs		10/17/2023	11/15/2023 Voucher
Vocational Training Stipends: Anchor Agencies (Cameron, FTAC, SWAN)		\$ 2,640.00	⑩
Neighborhood Outreach Supplies: Anchor Agencies (Cameron, FTAC, SWAN)		\$ -	
Office Supply Supplement: Anchor Agencies (Cameron, FTAC, SWAN)		\$ 755.11	⑪
Facility Use / Operations Support: Anchor Agencies (Cameron, FTAC, SWAN)		\$ 2,752.77	⑫
Snacks, Swag/Incentive Supplies: Anchor Agencies (Cameron, FTAC, SWAN)		\$ 240.00	⑬
Credibility Trust /Brand Value: Anchor Agencies (Cameron, FTAC, SWAN)		\$ 3,728.00	⑭
10% de minimis indirect cost rate: Anchor Agencies (Cameron, FTAC, SWAN)		\$ 6,332.70	⑮
Administrative Support: Support Services Partners (LABA, BMC,BSCSC)		\$ -	
Food Pantry Supplies (TPP)		\$ 392.26	⑯
Per Diem Stipends for Peer Outreach Workers (AFC)		\$ 2,864.83	⑰
Staff Mileage Reimbursement (BTS, C3)		\$ -	
Contracted Services: NCP Client Wraparound Support Services (BTS)		\$ 9,580.00	⑱
Contracted Services: Anchor Agency Social Worker Supervision (MC2)		\$ 2,200.00	⑲
Research Supplies (OTG)		\$ 425.82	⑳
NCP Marketing & Communications (OTG)		\$ -	
Software and Subscriptions (OTG)		\$ 607.07	㉑
Contracted Services: Project Lead / Community Consultant (C3)		\$ 7,800.00	㉒
Contracted Services: Historian / Neighborhood Legacy (C3)		\$ 800.00	㉓
Contracted Services: On-Site / Field Coordinator (C3)		\$ 600.00	㉔
Contracted Services: Neighborhood Ambassadors (C3)		\$ 2,400.00	㉕
RTS Bus Passes/Transportation Assistance		\$ 1,500.00	㉖
Per Diem Stipends for Event Logistics Helpers (C3)		\$ -	
Microsoft Surface Pro Packages - 5 (C3)		\$ -	
Neighborhood/Community Engagement Conversations & Activities (C3)		\$ -	
NCP Supplies & Materials (C3)		\$ 92.21	㉗
10% de minimis indirect cost rate (BTS, MC2, OTG, C3)		\$ 6,132.79	㉘
Fiscal Sponsor Administrative Cost Rate - 5% (CRC)		\$ -	
<b>Total Other Than Personnel Services Costs:</b>		\$ 51,843.56	\$ -
<b>Total Project Cost:</b>		\$ 125,393.01	\$ -



**NCP's Monthly Check Request Log - Monroe County Invoice Submission**  
**Month: October 2023 (Reimbursement of September expenses)**

NCP Partner Agency	Total Budget Allocation	Prior Balance	Reimbursement Amount Requested	Current Balance	Check Number	Check Date
ABC Action Front Center	\$ 27,000.00	\$ 21,648.29	\$ 2,864.83	\$ 18,783.46		
Baden St Counseling Center	\$ 27,000.00	\$ 27,000.00	\$ -	\$ 27,000.00		
Barakah Muslim Charities	\$ 27,000.00	\$ 22,000.00	\$ -	\$ 22,000.00		
Beyond the Sanctuary	\$ 129,015.00	\$ 42,800.21	\$ 17,002.90	\$ 25,797.31		
Cameron Community	\$ 232,197.00	\$ 144,242.84	\$ 15,743.86	\$ 128,498.98		
C3 Consultancy Services **	\$ 215,866.00	\$ 149,518.59	\$ 15,154.61	\$ 134,363.98		
Father Tracy Advocacy Center	\$ 232,197.00	\$ 175,420.91	\$ 16,804.22	\$ 158,616.69		
Lyell Avenue Business Assoc.	\$ 27,000.00	\$ 25,293.88	\$ -	\$ 25,293.88		
MC Collaborative	\$ 147,950.00	\$ 59,180.00	\$ 14,795.00	\$ 44,385.00		
On the Ground Research*	\$ 146,581.00	\$ 85,900.48	\$ 18,177.42	\$ 67,723.06		
SWAN at Montgomery Center	\$ 232,197.00	\$ 135,695.15	\$ 24,457.91	\$ 111,237.24		
The Peoples' Pantry	\$ 27,000.00	\$ 21,635.05	\$ 392.26	\$ 21,242.79		
Community Resource Collaborative	\$ 73,550.00	\$ -	\$ -	\$ -		
		<b>Total Disbursed</b>	<b>\$ 125,393.01</b>			

\*\* MBE & WBE Vendor

\* WBE Vendor

Cameron Community - Olivia Kassoum-Amadou, Executive Director  
 48 Cameron St  
 Rochester, NY 14606  
 Phone: 585-254-2697 ext. 101 Email: olivia@cameronministries.org



## INVOICE

DATE: October 5, 2023  
 INVOICE #0006 September 1-30, 2023  
 FOR: Neighborhood Collaborative  
 Project (NCP) Anchor Agency  
 Activities

Bill To:  
 Tina Paradiso, Executive Director  
 Community Resource Collaborative  
 100 College Avenue, Suite 130  
 Phone: 888-444-1060

DESCRIPTION OF SERVICES RENDERED / PURCHASES MADE	BUDGET CATEGORY	AMOUNT
Global Connections Enterprise - Sharale Gray: Global Logistics Program at Cameron: planning, curriculum development, information sessions, community outreach, technology set up, registration, and classes from September 1, 2023 - September 30, 2023 as documented by Global Connection Enterprise's Invoice 00006 (21 days @\$99.10 per day)	Workforce Development/Training	\$2,081.10 (2)
CEO KUTZ, LLC - Derrick Singleton: Cameron Cuts Apprenticeship Program. planning, curriculum development, information sessions, community outreach, site planning, and teaching classes, and other services from September 1, 2023-September 30, 2023 as documented by CEO KUTZ, LLC's Invoice 00006 (21 days @\$99.10 per day)	Workforce Development/Training	\$2,081.10 (2)
Payroll Reimbursement for Community Engagement worker, Jonathan Hardin, planning with instructors, participate in information sessions and outreach, oversee workforce development program, maintain NW outreach schedule and data. Cameron Community payroll register documentation. (2 pay periods @ 1,769.23 per pay period)	NCP Worker	\$3,538.46 (1)
Payroll Reimbursement for Cameron's On-Site Social Worker: Felecia B. Merriam, LCSW, planning with instructors, participate in information sessions and outreach, developed platform for tracking student data, coordinate linkages to anticipated services, prepared resource and referral pocket cards for participants, acquired pre and post assessments designed to determine client needs, Cameron Community payroll register documentation. (2 pay periods @\$1346.15 per pay period)	Social Worker	\$2,692.30 (3)
Monthly allocation of Neighborhood Credibility / Trust Value for September 2023 (AA's brand identity / reputation)	Credibility Trust/Brand Value	\$1,800 (14)
Facility Use / Operation Support Monthly Allocation for September 2023	Facility Use/Operations Support	\$1,200 (12)
Office Supplies Supplement: Monthly allocation for September 2023	Office Supplies	\$240 (11)
10% de minimis indirect cost rate: Monthly allocation for the month of September 2023		\$2,110.90 (15)
	<b>BALANCE DUE</b>	<b>\$15,743.86</b>

Questions or concerns regarding this invoice can be submitted via email to olivia@cameronministries.org or by 585-254-2697 ext. 101

BEST WISHES FOR A FABULOUS DAY!

Father Laurence (Larry) Tracy Advocacy Center, Inc.  
 821 North Clinton Avenue  
 Rochester, NY 14605

# Invoice

Date	Invoice #
9/30/2023	46

Bill To
NCP Sept Expenses

Terms
Due on receipt

Item	Payee	Description	Amount
NCP Salaries		Neighborhood Collaborative Project (NCP) Worker - Nashali	3,074.76
NCP Salaries		On-Site Vocational Trainer - Cynthia	3,923.08
NCP Salaries		On-Site Social Worker - Dilma	3,769.24
NCP Supplies & Mate...	Microsoft		67.10
NCP Supplies & Mate...	Tops		9.28
NCP Supplies & Mate...	Calendy		32.40
NCP Supplies & Mate...	Wegmans	pop up	79.46
NCP Neighborhood C...	Florida Vital	client BC	7.00
NCP Neighborhood C...		client sec dep	200.00
NCP Neighborhood C...	Store Space	client storage	26.00
NCP Neighborhood C...	Monroe County	client BC	30.00
NCP Neighborhood C...	Aera Lee	Lester sec dep	595.00
NCP Stipend			2,640.00
NCP Snacks, etc.			240.00
NCP Indirect			2,110.90

- ①
- ②
- ③
- ⑪
- ⑭
- ⑩
- ⑬
- ⑮

Please remit to above address.	<b>Total</b>	\$16,804.22
--------------------------------	--------------	-------------

Patricia Jackson, Executive Director  
 SWAN at Montgomery Neighborhood Center  
 10 Cady Street, Rochester, NY 14608  
 Phone: 585-436-3090 E Mail: [pjackson@swanonline.org](mailto:pjackson@swanonline.org)

INVOICE# NCP006 9-1-930/23  
 DATE: October 10, 2023

BILL TO:  
 Tina Paradiso, Executive Director  
 Community Resource Collaborative  
 100 College Avenue, Suite 130  
 Rochester, NY 14607

BILL FOR: NEIGHBORHOOD COLLABORATIVE PROJECT (NCP) ANCHOR AGENCY ACTIVITIES

DESCRIPTION OF SERVICES RENDERED/PURCHASES MADE:	BUDGET CATEGORY	AMOUNT
NCP Worker: Shared role and responsibility between Executive Director & Youth Director Positions. Ex. Director interface for Workforce Development Training, managing NCP Anchor Agency Action Plan, Reporting Budget, NCP Leadership meetings/Youth Director: Interface for neighborhood outreach Activities, program development, building connections with NCP Peers and other Partners. Social Worker: Provide social services to improve the social and emotion well-being of children, seniors and their families residing in the Southwest Community. Payroll expense for September, 2023 = Ex. Dir. 649.00 + 645.90 = \$1,294.90 Youth Dir. 41,863.18 + \$1,871.12 = <u>53,734.30</u> , Social Worker = \$2,152.88 + \$215.29 = <u>\$2,368.17</u>	NCP WORKER	\$7,397.37
Total Salary Amount for all 3 = <u>①</u>	<u>③</u>	\$ 326.87 <u>⑪</u>
Office Supplies Supplement:		\$12,000.00 <u>⑫</u>
Workforce Development (Second Training Class)		\$ 1,552.77 <u>⑬</u>
Facility Use/Operations Supplement Support:		\$ 1,070.00 <u>⑭</u>
Neighborhood Credibility/Trust Value:		\$2,110.90 <u>⑮</u>
10% de minus indirect cost rate: Monthly Allocation:		\$ 24,457.91
BALANCE DUE:		

Beyond the Sanctuary



# INVOICE

PO Box 18146  
 Rochester, NY 14618  
 585-520-6004

DATE: 10/5/2023  
 INVOICE # 5  
 FOR: Sep-23

Submitted to  
 Jocelyn Basley  
 Project Lead - NCP

DESCRIPTION	QUANTITY	UNIT COST	TOTAL
NCP Liason - weekly NCP planning meetings, process review, referral coordination, hired NCP Mgr		\$6,250.00	\$ 6,250.00
Wrap Around Support Services - Food Pantry (MCC referrals/City walk referrals)	27	\$40.00	\$ 1,080.00
Wrap Around Support Servics - Rental Assistance	4		\$ 8,500.00
Wrap Around Support Services - Emergency Services			
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Monthly Allocation for 10% de minimis indirect cost rate			\$ 1,172.90
<b>Remaining Balance</b>	<b>TOTAL</b>		<b>\$17,002.90</b>

(4)  
 (18)  
 (18)

(28)

Make all checks payable to Beyond the Sanctuary  
 If you have any questions concerning this invoice, Contact Carmen Allen 585-520-6004 or email at [callen@beyondthesanctuary.org](mailto:callen@beyondthesanctuary.org)

THANK YOU FOR TRUSTING US TO CARE FOR OUR COMMUNITY



A Complex Care Management Agency

COLLABORATIVE

**Voucher for Neighborhood Collaborative Project  
September 2023**

Date: 10/1/23

Month of Payment Due: September

	September	Budget Amount	YTD Billed
		\$ 147,950	\$ 103,565
Social Workers (MC Collaborative)	\$ 7,500 (5)	\$ 75,000	\$ 45,000
Part-Time Social Worker	\$ 3,750 (6)	\$ 37,500	\$ 22,500
Supervision	\$ 2,200 (19)	\$ 22,000	\$ 13,200
Indirect Costs	\$ 1,345 (28)	\$ 13,450	\$ 8,070
Remaining Balance		\$ 44,385	
<b>TOTAL DUE</b>	<b>\$ 14,795</b>		

**Total amount due for September = \$ 14,795.00**

**Please remit payment to:  
MC Collaborative  
PO BOX 18030  
Rochester, NY 14618**





# INVOICE

**CONTRACTOR**  
 On The Ground Research, LLC  
 400 Andrews St  
 Suite 220  
 Rochester, NY, 14604  
 Phone: 585-683-3638  
 Email: [janelle@onthegroundny.com](mailto:janelle@onthegroundny.com)

**INVOICE DATE**  
 October 5, 2023

**INVOICE NUMBER**  
 015

**PROJECT TITLE**  
 Neighborhood Collaborative Project

**TO**  
 Tina Paradiso, Executive Director  
 Community Resource Collaborative  
 100 College Ave, Suite 130  
 Rochester, NY 14607  
 Phone: 888-444-1060

**INVOICE TIME PERIOD**  
 9/1/23-9/30/23

**Description**

Date	Description of Services Rendered/Purchases Made	Budget Category	Amount	Budget Amount	YTD Billed
				<b>\$ 146,581.00</b>	<b>\$ 78,857.96</b>
Sep	NCP Researcher	Salaries monthly allocation (7)	\$ 11,006.33	\$ 78,000.00	\$ 44,981.01
Sep	NCP Research Assistant	Salaries monthly allocation (8)	\$ 1,485.71	\$ 10,400.00	\$ 5,942.86
Sep	Communications Specialist	Salaries monthly allocation (9)	\$ 3,000.00	\$ 18,000.00	\$ 9,000.00
9/7/2023	Staples - white board, easel, markers, pens for research team	Supplies (20)	\$ 175.51	\$ 3,000.00	\$ 1,810.50
9/20/2023	Zazzle.com - business cards and name plates for team	Supplies (20)	\$ 124.06		
9/20/2023	Amazon - Dual Tally Counters	Supplies (20)	\$ 34.46		
9/29/2023	Table to meet with partners	Supplies (20)	\$ 91.79		
9/18/2023	Adobe Illustrator for Comm. Specialist	Software and Subscriptions (21)	\$ 259.07	\$ 15,855.00	\$ 9,090.71
9/20/2023	HappyScribe: transcription software	Software and Subscriptions (21)	\$ 348.00		
			<b>Total Costs</b>	<b>\$ 16,524.93</b>	
			<b>Indirect Costs (28)</b>	<b>\$ 1,652.49</b>	<b>\$ 7,168.91</b>
				<b>Remaining Balance</b>	<b>\$ 67,723.04</b>
			<b>Total Amount Due</b>	<b>\$ 18,177.42</b>	

**Total** **\$18,177.42**

Please make all checks payable to On The Ground Research, LLC

If you have any questions concerning this invoice, contact:  
 Janelle Duda-Banwar

T. (585) 683-3638 or Email: [janelle@onthegroundny.com](mailto:janelle@onthegroundny.com)



**The People's Pantry**  
555 Avenue D  
Rochester, NY 14621

**Invoice**  
September 2023  
Balance: \$392.26

**Purchases**

Regional Distributors	Bags for packing food	\$185.98
Walmart	Food for NCP pop up	\$206.28

Total: \$392.26 (16)



400 WEST AVENUE, 3RD FLOOR  
ROCHESTER, NY 14611

Jerome H. Underwood  
President & CEO  
Brad Rye  
Board Chair

Community Resource Collaborative  
100 College Ave  
Suite 130  
Rochester, NY 14626

Date: 10/1/2023

Purchase Order Number \_\_\_\_\_  
Subagreement Year 1  
Invoice Period Sep-23  
Invoice # AFC4

	Budget	Prior YTD	Current Charges	Cumulative YTD
PERSONNEL/SALARY			\$0.00	\$0.00
FRINGE BENEFITS			\$0.00	\$0.00
EQUIPMENT			\$0.00	\$0.00
OPERATING EXPENSES/ SUPPLIES			\$0.00	\$0.00
TRAVEL			\$0.00	\$0.00
ALL OTHER	\$27,000.00	\$5,351.71	\$2,864.83	\$8,216.54
<b>TOTAL:</b>	<b>\$27,000.00</b>	<b>\$5,351.71</b>	<b>\$2,864.83</b> (17)	<b>\$8,216.54</b>

*CERTIFICATION: I certify that this report, schedule, and the expenses for which payment is requested are true, correct and complete and were made in accordance with the appropriate Federal and State Rules and Regulations and that the articles or services listed were (or will be) necessary for and are to be used solely for the purpose specified in the contract for this project.*

SIGNATORY: Michele Boyd 585-262-4330 x3101 10/01/23  
(SIGNATURE) (PHONE NUMBER) (Date)

C3 Consultancy Services, LLC EIN: 88-3537378  
 74 Dr. Samuel McCree Way  
 Rochester, NY 14608  
 Phone: 585-563-5148 Email: jrbasley@c3consultancy.org



# INVOICE

DATE: October 5, 2023  
 INVOICE # NCP 0007 9/1-30/2023  
 FOR: Neighborhood Collaborative  
 Project (NCP) Project Lead  
 Activities

Bill To:  
 Tina Paradiso, Executive Director  
 Community Resource Collaborative  
 100 College Avenue, Suite 130  
 Rochester, NY 14607  
 Phone: 888-444-1060

DESCRIPTION OF SERVICES RENDERED / PURCHASES MADE	BUDGET CATEGORY	AMOUNT
Project coordination and management services for NCP that include but not limited to meeting planning & organization, communication and action item follow-up with County program officer and fiscal sponsor, action item monitoring and problem resolution; consultation, planning and support services with/on behalf of the NCP anchor and supporting partner agencies.	Contracted Services	\$ 22 7,800.00
Project Historian / Neighborhood Legacy Coordination: preparation & organization; info gathering; post-reporting, debrief, follow-up, records management (16 hours * \$50/hr)	Contracted Services	\$ 23 800.00
On-Site / Field Coordinator: Logistics point of contact and liaison for Anchor and partner agencies NCP support staff, neighborhood outreach materials and supplies acquisition, event coordination, action item follow-up, etc. (24 hours * \$25/hr)	Contracted Services	\$ 24 600.00
Bus Passes: 500 \$3 all day Bus Passes obtained for neighborhood residents/clients in need of transportation assistance. 100 per distribution site (CRC, MC Collaborative, SWAN, Cameron, Father Tracy)	Local Travel	\$ 26 1,500.00
Neighborhood Ambassadors (4): Four Neighborhood Ambassadors hired (\$600 monthly stipend ~10 hours/week@ \$15/hr); 2 operating Loving Arms Outreach Center (T. Scales & L. Scales) as an off hours satellite on the NW side; 1 supporting the SW (J. Becker) and NE (C. Santana) respectively	Contracted Services	\$ 25 2,400.00
Neighborhood Outreach Supplies: pens, folders, highlighters, paper clips for neighborhood outreach walkers	Supplies	\$ 27 92.21
Monthly allocation of 10% de minimis indirect cost rate	Indirect Costs	\$ 28 1,962.40
	<b>BALANCE DUE</b>	<b>\$ 15,154.61</b>

Questions or concerns regarding this invoice can be submitted via email to jrbasley@c3consultancy.org or by phone 585-563-5148

BEST WISHES FOR A FABULOUS DAY!

**SC Agency/Professional P.O.  
Claim Voucher**



COUNTY OF MONROE

SAP  
DOCUMENT NO.

PAY TO: Community Resource Collaborative on Behalf of the Neighborhood Collaborative Project  
INSERT NAME OF CLAIMANT

REMITTANCE ADDRESS: 100 College Ave  
Suite 130  
Rochester NY 14607  
City State Zip

YEAR	MONTH	DAY	QUANTITY	ITEMIZED ACCOUNT OF MATERIALS, SUPPLIES, ETC.	UNIT PRICE		AMOUNT	
2023	10	17	1	ARPA - Neighborhood Collaborative Project (NCP)	125393	1	125393	1
	10	17	1	Minus: 25% Advance	(0)	(0)	(0)	(0)

THIS VOUCHER MUST BE CERTIFIED AND SENT TO THE DEPARTMENT AUTHORIZING SAME

Jocelyn Basley \_\_\_\_\_ Certifies that this claim is just, true and correct, that the merchandise or services herein have been rendered to Monroe County, that taxes from which Monroe County is exempt are not included and that the balance is actually due and owing  
(Insert name of claimant, his agent or representative)

Submitted Digitally VIA ARPA Portal \_\_\_\_\_ TITLE Project Lead DATE 10/16/2023  
(Claimant, agent or representative to sign here)

**SC Purchase Order Number** 7300002613

VENDOR NUMBER 11127279 SP. G/L \_\_\_\_\_ (Choose one: H=Retainage, Q=Liens, U=Securities)

INVOICE DATE \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ REFERENCE (Vendor Invoice #) \_\_\_\_\_ PAYMENT METHOD  (Choose one: C=Check, D=ACH)

POSTING DATE \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

AMOUNT 125393.01

TEXT ARPA - Neighborhood Collaborative Project (NCP)

G/L ACCT	SHORT TEXT	AMOUNT	COST CENTER	BUSINESS AREA	FUND	GRANT	INTERNAL ORDER	WBS ELEMENT
504320		125393.01	1403930104	1400	9301	G140100030.2326	G14010003001	

CERTIFICATE OF APPROVAL BY DEPARTMENT HEADS  
I Certify that the merchandise or services itemized in the claim have been rendered or furnished to Monroe County on the date or dates shown, that the charges are correct, and am approving same for payment

HEAD OF DEPARTMENT OR AUTHORIZED DEPARTMENT REPRESENTATIVE \_\_\_\_\_ DATE \_\_\_\_\_

CHECK RECEIVED BY \_\_\_\_\_  
Print Name  
\_\_\_\_\_  
Signature

Patricia Jackson, Executive Director  
 SWAN at Montgomery Neighborhood Center  
 10 Cady Street, Rochester, NY 14608  
 Phone: 585-436-3090 E Mail: [pjackson@swanonline.org](mailto:pjackson@swanonline.org)

INVOICE# NCP006 9-1-930/23  
 DATE: October 10, 2023

BILL TO:  
 Tina Paradiso, Executive Director  
 Community Resource Collaborative  
 100 College Avenue, Suite 130  
 Rochester, NY 14607

BILL FOR: NEIGHBORHOOD COLLABORATIVE PROJECT (NCP) ANCHOR AGENCY ACTIVITIES

DESCRIPTION OF SERVICES RENDERED/PURCHASES MADE:	BUDGET CATEGORY	AMOUNT
NCP Worker: Shared role and responsibility between Executive Director & Youth Director Positions. Ex. Director interface for Workforce Development Training, managing NCP Anchor Agency Action Plan, Reporting Budget, NCP Leadership meetings/Youth Director: Interface for neighborhood outreach Activities, program development, building connections with NCP Peers and other Partners. Social Worker: Provide social services to improve the social and emotion well-being of children, seniors and their families residing in the Southwest Community. Payroll expense for September, 2023 = Ex. Dir. 649.00 + 645.90 = \$1,294.90 Youth Dir. 41,863.18 + \$1,871.12 = \$3,734.30 , Social Worker = \$2,152.88 + \$215.29 = \$2,368.17	NCP WORKER	\$7,397.37
Total Salary Amount for all 3 =		\$ 326.87
Office Supplies Supplement:		\$12,000.00
Workforce Development (Second Training Class)		\$ 1,552.77
Facility Use/Operations Supplement Support:		\$ 1,070.00
Neighborhood Credibility/Trust Value:		\$2,110.90
10% de minus indirect cost rate: Monthly Allocation:		\$ 24,457.91
BALANCE DUE:		



**The People's Pantry**  
555 Avenue D  
Rochester, NY 14621

**Invoice**  
September 2023  
Balance: \$392.26

**Purchases**

Regional Distributors	Bags for packing food	\$185.98
Walmart	Food for NCP pop up	\$206.28

Total: \$392.26



# INVOICE

**CONTRACTOR**

On The Ground Research, LLC  
 400 Andrews St  
 Suite 220  
 Rochester, NY, 14604  
 Phone: 585-683-3638  
 Email: [janelle@onthegroundny.com](mailto:janelle@onthegroundny.com)

**INVOICE DATE**

October 5, 2023

**INVOICE NUMBER**

015

**PROJECT TITLE**

Neighborhood Collaborative Project

**TO**

Tina Paradiso, Executive Director  
 Community Resource Collaborative  
 100 College Ave, Suite 130  
 Rochester, NY 14607  
 Phone: 888-444-1060

**INVOICE TIME PERIOD**

9/1/23-9/30/23

**Description**

Date	Description of Services Rendered/Purchases Made	Budget Category	Amount	Budget Amount	YTD Billed
				<b>\$ 146,581.00</b>	<b>\$ 78,857.96</b>
Sep	NCP Researcher	Salaries monthly allocation	\$ 11,006.33	\$ 78,000.00	\$ 44,981.01
Sep	NCP Research Assistant	Salaries monthly allocation	\$ 1,485.71	\$ 10,400.00	\$ 5,942.86
Sep	Communications Specialist	Salaries monthly allocation	\$ 3,000.00	\$ 18,000.00	\$ 9,000.00
9/7/2023	Staples - white board, easel, markers, pens for research team	Supplies	\$ 175.51	\$ 3,000.00	\$ 1,810.50
9/20/2023	Zazzle.com - business cards and name plates for team	Supplies	\$ 124.06		
9/20/2023	Amazon - Dual Tally Counters	Supplies	\$ 34.46		
9/29/2023	Table to meet with partners	Supplies	\$ 91.79		
9/18/2023	Adobe Illustrator for Comm. Specialist	Software and Subscriptions	\$ 259.07	\$ 15,855.00	\$ 9,090.71
9/20/2023	HappyScribe: transcription software	Software and Subscriptions	\$ 348.00		
			<b>Total Costs</b>	<b>\$ 16,524.93</b>	
			<b>Indirect Costs</b>	<b>\$ 1,652.49</b>	<b>\$ 7,168.91</b>
			<b>Remaining Balance</b>	<b>\$ 67,723.04</b>	
			<b>Total Amount Due</b>	<b>\$ 18,177.42</b>	

**Total**

**\$18,177.42**

Please make all checks payable to On The Ground Research, LLC

If you have any questions concerning this invoice, contact:  
 Janelle Duda-Banwar

T. (585) 683-3638 or Email: [janelle@onthegroundny.com](mailto:janelle@onthegroundny.com)



# Bring Monroe Back - Monroe County ARPA Budget Proposal

Organization Name: Neighborhood Collaborative Project (NCP)  
Community Resource Collaborative

Line	4/17/2023 Voucher	5/15/2023 Voucher	6/15/2023 Voucher	7/17/2023 Voucher	8/15/2023 Voucher	8/15/2023 Voucher	8/15/2023 Voucher	11/15/2023	12/15/2023	1/15/2024	Year-to-Date Year 1	Remaining Funds	% of Year 1 Budget	Proposed	Proposed Expenditures	
Personnel Costs																
Neighborhood Collaborative Project (NCP) Workers (Camron, FTAC, SWAN)	\$ 7,031.25	\$ 5,157.48	\$ 4,567.88	\$ 5,157.48	\$ 11,971.12	\$ 13,859.08	\$ 11,971.12	\$ 11,971.12	\$ 11,971.12	\$ 11,971.12	\$ 57,740.43	\$ 82,844.58	41%	\$ 146,675.00	\$ 146,675.00	\$ 761,271.00
On-Site Vocational Trainer (Camron, FTAC, SWAN)	\$ -	\$ 10,257.65	\$ 4,169.40	\$ 4,169.40	\$ 22,845.02	\$ 8,481.68	\$ 20,085.78	\$ 20,085.78	\$ 20,085.78	\$ 20,085.78	\$ 78,153.17	\$ 78,153.17	39%	\$ 154,689.00	\$ 154,689.00	\$ 837,405.00
On-Site Social Worker (Camron, FTAC, SWAN)	\$ -	\$ 6,700.75	\$ 2,692.30	\$ 2,692.30	\$ 9,240.76	\$ 4,576.92	\$ 2,433.04	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00	\$ 39,483.48	\$ 179,766.52	23%	\$ 166,750.00	\$ 166,750.00	\$ 913,340.00
Neighborhood Collaborative Project (NCP) Liaison (BTS)	\$ -	\$ -	\$ -	\$ -	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00	\$ 31,250.00	\$ 31,250.00	50%	\$ 62,500.00	\$ 62,500.00	\$ 269,382.00
Full-Time Social Worker (NCP)	\$ -	\$ 15,000.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 37,500.00	\$ 37,500.00	70%	\$ 75,000.00	\$ 75,000.00	\$ 323,160.00
Part-Time Social Worker (NCP)	\$ -	\$ 7,500.00	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00	\$ 18,750.00	\$ 18,750.00	70%	\$ 37,500.00	\$ 37,500.00	\$ 161,840.00
NCP Local Researcher (OTG)	\$ -	\$ -	\$ 955.69	\$ -	\$ 11,006.33	\$ 11,006.33	\$ 11,006.33	\$ 11,006.33	\$ 11,006.33	\$ 11,006.33	\$ 44,981.01	\$ 44,981.01	58%	\$ 76,600.00	\$ 76,600.00	\$ 336,190.00
Student Research Assistant (OTG)	\$ -	\$ -	\$ -	\$ -	\$ 1,485.71	\$ 1,485.71	\$ 1,485.71	\$ 1,485.71	\$ 1,485.71	\$ 1,485.71	\$ 5,942.84	\$ 5,942.84	57%	\$ 10,400.00	\$ 10,400.00	\$ 44,425.00
Communications Coordinator (OTG)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 9,000.00	\$ 9,000.00	50%	\$ 18,000.00	\$ 18,000.00	\$ 77,887.00
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -
Total Personnel Costs:	\$ -	\$ 52,529.05	\$ 30,666.27	\$ 30,666.27	\$ 72,180.49	\$ 60,755.84	\$ 55,679.82	\$ 73,549.45	\$ -	\$ -	\$ 345,306.93	\$ 600,163.08	46%	\$ 745,464.00	\$ 745,464.00	\$ 3,725,095.00
Other Than Personnel Services Costs																
Vocational Training Stipend: Anchor Agencies (Camron, FTAC, SWAN)	\$ -	\$ -	\$ -	\$ 7,800.00	\$ 7,800.00	\$ 6,000.00	\$ 6,000.00	\$ 7,800.00	\$ 7,800.00	\$ 7,800.00	\$ 16,440.00	\$ 31,560.00	30%	\$ 54,000.00	\$ 54,000.00	\$ 237,746.00
Neighborhood Outreach Supplies: Anchor Agencies (Camron, FTAC, SWAN)	\$ -	\$ -	\$ 290.25	\$ 561.27	\$ 640.00	\$ 1,445.74	\$ -	\$ -	\$ -	\$ -	\$ 2,639.79	\$ 8,160.29	28%	\$ 10,800.00	\$ 10,800.00	\$ 45,183.00
Office Supply Supplement: Anchor Agencies (Camron, FTAC, SWAN)	\$ -	\$ 960.00	\$ 1,691.99	\$ 849.54	\$ 661.06	\$ 951.10	\$ 755.11	\$ -	\$ -	\$ -	\$ 5,869.87	\$ 1,331.18	87%	\$ 7,200.00	\$ 7,200.00	\$ 30,120.00
Facility Use / Operations Support: Anchor Agencies (Camron, FTAC, SWAN)	\$ -	\$ 12,001.93	\$ 6,316.67	\$ 2,830.32	\$ 2,702.16	\$ 2,224.91	\$ 2,752.77	\$ -	\$ -	\$ -	\$ 28,966.76	\$ 7,031.24	60%	\$ 36,000.00	\$ 36,000.00	\$ 150,612.00
Snacks: Anchor Agencies (Camron, FTAC, SWAN)	\$ -	\$ -	\$ 240.00	\$ -	\$ 159.14	\$ -	\$ 240.00	\$ 240.00	\$ 240.00	\$ 240.00	\$ 911.14	\$ 6,288.86	13%	\$ 7,200.00	\$ 7,200.00	\$ 30,120.00
Credibility Travel (Round Trip): Anchor Agencies (Camron, FTAC, SWAN)	\$ -	\$ 2,651.70	\$ 4,239.11	\$ 3,690.00	\$ 4,844.71	\$ 3,438.08	\$ 3,728.00	\$ -	\$ -	\$ -	\$ 27,633.62	\$ 26,346.18	51%	\$ 54,000.00	\$ 54,000.00	\$ 275,915.00
10% of minimum indirect cost: Anchor Agencies (Camron, FTAC, SWAN)	\$ -	\$ 6,413.00	\$ 6,332.70	\$ 6,332.70	\$ 6,332.70	\$ 6,332.70	\$ 6,332.70	\$ 6,332.70	\$ 6,332.70	\$ 6,332.70	\$ 40,409.97	\$ 22,926.03	64%	\$ 63,272.00	\$ 63,272.00	\$ 322,692.00
Administrative Support: Support Services Partnership (BTS, NCP)	\$ -	\$ -	\$ -	\$ -	\$ 770.87	\$ 355.25	\$ 355.25	\$ 770.87	\$ 770.87	\$ 770.87	\$ 3,051.71	\$ 79,293.88	7%	\$ 81,000.00	\$ 81,000.00	\$ 338,831.00
Food Pantry Supplies (NCP)	\$ -	\$ -	\$ -	\$ -	\$ 386.93	\$ 4,852.45	\$ 185.98	\$ 392.76	\$ -	\$ -	\$ 5,257.21	\$ 21,847.79	21%	\$ 27,000.00	\$ 27,000.00	\$ 112,957.00
Per Diem Stipends for Peer Outreach Workers (NCP)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 585.00	\$ 4,766.71	\$ 2,864.83	\$ -	\$ -	\$ 8,215.54	\$ 18,778.46	30%	\$ 27,000.00	\$ 27,000.00	\$ 112,957.00
Staff Reliance Reimbursement (BTS, NCP)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,356.00	\$ -	0%	\$ 2,356.00	\$ 2,356.00	\$ 9,867.00
Contracted Services: NCP Client: Wraparound Support Services (BTS)	\$ -	\$ 4,400.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 15,400.00	\$ 6,600.00	70%	\$ 22,000.00	\$ 22,000.00	\$ 232,747.00
Contracted Services: Anchor Agency Social Worker Supervisors (NCP)	\$ -	\$ 500.19	\$ -	\$ -	\$ -	\$ 884.49	\$ 425.82	\$ -	\$ -	\$ -	\$ 1,810.50	\$ 1,189.50	60%	\$ 3,000.00	\$ 3,000.00	\$ 12,551.00
Research Supplies (BTS)	\$ -	\$ 845.81	\$ 18,137.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 863.98	\$ 7,136.40	11%	\$ 8,000.00	\$ 8,000.00	\$ 32,000.00
Software and Subscriptions (BTS)	\$ -	\$ 15,000.00	\$ 7,800.00	\$ 7,800.00	\$ 7,800.00	\$ 7,800.00	\$ 7,800.00	\$ 7,800.00	\$ 7,800.00	\$ 7,800.00	\$ 30,900.71	\$ 6,264.29	57%	\$ 15,855.00	\$ 15,855.00	\$ 66,136.00
Contracted Services: Project Lead / Community Consultant (BTS)	\$ -	\$ -	\$ -	\$ 7,800.00	\$ 7,800.00	\$ 7,800.00	\$ 7,800.00	\$ 7,800.00	\$ 7,800.00	\$ 7,800.00	\$ 34,600.00	\$ 28,400.00	70%	\$ 78,000.00	\$ 78,000.00	\$ 336,190.00
Contracted Services: Host/Host / Neighborhood Legacy (BTS)	\$ -	\$ -	\$ -	\$ -	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 3,200.00	\$ 22,800.00	12%	\$ 25,000.00	\$ 25,000.00	\$ 112,063.00
Contracted Services: On-Site / Field Coordinator (BTS)	\$ -	\$ -	\$ -	\$ -	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 2,400.00	\$ 16,350.00	13%	\$ 18,750.00	\$ 18,750.00	\$ 80,616.00
Contracted Services: Neighborhood Ambassadors (BTS)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,400.00	\$ 47,600.00	5%	\$ 49,000.00	\$ 49,000.00	\$ 188,764.00
RTS Bus Passes/Transportation Assistance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00	\$ 3,144.00	32%	\$ 4,644.00	\$ 4,644.00	\$ 19,427.00
Per Diem Stipends for Peer Outreach Workers (BTS)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200.00	0%	\$ 1,200.00	\$ 1,200.00	\$ 5,070.00
Microsoft Surface Pro Packages - 5 PC)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ 20,015.00
Neighborhood/Community Engagement Conventions & Activities (BTS)	\$ -	\$ -	\$ -	\$ -	\$ 3,579.82	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,288.00	0%	\$ 12,288.00	\$ 12,288.00	\$ 20,015.00
NCP Supplies & Materials (BTS)	\$ -	\$ -	\$ -	\$ -	\$ 4,119.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,579.82	\$ 4,054.18	47%	\$ 7,588.00	\$ 7,588.00	\$ 31,509.00
10% of minimum indirect cost: BTS, NCP, OTG, CH)	\$ -	\$ 6,749.40	\$ 4,592.68	\$ 6,498.34	\$ 6,498.34	\$ 6,498.34	\$ 6,498.34	\$ 6,498.34	\$ 6,498.34	\$ 6,498.34	\$ 36,185.20	\$ 21,944.80	62%	\$ 58,129.00	\$ 58,129.00	\$ 245,953.00
Local Sponsor Administrator Cost Base - 15K (BTS)	\$ -	\$ 73,550.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 73,550.00	\$ -	100%	\$ 73,550.00	\$ 73,550.00	\$ 341,000.00
Total Other Than Personnel Services Costs:	\$ -	\$ 180,702.83	\$ 34,951.47	\$ 34,951.47	\$ 57,913.84	\$ 70,020.85	\$ 63,864.54	\$ 51,843.56	\$ -	\$ -	\$ 409,309.69	\$ 380,779.31	51%	\$ 799,099.00	\$ 799,099.00	\$ 3,435,775.75
Total Project Cost:	\$ -	\$ 180,702.83	\$ 34,951.47	\$ 34,951.47	\$ 57,913.84	\$ 70,020.85	\$ 63,864.54	\$ 51,843.56	\$ -	\$ -	\$ 409,309.69	\$ 380,779.31	69%	\$ 1,544,563.00	\$ 1,544,563.00	\$ 7,160,868.75

# Bring Monroe Back - Monroe County ARPA Budget Proposal

Organization Name: Neighborhood Collaborative Project (NCP) / Community Resource Collaborative

List E#	10/17/2023 Voucher	Voucher Explanation
Personnel Costs		
Neighborhood Collaborative Project (NCP) Workers (Cameron, FTAC, SWAN)	\$ 11,642.42	SWAN: NCP Worker (shared role- Executive & Youth Director) salary expense for September 2023 = \$5,029.20 FTAC: NCP Worker (N. Velazquez) salary expense for September 2023 = \$3,074.76 Cameron: NCP Worker (J. Hardin) salary expense for September 2023 = \$3,538.46
On-Site Vocational Trainers (Cameron, FTAC, SWAN)	\$ 20,085.28	FTAC: On-site workforce Dev/Employment (L. Rockett) salary expense for September 2023 = \$3,923.08 Cameron: Onsite Trainers for Global Logistics (\$2081.10) and Barbering/Entrepreneur training(\$2081.10) = \$4,162.20 SWAN: Onsite Trainer: Enterprise Security Consulting & Training = \$12,000 10 students @\$1200
On-Site Social Workers (Cameron, FTAC, SWAN)	\$ 8,629.71	FTAC: Onsite Case Manager salary expense (D. Viscenzi) for September 2023 = \$3,769.24 SWAN: Onsite Social Worker (C. Washington) salary expense for September 2023 = \$3,168.17 Cameron: Onsite Social Worker (F. Merifiam) salary expense for September 2023 = \$2,692.30
Neighborhood Collaborative Project (NCP) Liaison (BTS)	\$ 6,250.00	BTS: Annual Budget allocation (62,500)/10 months * 1 month (September)
Full-Time Social Worker (MCZ)	\$ 7,500.00	MCZ: Annual Budget allocation (75,000)/ 10 months * 1 month (September)
Part-time Social Worker (MCZ)	\$ 3,750.00	MCZ: Annual Budget allocation (\$37,500)/ 10 months * 1 month (September)
NCP Local Researcher (OTG)	\$ 11,006.33	OTG: Remaining Budget (\$7,044.31)/ 7 months * 1 month (September)
Student Research Assistant (OTG)	\$ 1,485.71	OTG: Budget allocation (10,500)/ 7 months * 1 month (September)
Communications Coordinator (OTG)	\$ 3,000.00	OTG: Budget allocation (18,000)/ 6 months * 1 month (September)
<b>Fringe Benefits</b>		
<b>Total Personnel Costs:</b>	<b>\$ 78,549.45</b>	
<b>Other Than Personnel Services Costs</b>		
Vocational Training Stipends: Anchor Agencies (Cameron, FTAC, SWAN)	\$ 2,640.00	FTAC: Actual expenses incurred for September 2023 = \$2640
Neighborhood Outreach Supplies: Anchor Agencies (Cameron, FTAC, SWAN)		
Office Supply Supplement: Anchor Agencies (Cameron, FTAC, SWAN)	\$ 755.11	Cameron: Annual Budget allocation (\$2,400)/ 10 months * 1 month (September) = \$240 SWAN: Actual expenses incurred for September 2023 = \$326.87 FTAC: Actual expenses for September 2023 = \$188.24
Facility Use / Operations Support: Anchor Agencies (Cameron, FTAC, SWAN)	\$ 2,752.77	Cameron: Annual Budget allocation (\$12,000)/ 10 months * 1 month (September) = \$1200 SWAN: Actual expenses for September 2023 = \$1,552.77
Snacks, Swag/Incentive Supplies: Anchor Agencies (Cameron, FTAC, SWAN)	\$ 240.00	FTAC: Annual Budget allocation (\$2,400)/ 10 months * 1 month (September) = \$240
Credibility Trust / Brand Value: Anchor Agencies (Cameron, FTAC, SWAN)	\$ 3,728.00	Cameron: Annual Budget allocation (\$18,000)/ 10 months * 1 month (September) = \$1800 SWAN: Actual expenses for September 2023 = \$1,070.00 FTAC: Actual expenses for September 2023 = \$858.00
10% de minimis indirect cost rate: Anchor Agencies (Cameron, FTAC, SWAN)	\$ 6,332.70	Cameron: Annual Budget allocation (\$21,109)/ 10 months * 1 month (September) = \$2,110.90 SWAN: Annual Budget allocation (\$21,109)/ 10 months * 1 month (September) = \$2,110.90 FTAC: Annual Budget allocation (\$21,109)/ 10 months * 1 month (September) = \$2,110.90
Administrative Support: Support Services Partners (LABA, BMC, BSCG)		LABA: Equipment rental, supplies and refreshments for 8/23/2023 Community Resource Event with canopy pop-ups (see invoice detail)
Food Pantry Supplies (PPP)	\$ 392.26	PPP: Actual expenses incurred for September 2023 (see invoice detail); budget line item description (revised to include food and general supplies not just shopping carts and meat)
Per Diem Stipends & Supplies for Peer Outreach Workers (AFC)	\$ 2,864.83	AFC: Pay Reimbursement for Outreach Workers (\$2,033)+ Training Supplies & Materials (\$831.83)
Staff Mileage Reimbursement (BTS, C3)		
Contracted Services: NCP Client Wraparound Support Services (BTS)	\$ 9,590.00	BTS: NCP referrals ~27 for food pantry service @\$300/referral = \$1,080; 4 for rental assistance @\$500 neighborhood ambassadors (C3)
Contracted Services: Anchor Agency Social Worker Supervision (MCZ)	\$ 2,200.00	MCZ: Annual Budget allocation (\$22,000)/ 10 months * 1 month (September)
Contracted Services: Anchor Agency Social Worker Supervision (MCZ)	\$ 425.82	OTG: portable partner table, business cards, outreach counters, whiteboard, easel and markers
NCP Marketing & Communications (OTG)	\$ 607.07	OTG: Adobe Illustrator and HappyScribe (transcription software)
Software and Subscriptions (OTG)	\$ 7,800.00	C3: Annual Budget allocation (\$78,000)/ 10 months * 1 month (September)
Contracted Services: Project Lead / Community Consultant (C3)	\$ 800.00	C3: Preparation & organization; info gathering; post-reporting; debrief; follow-up; records management (16 hours * \$50/hr)
Contracted Services: Historian / Neighborhood Legacy (C3)		
Contracted Services: On-Site / Field Coordinator (C3)	\$ 600.00	C3: logistics point of contact and liaison for Anchor and partner agencies NCP support staff, neighborhood outreach materials and supplies, acquisition, event coordination, action item follow-up, etc. (28 hours * \$21/hr)
Contracted Services: Neighborhood Ambassadors (C3)	\$ 2,400.00	C3: Four neighborhood Ambassadors hired (\$600 monthly stipend); 2 operating Loving Arms Outreach Center (1: Scales & L. Soakes) as an off hours satellite on the NW side; 1 supporting the SW (J. Becker) and NE (C. Santana)
RTS Bus Passes/Transportation Assistance	\$ 1,500.00	C3: 500 \$3 all day Bus Passes obtained for neighborhood residents/clients in need of transportation assistance; 100 per distribution site (CRC, MC Collaborative, SWAN, Cameron, Father Tracy)
Per Diem Stipends for Event Logistics Helpers (C3)		
Microsoft Surface Pro Packages - 5 (C3)		
Neighborhood/Community Engagement Conversations & Activities (C3)		
NCP Supplies & Materials (C3)	\$ 92.21	C3: Neighborhood outreach walk supplies: pens, folders, highlighters, etc.
10% de minimis indirect cost rate (BTS, MCZ, OTG, C3)	\$ 6,132.79	MCZ: Annual Budget allocation (\$13,450)/ 10 months * 1 month (September) = \$1345.00 C3: Annual Budget allocation (\$19,624)/ 10 months * 1 month (September) = \$1,962.40 BTS: Annual Budget allocation (\$11,729)/ 10 months * 1 month (September) = \$1,172.90
Fiscal Sponsor Administrative Cost Rate - 5% (CRC)		
<b>Total Other Than Personnel Services Costs:</b>	<b>\$ 51,843.56</b>	
<b>Total Project Cost for September 2023:</b>	<b>\$ 125,393.01</b>	

**NCP's Monthly Check Request Log - Monroe County Invoice Submission**  
**Month: October 2023 (Reimbursement of September expenses)**

NCP Partner Agency	Total Budget Allocation	Prior Balance	Reimbursement Amount Requested	Current Balance	Check Number	Check Date
ABC Action Front Center	\$ 27,000.00	\$ 21,648.29	\$ 2,864.83	\$ 18,783.46		
Baden St Counseling Center	\$ 27,000.00	\$ 27,000.00	\$ -	\$ 27,000.00		
Barakah Muslim Charities	\$ 27,000.00	\$ 22,000.00	\$ -	\$ 22,000.00		
Beyond the Sanctuary	\$ 129,015.00	\$ 42,800.21	\$ 17,002.90	\$ 25,797.31		
Cameron Community	\$ 232,197.00	\$ 144,242.84	\$ 15,743.86	\$ 128,498.98		
C3 Consultancy Services **	\$ 215,866.00	\$ 149,518.59	\$ 15,154.61	\$ 134,363.98		
Father Tracy Advocacy Center	\$ 232,197.00	\$ 175,420.91	\$ 16,804.22	\$ 158,616.69		
Lyell Avenue Business Assoc.	\$ 27,000.00	\$ 25,293.88	\$ -	\$ 25,293.88		
MC Collaborative	\$ 147,950.00	\$ 59,180.00	\$ 14,795.00	\$ 44,385.00		
On the Ground Research*	\$ 146,581.00	\$ 85,900.48	\$ 18,177.42	\$ 67,723.06		
SWAN at Montgomery Center	\$ 232,197.00	\$ 135,695.15	\$ 24,457.91	\$ 111,237.24		
The Peoples' Pantry	\$ 27,000.00	\$ 21,635.05	\$ 392.26	\$ 21,242.79		
Community Resource Collaborative	\$ 73,550.00	\$ -	\$ -	\$ -		
		<b>Total Disbursed</b>	<b>\$ 125,393.01</b>			

\*\* MBE & WBE Vendor

\* WBE Vendor



400 WEST AVENUE, 3RD FLOOR  
ROCHESTER, NY 14611

Jerome H. Underwood  
President & CEO  
Brad Rye  
Board Chair

Community Resource Collaborative  
100 College Ave  
Suite 130  
Rochester, NY 14626

Date: 10/1/2023

Purchase Order Number \_\_\_\_\_  
Subagreement Year 1  
Invoice Period Sep-23  
Invoice # AFC4

	Budget	Prior YTD	Current Charges	Cumulative YTD
PERSONNEL/SALARY			\$0.00	\$0.00
FRINGE BENEFITS			\$0.00	\$0.00
EQUIPMENT			\$0.00	\$0.00
OPERATING EXPENSES/ SUPPLIES			\$0.00	\$0.00
TRAVEL			\$0.00	\$0.00
ALL OTHER	\$27,000.00	\$5,351.71	\$2,864.83	\$8,216.54
<b>TOTAL:</b>	<b>\$27,000.00</b>	<b>\$5,351.71</b>	<b>\$2,864.83</b>	<b>\$8,216.54</b>

*CERTIFICATION: I certify that this report, schedule, and the expenses for which payment is requested are true, correct and complete and were made in accordance with the appropriate Federal and State Rules and Regulations and that the articles or services listed were (or will be) necessary for and are to be used solely for the purpose specified in the contract for this project.*

SIGNATORY: Michele Boyd 585-262-4330 x3101 10/01/23  
(SIGNATURE) (PHONE NUMBER) (Date)

Beyond the Sanctuary



# INVOICE

PO Box 18146  
Rochester, NY 14618  
585-520-6004

DATE: 10/5/2023  
INVOICE # 5  
FOR: Sep-23

Submitted to  
Jocelyn Basley  
Project Lead - NCP

DESCRIPTION	QUANTITY	UNIT COST	TOTAL
NCP Liason - weekly NCP planning meetings, process review, referral coordination, hired NCP Mgr		\$6,250.00	\$ 6,250.00
Wrap Around Support Services - Food Pantry (MCC referrals/City walk referrals)	27	\$40.00	\$ 1,080.00
Wrap Around Support Services - Rental Assistance	4		\$ 8,500.00
Wrap Around Support Services - Emergency Services			
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Monthly Allocation for 10% de minimis indirect cost rate			\$ 1,172.90
<b>Remaining Balance</b>	<b>TOTAL</b>		<b>\$17,002.90</b>

Make all checks payable to Beyond the Sanctuary

If you have any questions concerning this invoice, Contact Carmen Allen 585-520-6004 or email at [callen@beyondthesanctuary.org](mailto:callen@beyondthesanctuary.org)

**THANK YOU FOR TRUSTING US TO CARE FOR OUR COMMUNITY**

# INVOICE

**C3 Consultancy Services, LLC EIN: 88-3537378**  
 74 Dr. Samuel McCreedy Way  
 Rochester, NY 14608  
 Phone: 585-563-5148 Email: jrbasley@c3consultancy.org



**DATE:** October 5, 2023  
**INVOICE #** NCP 0007 9/1-30/2023  
**FOR:** Neighborhood Collaborative  
 Project (NCP) Project Lead  
 Activities

**Bill To:**  
 Tina Paradiso, Executive Director  
 Community Resource Collaborative  
 100 College Avenue, Suite 130  
 Rochester, NY 14607  
 Phone: 888-444-1060

DESCRIPTION OF SERVICES RENDERED / PURCHASES MADE	BUDGET CATEGORY	AMOUNT
Project coordination and management services for NCP that include but not limited to meeting planning & organization, communication and action item follow-up with County program officer and fiscal sponsor, action item monitoring and problem resolution; consultation, planning and support services with/on behalf of the NCP anchor and supporting partner agencies.	Contracted Services	\$ 7,800.00
Project Historian / Neighborhood Legacy Coordination: preparation & organization; info gathering; post-reporting, debrief, follow-up, records management (16 hours * \$50/hr)	Contracted Services	\$ 800.00
On-Site / Field Coordinator: Logistics point of contact and liaison for Anchor and partner agencies NCP support staff, neighborhood outreach materials and supplies acquisition, event coordination, action item follow-up, etc. (24 hours * \$25/hr)	Contracted Services	\$ 600.00
Bus Passes: 500 \$3 all day Bus Passes obtained for neighborhood residents/clients in need of transportation assistance. 100 per distribution site (CRC, MC Collaborative, SWAN, Cameron, Father Tracy)	Local Travel	\$ 1,500.00
Neighborhood Ambassadors (4): Four Neighborhood Ambassadors hired (\$600 monthly stipend ~10 hours/week@\$15/hr); 2 operating Loving Arms Outreach Center (T. Scales & L. Scales) as an off hours satellite on the NW side; 1 supporting the SW (J. Becker) and NE (C. Santana) respectively	Contracted Services	\$ 2,400.00
Neighborhood Outreach Supplies: pens, folders, highlighters, paper clips for neighborhood outreach walkers	Supplies	\$ 92.21
Monthly allocation of 10% de minimis indirect cost rate	Indirect Costs	\$ 1,962.40
	<b>BALANCE DUE</b>	<b>\$ 15,154.61</b>

Questions or concerns regarding this invoice can be submitted via email to jrbasley@c3consultancy.org or by phone 585-563-5148

BEST WISHES FOR A FABULOUS DAY!

Cameron Community - Olivia Kassoum-Amadou, Executive Director  
 48 Cameron St  
 Rochester, NY 14606  
 Phone: 585-254-2697 ext. 101 Email: olivia@cameronministries.org



# INVOICE

DATE: October 5, 2023  
 INVOICE #0006 September 1-30, 2023  
 FOR: Neighborhood Collaborative Project (NCP) Anchor Agency Activities

**Bill To:**  
 Tina Paradiso, Executive Director  
 Community Resource Collaborative  
 100 College Avenue, Suite 130  
 Phone: 888-444-1060

DESCRIPTION OF SERVICES RENDERED / PURCHASES MADE	BUDGET CATEGORY	AMOUNT
Global Connections Enterprise - Sharale Gray: Global Logistics Program at Cameron: planning, curriculum development, information sessions, community outreach, technology set up, registration, and classes from September 1, 2023 - September 30, 2023 as documented by Global Connection Enterprise's Invoice 00006 (21 days @\$99.10 per day)	Workforce Development/Training	\$2,081.10
CEO KUTZ, LLC. - Derrick Singleton: Cameron Cuts Apprenticeship Program. planning, curriculum development, information sessions, community outreach, site planning, and teaching classes, and other services from September 1, 2023-September 30, 2023 as documented by CEO KUTZ, LLC's Invoice 00006 (21 days @\$99.10 per day)	Workforce Development/Training	\$2,081.10
Payroll Reimbursement for Community Engagement worker, Jonathan Hardin, planning with instructors, participate in information sessions and outreach, oversee workforce development program, maintain NW outreach schedule and data. Cameron Community payroll register documentation. (2 pay periods @ 1,769.23 per pay period)	NCP Worker	\$3,538.46
Payroll Reimbursement for Cameron's On-Site Social Worker: Felecia B. Merriam, LCSW, planning with instructors, participate in information sessions and outreach, developed platform for tracking student data, coordinate linkages to anticipated services, prepared resource and referral pocket cards for participants, acquired pre and post assessments designed to determine client needs, Cameron Community payroll register documentation. (2 pay periods @\$1346.15 per pay period)	Social Worker	\$2,692.30
Monthly allocation of Neighborhood Credibility / Trust Value for September 2023 (AA's brand identity / reputation)	Credibility Trust/Brand Value	\$1,800
Facility Use / Operation Support Monthly Allocation for September 2023	Facility Use/Operations Support	\$1,200
Office Supplies Supplement: Monthly allocation for September 2023	Office Supplies	\$240
10% de minimis indirect cost rate: Monthly allocation for the month of September 2023		\$2,110.90
	<b>BALANCE DUE</b>	<b>\$15,743.86</b>

Questions or concerns regarding this invoice can be submitted via email to [olivia@cameronministries.org](mailto:olivia@cameronministries.org) or by 585-254-2697 ext. 101

BEST WISHES FOR A FABULOUS DAY!