

Question 1 (Legislator Brew)

Voucher 3, July



Report Review 7-31-23 JPC

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

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

Personnel Costs	List Each Employee Name, Title/Position	4/17/2023 Voucher	5/15/2023 Voucher	6/15/2023 Voucher	7/17/2023 Voucher	8/15/2023 Voucher	9/15/2023 Voucher
Neighborhood Collaborative Project (NCP) Workers (Cameron, FTAC, SWAN)		\$	7,031.25	\$	8,337.98	\$	10,117.67
On-Site Vocational Trainers (Cameron, FTAC, SWAN)		\$	16,257.05	\$	2,160.40	\$	22,845.02
On-Site Social Workers (Cameron, FTAC, SWAN)		\$	6,730.75	\$	2,692.30	\$	9,230.76
Neighborhood Collaborative Project (NCP) Liaison (BTS)		\$		\$	3,350.00	\$	6,250.00
Full-Time Social Worker (MC2)		\$	35,000.00	\$	7,500.00	\$	7,500.00
Part-time Social Worker (MC2)		\$	71,500.00	\$	27,500.00	\$	37,500.00
NCP Local Researcher (OTG)		\$		\$	9,556.69	\$	11,006.83
Student Research Assistant (OTG)		\$		\$		\$	11,485.71
Communications Coordinator (OTG)		\$		\$		\$	
Fringe Benefits		\$		\$		\$	
Total Personnel Costs:		\$	52,519.05	\$	30,668.27	\$	72,180.49
Other Than Personnel Services Costs		4/17/2023 Voucher	5/15/2023 Voucher	6/15/2023 Voucher	7/17/2023 Voucher	8/15/2023 Voucher	9/15/2023 Voucher
Vocational Training Stipends: Anchor Agencies (Cameron, FTAC, SWAN)		\$		\$		\$	7,800.00
Neighborhood Outreach Supplies: Anchor Agencies (Cameron, FTAC, SWAN)		\$		\$	290.54	\$	541.72
Office Supply Supplement: Anchor Agencies (Cameron, FTAC, SWAN)		\$	960.00	\$	1,497.99	\$	849.54
Facility Use / Operations Support: Anchor Agencies (Cameron, FTAC, SWAN)		\$	17,000.93	\$	6,436.67	\$	2,850.82
Snacks, Swag/Incentive Supplies: Anchor Agencies (Cameron, FTAC, SWAN)		\$		\$	240.00	\$	291.04
Credibility Trust / Brand Value: Anchor Agencies (Cameron, FTAC, SWAN)		\$	7,831.20	\$	3,239.13	\$	3,090.02
10% de minimis indirect cost rate: Anchor Agencies (Cameron, FTAC, SWAN)		\$	8,443.60	\$	6,312.70	\$	6,312.70
Administrative Support: Support Services Partners (LABA, BMC, BSCS)		\$		\$		\$	
Food Pantry Supplies (TPP)		\$		\$		\$	318.32
Per Diem Stipends for Peer Outreach Workers (ANC)		\$		\$		\$	
Staff Mileage Reimbursement (BTS, C3)		\$		\$		\$	
Contracted Services: NCP Client Wraparound Support Services (BTS)		\$		\$	160.00	\$	10,000.00
Contracted Services: Anchor Agency Social Worker Supervision (MC2)		\$	4,900.00	\$	2,200.00	\$	2,400.00
Research Supplies (OTG)		\$	600.00	\$		\$	
NCP Marketing & Communications (OTG)		\$	4,352.11	\$	18.17	\$	
Software and Subscriptions (OTG)		\$		\$	149.90	\$	7,586.40
Contracted Services: Project Lead / Community Consultant (C3)		\$	15,600.00	\$	7,800.00	\$	7,800.00
Contracted Services: Historian / Neighborhood Legacy (C3)		\$		\$		\$	800.00
Contracted Services: On-Site / Field Coordinator (C3)		\$		\$		\$	600.00
Contracted Services: Neighborhood Ambassadors (C3)		\$		\$		\$	
RTS Bus Passes/Transportation Assistance		\$		\$		\$	
Per Diem Stipends for Event Logistics Helpers (C3)		\$		\$		\$	
Microsoft Surface Pro Packages - \$ (C3)		\$		\$		\$	
Neighborhood/Community Engagement Conversations & Activities (C3)		\$		\$		\$	3,625.82
NCP Supplies & Materials (C3)		\$		\$		\$	
10% de minimis indirect cost rate (BTS, MC2, OTG, C3)		\$	6,749.65	\$	4,502.58	\$	6,448.14
Fiscal Sponsor Administrative Cost Rate - 5% (CNC)		\$	73,550.00	\$		\$	
Total Other Than Personnel Services Costs:		\$	130,702.63	\$	34,951.47	\$	57,316.64
Total Project Cost:		\$	183,221.68	\$	65,619.74	\$	129,497.13

Bring Monroe Back - Monroe County ARPA Budget Proposal

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

Personnel Costs	4/1/2023	5/1/2023	6/1/2023	7/1/2023	8/1/2023	9/1/2023	10/1/2023	11/1/2023	12/1/2023	1/1/2024	Year-to-Date Year 1	Remaining Funds	% of Year 1 Budget	Proposed	Proposed Expenditures		
Neighborhood Collaborative Project (NCP) Intern (Kameron, FTAC, 30W/HR)	\$	7,211.25	\$	5,115.00	\$	10,111.25					\$	22,761.80	118,379.20	34%	\$	164,250.00	
On-Site Year-round Program (Kameron, FTAC, 30W/HR)	\$	16,237.00	\$	7,300.00	\$	11,650.00					\$	45,457.00	111,236.53	28%	\$	134,889.00	
On-Site Social Workers (Kameron, FTAC, 30W/HR)	\$	6,730.75	\$	2,592.50	\$	6,230.75					\$	18,653.81	130,098.18	31%	\$	168,750.00	
Neighborhood Collaborative Project (NCP) Liaison (BTS)	\$	5	\$	6,750.00	\$	6,750.00					\$	12,500.00	50,000.00	20%	\$	63,500.00	
Full Time Social Worker (NCP)	\$	18,000.00	\$	7,500.00	\$	7,500.00					\$	30,000.00	45,000.00	40%	\$	75,000.00	
Part Time Social Worker (NCP)	\$	7,500.00	\$	3,950.00	\$	3,950.00					\$	13,000.00	22,500.00	40%	\$	37,000.00	
NCP Social Research (BTS)	\$	5	\$	955.68	\$	11,028.33					\$	11,963.01	46,037.06	17%	\$	18,000.00	
Student Research Assistant (BTS)	\$	5	\$	5	\$	1,487.71					\$	1,488.71	8,914.29	14%	\$	10,400.00	
Communications Coordinator (BTS)	\$	5	\$	5	\$	5					\$	18,000.00	0%	\$	18,000.00		
Travel (BTS)	\$	5	\$	5	\$	5					\$	5	0%	\$	5		
Total Personnel Costs	\$	82,518.88	\$	38,668.21	\$	72,180.49	\$	0	\$	0	\$	155,348.81	\$	590,088.19	21%	\$	743,668.00
Other Than Personnel Services Costs																	
Volitional Training Expenses - Anchor Agencies (Kameron, FTAC, 30W/HR)	\$	5	\$	5	\$	7,800.00					\$	7,800.00	48,300.00	14%	\$	54,000.00	
Neighborhood Outreach Supplies - Anchor Agencies (Kameron, FTAC, 30W/HR)	\$	5	\$	5	\$	790.23	\$	951.72			\$	851.97	9,944.00	8%	\$	10,800.00	
Office Supply Supplement - Anchor Agencies (Kameron, FTAC, 30W/HR)	\$	5	\$	660.00	\$	1,691.99	\$	249.54			\$	3,301.53	3,684.47	49%	\$	7,300.00	
Facility Use / Operations Support - Anchor Agencies (Kameron, FTAC, 30W/HR)	\$	5	\$	12,001.91	\$	6,458.67	\$	2,890.32			\$	21,288.82	14,713.08	59%	\$	88,000.00	
Travel, Bus/Transportation - Anchor Agencies (Kameron, FTAC, 30W/HR)	\$	5	\$	5	\$	340.00	\$	193.14			\$	431.14	8,748.88	8%	\$	7,300.00	
Volatility Fuel (BTS) and Value - Anchor Agencies (Kameron, FTAC, 30W/HR)	\$	5	\$	7,851.70	\$	4,279.11	\$	3,890.00			\$	15,560.81	56,419.27	28%	\$	54,000.00	
10% of Minimum Indirect Cost Rate - Anchor Agencies (Kameron, FTAC, 30W/HR)	\$	5	\$	8,443.40	\$	4,313.70	\$	4,173.70			\$	21,109.00	42,218.00	33%	\$	63,317.00	
Administrative Support - Support Services Partners (BTS) (NCP)	\$	5	\$	5	\$	5					\$	5	80,000.00	0%	\$	80,000.00	
Food/Pantry Supplies (NCP)	\$	5	\$	5	\$	316.53					\$	326.52	26,673.48	1%	\$	27,000.00	
Par Diem Expenses for Peer Outreach Workers (NCP)	\$	5	\$	5	\$	5					\$	5	27,000.00	0%	\$	27,000.00	
Staff Welfare Reimbursement (NCP)	\$	5	\$	5	\$	5					\$	5	2,216.00	0%	\$	2,216.00	
Contractual Services - NCP Client Transportation Support Services (BTS)	\$	5	\$	4,800.00	\$	860.00	\$	6,200.00			\$	7,160.33	46,839.68	31%	\$	34,000.00	
Contracted Services - Anchor Agency Social Worker Supervision (BTS)	\$	5	\$	4,800.00	\$	7,200.00					\$	8,200.00	23,200.00	40%	\$	22,000.00	
Research Supplies (NCP)	\$	5	\$	500.19	\$	5					\$	500.19	3,499.41	17%	\$	3,000.00	
NCP Marketing & Communications (BTS)	\$	5	\$	645.81	\$	18.17					\$	663.98	7,186.13	11%	\$	8,000.00	
Software and Subscriptions (NCP)	\$	5	\$	149.90	\$	7,586.00					\$	7,886.90	35,853.70	40%	\$	35,853.70	
Contractual Services - Project Lead / Community Consultant (BTS)	\$	5	\$	15,853.00	\$	7,800.00					\$	21,200.00	46,800.00	40%	\$	78,000.00	
Contracted Services - Historian / Neighborhood Legacy (BTS)	\$	5	\$	5	\$	5					\$	800.00	25,300.00	3%	\$	30,000.00	
Contracted Services - On-Site / Field Coordinator (BTS)	\$	5	\$	5	\$	600.00					\$	600.00	18,150.00	3%	\$	18,750.00	
Contracted Services - Neighborhood Ambassadors (BTS)	\$	5	\$	5	\$	5					\$	5	48,000.00	0%	\$	48,000.00	
RTS Bus Passes/Transportation Assistance	\$	5	\$	5	\$	5					\$	5	4,644.00	0%	\$	4,644.00	
Par Diem Expenses for Event Logistics Helpers (BTS)	\$	5	\$	5	\$	5					\$	5	1,200.00	0%	\$	1,200.00	
Neighborhood Surface Prep Passes - 5 hrs	\$	5	\$	5	\$	5					\$	5	12,288.00	0%	\$	12,288.00	
Neighborhood/Community Engagement Conversations & Activities (BTS)	\$	5	\$	5	\$	5,339.43					\$	5,339.43	4,954.18	47%	\$	7,288.00	
NCP Supplies & Materials (BTS)	\$	5	\$	5	\$	5					\$	5	3,000.00	0%	\$	3,000.00	
10% of Minimum Indirect Cost Rate (NCP) (NCP)	\$	5	\$	6,749.40	\$	4,372.66	\$	6,688.34			\$	17,840.22	40,289.78	31%	\$	58,129.00	
Fiscal Sponsor Administrative Cost Rate - 5% (NCP)	\$	5	\$	73,510.00	\$	5					\$	73,510.00	5	100%	\$	73,510.00	
Total Other Than Personnel Service Costs	\$	5	\$	136,702.83	\$	34,914.47	\$	37,916.64	\$	0	\$	0	\$	323,370.36	30%	\$	794,088.00
Total Project Cost:	\$	5	\$	181,221.84	\$	65,617.94	\$	110,097.13	\$	0	\$	0	\$	978,979.33	21%	\$	1,544,553.00

Bring Monroe Back - Monroe County ARPA Budget Proposal

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

Personnel Costs	List	7/17/2023 Voucher	Voucher Explanation
Neighborhood Collaborative Project (NCP) Workers (Cameron, FTAC, SWAN)		\$ 10,112.67	SWAN: NCP Worker (shared role/responsibility- Executive & Youth Directors) salary expense for June 2023 = 3,112.67 (\$518.78*2593.89) FTAC: NCP Worker plus 10% Executive Director salary expense for June 2023 = \$3461.54 (\$2884.62+\$576.92) Cameron: NCP Worker (I. Hardin) salary expense for June 2023 = \$3548.46 (\$1769.23 * 2 pay periods)
On-Site Vocational Trainers (Cameron, FTAC, SWAN)		\$ 22,845.02	SWAN: NYS Security Guard Certification Trainer (\$1200 per participant * 14 registered participant) = \$15,600 FTAC: Executive Director (50%) salary expense for June 2023 = \$2,678.57 (\$5769.24*0.5) Cameron: Onsite Trainers for Global Logistics (\$2180.20) and Barbering/Entrepreneur training(\$2180.20) = \$4360.40
On-Site Social Workers (Cameron, FTAC, SWAN)		\$ 3,230.76	FTAC: Director of Community Health with 40% Executive Director salary expense for June 2023 = \$6538.46 (\$4230.76+\$2307.70) Cameron: Onsite Social Worker salary expense for June 2023 = \$2692.30 (\$1346.15*2 pay periods)
Neighborhood Collaborative Project (NCP) Liaison (BTS)		\$ 6,250.00	BTS: Annual Budget allocation (62,500)/10 months * 1 month (June)
Full-Time Social Worker (MC2)		\$ 7,500.00	MC2: Annual Budget allocation (75,000)/ 10 months * 1 month (June)
Part-time Social Worker (MC2)		\$ 3,750.00	MC2: Annual Budget allocation (\$37,500) / 10 months * 1 month (June)
NCP Local Researcher (OTG)		\$ 1,006.33	OTG: Remaining Budget (\$77,044.31)/ 7 months * 1 month (June)
Student Research Assistant (OTG)		\$ 1,485.71	OTG: Budget allocation (10,400) / 7 months * 1 month (June)
Communications Coordinator (OTG)		\$	
Fringe Benefits			
Total Personnel Costs:		\$ 72,180.49	
Other Than Personnel Services Costs	7/17/2023 Voucher	Voucher Explanation	
Vocational Training Stipends: Anchor Agencies (Cameron, FTAC, SWAN)	\$ 7,800.00	SWAN: Actual expenses incurred for June 2023 = \$7,800 (13 workforce training stipends @ \$600/stipend)	
Neighborhood Outreach Supplies: Anchor Agencies (Cameron, FTAC, SWAN)	\$ 561.72	SWAN: Actual expenses incurred for June 2023 = \$270.54 FTAC: Actual expenses incurred for June 2023 = \$291.18 291.18	
Office Supply Supplement: Anchor Agencies (Cameron, FTAC, SWAN)	\$ 849.54	Cameron: Annual Budget allocation (\$2400) / 10 months * 1 month (June) = \$240 SWAN: Actual expenses for June 2023 = \$349.73 FTAC: Actual expenses for June 2023 = \$259.81 259.81	
Facility Use / Operations Support: Anchor Agencies (Cameron, FTAC, SWAN)	\$ 2,850.32	Cameron: Annual Budget allocation (\$12,000) / 10 months * 1 month (June) = \$1200 SWAN: Remaining budget allocation (\$8,025.64) / 7 months * 1 month (June) = \$1146.52 FTAC: Actual expenses for June 2023 = \$503.80	
Snacks, Swag/Incentive Supplies: Anchor Agencies (Cameron, FTAC, SWAN)	\$ 191.14	SWAN: Actual expenses for June 2023 = \$191.14	
Credibility Trust /Brand Value: Anchor Agencies (Cameron, FTAC, SWAN)	\$ 3,590.02	Cameron: Annual Budget allocation (\$18,000) / 10 months * 1 month (June) = \$1800 SWAN: Annual Budget allocation (\$18,000) / 10 months * 1 month (June) = \$1800 FTAC: Actual expenses for June 2023 = \$90.02	
10% de minimis indirect cost rate: Anchor Agencies (Cameron, FTAC, SWAN)	\$ 6,332.70	Cameron: Annual Budget allocation (\$21,109) / 10 months * 1 month (June) = \$2,110.90 SWAN: Annual Budget allocation (\$21,109) / 10 months * 1 month (June) = \$2,110.90 FTAC: Annual Budget allocation (\$21,109)/10 months * 1 month (June) = \$2,110.90	
Administrative Support: Support Services Partners (LABA, BMC, BSCSC)	\$		
Food Pantry Supplies (TPP)	\$ 826.52	TPP: Actual expenses incurred for June 2023 (see invoice detail); budget line item description revised to include general supplies not just shopping carts.	
Per Diem Stipends for Peer Outreach Workers (AFC)	\$		
Staff Mileage Reimbursement (BTS, C3)	\$		
Contracted Services: NCP Client Wraparound Support Services (BTS)	\$ 6,200.00	BTS: 40 NCP referrals for food pantry service @ \$40/referral = \$1600; outreach canopy (\$172.79); rental assistance for two families (\$4200); emergency services (non-food items) for 2 families (\$227.53)	
Contracted Services: Anchor Agency Social Worker Supervision (MC2)	\$ 2,200.00	MC2: Annual Budget allocation (\$22,000) / 10 months * 1 month (June)	
Research Supplies (OTG)	\$		
NCP Marketing & Communications (OTG)	\$		
Software and Subscriptions (OTG)	\$ 7,686.40	OTG: Software subscriptions: PolicyMap (\$6520) and Qualtrics Survey (\$1166.40)	
Contracted Services: Project Lead / Community Consultant (C3)	\$ 7,800.00	C3: Annual Budget allocation (\$78,000) / 10 months * 1 month (June)	
Contracted Services: Historian / Neighborhood Legacy (C3)	\$ 800.00	C3: Preparation & organization; info gathering; post-reporting, debrief, follow-up, records management (16 hours * \$50/hr)	
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. (24 hours * \$25/hr)	
Contracted Services: Neighborhood Ambassadors (C3)	\$		
RTS Bus Passes/Transportation Assistance	\$		
Per Diem Stipends for Event Logistics Helpers (C3)	\$		
Microsoft Surface Pro Packages - 5 (C3)	\$		
Neighborhood/Community Engagement Conversations & Activities (C3)	\$ 3,529.82	June 7th All City Walk NCP Outreach materials: rack cards (\$218); t-shirts (\$1398); KN95 masks (\$19.43); insulated tote bags for meal distribution (\$40.75); hand sanitizer (773.94); June 22nd NCP partners' planning dinner (\$1079.70)	
NCP Supplies & Materials (C3)	\$		
10% de minimis indirect cost rate (BTS, MC2, OTG, C3)	\$ 6,498.14	MC2: Annual Budget allocation (\$13,450) / 10 months * 1 month (June) = \$1345.00 C3: Annual Budget allocation (\$19,624) / 10 months * 1 month (June) = \$1,962.40 BTS: Annual Budget allocation (\$11,729) / 10 months * 1 month (June) = \$1,172.90 OTG: Actual expense (see Invoice detail) = \$2017.84	
Fiscal Sponsor Administrative Cost Rate - 5% (CRC)	\$		
Total Other Than Personnel Services Costs:		\$ 57,916.64	
Total Project Cost for June 2023		\$ 130,097.13	

NCP's Monthly Check Request Log - Monroe County Invoice Submission
Month: July 2023

NCP Partner Agency	Total Budget Allocation	Prior Balance	Reimbursement Amount Requested	Current Balance	Check Number	Check Date
ABC Action Front Center	\$ 27,000.00	\$ 27,000.00	\$ -	\$ 27,000.00		
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	\$ 120,632.10	\$ 13,623.22	\$ 107,008.88		
Cameron Community	\$ 232,197.00	\$ 192,069.02	\$ 15,942.06	\$ 176,126.96		
C3 Consultancy Services **	\$ 215,866.00	\$ 186,578.80	\$ 14,692.22	\$ 171,886.58		
Father Tracy Advocacy Center	\$ 232,197.00	\$ 217,486.07	\$ 16,140.33	\$ 201,345.74		
Lyell Avenue Business Assoc.	\$ 27,000.00	\$ 27,000.00	\$ -	\$ 27,000.00		
MC Collaborative	\$ 147,950.00	\$ 103,565.00	\$ 14,795.00	\$ 88,770.00		
On the Ground Research*	\$ 146,581.00	\$ 143,864.26	\$ 22,196.28	\$ 121,667.98		
SWAN at Montgomery Center	\$ 232,197.00	\$ 196,518.33	\$ 32,381.50	\$ 164,136.83		
The Peoples' Pantry	\$ 27,000.00	\$ 27,000.00	\$ 326.52	\$ 26,673.48		
Community Resource Collaborative	\$ 73,550.00	\$ -	\$ -	\$ -		
Total Disbursed			\$ 130,097.13			

** 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: July 15, 2023
 INVOICE # 00003 June 1-June 30, 2023
 FOR: Neighborhood Collaborative Project (NCP) Anchor Agency 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
Global Connections Enterprise - Sharale Gray: Global Logistics Program at Cameron: planning, curriculum development, information sessions, community outreach, technology set up, registration, and other services from June 1, 2023 - June 30, 2023 as documented by Global Connection Enterprise's Invoice 00003 (22 days @\$99.10 per day)	Workforce Development/Training	2 92,180.20
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 June 1, 2023-June 30, 2023 as documented by CEO KUTZ, LLC's Invoice 00003 (22 days @\$99.10 per day)	Workforce Development/Training	\$ 2 2,180.20
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	\$ 1 3,538.46
Payroll Reimbursement for Cameron's On-Site Social Worker: Felecia B. Merrlam, 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	3 62,692.30
Monthly allocation of Neighborhood Credibility / Trust Value for June 2023 (AA's brand identity / reputation)	Credibility Trust/Brand Value	\$ 14 1,800.00
Facility Use / Operation Support Monthly Allocation for June 2023	Facility Use/Operations Support	\$ 12 1,200.00
Office Supplies Supplement: Monthly allocation for June 2023	Office Supplies	\$ 11 240.00
10% de minimis indirect cost rate: Monthly allocation for the month of June		\$ 15 2,110.90
	BALANCE DUE	\$ 15,942.06

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!

Patricia Jackson, Executive Director
 SWAN at Montgomery Neighborhood Center
 10 Cady Street
 Rochester, NY 14608
 Phone: 585-436-3090 Email: pjackson@swanonline.org



INVOICE

DATE: July 14, 2023
 INVOICE # NCP 003 6/1-30/2023
 FOR: Neighborhood Collaborative Project (NCP) Anchor Agency Activities

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

DESCRIPTION OF SERVICES RENDERED / PURCHASES MADE	BUDGET CATEGORY	AMOUNT
NCP Worker: shared role and responsibility between Executive Director & Youth Director positions Executive Director: interface for workforce development training, managing NCP Anchor Agency action plan, reporting, budget, NCP leadership mtgs / Youth Director: interface for neighborhood outreach activities, program development, building connections with NCP peers & other partners. Payroll expenses only include 2 days (6/1-2/23) from prior pay period = 518.78 + \$2593.78 for 6/4-17/23 pay period	NCP Worker	\$ ① 3,112.67
On-Site Vocational Trainer (Contracted Services): NYS Security Guard Certification with CPR workforce development cost \$1200 per student (per MOU agreement) * 14 registered program participants	Workforce Development/Training	\$ ② 15,600.00
Vocational Training Stipends for Community Members: 13 program participant completions/graduates * \$600 stipend per graduate	Vocational Training Stipends	\$ ⑨ 7,800.00
Snacks / Graduation dinner for Workforce Development Training classes - actual expenses incurred (receipts provided)	Snacks	\$ ⑬ 191.14
Neighborhood Outreach Supplies: Actual expenses incurred for June 2023 (receipts provided)	Neighborhood Outreach Supplies	⑩ \$270.54
Office Supplies Supplement: Actual expenses incurred for June 2023 (receipts provided)	Office Supplies	\$ ⑪ 349.73
Facility Use / Operations Supplement: monthly allocation of remaining unspent balance (June 2023)	Facility Use/Operations Support	\$ ⑫ 1,146.52
Neighborhood Credibility / Trust Value: Monthly allocation for June 2023	Credibility Trust/Brand Value	\$ ⑭ 1,800.00
10% de minimis indirect cost rate: Monthly allocation for June 2023	Indirect Cost	\$ ⑮ 2,110.90
	BALANCE DUE	\$ 32,981.50

Questions or concerns regarding this invoice can be submitted via email to pjackson@swanonline.org or by 585-436-3090



821 North Clinton Avenue
 Rochester NY 14605
 585.563.7008

Invoice

Submitted on 07/14/2023

Invoice for	Payable to	Invoice #
	The Father Tracy Advocacy Center	230601
Company name	Project	Due date
Street address	NCP-Anchor Agency	8/1/23
City, State, Zip		

Description	Qty	Unit price	Total price
NCP Liason - Salary		Nashali=100% + ED =10%	① \$3,461.54
NCP Social worker		ED/Director of Community health	③ \$6,538.46
NCP workforce development		ED 50%	② \$2,884.62
Community trust		Walmart	⑭ \$90.02
Facilities		Home depot	⑪ \$174.54
Facilities		Home Depot	⑫ \$78.76
Pop up event		Costco	⑩ \$291.18
Facilities/office supplies		Amazon office (95.94) + facilities/ops (250.50)	\$346.44
office supply		restaurant depot	⑩ \$163.87
indirect cost		monthly allocation	⑬ \$2,110.90

Notes: Subtotal **\$16,140.33**

Adjustments

\$16,140.33



A Complex Care Management Agency

COLLABORATIVE

Voucher for Neighborhood Collaborative Project

June 2023

Date: 7/1/23

Month of Payment Due: June

	June	Budget Amount	YTD Billed
		\$ 147,950	\$ 59,180
Social Workers (MC Collaborative)	5 \$ 7,500	\$ 75,000	\$ 30,000
Part-Time Social Worker	6 \$ 3,750	\$ 37,500	\$ 15,000
Supervision	18 \$ 2,200	\$ 22,000	\$ 8,800
Indirect Costs	24 \$ 1,345	\$ 13,450	\$ 5,380
Remaining Balance		\$ 88,770	
TOTAL DUE	\$ 14,795		

Total amount due for June = \$ 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

INVOICE DATE
 July 14, 2023

INVOICE NUMBER
 011

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
 6/1/23-6/30/23

Description

Date	Description of Services Rendered/Purchases Made	Budget Category	Amount	Budget Allocation	YTD Billed
			(7)	\$ 146,581.00	\$ 23,531.06
June	NCP Researcher	Salaries monthly allocation	\$ 11,006.33	\$78,000.00	\$ 11,962.02
June	NCP Research Assistant	Salaries monthly allocation	(8) \$ 1,485.71	\$ 10,400.00	\$ 1,485.71
6/7/2023	Qualtrics Survey Software	Software and Subscriptions	(14) \$ 1,166.40		
6/30/2023	PolicyMAp Subscription for NCP	Software and Subscriptions	(19) \$ 6,520.00	\$ 15,855.00	\$ 7,836.30
		Total Costs	\$20,178.44		
		Indirect Costs	\$ 2,017.84	\$13,326.00	\$2,264.82
		Remaining Balance	(24) \$	\$ 121,667.98	
		Total Amount Due	\$ 22,196.28		

Total

\$22,196.28

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



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

Invoice
June 2023
Balance: \$326.52

Purchases

Snacks and Drinks	Snacks for NCP walk.	\$130.52
Deli Meat	For sandwiches made at Third Presbyterian for NCP walk.	\$196

Total: \$326.52 (16)

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: June 5, 2023
 INVOICE # NCP 0004 6/1-30/2023
 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	\$ 20 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	\$ 21 800.00
On-Site / Field Coordinator: Logistic 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	\$ 22 600.00
Neighborhood/Community Engagement Conversations & Activities: June 7th All City Walk NCP Outreach materials: rack cards (500); t-shirts (120), KN95 masks (50); insulated tote bags for meal distribution (2); hand sanitizer (500); June 22nd NCP partners' planning dinner (30 attendees) (218.00+1398.00+19.43+40.75+773.94+1079.7)	Supplies	\$ 23 3,529.82
Monthly allocation of 10% de minimis indirect cost rate	Indirect Costs	\$ 24 1,962.40
	BALANCE DUE	\$ 14,692.22

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	2023		ITEMIZED ACCOUNT OF MATERIALS, SUPPLIES, ETC.	UNIT PRICE		AMOUNT	
MONTH	DAY	QUANTITY					
7	17	1	ARPA - Neighborhood Collaborative Project (NCP)	130097	13	130097	13
7	17	1	Minus: 25% Advance	(0)	(0)	(0)	(0)

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

Jocelyn Basley (insert name of claimant, his agent or representative) 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
Submitted Digitally VIA ARPA Portal (Claimant, agent or representative to sign here) TITLE Project Lead DATE 7/16/2023

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 130097.13

TEXT ARPA - Neighborhood Collaborative Project (NCP)

G/L ACCT	SHORT TEXT	AMOUNT	COST CENTER	BUSINESS AREA	FUND	GRANT	INTERNAL ORDER	WBS ELEMENT
504320		130097.13	1403930104	1400	9001	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



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

Invoice
June 2023
Balance: \$326.52

Purchases

Snacks and Drinks	Snacks for NCP walk.	\$130.52
Deli Meat	For sandwiches made at Third Presbyterian for NCP walk.	\$196

Total: \$326.52

Patricia Jackson, Executive Director
 SWAN at Montgomery Neighborhood Center
 10 Cady Street
 Rochester, NY 14608
 Phone: 585-436-3090 Email: pjackson@swanonline.org



INVOICE

DATE: July 14, 2023
 INVOICE # NCP 003 6/1-30/2023
 FOR: Neighborhood Collaborative Project (NCP) Anchor Agency Activities

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

DESCRIPTION OF SERVICES RENDERED / PURCHASES MADE	BUDGET CATEGORY	AMOUNT
NCP Worker: shared role and responsibility between Executive Director & Youth Director positions Executive Director: interface for workforce development training, managing NCP Anchor Agency action plan, reporting, budget, NCP leadership mtgs / Youth Director: interface for neighborhood outreach activities, program development, building connections with NCP peers & other partners. Payroll expenses only include 2 days (6/1-2/23) from prior pay period = 518.78 + \$2593.78 for 6/4-17/23 pay period	NCP Worker	\$ 3,112.67
On-Site Vocational Trainer (Contracted Services): NYS Security Guard Certification with CPR workforce development cost \$1200 per student (per MOU agreement) * 14 registered program participants	Workforce Development/Training	\$ 15,600.00
Vocational Training Stipends for Community Members: 13 program participant completions/graduates * \$600 stipend per graduate	Vocational Training Stipends	\$ 7,800.00
Snacks / Graduation dinner for Workforce Development Training classes - actual expenses incurred (receipts provided)	Snacks	\$ 191.14
Neighborhood Outreach Supplies: Actual expenses incurred for June 2023 (receipts provided)	Neighborhood Outreach Supplies	\$ 270.54
Office Supplies Supplement: Actual expenses incurred for June 2023 (receipts provided)	Office Supplies	\$ 349.73
Facility Use / Operations Supplement: monthly allocation of remaining unspent balance (June 2023)	Facility Use/Operations Support	\$ 1,146.52
Neighborhood Credibility / Trust Value: Monthly allocation for June 2023	Credibility Trust/Brand Value	\$ 1,800.00
10% de minimis indirect cost rate: Monthly allocation for June 2023	Indirect Cost	\$ 2,110.90
	BALANCE DUE	\$ 32,381.50

Questions or concerns regarding this invoice can be submitted via email to pjackson@swanonline.org or by 585-436-3090



INVOICE

CONTRACTOR

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

INVOICE DATE

July 14, 2023

INVOICE NUMBER

011

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

6/1/23-6/30/23

Description

Date	Description of Services Rendered/Purchases Made	Budget Category	Amount	Budget Allocation	YTD Billed
				\$ 146,581.00	\$ 23,531.06
June	NCP Researcher	Salaries monthly allocation	\$ 11,006.33	\$78,000.00	\$ 11,962.02
June	NCP Research Assistant	Salaries monthly allocation	\$ 1,485.71	\$ 10,400.00	\$ 1,485.71
6/7/2023	Qualtrics Survey Software	Software and Subscriptions	\$ 1,166.40		
6/30/2023	PolicyMAp Subscription for NCP	Software and Subscriptions	\$ 6,520.00	\$ 15,855.00	\$ 7,836.30
		Total Costs	\$20,178.44		
		Indirect Costs	\$ 2,017.84	\$13,326.00	\$2,264.82
		Remaining Balance		\$ 121,667.98	
		Total Amount Due	\$ 22,196.28		

Total

\$22,196.28

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

NCP's Monthly Check Request Log - Monroe County Invoice Submission
Month: July 2023

NCP Partner Agency	Total Budget Allocation	Prior Balance	Reimbursement Amount Requested	Current Balance	Check Number	Check Date
ABC Action Front Center	\$ 27,000.00	\$ 27,000.00	\$ -	\$ 27,000.00		
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	\$ 120,632.10	\$ 13,623.22	\$ 107,008.88		
Cameron Community	\$ 232,197.00	\$ 192,069.02	\$ 15,942.06	\$ 176,126.96		
C3 Consultancy Services **	\$ 215,866.00	\$ 186,578.80	\$ 14,692.22	\$ 171,886.58		
Father Tracy Advocacy Center	\$ 232,197.00	\$ 217,486.07	\$ 16,140.33	\$ 201,345.74		
Lyll Avenue Business Assoc.	\$ 27,000.00	\$ 27,000.00	\$ -	\$ 27,000.00		
MC Collaborative	\$ 147,950.00	\$ 103,565.00	\$ 14,795.00	\$ 88,770.00		
On the Ground Research*	\$ 146,581.00	\$ 143,864.26	\$ 22,196.28	\$ 121,667.98		
SWAN at Montgomery Center	\$ 232,197.00	\$ 196,518.33	\$ 32,381.50	\$ 164,136.83		
The Peoples' Pantry	\$ 27,000.00	\$ 27,000.00	\$ 326.52	\$ 26,673.48		
Community Resource Collaborative	\$ 73,550.00	\$ -	\$ -	\$ -		
Total Disbursed			\$ 130,097.13			

** MBE & WBE Vendor
* WBE Vendor

Bring Monroe Back - Monroe County ARPA Budget Proposal

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

Personnel Costs	List	7/17/2023 Voucher	Voucher Explanation
Neighborhood Collaborative Project (NCP) Workers (Cameron, FTAC, SWAN)		\$ 10,112.67	SWAN: NCP Worker (shared role/responsibility- Executive & Youth Directors) salary expense for June 2023 = \$3,112.67 (\$518.78*2593.89) FTAC: NCP Worker plus 10% Executive Director salary expense for June 2023 = \$3461.54 (\$2884.62+\$576.92) Cameron: NCP Worker (J. Hardin) salary expense for June 2023 = \$3548.46 (\$1769.23 * 2 pay periods)
		\$ 22,845.02	SWAN: NYS Security Guard Certification Trainer (\$1200 per participant * 14 registered participant) = \$15,600 FTAC: Executive Director (50%) salary expense for June 2023 = \$2,678.57 (\$5769.24*0.5) Cameron: Onsite Trainers for Global Logistics (\$2180.20) and Barbering/Entrepreneur training(\$2180.20) = \$4360.40
On-Site Vocational Trainers (Cameron, FTAC, SWAN)		\$ 9,230.76	FTAC: Director of Community Health with 40% Executive Director salary expense for June 2023 = \$6538.46 (\$4230.76+\$2307.70) Cameron: Onsite Social Worker salary expense for June 2023 = \$2692.30 (\$1346.15*2 pay periods)
Neighborhood Collaborative Project (NCP) Liaison (BTS)		\$ 6,250.00	BTS: Annual Budget allocation (62,500/10 months *1 month (June))
Full-Time Social Worker (MC2)		\$ 7,500.00	MC2: Annual Budget allocation (75,000)/ 10 months * 1 month (June)
Part-time Social Worker (MC2)		\$ 3,750.00	MC2: Annual Budget allocation (\$37,500)/ 10 months * 1 month (June)
NCP Local Researcher (OTG)		\$ 11,006.33	OTG: Remaining Budget (\$77,044.31)/ 7 months * 1 month (June)
Student Research Assistant (OTG)		\$ 1,485.71	OTG: Budget allocation (10,400)/ 7 months * 1 month (June)
Communications Coordinator (OTG)		\$ -	
Fringe Benefits		\$ -	
Total Personnel Costs:		\$ 72,180.49	
Other Than Personnel Services Costs		7/17/2023 Voucher	Voucher Explanation
Vocational Training Stipends: Anchor Agencies (Cameron, FTAC, SWAN)		\$ 7,800.00	SWAN: Actual expenses incurred for June 2023 = \$7,800 (13 workforce training stipends @ \$600/stipend)
Neighborhood Outreach Supplies: Anchor Agencies (Cameron, FTAC, SWAN)		\$ 561.72	SWAN: Actual expenses incurred for June 2023 = \$270.54 FTAC: Actual expenses incurred for June 2023 = \$259.81 Cameron: Annual Budget allocation (\$2400)/ 10 months * 1 month (June) = \$240
Office Supply Supplement: Anchor Agencies (Cameron, FTAC, SWAN)		\$ 849.54	SWAN: Actual expenses for June 2023 = \$349.73 FTAC: Actual expenses for June 2023 = \$259.81
Facility Use / Operations Support: Anchor Agencies (Cameron, FTAC, SWAN)		\$ 2,850.32	Cameron: Annual Budget allocation (\$12,000)/ 10 months * 1 month (June) = \$1200 SWAN: Remaining budget allocation (\$8,025.64)/ 7 months *1 month (June) = \$1146.52 FTAC: Actual expenses for June 2023 = \$503.80
Snacks, Swag/Incentive Supplies: Anchor Agencies (Cameron, FTAC, SWAN)		\$ 191.14	SWAN: Actual expenses for June 2023 = \$191.14
Credibility Trust /Brand Value: Anchor Agencies (Cameron, FTAC, SWAN)		\$ 3,690.02	Cameron: Annual Budget allocation (\$18,000)/ 10 months * 1 month (June) = \$1800 SWAN: Annual Budget allocation (\$18,000)/ 10 months * 1 month (June) = \$1800 FTAC: Actual expenses for June 2023 = \$90.02
10% de minimis indirect cost rate: Anchor Agencies (Cameron, FTAC, SWAN)		\$ 6,332.70	Cameron: Annual Budget allocation (\$21,109)/ 10 months * 1 month (June) = \$2,110.90 SWAN: Annual Budget allocation (\$21,109)/ 10 months * 1 month (June) = \$2,110.90 FTAC: Annual Budget allocation (\$21,109)/10 months * 1 month (June) = \$2,110.90
Administrative Support: Support Services Partners (LABA, BMC, BSCSC)		\$ -	TPP: Actual expenses incurred for June 2023 (see invoice detail); budget line item description revised to include general supplies not just shopping carts.
Food Pantry Supplies (TPP)		\$ 326.52	
Per Diem Stipends for Peer Outreach Workers (AFC)		\$ -	
Staff Mileage Reimbursement (BTS, C3)		\$ -	
Contracted Services: NCP Client Wraparound Support Services (BTS)		\$ 6,200.32	BTS: 40 NCP referrals for food pantry service @ \$40/referral = \$1600; outreach canopy (\$172.79); rental assistance for two families (\$4200); emergency services (non-food items) for 2 families (\$227.53)
Contracted Services: Anchor Agency Social Worker Supervision (MC2)		\$ 2,200.00	MC2: Annual Budget allocation (\$22,000)/ 10 months * 1 month (June)
Research Supplies (OTG)		\$ -	
NCP Marketing & Communications (OTG)		\$ 7,686.40	OTG: Software subscriptions: PolicyMap (\$6520) and Qualtrics Survey (\$1166.40)
Software and Subscriptions (OTG)		\$ 7,800.00	C3: Annual Budget allocation (\$78,000)/ 10 months * 1 month (June)
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)		\$ -	C3: Log sites 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: On-Site / Field Coordinator (C3)		\$ 600.00	
Contracted Services: Neighborhood Ambassadors (C3)		\$ -	

Per Diem Stipends for Event Logistics Helpers (C3)	\$ -	
Microsoft Surface Pro Packages - 5 (C3)	\$ -	
Neighborhood/Community Engagement Conversations & Activities (C3)	\$ 3,529.82	June 7th All City Walk NCP Outreach materials: rack cards (\$218); t-shirts (\$1398), KN95 masks (\$19.43); insulated tote bags for meal distribution (\$40.75); hand sanitizer (773.94); June 22nd NCP partners' planning dinner (\$1079.70)
NCP Supplies & Materials (C3)		
10% de minimis indirect cost rate (BTS, MC2, OTG, C3)	\$ 6,498.14	MC2: Annual Budget allocation (\$13,450) / 10 months * 1 month (June) = \$1345.00 C3: Annual Budget allocation (\$19,624) / 10 months * 1 month (June) = \$1,962.40 BTS: Annual Budget allocation (\$11,729) / 10 months * 1 month (June) = \$1,172.90 OTG: Actual expense (see invoice detail) = \$2017.84
Fiscal Sponsor Administrative Cost Rate - 5% (CRC)	\$ -	
Total Other Than Personnel Services Costs:	\$ 57,916.64	
Total Project Cost for June 2023:	\$ 130,097.13	

Bring Monroe Back - Monroe County ARPA Budget Proposal

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

Community Resource Collaborative	4/17/2023 Voucher	5/15/2023 Voucher	6/15/2023 Voucher	7/17/2023 Voucher	8/15/2023 Voucher	9/15/2023 Voucher	10/17/2023 Voucher	11/15/2023	12/15/2023	1/15/2024	2/15/2024	Year-to-Date Year 1	Remaining Funds	% of Year 1 Budget	Proposed	Proposed Expenditures
List Each Employee Name, Title, Position																
Neighborhood Collaborative Project (NCP) Workers (Cameron, FTAC, SWAN)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	10%	\$	\$
On-Site Vocational Trainers (Cameron, FTAC, SWAN)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	20%	\$	\$
On-Site Social Workers (Cameron, FTAC, SWAN)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	11%	\$	\$
Neighborhood Collaborative Project (NCP) Liaison (BTS)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	20%	\$	\$
Full Time Social Worker (MC)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	40%	\$	\$
Part-time Social Worker (MC)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	40%	\$	\$
NCP Local Researcher (OTU)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	13%	\$	\$
Student Research Assistant (OTU)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	14%	\$	\$
Communications Coordinator (OTU)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	0%	\$	\$
Fringe Benefits	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	0%	\$	\$
Total Personnel Costs:	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	21%	\$	\$
Other Than Personnel Services Costs																
National Training - Anchor Agencies (Cameron, FTAC, SWAN)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	10%	\$	\$
Neighborhood Outreach Support - Anchor Agencies (Cameron, FTAC, SWAN)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	8%	\$	\$
Office Supply Supplement - Anchor Agencies (Cameron, FTAC, SWAN)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	4%	\$	\$
Facility Use / Operations Support - Anchor Agencies (Cameron, FTAC, SWAN)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	5%	\$	\$
Snacks, Swag/Incentive Supplies - Anchor Agencies (Cameron, FTAC, SWAN)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	6%	\$	\$
Credibility / Trust / Brand Value - Anchor Agencies (Cameron, FTAC, SWAN)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	2%	\$	\$
10% de minimis indirect cost rate - Anchor Agencies (Cameron, FTAC, SWAN)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	3%	\$	\$
Administrative Support - Support Services Partners (Laha, Wood/6262)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	0%	\$	\$
Food Party Supplies (TP)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	1%	\$	\$
Per Diem Support for Peer Outreach Workers (JAD)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	0%	\$	\$
Start Mileage Reimbursement (BTS, CJ)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	0%	\$	\$
Contracted Services: NCP, Client Wraparound Support Services (BTS)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	13%	\$	\$
Contracted Services: Anchor Agency Social Worker Supervision (MC)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	40%	\$	\$
Research Supplies (OTU)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	17%	\$	\$
NCP Marketing & Communications (OTU)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	11%	\$	\$
Software and Subscriptions (OTU)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	40%	\$	\$
Contracted Services: Project Lead / Community Consultant (BTS)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	3%	\$	\$
Contracted Services: Historian / Neighborhood Legacy (CJ)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	3%	\$	\$
Contracted Services: On-Site / Field Coordinator (CJ)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	3%	\$	\$
Contracted Services: Neighborhood Ambassador (CJ)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	3%	\$	\$
Per Diem Support for Event Logistics Helpers (CJ)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	0%	\$	\$
MicroSoft Surface Pro Packages - 5 (BTS)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	0%	\$	\$
Neighborhood Community Engagement Conversations & Activities (CJ)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	47%	\$	\$
NCP Supplies & Materials (BTS)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	0%	\$	\$
10% de minimis indirect cost rate (MC, OTU, BPS)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	31%	\$	\$
Fiscal Sponsor Administrative Cost Rate - 5% (BPS)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	100%	\$	\$
Total/Other Than Personnel Services Costs:	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	28%	\$	\$
Total Project Cost:	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	25%	\$	\$



821 North Clinton Avenue
 Rochester NY 14605
 585.563.7008

Invoice

Submitted on 07/14/2023

Invoice for	Payable to	Invoice #
	The Father Tracy Advocacy Center	230601
Company name	Project	Due date
Street address	NCP-Anchor Agency	8/1/23
City, State, Zip		

	Description	Qty	Unit price	Total price
	NCP Liason - Salary	Nashali=100% + ED =10%		\$3,461.54
	NCP Social worker	ED/Director of Community health	40%/100%	\$6,538.46
	NCP workforce development	ED	50%	\$2,884.62
Community trust	Walmart			\$90.02
Facilities	Home depot			\$174.54
Facilities	Home Depot			\$78.76
Pop up event	Costco			\$291.18
Facilities/office supplies	Amazon office (95.94) + facilities/ops (250.50)			\$346.44
office supply	restaurant depot			\$163.87
indirect cost	monthly allocation			\$2,110.90

Notes:	Subtotal	\$16,140.33
	Adjustments	
		\$16,140.33



A Complex Care Management Agency

COLLABORATIVE

Voucher for Neighborhood Collaborative Project
June 2023

Date: 7/1/23

Month of Payment Due: June

	June	Budget Amount	YTD Billed
		\$ 147,950	\$ 59,180
Social Workers (MC Collaborative)	\$ 7,500	\$ 75,000	\$ 30,000
Part-Time Social Worker	\$ 3,750	\$ 37,500	\$ 15,000
Supervision	\$ 2,200	\$ 22,000	\$ 8,800
Indirect Costs	\$ 1,345	\$ 13,450	\$ 5,380
Remaining Balance		\$ 88,770	
TOTAL DUE	\$ 14,795		

Total amount due for June = \$ 14,795.00

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

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: July 15, 2023
 INVOICE # 00003 June 1-June 30, 2023
 FOR: Neighborhood Collaborative Project (NCP) Anchor Agency 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
Global Connections Enterprise - Sharale Gray: Global Logistics Program at Cameron: planning, curriculum development, information sessions, community outreach, technology set up, registration, and other services from June 1, 2023 - June 30, 2023 as documented by Global Connection Enterprise's Invoice 00003 (22 days @\$99.10 per day)	Workforce Development/Training	\$2,180.20
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 June 1, 2023-June 30, 2023 as documented by CEO KUTZ, LLC's Invoice 00003 (22 days @\$99.10 per day)	Workforce Development/Training	\$ 2,180.20
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 June 2023 (AA's brand identity / reputation)	Credibility Trust/Brand Value	\$ 1,800.00
Facility Use / Operation Support Monthly Allocation for June 2023	Facility Use/Operations Support	\$ 1,200.00
Office Supplies Supplement: Monthly allocation for June 2023	Office Supplies	\$ 240.00
10% de minimis indirect cost rate. Monthly allocation for the month of June		\$ 2,110.90
	BALANCE DUE	\$ 15,942.06

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!

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: June 5, 202
INVOICE # NCP 0004 6/1-30/202
FOR: Neighborhood Collaborativ
 Project (NCP) Project Lea
 Activiti

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
Neighborhood/Community Engagement Conversations & Activities: June 7th All City Walk NCP Outreach materials: rack cards (500); t-shirts (120), KN95 masks (50); insulated tote bags for meal distribution (2); hand sanitizer (500); June 22nd NCP partners' planning dinner (30 attendees) (218.00+1398.00+19.43+40.75+773.94+1079.7)	Supplies	\$ 3,529.80
Monthly allocation of 10% de minimis indirect cost rate	Indirect Costs	\$ 1,962.40
	BALANCE DUE	\$ 14,692.20

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!

Welch, Dylan

From: Jocelyn Basley <jrbasley@c3consultancy.org>
Sent: Tuesday, August 15, 2023 11:28 PM
To: Welch, Dylan
Cc: Pelow, Faye
Subject: Re: ARPA - NCP - July '23 Voucher Follow-Up

Follow Up Flag: Follow up
Flag Status: Flagged

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

~~~~~

Just wanted to confirm that the charge referenced was in accordance with the guidelines shared and the policy cited above. Please proceed with processing the voucher payment for NCP June expense reimbursement. Thank you.

On Mon, Aug 14, 2023 at 5:28 PM Welch, Dylan <dylanwelch@monroecounty.gov> wrote:

This message was sent securely using Zix®

Dear Jocelyn,

Happy Friday! And I hope all has been well since we last spoke.

As the finishing touches are put on NCP's July voucher, there was one charge which I wanted to confirm with you before the check was sent off. For the 'Snacks' line billed from SWAN for 141.14. I wanted to confirm that this spending was in accordance with General Federal Grant Funding Considerations such as the following;

- When dealing with food costs, always keep in mind that "entertainment" costs may **not** be charged to federal grant awards.
- The costs must clearly and directly benefit the grant project to which they are being charged.
- The costs must be allowable by federal standards. For example, charging alcohol to federal grants is typically deemed unallowable.

- The cost of meals and refreshments during a conference or meeting that is part of a federal grant project is allowable only under the following circumstances:

- The conference/meeting is undertaken to further the goals of the grant project.
- The associated food costs appear in the approved project budget.
- There is a formal agenda for the conference/meeting and an attendee roster.
- Participants come to the conference/meeting from different locations.
- Meals/refreshments provided are necessary to accomplish legitimate meeting or conference business (e.g., a working lunch is provided so that those attending can conduct a planning session or hear a project-related presentation.)

If the 141.14 was spent in accordance with the above policy, then we are all set to finish up the voucher; you don't need to take any further action. If you feel the spending on that line was not in accordance with the above, I'll remove the charge and then process the voucher.

If you have any questions about anything above, please don't hesitate to reach out. I'm more than happy to jump on a quick call or zoom with you to discuss if you'd like as well. Thank you for your continued help in processing these with me, and I hope you have a great rest of your week!

Sincerely,

**Dylan Welch**

*Planning and Development Assistant*

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2043 - Office

(860)840-1085 - Mobile

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This message was secured by Zix®.

**Delaney, Caroline**

---

**From:** Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>  
**Sent:** Friday, July 14, 2023 8:09 AM  
**To:** Pelow, Faye; Welch, Dylan  
**Cc:** Tina Paradiso  
**Subject:** Quick Question re NCP invoice submissions

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

~~~~~

Good morning friends!

Hope you are well and enjoying a fabulous Friday! It's been a nonstop summer and the days are flying by.

It is in this spirit that I pose my question: can I include a previous month expenses in a future invoice? For example, our upcoming July invoice is for June expenses incurred however what if some May expenses were omitted from our June invoice can they be included for July and/or some June expenses miss the July invoice, can they be included in August?

Thank you in advance for your response and continued support!

Welch, Dylan

From: Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>
Sent: Sunday, July 16, 2023 12:47 AM
To: Pelow, Faye; Welch, Dylan
Cc: Tina Paradiso; Dr. Janelle Duda-Banwar
Subject: NCP July 2023 invoice submission
Attachments: Confirmation - NCP's July 2023 Invoice Submission to ARPA Portal.pdf

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

~~~~~

Has been uploaded and submitted via the ARPA portal. This submission is a reimbursement request rather than a credit to our advance. We want to determine an approximated timeline from submission to payment received. As always, please let me know if you have any questions or concerns regarding this invoice submission.

FYI, Janelle Duda-Banwar, Project Researcher/Evaluator will submit the updates to our Quarterly Action Items, Interim Report and Quarterly Data Sheet and will serve as your point of contact for any questions or concerns regarding the aforementioned items for NCP.

Jocelyn Basley, Community Consultant  
Project Lead for the Neighborhood Collaborative Project (NCP)

*Stay safe and be well . . . Best wishes for a fabulous week ahead!*  
*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: 7/17/2023

Submitted: 7/16/23 12:34AM. This form is read-only.

Use the button below to upload your budget spreadsheet.

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

Use the button below to upload any supporting documentation.

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

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

[Cameron's Reimbursement Invoice Submission for June 2023 expenses.pdf](#)

[OTG's June 2023 Invoice to NCP.pdf](#)

[TPP Invoice June 2023.pdf](#)

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

[MC Collaborative's June 2023 Invoice to NCP \(1\).pdf](#)

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

[BTS June 2023 Invoice submitted 7.4.23.pdf](#)

[FTAC July 2023 NCP Invoice.pdf](#)

A Voucher Total from Spreadsheet: **\$130,097.13**

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

B2 Year 1 Funds Claimed/Credited to Date: **\$248,839.42 (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: **\$0.00**

**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.

\$  (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).

\$ 130,097.13 (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).**

\$ 130,097.13 (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:** Jocelyn Basley <jrbasley@c3consultancy.org>  
**Sent:** Monday, July 31, 2023 1:34 PM  
**To:** Welch, Dylan  
**Cc:** Pelow, Faye; Tina Paradiso  
**Subject:** Re: ARPA Voucher Submitted (From Agency)

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

~~~~~

Dylan,

My apologies for the confusion - I meant the July 17th voucher submission which is for our June expenses. Thank you for letting me know about the 4 week turnaround from submission in the portal to our receiving payment from the County should still hold (FYI, for us it should be ACH direct deposit, not a check).

Hopefully, everything will continue to move smoothly and nothing happens to delay the process, but if so, we appreciate and thank you in advance for reaching out and letting us know. Otherwise, we look forward to receiving notification of payment sometime during the week of August 14th.

Stay safe and be well . . . Best wishes for a fabulous day!
Jocelyn Basley, Community Consultant

On Mon, Jul 31, 2023 at 1:02 PM Welch, Dylan <dylanwelch@monroecounty.gov> wrote:

This message was sent securely using Zix

Hi Jocelyn,

So I looked at your last two vouchers. For 'June expenses' I wasn't sure if you meant the voucher you submitted 6/15/23 or the one you submitted 7/17/23, so I looked at both.

- For the 6/15/23 voucher, it looks like the full amount of the voucher was applied to your 25% advance so there is no forthcoming check from us. If this is incorrect, please let me know!
- For the 7/17/23 voucher, we're still working our way through this batch of vouchers on our end. The 4 week turnaround from your submission in the portal to your receiving of a check from us should still hold. If anything happens which delays the process, I will reach out and let you know.

I hope this helps! If there's anything I can elaborate on further, please let me know. Otherwise, I hope you have a great rest of your week!

Dylan Welch

Planning and Development Assistant

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2043 - Office

(860)840-1085 - Mobile

From: Jocelyn Basley <jrbasley@c3consultancy.org>

Sent: Monday, July 31, 2023 9:47 AM

To: Welch, Dylan <dylanwelch@monroecounty.gov>; Pelow, Faye <FayePelow@monroecounty.gov>

Cc: Tina Paradiso <tinap@commresourcecollab.org>

Subject: Re: ARPA Voucher Submitted (From Agency)

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

~~~~~

Good morning Dylan and Faye,

Just wondering where our voucher payment request is in your review/approval process and when can we expect payment for reimbursement for the submitted NCP June expenses?

Stay safe and be well . . . Best wishes for a fabulous day!  
Jocelyn Basley, Community Consultant  
C3 Consultancy Services, LLC

On Mon, Jul 17, 2023, 9:36 AM Jocelyn Basley <[jrbasley@c3consultancy.org](mailto:jrbasley@c3consultancy.org)> wrote:

I requested payment from the County for July so we wouldn't have to use the advanced funds and plan to do the same for August and September.

I was hoping to save the remaining advanced funds for later this year when I'm certain there will be delays due to holiday breaks (Thanksgiving and Christmas).

We won't make any payments on this July invoice until we have an approved County payment which possibly might overlap our preparation/submission for August. I want everyone to understand just how long the process takes without the advance.

Stay safe and be well . . . Best wishes for a fabulous day!  
Jocelyn Basley, Community Consultant  
C3 Consultancy Services, LLC

On Mon, Jul 17, 2023, 9:20 AM Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)> wrote:

It looks like the August submission we will be out of the advance funding (there's 7200 from the advance bucket. I am wondering how that will look - just because there will be a little in the advance and the remainder from the county. I am also going to kick this LOC to a little urgent (August isn't that far away).

Tina Paradiso

Executive Director

888-444-1060 (o)

585-261-4475 (c)

---

**From:** Neighborhood Collaborative Project <[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>

**Sent:** Sunday, July 16, 2023 12:50 AM

To: Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>

Subject: Fwd: Automatic reply: ARPA Voucher Submitted (From Agency)

Looks like there may be a slight delay before this submission is approved unless Faye steps up to the plate! 😊

Check Log attached for easier reference once we're approved.

----- Forwarded message -----

From: **Welch, Dylan** <[dylanwelch@monroecounty.gov](mailto:dylanwelch@monroecounty.gov)>

Date: Sun, Jul 16, 2023 at 12:34 AM

Subject: Automatic reply: ARPA Voucher Submitted (From Agency)

To: [neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com) <[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>

Hi,

Thank you for reaching out. I will be out of the office from Monday, July 17th and return Tuesday, July 25th. If you have questions concerning ARPA in the meantime, please reach out to Dr. Faye Pelow at [FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov), (585)753-2033 - Office, or (585)233-2030 - Mobile.

Thank you!

Sincerely,

**Dylan Welch**

*Planning and Development Assistant*

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2043 - Office



(860)840-1085 - Mobile

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## Welch, Dylan

---

**From:** Welch, Dylan  
**Sent:** Monday, July 31, 2023 10:01 AM  
**To:** 'Jocelyn Basley'; Pelow, Faye  
**Cc:** Tina Paradiso  
**Subject:** RE: ARPA Voucher Submitted (From Agency)

Hi Jocelyn,

I hope you had a great weekend!

Thanks for bringing this to our attention. I'll reach out to the controller's office to see where that payment is in processing and let you know later today.

If anything comes up in the meantime, please don't hesitate to reach out. Otherwise, I hope you have a great rest of your day and I'll be in touch soon!

### **Dylan Welch**

*Planning and Development Assistant*  
Monroe County Department of Planning & Development  
50 West Main Street, Suite 1150  
Rochester, NY 14614  
(585)753-2043 - Office  
(860)840-1085 - Mobile

**From:** Jocelyn Basley <jrbasley@c3consultancy.org>  
**Sent:** Monday, July 31, 2023 9:47 AM  
**To:** Welch, Dylan <dylanwelch@monroecounty.gov>; Pelow, Faye <FayePelow@monroecounty.gov>  
**Cc:** Tina Paradiso <tinap@commresourcecollab.org>  
**Subject:** Re: ARPA Voucher Submitted (From Agency)

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Good morning Dylan and Faye,

Just wondering where our voucher payment request is in your review/approval process and when can we expect payment for reimbursement for the submitted NCP June expenses?

Stay safe and be well . . . Best wishes for a fabulous day!
Jocelyn Basley, Community Consultant
C3 Consultancy Services, LLC

On Mon, Jul 17, 2023, 9:36 AM Jocelyn Basley <jrbasley@c3consultancy.org> wrote:

I requested payment from the County for July so we wouldn't have to use the advanced funds and plan to do the same for August and September.

I was hoping to save the remaining advanced funds for later this year when I'm certain there will be delays due to holiday breaks (Thanksgiving and Christmas).

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C3 Consultancy Services, LLC

On Mon, Jul 17, 2023, 9:20 AM Tina Paradiso <tinap@commresourcecollab.org> wrote:

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Tina Paradiso
Executive Director
888-444-1060 (o)
585-261-4475 (c)

From: Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>
Sent: Sunday, July 16, 2023 12:50 AM
To: Tina Paradiso <tinap@commresourcecollab.org>
Subject: Fwd: Automatic reply: ARPA Voucher Submitted (From Agency)

Looks like there may be a slight delay before this submission is approved unless Faye steps up to the plate! 😊
Check Log attached for easier reference once we're approved.

----- Forwarded message -----

From: Welch, Dylan <dylanwelch@monroecounty.gov>
Date: Sun, Jul 16, 2023 at 12:34 AM
Subject: Automatic reply: ARPA Voucher Submitted (From Agency)
To: neighborhoodcollaborative@gmail.com <neighborhoodcollaborative@gmail.com>

Hi,

Thank you for reaching out. I will be out of the office from Monday, July 17th and return Tuesday, July 25th. If you have questions concerning ARPA in the meantime, please reach out to Dr. Faye Pelow at FayePelow@monroecounty.gov, (585)753-2033 - Office, or (585)233-2030 - Mobile.

Thank you!

Sincerely,

Dylan Welch

Planning and Development Assistant

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2043 - Office

(860)840-1085 - Mobile

Case Caico, Rebecca

From: Welch, Dylan
Sent: Monday, August 14, 2023 5:28 PM
To: Jocelyn Basley
Cc: Pelow, Faye
Subject: ARPA - NCP - July '23 Voucher Follow-Up

Dear Jocelyn,

Happy Friday! And I hope all has been well since we last spoke.

As the finishing touches are put on NCP's July voucher, there was one charge which I wanted to confirm with you before the check was sent off. For the 'Snacks' line billed from SWAN for 141.14. I wanted to confirm that this spending was in accordance with General Federal Grant Funding Considerations such as the following;

- When dealing with food costs, always keep in mind that "entertainment" costs may **not** be charged to federal grant awards.
- The costs must clearly and directly benefit the grant project to which they are being charged.
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- The cost of meals and refreshments during a conference or meeting that is part of a federal grant project is allowable only under the following circumstances:
 - o The conference/meeting is undertaken to further the goals of the grant project.
 - o The associated food costs appear in the approved project budget.
 - o There is a formal agenda for the conference/meeting and an attendee roster.
 - o Participants come to the conference/meeting from different locations.
 - o Meals/refreshments provided are necessary to accomplish legitimate meeting or conference business (e.g., a working lunch is provided so that those attending can conduct a planning session or hear a project-related presentation.)

If the 141.14 was spent in accordance with the above policy, then we are all set to finish up the voucher; you don't need to take any further action. If you feel the spending on that line was not in accordance with the above, I'll remove the charge and then process the voucher.

If you have any questions about anything above, please don't hesitate to reach out. I'm more than happy to jump on a quick call or zoom with you to discuss if you'd like as well. Thank you for your continued help in processing these with me, and I hope you have a great rest of your week!

Sincerely,

Dylan Welch
Planning and Development Assistant
Monroe County Department of Planning & Development
50 West Main Street, Suite 1150
Rochester, NY 14614
(585)753-2043 - Office
(860)840-1085 - Mobile

Welch, Dylan

From: Welch, Dylan
Sent: Wednesday, August 16, 2023 10:43 AM
To: 'Jocelyn Basley'
Cc: Pelow, Faye
Subject: RE: ARPA - NCP - July '23 Voucher Follow-Up

Hi Jocelyn,

Thanks for your quick response and thanks for the confirmation!

I'll go ahead and confirm the voucher and get it to the controllers.

If you have any other questions, please let me know. Otherwise, I hope you have a great rest of your week!

Dylan Welch

Planning and Development Assistant

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2043 - Office

(860)840-1085 - Mobile

From: Jocelyn Basley <jrbasley@c3consultancy.org>
Sent: Tuesday, August 15, 2023 11:28 PM
To: Welch, Dylan <dylanwelch@monroecounty.gov>
Cc: Pelow, Faye <FayePelow@monroecounty.gov>
Subject: Re: ARPA - NCP - July '23 Voucher Follow-Up

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Just wanted to confirm that the charge referenced was in accordance with the guidelines shared and the policy cited above. Please proceed with processing the voucher payment for NCP June expense reimbursement. Thank you.

On Mon, Aug 14, 2023 at 5:28 PM Welch, Dylan <dylanwelch@monroecounty.gov> wrote:

This message was sent securely using Zix

Dear Jocelyn,

Happy Friday! And I hope all has been well since we last spoke.

As the finishing touches are put on NCP's July voucher, there was one charge which I wanted to confirm with you before the check was sent off. For the 'Snacks' line billed from SWAN for 141.14. I wanted to confirm that this spending was in accordance with General Federal Grant Funding Considerations such as the following;

- When dealing with food costs, always keep in mind that "entertainment" costs may **not** be charged to federal grant awards.
- The costs must clearly and directly benefit the grant project to which they are being charged.
- The costs must be allowable by federal standards. For example, charging alcohol to federal grants is typically deemed unallowable.
- The cost of meals and refreshments during a conference or meeting that is part of a federal grant project is allowable only under the following circumstances:
  - o The conference/meeting is undertaken to further the goals of the grant project.
  - o The associated food costs appear in the approved project budget.
  - o There is a formal agenda for the conference/meeting and an attendee roster.
  - o Participants come to the conference/meeting from different locations.
  - o Meals/refreshments provided are necessary to accomplish legitimate meeting or conference business (e.g., a working lunch is provided so that those attending can conduct a planning session or hear a project-related presentation.)

If the 141.14 was spent in accordance with the above policy, then we are all set to finish up the voucher; you don't need to take any further action. If you feel the spending on that line was not in accordance with the above, I'll remove the charge and then process the voucher.

If you have any questions about anything above, please don't hesitate to reach out. I'm more than happy to jump on a quick call or zoom with you to discuss if you'd like as well. Thank you for your continued help in processing these with me, and I hope you have a great rest of your week!

Sincerely,

**Dylan Welch**



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