

**CITY OF NORWICH**  
**COMMUNITY DEVELOPMENT BLOCK GRANT • APPLICATION FOR FUNDING**  
**PUBLIC SERVICES**  
**PROGRAM YEAR 2023 (PY 49) • SEPTEMBER 1, 2023 – AUGUST 31, 2024**

**DUE: Friday February 10<sup>th</sup>, 2023 AT 4 PM AT 23 UNION STREET, NORWICH, 2<sup>ND</sup> FLOOR**

Office of Community Development  
 23 Union Street, 2<sup>nd</sup> floor • Tel (860) 823-3770 • Fax (860) 823-3715

E-mail addresses:  
sphelps@cityofnorwich.org (Sydney Phelps, Community Development Director)  
tcurtis@cityofnorwich.org (Tianne Curtis, Program Assistant)

**PART I: GENERAL INFORMATION**

**AGENCY:** Children in Placement – CT, Inc.

**LEGAL NAME**  
 (if different from Agency) \_\_\_\_\_

**ADDRESS:** 155 East Street, Suite 202, (Admin Office)  
New Haven, CT 06511

**E-MAIL:** jlf@childreninplacement.org

**EXECUTIVE DIRECTOR:** Janet Freimuth

**CONTACT NAME AND TITLE:** Tara Murray, Development Director

**TELEPHONE:** 203-784-0344 X202

**AGENCY FISCAL YEAR:** 7/1 6/30  
 Begin End

**PROGRAM OR PROJECT NAME:** Guardian ad Litem Program

CDBG REQUEST & AWARD AMOUNTS:	REQUEST	AWARD
UPCOMING FISCAL YEAR (This Request) (September 1, 2023 – August 31, 2024)	\$ <u>25,000</u>	\$ _____
CURRENT FISCAL YEAR (Prior Year Award) (September 1, 2022 – August 31, 2023)	\$ <u>25,000</u>	\$ <u>20,000</u>

The information contained herein and attached as exhibits hereto is, to the best of our knowledge and belief, true, correct and complete and that the City of Norwich can rely upon these statements in determining whether to fund this project. We certify that the Agency Board of Directors has approved this application.

Janet Freimuth  
 EXECUTIVE DIRECTOR/DEPT. HEAD

Howard Altman  
 PRESIDENT, BOARD OF DIRECTORS

\_\_\_\_\_  
 Janet Freimuth  
 Printed Name  
 \_\_\_\_\_  
 DATE January 17, 2023

\_\_\_\_\_  
 Howard Altman  
 Printed Name  
 \_\_\_\_\_  
 DATE January 17, 2023

## **PART II: PROGRAM INFORMATION**

Please create a new document answering the following questions (A thru F). In this new document, please utilize the section headers and the corresponding number to write your narrative. For example, when addressing section A1, please write: A1: Brief History, and then provide the response. You must answer all questions. If a question does not apply to your agency, please respond with "not applicable".

### **A. INTRODUCTION/AGENCY INFORMATION**

1. Brief history of your organization, including its mission, structure and membership

Children in Placement has been advocating for child victims of abuse and neglect for 44 years. Our Mission: "Advocates for the Best Interest of Connecticut's Abused and Neglected Children throughout the Child Welfare and Judicial System. Children in Placement secures Safe Homes, Supportive Services, and a Stable Transition into Adulthood by Objectively Assessing Each Child's Situation." Children in Placement (CIP) is sanctioned by the state of Connecticut to recruit, train and manage volunteers who advocate in court on behalf of the best interest for permanency for children who are victims, through no fault of their own, of abuse and neglect at the hands of the parents or guardian. CIP advocates (Guardians ad Litem) make recommendations regarding the child's needs, and identifies a permanent, loving home.

2. What are the hours of operation for your agency?

Typical office/court hours are 9am-5pm. However, advocates and staff meet children and families in the evenings and weekends.

3. What is the total number of persons employed by your agency? Children in Placement employees 10 people; 5 part-time and 5 full-time. We anticipate that some of the part-time will move into full-time as the workload increases.

4. If there are 15 or more employees at your agency, please provide the name of the person responsible for compliance with Section 504 of Rehabilitation Act of 1973 - Nondiscrimination under Federal Programs. **N/A**

5. Do you receive more than \$500,000 of Federal Funding through any means, including grants and loans?  
No

### **B. STATEMENT OF NEED**

1. Define the problem or need to be addressed through your program and provide evidence to support the need as well as citing resources for verification of any statistical information provided.

Every year, 15,000 children enter Connecticut's child welfare system. They often live in poverty and are disadvantaged. These children face multiple challenges, including education, physical and mental health issues, making them the most vulnerable in society. Many of these children and their families are part of the Norwich community.

THE NEED IS CLEAR. Studies show that children fair better with an advocate by their side addressing their needs. Guardians ad litem (GAL) focus on one or two children at a time. The courts provide attorneys, and the child welfare system provides social workers, but the attorneys and case workers have many cases upwards of 25 or more. The ability to appropriately advocate for all the service needs is nearly impossible leaving those children to languish in the system. With a GAL advocate by their side, children now have the potential for permanent placement in a loving and caring home, thus reducing the trauma and increasing their chances for a happy life and transition into adulthood.

CIP takes the most difficult cases to provide the courts an extra set of hands to investigate the case and works diligently to identify resources to support these child victims and ensure that court ordered services are attained. CIP accepts 100% of the cases assigned. Therefore, we are available to serve all families in the community.

2. Are the services you provide offered by other agencies serving Norwich? If yes, please explain uniqueness.

CIP is the only agency of its kind serving the Norwich area. Collaboration with other agencies will be presented in C. Program Description, item b.

3. Describe how the program will address the needs of the community and help solve the need.

Children in Placement cannot prevent child abuse though we provide education to the community. CIP can help reduce the trauma for those who, unfortunately, find themselves in frightening and uncertain circumstances of the child welfare system.

4. Does your program have a waiting list? If yes, how many people are on the waiting list?

CIP accepts 100% of the cases assigned, and utilizes advocates from other regions, if necessary.

### **C. PROGRAM DESCRIPTION**

1. Provide a general description of the program for which you are requesting funding by identifying the specific activities and/or services provided. Please remember to:

- a. Explain how this program aligns with the 5-year Consolidated Plan (see [www.norwichct.org](http://www.norwichct.org))

CIP's GAL volunteers program directly relates to Creating a Suitable Living Environment. Addressing the quality-of-life issues for children and their families. Often times, CIP GAL volunteer reports make recommendations not only for the best living placement, but also for supports that keep families together, or provide necessary resources. These reports have a tendency to provide for more court ordered actions for the best interests of all involved.

- b. Describe how this program collaborates with other programs and organizations

As mentioned, we work closely with the courts, the child welfare system, schools, therapists, and other agencies to support the best interest of the child. Those families going through the Probate court, in particular, don't readily have access to the resources that the Department of Children and Families provides. Our advocates go above and beyond to identify resources to support he child and their family.

- c. Elaborate on how this program links with local or regional plans

Children deserve the opportunity to grow in a loving, safe environments. Communities invest in education, and other resources to help the community develop and prosper. Yet the social costs of public assistance, incarceration and lost wages over the lifetime of a family that is struggling are documented. In the absence of supporting the development of children, those costs are exacerbated. Conservative estimates show that costs are in the billions.

- d. Discuss any real or possible partnerships created as a result of this funding

CIP's partners are truly DCF and the Courts. We work with other area service providers (TVCCA, Thames River, United Community & Family Services, etc) to meet the needs of clients and their families.

- e. Comment on if this request for CDBG funding is for a new program or service

Our program is ongoing, and largely supported by the generosity of our funders. Without funding from the City of Norwich, we may have to reduce services to families.

2. For each activity or service, please also provide:

- a. Location of services –

CIP works in the community, though hearings for the children are largely heard in the Probate and Waterford Superior Courts.

- b. Frequency of services (i.e. 3 times a week for 10 weeks)

Our services are provided 365 days a year. We monitor children cases until the issues are resolved.

- c. Hours of operation (for the proposed program only)

Our general hours are 9am-5pm. However, we meet with children in the evening and on weekends when they are most available.

- d. The anticipated number of persons (or families) from Norwich to be served

CIP accepts 100% of the cases assigned. It is estimated that we will serve 30 individuals from the City next year.

- e. If applicable, what are the hours of operation for your program.

Generally, we work 9am-5pm. Often we are working evenings and weekends to meet the needs of our clients.

3. Please specify the percentage of requested grant funds that will be used for administration and salaries as well as the total number of employees hired and/or retained as a result

We have one Regional Manager that serves Norwich. She is supported by the administrative team (Executive Director, Office Manager, Development Director, and the, Community Relations Manager). The funds are geared towards the Manager who oversees the advocates and cases.

4. Using the definitions and example located on pages 11-12, please complete the chart and provide a narrative (under C4) describing your "theory of change" on specific outcomes. Please use multiple pages if you have multiple outcomes that you measure. Please note that the narrative should describe the inputs used to achieve specific outputs in order to produce measurable outcomes. Please designate if outcomes are short term, interim or long term. Add as many outcomes as necessary to prove your success hypothesis (what you believe will result if your program is successful). Remember to include important definitions, including how your industry or service measures success. Please remember to discuss highlights that occurred last year and that will occur this year as a result of your program.  
Noted Below

#### **E. FUNDING QUESTIONS**

1. If the CDBG funding that you are requesting will leverage funding from another source, please note the amount and source of leveraged funding. Have these additional funds been secured at the time of this application. If not, what actions are you taking to apply for them?

CIP does utilize some state and foundation funding to support the region, in addition to CDBG funding.

2. If you do not receive the amount of funds requested from CDBG, how do you propose to administer and/or complete the project in the manner presented and how will this affect your service population?

Without appropriate funding, we may need to reduce services to the area. We have lofty goals for 2023 both to support an even greater number of children and families.

3. What items would you reduce/eliminate from your budget if the City wanted to (only) partially fund your application?

Our budget is very lean and largely salary based, as we utilize volunteer advocates. We cannot reduce our costs for recruitment and training as they advocate are vitally needed to provide the services we provide.

#### **F. OTHER**

1. List other agencies that provide similar services and identify those with which you collaborate. If services are similar, please elaborate on what makes this service unique.

Children in Placement is the only agency sanctioned to provide services in both Probate and Superior Court in Norwich.

2. Is your request for continuation of a previously-funded CDBG program? Yes
  - a. If yes, indicate if you have pursued funding from other sources, who those sources are/were and what are/were the results

We have some funds provided by the state. We also solicit funding from the Community

- Foundation, and other smaller foundations.
- b. If no, please state the reason(s) why

**G. SECTION 3 REQUIREMENTS (Please See Sample on Page 13)**

The work to be performed under any contract utilizing CDBG funding may be subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended. The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD assistance projects covered by Section 3, are, to the greatest extent feasible, and consistent with existing Federal, State and local laws and regulations directed to low- and very-low income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very-low income persons.

Please review page 13, "Section 3 Contractor Affidavit". Please note that if funding is approved, your contract may be required to review, implement and report on employment activities relating to Section 3 guidelines.

**ADDRESSING THE NATIONAL OBJECTIVE**

Does your program:

- Address the needs of low- and/or moderate-income residents (see income chart below)? AND/OR
- Serve seniors; severely disabled adults; homeless; battered spouses; abused/neglected children and youth; illiterate adults; migrant farm workers, persons living with HIV/AIDS and persons who use food banks or meals programs.

FY 2022 Income Limits Summary									
FY 2022 Income Limit Area	FY 2022 Income Limit Category	Persons in Family							
		1	2	3	4	5	6	7	8
Norwich-New London, CT HUD Metro FMR Area	Very Low (50%) Income Limits (\$)	\$ 39,450	\$ 45,050	\$ 50,700	\$ 56,300	\$ 60,850	\$ 65,350	\$ 69,850	\$ 74,350
	Extremely Low Income Limits (\$)*	\$ 23,700	\$ 27,050	\$ 30,450	\$ 33,800	\$ 36,550	\$ 39,250	\$ 41,950	\$ 46,630
Median Family Income \$102,700	Low (80%) Income Limits (\$)	\$ 62,600	\$ 71,550	\$ 80,500	\$ 89,400	\$ 96,600	\$ 103,750	\$ 110,900	\$ 118,050

**PROGRAM BENEFICIARY OUTCOME STATISTICS:**

Attach additional sheets for every outcome related to the funded program

**STAFFING RESOURCES:** Identify every person involved in the implementation and administration of the program. Use the chart below and additional sheets if necessary. Please refer to page 15 regarding Section 3 to determine if you are or will be a Section 3 concern. If you are/will meet Section 3 criteria, it will be mandatory for you to complete the attached Section 3 documentation.

Position/Title	Salary Range	CDBG Portion of Salary	Full-Time or Part-Time?	Hired as a Result of Funding? (Y/N)
Regional Manager	\$56,000-62,000	40%	Full Time	N

**PART III: BUDGET INFORMATION**

**A. AGENCY FINANCIAL DATA**

Support and Revenue	Current FY 22-23	Anticipated FY 23-24
Program Fees	\$	\$
Other Grants including Foundations	\$314,415	\$330,136
Donations	\$324,911	\$342,406
CDBG	\$25,000	\$25,000
General Fund		
State & Federal Grants	\$235,934	\$247,731
Other Revenue		\$25,249
<b>TOTAL REVENUE</b>	<b>\$925,260</b>	<b>\$971,423</b>

Expenses	Current FY 22-23	Anticipated FY 23-24
Salaries	\$661,743	\$694,830
Employee Benefits	\$83,117	\$87,273
Payroll Taxes	\$70,267	\$73,780
Professional Fees & Services	\$20,100	\$21,105
Operations/Phones/Postage	\$60,042	\$62,974
Insurance	\$4,340	\$4,557
Equipment Rental, Maintenance & Acquisition	\$9,721	\$10,277
Printing & Publications	\$5,900	\$6,195
Travel/Conferences/Conventions	\$10,050	\$10,553
Legal Fees		
Vehicle Lease/Repair		
Other Expenses (Specify)		
<b>TOTAL EXPENSES</b>	<b>\$925,780</b>	<b>\$971,544</b>
<b>BALANCE (TOTAL REVENUE LESS EXPENSES)</b>	<b>\$-20</b>	<b>\$-21</b>

**B. PROGRAM SPECIFIC FINANCIAL DATA**

<b>SUPPORT &amp; REVENUE</b>	<b>CDBG-FUNDED PORTION</b>	<b>NON-CDBG FUNDED PORTION</b>	<b>% OF CDBG FUNDS USED FOR PROGRAM</b>
Program Fees			
Other Grants/Foundations (non-government)		\$39,302	
Donations		\$25,000	
CDBG	\$25,000		100%
General Fund			
State Government		\$29,492	
Federal Government			
Other Revenue (specify)			
<b>TOTAL REVENUE</b>	<b>\$25,000</b>	<b>\$109,408</b>	

<b>EXPENSES</b>	<b>CDBG-FUNDED PORTION</b>	<b>NON-CDBG FUNDED PORTION</b>	<b>% OF CDBG FUNDS USED FOR PROGRAM</b>
Salaries	\$25,000	\$78,286	100%
Employee Benefits		\$11,853	
Payroll Taxes		\$9,711	
Professional Services (incl. accounts and attorneys)		\$2,513	
General Operations & Supplies (incl. OH & Printing)		\$10,747	
Travel/Conferences		\$1,310	
Vehicle Expense			
Other Expenses (specify)			
<b>TOTAL EXPENSES</b>	<b>\$25,000</b>	<b>\$121,420</b>	
<b>BALANCE (total revenue less expenses)</b>	<b>\$25,000</b>	<b>-12</b>	

**PART IV: SUPPLEMENTAL INFORMATION:** All agencies (except City of Norwich Agencies) must submit all of the following documentation with their application whether or not you have previously received CDBG funds through the City of Norwich.

**EXHIBIT 1**     Financial Statement and Audit

Describe the agency's fiscal management including disbursement methods, financial reporting, record keeping, accounting principles/procedures and audit requirements. Include a copy of the agency's last completed audit.

**EXHIBIT 2**     Insurance/Bond/Worker's Compensation

- State whether or not the agency has liability insurance coverage, in what amount and with what insuring agency.
- State whether or not the agency pays all payroll taxes and worker's compensation as required by Federal and State Law.
- State whether or not the agency has fidelity bond coverage for principal staff who handle the agency's accounts, in what amount and with what insuring agency.
- Provide a copy of your current insurance certificate, NOT YOUR POLICY.

**EXHIBIT 3**     Non-profit Determination

Non-profit organizations must submit tax-exemption determination letters from the Federal Internal Revenue Service.

**EXHIBIT 4**     List of Board of Directors

A list of the current board of directors or other governing body of the agency must be submitted. The list must include the name, telephone number, address, occupation or affiliation of each member; and must identify the principal officers of the governing body.

**EXHIBIT 5**     Organizational Chart

An organizational chart must be provided which describes the agency's administrative framework and staff positions, which indicates where the proposed project will fit into the organizational structure and which identifies any staff positions of shared responsibility.

**EXHIBIT 6**     Resumes of Chief Program Administrator and Chief Fiscal Officer

**EXHIBIT 7**     Conflict of Interest Disclosure

Form attached.

**PART V: CONFLICT OF INTEREST QUESTIONNAIRE**

**COMMUNITY DEVELOPMENT BLOCK GRANT  
CITY OF NORWICH, CONNECTICUT**

**APPLICANT CONFLICT OF INTEREST QUESTIONNAIRE  
2023-2024 PROGRAM YEAR**

Federal, State, and City law prohibits employees and public officials of the City of Norwich from participating on

behalf of the City in any transaction in which they have a financial interest. This questionnaire must be completed and submitted by each applicant for Community Development Block Grant (CDBG) funding. The purpose of this questionnaire is to determine if the applicant, or any of the applicant's staff, or any of the applicant's Board of Directors would be in conflict of interest.

1. Is there any member(s) of the applicant's staff or any member(s) of the applicant's Board of Directors or governing body who is or has/have been within one year of the date of this questionnaire (a) a City employee or consultant, or (b) a City Council member, or (c) a member of the Community Development Advisory Committee (CDAC) member?  Yes  No

If yes, please list the name(s) and information requested below:

Name of person	Job Title of person	Indicate City employee, consultant, City Council member, CDAC member or other official (named)

2. Will the CDBG funds requested by the applicant be used to award a subcontract to any individual(s) or business affiliate(s) who is/are currently or has/have been within one year of the date of this questionnaire a City employee, consultant, City Council person or Community Development Advisory Committee member?  Yes  No

If yes, please list the name(s) and information requested below:

Name of person	Job Title of person	Indicate City employee, consultant, City Council member, CDAC member or other official (named)

3. Is there any member(s) of the applicant's staff or member(s) of the applicant's Board of Directors or other governing body who are business partners or family members of a City employee, consultant, City Council

person, Community Development Advisory Committee member?  Yes  No

If yes, please identify below the City employee, consultant, or Council member with whom each individual has family or business ties.

Name of member	Name of City employee, Consultant, City Council member, CDAC member or other official (named)	Indicate type of tie (Family or Business)	If family, indicate relationship

4. Have you read and understood the HUD regulation regarding conflict of interest, 24 CFR 570.611 (attached)?

Name of Applicant: Children in Placement - CT, Inc.  
 Signature of Applicant's Representative *[Handwritten Signature]*  
 Title Executive Director Date 1/17/23

**HUD REGULATION REGARDING CONFLICT OF INTEREST  
 (NOT REQUIRED TO BE SUBMITTED WITH APPLICATION)**

**24 CFR § 570.611 Conflict of interest**

**(a) Applicability** (1) In the procurement of supplies, equipment, construction, and services by recipients and by subrecipients, the conflict of interest provisions in 2 CFR 200.317 and 200.318 shall apply.  
 (2) In all cases not governed by 2 CFR 200.317 and 200.318, the provisions of this section shall apply. Such cases include the acquisition and disposition of real property and the provision of assistance by the recipient or by its subrecipients to individuals, businesses, and other private entities under eligible activities that authorize such assistance (e.g., rehabilitation, preservation, and other improvements of private properties or facilities pursuant to § 570.202; or grants, loans, and other assistance to businesses, individuals, and other private entities pursuant to § 570.203, 570.204, 570.455, or 570.703(i)).

**(b) Conflicts prohibited.** The general rule is that no persons described in paragraph (c) of this section who exercise or have exercised any functions or responsibilities with respect to CDBG activities assisted under this part, or who are in a position to participate in a decision-making process or gain inside

information with regard to such activities, may obtain a financial interest or benefit from a CDBG-assisted activity, or have a financial interest in any contract, subcontract, or agreement with respect to a CDBG-assisted activity, or with respect to the proceeds of the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter. For the UDAG program, the above restrictions shall apply to all activities that are a part of the UDAG project, and shall cover any such financial interest or benefit during, or at any time after, such person's tenure.

**(c) Persons covered.** The conflict of interest provisions of paragraph (b) of this section apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the recipient, or of any designated public agencies, or of subrecipients that are receiving funds under this part.

**(d) Exceptions.** Upon the written request of the recipient, HUD may grant an exception to the provisions of paragraph (b) of this section on a case-by-case basis when it has satisfactorily met the threshold requirements of (d)(1) of this section, taking into account the cumulative effects of paragraph (d)(2) of this section.

(1) Threshold requirements. HUD will consider an exception only after the recipient has provided the following documentation:

- (i) A disclosure of the nature of the conflict, accompanied by an assurance that there has been public disclosure of the conflict and a description of how the public disclosure was made; and
- (ii) An opinion of the recipient's attorney that the interest for which the exception is sought would not violate State or local law.

(2) Factors to be considered for exceptions. In determining whether to grant a requested exception after the recipient has satisfactorily met the requirements of paragraph (d)(1) of this section, HUD shall conclude that such an exception will serve to further the purposes of the Act and the effective and efficient administration of the recipient's program or project, taking into account the cumulative effect of the following factors, as applicable:

- (i) Whether the exception would provide a significant cost benefit or an essential degree of expertise to the program or project that would otherwise not be available;
- (ii) Whether an opportunity was provided for open competitive bidding or negotiation;
- (iii) Whether the person affected is a member of a group or class of low- or moderate-income persons intended to be the beneficiaries of the assisted activity, and the exception will permit such person to receive generally the same interests or benefits as are being made available or provided to the group or class;
- (iv) Whether the affected person has withdrawn from his or her functions or responsibilities, or the decision-making process with respect to the specific assisted activity in question;
- (v) Whether the interest or benefit was present before the affected person was in a position as described in paragraph (b) of this section;
- (vi) Whether undue hardship will result either to the recipient or the person affected when weighed against the public interest served by avoiding the prohibited conflict; and
- (vii) Any other relevant considerations.

## **OUTCOME RELATED DEFINITIONS**

### **Inputs**

Inputs are resources dedicated to or consumed by the program. They are “what we invest – Time, Money, Partners, Equipment, Facilities, etc.

Ex: 1 Full-time equivalent (FTE) will be required to counsel X clients.

### **Outputs**

Outputs are direct products of program activities and usually are measured in terms of the volume of work accomplished. “What we do or Who We Reach” Workshops, Publications, Field days, Equipment; Customers, Participants, etc.

Ex: We trained X participants (activity) and Y (output) graduated.

### **Activities**

Activities are what the program does with the inputs to fulfill its mission. Activities include the strategies, techniques and types of treatment that comprise the program’s service methodology.

Ex: Recruit X participants, Train X employees, Open X Bank Accounts, X people are screened for public benefits, X% of clients are screened, X% of participants are trained, etc.

### **Outcomes**

Outcomes are the benefits for participants during and after program activities.

Ideal outcomes include changes in:

*Short Term:* Knowledge, Skills, Attitude, Motivation, Awareness

*Interim Term:* Behaviors, Practices, Policies, Procedures

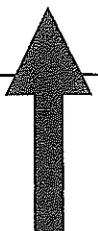
*Long Term:* Environment, Social Conditions, Economic Conditions,  
Political Conditions,

Ex: We trained X participants (activity), Y (output) graduated and Z increased income through employment (outcome)

Please note that short, interim and long term outcomes may be subjective to your program. A short term for one program could be a long term for a different program. Be sure to explain in narrative C4 how your program measurement is classified using industry standards or better.

**OUTCOME RELATED DEFINITIONS**

<b>OUTCOME: Children Attain Permanency</b>				Finish	
<i>Long Term Outcome: Safe, Permanent Home</i>	2021-Actual	Estimated 2022	2023 Anticipated		
Total Number of Participants:	26	30	33		
Total Number of Participants Achieving Outcome:	26	25	30		
Percent Who Achieved Outcome:	100%	83%	90%		
<b><i>Interim Outcome: Resources are utilized reducing Trauma</i></b>					
Total Number of Participants:	26	30	33		
Total Number of Participants Achieving Outcome:	24	25	27		
Percent Who Achieved Outcome:	92%	83%	81%		
<b><i>Short Term Outcome: Child is assigned an advocate</i></b>					
Total Number of Participants:	26	30	35		
Total Number of Participants Achieving Outcome:	24	26	30		
Percent Who Achieved Outcome:	92%	87%	88%		
<b><i>Output: Children taken in by Program</i></b>					
Total Number of Participants:	680	800	850		Start
Total Participants that are Norwich Residents:	26	30	35		
Total Number of Participants Achieving Outcome:	500	550	565		



Percent Who Achieved Outcome:	100%	100.0%	100.00%
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Outcomes Narrative:

CIP tracks statistics for services provided monthly for both Children’s Probate and Juvenile Superior Courts. Regional Managers compile the statistics for all the volunteers in their area. We report the number of children served, the number of active cases, the hours spent by GAL volunteers on their cases, the number of contacts made with the child and the service providers, and outcomes of the cases. Our GAL recommendations helped close 85% of our cases this year for a safe, permanent placement, with the remainder of the issues being resolved by the petitioner. These statistics are required and audited by the Connecticut State Judiciary.

With regards to our volunteers, CIP GAL volunteers undergo rigorous screening, including a criminal background check, a sex offender registry check, and a Department of Children and Families background check. They then complete 40 hours of intense training before their case assignments and 12 hours of in-service training for each subsequent year. The volunteers assess each component of the training and provide feedback to improve our systems. Regional Managers then monitor their progress on cases. Demographics on the volunteers are kept and provided to State Judicial, as well.

**Section 3 Contractor Affidavit (2021 Final Rule)**

**Section 3 Business Concerns are:**

- At least 51 percent of the business is owned and controlled by low or very low-income persons; or
- At least 51 percent of the business is owned and controlled by current public housing residents or residents who currently live in Section 8-assisted housing; or
- Over 75 percent of the labor hours performed for the business over the prior three-month period are performed by Section 3 workers

This is to certify that Children in Placement – CT, Inc. (*print Business name*)

         Is a Section 3 Business Concern (Please read, review and implement necessary items in document entitled “Section 3 Requirements”)

         Is **NOT** a Section 3 Business Concern but the contract for work will require my business or sub-contractor to hire, train, or educate a new employee. (Please read, review and implement necessary items in document entitled “Section 3 Requirements”)

  X   Is **NOT** a Section 3 Business Concern and the contract for work will **NOT** require my business or sub-contractor to hire, train or educate a new employee. (No further action is necessary unless an employee is hired during the contract period)

Janet Freimuth  
Authorized Signer

1/17/23  
Date

Janet Freimuth  
Print Name

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**CHILDREN IN PLACEMENT, INC.**

**FINANCIAL STATEMENTS  
(Reviewed)**

**JUNE 30, 2022**

**CHILDREN IN PLACEMENT, INC.**

**FINANCIAL STATEMENTS**

**JUNE 30, 2022**

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**CARTER  
HAYES**  
**+ ASSOCIATES, P.C.**  
*established 1988*

**CERTIFIED  
PUBLIC  
ACCOUNTANTS**

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## **INDEPENDENT ACCOUNTANTS' REVIEW REPORT**

To the Board of Directors  
Children in Placement, Inc.  
New Haven, Connecticut

We have reviewed the accompanying financial statements of Children in Placement, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2022, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; this includes design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement whether due to fraud or error.

### **Accountants' Responsibility**

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of Children in Placement, Inc. and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

### **Accountants' Conclusion**

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

### **Summarized Comparative Information**

We have previously reviewed Children in Placement, Inc.'s June 30, 2021 financial statements and in our conclusion dated September 10, 2021, stated that based on our review, we were not aware of any material modifications that should be made to the June 30, 2021 financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America. We are not aware of any material modifications that should be made to the summarized comparative information presented herein as of and for the year ended June 30, 2021, for it to be consistent with the reviewed financial statements from which it has been derived.

*Carter, Hayes + Associates, P.C.*

Hamden, Connecticut  
September 15, 2022

**CHILDREN IN PLACEMENT, INC.**  
**STATEMENT OF FINANCIAL POSITION**  
**JUNE 30, 2022**  
**(With Comparative Totals as of June 30, 2021)**

**ASSETS**

	<b>2022</b>	<b>2021</b>
<b>CURRENT ASSETS</b>		
Cash	\$ 146,034	\$ 98,461
Investments, market value	3,475	2,514
Government grants receivable	18,012	14,914
Prepaid expenses	2,266	6,703
<i>Total current assets</i>	169,787	122,592
 <b>OTHER ASSETS</b>		
Beneficial interest in assets held by community foundation	8,487	10,327
Security deposit	2,069	2,069
	10,556	12,396
	\$ 180,343	\$ 134,988

**LIABILITIES AND NET ASSETS**

	<b>2022</b>	<b>2021</b>
<b>CURRENT LIABILITIES</b>		
Accounts payable and accrued expenses	\$ 16,011	\$ 12,860
Loan payable	-	10,000
Deferred revenue	-	244
<i>Total current liabilities</i>	16,011	23,104
 <b>NET ASSETS</b>		
Without donor restrictions	155,845	101,557
With donor restrictions	8,487	10,327
	164,332	111,884
	\$ 180,343	\$ 134,988

*See Independent Accountants' Review Report and Notes to Financial Statements.*

**CHILDREN IN PLACEMENT, INC.**

**STATEMENT OF ACTIVITIES**

**YEAR ENDED JUNE 30, 2022**

**(With Comparative Totals for Year Ended June 30, 2021)**

	<u>2022</u>			
	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total</u>	<u>2021</u>
<b>OPERATING SUPPORT AND REVENUE</b>				
Governmental grants	\$ 302,475	\$ -	\$ 302,475	\$ 292,590
Donated professional services	163,625	-	163,625	136,600
Contributions	225,727	-	225,727	194,603
In-kind rent	20,000	-	20,000	20,000
Investment income	1,104	(1,490)	(386)	2,722
Net assets released from restrictions pursuant to endowment spending- rate distribution formula	<u>350</u>	<u>(350)</u>	<u>-</u>	<u>-</u>
<i>Total operating support and revenue</i>	<u>713,281</u>	<u>(1,840)</u>	<u>711,441</u>	<u>646,515</u>
<b>EXPENSES</b>				
Program Services	520,433	-	520,433	452,612
Management and general	85,328	-	85,328	75,584
Fundraising	<u>53,232</u>	<u>-</u>	<u>53,232</u>	<u>61,037</u>
<i>Total expenses</i>	<u>658,993</u>	<u>-</u>	<u>658,993</u>	<u>589,233</u>
<b>CHANGES IN NET ASSETS</b>	54,288	(1,840)	52,448	57,282
<b>NET ASSETS, beginning of year</b>	<u>101,557</u>	<u>10,327</u>	<u>111,884</u>	<u>54,602</u>
<b>NET ASSETS, end of year</b>	<u>\$ 155,845</u>	<u>\$ 8,487</u>	<u>\$ 164,332</u>	<u>\$ 111,884</u>

*See Independent Accountants' Review Report and Notes to Financial Statements.*

**CHILDREN IN PLACEMENT, INC.**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**YEAR ENDED JUNE 30, 2022**  
**(With Comparative Totals for Year Ended June 30, 2021)**

	2022				2021
	<u>Program</u>	<u>Management and general</u>	<u>Fundraising</u>	<u>Total</u>	
Salaries	\$ 251,482	\$ 50,994	\$ 43,181	\$ 345,657	\$ 328,156
Payroll taxes	25,629	5,197	4,401	35,227	31,078
Employee benefits	15,237	3,090	2,616	20,943	19,164
Professional fees	163,625	20,683	-	184,308	142,552
Rent	33,671	760	760	35,191	35,005
Utilities	12,408	689	689	13,786	11,745
Office supplies and expenses	9,500	468	468	10,436	9,726
Insurance	3,230	1,635	-	4,865	4,444
Printing and copying	2,710	151	149	3,010	3,332
Miscellaneous	1,093	1,119	887	3,099	3,009
Travel and training	1,848	542	81	2,471	1,022
 Total expenses	 <u>\$ 520,433</u>	 <u>\$ 85,328</u>	 <u>\$ 53,232</u>	 <u>\$ 658,993</u>	 <u>\$ 589,233</u>

*See Independent Accountants' Review Report and Notes to Financial Statements.*

**CHILDREN IN PLACEMENT, INC.**  
**STATEMENT OF CASH FLOWS**  
**YEAR ENDED JUNE 30, 2022**  
**(With Comparative Totals for Year Ended June 30, 2021)**

	<b>2022</b>	<b>2021</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
<i>Increase in net assets</i>	\$ 52,448	\$ 57,282
Adjustments to reconcile changes in net assets to net cash provided by (used in) operating activities:		
Unrealized gain on investments	(961)	(373)
Change in beneficial interest in assets held by community foundation	1,840	(1,868)
(Increase) decrease in:		
Government grants receivable	(3,098)	(3,517)
Prepaid expenses	4,437	(2,898)
Increase (decrease) in:		
Accounts payable and accrued expenses	3,151	(18,609)
Refundable advance	-	(59,639)
Deferred revenue	(244)	244
	<u>57,573</u>	<u>(29,378)</u>
<i>Net cash provided by (used in) operating activities</i>		
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Repayment of loan	(10,000)	-
	<u>(10,000)</u>	<u>-</u>
<i>Net cash used in financing activities</i>		
<b>NET INCREASE (DECREASE) IN CASH</b>	47,573	(29,378)
<b>CASH, beginning</b>	<u>98,461</u>	<u>127,839</u>
<b>CASH, ending</b>	<u>\$ 146,034</u>	<u>\$ 98,461</u>
 <b>SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION</b>		
Operating activities reflect cash paid during the year for:		
Interest	\$ -	\$ 265

*See Independent Accountants' Review Report and Notes to Financial Statements.*

**CHILDREN IN PLACEMENT, INC.**  
**NOTES TO FINANCIAL STATEMENTS**

**JUNE 30, 2022**

**(See Independent Accountants' Review Report)**

**1. Nature of Organization and Summary of Significant Accounting Policies**

**Nature of Organization**

Children in Placement, Inc. ("CIP") is a not-for-profit corporation organized under the laws of the state of Connecticut for the purpose of providing advocacy, monitoring and guardian ad litem services to children placed in Connecticut's foster care system.

**Net Assets**

Net assets, revenues, gains, and losses are classified based on the existence or absence of donor or grantor imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

**Net Assets Without Donor Restrictions**

Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions.

**Net Assets With Donor Restrictions**

Net assets subject to donor-imposed (or certain grantor-imposed) restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Contributions restricted by donors are reported as increases in net assets without donor restrictions if the restrictions expire (that is, when a stipulated time restriction ends or purpose restriction is accomplished) in the reporting period in which the revenue is recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions, depending on the nature of the restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

**Basis of Accounting**

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with U.S. generally accepted accounting principles (GAAP).

**Comparative Financial Information**

The accompanying financial statements include certain prior-year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America (GAAP). Accordingly, such information should be read in conjunction with our reviewed financial statements for the year ended June 30, 2021, from which the summarized information was derived.

**CHILDREN IN PLACEMENT, INC.**  
**NOTES TO FINANCIAL STATEMENTS, Continued**

**Recognition of Support and Revenue**

Contributions of cash, securities or other assets, an unconditional promise to give, or a notification of a beneficial interest is received are recognized as support when received.

A contribution or promise to give is conditional if it has both of the following:

- one or more barriers that must be overcome before a recipient is entitled to the assets transferred or promised, and
- a right of return to the contributor for assets transferred (or for a reduction, settlement, or cancellation of liabilities) or a right of release of the promisor from its obligation to transfer assets (or reduce, settle, or cancel liabilities).

Conditional promises to give are not recorded until the conditions on which they depend have been substantially met. Conditional contributions received prior to the conditions on which they depend being substantially met are reported as refundable advances in the statement of financial position.

Entitlement to government cost reimbursement grants and contracts are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when expenditures are incurred in compliance with specific contract or grant provisions. Amounts received prior to incurring qualifying expenditures are reported as deferred grant revenue in the statement of financial position.

**Use of Estimates**

Management uses estimates and assumptions in preparing financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities and the reported revenues and expenses. Actual results could vary from the estimates that are used.

**Beneficial Interest in Assets Held by Community Foundation**

CIP has transferred assets to The Community Foundation for Greater New Haven (the "Foundation") which is holding them as endowed component funds for the benefit of the Organization. CIP has granted variance power to the Foundation which allows the Foundation to use the funds for other purposes in certain situations. The funds are held and invested by the Foundation for CIP's benefit and are reported at fair value in the statement of financial position. Distributions reduce the fund's balance and changes in fair value are recognized in the statement of operations.

**Furniture, Equipment and Depreciation**

Donated property is stated at fair market value as determined by management at the date contributed. Property purchased is recorded at cost. CIP's policy is to capitalize property with an original cost or, if donated, the fair value at the date of donation of \$2,000 or more. Depreciation is computed by the straight-line method over the estimated useful lives of the respective assets.

As of June 30, 2022, none of the property donated to or purchased by CIP exceeded the capitalization threshold of \$2,000.

## CHILDREN IN PLACEMENT, INC.

### NOTES TO FINANCIAL STATEMENTS, Continued

#### Investments

Investments in marketable securities are stated at fair market value in the statement of financial position. As of June 30, 2022, marketable securities consisted of 24 shares of publicly traded stock with a market value of \$3,475. FASB ASC 820, *Fair Value Measures and Disclosures*, establishes and prioritizes three levels of input that may be used to measure fair value. This investment's fair value is measured at Level 1, quoted prices in active markets for identical assets or liabilities.

#### Functional Allocation of Expenses

The costs of program and supporting services activities have been summarized on a functional basis in the statement of activities. The statement of functional expenses presents the natural classification detail of expenses by function. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Such allocations are determined by management using a reasonable basis that is consistently applied. The expenses that are allocated include rent and utilities, which are allocated on a square footage basis, as well as salaries, payroll taxes and benefits, professional services and office expenses, which are allocated on the basis of estimates of time and effort.

#### Donated Services and In-Kind Contributions

The Organization recognizes donated rent from the Connecticut Superior and Probate Courts at the estimated fair value at the date of donation. During the year ended June 30, 2022 donated rent of \$20,000 was recognized in the accompanying financial statements.

CIP recruits, trains, and supervises an ethnically and racially diverse pool of local volunteers to become Guardian Ad Litem ("GAL") in Connecticut courts. After undergoing rigorous screening and criminal background and sex offender registry checks, GAL volunteers then complete 40 hours of intense training before their case assignments and 12 hours of in-service training for each subsequent year. GALs are authorized by the court to investigate the needs of the whole child, including interviewing the child, biological and foster parents, educators, healthcare providers, therapists, and others who influence the child's life. GAL volunteers provide continuity by staying with the child until the case is resolved.

CIP has recognized the value of the services provided by GALs in the financial statements since the GALs possess a specialized skill and CIP would have to otherwise purchase these services. For the year ended June 30, 2022, CIP has recognized donated services of \$163,625 based upon total GAL volunteer hours of 6,545 valued at \$25 per hour.

#### Income Taxes

Children in Placement, Inc., a not-for-profit organization operating under section 501(c)(3) of the Internal Revenue Code, is generally exempt from federal, state and local taxes and, accordingly, no provision for income taxes is recorded in the financial statements.

## CHILDREN IN PLACEMENT, INC.

### NOTES TO FINANCIAL STATEMENTS, Continued

CIP accounts for uncertainty in income taxes in accordance with FASB ASC 740, Accounting for Uncertainty in Income Taxes. The Organization believes that there are no uncertain tax position with any of its open tax years and has no open tax years prior to the year ended June 30, 2019. CIP's tax returns are subject to examination, generally for three years after they are filed.

#### Concentrations of Credit Risk

CIP's financial instruments that are exposed to concentrations of credit risk consist primarily of cash, and grants and contracts receivable.

##### Cash

CIP places its cash deposits with high credit-quality institutions and such deposits may exceed federal depository insurance limits. The Organization believes it is not exposed to any significant credit risk on cash.

##### Grants and Contracts Receivable

Grants and contracts receivable are evidenced by signed contracts with a variety of state and local governments. Based on historical experience, management believes these receivables represent negligible credit risk. Accordingly, management has not established an allowance for potential credit losses.

##### Support and Revenue Concentrations

CIP receives a significant portion of its support and revenue from state and local grants, all of which are subject to reduction or termination in future years. For the year ended June 30, 2022, 57% of the Organization's operating support and revenue received (excluding donated services and in-kind rent) was under grants and contracts with state and local governments. Any significant reduction in these contracts could have an adverse impact on CIP's program services.

##### Disclosure of Subsequent Events

Management has evaluated subsequent events through September 15, 2022, the date the financial statements were available to be issued. Management is not aware of any events subsequent to the statement of financial position date which would require additional adjustment to, or disclosure in, the accompanying financial statements.

#### 2. Beneficial Interest in Assets Held by Community Foundation

CIP uses the net asset value ("NAV") per share, or its equivalent, as a practical expedient to estimate the fair value of investments held by The Community Foundation for Greater New Haven, which don't have a readily determinable fair value. Investments that are measured at fair value using NAV per share as a practical expedient are not classified in the fair value hierarchy.

Investments are held, invested, and managed by The Community Foundation for Greater New Haven (the "Foundation"). The investment strategy on the investments measured at NAV is a total return approach, which does not distinguish between asset's yield and appreciation, but rather on the total expected return of the assets over the long-term. The investments at the Foundation follow an asset allocation of 50% equities, 32% alternative investments, and 18% bonds.

**CHILDREN IN PLACEMENT, INC.**  
**NOTES TO FINANCIAL STATEMENTS, Continued**

**Endowment**

The Foundation establishes an annual distribution based upon the Foundation's spending policy. The current spending policy is equal to the greater of: a) fixed percentage (currently 5.5%) of the endowment assets available for investment based on a trailing five-year moving average; or b) four and one-quarter percent (4.25%) (the "Floor") of the market valuation of the endowment assets at the end of the most recent calendar quarter; provided however in no event shall the Foundation spend more than five and three-quarters percent (5.75%) (the "Cap") of the market valuation of the endowment at the end of the most recent calendar quarter.

For the year ended June 30, 2022, the CIP's endowment activity follows:

Balance at June 30, 2021	\$ 10,327
Investment loss	(1,490)
Distribution	<u>(350)</u>
Balance at June 30, 2022	<u>\$ 8,487</u>

**3. Liquidity and Availability**

Financial assets available for general expenditures, that is, without donor or other restrictions limiting their use, within one year of the balance sheet date, comprise the following:

Financial assets:	
Cash	\$146,034
Investments, market value	3,475
Government grants receivable	18,012
Beneficial interest in assets held by community foundation	<u>8,487</u>
Total financial assets	176,008
Less amounts not available to be used within one year:	
Net assets subject to spending policy	<u>(8,487)</u>
Financial assets available to meet general expenditures within one year	<u>\$167,521</u>

In addition to the financial assets available, the Organization operates with a balanced budget and anticipates sufficient revenue to cover general expenditures as they come due.

**4. Employee Benefit Plan**

CIP has established a 403(b) Profit Sharing Plan (the "Plan") which covers all full time employees who are at least 21 years of age, have worked at least 1,000 hours and have twelve months of service. Employees may defer a portion of their salaries for deposit into an individual investment account. The Organization doesn't currently match any employee contributions. In April 2022, CIP began making monthly nonelective

# CHILDREN IN PLACEMENT, INC.

## NOTES TO FINANCIAL STATEMENTS, Continued

contributions equal to 1% of the compensation of all participants in the Plan. Participants become fully vested in matching and nonelective contributions after 3 years of service. For the year ended June 30, 2022, pension expense amounted to \$469.

### 5. Compensated Absences

Employees are entitled to receive the value of up to two weeks of vacation leave incurred but unpaid upon termination. As of June 30, 2022, accrued compensated absences was \$12,964 and is included in accounts payable and accrued expenses in the statement of financial position.

### 6. Line of Credit

In August 2019, CIP received a line of credit of \$30,000 from a related party. The line of credit was unsecured and amounts advanced accrued interest at the rate of 1.85% per annum. All amounts outstanding, including accrued interest, were due August 24, 2020. CIP received advances of, and repaid in full, \$30,000 during the year ended June 30, 2020. Interest expense of \$265 was accrued and included in accounts payable and accrued expenses at June 30, 2020. The interest of \$265 was paid in September 2020.

### 7. Note Payable

In May 2020, CIP received a \$10,000 loan from the Connecticut Department of Economic and Community Development through the Small Business Express Connecticut Recovery Bridge Loan program. The loan was non-interest bearing, unsecured and principal repayment was due November 15, 2021. The Organization's Executive Director personally guaranteed repayment. CIP repaid the loan in July 2021.

### 8. Paycheck Protection Program

Congress established the Paycheck Protection Program (PPP) to provide relief to small businesses (including tax-exempt not-for-profits) during the coronavirus pandemic as part of the Coronavirus Aid, Relief, and Economic Security (CARES) Act. PPP funds were provided as forgivable loans that will be forgiven as long as loan proceeds are used to cover payroll, mortgage interest, rent, and utilities.

CIP applied for and, on May 1, 2020, received \$70,751 in PPP funds. CIP has accounted for the PPP funds as a conditional contribution and as such, has recognized the PPP funds as contribution revenue as eligible costs have been incurred. For the year ended June 30, 2020, \$11,112 was recognized as contribution revenue and \$59,639 was recorded as a refundable advance. The Organization recognized the remaining \$59,639 as contribution revenue in the year ended June 30, 2021.

### 9. Net Assets

Net assets with donor restrictions as of June 30, 2022 consisted of the following:

Endowments subject to spending policy:	
Original donor-restricted donations required to be maintained in perpetuity	\$5,065
Accumulated investment gains	<u>3,422</u>
Total net assets with donor restrictions	<u>\$8,487</u>

## CHILDREN IN PLACEMENT, INC.

### NOTES TO FINANCIAL STATEMENTS, Continued

#### 10. Operating Lease

In November 2013, the Organization entered into a lease agreement to rent office space at 155 East Street, New Haven, Connecticut. The lease commenced November 15, 2013 for an initial two year term ending November 15, 2015. CIP has exercised options to extend the lease multiple times. Effective December 1, 2019, the lease was extended for two years. Monthly rent was \$1,229 for the period December 1, 2019 through November 30, 2020 and \$1,266 for the period December 1, 2020 through November 30, 2021. Effective December 1, 2021, the lease was extended until November 30, 2022 at a monthly rent of \$1,266.

For the year ended June 30, 2022, rent expense (excluding in-kind rent) was approximately \$15,200. Future minimum lease payments are approximately \$6,300 for the year ending June 30, 2023.

#### 11. COVID-19

In December 2019, an outbreak of a novel strain of coronavirus (COVID-19) originated in China and has since spread to other countries, including the U.S. On March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic, which continues to spread throughout the United States. The COVID-19 outbreak has had a notable impact on general economic conditions, including but not limited to the temporary closures of many businesses, "shelter in place" and other governmental regulations. There has been no immediate impact to CIP's operations. Future potential impacts may include reductions in sources of support, revenue, return on investments and/or distributions from endowments. The future effects of these issues are unknown.

CHILINP-01

JASHMAGANAPATHY



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
6/3/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> NFP Property & Casualty Services, Inc. 99 Troy Road East Greenbush, NY 12061	CONTACT NAME: Kelly J Baldwin PHONE (A/C, No, Ext): (518) 394-5581 E-MAIL ADDRESS: kelly.baldwin@nfp.com	FAX (A/C, No): (518) 745-8539
	INSURER(S) AFFORDING COVERAGE INSURER A : Trumbull Insurance Company INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	
<b>INSURED</b>  Children In Placement CT, Inc. 155 East Street New Haven, CT 06511		

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADL	SUBR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						EACH OCCURRENCE \$ AGGREGATE \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						X PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	01WECDR9298	6/15/2022	6/15/2023	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Operations usual and incidental to the business of the named insured.

Section 3A State: CT

<b>CERTIFICATE HOLDER</b>  City of Norwich Office of Community Development 23 Union Street, 2nd Floor Norwich, CT 06360	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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Department of the Treasury  
Internal Revenue Service  
Tax Exempt and Government Entities  
PO Box 2508  
Cincinnati, OH 45201

CHILDREN IN PLACEMENT CONNECTICUT  
155 EAST ST STE 202  
NEW HAVEN, CT 06511

Date: August 18, 2022  
Employer ID number: 06-1182114  
Form 990 required: 990, Yes  
Person to contact: Name: Ms. Hill  
ID number: 0727503

Dear Sir or Madam:

We're responding to your request dated January 26, 2022, about your tax-exempt status.

We issued you a determination letter in March 1987, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax-deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period.

- Form 990, Return of Organization Exempt From Income Tax
- Form 990-EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at [www.irs.gov/forms-pubs](http://www.irs.gov/forms-pubs) or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.

Sincerely,

*Stephen A. Martin*

Stephen A. Martin  
Director, Exempt Organizations  
Rulings and Agreements



Department of the Treasury  
Internal Revenue Service

Cincinnati Service Center  
CINCINNATI OH 45999-0038

In reply refer to: 0256554941  
Mar. 09, 2020 LTR 4168C 0  
06-1182114 000000 00

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CHILDREN IN PLACEMENT CONNECTICUT  
INC  
% JANET FREIMUTH  
155 EAST ST STE 202  
NEW HAVEN CT 06511

001854

Employer ID number: 06-1182114  
Form 990 required: Y

Dear Taxpayer:

We're responding to your request dated Mar. 02, 2020, about your tax-exempt status.

We issued you a determination letter in March 1987, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c) (03).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

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If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m.,

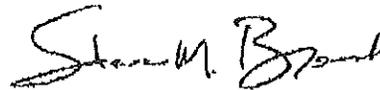
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CHILDREN IN PLACEMENT CONNECTICUT  
INC  
% JANET FREIMUTH  
155 EAST ST STE 202  
NEW HAVEN CT 06511

local time, Monday through Friday (Alaska and Hawaii follow Pacific  
time).

Thank you for your cooperation.

Sincerely yours,



Steve M. Brown, Operations Manager  
Operations 3-CIN



Children in  
Placement

## BOARD OF DIRECTORS 2022 – 2023

### Officers

### Members

**Chair** Howard E. Altman  
Residence: 28 Pearl Street  
Milford, CT 06460  
(203) 308-1921  
howiealtman8@gmail.com

**Vice Chair** Fayne Mascarenhas  
Residence: 400 N. Ervay Street #131530  
Dallas, TX 75313  
(469) 268-5801  
fayne.nicole@gmail.com  
Business: Goldman Sachs  
Dallas, TX

**Secretary** Michael Hoard  
Residence: 46 Cedarwood Lane  
Hope Valley, RI 02832  
(401) 457-6548  
m.hoard8110@gmail.com  
Business: Michael Hoard Consulting  
Providence, RI

**Treasurer** Sandra Fumei  
Residence: 860 Mountain Road  
Cheshire, CT 06410  
(203) 443-3079  
sandra.m.fumei@gmail.com  
Business: Simmonds & Atlantic Inertial Sys.  
Cheshire, CT

### Members

**Brett Dunne**  
Residence: 1337 Stillson Road  
Fairfield, CT 06824  
(516) 780-2195  
dunnebrett@gmail.com  
Business: Lucas Bols USA & Canada

**Vladimir-Ducarmel Joseph**  
Residence: 111 Sheldon Rd #2343  
Manchester, CT 06045  
vladimirdjoseph@outlook.com  
(347) 608-9615  
Business: Beth Israel Lahey Health  
Burlington, MA

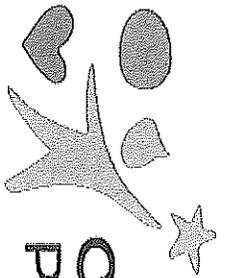
**Brian Flemming**  
Residence: 34 Linwood Drive  
West Hartford, CT 06107  
(860) 500-8152  
bflemming@gosolidus.com  
Business: Solidus, Inc.  
East Hartford, CT

**Herron K. Gaston**  
Residence: 110 Clermont Avenue  
Bridgeport, CT 06610  
(863) 242-6746  
herrongaston@gmail.com  
Business: City of Bridgeport  
Bridgeport, CT

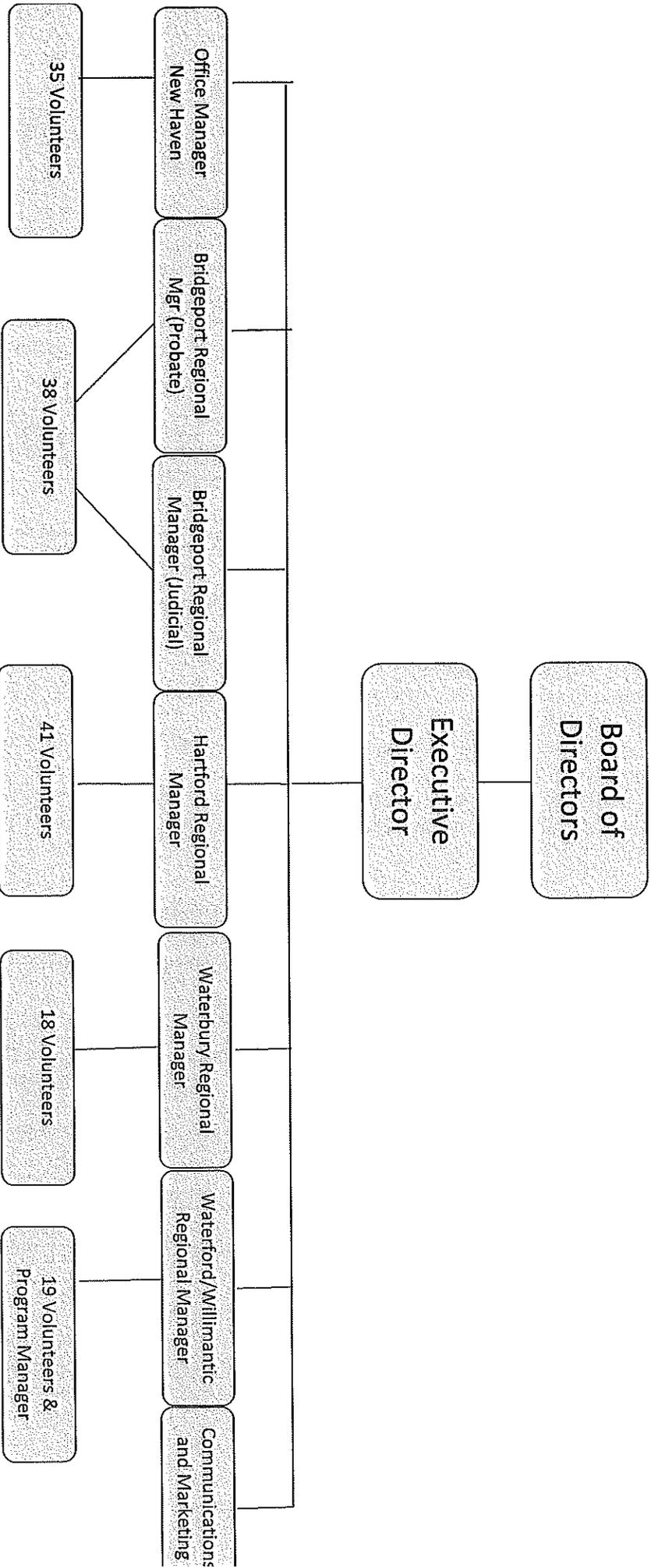
**Larry Gorkin**  
Residence: 77 Fanton Hill Road  
Weston, CT 06883  
(203) 221-6400  
lgorkin@stonebridgeconsulting.com  
Business: Stonebridge Consulting Group

**Janene Hawkins**  
Residence: 7 Mitchell Road  
Trumbull, CT 06611  
(914) 409-3462  
hawkinsjanene@gmail.com  
Business: Office of the Mayor  
Bridgeport, CT

**Kaitlin Moore**  
Residence: 227 East 25<sup>th</sup> Street, Apt 1D  
New York, NY 10010  
(203) 561-1813  
moorek203@gmail.com  
Business: Reliant Fund Services  
New York, NY



# Children in Placement



# JANET FREIMUTH

Address: 583 Ridgewood Road, Middletown, CT 06457

Phone: 860.573.0941 Email: pjfreimuth@yahoo.com

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## Areas of Focus: Nonprofit Operations/Administration

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### QUALIFICATIONS PROFILE

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*Accomplished, organized, and results-driven professional with extensive experience in operations and administrative management, complemented with strong background in program development and quality service.*

Expert at identifying business opportunities, developing effective strategies, and enhancing fiscal resources and procedures to achieve company goals. Adept at determining and implementing process improvements to boost the competitive position of the organization. Known for strong interpersonal skills in cultivating and maintaining long-term relationships and communicating with all levels of individuals.

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### AREAS OF EXPERTISE

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Organizational and Community Leadership ~ Regulatory Compliance ~ Policy Design and Implementation  
Budget and Fund Development ~ Information Administration ~ Staff Supervision

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### PROFESSIONAL EXPERIENCE

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CHILDREN IN PLACEMENT • New Haven, CT

#### *Executive Director*

2017-

- Maintained active involvement in all programs and services Statewide, and broadened knowledge of all programs focusing on prevention, foster care, guardian ad litem training and support, and effective systems to address gaps in Connecticut's Child Welfare programs
- Administered the preparation and submission of annual operational budget, control of budget, and reporting of accurately on progress made and challenges encountered
- Held responsibility in cultivating and managing existing relationships with funders and partners to secure and expand recurring revenue streams
- Carried out programmatic leadership and input for all strategic plan implementation processes with the chief executive officer and staff, while coaching program directors on the execution of strategic plan and transition program operations

#### Career Highlights:

- ✓ Led the comprehensive reorganization of the agency in better support of staff through succinct protocols for supervision, compliance, and staff development by identifying needs, resources, and restructuring
- ✓ Identified gaps in the agency and service areas and worked to build resources to meet them,

EDUCATION DEVELOPMENT CENTER • Waltham, MA

#### *Director, Contracts and Finance*

2010-2016

- Effectively handled a nationwide, federal contract in excess of \$15M annually and supported over 200 staff
- Directed the development performance indicators in evaluating budget and contract performance and compliance; and comprehensive policies and processes for center operations
- Took charge of constructing and managing multiple subcontracts, ranging from \$2,500 to \$1.5M annually

#### Career Highlights:

- ✓ Significantly boosted the use of small business and enforced protocols for increased compliance and procurement procedures and contracts
- ✓ Served as driving force behind the successful management and acquisition of annual funding in accordance with federal regulations

CATHOLIC CHARITIES, ARCHDIOCESE OF HARTFORD • Hartford, CT

#### *Director of Programs and Community Relations*

2007-2010

- Fulfilled a wide array of functions, including administering program and services, providing quality assurance, compliance, and policy implementation, and guaranteeing efficient service delivery capability
- Conducted statistical analysis on program performance, program development and projections
- Drove strategic efforts in developing financial resources and volunteer leadership in support to the mission of the agency

# JANET FREIMUTH

Address: 583 Ridgewood Road, Middletown, CT 06457

Phone: 860.573.0941 Email: pjfreimuth@yahoo.com

## Career Highlights:

- ✓ Successfully handled the budget in excess of \$5M for complex and various programs, including mental health, treatment, justice, child support, and emergency food and shelter programs
- ✓ Improved compliance, funding, and awareness of programs in New Haven and Litchfield Counties

INTERNATIONAL COALITION FOR CHILDREN AND THE ENVIRONMENT • Norwich, CT

## Executive Director

2003-2007

- Spearheaded the planning and implementation of policies, objectives, and activities of the organization, while reporting requirements in adherence to board of directors and managing operational, programmatic, and fiscal performance
- Communicated vision and objectives of the organization to the public, associations, government agencies, community groups, and funders
- Exhibited proficiency in coordinated funding and program development opportunities
- Strategically established and managed comprehensive statewide urban environmental youth initiative, statewide youth conference, environmental forums, and international coordination of concurrent programs

## Career Highlights:

- ✓ Generated funds to support statewide initiatives, which included food security programs, urban gardening, and nature learning parks to empower youth
- ✓ Drove youth initiatives in Ghana, Kenya, Liberia, Nigeria, Rwanda, and South Africa in collaboration with African countries.

## Earlier Positions Held:

MASHANTUCKET PEQUOT TRIBAL NATION • Mashantucket, CT

## Work/Life Coordinator

YOUNG EXPRESSIONS DAY NURSERY • Vernon, CT

## Founder/Director

## ✎ EDUCATION ✎

Graduate Study in Special Education, BOSTON UNIVERSITY • Boston, MA

Master of Science in Elementary Education, CENTRAL CONNECTICUT STATE UNIVERSITY • New Britain, CT

Bachelor of Science in Business Administration, ROBERT MORRIS UNIVERSITY • Pittsburgh, PA

## ✎ ACTIVITIES ✎

Parish Council, St. Mary Parish, 2018-Present

Fellow, Children's Defense Fund, 2018-Present

Chair, HART Education Committee, 2018-Present

Secretary, St. Joseph's Finance Committee, 2015-2017

Treasurer, Northwest Community Council, 2009

Council Member, Milford United Way Executive Council, 2008-2009

Board Chair, Emergency Food and Shelter Program, 2008-2009

Council Member, Meriden/Wallingford DCF Advisory Council, 2007-2009

Contributing Member, New Haven Health and Services Committee, 2007-2009

Child and Youth Coordinator, United Nations Environmental Program, 2005-2006

Board of Directors, Capital Region Workforce Development Board, 2002 and 2003

# SANDRA M. FUMEI

860 Mountain Road • Cheshire, CT 06410 • (203) 443-3079 • Sandra.M.Fumei@gmail.com

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## United Technologies Corporation (2010 – Present)

### Finance Director, CFO of Simmonds & Atlantic Inertial Systems, Collins Aerospace September 2018 - Present

Oversee a team of 50+ financial analysts across 3 manufacturing sites. Serve on the Board of Directors for Silicon Sensing Systems Limited, a Joint Venture between Atlantic Inertial Systems Limited and Sumitomo Precision Products Co. Limited. Total P&L valued \$1B.

- Implemented a robust risk assessment process to provide accurate monthly and quarterly business forecasts.
- Helped reduce overtime and lost time costs by identifying trends and problem areas in the operations. Reduced \$10M of operational costs in 2019.
- Implemented a staffing evaluation process owned by site functional committees in an effort to control headcount.
- Achieved \$7M in operational productivity savings across the businesses.
- Upgraded the Finance talent across the organization and succession planning targets. Received exceptional employee feedback survey scores (10 pts. above average).

### Senior Finance Manager, CFO of Sikorsky International Programs, Stratford, CT January 2015 - September 2018

Led a team of 40 financial analysts that supports the financial execution of the Black Hawk (s-70i) and Naval Hawk (s-70b) and aftermarket for international direct commercial sales, a P&L valued at \$750M. Responsible for coordinating financial reports, annual plans, quarterly forecasts, and oversee pricing activities.

- Managed the quarterly Estimate at Complete process for contracted programs to minimize P&L write offs.
- Setup internal controls processes and standard work for the Colombian MRO center.
- Implemented ASC 606 and helped create the roadmap to ensure the new Revenue Recognition policy was understood and used correctly in practice.
- Supported integration activities of financial tools and processes.
- Partnered with finance professionals across the organization to evaluate implementation options for the new SAP S/4 HANA transformation solution. Briefed recommendations to divisional Vice Presidents and Lockheed Martin CFO.

**\*Selected to be a member of Team 2, a select pool of promotable candidates for executive leaders; Finance Leadership Academy graduate.**

### Finance Manager, CFO of Sikorsky CTI, Dallas, TX, May 2012 – January 2015

Management oversight of finance, accounting, pricing, contracts and treasury activities for a \$50M helicopter blade repair center located in US, England, Brazil and Singapore.

- Partnered with engineering, operations, and supply chain on management and cost reduction initiatives to achieve double digit profit after 5 consecutive months of reported losses.
- Reduced spend related to labor, materials, and cost of poor quality using ACE lean

# **SANDRA M. FUMEI**

860 Mountain Road • Cheshire, CT 06410 • (203) 443-3079 • Sandra.M.Fumei@gmail.com

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- Worked with IT to create an accurate, useful report for tracking WIP in order to perform continuous analysis of shop load capacity and track on time delivery.
- Implemented controls to reduce inventory costs by 15% YOY.
- Strengthened internal controls to improve Sarbanes Oxley compliance. Reduced the number of internal audit findings from 39 (with 5 high risk findings) to 5 (with no high risk findings) in less than a year. Monitored and confirmed financial condition by conducting monthly testing of key controls.

## **Raytheon Technical Services Company, Orlando, FL (2010 – 2012)**

### **Pricing and Cost Volume Manager, Strategic Pursuits, September 2010– May 2012**

Coordinated proposal inputs to ensure accurate and timely preparation, presentation and delivery to the customer.

- Managed all cost volume activities for proposals valued up to \$20B to ensure proposal compliance, including: support of price-to-win (PTW) strategies, analysis of labor and material basis of estimates, and preparation of management review packages including pricing options and recommendations.
- Supported customer negotiations and government audits.

**\*Nominated as a high-potential candidate, Raytheon's program that targets succession candidates in key talent pools and strategic role pipelines\***

## **CAE USA, Orlando, FL (2005 – 2010)**

### **Senior Finance Manager, May 2005– August 2010**

Supported the Finance Director, Controller, and divisional Vice President to create analysis of business forecasts and results, and to provide pricing support:

- Site lead for proposal and cost volume efforts. Developed government proposals compliant with FAR 15 and Truth-In-Negotiations Act (TINA).
- Participated in the due diligence of several M&A opportunities, which resulted in the purchase of a software simulation company. Planned and supported integration.
- Prepared and reviewed the annual budget and long-range plans, operational analysis of monthly results and trends, and capital expenditure requests for a \$50M/year business.

## **Lockheed Martin, Orlando, FL (2000 – 2005)**

### **Senior Financial Analyst, June 2003– May 2005**

Provided proposal support for commercial and government pricing efforts.

### **Finance Leadership Development Program, June 2000 – May 2003**

Completed three (3) years of financial management training through a series of rotational assignments including: Program Planning, Program Finance, and Internal Compliance.

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## **EDUCATION**

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M.B.A., Finance, Rollins College, Florida, June 2003

B.S.B.A., Finance and International Economics, University of Florida, May 2000

