

## ARPA SUBRECIPIENT AGREEMENT

This ARPA Subrecipient Agreement (“Agreement”) is dated as of the 10th day of January, 2023, by and between the City of Norman, Oklahoma, a municipal corporation (“City”), and the Center for Children and Families, Inc., a not-for-profit Oklahoma corporation (“Subrecipient”).

WHEREAS, the U.S. Department of Treasury (“Treasury”) has allocated to the City \$22,245,542 of federal stimulus money from the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Funds under CFDA No. 21.027 (“ARPA Funds”) under Section 803(b) of the Social Security Act, as amended by Section 9901 of the American Rescue Plan Act (“ARPA”), for the limited purposes identified in the Coronavirus State and Local Fiscal Recovery Funds Final Rule (“Final Rule”) effective April 1, 2022, and the Compliance and Reporting Guidelines for State and Local Fiscal Recovery Funds (“Compliance and Reporting Guidelines”) dated February 28, 2022; and

WHEREAS, the ARPA authorizes the City to expend ARPA funds awarded to the City for a program, service, capital expenditure, or other assistance that responds to disproportionately impacted populations; and programs or services that respond to the public health emergency and the negative impacts of the pandemic (Final Rule, Section 35.6(b)(3)(ii)(B)(2)); and

WHEREAS, the City has identified non-profit support as a desired use of a portion of the ARPA Funds; and

WHEREAS, the City Council authorized funds to be used as grants for local nonprofits; and

WHEREAS, the City entered into a contract on September 13, 2022 with United Way to administer the application and review process; and

WHEREAS, United Way received 34 applications and during the review process the United Way ARPA Impact Council recommended that grants be provided to 20 non-profits; and

WHEREAS, City and Subrecipient desire to enter into this Agreement so that the City may provide ARPA Funds for appropriate and qualifying expenditures of grant funds advanced to the Subrecipient by the City for the provision of services to address the negative impacts of the pandemic.

NOW, THEREFORE, in consideration of the above and foregoing, and the terms and conditions set forth below, the parties agree as follows:

1. Effective Date and Term. This Agreement shall commence when last executed by all parties and remain in effect until March 31, 2027 unless terminated by the City in writing.
2. ARPA Funds. The City agrees to provide the Subrecipient a total sum not to exceed \$215,000
3. within 30 days of the effective date of this Agreement to be used for qualifying expenses under the Final Rule related to services addressing the negative impacts of the pandemic on the



condition that the funds are obligated by December 31, 2024 and expended by December 31, 2026.

4. Subrecipient's Use of ARPA Funds. The Subrecipient shall ensure that ARPA Funds requests are necessary to respond to the negative impacts of the public health emergency as provided in the Final Rule.
  - a. General Standards. Subrecipient must satisfy the requirements for all uses under the public health emergency and negative pandemic impacts eligible use category under the Final Rule, including identifying an impact or harm and designing a response to the identified impact or harm. Responses must be reasonably designed to benefit the individual or class that experienced the impact or harm and must be related and reasonably proportional to the extent and type of impact or harm.
  - b. Use of Funds Consistent with Application. Subrecipient must use the funds for the purposes and uses described in its City of Norman ARPA Funding Application, attached hereto as Exhibit A.
5. Ineligible Uses. Non-allowable uses of ARPA Funds include, but are not limited to, the following: (a) usage of funds to either directly or indirectly offset a reduction in net tax revenue resulting from a change in law, regulation or administrative interpretation during the covered period that reduces a tax or delays the imposition of any tax or tax increase; (b) damages covered by insurance; (c) usage of funds as a deposit into any pension fund; (d) expenses that have been or will be reimbursed under any federal program; (e) debt service costs; (f) contribution to a "rainy day" fund or other replenishment of financial reserves; (g) legal settlements and judgments; (h) usage of funds for programs, services, or capital expenditures that include a term or condition that undermines efforts to stop the spread of COVID-19 as set forth in the Center for Disease Control's guidelines and recommendations; and (i) usage of funds in violation of the conflict of interest requirements contained in the Award Terms and Conditions of the Office of Management and Budget's Uniform Guidance, including any self-dealing or violation of ethics rules.
6. Reporting Requirements. Subrecipient must submit quarterly Project and Expenditure Reports to City within fourteen (14) days of the end of the each quarter during the term of this Agreement. Additionally, Subrecipient must submit an annual Project and Expenditure report covering each year under this Agreement beginning on the effective date and ending March 31, 2027. The annual report should be provided to City within fourteen (14) days of the end of each reportable year under this Agreement. Reports shall provide the following information:
  - a. Project: The Subrecipient shall provide a description of the project and status of completion. Project description must describe the project in sufficient detail to provide understanding of the major activities that will occur, and will be required to be between

50 and 250 words. Projects should be defined to include only closely related activities directed toward a common purpose.

- b. Obligations and Expenditures: The Subrecipient should report the current period obligation, cumulative obligation, current period expenditure, and cumulative expenditure.
- c. Project Status: The Subrecipient should report on project status each reporting period in four categories: not started; completed less than 50%; completed 50% or more; and completed.
- d. Program Income: The Subrecipient should report the program income earned and expended to cover eligible project costs, if applicable.
- e. Adopted Budget: The Subrecipient shall provide the budget adopted for the Project to assist the Department of Treasury to better understand the intended impact, identify opportunities for outreach, and understand the Subrecipient's progress in program implementation.
- f. Project Demographic Distribution. Subrecipient must respond to the following:
  - i. What impacted and/or disproportionately impacted population does the project primarily serve?
  - ii. If the project primarily serves more than one impacted and/or disproportionately impacted population, the Subrecipient may select up to two additional populations serviced.

Subrecipient will select from the following options:

	<b>Impacted Population</b>
Assistance to Non-profits	<ul style="list-style-type: none"> <li>• Low-income households and communities</li> <li>• Households in QCTs</li> <li>• Households that qualify for federal benefits</li> <li>• Household income is at or below 185% of Federal Poverty Guidelines or income at or below 40% of area median income</li> </ul>

7. Termination. The City may terminate this Agreement, for convenience or otherwise and for no consideration or damages, upon prior notice to the Subrecipient.
8. Independent Contractor. Each party under this Agreement shall be for all purposes an Independent Contractor. Nothing contained herein will be deemed to create an association, a



partnership, a joint venture, or a relationship of principal and agent, or employer and employee between the parties. The Subrecipient shall not be, or be deemed to be, or act or purport to act, as an employee, agent, or representative of the City for any purpose.

9. Indemnification. The Subrecipient agrees to defend, indemnify, and hold the City, its officers, officials, employees, agents and volunteers harmless from and against any and all claims, injuries, damages, losses or expenses, including without limitation personal injury, bodily injury, sickness, disease, or death, or damage or destruction of property, which are alleged or proven to be caused in whole or in part by act or omission of the Subrecipient, its officers, directors, employees, and/or agents relating to the Subrecipient's performance or failure to perform under this Agreement.
10. Compliance with Laws, Guidelines. The Subrecipient shall comply with all federal, state, and local laws and all requirements (including debarment and other required certifications and audits) of the Final Rule and the Compliance & Reporting Guidelines to the extent applicable, when expending ARPA Funds pursuant to this Agreement. Failure to comply with such laws and guidelines may result in forfeiture of ARPA funds and the City shall be entitled to reimbursement of any ARPA funds expended hereunder.
11. Maintenance and Audit of Records. The Subrecipient shall maintain records, books, documents, and other materials relevant to its performance under this Agreement. These records shall be subject to inspection, review and audit by the City or its designee for five (5) years following termination of this Agreement. If it is determined during the course of the audit that the Subrecipient expended funds for unallowable costs under this Agreement, the Subrecipient agrees to promptly reimburse the City for such payments upon request.
12. Notices. Any notice desired or required to be given hereunder shall be in writing and shall be deemed received three (3) days after deposit with the U.S. Postal Service, postage fully prepaid and addressed to the party to which it is intended at its last known address, or to such other person or address as either party shall designate to the other from time to time in writing forwarded in like manner:

Subrecipient:

Leslie Christopher, Board President  
210 S. Cockrel Ave.  
Norman, OK 73071

*With copies to:*  
Melissa Klink, CEO  
210 S. Cockrel Ave.  
Norman, OK 73071

City of Norman  
Attn: Darrel Pyle, City Manager  
P.O. Box 370  
Norman, OK 73070

*With copies to:*  
City of Norman  
Attn: Anthony Francisco, Finance Director  
P.O. Box 370  
Norman, OK 73070

City of Norman  
Attn: Kathryn Walker, City Attorney  
P.O. Box 370  
Norman, OK 73070

13. Conflict of Interest. The elected and appointed officials and employees of the parties shall not have any personal interest, direct or indirect, in any project for which the ARPA Funds provided hereunder are expended or proposed to be expended, which would give rise to a conflict of interest.
14. Time. Time is of the essence in this Agreement.
15. Survival. The provisions of this Agreement that by their sense and purpose should survive expiration or termination of the Agreement shall so survive. These provisions include without limitation Indemnification and Maintenance and Audit of Records.
16. Amendment. No amendment or modification to this Agreement will be effective without the prior written consent of the authorized representatives of the parties.
17. Governing Law; Venue. The Agreement will be governed in all respects by the laws of the State of Oklahoma, both as to interpretation and performance, without regard to conflicts of law or choice of law provisions. Any action arising out of or in connection with the Agreement may be instituted in the District Court of Cleveland County, Oklahoma.
18. Non-Waiver. No failure on the part of the City to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof; nor shall any single or partial exercise by the City of any right hereunder preclude any other or future exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to the City at law or in equity.
19. Binding Effect. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors.



20. Assignment. The Subrecipient shall not assign or transfer any of its interests in or obligations under this Agreement without the prior written consent of the City.
21. Entire Agreement. This Agreement constitutes the entire agreement between the City and the Subrecipient for the use of ARPA Funds and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the parties with respect to this Agreement.
22. No Third Party Beneficiaries. Nothing herein shall or be deemed to create or confer any right, action, or benefit in, to, or on the part of any person or entity that is not a party to this Agreement. This provision shall not limit any obligation that either Party has to the Department of Treasury in connection with the use of ARPA Funds, including the obligations to provide access to records and cooperate with audits as provided in this Agreement.
23. Severability. In the event that one or more provisions of this Agreement shall be determined to be invalid by any court of competent jurisdiction or agency having jurisdiction thereof, the remainder of the Agreement shall remain in full force and effect and the invalid provisions shall be deemed deleted.
24. Counterparts. This Agreement may be executed in one or more counterparts, any of which shall be deemed an original but all of which shall constitute one and the same instrument.
25. Authorization. Each party signing below warrants to the other party, that they have the full power and authority to execute this Agreement on behalf of the party for whom they sign.

IN WITNESS WHEREOF, this Agreement is executed and shall become effective as of the last date signed below.


**SUBRECIPIENT**

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

  
 \_\_\_\_\_  
 Leslie Christopher  
 Board President  
 1/16/2023

**CITY OF NORMAN, OKLAHOMA**

By: \_\_\_\_\_  
Larry Heikkila  
Mayor

Attest: \_\_\_\_\_  
Brenda Hall  
City Clerk

Approved as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Kathryn L. Walker  
City Attorney

Admin View

Organization Overview

<b>Organization Overview</b>	
*Organization Name:	Center for Children and Families, Inc.
*501(c)3 number:	730933253
*CEO/Organization Director:	Melissa Klink
<b>Contact for this proposal</b>	
*First Name:	Melissa
*Last Name:	Klink
*Address:	210 S Cockrel Ave.
*Email:	mklink@ccfinorman.org
*Phone Number:	650-291-8843
<b>Mailing Address</b>	
*Street Address:	210 S Cockrel Ave
*City:	Norman
*State:	Oklahoma
*Zip Code:	73071
*Phone Number:	405-364-1420
*Is your Physical Address different from Mailing Address?	No
*Amount Requested from City of Norman:	\$215,000.00

Program Information Overview

<b>Program Overview</b>	
*Program Name:	Uplifting Families
*Focus Area:	Capital funding (could include vehicles)
<b>Percentage of people served identifying as (add '0' in case of null)</b>	
<b>Gender</b>	
*Percentage of Male:	41



*Percentage of Female:	59
*Percentage of Non-binary:	0
<b>Ethnicity</b>	
*Percentage of Asian or Pacific Islander:	1
*Percentage of Black or African American:	10
*Percentage of Hispanic or Latino:	24
*Percentage of Native American or Alaskan Native:	10
*Percentage of White or Caucasian:	55
*Percentage of Multiracial or Biracial:	10
*Is this a new program for your agency?	No
*Number of years your organization has been in operation?	53
*Itemized budget for funds received from City of Norman (Attach budget sheet):	Uplifting Families Budget - Norman ARPA.xls
*Additional Funding Sources for project:	
<p>Funding secured to date includes:</p> <ul style="list-style-type: none"> <li>• Foundations: \$25,789</li> <li>• City of Norman CDBG: \$25,000</li> <li>• Individual Support: \$25,000</li> <li>• Government Funding for HVAC and Furniture: 46,700</li> </ul> <p>This totals \$122,489 in secured funding for the Uplifting Families Capital Project. The total estimate is \$346,000. We are seeking funding from the City of Norman for \$215,000 to expedite the project timeline due to the urgent nature of the need for more mental health services for children that have experienced complex trauma. Our expenses on the attached budget total \$346,000 because furniture and technology were not included in raised expenses as they are covered by a separate government contract. Some of the \$46,700 in other government funding on the revenue portion was spent on purchasing furniture and technology needs for this space.</p> <p>CCFI is maintaining our current foundation, corporate and individual donors to meet our operating needs.</p> <p>We anticipate budget needs evolving as the project unfolds based on supply chain demand, in-kind donations, and unexpected expense.</p>	
*Implementation Schedule for Project:	

If the total amount of our request is funded by the City of Norman, CCFI would be able to submit permitting information and seek bids for contractors immediately. As of Fall 2022, our project is estimated to take approximately five months to complete from the start of construction. The only exceptions to our timeline would be the availability of materials, specifically with challenges related to supply chain for doors and the elevator.

#### **Narrative**

#### **Narrative**

*\*Provide a description of the organization's capacity and relevant experience in operating the proposed program.*

Center for Children and Families, Inc. is a trauma-informed agency with a focus on preventing and healing child abuse and neglect. Founded in 1969, we have a proven history of providing support and education to caregivers in the Norman community. In the past year, CCFI has grown to serve additional clients and meet the mental health needs facing children and families in Norman in the wake of the pandemic.

Counseling Services at CCFI are staffed with eight highly qualified and trained mental health professionals, with decades of combined experience. Each mental health professional has additional training and credentials that enhance the services provided at CCFI and offer unique services that would not be accessible elsewhere.

In our Strengthening Families program, we recently expanded to add three additional parent educators. All of our parent educators have received specialized training for the services they provide. Our Baby Pantry has operated in the Norman Community for decades, but during the pandemic, we expanded from only diapers and wipes to include other essential baby items.

Finally, Boys & Girls Club of Norman has been operating since 2015, when we transitioned from the Neighborhood Centers afterschool program. Boys & Girls Club of Norman is a trauma-informed afterschool program that often serves as the safety net for children in Norman.

Our agency has strong financial management and administrative oversight. Operations Director, Liz Biolley, managed the financials associated with CCFI's major capital campaign in 2012-2014. With that experience, she has already set up a restricted Capital fund for this project and provides guidance across the agency for excellent stewardship of funds.



**Provide a description of the program including:**

A. Program Activities

B. Population served

C. How many people will benefit from program

\*Please provide the detail description for the above:

At Center for Children and Families, Inc. (CCFI), we are on a mission to heal children, empower youth, and strengthen families, because every child deserves to grow up safe, nurtured and loved. We provide an array of services that prevent and treat child abuse in the Norman area. These services work to:

- Heal Children through individual and family therapy, including infant mental health therapy. This program aims to build, safe, stable, and health family relationships in the wake of child abuse, neglect, or other traumatic experiences.
- Empower youth at the Boys and Girls Club of Norman providing programs to support academic success, healthy lifestyles, and character and leadership development to students ages 6 through 18.
- Strengthen Families with supportive programs for divorcing parents, supervised visits and exchanges, parenting classes, home visitation for new parents, comprehensive referral services, and a baby pantry with care essentials.

In FY22, CCFI served 962 clients and their families between Strengthening Families, Counseling Services, and the Boys & Girls Club of Norman. From January through October 2022, our Baby Pantry distributed 58,486 diapers to families in need in the Norman community, in addition to wipes, formula, baby food, soap, diaper rash cream, and many other supplies.

\*If awarded, how will this funding be used?

If awarded, funding from the City of Norman ARPA would be used to complete or supplement our Uplifting Families capital project. This project is adding use of our second floor unfinished space, which includes the addition of three private offices, three client meeting rooms, nine workstations, a group therapy family room, a classroom, two restrooms, an elevator, and functional storage closets for program supplies.

With our recent staffing expansion, we estimate to serve approximately 250 additional clients annually. In adding the building expansion, we will be able to extend our reach even further. This includes offering parenting classes onsite. Currently all of our classes are offered in the community or via Zoom because we do not have space at the agency. By moving some of our classes onsite, we will give participants access to our Family Resource Center model, which connects families with a multitude of services that are appropriate for their individual situation. This will also allow us to have a comfortable space for group therapy, including group therapy for caregivers. We will be able to repurpose space downstairs to add a dedicated sensory therapy room and two more therapist offices, allowing us to serve approximately 50 more children who have experienced complex trauma annually.

\*Provide a detailed description of the population to be served (target population, age group, low income, moderate income, etc.):

CCFI serves all families who need access to the specialized care and education that we provide. Below are some of our FY22 demographics across all agency services. Please note that these statistics include the primary client served and not the demographics of the entire family.

In FY22, of 962 clients:

- Age 0-5: 6%
- Age 6-11: 16%
- Age 12-18: 8%
- Adult Caregivers: 70%
- Male: 41%
- Female: 59%

Approximately 3/4 of our families live in poverty, at less than 200% of the Federal Poverty Level. The majority of our Counseling Services are provided to families with Medicaid coverage or uninsured, with only about 5% having private insurance. In Boys & Girls Club, over half of our members speak Spanish at home. We serve a wide range of bilingual and Spanish-speaking families and have a bilingual therapist plus two dedicated bilingual administrators, one at the Boys & Girls Club front desk and one serving our Front Office/ Baby Pantry.

\*Describe intake procedures:



Each program at CCFI has a different intake process. Across all of CCFI programs, clients are prioritized if they are currently being served in a different capacity at the agency, which allows us to provide full-family support. For example, a supervised visitation family that also would benefit from Boys & Girls Club, would be prioritized on that waiting list.

Our Counseling Services and Strengthening Families programs all complete individualized assessments and ongoing monitoring of progress for clients and their families. Services are tailored to meet the needs of the client and treatment plans are developed with client voice. Counseling Services accept requests from caregivers, schools, other non-profits such as Mary Abbott Children's House and Bethesda, the Department of Human Services, and sometimes even the child themselves. Parents Assistance receives referrals from the Department of Human Services. Bringing Up Babies receives referrals from pediatricians, other non-profits such as Bridges and Baby Steps, the Department of Human Services, and often the family themselves. Divorce and Co-Parenting classes are open to anyone and often referrals are received from the Department of Human Services Child Support Services, attorneys or judges, or self-referrals.

Boys & Girls Club of Norman has six priority enrollment schools: Irving Middle School, Longfellow Middle School, Jefferson Elementary, Wilson Elementary, Adams Elementary and Kennedy Elementary. We also have a bus that can pick up from Alcott and Whittier Middle School. Members are prioritized into the program based on a combination of financial need, trauma-informed care, and existing sibling member relationship.

#### **Funding and Schedule**

##### **Funding and Schedule**

\*Attach an itemized budget for funds received from City of Norman:

Uplifting Families Budget - Norman ARPA.xls

\*Additional Funding Sources for project:

Funding secured to date includes:

- Foundations: \$25,789
- City of Norman CDBG: \$25,000
- Individual Support: \$25,000
- Government Funding for HVAC and Furniture: 46,700

This totals \$122,489 in secured funding for the Uplifting Families Capital Project. The total estimate is \$346,000. We are seeking funding from the City of Norman for \$215,000 to expedite the project timeline due to the urgent nature of the need for more mental health services for children that have experienced complex trauma. Our expenses on the attached budget total \$346,000 because furniture and technology were not included in raised expenses as they are covered by a separate government contract. Some of the \$46,700 in other government funding on the revenue portion was spent on purchasing furniture and technology needs for this space.

CCFI is maintaining our current foundation, corporate and individual donors to meet our operating needs.

We anticipate budget needs evolving as the project unfolds based on supply chain demand, in-kind donations, and unexpected expense.

**\*Implementation Schedule for Project:**

If the total amount of our request is funded by the City of Norman, we would be able to submit permitting information and seek bids for contractors immediately. As of Fall 2022, our project is estimated to take approximately five months to complete. The only exceptions to our timeline would be the availability of materials, specifically with challenges related to supply chain for doors and the elevator.

### **Organization Information**

#### **Organization Information**

**\*Did you receive any federal assistance related to COVID to address financial hardships?**

Yes

**\*Explain in detail:**



CCFI received a total of \$1,321,307.93 in funds related to COVID relief.

This includes:

- PPP Round One: \$287,100.00
- PPP Round Two: \$277,912.78
- SBA EIDL Advance: \$10,000
- SBA EIDL Loan: \$150,000 - utilized \$18,000 to pay off an existing line of credit from 2014 capital campaign and repaid the loan in May 2022
- OK DHS HOPE Center Contract: \$251,001 - CCFI operated a HOPE Center during the 2020-2021 school year for children who needed care during all day virtual learning, allowing their families to continue working amid school closures. This funding included equipment purchased to provide this level of care and hourly staff salaries added for the contract.
- Oklahoma Business Relief Program: \$25,000
- Health and Human Services Provider Relief: \$59,819.45
- OKDHS Capital Improvements to Serve Youth Contract: \$74,399.43 - necessary repairs and improvements made in our Boys & Girls Club space after the additional wear from serving youth all day during the 2020-2021 school year
- OK Department of Education ESSER Summer: \$53,594.27 - Includes one time hourly staff added for the contract
- OK Department of Education ESSER Afterschool and Summer: \$132,481.00 - includes staff salaries and hourly staff, plus the expansion of BGCN to Irving Middle School. The total contract award is approximately \$1,000,000 over 2 years.

\*Provide a brief description of the organization's capacity and relevant experience in operating the proposed program.

Center for Children and Families, Inc. is a trauma-informed agency with a focus on preventing and healing child abuse and neglect. Founded in 1969, we have a proven history of providing support and education to caregivers in the Norman community. In the past year, CCFI has grown to serve additional clients and meet the mental health needs facing children and families in Norman in the wake of the pandemic.

Counseling Services at CCFI are staffed with eight highly qualified and trained mental health professionals, with decades of combined experience. Each mental health professional has additional training and credentials that enhance the services provided at CCFI and offer unique services that would not be accessible elsewhere.

In our Strengthening Families program, we recently expanded to add three additional parent educators. All of our parent educators have received specialized training for the services they provide. Our Baby Pantry has operated in the Norman Community for decades, but during the pandemic, we expanded from only diapers and wipes to include other essential baby items.

Finally, Boys & Girls Club of Norman has been operating since 2015, when we transitioned from the Neighborhood Centers afterschool program. Boys & Girls Club of Norman is a trauma-informed afterschool program that often serves as the safety net for children in Norman.

\*Explain in detail how the requested funds for the project relate to COVID?

Fall 2022 has brought extraordinary circumstances to light in our community and nationwide. Unfortunately, we have seen a massive influx of both amount of clients needing services and the severity of cases. This has caused our agency to take advantage of short term government funding opportunities to expand staff, which expands our service reach. We will continue to see the aftermath of mental health effects from the COVID-19 pandemic for years. This was an unprecedented situation that disproportionately affected the most vulnerable communities, including children and low income families. This project will allow us to grow our physical space so we can hire additional staff to meet the wave of need that is barreling down on our community.

In the last week of August 2022, we received four request calls for Counseling Services of children that had witnessed a murder or a suicide right here in Norman. Pre-pandemic, we would work with one or two of those cases annually. Also, during the height of 2020, we saw fewer reported cases of child abuse and neglect due to children not accessing school or other external services where cases of abuse are often reported. In the past year, children have returned back to the classroom and extracurricular activities, so we are beginning to see a rise in the amount of DHS referrals. Cases that our therapists and parent educators are working with are severe and complex, often needing extra hours of staff support or multiple different services offered by the agency.

**Project Demographic Distribution**

<b>Project Demographic Distribution</b>	
*What impacted and/or disproportionately impacted population does the project primarily serve?	children and youth
*If the project primarily serves more than one impacted and/or disproportionately impacted population, select up to two additional populations served:	
This project serves children and youth who have experienced complex trauma, including their entire families. Approximately 75% of program participants at CCFI are less than 200% of Federal Poverty Level.	
*Neighborhood Location/Service: What area served?	Norman - East Norman location

*City of Norman ARPA Funding  
Center for Children and Families, Inc. | Klink, Melissa*

Center for Children and Families, Inc. Uplifting Families Campaign Budget			
REVENUE	Asks Pending	Raised to Date	Total
<b>Foundations</b>			<b>\$ 25,789</b>
Local foundations		\$ 25,789	\$ 25,789
<b>Corporate &amp; Individuals - \$150,000</b>			<b>\$ 75,000</b>
Norman CDBG		\$ 25,000	\$ 25,000
Cumulative Individual/ Corporate Donors	\$ 50,000	\$ 25,000	\$ 50,000
<b>City of Norman ARPA</b>			<b>\$215,000</b>
<b>Other Government Funding</b>			<b>\$ 46,700</b>
<b>TOTAL REVENUE</b>	<b>\$ 50,000</b>	<b>\$ 75,789</b>	<b>\$362,489</b>
EXPENSES			Total
<b>Architectural Fees</b>		\$ 12,200	<b>\$ 12,200</b>
<b>Construction Renovation</b>			<b>\$312,260</b>
General Conditions		\$ 15,000	
Demolition/Dumpsters/ Clean		\$ 17,050	
Electric/ Fire Alarm		\$ 42,000	



**City of Norman ARPA Funding  
Center for Children and Families, Inc. | Klink, Melissa**

Plumbing		\$ 19,800	
HVAC		\$ 25,000	
Framing		\$ 43,565	
Paint and Stain		\$ 22,500	
Millwork/ Countertops		\$ 15,000	
Doors/HW		\$ 18,000	
Flooring		\$ 23,000	
Elevator		\$ 40,000	
Specialties		\$ 1,650	
Insurance		\$ 1,200	
Overhead		\$ 28,495	
<b>One Time Expenses</b>		<b>\$ 21,540</b>	<b>\$ 21,540</b>
			\$ -
<b>TOTAL EXPENSES</b>		<b>\$346,000</b>	<b>\$346,000</b>

*City of Norman ARPA Funding  
Center for Children and Families, Inc. | Klink, Melissa*

Center for Children and Families, Inc. Uplifting Families Campaign Budget			
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<b>City of Norman ARPA</b>			<b>\$215,000</b>
<b>Other Government Funding</b>			<b>\$ 46,700</b>
<b>TOTAL REVENUE</b>	<b>\$ 50,000</b>	<b>\$ 75,789</b>	<b>\$362,489</b>
EXPENSES			Total
<b>Architectural Fees</b>		\$ 12,200	<b>\$ 12,200</b>
<b>Construction Renovation</b>			<b>\$312,260</b>
General Conditions		\$ 15,000	
Demolition/Dumpsters/ Clean		\$ 17,050	
Electric/ Fire Alarm		\$ 42,000	

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Paint and Stain		\$ 22,500	
Millwork/ Countertops		\$ 15,000	
Doors/HW		\$ 18,000	
Flooring		\$ 23,000	
Elevator		\$ 40,000	
Specialties		\$ 1,650	
Insurance		\$ 1,200	
Overhead		\$ 28,495	
<b>One Time Expenses</b>		<b>\$ 21,540</b>	<b>\$ 21,540</b>
			\$ -
<b>TOTAL EXPENSES</b>		<b>\$346,000</b>	<b>\$346,000</b>