



Finance Committee Minutes

via zoom/telephone/in person
Monday, September 12, 2022

MEMBERS PRESENT: Robert T. Tackman, Patricia Usherwood, Eric J.T. Caballero

MEMBERS EXCUSED: None

MEMBERS ABSENT: None

STAFF PRESENT: Kathleen O'Brien, Nancy Turo, Carolyn Brown

GUEST PRESENT: None

CALL TO ORDER

The September 12, 2022 Finance Committee Meeting was called to order at 5:54 pm by Committee Chair Robert Tackman. It was noted for the record that a quorum was present.

APPROVAL OF PREVIOUS MINUTES

Eric Caballero made a motion to approve the June 2022 Finance Committee Meeting minutes. The motion was seconded by Patricia Usherwood Fitzpatrick, and unanimously approved.

FINANCE REPORT

Kathleen O'Brien, CFO, discussed the monthly financial statements for August 2022. Ms. O'Brien stated that net income before depreciation year to date presented on page 3 is (\$57,436) vs a budget of \$1,863,331. We had budgeted fixed asset purchases for Head Start, and are awaiting the final approval to be able to proceed with the purchases.

The net income from normal operations presented on page 7 is \$31,438. This number is the net of "timing differences" of fixed asset purchases, revenue recognition grants and donation cost centers.

The line of credit balance at August 31, 2022 is \$0.

The indirect rate as of August 31, 2022 is 22.16%, and we are approved for 24%.

The current ratio as of August 31, 2022 is 140%, which equates to current assets being \$885,393 higher than current liabilities.

The CFO discussed the Supplemental Financial Information.

The CFO discussed the use of new software, "Leasecrunch" to assist in the new lease and contract reporting requirements effective February 2, 2022.

The CFO stated that the corporate budget for the fiscal year ending January 31, 2024 is in process.

The CFO stated that the new health and dental premium amounts were determined for the plan year October 1, 2022 through September 30, 2023. The premium amounts for the health tiers will remain the same as the current year. We are retaining Delta Dental, and the premium amounts have increased, which will be reported by the HR department.

A discussion was held on obtaining Finance Committee member signatures on monthly credit card and bank operating account reconciliations. Finance Committee members will visit the main office to sign the operating bank account and credit card reconciliations.

Robert Tackman made a motion to change the Board President on the signature cards for Key Bank and M&T Bank from David Scharoun to the new Board President, Judge James Cecile, the motion was seconded by Patricia Usherwood Fitzpatrick, and unanimously approved. The CFO will be completing the steps to effect this change at the two banks.

Analysis of Self Insurance Reserve

The CFO also discussed the "Analysis of Self Insurance Reserve" that was forwarded to the committee members. Our original projection of the August 2022 balance was \$550,230 and the actual balance is \$602,501.

Vendor Responsibility NFP Form

A copy of the Vendor Responsibility Questionnaire was forwarded to the Finance Committee members. The CFO gave a brief description of what this form is used for and what is included in the form.

OLD BUSINESS:

The Executive Director discussed the status of the Weatherization Program move from 811 E. Washington St. to 717 Erie Blvd. West. The sale of 811 E. Washington is moving forward, with an expected closing date of October 1, 2022. The purchase of 717 Erie Blvd. West is expected to close December 1, 2022. She stated that there will be some renovations at the new site. There is a no cost rent back available on 811 E. Washington for four months. Our anticipated move date is January 31, 2023.

NEW BUSINESS: None

OTHER: None

ADJOURNMENT

At 5:15 PM, a motion was made by Patricia Usherwood Fitzpatrick, seconded by Eric Caballero, to adjourn the September 12, 2022 Finance Committee meeting, and was unanimously approved.

PEACE, INC.

ANALYSIS OF SELF INSURANCE RESERVE

#01-2009-00000

ESTIMATE FOR:

10/21-9/22

REVISED

NOTE: USED 15.43% INCREASE PROPOSED BY HF&C FOR PREMIUM RATE
CLAIMS & NON-CLAIMS, STOP LOSS AND MVP FOR 10/21 - 9/22 ARE INCREASED PER HF&C
24.11775% INCREASE

RESERVE CALCULATION:
MTHLY EXPENDITURES

177,582.70

PREPARED BY CFO, AGREED BY HF&C

125 -EE	946.75	118,343.75
11 -EE + SPOUSE	1,707.98	18,787.78
0 -EE + CHILDREN		
19 FAMILY	2,507.08	47,654.52
		184,766.85

X 3 MONTHS PER HF&C
ADM FEE MVP 3 MO @ 7362.5

532,748.10

22,087.50

554,835.60

30,950.40
53,037.90
4,419.83

PROJECTED

PROJECTED

ACTUAL

	PREMIUM	CLAIMS & NON-CLAIMS	STOP LOSS	MVP	#01-2009-00000	PREMIUM	CLAIMS & NON-CLAIMS	STOP LOSS	MVP	PCORI FEE	HAYLOR FEES	#01-2009-00000
BALANCE 7/31/21												
8/21	(171,828.86)	126,491.00	33,062.00	11,180.00	(497,381.87)	(134,602.52)	98,006.83	32,427.34	10,980.20			(497,381.87)
9/21	(171,828.86)	126,491.00	33,062.00	11,180.00	(499,573.59)	(129,904.94)	89,246.51	31,768.02	10,267.20			(490,570.02)
10/21	(184,767.07)	132,972.00	35,952.90	11,237.00	(504,178.76)	(145,928.06)	66,796.32	35,050.50	10,875.10			(522,399.37)
11/21	(184,767.07)	132,972.00	35,952.90	11,237.00	(508,783.93)	(146,770.04)	52,799.53	32,533.32	9,208.70			(574,627.86)
12/21	(184,767.07)	132,972.00	35,952.90	11,237.00	(513,389.10)	(144,871.57)	164,336.67	31,820.94	9,932.50			(513,409.32)
1/22	(184,767.07)	132,972.00	35,952.90	11,237.00	(517,994.27)	(145,974.58)	147,650.65	29,940.21	7,908.50			(473,884.54)
2/22	(184,767.07)	132,972.00	35,952.90	11,237.00	(522,599.44)	(149,793.34)	103,388.93	29,398.77	8,917.50			(481,972.68)
3/22	(184,767.07)	132,972.00	35,952.90	11,237.00	(527,204.61)	(153,773.70)	85,587.11	30,738.06	9,860.00	7,500.00		(502,061.21)
4/22	(184,767.07)	132,972.00	35,952.90	11,237.00	(531,809.78)	(154,972.86)	55,224.38	30,823.53	9,425.00			(561,561.16)
5/22	(184,767.07)	132,972.00	35,952.90	11,237.00	(536,414.95)	(154,720.46)	56,264.85	31,991.88	10,512.50			(617,512.39)
6/22	(184,767.07)	132,972.00	35,952.90	11,237.00	(541,020.12)	(155,316.15)	126,433.24	31,811.40	9,642.50			(604,941.40)
7/22	(184,767.07)	132,972.00	35,952.90	11,237.00	(545,625.29)	(153,793.95)	107,269.49	31,906.41	10,005.00	534.66		(609,019.79)
8/22	(184,767.07)	132,972.00	35,952.90	11,237.00	(550,230.48)	(152,767.60)	119,586.49	29,912.17	9,787.50			(602,501.23)
9/22	(184,767.07)	132,972.00	35,952.90	11,237.00	(554,835.63)							
CONTROL	(2,560,862.56)	1,848,646.00	497,558.80	157,204.00	(554,835.63)							

P.E.A.C.E., INC.
MONTHLY FINANCIAL STATEMENTS
AUGUST 2022

PAGE #

1 **Statement of Financial Position**

3 **Statement of Activities**

6 **Current Ratio**

7 **Comments**

11 **Comparative Information By Program**

K. Duran
John

People's Equal Action and Community Effort, Inc.
Statement of Financial Position
As of August 31, 2022

As of
August 31, 2022

ASSETS	
CURRENT ASSETS	
Cash	\$ 873,690
Receivables	1,784,055
Prepaid Expenses	17,008
Inventory	348,049
Other Assets	95,445
Total CURRENT ASSETS	3,118,247
PROPERTY	
Land	204,793
Buildings	2,742,270
Leasehold Improvements	5,771,992
Vehicles	3,120,527
Equipment	1,077,349
Construction in Progress	10,000
Accumulated Depreciation	(10,485,174)
Total LONG TERM ASSETS	2,441,758
Total ASSETS	\$ 5,560,005

People's Equal Action and Community Effort, Inc.
Statement of Financial Position
As of August 31, 2022

As of
August 31, 2022

LIABILITIES & NET ASSETS	
CURRENT LIABILITIES	
Accounts Payable Trade	\$ 13,722
Short Term Borrowings	
Accrued Payroll & Related Liabilities	616,832
Accrued Compensated Absences	268,296
Accrued Expenses	88,096
Deferred Revenue	1,245,509
Deposits	400
TOTAL CURRENT LIABILITIES	<u>2,232,854</u>
NET ASSETS	
Without Donor Restrictions	3,080,702
With Donor Restrictions	246,449
Total LONG TERM ASSETS	<u>3,327,151</u>
Total LIABILITIES AND NET ASSETS	<u>\$ 5,560,005</u>

People's Equal Action and Community Effort, Inc.
Statement of Activities
For Seven Months Ending August 31, 2022

	Annual Budget	Year To Date Budget	Current Year Year To Date	Prior Year Actual Year To Date
REVENUE:				
Direct Contributions & Fundraising	\$ 131,074	\$ 43,750	\$ 110,451	\$ 88,706
Government Agencies	26,064,926	15,597,446	11,568,864	10,734,221
Rental Income	11,328	6,608	6,811	7,808
Service Fees	469,489	273,869	360,266	276,455
Service Fees - Energy & Housing Fee for Service	246,589	143,844	6,418	39,235
In-Kind Revenue	3,061,966	1,786,147	2,247,547	5,940,662
Dividend, Interest & Other Income			257	151
Total	29,985,372	17,851,662	14,300,614	17,087,237
EXPENSES				
Salaries	12,589,303	7,294,551	6,630,116	6,301,990
Payroll Taxes & Fringe Benefits	3,626,753	2,104,288	1,941,457	1,870,210
Professional Fees & Contract Services	1,753,807	1,023,053	572,844	569,944
Conferences & Travel	314,898	182,640	142,462	110,067
Occupancy Costs	1,958,581	1,142,503	848,733	712,754
Consumable Supplies	2,449,029	1,420,241	1,077,887	865,840
Equipment Expense	341,940	200,847	240,515	158,822
Insurance	407,088	237,467	232,967	222,620
Telephone	209,955	122,474	127,835	99,472
Printing, Postage & Dues	137,133	80,590	96,504	69,354
Vehicle Maintenance	226,660	132,218	157,934	93,801
Interest Expense	1,000	583		1,536
Other Costs & Loss on Disposals	338,288	260,730	41,251	43,955
In-Kind	3,061,966	1,786,147	2,247,547	5,940,662
Total	27,416,400	15,988,331	14,358,051	17,061,025
NET SURPLUS (DEFICIT)	2,568,971	1,863,331	(57,436)	26,212
DEPRECIATION				
Buildings & Leasehold Improvements	(217,787)	(127,043)	(126,991)	(127,230)
Equipment, Vehicles, and Software	(322,176)	(187,936)	(191,541)	(191,174)
Total	(539,963)	(314,978)	(318,532)	(318,404)
CHANGE IN NET ASSETS	\$ 2,029,008	\$ 1,548,353	\$ (375,968)	\$ (292,192)

People's Equal Action and Community Effort, Inc.
Statement of Activities
For Seven Months Ending August 31, 2022

	Fundraising	Non-Allocable	Indirect Pool	Trans & Maint
REVENUE:				
Direct Contributions & Fundraising	13,076			
Government Agencies				
Rental Income				
Service Fees				
Service Fees - Energy & Housing Fee for Service			17,990	25,181
In-Kind Revenue		257		
Dividend, Interest & Other Income		257	17,990	25,181
Total	13,076	257	17,990	25,181
EXPENSES				
Salaries			833,617	
Payroll Taxes & Fringe Benefits		(12)	182,203	
Professional Fees & Contract Services		87	54,321	1,712
Conferences & Travel			15,564	1,241
Occupancy Costs		2	73,899	(19,891)
Consumable Supplies		689	8,800	5,138
Equipment Expense	3,000		31,995	5,506
Insurance			16,713	7,856
Telephone			8,182	4,097
Printing, Postage & Dues			20,202	400
Vehicle Maintenance			1,231	(12,310)
Interest Expense				
Other Costs & Loss on Disposals	10	6,732	(1,246,727)	
In-Kind			17,990	25,181
	3,010	7,497	17,990	18,928
NET SURPLUS (DEFICIT)	10,066	(7,240)	-	6,252
DEPRECIATION				
Buildings & Leasehold Improvements		(122,382)		(4,550)
Equipment, Vehicles, and Software		(186,717)		(1,702)
Total	-	(309,099)	-	(6,252)
CHANGE IN NET ASSETS	10,066	(316,339)	-	-

People's Equal Action and Community Effort, Inc.
Statement of Activities
For Seven Months Ending August 31, 2022

	Grants	Rental Properties	Other
REVENUE:			
Direct Contributions & Fundraising			97,375
Government Agencies	11,568,864		
Rental Income		6,811	
Service Fees			360,266
Service Fees - Energy & Housing Fee for Service			6,418
In-Kind Revenue	2,195,982		8,394
Dividend, Interest & Other Income			
Total	13,764,846	6,811	472,454
EXPENSES			
Salaries	5,369,974	70	426,455
Payroll Taxes & Fringe Benefits	1,579,134	11	180,122
Professional Fees & Contract Services	489,254		27,470
Conferences & Travel	124,279		1,378
Occupancy Costs	728,945	1,677	64,101
Consumable Supplies	1,528,823		(465,563)
Equipment Expense	193,751		6,263
Insurance	198,842	341	9,216
Telephone	108,281	53	7,222
Printing, Postage & Dues	66,410		9,492
Vehicle Maintenance	150,698		18,315
Interest Expense			
Other Costs & Loss on Disposals	1,186,503	15	94,719
In-Kind	2,195,982		8,394
	13,920,874	2,167	387,584
NET SURPLUS (DEFICIT)	(156,028)	4,644	84,869
DEPRECIATION			
Buildings & Leasehold Improvements			(58)
Equipment, Vehicles, and Software			(3,123)
Total	-	-	(3,181)
CHANGE IN NET ASSETS	(156,028)	4,644	81,688

PEACE, INC.
CURRENT RATIO
AS OF AUGUST 31, 2022

	CURRENT ASSETS	CURRENT LIABILITIES	CURRENT RATIO	DIFFERENCE IN DOLLARS
1/31/05	2,029,803	2,184,993	92.90%	(155,190)
1/31/06	1,589,391	1,792,909	88.65%	(203,516)
1/31/07	1,775,617	1,891,171	93.89%	(115,554)
1/31/08	2,321,076	2,355,826	98.52%	(34,750)
1/31/09	1,576,343	1,754,019	89.87%	(177,676)
1/31/10	3,286,876	3,284,011	100.09%	2,865
1/31/11	3,744,177	3,531,750	106.01%	212,427
1/31/12	2,306,292	1,886,324	122.26%	419,968
1/31/13 - FIRST CLOSE	1,949,478	1,278,319	152.50%	671,159
1/31/14 - FIRST	1,493,007	895,712	166.68%	597,295
1/31/15 FINAL	2,679,027	2,135,917	125.43%	543,110
1/31/16 FIRST CLOSE	2,312,267	1,667,694	138.65%	644,573
1/31/17 PRELIM	2,036,080	1,398,479	145.59%	637,601
1/31/18 - FIRST CLOSE	2,008,901	1,523,164	131.89%	485,737
1/31/19 FINAL	2,353,073	1,919,548	122.58%	433,525
1/31/20 FIRST CLOSE	2,283,412	1,826,420	125.02%	456,992
1/31/21 - FIRST CLOSE	2,694,357	1,556,977	173.05%	1,137,380
2/28/21	3,244,566	2,170,771	149.47%	1,073,815
3/31/21	2,998,425	1,904,565	157.43%	1,093,840
4/30/21	2,696,464	1,599,652	168.57%	1,096,812
5/31/21	2,871,159	1,794,081	160.04%	1,077,078
6/30/21	2,556,664	1,550,607	164.88%	1,006,057
7/31/21	2,580,559	1,619,575	159.34%	960,984
8/31/21	2,317,468	1,376,283	168.39%	941,185
9/30/21	2,320,368	1,395,278	166.30%	925,090
10/31/21	3,151,869	2,183,206	144.37%	968,663
11/30/21	3,056,927	2,151,924	142.52%	915,003
12/31/21	3,062,677	2,138,931	143.19%	923,746
1/31/22 - FIRST CLOSE	3,110,417	1,994,875	155.92%	1,115,542
2/28/22	2,938,344	1,833,046	160.30%	1,105,298
3/31/22	3,307,316	2,364,966	139.85%	942,350
4/30/22	3,240,513	2,284,300	143.11%	976,213
5/31/22	3,122,549	2,211,760	141.18%	910,789
6/30/22	3,118,247	2,232,854	139.65%	885,393
7/31/22				
8/31/22				

AS OF:

NOT CALCULATED AS 1/31/21 NOT CLOSED FOR FISCAL YEAR END

NOT CALCULATED AS 1/31/22 NOT CLOSED FOR FISCAL YEAR END

PEACE, INC.
FINANCIAL STATEMENT NOTES AND COMMENTS
AS OF AUGUST 31, 2022

CURRENT RATIO STATUS

The current ratio is an analysis of current assets divided by current liabilities.
The goal is to have at least 100%, to ensure we have enough current assets to cover our current liabilities.

The current ratio for August 31, 2022 is 140%, which equates to current assets \$885,393 higher than current liabilities.

NET SURPLUS (DEFICIT) BEFORE DEPRECIATION

The budgeted net income before depreciation year to date is \$1,863,331 and actual is (\$57,436). The change in net assets after depreciation is (\$375,968).
The budgeted net income before depreciation includes purchases of fixed assets by Head Start that have not been purchased as yet. We are waiting for grantor approval.

An overview of the components making up this (\$57,436) is:

From Normal Operations:

Senior Nutrition	28,774
Centro	28,000
Fundraising	10,066
Transportation & Maintenance	6,252
Rental Properties	4,644
Energy & Housing Fee for Service	382
Other	(672)
Non-Allocable	(7,240)
Indirect Cost not allowed on grant	(38,768)
	<u>31,438</u>

From "Timing Differences" (over period of more than one year the net effect is \$0)

Fixed Asset Purchases	153,926
Revenue Recognition	(246,269)
Special Donation Accounts	3,468
	<u>(88,875)</u>
	<u>(57,436)</u>

TOTAL FUNDRAISING REVENUE:

COST CENTER #100 FUNDRAISING (WITH TRANSFERS)
SPECIAL DONATION ACCOUNTS
MEAL CONTRIBUTIONS

13,076
44,355
53,020
110,451

LINE OF CREDIT

BALANCE BEGINNING OF MONTH

\$

BALANCE AT END OF MONTH

\$

Current month interest expense

NA

Date interest paid

NA

CAPITAL IMPROVEMENT/REPAIR CASH ACCOUNT

Balance at Beginning of Month

\$

431,727.64

Balance at End of Month

\$

431,727.64

INDIRECT RATE

The final rate for year ending 1/31/21 IS 21.6%
The provisional rate for 2/1/21 - 1/31/24 is 24.00%

8/22	22.16%
8/21	23.37%

ANALYSIS OF IN-KIND AND HEAD START ADMINISTRATIVE RATES:

Unless otherwise stated, the booked In-Kind includes entries are through the previous month, due to the quick close of financial statements each month. Therefore, the In-Kind below includes an estimate for the current month based on actual for the prior month.

IN-KIND (MAJOR GRANTS)

	IN-KIND	EXPENDITURES	%	REQUIRED
2409 Head Start	2,185,533	6,085,622	0.36	0.2234
4018 CSBG	673,907	1,434,549.62	0.47	N/A

NOTE: CAN ALSO USE UPK FUNDING AS IN-KIND, NOT INCLUDED ABOVE.

In-Kind is posted in the subsequent month. The In-Kind reported above includes an estimated amount based on the current month.

ADMINISTRATIVE RATE

HEAD START
ADMIN. RATE

(NOT TO EXCEED)
REQUIRED

2409 Head Start

0.10

0.15

WEATHERIZATION FEE FOR SERVICE PROGRAMS

Net income for Fee for Service programs is:

	Current Month	Year To Date
9125 Empower New York	382	382
9310 DEHS Fee for Service	-	-
9600 Multifamily Performance	-	-
	382	382

ACCRUAL ACCOUNTING

We are accruing invoices for not only the indirect pool, but also any projects that are not cash basis. This includes projects such as the rental locations and temporarily restricted accounts. waiting for year end.

DEPRECIATION

Purchases with grant funds - we recognize the revenue when we purchase the fixed asset. Then in subsequent years, we must reflect the depreciation as an expense that hits our "Change in Net Assets".

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF AUGUST 31, 2022

CC	REVENUE			NET			PROGRAM
	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	
3570 BBBS OSWEGO	5,000	2,917	3,443	(1,071)	(625)	(662)	BBBS
3571 BBBS OSWEGO						(16,148)	BBBS
3630 ***BBBS BNY MELLON	15,000	8,750	11,198	(16,125)	(9,406)	(2,007)	BBBS
3659 BBBS ONONDAGA CO.				(3,421)			BBBS
3660 BBBS ONONDAGA CO.	29,800	17,383			(1,633)	(134)	BBBS
3662 BBBS ONONDAGA CO.	259,829	151,567	25,200			(17,109)	BBBS
3665 ***BBBS ARBY'S	16,000	9,333	104,537			18,324	BBBS
3666 ***BBBS ARBY'S	325,629	189,950	160,391	(20,637)	(12,038)		BBBS
4018-554 CSBG							BBBS
9144 BBBS UNITED WAY							BBBS
152 CAPITAL IMPROVE/REPAIR				(3,000)	(1,750)		CAPITAL IMPROVE
				(3,000)	(1,750)		
9082 CENTRO	469,489	273,869	307,996	42,661	24,897	28,000	CENTRO
	469,489	273,869	307,996	42,681	24,897	28,000	
3003 EARLY CHILDHOOD PATH	174,391	101,728	39,961				COMM SVC
3004 AEI CHILDHOOD PATH			39,062				COMM SVC
3682 ***JOHN BEN SNOW	7,500	4,375				(7,500)	COMM SVC
4018-502 CSBG	238,247	138,977	196,112				COMM SVC
4018-530 CSBG	18,329	10,692	2,118				COMM SVC
4018-532 CSBG	172,276	100,495	71,301				COMM SVC
4018-533 CSBG	153,190	89,361	61,866				COMM SVC
4018-534 CSBG	148,537	86,646	92,022				COMM SVC
4018-535 CSBG	82,324	48,022	39,236				COMM SVC
4018-536 CSBG	133,085	77,633	91,737				COMM SVC
4018-537 CSBG	177,255	103,399	250,411				COMM SVC
4189 CSBG CARES	967,932	564,627	714,074	63,180	36,856	83,066	COMM SVC

NET

12

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF AUGUST 31, 2022

CC	REVENUE			NET			PROGRAM
	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	
10804 HS JORDAN						(254)	DONATIONS
10805 HS LIVERPOOL			225			(394)	DONATIONS
10807 HS GENESEE						(480)	DONATIONS
10810 HS LAFAYETTE						(213)	DONATIONS
10816 HS SUMNER			29			(380)	DONATIONS
10823 CSFRC			920			(9,296)	DONATIONS
10829 BOWL BBBS						(10)	DONATIONS
10830 EASTWOOD SENIOR CENTER						(200)	DONATIONS
10834 CS CROP WALK							DONATIONS
10838 SENIOR SERVICES			100			100	DONATIONS
10839 SSFRC COORD SPECIAL							DONATIONS
10842 COUNTY WEST KIDZ RULE							DONATIONS
10844 ESFRC COORDINATOR'S			1,058			1,058	DONATIONS
10849 HS MERRICK			347			347	DONATIONS
10850 EASTWOOD SENIOR CENTER						(49)	DONATIONS
10854 BBBS OTHER			19,905			11,261	DONATIONS
10855 BERKSHIRE BANK TRAINING						(2,451)	DONATIONS
10856 CSFRC			850			(1,136)	DONATIONS
10861 CAMP FUND			45			(170)	DONATIONS
10866 TRANSPORTATION							DONATIONS
10867 FSD LUNCH & LEARN			50			(79)	DONATIONS
10868 EMPLOYEE EMERG						(785)	DONATIONS
10875 SSFRC SENIORS						(6)	DONATIONS
10877 BBBS COUNTRY RUN						(1,534)	DONATIONS
10878 BBBS SCHOLARSHIP			3,000			3,000	DONATIONS
10879 CSFRC DOMESTIC VIOLENCE			100			(850)	DONATIONS
10880 CWFRC COORD SPECIAL						(4,936)	DONATIONS
10881 A CAUSE TO CELEBRATE						(211)	DONATIONS
10882 VOILL FOUNDATION			14,116			(500)	DONATIONS
10883 BBBS GOLF BALL TOURN			2,500			6,648	DONATIONS
10884 GEAR FOR GOOD			44,355			2,335	DONATIONS
			-			286	

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF AUGUST 31, 2022

CC	REVENUE			NET			PROGRAM
	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	
9125 EMPOWER	167,559	97,743	6,418	(1,540)	(898)	382	E&H FFS
9310 DEHS FEE FOR SERVICE	79,030	46,101		14,818	8,644		E&H FFS
	246,589	143,844	6,418	13,278	7,745	382	
3902 ECC OFA	25,000	14,583	18,743				EASTWOOD
3903 ECC OFA			162				EASTWOOD
3904 ECC OFA	73,425	42,831					EASTWOOD
4202 ECC DEFRANCISCO	213,327	124,441	119,920				EASTWOOD
4018-584 CSBG	311,752	181,856	138,826				EASTWOOD
3328 FGP CNCS	447,841	261,241	221,813				FGP
3329 FGP CNCS			26,952				FGP
3495 NYS OFFICE FOR THE AGING	5,874	3,427	5,534				FGP
3496 NYS OFFICE FOR THE AGING	453,715	264,667	254,299				
1700 FOOD SERVICES			8,394				FOOD SVC
3239 FSD OFA	474,973	277,067	299,815	(75,000)	(43,750)	(24,246)	FOOD SVC
4018-581 CSBG	185,135	107,995	110,708				FOOD SVC
9360 FOOD SERV - MEAL CONTR	75,000	43,750	53,020	75,000	43,750	53,020	FOOD SVC
	735,108	428,813	471,937		0	28,774	
100 FUNDRAISING	56,074		13,076	40,408	(4,582)	10,066	FUND
	56,074		13,076	40,408	(4,582)	10,066	
3101 HTFC - P PLUS	287,500	167,708	2,949	13,308	7,764		HCR

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF AUGUST 31, 2022

CC

REVENUE

	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
3102 NYS HEAP WX ARPA			7,667
3103 ONONDAGA COUNTY AGING			2
3131 DHCR - LANDLORD CONTR			52,270
3189 HCR 3/1/22	3,164,208	1,845,788	557,582
3192 HCR 3/23			773,649
	3,451,708	2,013,496	1,394,119
2011 HS STABILIZATION			
2098 CACFP	270,400	157,733	1,043
	284,000	165,667	321,940
2205 ***GRO MORE GARDEN			
2208 HS/EHS COVID 19	217,848	127,078	135,079
2209 HS/EHS ARP	840,589	490,402	491,589
2408 HEAD START	18,267,368	10,655,964	
2409 HEAD START			8,008,128
2458 HS T&TA	106,150	61,921	
2459 HS T&TA			106,150
2558 EHS T&TA	70,651	41,213	
2559 EHS T&TA			31,925
2608 SYRACUSE UPK	749,585	437,258	451,549
2908 LIVERPOOL EPK	34,000	19,833	20,500
	20,840,691	12,157,069	9,567,903
1010 MAIN OFFICE			
1014 SUPPLEMENTAL COSTS			15,224
1020 EXECUTIVE OFFICE			
1030 HR			
1040 FISCAL			
1070 MIS			
1080 PROGRAM OVERSIGHT			2,766
1090 BOARD OF DIRECTORS			
1095 INDIRECT POOL ALLOCATION			17,990

NET

	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	PROGRAM
				HCR
				HCR
				HCR
	128,182	74,773	47,038	HCR
			(20,858)	HCR
	141,490	82,537	26,180	
				HS
				HS
	(1,500)	(875)	(1,102)	HS
				HS
	2,357,437	1,375,172		HS
				HS
				HS
				HS
				HS
				HS
				HS
				HS
			(163,287)	HS
			(4,939)	HS
	2,355,937	1,374,297	(169,328)	
				INDIRECT POOL
	(201,949)	(117,803)	(113,338)	INDIRECT POOL
	(82,500)	(48,125)		INDIRECT POOL
	(303,878)	(168,675)	(170,681)	INDIRECT POOL
	(494,009)	(275,845)	(257,865)	INDIRECT POOL
	(818,729)	(453,369)	(487,733)	INDIRECT POOL
	(229,384)	(127,532)	(129,557)	INDIRECT POOL
	(257,614)	(142,741)	(131,027)	INDIRECT POOL
	(14,995)	(3,975)	(1,084)	INDIRECT POOL
	2,403,059	1,338,065	1,291,285	INDIRECT POOL

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF AUGUST 31, 2022

CC	REVENUE			NET			PROGRAM
	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL	
150 NON-ALLOCABLE			257	(12,200)	(7,117)	(7,240)	NON-ALLOC
153 NON-ALLOCABLE DEPREC			257	(530,794)	(309,630)	(309,099)	NON-ALLOC
				(542,994)	(316,747)	(316,339)	
3758 OPWDD	73,238	42,722	41,838				PROJ CONN
4018-552 CSBG	16,616	9,693	11,581				PROJ CONN
	89,854	52,415	53,419				
3487 OFA N'HOOD ADV	41,000	23,917	7,121				PROJ ROSE
3488 OFA EISEP	46,620	27,195	9,023				PROJ ROSE
3497 OFA N'HOOD ADV			15,177				PROJ ROSE
3498 OFA EISEP	5,245	3,059	9,410				PROJ ROSE
4018-311 CSBG	92,865	54,171	3,319				PROJ ROSE
			44,051				
7020 TULLY	4,800	2,800	2,800	1,377	803	1,416	RENTALS
7042 TULLY - ARISE	6,528	3,808	3,808	4,868	2,840	3,145	RENTALS
7066 SSFRC ECA			101			44	RENTALS
7067 WSFRC ECA			101			39	RENTALS
	11,328	6,608	6,811	6,245	3,643	4,644	
1500 TRANSPORTATION							TRANS & MAINT
1600 MAINTENANCE			25,181				TRANS & MAINT
			25,181				
9819 YEAR END ACCRUALS			(69,495)			11,078	Y/E ACCRUALS
MINOR DIFF			(69,495)			11,078	

PEACE, INC.
COMPARATIVE INFORMATION BY PROGRAM
AS OF AUGUST 31, 2022

CC

REVENUE

ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
29,985,372	17,458,756	14,300,614

NET

ANNUAL BUDGET	YTD BUDGET	YTD ACTUAL
2,029,008	1,155,437	(375,968)

PROGRAM

P.E.A.C.E., INC.
SUPPLEMENTAL FINANCIAL INFORMATION
PREPARED FOR FINANCE COMMITTEE
AS OF AUGUST 31, 2022

FILE: CONTROLLER/FINANCIALS/SUPPLEMENTAL
FINANCIAL INFORMATION

NOTE: All cost center Statement of Activities are available for all Finance Committee and Board Meetings
A copy of the Fiscal Policy and Procedure manuals is present at all Finance Committee and Board Meetings.
Note - there are no Finance Committee or Board meetings during the months of July and August.
Finance Committee meetings were held remotely during covid 19 period.

UNRELATED BUSINESS INCOME (TO BE UPDATED PERIODICALLY)

OUTSIDE OF COUNTY:

BBBS OSWEGO CO. GRANT
MULTIFAMILY PERFORMANCE PROGRAM

NOT UNRELATED BUSINESS PER AUDITORS

OUTSIDE OF LOW INCOME GUIDE:

ASSISTED HOME PERFORMANCE

TOTAL

TOTAL REVENUE

%

GUIDE - % OF ALL REVENUE

14,300,614

0%

15% - 30%

BANK ACCOUNTS

BANK	DESCRIPTION	G/L ACCT #	BALANCE AT MONTH END	MONTH LAST RECONCILED
KEY BANK	Operating	01-1000-00000	361,582	8/22
KEY BANK	DHCR Landlord Contr.	01-1004-00000	19,591	8/22
M&T	Operating for HS	01-1010-00000	23,314	8/22
KEY BANK	Capital Improvement/Repair Account	01-1012-00000	431,728	8/22
KEY BANK	Health Captive Account	01-1015-00000	29,474	8/22
All Petty Cash			8,000	
			<u>873,690</u>	

NOTE: The two main operating accounts for Key Bank and M&T are reconciled before statements are released for the month.
The remaining account reconciliations are due by the end of the subsequent month.
Petty cash are reconciled quarterly.

1

NOTE:

Due to social distancing for COVID 19, Finance Committee meetings are held remotely. Therefore, there may not be a member present to sign the reconciliations. Note that there are no Finance Committee Meetings in July or August.

OPERATING CASH ACCOUNTS:

		4/22	5/22	6/22	7/22
KEY BANK	658				
M&T	6200				

Bob Tackman

Bob Tackman

The above operating bank account reconciliations are presented to the Finance Committee, and a committee member initials upon review. The reconciliations are presented for the prior month, as we close and present monthly financial statements so quickly.

CREDIT CARD STATEMENTS:

NOT APPLICABLE DURING THE SUMMER MONTHS OF JULY AND AUGUST

KEY BANK (OPERATING AND DMV)
GENERAL PURCHASES

Patricia Usherwood

HOME DEPOT
USED BY E&H, MAINTENANCE

Judge Jim Cacile

WEGMANS
USED BY HEAD START, FOOD SERVICES

Patricia Usherwood

WEX
USED BY VARIOUS DIRECTORS - OIL CHANGES

Eric Caballero

The above credit card statements are presented to the Finance Committee, and a committee member initials upon review. The credit card statements are for the prior month as we close the books quickly.

NOTE: There has been no review of items below as meetings are not held during the months of July and August.
 Since the inception of COVID 19, there have been no onsite Finance Committee meetings

OTHER TO REVIEW:	FINANCE COMMITTEE REVIEW	
	12/9/19	9/12/22
Cost Allocation		
NYS Vendor Responsibility Questionnaire (simi-annual) Copy available for review		
Cash Receipts - periodic		
Cash Disbursements - periodic		

AGED ACCOUNTS RECEIVABLE AS OF JULY 31, 2022

	TOTAL	CURRENT	1-30	31-60	61-90	OVER 90
See statement attached.	2,081,736	1,915,688	164,424	0%	1,624	0%
	100.00%	92%	8%		0%	

Description of items over 90 days old - see attached for information

Note: The amounts shown are for the prior month, as the reconciliations are not due until the end of the month after the month reported.

AGED ACCOUNTS PAYABLE AS OF AUGUST 31, 2022

M&T BANK

	TOTAL	CURRENT	1-30	31-60	61-90	OVER 90
%	0.00%	0%	0%	0%	0%	0%

None

AGED ACCOUNTS PAYABLE AS OF AUGUST 31, 2022

M&T BANK

	TOTAL	CURRENT
%		
None		
# of invoices over 90 days old		0

	TOTAL	CURRENT
%		
Description of items over 90 days old:		
None		
# of invoices over 90 days old		0

ACCOUNTING AND FINANCIAL POLICIES AND PROCEDURES MANUAL and TRAINING

The CFO handed out a copy of a recent Vendor Responsibility NFP Form. This is every 6 months for the CSBG Grant. The copy distributed was from 6/15/22.

Judge James Cecile became the new Board President effective September 1, 2022. With this change we need to update our signature cards for both the Key Bank and M&T Bank operating accounts. The CFO will go over the information required for this change.

(H)

LEGAL

RE: DISCRIMINATION

383 HUMAN RIGHTS CASE

One 5/23/22 we were notified of a human rights case from a Merrick HS worker who is claiming discrimination. The notice was sent to HF&C on 5/23/22 to put them on notice. The employee is claiming the supervisor was discriminatory and he was fired with another worker.

We heard from our Philly rep on 5/25/22, who had some questions.

We received a 8/17/22 "Determination and Order after Investigation" was made in our favor with "no probable cause for discrimination. The employee has 60 days to file for an appeal.

366 HUMAN RIGHTS CASE

We received information regarding a human rights case on 11/18/21.

An Energy & Housing employee filed a complaint for discrimination based on race with the Division of Human Rights.

The information was forwarded to HR&C.

The Philly rep called on 11/19 and 11/23/21. We answered all questions.

There is a \$50,000 retainer/deductible that has to be met first before coverage kicks in.

Per HR, the case is still pending with Division of Human Rights as of 9/7/22.

RE: STAFF MEMBER VEHICLE ACCIDENT

On 1/25/22 our PEACE, Inc. vehicle was in an accident where there was vehicle damage. The claim was initially processed 2/16/22. We will readdress the claim reimbursement to us, as the actual quote for the damage was higher than anticipated. Also, we subsequently received a letter from the other party's attorney on 2/28/22 requesting information and evidence.

TRIAL BALANCE AS OF AUGUST 31, 2022

Balance of Trial Balance at month end (should be \$0)

Verified by CFO is \$0

5

FISCAL VOUCHERING FOR ALL GRANTS

The CFO maintains a list of due dates for all grant vouchers.

All grant vouchers have been sent during the month

Yes

VOUCHERING FOR ALL OTHER BILLINGS (RENTS, CENTRO, ETC)

The CFO maintains a list of due dates for all vouchers.

All other vouchers have been sent during the month

Yes

REQUIRED TAX FILINGS

The CFO has reviewed that all required tax filings have been submitted on time (payroll and corporate)

Yes

CASH FORECAST

The CFO will prepare cash forecasts as needed.

MEAL COUNTS - AUGUST 2022

Breakfast	8/22	765
Lunch		871
Snack		818
Total Attended		886

PEACE, INC.
ACCOUNTS RECEIVABLE
AS OF JULY 31, 2022

BALANCE AT 7/31/22

ACCT # A/R PROJECT ACCT DESCRIPTION

CURRENT 1-30 31-60 61-90 OVER 90

01-1100-00000	150 NON-ALLOC	-	-	-	-
01-1100-00000	1040 FISCAL	83.95	83.95	-	-
01-1100-00000	1700 PICKARD DRIVE	-	-	-	-
01-1100-00000	2098 CACFP	176,279.38	176,279.38	-	-
01-1100-00000	2207 HS COVID 19	-	-	-	-
01-1100-00000	2208 HS CRRSA	80.57	80.57	-	-
01-1100-00000	2209 HS ARP	87,546.42	87,546.42	-	-
01-1100-00000	2210 HS COVID19 CARRYOVER	-	-	-	-
01-1100-00000	2408 HS	-	-	-	-
01-1100-00000	2409 HEAD START	404,373.99	404,373.99	-	-
01-1100-00000	2458 HS T&TA	-	-	-	-
01-1100-00000	2459 HS T&TA	2,679.19	2,679.19	-	-
01-1100-00000	2558 EHS T&TA	-	-	-	-
01-1100-00000	2559 EHS T&TA	712.16	712.16	-	-
01-1100-00000	2608 SYRACUSE UPK	-	-	-	-
01-1100-00000	2908 LIVERPOOL EPK	-	-	-	-
01-1100-00000	3003 ALLIANCE FOR ECONOMIC INCLUSION	28,787.37	28,787.37	-	-
01-1100-00000	3004 ALLIANCE FOR ECONOMIC INCLUSION	19,079.54	19,079.54	-	-
01-1100-00000	3103 ONONDAGA COUNTY AGING IN PLACE	0.37	0.37	-	-
01-1100-00000	3187 HCR	-	-	-	-
01-1100-00000	3189 HCR 4/21 - 3/22	33,727.53	(47,052.06)	80,779.59	-

7

PEACE, INC.
ACCOUNTS RECEIVABLE
AS OF JULY 31, 2022

INCLUDE IN		ACCT DESCRIPTION	BALANCE AT 7/31/22				
ACCT #	A/R PROJECT		CURRENT	1-30	31-60	61-90	OVER 90
01-1100-00000	3192 HCR		594,992.70	-	-	-	-
01-1100-00000	3239 OFA		129,326.34	-	-	-	-
01-1100-00000	3327			-	-	-	-
01-1100-00000	3328 CNCS		39,198.75	-	-	-	-
01-1100-00000	3329 CNCS FGP		10,546.51	-	-	-	-
01-1100-00000	3366 ELMCREST CHILDREN'S CENTER			-	-	-	-
01-1100-00000	3485 NEIGHBORHOOD ADVISOR			-	-	-	-
01-1100-00000	3486 EISEP			-	-	-	-
01-1100-00000	3487 NEIGHBORHOOD ADVISOR			-	-	-	-
01-1100-00000	3488 EISEP			-	-	-	-
01-1100-00000	3496 OFFICE FOR AGING			-	-	-	-
01-1100-00000	3497 NEIGHBORHOOD ADVISOR		6,641.59	-	-	-	-
01-1100-00000	3498 EISEP		5,005.41	-	-	-	-
01-1100-00000	3470 OSWEGO COUNTY			-	-	-	-
01-1100-00000	3497 NEIGHBORHOOD ADV			-	-	-	-
01-1100-00000	3498 PROJ ROSE - EISEP			-	-	-	-
01-1100-00000	3570 OSWEGO COUNTY			-	-	-	-
01-1100-00000	3571 OSWEGO COUNTY		3,887.00	-	-	-	-
01-1100-00000	3660 ONONDAGA COUNTY OFA			-	-	-	-
01-1100-00000	3665 BBBS ARBY'S			-	-	-	-
01-1100-00000	3666 BBBS ARBY'S	EST	34.74	-	-	-	-
			2,263.45			1,623.55	

PEACE, INC.
ACCOUNTS RECEIVABLE
AS OF JULY 31, 2022

INCLUDE IN		ACCT DESCRIPTION		BALANCE AT 7/31/22				
ACCT #	A/R PROJECT			CURRENT	1-30	31-60	61-90	OVER 90
01-1100-00000	3756 OPWDD			-				
01-1100-00000	3757 OPWDD PROJ CONNECTION			-				
01-1100-00000	3902 ONONDAGA COUNTY OFA			-				
01-1100-00000	3903 COUNTY OF ONONDAGA OFA			-				
01-1100-00000	3904 ECC OFA		52.67	52.67				
01-1100-00000	4018 CSBG	EST	290,171.78	290,171.78				
01-1100-00000	4167 CSBG RE-ENTRY			-				
01-1100-00000	4169 ESPRI/HOPE DUNK YOUR JUNK			-				
01-1100-00000	4169 ESPRI/HOPE DESFRC DUNK JUNK			-				
01-1100-00000	4185 CDBG DUNK YOUR JUNK			-				
01-1100-00000	4191 HPNAP			-				
01-1100-00000	4194 SCSD ESFRC			-				
01-1100-00000	4196 UNITED WAY EITC			-				
01-1100-00000	4198 HOUSING VISIONS			-				
01-1100-00000	4199 VERA HOUSE		1,109.50	1,109.50				
01-1100-00000	4202 ECC DEFRANCISCO		26,575.00	26,575.00				
01-1100-00000	4203 ESFRC/WSFRC SCSD ALTER		15,504.55	8,533.93	6,970.62			
01-1100-00000	4204 MAGNARELLI	EST	2,990.00	1,530.00	1,460.00			
01-1100-00000	4206 ONONDAGA COUNTY GUN VIOLENCE			-				
01-1100-00000	4208 UNITED WAY EITC			-				
01-1100-00000	4209 SAVE THE RAIN	EST	10,000.00	10,000.00				

9

PEACE, INC.
ACCOUNTS RECEIVABLE
AS OF JULY 31, 2022

BALANCE AT
7/31/22

CURRENT 1-30 31-60 61-90 OVER 90

ACCT #	INCLUDE IN A/R PROJECT	ACCT DESCRIPTION
01-1100-00000	4210	ONONDAGA CNTY-HEALTH DEPT
01-1100-00000	4211	HOUSING VISIONS
01-1100-00000	4212	HPNAP
01-1100-00000	4214	ALLYN FOUNDATION SUMMER PROG
01-1100-00000	4999	COVID-19
01-1100-00000	5106	KRESGE
01-1100-00000	7020	TULLY
01-1100-00000	7070	ESFRC BABY BACK
01-1100-00000	9082	CENTRO
01-1100-00000	9125	EMPOWER
01-1100-00000	9143	UNITED WAY
01-1100-00000	9144	UNITED WAY
01-1100-00000	9310	DEHS FEE FOR SERVICE
01-1100-00000	9818	Y/E ACCRUALS 1/31/21
01-1100-00000	10882	VOLL FOUND
01-1103-00000	1040	A/R MISC
01-1215-00000		PAYROLL SUSPENSE
	EST	

(286.37) (286.37)

2,081,735.57
2,081,736.00
(0.43)

1,915,688.34 164,423.68

1,623.55

10

Printed By: Carolyn Brown
Date Printed: Jun 15, 2022**Vendor Responsibility NFP Form**

Status: Certified

Note: The content of any attached documents will not print with this page. To view or print an attached document, you must open it separately by clicking the corresponding hyperlink in the 'Uploaded Files' section of a question.

Basic Vendor Data**Entity Information**

Legal Business Entity Name: PEOPLES EQUAL ACTION AND COMMUNITY EFFORT INC
TIN (EIN or SSN): 166095039
Vendor ID: 1000016490
Principal Place of Business: 217 South Salina Street, 2nd Floor
Syracuse, NY 13202
United States
Telephone: (315)470-3300
Fax: (315)472-8939
Website: www.peace-caa.org
Email: nturo@peace-caa.org

Business Entity Information

Business Type: Not-For-Profit
Business Activity: Non-Construction

Additional Business Entity Identities

Type:	Previously Enrolled As	Explanation:
Name:	People's Equal Action and Community Effort, Inc.	
Vendor ID:	1000016490	
Status:	Active	

Type:	Previously Enrolled As	Explanation:
Name:	PEACE INC	
Vendor ID:	1000016490	
Status:	Active	

Type:	Previously Enrolled As	Explanation:
Name:	PEACE INC	
Vendor ID:	1000016490	
Status:	Active	

Authorized Contacts

Name:	Todd Goehle	Address:	217 South Salina Street
Title:	Planning and Community Engagement Manager		2nd floor
Telephone:	(315)576-8512		Syracuse, NY 13202
Email:	todd.goehle@peace-caa.org		United States

I. Business Characteristics

1.0 Business Entity type - Please check appropriate box and provide additional information:

- ☒ Corporation (including PC)
☐ Limited Liability Co. (LLC or PLLC)
☐ Limited Liability Partnership
☐ Limited Partnership
☐ General Partnership
☐ Sole Proprietor
☐ Unincorporated Association
☐ Other - Specify

Date of Incorporation

03/26/1968

1.1 Was the Business Entity formed in New York State?

- ☒ Yes
☐ No

1.2 Is the Business Entity currently registered to do business in New York State with the Department of State?

Note: Select 'Not Required' if the Business Entity is a General Partnership.

- ☒ Yes
☐ No
☐ Not Required

1.3 Is the Business Entity registered as a Sales Tax vendor with the New York State Department of Taxation and Finance?

- ☒ Yes
☐ No

1.4 Is the responding Business Entity a Joint Venture?

Note: If the submitting Business Entity is a Joint Venture, also submit a separate questionnaire for each Business Entity comprising the Joint Venture.

- ☐ Yes
☒ No

1.5 Does the Business Entity have an active Charities Registration Number?

- ☒ Yes
☐ No

Enter Number

052737

1.6 Does the Business Entity have a DUNS Number?

- ☒ Yes
☐ No

Enter DUNS Number

088670567

1.7 Is the Business Entity's Principal Place of Business/Executive Office in New York State?

- ☒ Yes
☐ No

Provide the address for one New York Office:
Address Line

217 South Salina Street, 2nd Floor

City

Syracuse

State

NY

Zip Code

13202

Telephone

(315) 470-3300

1.8 Is the Business Entity's Principal Place of Business/Executive Office:

- ☐ Owned
☒ Rented
☐ Other

Landlord Name

WL, LLC

Is space shared with another Business Entity?

- ☐ Yes
☒ No

1.9 Is the Business Entity a Minority Community Based Organization (MCBO)?

- ☐ Yes
☒ No

1.10 Identify current Key Employees of the Business Entity (include middle initial).

Note: If more than four (4) Key Employees need to be listed, select 'Attach Document' as the response.

Select method for providing this information:

☒ Enter Below

☐ Attach Document

Name

Carolyn D. Brown

Title

Executive Director

Add another?

☒ Yes

☐ No

Name

Kathleen R. O'Brien

Title

CFO

Add another?

☒ Yes

☐ No

Name

Catherine Green Harris

Title

HR Director

Add another?

☐ Yes

☒ No

1.11 Identify current Trustees/Board Members of the Business Entity.

Note: If more than four (4) Trustees/Board Members need to be listed, please select 'Attach Document' as the response.

Select method for providing this information:

☐ Enter Below

☒ Attach Document

For each person, include name and title.

Uploaded Files

BOARD LIST rev-2021-09-01L.pdf 610K

Last Modified: Jun 15, 2022

Modified By: nancy turo

II. Affiliates and Joint Venture Relationships

2.0 Does the Business Entity have any Affiliates?

☐ Yes

☒ No

Last Modified: Feb 20, 2010
Modified By: Melissa Hidek

III. Contract History

Based on the Business Entity's New York State Vendor Identification Number (Vendor ID) provided, active contracts with any New York State contracting entities approved as of April 2012 by the Office of the State Comptroller and approved contracts submitted after April 2012 are displayed by selecting 'Contract Data' in the menu to the left.

3.0 Has the Business Entity held any other contracts with any New York State government entity in the last three (3) years which are not displayed?

☒ Yes

☐ No

(If more than four (4), list the four (4) contracts having the highest dollar value.)

Contract Number

C1001476

Agency Name

Community Service Block Grant

Contract Amount

7,941,542

Contract Start Date

10/01/2019

Contract End Date

09/30/2024

Contract Description

Human Services

Add another?

☒ Yes

☐ No

Contract Number

s2139

Agency Name

Department of Health

Contract Amount

473359

Contract Start Date

10/01/2020

Contract End Date

09/30/2021

Contract Description

CACFP

Add another?

☒ Yes

☐ No

Contract Number

C09349GG

Agency Name

NYS Homes & Community Renewal

Contract Amount

12,795,292

Contract Start Date

04/01/2017

Contract End Date

09/30/0022

Contract Description

Weatherization

Add another?

☒ Yes☐ No

Contract Number

T1001809

Agency Name

Department of State

Contract Amount

2,133,526

Contract Start Date

04/01/2020

Contract End Date

09/30/2022

Contract Description

CSBG CARES Contract

Last Modified: Nov 10, 2021
Modified By: nancy turo

IV. Integrity - Contract Bidding

Within the past five (5) years, has the Business Entity or any Affiliate:

- 4.0 Been suspended or debarred from any government contracting process or been disqualified on any government procurement?

☐ Yes
☒ No

- 4.1 Been subject to a denial or revocation of a government prequalification?

☐ Yes
☒ No

- 4.2 Been denied a contract award or had a bid rejected based on a finding of non-responsibility by a government entity?

☐ Yes
☒ No

- 4.3 Agreed to a voluntary exclusion from bidding/contracting with a government entity?

☐ Yes
☒ No

- 4.4 Initiated a request to withdraw a bid submitted to a government entity or made any claim of an error on a bid submitted to a government entity?

☐ Yes
☒ No

Last Modified: Feb 22, 2010
Modified By: Melissa Hidek

V. Integrity - Contract Award

Within the past five (5) years, has the Business Entity or any Affiliate:

5.0 Been suspended, cancelled or terminated for cause on any government contract?

☐ Yes

☒ No

5.1 Been subject to an administrative proceeding or civil action seeking specific performance or restitution in connection with any government contract?

☐ Yes

☒ No

5.2 Entered into a formal monitoring agreement as a condition of a contract award from a government entity?

☐ Yes

☒ No

Last Modified: Feb 22, 2010
Modified By: Melissa Hidek

VI. Certifications/Licenses

Within the past five (5) years, has the Business Entity or any Affiliate:

6.0 Had a revocation, suspension or disbarment of any business or professional permit and/or license?

☐ Yes

☒ No

Last Modified: Feb 22, 2010
Modified By: Melissa Hidek

VII. Legal Proceedings

Within the past five (5) years, has the Business Entity or any Affiliate:

7.0 Been the subject of an investigation, whether open or closed, by any government entity for a civil or criminal violation?

- ☐ Yes
☒ No

7.1 Been the subject of an indictment, grant of immunity, judgment or conviction (including entering into a plea bargain) for conduct constituting a crime?

- ☐ Yes
☒ No

7.2 Received any OSHA citation, which resulted in a final determination classified as serious or willful?

- ☐ Yes
☒ No

7.3 Had a New York State Labor Law violation deemed willful?

- ☐ Yes
☒ No

7.4 Entered into a consent order with the New York State Department of Environmental Conservation, or a federal, state or local government enforcement determination involving a violation of federal, state or local environmental laws?

- ☐ Yes
☒ No

7.5 Other than the previously disclosed:

- (i) Been subject to the imposition of a fine or penalty in excess of \$1,000, imposed by any government entity as a result of the issuance of a citation, summons or notice of violation, or pursuant to any administrative, regulatory or judicial determination; or
(ii) Been charged or convicted of a criminal offense pursuant to any administrative and/or regulatory action taken by government entity?

- ☐ Yes
☒ No

Last Modified: Jun 15, 2022
Modified By: nancy turo

VIII. Leadership Integrity

Note: If the Business Entity is a Joint Venture, answer N/A to the questions in this section.

Within the past five (5) years has any individual previously identified, any other Key Employees not previously identified, or any individual having the authority to sign, execute or approve bids, proposals, contracts or supporting documentation with New York State been subject to any of the following:

8.0 A sanction imposed relative to any business or professional permit and/or license?

- ☐ Yes
☒ No
☐ N/A

8.1 An investigation, whether open or closed, by any government entity for a civil or criminal violation for any business related conduct?

- ☐ Yes
☒ No
☐ N/A

8.2 An indictment, grant of immunity, judgment, or conviction of any business related conduct constituting a crime including but not limited to, fraud, extortion, bribery, racketeering, price-fixing, bid collusion or any crime related to truthfulness?

- ☐ Yes
☒ No
☐ N/A

8.3 A misdemeanor or felony charge, indictment or conviction for:
(i) any business-related activity including but not limited to fraud, coercion, extortion, bribe or bribe-receiving, giving or accepting unlawful gratuities, immigration or tax fraud, racketeering, mail fraud, wire fraud, price fixing or collusive bidding; or
(ii) any crime, whether or not business-related, the underlying conduct of which is related to truthfulness, including but not limited to the filing of false documents or false sworn statements, perjury or larceny?

- ☐ Yes
☒ No
☐ N/A

8.4 A debarment from any government contracting process?

- ☐ Yes
☒ No
☐ N/A

Last Modified: Feb 22, 2010
Modified By: Melissa Hidek

IX. Financial and Organizational Capacity

Note: If more than four (4) affiliates need to be listed, select 'Attach Document(s)' as the response.

- 9.0 Within the past five (5) years, has the Business Entity or any Affiliates received any formal unsatisfactory performance assessment(s) from any government entity on any contract?

☐ Yes
☒ No

- 9.1 Within the past five (5) years, has the Business Entity or any Affiliates had any liquidated damages assessed over \$25,000?

☐ Yes
☒ No

- 9.2 Within the past five (5) years, has the Business Entity or any Affiliates had any liens, claims or judgments over \$15,000 filed against the Business Entity which remain undischarged or were unsatisfied for more than 120 days?

☐ Yes
☒ No

- 9.3 In the last seven (7) years has the Business Entity or any Affiliates initiated or been the subject of any bankruptcy proceedings, whether or not closed, regardless of the date of filing, or is any bankruptcy proceeding pending?

☐ Yes
☒ No

- 9.4 During the past three (3) years, has the Business Entity and any Affiliates failed to file or pay any tax returns required by federal, state or local tax laws?

☐ Yes
☒ No

- 9.5 During the past three (3) years, has the Business Entity and any Affiliates failed to file or pay any New York State unemployment insurance returns?

☐ Yes
☒ No

- 9.6 During the past three (3) years, has the Business Entity or any Affiliates had any government audits?

☒ Yes
☐ No

Did any audit reveal material weaknesses in the Business Entity's system of internal controls?

☐ Yes
☒ No

Did any audit reveal non-compliance with contractual agreements or any material disallowance, if not previously disclosed above?

☐ Yes
☒ No

Last Modified: Feb 22, 2010
Modified By: Melissa Hidck

X. Freedom of Information Law (FOIL)

10.0 Indicate whether any information provided herein is believed to be exempt from disclosure under the Freedom of Information Law (FOIL).

(Note: A determination of whether such information is exempt from FOIL will be made at the time of any request for disclosure under FOIL.)

- ☐ Yes
☒ No

Last Modified: Feb 22, 2010
Modified By: Melissa Hidek

XI. Authorized Contact for this Questionnaire

11.0 Name

Nancy Turo

11.1 Title

Controller

11.2 Email

nturo@peace-caa.org

11.3 Telephone

315-634-3728

11.4 Fax

315-688-0364

Last Modified: Jun 15, 2022

Modified By: nancy turo

Certification

The undersigned: (1) recognizes that this questionnaire is submitted for the express purpose of assisting New York State government entities (including the Office of the State Comptroller (OSC)) in making responsibility determinations regarding award or approval of a contract or subcontract and that such government entities will rely on information disclosed in the questionnaire in making responsibility determinations; (2) acknowledges that the New York State government entities and OSC may, in their discretion, by means which they may choose, verify the truth and accuracy of all statements made herein; and (3) acknowledges that intentional submission of false or misleading information may result in criminal penalties under State and/or federal law, as well as a finding of non-responsibility, contract suspension or contract termination.

It being acknowledged and agreed that all responses included in this questionnaire are to the knowledge, information and belief of the Business Entity, the undersigned certifies under penalties of perjury that they:

The undersigned certifies that he/she:

- are knowledgeable about the submitting Business Entity's business and operations;
- have legal authority to bind the Business Entity;
- have read and understand all of the questions contained in the questionnaire, including all definitions;
- have not altered the content of the questionnaire in any manner;
- have reviewed and/or supplied full and complete responses to each question;
- have provided true, accurate and complete responses, including all attachments, if applicable;
- understand that New York State government entities will rely on the information disclosed in the questionnaire when entering into a contract with the Business Entity; and
- are under an obligation to update the information provided herein to include any material changes to the Business Entity's responses at the time of bid/proposal submission through the contract award notification, and may be required to update the information at the request of the New York State government entities or OSC prior to the award and/or approval of a contract, or during the term of the contract.

Legal Business Name: PEOPLES EQUAL ACTION AND COMMUNITY EFFORT INC
Certifier's Name: Carolyn Brown
Certifier's Title: Deputy Director
Certification Date: Jun 15, 2022

[About OSC](#) | [Employment](#) | [Contact Us](#) | [Privacy and Links Policies](#) | [Regulations](#) | [Accessibility](#) | [FOIL](#) | [Webcasts](#)
© Office of the New York State Comptroller