



# **PRAIRIE FAMILY CENTER**

**2018 – 2019 ANNUAL REPORT**



Prairie Family Center is a proud member of



Family Resource  
Center Association

# **Prairie Family Center 2018/2019 Year End in Review**

**By: Deena Ziegler, Executive Director**

Prairie Family Center (PFC) served 455 individuals and 295 families, an increase of more than 100 over the past fiscal year. Of these families 271 were below poverty level, 2256 female, 187 male, 12 transgender or unknown gender. 243 families were from Kit Carson County Colorado area. The Mobile Pantry in partnership with Food Bank of the Rockies served an average of 250 families each month from the surrounding areas to include community members from Colorado Counties Kit Carson, Cheyenne and Yuma.

PFC has added new programs to the agenda this past fiscal year, including Tai Chi for Seniors, Changing Your Life Through Better Money Management, Girl Talk, Community-Based Child Abuse Prevention, Nurturing-Parenting for Teen Parents among other popular programs. 79 children participated in Early Childhood Education (ECE) programs. 58 families were helped with payment for past due utilities, 204 families received monthly food boxes from the PFC on-site food bank, Twice as Nice Thrift Store provided housewares and clothing for those in need along with many other human needs services.

PFC is currently making plans to implement the Totes for Hope program in the Burlington Elementary School. This program would provide weekend non-perishable food for qualified children. The goal is to prevent childhood hunger.

A success story related to PFC's Early Childhood Education Program: The ECE Coordinator helped a 2-year-old play group participant who did not speak by referring him to BOCES. After a few sessions the child was talking more and more.

One of the participants in the Girl Talk program approached the Coordinator to say that she was struggling with depression. It was suggested that she start journaling. The student used the journal as her diary. She shared with the Coordinator and her classmates and was told that she had all the support in the world! The girl was helped through her period of depression and told the Coordinator that the class had been as much fun as her trip to Disneyworld!

Nurturing Parenting Programs (NPP) are designed to meet the assessed needs of families experiencing varying levels of dysfunction. One participant who registered for classes in 2018 had no job and her children were in foster care. She attended the first course of NPP with perfect attendance. After the 16 week session was completed, she expressed how much she had learned and how she wanted to attend more classes to keep learning as a mother. She is now almost done with her 2<sup>nd</sup> 16 weeks of classes and has grown amazingly with herself and her children. She is currently a single working mother who has custody of her children and has signed up for her 3<sup>rd</sup> 16 week session of NPP.





**PRAIRIE FAMILY CENTER'S  
GRANTOR RECOGNITION TREE**

**ALBERTSONS/SAFEWAY  
AJL CHARITABLE FOUNDATION  
A V HUNTER FOUNDATION  
BUELL FOUNDATION  
BURLINGTON ROTARY CLUB  
CAHEC  
THE COLORADO TRUST  
DEPCO FARMS  
COLORADO SUMMER FREE FOOD**

**SAM BLOOM FOUNDATION  
ENERGY OUTREACH COLORADO  
FRCA  
NEXT 50 FOUNDATION  
ONWARD!  
SHARE OUR STRENGTH  
COLO DEPT. OF HUMAN SERVICES  
THE COLORADO HEALTH FND  
SAM BLOOM FOUNDATION**

**Prairie Family Center  
Board of Directors  
2019**

**Everett Moreland - Board Chair**

**Noel Winfrey - Vice President**

**Burry Bessee - Secretary**

**Kindra Mulch - Treasurer**

**Brenda Martel - Board Member**

**James Lightle - Board Member**

**Suzy Waugh - Board Member**

**Tom McCauley - Board Member**



## **PRAIRIE FAMILY CENTER**

**MISSION STATEMENT:** Provide our community with the tools & resources to build, support and educate healthy families.

**VISION:** Our mission, your success.

### **VOLUNTEERS:**

Prairie Family Center (PFC) consistently has 50+ volunteers each month during our monthly community food distribution and fundraising events, as well in our thrift store.

PFC has volunteers that come to help load boxes of food into senior's vehicles during our monthly Senior Commodity Food Program from Food Bank of the Rockies. The volunteers also help deliver food boxes to shut-ins.

PFC also has young disabled adults that come into the office and work 2 hours/week. They typically help us organize our on-site pantry as well as various other tasks such as getting our newsletter printed for handout during our community food distribution and helping with janitorial duties, etc.

PFC has ladies from the community who volunteer at the Twice as Nice Thrift Store. They typically sort incoming donations and prepare them for sale.

**PLANNING:** Prairie Family Center's board conducts an annual Quality Standards Assessment which maintains our professional edge. We have stayed on budget during our past fiscal years (our current year ends June 30, 2019) and we expect to perform similarly during our upcoming fiscal year. PFC's Executive Director, Deena Ziegler, has put into place key structures that support organizational growth, such as increased public relations outreach, fundraising plans, greater Board involvement, policies and procedures to support in-house fundraising, an improved website, donor cultivation activities and improved financial and legal management systems. PFC expects to increase revenue with several new grants as we diversify our portfolio towards a balance of governmental and foundation-based income with community support. Through our approval into the Colorado Gives and Community First ongoing philanthropic vehicle, we have reduced our processing fees and increased our opportunities of gaining financial support within the community and online that will sustain our well-being for years to come.

PFC had another good year of donations throughout this past fiscal year in the amount of \$8,872. A new fundraising event was added last year in December. This event created community involvement and awareness for the at-risk populations we strive to help.

Prairie Family Center currently leases space on 14<sup>th</sup> Street (Main Street) in Burlington but has started raising money towards purchasing a stand-alone building due to the growth we are experiencing. It will house our offices, thrift store, classrooms, food storage, board room and our on-site pantry.



Our Christmas basket program, "Toys & Joys" was successful for our families as well. We were able to provide approximately 165 boxes of food that included a frozen turkey, side dishes and a dessert with many gifts for our area children. Our intention for this event is that friends and family come together to celebrate the season over a nice meal. Support from the community-wide farmers and businesses have continued to lend their support for our mission. DEPCO Farms, a large farming operation in Kit Carson County that raises corn, wheat, sunflower and millet also sent a nice gift. PFC is deeply grateful for the continued support and looks to build on this momentum. Fundraising and miscellaneous income raised \$1,471 and the Twice as Nice Thrift Store sales increased to \$94,691 from \$88,030 the previous year.

**KEY STAFF:**

Deena Ziegler, Executive Director

Marjorie Murphy, Grants Manager

Susan Sandoval, Assistant Grants Manager, Family Development Specialist

Lori Meurisse, Bookkeeper, Program Facilitator

Teresa Stuart, Thrift Store Manager

Kathy Lee, Early Childhood Coordinator

Ronda Neidig, Project Facilitator, Thrift Store

Lupita Vela, Youth Family Development Specialist, Data Entry, Bilingual Advocate

Ashely Louthan, Family Development Specialist and Coordinator

Casey Herrera, Thrift Store

PFC also employs several temporary, part time employees to help facilitate various programs as needed.



## PRAIRIE FAMILY CENTER PROGRAMS

Prairie Family Center (PFC) programs focus on various populations which are distributed into four (4) pillars of support:

### **Pillar 1: Early Childhood Education (ECE) & Youth Development:**

Within this area, PFC offers preschoolers and their families:

- "Literacy for Little Ones
- "Ages & Stages
- "CATCH - ECE"
- "Food Friends/Mighty Moves"
- "Exploring Foods"

PFC also offers various Youth Development programs for ages 5 to 18

- "CATCH Kids"
- "Cooking Matters For Kids"
- "Smart-Girl" (aka "Girl Talk") for our middle school girls
- "Smart-Guy" (aka "Cool Dudes") for our middle school boys

### **Pillar 2: Access to Health Care and Adult Education:**

PFC helps the uninsured and underinsured gain access to adult and child health insurance (Medicaid/Medicare/CHP+)

- "Nurturing Parenting"
- Senior and Adult Exercise Classes
- Senior Cooking Classes; Cooking Matters for adults and seniors
- Healthier Living Colorado
- Getting Ahead Program (GAP) – a course based on Bridges Out of Poverty
- Creating a Better Life Through Money Management
- TaiChi – for Seniors
- English as a Second Language (coming soon)

### **Pillar 3: Resource & Referral Services:**

PFC serves as a safety-net for all at-risk families by providing direct services or referrals to our collaboratives and partnerships. PFC collaborates to share referrals, to provide access to health, mental health and emergency services and support those who are in need of a specific service at the time.

PFC has a partnership with Catholic Charities, Caring for Colorado, Food Bank of the Rockies, Kit Carson County Human Services (KCCHS), Burlington School District, BOCES, Centennial Mental Health and Burlington Activities Department for the use of the Community Center for our monthly food distribution.

**Pillar 4: Emergency Services:** Direct services to families in acute, crisis situations.

For this, PFC offers:

- ✓ An on-site food pantry, available once monthly
- ✓ A monthly community food distribution sponsored by Food Bank of the Rockies (in addition to our on-site pantry)
- ✓ Clothing and houseware items from our Twice As Nice Thrift Store
- ✓ Partnership with EOC (Energy Outreach of Colorado) to provide past due utility support
- ✓ Partnerships with Ministerial Alliance, Salvation Army and Rotary Club to pay for emergency services such as motel stays, medication and/or gas cards to get to medical appointments in the larger metro areas such as Denver and Colorado Springs (approximately 3 hours' drive one-way)
- ✓ Collaboratives with other nonprofits in our area that provide various emergency services & items to the veterans who are in crisis in our area (PFC aligns with the Flatlanders M.C., a public charity for veterans)

**Prairie Family Center**  
**Balance Sheet**  
 As of June 30, 2019

	Jun 30, 19
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1020 · Savings Account	573.25
1011 · Bank of the West	153,479.46
1021 · Certificate of Deposit	50,648.68
1025 · Thrift Store Cash Drawer	210.00
<b>Total Checking/Savings</b>	204,911.39
<b>Accounts Receivable</b>	
11400 · Grants receivable	
1140 · Grants Receivable	30,929.28
<b>Total 11400 · Grants receivable</b>	30,929.28
<b>Total Accounts Receivable</b>	30,929.28
<b>Other Current Assets</b>	
1150 Rent Deposit	1,800.00
1022 · Certificate of Deposit - MNB	50,434.85
1027 · Credit Cards Receivable	334.07
<b>Total Other Current Assets</b>	52,568.92
<b>Total Current Assets</b>	288,409.59
<b>Fixed Assets</b>	
15000 · Furniture and Equipment	6,058.00
15100 · Buildings - Operating	5,000.00
16000 · Accumulated Depreciation	-5,179.00
16400 · Vehicles	7,637.00
<b>Total Fixed Assets</b>	13,516.00
<b>TOTAL ASSETS</b>	<b>301,925.59</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2010 · Accounts payable	259.44
<b>Total Accounts Payable</b>	259.44
<b>Other Current Liabilities</b>	
2016 · Sales Tax Payable	1,151.29
2100 · Payroll Liabilities	6,826.17
25800 · Unearned or Deferred Revenue	157,647.28
<b>Total Other Current Liabilities</b>	165,624.74
<b>Total Current Liabilities</b>	165,884.18
<b>Total Liabilities</b>	165,884.18
<b>Equity</b>	
3010 · Unrestrict (retained earnings)	127,431.30
Net Income	8,610.11
<b>Total Equity</b>	136,041.41
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>301,925.59</b>



**Prairie Family Center**  
**Profit & Loss**  
 July 2018 through June 2019

	Jul '18 - Jun 19
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4000 · Contributed Income	
4010 · Indiv/business contribution	8,871.61
4030 · State Grants	68,790.93
4040 · Foundation/Trust grants	191,146.53
4000 · Contributed Income - Other	53.00
<b>Total 4000 · Contributed Income</b>	<b>268,862.07</b>
5000 · Earned Income	
5001 · Dividend Income	0.00
5025 · Thrift Store	94,691.18
5026 · Fundraising Income	437.00
5040 · Misc. Income	1,034.53
<b>Total 5000 · Earned Income</b>	<b>96,162.71</b>
5002 · Interest Income on Savings Acct	0.09
5003 · Interest Income - CD	1,061.06
5027 · Thrift Store Over/Short	46.80
5042 · Misc. Income	5,140.94
<b>Total Income</b>	<b>371,273.67</b>
<b>Gross Profit</b>	<b>371,273.67</b>
<b>Expense</b>	
8015 - Contract Labor	0.00
6560 · Payroll taxes	17,976.04
7510 · Fundraising Expenses	-33.65
7540 · Professional Fees	
7560 Late Fees	0.00
7540 · Professional Fees - Other	3,003.00
<b>Total 7540 · Professional Fees</b>	<b>3,003.00</b>
7550 · Bank Fees	158.75
7560a · Credit Card Fees	748.59
7561 · Miscellaneous	703.99
7563 · Sales Tax	0.00
8005 · Background Checks	27.40
8010 · Salaries	
8032 - Holiday	4,628.26
8022 · Group Leader	14,854.05
8023 · Facilitator	48,018.76
8025 · PSSF Hourly	1,889.08
8030 · Bookkeeper	20,769.56
8031 · Sick Vacation	17,818.96
8031a · PSSF Sick Hourly	415.67
8031b · PSSF Vacation Hourly	142.50
8031e · PSSF Bookkeeper Hourly	288.25
8031f · PSSF Grant Writing	130.00
8035 · Bilingual Advocate	3,897.25
8040 · Executive Director	30,593.61
8042 · CBCAP Hourly	0.00
8044 · Anschutz Foundation	170.25
8050 · Coordinator	1,931.25
8060 · Health Advocate	104.00
8082 · TCHF	16,449.08
8085 · Thrift Store	42,652.57
8086 · Bonus	3,164.02
8095 · General	361.52
8096 · Fundraising	2,831.36

**Prairie Family Center**  
**Profit & Loss**  
 July 2018 through June 2019

	Jul '18 - Jun 19
8098 · Grant Writing	11,506.65
8010 · Salaries - Other	947.51
<b>Total 8010 · Salaries</b>	<b>223,564.16</b>
8012 · Administrative Exp. Adjustment	1,200.00
8015a · Contract Labor	1,212.45
8016 · Stipends	260.00
8110 · Office Supplies	5,927.59
8125 · Program Expenses	
8125a - Books	328.30
8125b - Christmas Baskets	425.13
8125c - Classroom Supplies	1,893.14
8125e - Food Purchases	11,973.57
8125f - Gift Cards	60.00
8125g - Graduation	34.76
8125h - Incentives	1,900.82
8125i - Meals	3,513.21
8125k - Summer Food Program	-530.69
8125l - Valentine's	150.01
8125m - Emergency Services	1,104.60
8125n - EOC Services	16,576.13
8125d · Fundraising Expenses	1,279.51
8125p · Other	73.95
8125q · Program Supplies	1,708.46
8125s · Delivery Expense	758.66
8125t · Program Planning	390.66
8125v · Food Preparation	1,932.56
8125w · - Staff Training	1,410.56
8125 · Program Expenses - Other	152.14
<b>Total 8125 · Program Expenses</b>	<b>45,135.48</b>
8130 · Telephone & telecommunications	3,364.31
8140 · Postage, shipping, delivery	277.42
8161 · Computers, Printers & Software	6,182.36
8170 · Printing & copying	95.48
8190 · Program Member Fees	10.00
8200 · Occupancy expenses	
8245 - Store Supplies	3,914.58
8210 · Rent	24,097.50
8230 · Cleaning	54.53
8235 · Maintenance Repairs	79.35
8200 · Occupancy expenses - Other	23.59
<b>Total 8200 · Occupancy expenses</b>	<b>28,169.55</b>
8300 · Travel	
8312 - Meals	58.18
8316 - Lodging	1,293.82
8310 · Misc. Travel	39.30
8315 · Mileage	2,267.60
<b>Total 8300 · Travel</b>	<b>3,658.90</b>
8320 · Vehicle Expenses	
8321 - Gasoline	1,135.09
8322 · Insurance - Auto	1,481.27
8323 · Vehicle - Maintenance & Repair	92.99
8320 · Vehicle Expenses - Other	25.00
<b>Total 8320 · Vehicle Expenses</b>	<b>2,734.35</b>
8520 · Insurance - Business	
8525 · Worker's Compensation	975.96
8520 · Insurance - Business - Other	3,691.19
<b>Total 8520 · Insurance - Business</b>	<b>4,667.15</b>

9:38 AM  
08/27/19  
Accrual Basis

**Prairie Family Center**  
**Profit & Loss**  
July 2018 through June 2019

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	<u>Jul '18 - Jun 19</u>
8530 · Membership Dues	8,731.98
8540 · Staff development	88.45
8570 · Advertising expenses	3,866.30
8580 · Indirect Cost - CBCAP	933.51
<b>Total Expense</b>	<u>362,663.56</u>
<b>Net Ordinary Income</b>	<u>8,610.11</u>
<b>Net Income</b>	<u><u>8,610.11</u></u>



# PRAIRIE FAMILY CENTER ACTIVITIES



## Rotary makes donation to Prairie Family Center

Deena Ziegler, center, director of Prairie Family Center was presented with a check in the amount of \$5,000 from Burlington Rotary Club representative Ken Viken Tuesday, April 16. PFC plans to use these funds to purchase a wishing well to help with sustainability, with excess funds being used for emergency services. Look for Prairie Family Center's wishing well at community events, like Celebration of Summer and the county fair. With Ziegler are, left to right, Rotarians James Thomas, Mark Snyder, John Swick, Chase Carlin, Ed May and Viken, and Prairie Family Center representatives Marge Murphy, Ashley Louthan, Teresa Stewart and Ronda Neidig. ©2016/17a Jeffrey O'Brien



Mail carriers in the Burlington Post Office collected over 500 pounds of food in the May 11 Stamp Out Hunger Food Drive. The food drive is sponsored by the National Association of Letter Carriers and donations are collected all over the United States. Jami Murphy, center, gave Burlington's donations to Ronda Neidig, left, and Teresa Stewart at the local food bank at Prairie Family Center.