

# Kansas Permanent Families Account FY 2024 CASA Grant Application (Existing Programs)

Please complete the attached form and return to:

Dena Russell-Marino  
Court Program Specialist  
Office of Judicial Administration  
Kansas Judicial Center  
301 SW. 10th  
Topeka, Kansas 66612

Or by email at: [casa.crb@kscourts.org](mailto:casa.crb@kscourts.org)

**Deadline:** Grant forms must be received in the Office of Judicial Administration by **5:00 p.m. on Friday, April 28<sup>th</sup>, 2023.**

## Instructions for completing this form:

Except for signatures, please type or print the requested information.

- A. Provide complete name, address, and phone number of applicant agency.
- B. Provide name, title, and signature of program director.
- C. Provide names and signatures of the president and treasurer of your board of directors.
- D. Provide your federal identification number.
- E. List the counties which your program serves.
- F. Report the total number of individual children in need of care served by your program in 2022, 2021, and 2020. This number should include children who were served by an appointed CASA only. This should not include any monitored cases.
- G. Report the total number of volunteers who maintained certification at any time in 2022, 2021, and 2020.
- H. Attach a copy of your cash expenditure data, detailed by line item, for fiscal year 2022 (July 1<sup>st</sup> 2021- June 30<sup>th</sup> 2022.)
- I. Provide the signature of your jurisdiction's chief judge. Signature should be obtained after the form is completed.

**KANSAS PERMANENT FAMILIES ACCOUNT  
GRANT APPLICATION FOR EXISTING CASA  
FY 2024**

**OFFICE OF JUDICIAL ADMINISTRATION**

**A. Applicant Agency**

(Name, Address, Telephone Number)

CASA of Shawnee County, Inc.  
501 SE Jefferson, Ste 2002  
Topeka, KS 66607

**E. Geographical Area to be Served (Counties)**

Shawnee County

**B. CASA Director**

(Name, Title, Signature)

Debra Billingsley  
Executive Director

  
\_\_\_\_\_  
Director

**F. Number of CINC Children Served in**

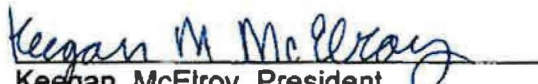
2022: 109

2021: 122

2020: 176

**C. Board Officers**

(Name, Signature)


  
\_\_\_\_\_  
Keegan, McElroy, President

**G. Number of Certified Volunteers in**

2022: 33

2021: 41

2020: 52

  
\_\_\_\_\_  
Traci Bortz, Treasurer

**H. FY 2022 Budget Information  
(Attach details)**

**I. Chief Judge's Signature**

  
\_\_\_\_\_  
Steven R. Ebberts (May 1, 2023 15:03 CDT)

**D. Federal Identification Number**

48-1030095  
\_\_\_\_\_

CASA OF SHAWNEE COUNTY, INC.  
STATEMENT OF ACTIVITIES  
For the Year Ended June 30, 2022

	<u>Net Assets Without Donor Restrictions</u>	<u>Net Assets With Donor Restrictions</u>	<u>Total</u>
<b>Revenues</b>			
Contributions	\$ 85,664	\$ -	\$ 85,664
Fundraising	64,596	-	64,596
Grant income	167,877	-	167,877
In-kind contributions	2,410	-	2,410
Interest income	2,494	-	2,494
Net assets released from restrictions	4,489	(4,489)	-
Total revenues	<u>327,530</u>	<u>(4,489)</u>	<u>323,041</u>
<b>Expenses</b>			
Program services	288,345	-	288,345
Supporting services:			
Administrative and general	40,585	-	40,585
Fundraising expenses	11,600	-	11,600
Total expenses	<u>340,530</u>	<u>-</u>	<u>340,530</u>
Change in net assets	(13,000)	(4,489)	(17,489)
Net assets beginning of year	<u>345,869</u>	<u>11,954</u>	<u>357,823</u>
Net assets end of year	<u>\$ 332,869</u>	<u>\$ 7,465</u>	<u>\$ 340,334</u>

See accompanying notes and independent accountant's audit report.

# CASA of Shawnee County Inc.

## Statement of Activity

	Total
	7/1/21 TO 6/30/22
<b>Income</b>	
<b>4000 Contributions</b>	
4010 Contributions-Individual	37,570.09
4020 Contributions-Corporate	15,562.32
4025 Contributions-Non-Profits	10,612.50
<b>Total 4000 Contributions</b>	<b>\$ 63,744.91</b>
<b>4100 Donated Goods &amp; Services</b>	
4120 HHT Donated Goods/Services	2,410.39
4120 HHT Donated Goods/Services	13,910.00
<b>Total 4100 Donated Goods &amp; Services</b>	<b>\$ 16,320.39</b>
<b>4200 Corporate / Foundation Grants</b>	
4270 Local & Regional Grants	7,750.00
4271 Other Community Grants	259.00
<b>Total 4270 Local &amp; Regional Grants</b>	<b>\$ 8,009.00</b>
<b>Total 4200 Corporate / Foundation Grants</b>	<b>\$ 8,009.00</b>
<b>4500 Government Grant Income</b>	
4510 Atty Gen CVAF	19,000.00
4520 CASA PFF	36,942.82
4530 County Grant	54,900.00
4550 CRB - PFF	55,660.71
4560 IOLTA	1,373.38
<b>Total 4500 Government Grant Income</b>	<b>\$ 167,876.91</b>
<b>5300 Interest Income</b>	2,493.62
<b>5800 Fundraising Income</b>	
5810 Home Tours	0.00
5811 Donations	6,700.00
5812 Advertising	17,425.00
5813 Corporate Sponsors	8,000.00
5814 HHT Patron Party	13,700.00
5815 Boutique	1,890.32
5816 Home Tours Ticket Sales	16,387.00
<b>Total 5810 Home Tours</b>	<b>\$ 64,102.32</b>
5850 3rd Party Fundraisers	493.80
<b>Total 5800 Fundraising Income</b>	<b>\$ 64,596.12</b>
<b>Total Income</b>	<b>\$ 323,040.95</b>
<b>Gross Profit</b>	<b>\$ 323,040.95</b>
<b>Expenses</b>	
<b>7200 Payroll Expenses</b>	
7210 Professional Salary	180,221.63
7220 Clerical Salary	30,176.45
7240 Other Earned Income	3,500.00
7250 Payroll Taxes	

7251 FICA Expense	16,363.21
7252 SUTA	1,428.22
7253 Worker's Comp. Ins.	624.57
<b>Total 7250 Payroll Taxes</b>	<b>\$ 18,416.00</b>
<b>Total 7200 Payroll Expenses</b>	<b>\$ 232,314.08</b>
<b>7275 Contract Labor</b>	
7276 Accounting	16,125.00
<b>Total 7275 Contract Labor</b>	<b>\$ 16,125.00</b>
<b>7300 Dues, Licenses &amp; Fees</b>	
7310 Local Membership Dues	547.00
7325 National & KS CASA Dues	1,875.00
7330 Registration & Filing Fees	65.00
7350 Bank and Service Fees	2.86
7351 Credit Card Process Fee	663.88
<b>Total 7350 Bank and Service Fees</b>	<b>\$ 666.74</b>
<b>Total 7300 Dues, Licenses &amp; Fees</b>	<b>\$ 3,153.74</b>
7415 Office Supplies	765.63
7425 Equipment Purchases	5,514.69
7440 Postage	555.42
7450 Printing	3,648.77
7470 Rent	31,200.00
<b>7500 Contract Services</b>	
7530 Shredding	139.80
7550 Online / Software Services	2,208.40
7570 Website	948.00
<b>Total 7500 Contract Services</b>	<b>\$ 3,296.20</b>
7520 Audit	8,800.00
7560 Insurance & Bonding	2,135.14
<b>8300 Travel &amp; Training</b>	0.00
8315 Community Engagement	219.65
8320 Conference, Meetings, Workshops	449.21
8330 Mileage Reimbursement	207.22
<b>Total 8300 Travel &amp; Training</b>	<b>\$ 876.08</b>
8410 Volunteer Recognition	4,930.44
<b>8420 Volunteer Training</b>	
8421 Volunteer Training Supplies	92.65
8422 Volunteer Recruiting Events	1,060.49
8425 Background Checks	265.24
<b>Total 8420 Volunteer Training</b>	<b>\$ 1,418.38</b>
<b>9000 Direct Fund Raising Expense</b>	
9020 Home for the Holidays Tour	4,926.83
9025 HHT Patron Party	6,673.34
<b>Total 9000 Direct Fund Raising Expense</b>	<b>\$ 11,600.17</b>
9100 Miscellaneous Expense	99.00
<b>9150 In-Kind Expenses</b>	
9151 In-Kind Expense General	2,871.08
9177 Inkind - HHT	13,910.00

Total 9150 In-Kind Expenses	\$	16,781.08
Total Expenses	\$	343,213.82
Net Operating Income	-\$	20,172.87
Net Income	-\$	20,172.87

**Note**

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FOR MANAGEMENT USE