

# Exhibit 41

	A	B	C	D	E	F	G	H	I
1		<b>GRANT REPORTING REPORT</b>							
2		<b>DECD</b>	Youth Empowerment Program						
3	<b>Step #1: Before the grant is received please submit the following PROJECTIONS:</b>								
4		<b>Description</b>	<b>Budget Narrative</b>	<b>Projected Amount</b>					
5	<b>EX:</b>	<b>Administrative Staff</b>	<b>\$25/hr X 35 hrs/wk X 52 weeks</b>	<b>45500</b>					
6		Exec/CEO Salary	\$60.097(x)2080hrs x 26wks	125,000					
7		Salaries-Admin. Staff	\$13.22(x)2080hrs x 26wks	27500					
8		Salaries-Program Staff	\$15.63(x)2080hrs x 26wks	32500					
9		Salaries-Technical Staff	\$15.63(x)2080hrs x 26wks	32500					
10		Salaries - Other							
11		Employee Benefits	\$284.62(x)5ees x (x)26 weeks	37000					
12		Payroll Taxes	\$384.62(x)5ees x (x)26 weeks	50000					
13		Bonuses							
14		Other Personnel Expenses							
15		Non-employee contracted services-Administrative							
16		Non-employee contracted services-Programmatic	\$12,500(x)4qtrs	50000					
17		Non-employee contracted services-Technical	\$6250(x)4qtrs	25000					
18		Other Contracted Services							
19		Occupancy costs (lease, mortgage, utilities, insur.	\$1041.67(x)12	10500					
20		Marketing,Publicity,Advertising		30000					
21		Supplies and Materials	\$12500(x)4qtrs	10000					
22		Telecommunications							
23		Postage & Shipping							
24		Travel & Meetings	\$5000(x)4qtrs	20000					
25		Other-not covered above	50 - \$1000 scholarships and/or grant	50000					
26		Total							
27									
28									
29	<b>Step#2</b>	<b>Please submit ACTUAL EXPENDITURES AT THE END OF THE GRANT PERIOD</b>							

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**From:** Sonserae Cicero <sonseraec@shebatrailblazer.com>  
**Sent:** Thursday, October 05, 2023 3:51 PM EDT  
**To:** Silvia Noriega <noriegas@bluehillscivic.org>  
**CC:** clarkv <clarkv@bluehillscivic.org>  
**Subject:** FW: State Funding  
**Attachment(s):** "Copy of SHEBA Budget for Projected and Final Reporting.xlsx"

Hi Sylvia,

I hope this email finds you well☺. Please see SHEBA's budget attached.

Let me know if you have any questions!

Take Care,

Sonserae Cicero  
**CEO | President | Business Relationship Consultant**  
**S.H.E.B.A Consulting, LLC | HR Leaders | HR Relationship Advisors**  
**of {Society of Human Engagement and Business Alignment}**  
C: 860-990-4494  
W: [www.shebatrailblazer.com](http://www.shebatrailblazer.com)

---

**From:** Sonserae Cicero <sonseraec@shebatrailblazer.com>  
**Date:** Monday, October 2, 2023 at 4:19 PM  
**To:** clarkv <clarkv@bluehillscivic.org>  
**Subject:** Re: State Funding

Thanks for the update Vicki!

I am working on the budget and will have it returned to you this week. Let me know if you have any questions or need anything else.

Take Care,

Sonserae Cicero  
**CEO | President | Business Relationship Consultant**  
**S.H.E.B.A Consulting, LLC | HR Leaders | HR Relationship Advisors**  
**of {Society of Human Engagement and Business Alignment}**  
C: 860-990-4494  
W: [www.shebatrailblazer.com](http://www.shebatrailblazer.com)

---

**From:** Vicki Gallon Clark <clarkv@bluehillscivic.org>  
**Date:** Tuesday, September 26, 2023 at 11:08 AM  
**To:** Sonserae Cicero <sonseraec@shebatrailblazer.com>  
**Subject:** State Funding

Good morning Sonserae

This is a follow-up to the previous email that I sent to you last month.

As you know, Senator McCrory has worked diligently to ensure that our agencies receive much-needed State funding. The funding is for the fiscal year that began on July 1 and ends June 30, 2024. As of today, we are waiting for the allocated funds to be deposited. In the meantime, I am asking that you complete the following:

- A *projected* budget template that is attached indicating how you will spend the funding you will be receiving. Remember these are unrestricted funds. Your projected budget is just that, a projection of how you think you will spend the funds.

At the end of the fiscal year, I will request a completed budget that shows how you actually spent the money you received. I have also attached a "Narrative Questions..." document that you will also complete in June 2024. I will use this information to create an end of the year report for the State of Connecticut. (you know the drill☺).

I am working on the creation of an MOU for our agencies. I will send a draft to you and we can discuss this document more when we meet with Senator McCrory. As you can imagine, trying to schedule a time and date that works for everyone is a herculean task. Currently, I have asked Senator McCrory's Assistant to provide us with additional days for next week for a lunch meeting.

You should the projected budget to Silvia Noriega, our Finance Director and copy me in your email. Silvia is copied in this email message so you will have her accurate email address.

In partnership,

Vicki Gallon-Clark



Vicki Gallon-Clark, MPA

Executive Director

BHCA

410 Homestead Avenue

Hartford, CT 06112

(860) 560-7360, ext. 303

BHCA Website:

<https://www.bluehillscivic.org>

BHCA Facebook:

[BHCA Facebook](#)

BHCA Instagram:

[BHCA Instagram](#)

# Exhibit 42

**From:** Vicki Gallon Clark <clarkv@bluehillscivic.org>

**Sent:** Wednesday, February 26, 2025 4:08 PM EST

**To:** Tom Sussman <sussmant@bluehillscivic.org>

**Subject:** New Recipients of DECD Funding

Hi Tom,

You should have emails that represent funding decisions that were made by Senator McCrory yesterday and today for information that I have. I am waiting to hear from the Clay Arsenal Development Corp.

Today's are:

1. Hartford Film Company/Real Art Ways \$40,000
2. Troy (Senator McCrory will get me his information), \$30,000
3. Bloomfield Senior Center, \$25,000 - Waiting for contact information.

He is fine with the \$150,000 projection for the economic/housing staff and legal fees.

We can talk more tomorrow.

--

Vicki Gallon-Clark, MPA

Executive Director

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[BHCA Instagram](#)

# Exhibit 43

**From:** Tom Sussman <sussmant@bluehillscivic.org>  
**Sent:** Tuesday, October 15, 2024 3:20 PM EDT  
**To:** Moriah Gillis <mgillis@crumbielaw.com>  
**Subject:** Re: You Will be Reimbursed...  
See my comments below...

On Tue, Oct 15, 2024 at 1:56 PM Moriah Gillis <mgillis@crumbielaw.com> wrote:

Hi Tom,

Thank you for clarifying. I will go ahead and create the MOUs with the budgets provided and the 3% holdback will be issued to the sub-recipients so that they can plan to implement their budgets as originally intended.

I reviewed the last list you sent over and these are the budgets I am missing:

- Connecticut Harm Reduction Alliance **waiting for a \$0.10 change to their budget**
- Greater Hartford Alliance of Black Social Workers **sent**
- Mothers United Against Violence **sent**
- Outreach Realty Servicing **sent - this is HOPE**
- University of Hartford (I can see from your note that you are waiting for revisions) **still waiting**
- Wilson-Gray YMCA **sent**

One final question, I know UANC will have sub-sub-recipients. **\$615,000 of their funding will be subgranted to SHEBA** Will Wilson Gray have that as well? **St. John's Gospel Full Deliverance Church will be subgranted \$25,000** I have a note here about it but it's not clear what was decided.

I'll start a few today and should have the remainder on Thursday.

Best,

Moriah

**Moriah Gillis**, Corporate & Business Attorney



Direct: 860-899-1865 | Fax: 860-760-0308

650 Farmington Avenue Hartford, CT 06105



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**From:** Tom Sussman <sussmant@bluehillscivic.org>  
**Sent:** Tuesday, October 15, 2024 1:31 PM  
**To:** Moriah Gillis <mgillis@crumbielaw.com>  
**Subject:** Re: You Will be Reimbursed...

We have completely dropped the concept of the 3% for any use - we are sending the total amounts only, even though we had to send the amounts in two payments to some. So the budgets that you have should be good to go - I just thought that you may not have all of them.

On Tue, Oct 15, 2024 at 1:11PM Moriah Gillis <mgillis@crumbielaw.com> wrote:

Hi Tom,

What I will need is each applicable budget revised to reflect the 3% allocation with the correct terminology for what you will be putting the funds towards and the other budget line items appropriately adjusted to account for the 3% allocation so that the total matches to the designated grant amount. I am not adding language to the grant as the allocation is going to an approved expense and, to my knowledge, there is no need to account for it other than as a budget line item.

Best,

Moriah

Moriah Gillis, Corporate & Business Attorney



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**From:** Tom Sussman <[sussmant@bluehillscivic.org](mailto:sussmant@bluehillscivic.org)>

**Sent:** Tuesday, October 15, 2024 8:03 AM

**To:** Moriah Gillis <[mgillis@crumbielaw.com](mailto:mgillis@crumbielaw.com)>

**Subject:** Re: You Will be Reimbursed...

Moriah,

Here's the status as of this morning. Let me know if you need any of the budgets for the MOU's and I will send them over to you.

Tom

**2025 DECD \$5,500,000 Grant**

**Status 10/15/24 8:00 AM**

Subgrantee	Grant Budget Amount	Funding Amount Sent	Status
Berkins Family LLC	\$ 50,000.00	\$ -	To send 10/15
Connecticut Harm Reduction Alliance Inc.	\$ 100,000.00	\$ 100,000.00	Complete
Don's Kitchen	\$ -		We have send some \$ on their behalf to Hedco, but no other information received
DT Cares	\$ 50,000.00	\$ 50,000.00	Complete
Exclusive Linez	\$ 20,000.00	\$ 20,000.00	Complete
Greater Hartford Alliance of Black Social Workers	\$ 50,000.00	\$ 50,000.00	Complete
Greater Hartford Festival of Jazz Inc.	\$ 25,000.00	\$ 25,000.00	Complete
Hartford Health Initiative Inc.	\$ 200,000.00	\$ 200,000.00	Complete
Lift Every Voice and Sing Festival Fair	\$ 10,000.00	\$ 10,000.00	Complete
Mothers United Against Violence	\$ 100,000.00	\$ -	To send 10/15
My People Community Services, Inc.	\$ 300,000.00	\$ 300,000.00	Complete
Outreach Realty Servicing, LLC	\$ 75,000.00	\$ 75,000.00	Complete
Saint Justin - Saint Michael Corp.	\$ 10,000.00	\$ 10,000.00	Complete
Town of Windsor	\$ 20,000.00	\$ 20,000.00	Complete
University of Hartford	\$ 175,000.00	\$ -	Waiting for revised budget
Upper Albany Neighborhood Coalition	\$ 1,500,000.00	\$ 1,500,000.00	Complete
Wilson-Gray YMCA Youth & Family Center (Legal Name = YMCA of Metropolitan Hartford Inc.)	\$ 350,000.00	\$ 339,500.00	Bal to send 10/15

On Mon, Oct 14, 2024 at 1:40PM Moriah Gillis <[mgillis@crumbielaw.com](mailto:mgillis@crumbielaw.com)> wrote:

Hi Tom,

I am just checking in on where you are at with the MOUs. I have time tomorrow to work on them if you are ready but may be tied up later in the week.

Best,

Moriah

**Moriah Gillis**, Corporate & Business Attorney



Direct: 860-899-1865|Fax: 860-760-0308

650 Farmington Avenue Hartford, CT 06105



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**From:** Moriah Gillis  
**Sent:** Thursday, October 10, 2024 12:20 PM  
**To:** Tom Sussman <[sussmant@bluehillscivic.org](mailto:sussmant@bluehillscivic.org)>  
**Subject:** RE: You Will be Reimbursed...

Thanks Tom. I will be out of the office tomorrow but I have time next week once you're all squared away.

Best,

Moriah

**Moriah Gillis**, Corporate & Business Attorney



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**From:** Tom Sussman <[sussmant@bluehillscivic.org](mailto:sussmant@bluehillscivic.org)>  
**Sent:** Thursday, October 10, 2024 9:01 AM  
**To:** Moriah Gillis <[mgillis@crumbielaw.com](mailto:mgillis@crumbielaw.com)>  
**Subject:** Fwd: You Will be Reimbursed...

See below - one piece of the puzzle was solved. I will revert back with an update after we send out some more funds and hopefully after the few stragglers submit their information.

Tom

----- Forwarded message -----

**From:** Vicki Gallon Clark <[clarkv@bluehillscivic.org](mailto:clarkv@bluehillscivic.org)>  
**Date:** Wed, Oct 9, 2024 at 4:11PM  
**Subject:** You Will be Reimbursed...  
**To:**  
**Cc:** Tom Sussman <[sussmant@bluehillscivic.org](mailto:sussmant@bluehillscivic.org)>, Silvia Noriega <[noriegas@bluehillscivic.org](mailto:noriegas@bluehillscivic.org)>

Good afternoon Community Partners,

We confirmed, after it was brought to our attention (thank you Adrienne!), that we cannot use the Legislative funds to pay for the services of a Lobbyist (apparently there is a similar restriction with Federal funding). Therefore, we will be reimbursing the 3% that we withheld from your grant. BHCA will be exploring other unrestricted funding for this activity and we suggest that you do the same.

We will keep you updated

--



Vicki Gallon-Clark, MPA

Executive Director

BHCA

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(860) 560-7360, ext. 303

BHCA Website:

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BHCA Facebook:

[BHCA Facebook](#)

BHCA Instagram:

[BHCA Instagram](#)

--



Thomas Sussman

Chief Financial Officer

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--



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BHCA Instagram:

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# Exhibit 44

**From:** Vicki Gallon Clark <clarkv@bluehillscivic.org>  
**Sent:** Wednesday, October 09, 2024 10:22 AM EDT  
**To:** Chareen Lovejoy <lovejoyc@bluehillscivic.org>  
**CC:** Moriah Gillis <mgillis@crumbielaw.com>; Tom Sussman <sussmant@bluehillscivic.org>  
**Subject:** Re: BHCA MOUs Needed

Just an update to everyone. St. John's Full Gospel is coming off of our list. Senator McCrory has allocated funds to the YMCA that are designated for St. John's.

Vicki Gallon-Clark

On Wed, Oct 9, 2024 at 10:01 AM Chareen Lovejoy <lovejoyc@bluehillscivic.org> wrote:

Good morning Moriah,

This budget is for St. Johns.

Chareen Lovejoy

Project Assistant  
Blue Hills Civic Association  
410 Homestead Avenue  
Hartford, CT 06112  
(860) 560-7360  
[www.bluehillscivic.org](http://www.bluehillscivic.org)  
BHCA Facebook:  
[BHCA Facebook](#)  
BHCA Instagram:  
[BHCA Instagram](#)

On Tue, Oct 8, 2024 at 1:35 PM Moriah Gillis <mgillis@crumbielaw.com> wrote:

Hi Vicki,

I'm just checking to be sure. Is this actually the budget for St. Justins/St Micheals and not St. Johns?

Thanks,

Moriah

**Moriah Gillis**, Corporate & Business Attorney



Direct: 860-899-1865 | Fax: 860-760-0308

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---

**From:** Vicki Gallon Clark <clarkv@bluehillscivic.org>  
**Sent:** Wednesday, October 2, 2024 12:09 PM  
**To:** Moriah Gillis <mgillis@crumbielaw.com>  
**Cc:** Tom Sussman <sussmant@bluehillscivic.org>; Chareen Lovejoy <lovejoyc@bluehillscivic.org>

**Subject:** Re: BHCA MOUs Needed

Good afternoon Moriah,

The correct title for St. John's is St. John's Full Deliverance Gospel, and it is St. Justin/St. Michaels.

This is a good time for me to introduce Tom Sussman, our new CFO. Tom will be taking over this process from here. Tom, Moriah was the attorney who created the MOU's for our community based partners for the last FY year and is very familiar with this process.

Moriah, Tom will explain an addition that needs to be added to the MOUs regarding a fee for service for the group. He will provide more detail today before you send any of the MOUs to us.

I will be available for any questions.

Thank you!

Vicki Gallon-Clark

On Wed, Oct 2, 2024 at 10:36AM Moriah Gillis <[mgillis@crumbielaw.com](mailto:mgillis@crumbielaw.com)> wrote:

Hi Vicki,

One more question- can you please provide the full name for St. John's? From the last group I had a St. John's Full Deliverance Gospel and a St. Justins-St. Micheals? I noticed on the budget it says St. Johns/St. Micheals but I can't find any listing like that in CT Sec. of State.

Thanks,

Moriah

**Moriah Gillis**, Corporate & Business Attorney



Direct: 860-899-1865|Fax: 860-760-0308

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**From:** Vicki Gallon Clark <[clarkv@bluehillscivic.org](mailto:clarkv@bluehillscivic.org)>  
**Sent:** Tuesday, October 1, 2024 3:06 PM  
**To:** Moriah Gillis <[mgillis@crumbielaw.com](mailto:mgillis@crumbielaw.com)>  
**Subject:** Re: BHCA MOUs Needed

Hi Moriah,

I am "back!" I was coordinating two major events last week. I am attaching budgets as I receive them. Through this email and a subsequent one, you should have the budgets for:

1. Upper Albany Neighborhood Collaborative (UANC)\*
2. Berkins
3. LEVAS
4. ST. John's (Advantage Framework)
5. DT Cares
6. Greater Hartford Jazz Festival

I am requesting that you create a MOU for SHEBA, just like you did previously; however the "Fiduciary" is UANC.

I will be sending more!

Vicki Gallon-Clark

On Wed, Sep 25, 2024 at 9:40AM Moriah Gillis <[mgillis@crumbielaw.com](mailto:mgillis@crumbielaw.com)> wrote:

Hi Vicki,

I'm checking back to see if you have budgets for the MOUs. I know you wanted them for this week, but I'm not able to finalize without the budgets to include.

Best,

Moriah

**Moriah Gillis**, Corporate & Business Attorney



Direct: 860-899-1865|Fax: 860-760-0308

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**From:** Moriah Gillis  
**Sent:** Thursday, September 19, 2024 11:28 AM

**To:** Vicki Gallon Clark <[clarkv@bluehillscivic.org](mailto:clarkv@bluehillscivic.org)>  
**Subject:** RE: BHCA MOUs Needed

Hi Vicki,

I put together a draft of the first one with some comments so we can review and see if there are other edits we need to make. We should get updated budgets. Some organizations are getting the same amount, but they may have different spending plans for this round so we'll need those to get these completed. There are also a few notes on the list that I could use some clarification on:

- For Angle of Edgewood, the amount says Larson- are they getting money from a different sponsor?
- For Don's Kitchen it says \$25,000 to HEDCO so is that a fiscal sponsorship agreement?
- For Sign, Design/Exclusive- I do not have an old agreement for them and there's no business with that name listed on Sec. of State. The notation is \$20K for BHCA sweatsuits so is this just part of BCHA's allocation?
- Upper Albany Neigh Collaborative is \$1.5 million so just want to make sure we don't have any extra requirements on that one, and check to see if the funds will go over lump sum

I think that's it for now.

Best,

Moriah

**Moriah Gillis**, Corporate & Business Attorney



Direct: 860-899-1865|Fax: 860-760-0308

650 Farmington Avenue Hartford, CT 06105

NAMWOLF  
LAW FIRM MEMBER



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---

**From:** Vicki Gallon Clark <[clarkv@bluehillscivic.org](mailto:clarkv@bluehillscivic.org)>  
**Sent:** Monday, September 16, 2024 3:39 PM  
**To:** Moriah Gillis <[mgillis@crumbielaw.com](mailto:mgillis@crumbielaw.com)>  
**Subject:** Re: BHCA MOUs Needed

Hi Moriah,

Please see my responses in red:

- What would you like the Effective Date to be?**September 30, 2024**
- What would you like the Term to be**9/30/24- 6/30/25**
- What is the total grant amount and the Legislative Grant number (the last round came from Core-CT 11000-ECD46830-16275)**FY 25- Leg-0000000004**
- Will the sub recipients budget allocations be the same or do you have new ones? I see that some recipients

have different amounts coming in so for those we will definitely need updated budgetsPlease disregard anyone with a "UA" beside the organization's name - The Upper Albany Neighborhood Collaborative will be the fiduciary for them. The indicated amount of the allocation is under the column FY 2024-2025.

- We are meeting with all groups on 9/26 to make announcements. We were hoping to distribute the MOUs at that meeting. During the last round, did they have to submit a budget before we gave them the MOU? We are not going to release the funds to them until they submit a budget to us.

Vicki Gallon-Clark

P.S. the name and title for Mothers United Against Violence is: Deborah Davis, V.P. Development and Director of Program Management

I have to give you the contact and title for the "Jazz Festival."

On Mon, Sep 16, 2024 at 1:49PM Moriah Gillis <[mgillis@crumbielaw.com](mailto:mgillis@crumbielaw.com)> wrote:

Hi Vicki,

I looked over the spreadsheet and reviewed the existing MOUs and just have a few questions before I get started:

- What would you like the Effective Date to be?
- What would you like the Term to be
- What is the total grant amount and the Legislative Grant number (the last round came from Core-CT 11000-ECD46830-16275)
- Will the sub recipients budget allocations be the same or do you have new ones? I see that some recipients have different amounts coming in so for those we will definitely need updated budgets

Thank you,

Moriah

**Moriah Gillis**, Corporate & Business Attorney



Direct: 860-899-1865|Fax: 860-760-0308

650 Farmington Avenue Hartford, CT 06105



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**From:** Vicki Gallon Clark <[clarkv@bluehillscivic.org](mailto:clarkv@bluehillscivic.org)>  
**Sent:** Thursday, September 12, 2024 12:56 PM  
**To:** Moriah Gillis <[mgillis@crumbielaw.com](mailto:mgillis@crumbielaw.com)>  
**Subject:** BHCA MOUs Needed

Good afternoon Moriah,

I hope your trip (to Ireland?) went well!

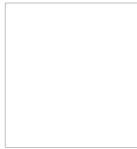
We are doing second rounds of allocations to community organizations similar to the last FY. The majority of the organizations are the same. We have added Mothers United Against Violence (MOU) and the Jazz Festival. I am in the process of getting correct titles and will forward that information for you.

Please create MOUs for these organizations. I have indicated the amount for each. We don't need a MOU for any organization that has a "UA" by the amount. We are providing the funding to the Upper Albany Neighborhood Collaborative (UA) to be the fiduciary for those organizations.

Please see the attached document and let me know if you have any questions.

Vicki Gallon-Clark

--



Vicki Gallon-Clark, MPA

Executive Director

BHCA

410 Homestead Avenue

Hartford, CT 06112

(860) 560-7360, ext. 303

BHCA Website:

<https://www.bluehillscivic.org>

BHCA Facebook:

[BHCA Facebook](#)

BHCA Instagram:

[BHCA Instagram](#)

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Vicki Gallon-Clark, MPA

Executive Director

BHCA

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(860) 560-7360, ext. 303

BHCA Website:

<https://www.bluehillscivic.org>

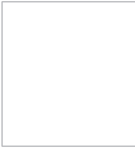
BHCA Facebook:

[BHCA Facebook](#)

BHCA Instagram:

[BHCA Instagram](#)

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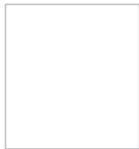
BHCA Facebook:

[BHCA Facebook](#)

BHCA Instagram:

[BHCA Instagram](#)

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BHCA Facebook:

[BHCA Facebook](#)

BHCA Instagram:

[BHCA Instagram](#)

# Exhibit 45

**From:** Moriah Gillis <[mgillis@crumbielaw.com](mailto:mgillis@crumbielaw.com)>  
**Sent:** Tuesday, November 19, 2024 10:36 AM EST  
**To:** Tom Sussman <[sussmant@bluehillscivic.org](mailto:sussmant@bluehillscivic.org)>  
**Subject:** RE: Correct Legal Entity Name to Use for the UANC MOU to SHEBA  
**Attachment(s):** "SHEBA MOU 11182024.pdf"

Thanks Tom- this should be signature ready.

Best,  
Moriah

**Moriah Gillis**, Corporate & Business Attorney



Direct: 860-899-1865|Fax: 860-760-0308  
650 Farmington Avenue Hartford, CT 06105



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**From:** Tom Sussman <[sussmant@bluehillscivic.org](mailto:sussmant@bluehillscivic.org)>  
**Sent:** Tuesday, November 19, 2024 10:28 AM  
**To:** Moriah Gillis <[mgillis@crumbielaw.com](mailto:mgillis@crumbielaw.com)>  
**Subject:** Re: Correct Legal Entity Name to Use for the UANC MOU to SHEBA

See my comments inserted below...

On Mon, Nov 18, 2024 at 2:09PM Moriah Gillis <[mgillis@crumbielaw.com](mailto:mgillis@crumbielaw.com)> wrote:

Hi Tom,

Attached is the draft of the SHEBA MOU. Can you give this a good once over and make sure I've accurately reflected how the fiscal sponsorship arrangement will work. I did leave some reference to Blue Hills as the Grant Recipient for accuracy, but my understanding is that UANC will be completely responsible for overseeing this programming and submitting the final report to DECD. **Correct** Once thing I wasn't sure of is whether or not BHCA would like to be credited in press releases etc. on this one (see paragraph 4(f)). **I think that this is fine - to date, I haven't seen any press releases on any of these things, but this makes sense.** Let me know your thoughts.

Best,  
Moriah

**Moriah Gillis**, Corporate & Business Attorney



Direct: 860-899-1865|Fax: 860-760-0308  
650 Farmington Avenue Hartford, CT 06105



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**From:** Tom Sussman <[sussmant@bluehillscivic.org](mailto:sussmant@bluehillscivic.org)>  
**Sent:** Friday, November 15, 2024 1:01 PM  
**To:** Moriah Gillis <[mgillis@crumbielaw.com](mailto:mgillis@crumbielaw.com)>  
**Subject:** Fwd: Correct Legal Entity Name to Use for the UANC MOU to SHEBA

She enlarged the file she sent...I asked for the spreadsheet, but I think this will work. Agreed?

----- Forwarded message -----

**From:** Sonserae Cicero <[sonseraec@shebatrailblazer.com](mailto:sonseraec@shebatrailblazer.com)>  
**Date:** Fri, Nov 15, 2024 at 12:33PM  
**Subject:** Re: Correct Legal Entity Name to Use for the UANC MOU to SHEBA  
**To:** Tom Sussman <[sussmant@bluehillscivic.org](mailto:sussmant@bluehillscivic.org)>

Hi Tom ,

Please see the attached. Let me know if you need anything else.

Take care,

Sonserae Cicero  
CEO / President / Founder  
SHEBA Consulting | Resource Center | HR Business Partner  
P: 860-990-4494  
W: [www.shebatrailblazer.com](http://www.shebatrailblazer.com)

---

**From:** Tom Sussman <[sussmant@bluehillscivic.org](mailto:sussmant@bluehillscivic.org)>  
**Sent:** Friday, November 15, 2024 9:45:40 AM  
**To:** Sonserae Cicero <[sonseraec@shebatrailblazer.com](mailto:sonseraec@shebatrailblazer.com)>  
**Subject:** Re: Correct Legal Entity Name to Use for the UANC MOU to SHEBA

Sonserae,

I'd like to get the MOU process completed for SHEBA today - would you be able to send the spreadsheet over because what you send is illegible.

Thanks.

Tom

On Wed, Nov 13, 2024 at 11:00AM Tom Sussman <[sussmant@bluehillscivic.org](mailto:sussmant@bluehillscivic.org)> wrote:

Sonserae,

Can you send me the spreadsheet because our counsel is not able to read what was sent. Sorry for the extra step, but that should help.

Thanks.

Tom

On Tue, Nov 12, 2024 at 5:20PM Sonserae Cicero <[sonseraec@shebatrailblazer.com](mailto:sonseraec@shebatrailblazer.com)> wrote:

Hi Vicki/Tom

Please see the updated budget page for the MOU. Please let me know if you have any questions.

Take Care,

Sonserae Cicero  
**CEO | President | Business Relationship Consultant**  
**S.H.E.B.A Consulting, LLC | HR Leaders | HR Relationship Advisors**  
**of {Society of Human Engagement and Business Alignment}**  
C: 860-990-4494  
W: [www.shebatrailblazer.com](http://www.shebatrailblazer.com)

---

**From:** Sonserae Cicero <[sonseraec@shebatrailblazer.com](mailto:sonseraec@shebatrailblazer.com)>  
**Date:** Tuesday, November 12, 2024 at 2:52PM  
**To:** Tom Sussman <[sussmant@bluehillscivic.org](mailto:sussmant@bluehillscivic.org)>  
**Subject:** Re: Correct Legal Entity Name to Use for the UANC MOU to SHEBA

Hi Tom,

Please see the attached W9 for SHEBA. Let me know if you need anything else.

Take Care,

Sonserae Cicero

**CEO | President | Business Relationship Consultant**

**S.H.E.B.A Resource Center | Consulting | HR Leaders | HR Relationship Advisors**

**of {Society of Human Engagement and Business Alignment}**

**C: 860-990-4494**

**W: [www.shebatrailblazer.com](http://www.shebatrailblazer.com)**

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**From:** Tom Sussman <[sussmant@bluehillscivic.org](mailto:sussmant@bluehillscivic.org)>

**Date:** Tuesday, November 12, 2024 at 1:22PM

**To:** Sonserae Cicero <[sonseraec@shebatrailblazer.com](mailto:sonseraec@shebatrailblazer.com)>

**Subject:** Re: Correct Legal Entity Name to Use for the UANC MOU to SHEBA

Following up - probably best just to send me a W9 form with the legal entity name, address, etc. included. Thanks!

On Mon, Nov 11, 2024 at 1:01PM Tom Sussman <[sussmant@bluehillscivic.org](mailto:sussmant@bluehillscivic.org)> wrote:

Sonserae,

Our counsel is asking what legal entity name she should use in the MOU she's working on for UANC for the funds that they are going to send to SHEBA. She needs the name that the CT Secretary of State would recognize.

Thank you in advance for your help!

Tom

--

Thomas Sussman

Chief Financial Officer

BHCA

1229 Albany Avenue

Hartford, CT 06112

(203) 610-2304

BHCA Website:

<https://www.bluehillscivic.org>

BHCA Facebook:

[BHCA Facebook](#)

BHCA Instagram:

[BHCA Instagram](#)

# Exhibit 46

**From:** Moriah Gillis <mgillis@crumbielaw.com>

**Sent:** Monday, October 21, 2024 2:25 PM EDT

**To:** Tom Sussman <sussmant@bluehillscivic.org>

**CC:** Vicki Gallon Clark <clarkv@bluehillscivic.org>

**Subject:** MOUs

**Attachment(s):** "Berkins-MOU10082024.pdf", "DTCares-MOU-10022024.pdf", "GHABSW-MOU10212024.pdf", "GHJazz-MOU-10022024.pdf", "LEVAS-MOU-10022024.pdf", "MUAV-MOU10212024.pdf", "My People-MOU10082024.pdf", "SignDesignBanner-MOU10212024.pdf", "TownofWindsor-MOU10212024.pdf", "UHART-MOU10212024.pdf", "Wilson-Gray-MOU10212024.pdf", "StJustinStMichealMOU10212024.pdf"

Good afternoon,

Attached are the MOUs with completed information. Still pending are the following:

- Connecticut Harm Reduction Alliance- pending revised budget
- Don's Kitchen- see my prior email, we need to account for the loan payoff to make our numbers match
- Hartford Health Initiative- I can't find the budget for this one, perhaps it is mislabeled?
- Outreach Realty- see my prior email, need to confirm legal name/DBA
- Upper Albany- I have to take a closer look at the language and just make sure we don't need to amend anything since they have a substantial sub-recipient, will review it tomorrow.

In addition, UHart may want changes to the indemnification language but in the past we have asked the dean to tell their legal that it is a condition of the grant and the grant is in the best interests of the college. Let me know if you have any issues with them this round.

Best,  
Moriah

**Moriah Gillis**, Corporate & Business Attorney



Direct: 860-899-1865 | Fax: 860-760-0308  
650 Farmington Avenue Hartford, CT 06105



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# Exhibit 47

# ACH Payment

ACH-03570482 - BLUE HILLS CIVIC ASSOCIATION INC (8899)



## ACH Batch Details

Transaction Number ACH-03570482  
Import File Name  
Import Batch ID  
Recurring Frequency One-Time Payment  
Total Credits \$15,000.00 (1)  
ACH Company BLUE HILLS CIVIC - BLUE HILLS CIVIC (1060876558)  
Batch Type Business (CCD) - Credit Only  
Memo 10629383  
Company Discretionary Data Organization  
Company Entry Description BHCA  
Notify Initiator Options Pending Actions: Notify via EMAIL  
System Events: Notify via EMAIL  
Complete - Unsuccessful: Notify via EMAIL  
Complete - Successful: Notify via EMAIL  
Early Action Taken: Notify via EMAIL  
Early Action Removed: Notify via EMAIL  
Expired: Notify via EMAIL  
Payment Creation Date Mar 27, 2024 1:42 PM EDT  
Processing Date 03/27/2024  
Payment Date 03/28/2024

Excluded	Payee	ABA	Account	Amount	Addenda	Prenote
	St. John's Full Gospel (9949)	231372691	*33820 (DDA)	\$15,000.00	State CT Alloc. Sen McCrory	

Status History	Timestamp	Status	Initiator	Description
	Mar 27, 2024 1:42:25 PM EDT	Created	8899 / CFSNORIEGA (SILVIA NORIEGA)	Batch Created.

Form **W-9**  
(Rev. October 2018)  
Department of the Treasury  
Internal Revenue Service

**Request for Taxpayer Identification Number and Certification**

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**St. John's Full Gospel Deliverance Church**

2 Business name/disregarded entity name, if different from above  
**St. John's Full Gospel Deliverance Church**

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  
Exempt payee code (if any) \_\_\_\_\_  
Exemption from FATCA reporting code (if any) \_\_\_\_\_  
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.  
**27 Brown Street**

6 City, state, and ZIP code  
**Bloomfield, Connecticut 06002**

7 List account number(s) here (optional)

8 Requester's name and address (optional)

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-				-			
--	--	--	---	--	--	--	---	--	--	--

or

Employer identification number

2	7	-	7	1	2	1	1	6	7
---	---	---	---	---	---	---	---	---	---

### Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification Instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ *John E. Wilson* Date ▶ *3/25/24*

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.


**Scope of program:**

ADDvantage Academy is a developmental program that will teach students in grades K -12 chess, afterschool from 4pm – 5pm. Chess is more than a game, it teaches strategy, promotes critical thinking, and focus, on top of improving social skills – all vital to academically accelerate! The program will focus on serving students in Hartford County, specifically Hartford, Windsor, and Bloomfield.

**ADDvantage Academy Chess Program: 7/1/2023 - 6/30/2024**
**Budget Summary:**

Program Manager	\$7,000
Transportation	\$1,000
Administrative Personnel	\$1,500
Writing Consultant	\$300
Curriculum	\$295
CPA Filing/License for LLC	\$325
Professional Development (Training/Trips)	\$440
Promotional Items (ink pens, pencils, pads, folders)	\$115
Program Tshirts (100)	\$1,000
Tournament Chess Boards (50)	\$2,000
Tournament Chess Clocks (50)	\$500
Marketing/ Logo Design	\$500
CT State Chess Association Membership	\$25
<b>Total Cost for Program</b>	<b>\$15,000</b>



## ACH Authorization Form

Please provide all required information requested below:

Company Name: St. John's Full Gospel Deliverance Church  
Company Address: 27 Brown Street Bloomfield, Connecticut 06002  
Bank Name: Santander Bank, N.A.  
Account Number: 3577333820  
ABA/Routing Number: 231372691  
(The ABA/Routing number is the 9-digit number on the bottom left of your check)  
Account Type (check one): Checking ☐ Savings ☐ Corporate ☐

By signing below, I authorize BHCA to make ACH payments to the above listed account, and that I am the authorized account holder to whom inquiries concerning ACH transfers are to be directed.

Authorized Representative Name: John E. Wilson  
Authorized Representative Signature: John E. Wilson  
Authorized Representative Phone Number: 860 930-9949  
Authorized Representative Email Address: drjew1@gmail.com  
Date: 3/25/2024

## BHCA USE ONLY:

ACH Payment for Invoice #: \_\_\_\_\_  
ACH Total: \$ \_\_\_\_\_  
ACH Date: \_\_\_\_\_

Blue Hills Civic Association  
410 Homestead Avenue, Hartford, CT 06112  
www.bluehillscivic.org  
860-560-7360  
BHCA@bluehillscivic.org  
EIN: 06-0876558



## ACH Authorization Form

Please provide all required information requested below:

Company Name: St. John's Full Gospel Deliverance Church  
Company Address: 27 Brown Street Bloomfield, Connecticut 06002  
Bank Name: Santander Bank, N.A.  
Account Number: 3577333820  
ABA/Routing Number: 231372691  
(The ABA/Routing number is the 9-digit number on the bottom left of your check)  
Account Type (check one): Checking ☐ Savings ☐ Corporate ☐

By signing below, I authorize BHCA to make ACH payments to the above listed account, and that I am the authorized account holder to whom inquiries concerning ACH transfers are to be directed.

Authorized Representative Name: John E. Wilson  
Authorized Representative Signature: John E. Wilson  
Authorized Representative Phone Number: (860) 930-9949  
Authorized Representative Email Address: drjew1@gmail.com  
Date: 10/1/2024

---

### BHCA USE ONLY:

ACH Payment for Invoice #: \_\_\_\_\_  
ACH Total: \$ \_\_\_\_\_  
ACH Date: \_\_\_\_\_

Blue Hills Civic Association  
410 Homestead Avenue, Hartford, CT 06112  
www.bluehillscivic.org  
860-560-7360  
[BHCA@bluehillscivic.org](mailto:BHCA@bluehillscivic.org)  
EIN: 06-0876558

# GRANT REPORTING REPORT

DECED

PLEASE ADD THE NAME OF ORGANIZATION

Step #1: Before the grant is received please submit the following PROJECTIONS:			
Description	Budget Narrative	Projected Amount	
EX: Administrative Staff	\$25/hr X 35 hrs/wk X 52 weeks	45500	
Exec/CEO Salary	Program Manager	\$7000	
Salaries-Admin. Staff		\$1500	
Salaries-Program Staff		N/A	
Salaries-Technical Staff		N/A	
Salaries - Other		N/A	
Employee Benefits		N/A	
Payroll Taxes		N/A	
Bonuses		N/A	
Other Personnel Expenses	Professional Dev.	\$440	
Non-employee contracted services-Administrative	writing consultant	\$1000	
Non-employee contracted services-Programmatic		N/A	
Non-employee contracted services-Technical		N/A	
Other Contracted Services		N/A	
Occupancy costs (lease, mortgage, utilities, insur.	Office suite	\$815	
Marketing, Publicity, Advertising		\$2000	
Supplies and Materials	Paper, ink, chess boards, lockers, shirts	\$7250	
Telecommunications	laptop, cell, printer, wifi	\$3400	
Postage & Shipping		N/A	
Travel & Meetings	Transportation	\$1000	
Other-not covered above	CPA filing, license, curriculum, membership, ship	\$645	
Total		\$25000	

Step#2 Please submit ACTUAL EXPENDITURES AT THE END OF THE GRANT PERIOD

# Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <b>St. John's Full Gospel Deliverance Church</b>	
2 Business name/disregarded entity name, if different from above <b>St. John's Full Gospel Deliverance Church</b>	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ►	
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)	
5 Address (number, street, and apt. or suite no.) See instructions. <b>27 Brown Street</b>	Requester's name and address (optional)
6 City, state, and ZIP code <b>Bloomfield, Connecticut 06002</b>	
7 List account number(s) here (optional)	

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
27	-	71	211	67					

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ► <b>John E. Wilson</b>	Date ► <b>10/1/2024</b>
-----------	--	-------------------------

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

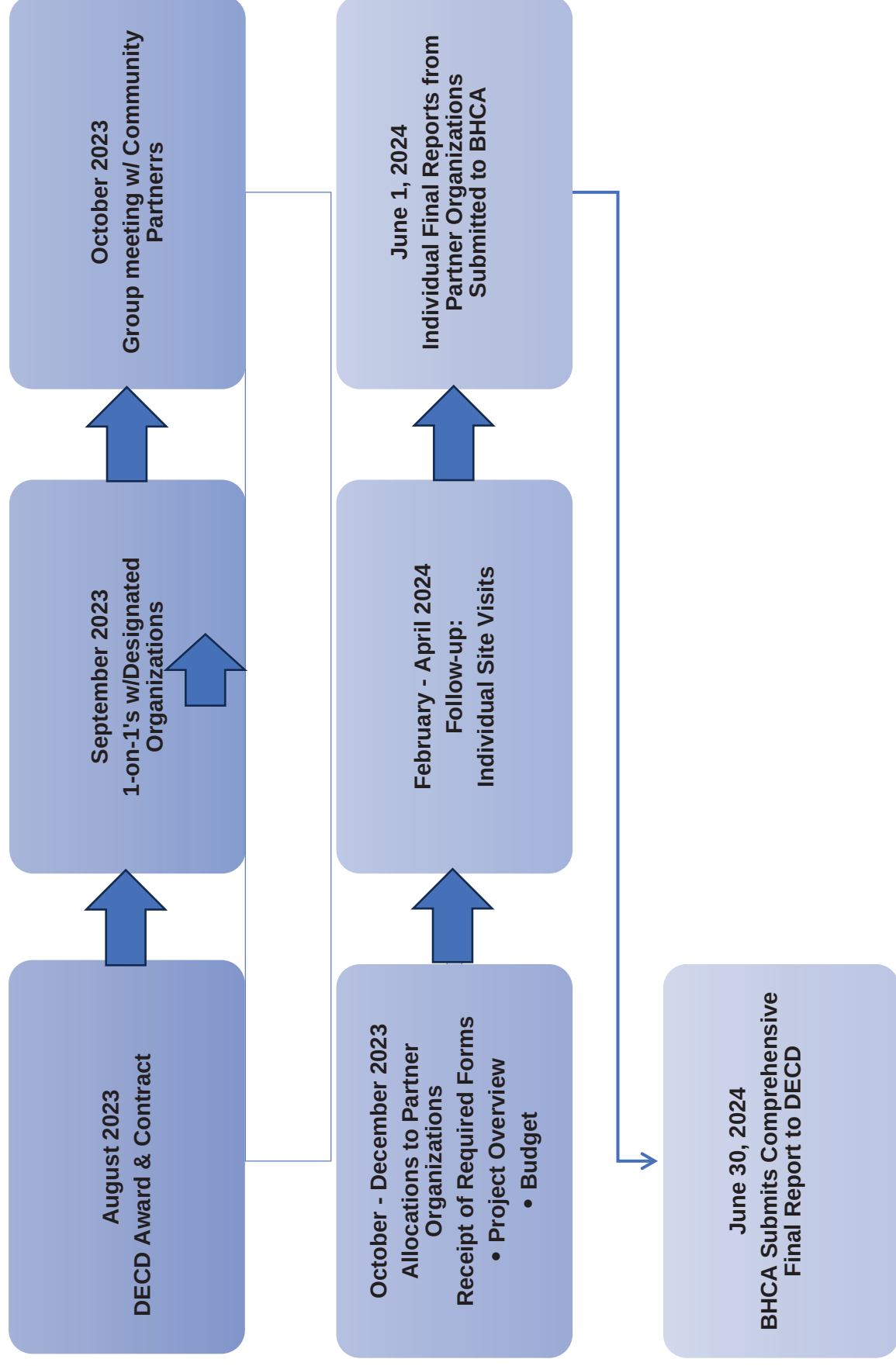
- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)  
Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

# Exhibit 48

## Department of Economic & Community Development (DECD) Award to BHCA for Community Partners



# Exhibit 49

**From:** Matthew Burry <mburry@wadvising.com>

**Sent:** Monday, July 29, 2024 10:10 AM EDT

**To:** Chareen Lovejoy <lovejoyc@bluehillscivic.org>; Vicki Gallon Clark <clarkv@bluehillscivic.org>; Silvia Noriega <noriegas@bluehillscivic.org>

**CC:** Kennedy Hill <khill@wadvising.com>

**Subject:** RE: SHEBA Budget Detail - Grant Recociliation

Please follow up with Sonserae on a couple things:

1. We also need the narrative report – I don't see that attached
2. SHEBA received a \$600,000 grant – they are reporting \$500,000 of expenditures. Is this correct and \$100,000 is unspent as of June 30, or does this need to be revised?



**Matthew Burry, CPA**, Assurance Manager  
Whittlesey

**Headquarters:** 280 Trumbull Street, 24th Floor, Hartford, CT 06103-3599

**T:** 860.524.4428 **E:** mburry@wadvising.com <https://WAdvising.com>

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---

**From:** Chareen Lovejoy <lovejoyc@bluehillscivic.org>

**Sent:** Monday, July 29, 2024 9:56 AM

**To:** Vicki Gallon Clark <clarkv@bluehillscivic.org>; Silvia Noriega <noriegas@bluehillscivic.org>; Matthew Burry <mburry@wadvising.com>

**Subject:** Fwd: SHEBA Budget Detail - Grant Recociliation

**CAUTION:** External email



Chareen Lovejoy

Project Assistant  
Blue Hills Civic Association  
410 Homestead Avenue  
Hartford, CT 06112  
(860) 560-7360  
[www.bluehillscivic.org](http://www.bluehillscivic.org)  
BHCA Facebook:  
[BHCA Facebook](#)  
BHCA Instagram:  
[BHCA Instagram](#)

----- Forwarded message -----

From: **Silvia Noriega** <noriegas@bluehillscivic.org>

Date: Mon, Jul 29, 2024 at 9:37AM

Subject: Fwd: SHEBA Budget Detail - Grant Recociliation

To: Chareen Lovejoy <lovejoyc@bluehillscivic.org>

FYI

----- Forwarded message -----

From: **Sonserae Cicero** <sonseraec@shebatrailblazer.com>

Date: Fri, Jul 26, 2024 at 5:41PM

Subject: SHEBA Budget Detail - Grant Recociliation

To: clarkv <[clarkv@bluehillscivic.org](mailto:clarkv@bluehillscivic.org)>  
Cc: noriegas <[noriegas@bluehillscivic.org](mailto:noriegas@bluehillscivic.org)>

Good evening ladies,

Please see the attached SHEBA Budget reconciliation for this past grant fiscal year.

Let me know if you have any questions.

Have a great weekend!

Take Care,

Sonserae Cicero

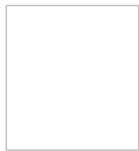
**CEO | President | Business Relationship Consultant**

**S.H.E.B.A Consulting, LLC | HR Leaders | HR Relationship Advisors  
of {Society of Human Engagement and Business Alignment}**

C: 860-990-4494

W: [www.shebatrailblazer.com](http://www.shebatrailblazer.com)

--



**Silvia Noriega**, Finance Director

Blue Hills Civic Association

410 Homestead Ave Hartford, CT 06112

Phone: (860) 560-7360 Ext 301

Fax: (860) 242-0741

[www. Bluehillscivic.org](http://www.Bluehillscivic.org)

[Help support the Blue Hills Civic Association select Amazon Smile when making purchases on Amazon](#)

□

# Exhibit 50

**From:** Matthew Burry <mburry@wadvising.com>  
**Sent:** Tuesday, August 06, 2024 2:15 PM EDT  
**To:** Silvia Noriega <noriegas@bluehillscivic.org>; Vicki Gallon Clark <clarkv@bluehillscivic.org>  
**Subject:** RE: Report from The Prosperity Foundation

I wanted to point out that TPF is reporting \$771k unspent funds as of June 30.

Blue Hills will need to follow up with TPF on their plans and timeline to spend down those remaining funds.

Also, this should factor into Blue Hills' FY25 grantmaking – it doesn't seem like a responsible use of funds to award TPF an additional grant when they haven't been able to spend down the previous grant.



**Matthew Burry, CPA**, Assurance Manager  
Whittlesey

**Headquarters:** 280 Trumbull Street, 24th Floor, Hartford, CT 06103-3599  
**T:** 860.524.4428 **E:** mburry@wadvising.com <https://WAdvising.com>

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**From:** Chareen Lovejoy <lovejoyc@bluehillscivic.org>  
**Sent:** Tuesday, August 6, 2024 1:56 PM  
**To:** Matthew Burry <mburry@wadvising.com>; Silvia Noriega <noriegas@bluehillscivic.org>  
**Subject:** Fwd: Report from The Prosperity Foundation

CAUTION: External email



Chareen Lovejoy

Project Assistant  
Blue Hills Civic Association  
410 Homestead Avenue  
Hartford, CT 06112  
(860) 560-7360  
[www.bluehillscivic.org](http://www.bluehillscivic.org)  
BHCA Facebook:  
[BHCA Facebook](#)  
BHCA Instagram:  
[BHCA Instagram](#)

----- Forwarded message -----

**From:** Vicki Gallon Clark <clarkv@bluehillscivic.org>  
**Date:** Mon, Aug 5, 2024 at 3:51PM  
**Subject:** Fwd: Report from The Prosperity Foundation  
**To:** Chareen Lovejoy <lovejoyc@bluehillscivic.org>

Reports from The Prosperity Foundation...

----- Forwarded message -----

**From:** Orsella Hughes <orsella@tpfct.org>  
**Date:** Mon, Aug 5, 2024 at 3:29PM  
**Subject:** Report from The Prosperity Foundation  
**To:** Vicki Gallon Clark <clarkv@bluehillscivic.org>

Cc: Prosperity Foundation Grants <[tpfgrants@tpfct.org](mailto:tpfgrants@tpfct.org)>

Hi Vicki,

Thank you for your patience. Please find attached, the narrative and financial report from The Prosperity Foundation. If you have any questions, please let me know.

Thank you,  
Orsella

--

 **Orsella R. Hughes**  
Executive Director, The Prosperity Foundation  
[203.909.1315](tel:203.909.1315)[orsella@tpfct.org](mailto:orsella@tpfct.org)  
[www.tpfct.org](http://www.tpfct.org)  
1287 Chapel Street New Haven, CT 06511



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<https://www.bluehillscivic.org>  
BHCA Facebook:  
[BHCA Facebook](#)  
BHCA Instagram:  
[BHCA Instagram](#)

# Exhibit 51

**From:** Matthew Burry <mburry@wadvising.com>

**Sent:** Friday, August 16, 2024 1:53 PM EDT

**To:** Vicki Gallon Clark <clarkv@bluehillscivic.org>

**CC:** Chareen Lovejoy <lovejoyc@bluehillscivic.org>; Silvia Noriega <noriegas@bluehillscivic.org>

**Subject:** DECD subrecipient grant reporting

**Attachment(s):** "BHCA Subrecipient Reporting as of 8-16-24.zip", "BHCA Subrecipient Reporting Checklist and Expenditures as of 8-16-24.xlsx"

Good afternoon,

I've attached a spreadsheet that summarizes all of the reporting received from subrecipients as of today. Items to consider following up on are highlighted. There are two narrative reports we haven't received yet (all expenditure reports were received):

- Outreach Realty Servicing
- Windsor Senior Center

A number of other grantees didn't include data on numbers of people served, etc., which might be helpful in evaluating the impact of those grants – but you may have other information and follow up on these items may be lower priority. The most important item needing follow up is Prosperity Foundation's unexpended funds – is there any update on this since our discussion with Orsella on Monday?

The spreadsheet also has a tab that summarizes all subrecipient expenditures by type, which we may want to reference in BHCA's final report. Silvia/Vicky, let's set up a time next week to discuss BHCA's reporting to DECD (expenditure report in particular)

Finally, the zip file attached for reference has a folder for each subrecipient containing the budgets and final reports that we've received.

Regards,  
Matt



**Matthew Burry, CPA**, Assurance Manager  
Whittlesey

**Headquarters:** 280 Trumbull Street, 24th Floor, Hartford, CT 06103-3599

**T:** 860.524.4428 **E:** mburry@wadvising.com <https://WAdvising.com>

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# Exhibit 52

**BLUE HILLS CIVIC ASSOCIATION  
DECD FINAL GRANT REPORT  
Grant No. 11000-ECD46830-16275**

1. Please provide an update on how the grants funds were used.

The grant funds received from the Blue Hills Civic Association were strategically utilized to enhance the long-term success and operational capacity of The Prosperity Foundation (TPF). Key investments included hiring a consulting firm to conduct a comprehensive six-month organizational analysis. This analysis covered various dimensions such as board structure, organizational framework, programmatic offerings, community engagement, and financial operations. The process included one-on-one interviews with stakeholders and two intensive two-day strategy sessions aimed at developing a robust 5-10 year strategic plan to maximize TPF's impact and reach.

Additionally, part of the funds was allocated to engage a consultant responsible for refining our grant management processes. This role is crucial in ensuring that our grant distribution is both effective and compliant with high-level management and reporting standards.

A significant portion of the grant was also directed towards capacity-building grants for local Hartford organizations. This funding has supported 14 organizations, enabling them to deliver impactful services across the county, directly affecting 2,415 individuals. These efforts are part of TPF's ongoing commitment to strengthening community resources and enhancing the quality of life for residents in the Greater Hartford area.

2. Did receiving the grant funds from the State of Connecticut leverage other funding sources? If so, what source? (municipal, state, regional, national government, private, etc.)

Yes, receiving the grant funds from the State of Connecticut was instrumental in securing additional funding from various sources. The state grant bolstered our organization's credibility, enabling us to attract further investments from regional private sectors, including private foundations and corporate sponsors. The presence of a dedicated grant manager was also important in this process, as they efficiently managed secured funds, ensuring rigorous compliance and reporting that further built trust and confidence in our operations. This enhanced funding has expanded the reach and effectiveness of our programs, driving sustainable impact within the communities we serve.

3. Was the grant funding from the State of Connecticut used to create new or support existing jobs within your organization?

**No, the grant funding from the State of Connecticut was not used to create new or support existing jobs within our organization during the immediate funding year. However, the capacity-building work initiated with these funds is a strategic investment in our organization's future. This work is preparing us to expand our team and extend our efforts, which we anticipate will lead to job creation in the upcoming years as we implement our strategic plan and scale our operations.**

4. If yes to question number 3, indicate the number of jobs created or supported:

- a. Number of full-time positions: **Not applicable**
- b. Number of part-time positions: **Not applicable**

5. Do you collect demographic data (age, race, ethnicity, etc.) of the people served by your organization?

**Yes, we have initiated the collection of demographic data for the individuals served by our organization in Hartford County. Through the support of these funds, we have reached a total of 2,415 individuals within the county. Of these, 81% are identified as Black, 60% as female, and 26% as male. This data collection is crucial for tailoring our programs to meet the specific needs of our community effectively.**

6. What method or process do you use to gather demographic data?

**To gather demographic data, we employ a structured process involving the collection of mid-year and end-of-year reports from organizations we fund. Additionally, we require these organizations to provide an initial estimate of the number of individuals they anticipate serving at the beginning of the funding period. With our targeted focus on the Black community, we specifically request detailed information on the impact our funding has on Black individuals and families. This systematic approach ensures that we maintain accurate and relevant data to assess and enhance the effectiveness of our support within the community.**

7. How does your organization utilize the data?

**Our organization uses the demographic data collected to directly enhance our strategic focus on education, health, and economic disparity. Moreover, we prioritize organizations led by individuals of color. By analyzing this data, we are able to refine our programs, ensuring that they are effectively targeted to meet the specific**

needs of the communities we serve. This data-driven approach allows us to identify trends, measure the impact of our initiatives, and adjust strategies to maximize efficacy. Moreover, the insights gained from this data help amplify our outreach efforts, enabling more informed decision-making and better resource allocation. This process not only supports our mission but also bolsters our accountability to stakeholders and enhances our ability to secure ongoing support for our work.

Recently, our demographic data revealed that Black-led organizations we support often receive disproportionately lower funding, frequently due to challenges in effectively communicating their impact to funders. In response, we designed a comprehensive training program set to launch this year, aimed at enhancing the capabilities of these organizations. This program focuses on empowering leaders with the skills to compellingly articulate their stories and the impact of their work, addressing a critical gap identified through our data analysis. This initiative builds on our extensive experience with organizations in dire need, reinforcing our commitment to bolstering the sustainability and visibility of Black-led groups.

8. Was the State of Connecticut credited for its support?

Yes, the State of Connecticut was credited for its support in our organizational newsletter. Although the distribution of our newsletter is currently paused due to an ongoing rebranding effort as part of our strategic planning process, we fully intend to resume its publication once this process is complete. This will ensure continued recognition of our partnership with the State of Connecticut in our communications.

**BLUE HILLS CIVIC ASSOCIATION  
DECD FINAL GRANT REPORT  
Grant No. 11000-ECD46830-16275**

9. Is there anything else you would like to share regarding how your organization benefited from the grant funding?

We are immensely thankful for our partnership with the Blue Hills Civic Organization. The support provided has been crucial, enabling us to lay a strong foundation for serving Black families in need across Connecticut, beginning with Hartford. This collaboration has proven invaluable in strengthening our community impact.

Name of Person Authorized to Complete this Report: Orsella Hughes

**Title of Authorized Individual:** Executive Director

**Date of Report:** August 5, 2024

GRANT REPORTING REPORT		
Step #1: Before the grant is received please submit the following PROJECTIONS:		
Description	Budget Narrative	Allocated Amount
Salaries - COO	Full Time (40 hours/week)	\$ 60,000.00
Salaries-Admin. Staff	Full Time (40 hours/week)	\$ 55,000.00
Legal Services		\$ 100,000.00
Employee Benefits	For 3 Employees (Employer 50%)	\$ 35,000.00
Payroll Taxes		\$ 20,000.00
Program Services	Statewide Grantmaking	\$ 300,000.00
Contract Svcs	Strategic Planning Workshops	\$ 274,000.00
Contract Svcs	Marketing & Branding	\$ 80,000.00
Contract Svcs	Grant Writer & Manager	\$ 85,000.00
Contract Svcs	Independent IT Support	\$ 10,000.00
Accounting	Bookkeeping/Accounting/Audit	\$ 35,000.00
Events	Conferences & Convenings	\$ 45,000.00
<b>Total</b>		<b>\$ 1,100,000.00</b>

Step#2 Please submit ACTUAL EXPENDITURES AT THE END OF THE GRANT PERIOD			
Description	Budget Narrative	Expenditures	Balance
Legal Services		\$ -	\$100,000.00
Auditing Services	Auditing and 990 Filing	\$ 2,500.00	\$35,000.00
Contract Services	Strategic Planning Workshops	\$ 274,000.00	\$0.00
Contract Services	Marketing & Branding	\$ 11,700.00	\$68,300.00
Contract Services	Grant Writer & Manager	\$ 19,750.00	\$65,250.00
Accounting Svcs.	Bookkeeping/Accounting	\$ 13,603.00	
Events	Conferences & Convenings	\$ 6,571.00	\$53,326.00
Program Services	Statewide Grantmaking	\$ -	\$450,000.00
<b>Total</b>		<b>\$ 328,124.00</b>	<b>\$771,876.00</b>

# Exhibit 53

**From:** Vicki Gallon Clark <clarkv@bluehillscivic.org>  
**Sent:** Tuesday, November 12, 2024 2:48 PM EST  
**To:** Tom Sussman <sussmant@bluehillscivic.org>  
**Subject:** Fwd: Final Financial Report - TPF  
**Attachment(s):** "TPF Budget Final Reporting 11.12.2024.xlsx - TPF Budget.pdf"

Hi Tom,

Please let me know if this final TPF financial report will suffice for what we need from an auditing perspective.

Vicki

----- Forwarded message -----

From: **Orsella Hughes** <[orsella@tpfct.org](mailto:orsella@tpfct.org)>  
Date: Tue, Nov 12, 2024 at 2:00 PM  
Subject: Final Financial Report - TPF  
To: Vicki Gallon Clark <[clarkv@bluehillscivic.org](mailto:clarkv@bluehillscivic.org)>  
Cc: Howard K. Hill <[howard@hkhfuneralservices.com](mailto:howard@hkhfuneralservices.com)>

Hi Vicki,

It was great catching up with you. Please find attached, the final financial report for TPF. If you have any questions, please let me know.

Thank you,

--  
photo

**Orsella R. Hughes**  
Executive Director, The Prosperity Foundation  
203.909.1315 | [orsella@tpfct.org](mailto:orsella@tpfct.org)  
[www.tpfct.org](http://www.tpfct.org)  
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--  
Vicki Gallon-Clark, MPA  
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BHCA Website:  
<https://www.bluehillscivic.org>  
BHCA Facebook:  
[BHCA Facebook](#)  
BHCA Instagram:  
[BHCA Instagram](#)

# Exhibit 54

Capital City

St. John's Full  
Gospel

**BLUE HILLS CIVIC ASSOCIATION  
DECD FINAL GRANT REPORT  
Grant No. 11000-ECD46830-16275**

1. Please provide an update on how the grants funds were used.

*The funds were used to provide chess enrichment sessions to individuals aged 8-54 in the north end of Hartford and Bloomfield.*

2. Did receiving the grant funds from the State of Connecticut leverage other funding sources? If so, what source? (municipal, state, regional, national government, private, etc.)

*Yes, the grant funds from the State of Connecticut did leverage other funding sources. Specifically, private donors.*

3. Was the grant funding from the State of Connecticut used to create new or support existing jobs within your organization?

*Yes, the grant funding from the State of Connecticut was used to support existing jobs within the organization.*

4. If yes to question number 3, indicate the number of jobs created or supported:

- a. Number of full-time positions:
- b. Number of part-time positions: *1*

5. Do you collect demographic data (age, race, ethnicity, etc.) of the people served by your organization?

*Yes, but partially, by location. In Bloomfield demographic data is collected.*

6. What method or process do you use to gather demographic data?

*Demographic data is gathered by the utilization of sign-in sheets where participants note their names, age, and contact information.*

7. How does your organization utilize the data?

*The data collected is used to both confirm the target population has been reached and also as a metric for goal achievement.*

8. Was the State of Connecticut credited for its support?

*Yes, the State of Connecticut was credited for its support. For example, during each session it was verbalized that the State of Connecticut provided funding and that the support is vital in keeping the program running.*

**BLUE HILLS CIVIC ASSOCIATION  
DECD FINAL GRANT REPORT  
Grant No. 11000-ECD46830-16275**

9. Is there anything else you would like to share regarding how your organization benefited from the grant funding?

*Yes. Additionally, the organization and the communities targeted benefited from the grant funding in several ways. It helped provide a safe space for both children and parents to attend which thus fostered better domestic relations in communities adversely affected by single parentism and absent parent households. Further, the North end of Hartford has a higher concentration of poverty, with related food-insecurity. Funding was used to provide food and refreshments to individuals affected by this plight.*

**Name of Person Authorized to Complete this Report:** Dr. Keon Berry

**Title of Authorized Individual:** Program Manager

**Date of Report:**

	<b>ADDvantage Academy Chess Program: 7/5/23 - 8/23/23</b>				
	<b><u>Budget Summary: Capital City Chess Enrichment Program</u></b>				
	Program Manager				\$7,000.00
	Transportation				\$1,000.00
	Administrative Personnel				\$1,500.00
	Writing Consultant				\$300.00
	Curriculum				\$295.00
	CPA Filing/License for LLC				\$325.00
	Professional Development (Training/Trips)				\$440.00
	Promotional Items (ink pens, pencils, pads, folders)				\$115.00
	Program Tshirts(100)				\$1,000.00
	Tournament Chess Boards(50)				\$2,000.00
	Tournament Chess Clocks(25)				\$500.00
	Marketing/Logo Design				\$500.00
	CT State Chess Association Membership				\$25.00
	Total Cost for Program				<b>\$15,000.00</b>
	<b>** All funds were allocated &amp; used**</b>				

# Exhibit 55

	A	B	C	D	E	F
	Grant Revenues				State of Connecticut - Department of Economic & Community Development	
1						
2		Jul '23 - Jun 24	Subrecipients		Subgrantee	Amount
3						
4	Capital Workforce Partners	\$ 696,026.22	No		Angel of Edgewood, Inc	\$ 10,000.00
5	City of Hartford	\$ 624,351.97	No		Berkins Family LLC	\$ 50,000.00
6	Connecticut Children's Medical Center	\$ 81,515.56	No		Connecticut Harm Reduction Alliance	\$ 100,000.00
7	C-T Office of the state Comptroller	\$ 75,000.00	No		Don's Kitchen	\$ 25,000.00
8	Department of Economic and Community Deve	\$ 7,115.00	No		DT Cares	\$ 20,000.00
9	Distribution DBA Eversource	\$ 50,000.00	No		Greater Hartford Pro-Am, Inc	\$ 5,000.00
10	Evelyn W. Preston Fund	\$ 17,000.00	No		Hartford Help Initiatives	\$ 150,000.00
11	Hartford Foundation for Public Giving	\$ 36,500.00	No		Hartford Hurricanes	\$ 10,000.00
12	Hispanic Federation	\$ 100,000.00	No		Hartford Knights Corp	\$ 25,000.00
13	Judicial Branch	\$ 20,880.00	No		Hartford Lions Soccer Academy Inc	\$ 10,000.00
14	Legacy Foundation of Hartford	\$ 250,000.00	No		Lift Every Voice and Sing Org.	\$ 10,000.00
15	Roger Williams University	\$ 2,000.00	No		MPact Mentoring Inc.	\$ 100,000.00
16	State of Connecticut (c)	#####	Yes		My People Clinical Services, LLC	\$ 200,000.00
17	The Nellie Mae Education Foundation, Inc	\$ 107,000.00	No		Outreach Realty Servicing	\$ 150,000.00
18	Trinity Health	\$ 3,545.92	No		S.H.E.B.A Consulting, LLC	\$ 600,000.00
19	United Way of Central & Northeastern Conn	\$ 22,500.00	No		St. John's Full Gospel Deliverance Church	\$ 15,000.00
20	YWCA	\$ 11,250.00	No		St. Justin- Saint Michael Parish Corp	\$ 10,000.00
21	TOTAL	#####			The Prosperity Foundation	#####
22					Town of Windsor	\$ 15,000.00
23					University of Hartford	\$ 250,000.00
24					Upper Albany Neighborhood Collaborative.	\$ 550,000.00
25					West Indian Independence Celebrations Inc	\$ 20,000.00
26					Wilson-Gray YMCA	\$ 250,000.00
27					YWCA Hartford Region, Inc	\$ 500,000.00
28					Total	#####
29						
30					Internal Allocations of Funds	
31					Weaver High School Programs	\$ 225,000.00
32						
33					Adjusted Total	#####
34						
35					BHCA Operations	#####
36						
37					Total	#####




	A		B	C	D	E
1		Type	Date	Num	Name	
2	67804 · Partners Support - Other					
3		Bill	7/19/2023	Championship	Greater Hartford Pro-Am, Inc	
4		Check	9/5/2023	3144	JADHA Foundation	
5		Bill	10/2/2023	BHCA partners	Hartford Help Initiatives	
6		Bill	10/2/2023	BHCA partners	My People Clinical Services, LLC	
7		Bill	10/2/2023	BHCA partners	Outreach Realty Servicing	
8		Bill	10/2/2023	BHCA partners	Upper Albany Neighborhood Collaborative.	
9		Bill	10/2/2023	BHCA partners	S.H.E.B.A Consulting, LLC	
10		Bill	10/2/2023	BHCA partners	Wilson-Gray YMCA	
11		Bill	11/2/2023	BHCA partners	Connecticut Harm Reduction Alliance	
12		Bill	12/4/2023	BHCA partners	The Prosperity Foundation	
13		Bill	12/20/2023	State Funds	YWCA Hartford Region, Inc	
14		Bill	12/26/2023	State Funds	University of Hartford	
15		General Journal	1/1/2024	PPE010124		
16		General Journal	1/1/2024	PPE010124		
17		Bill	2/22/2024	BHCA partners	Lift Every Voice and Sing Org.	
18		Bill	2/28/2024	BHCA partners	Berkins Family LLC	
19		Bill	3/1/2024	BHCA partners	Don's Kitchen	
20		Bill	3/28/2024	BHCA partners	St. Justin- Saint Michael Parish Corp	
21		Bill	3/28/2024	BHCA partners	St. John's Full Gospel Deliverance Church	
22		Bill	4/8/2024	BHCA partners	Hartford Hurricanes	
23		Bill	4/9/2024	BHCA partners	MPact Mentoring Inc.	
24		Bill	4/9/2024	BHCA partners	Hartford Lions Soccer Academy Inc	
25		Bill	4/9/2024	BHCA partners	Town of Windsor	
26		Bill	4/12/2024	BHCA partners	DT Cares	
27		Bill	4/12/2024	BHCA partners	Angel of Edgewood, Inc	
28		Bill	5/23/2024	BHCA partners	Hartford Knights Corp	
29		Bill	6/10/2024	BHCA partners	West Indian Independence Celebrations Inc	
30		General Journal	6/27/2024	Weaver		
31		General Journal	6/27/2024	Weaver		
32		Check	6/27/2024		Sign Design and Banners	
33	Total 67804 · Partners Support - Other					

	F		G	H	I
	Memo	Split	Amount	Balance	
1				\$	-
2					
3		20100 · Accounts Payable	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
4	Activities: Arts, Entertainment & Education	10012 · Webster Bank Payroll	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00
5	State CT Alloc. Sen McCrory	20100 · Accounts Payable	\$ 150,000.00	\$ 160,000.00	\$ 160,000.00
6	State CT Alloc. Sen McCrory	20100 · Accounts Payable	\$ 200,000.00	\$ 360,000.00	\$ 360,000.00
7	State CT Alloc. Sen McCrory	20100 · Accounts Payable	\$ 150,000.00	\$ 510,000.00	\$ 510,000.00
8	State CT. Alloc. Sen McCrory	20100 · Accounts Payable	\$ 550,000.00	#####	#####
9	State CT. Alloc. Sen McCrory	20100 · Accounts Payable	\$ 600,000.00	#####	#####
10	State of CT Allocation Senator McCrory	20100 · Accounts Payable	\$ 250,000.00	#####	#####
11	State of CT Allocation Senator McCrory	20100 · Accounts Payable	\$ 100,000.00	#####	#####
12	State CT Alloc. Sen McCrory	20100 · Accounts Payable	#####	#####	#####
13	State of CT Allocation Senator McCrory	20100 · Accounts Payable	\$ 500,000.00	#####	#####
14	State of CT Allocation Senator McCrory	20100 · Accounts Payable	\$ 250,000.00	#####	#####
15	Record \$200 from DECD Operation Support to Weaver	41000 · Grants and Contracts	\$ 200,000.00	#####	#####
16	Record \$200 from DECD Operation Support to Weaver	41000 · Grants and Contracts	\$ (200,000.00)	#####	#####
17	State of CT Allocation Senator McCrory	20100 · Accounts Payable	\$ 10,000.00	#####	#####
18	State of CT Allocation Senator McCrory 2nd payment	20100 · Accounts Payable	\$ 50,000.00	#####	#####
19	State of CT Allocation Senator McCrory 2nd payment	20100 · Accounts Payable	\$ 25,000.00	#####	#####
20	State of CT Allocation Senator McCrory	20100 · Accounts Payable	\$ 10,000.00	#####	#####
21	State of CT Allocation Senator McCrory	20100 · Accounts Payable	\$ 15,000.00	#####	#####
22	State of CT Allocation Senator McCrory	20100 · Accounts Payable	\$ 10,000.00	#####	#####
23	State CT Alloc. Sen McCrory	20100 · Accounts Payable	\$ 100,000.00	#####	#####
24	State of CT Allocation Senator McCrory	20100 · Accounts Payable	\$ 10,000.00	#####	#####
25	State of CT Allocation Senator McCrory	20100 · Accounts Payable	\$ 15,000.00	#####	#####
26	State of CT Allocation Senator McCrory	20100 · Accounts Payable	\$ 20,000.00	#####	#####
27	State of CT Allocation Senator McCrory	20100 · Accounts Payable	\$ 10,000.00	#####	#####
28	State of CT Allocation Senator McCrory	20100 · Accounts Payable	\$ 25,000.00	#####	#####
29	State of CT Allocation Senator McCrory	20100 · Accounts Payable	\$ 20,000.00	#####	#####
30	Weaver Record \$25000 from DECD BHCA Partners to Weaver	41000 · Grants and Contracts	\$ 25,000.00	#####	#####
31	Weaver Record \$25000 from DECD BHCA Partners to Weaver	41000 · Grants and Contracts	\$ (25,000.00)	#####	#####
32	State of CT Allocation Senator McCrory	10002 · Webster Checking	\$ 500.00	#####	#####
33			#####	#####	#####

# Exhibit 56

THE BLUE HILLS CIVIC ASSOCIATION INC  
1229 ALBANY AVE STE 306  
HARTFORD CT 06112-2132

## Contact Us

	Client Services	800.482.2220
	Mailing Address	P.O. Box 191 Waterbury, CT 06720-0191
	Online Access	websterbank.com

## SUMMARY OF ACCOUNTS

ACCOUNT TYPE	ACCOUNT NUMBER	ENDING BALANCE
PLATINUM BUSINESS ANALYZED	XXXXXX9383	\$600,147.13

## PLATINUM BUSINESS ANALYZED - XXXXXX9383

### Account Summary

Date	Description			
04/01/2024	Beginning Balance	\$948,733.20	Average Ledger Balance	\$709,319.35
	46 Debit(s) this period	\$507,740.44	Average Available Balance	\$708,861.29
	7 Credit(s) this period	\$159,154.37		
04/30/2024	Ending Balance	\$600,147.13		

You received a communication in a prior statement regarding the elimination of a Returned Deposit Item Fee. That communication was not intended for you, and you can disregard it.

We apologize for any inconvenience or confusion this may have caused. Please contact your Relationship Manager if you have any questions or concerns.

## Transaction Activity

Transaction Date	Description	Debits	Credits	Balance
04/01/2024	Beginning Balance			\$948,733.20
04/02/2024	BLUE HILLS CIVIC BHCA BLUE -SETT-A247OBS	-\$10,000.00		\$938,733.20
04/03/2024	WEB XFER TO DDA XXXXXXXX5978 BHCA PAYROLL	-\$54,113.00		\$884,620.20
04/04/2024	MICROSOFT 6041 EDI PAYMNT TRN*1*Z61UEW5HYUZU\	-\$52.27		\$884,567.93
04/04/2024	BLUE HILLS CIVIC BHCA BLUE -SETT-A247OBS	-\$3,500.00		\$881,067.93
04/04/2024	BLUE HILLS CIVIC BHCA BLUE -SETT-A247OBS	-\$4,340.00		\$876,727.93

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**PLATINUM BUSINESS ANALYZED - XXXXXX9383 (continued)****Transaction Activity (continued)**

Transaction Date	Description	Debits	Credits	Balance
04/04/2024	BLUE HILLS CIVIC Contractor BLUE -SETT-A247OBS	-\$6,978.00		\$869,749.93
04/04/2024	BLUE HILLS CIVIC NUMC BLUE -SETT-A247OBS	-\$10,350.00		\$859,399.93
04/05/2024	DEPOSIT		\$12,104.43	\$871,504.36
04/05/2024	BLUE HILLS CIVIC HTFD Hurri BLUE -SETT-A247OBS	-\$10,000.00		\$861,504.36
04/05/2024	BLUE HILLS CIVIC Town Winds BLUE -SETT-A247OBS	-\$15,000.00		\$846,504.36
04/08/2024	BLUE HILLS CIVIC HCTC BLUE -SETT-A247OBS	-\$2,861.00		\$843,643.36
04/09/2024	EQUITABLE FINANC Equitable Blue Hills Civic Assoc XXXXXX219x	-\$870.84		\$842,772.52
04/09/2024	BLUE HILLS CIVIC NESC 1 BLUE -SETT-A247OBS	-\$875.00		\$841,897.52
04/09/2024	AMERICAN UNITED PENSIONPMT G76659BLUE HILLS CIVIC XXXXX327.G76659	-\$3,359.58		\$838,537.94
04/09/2024	AMERICAN UNITED PENSIONPMT G76659BLUE HILLS CIVIC XXXXX410.G76659	-\$3,359.58		\$835,178.36
04/09/2024	BLUE HILLS CIVIC NESC BLUE -SETT-A247OBS	-\$3,651.66		\$831,526.70
04/09/2024	BLUE HILLS CIVIC Htfd Lions BLUE -SETT-A247OBS	-\$10,000.00		\$821,526.70
04/09/2024	BLUE HILLS CIVIC MPACT ment BLUE -SETT-A247OBS	-\$100,000.00		\$721,526.70
04/10/2024	DEPOSIT		\$66,606.00	\$788,132.70
04/10/2024	BLUE HILLS CIVIC Printer Ma BLUE -SETT-A247OBS	-\$1,138.82		\$786,993.88
04/10/2024	BLUE HILLS CIVIC Maier BLUE -SETT-A247OBS	-\$13,344.67		\$773,649.21
04/11/2024	METROPOLITAN UTILITYPMT BLUE HILLS CIVIC ASSOC XXXXXX4317	-\$26.01		\$773,623.20
04/11/2024	Workers Compensa WEB PAY Blue Hills Civic Asso WCT	-\$2,352.48		\$771,270.72
04/11/2024	BLUE HILLS CIVIC Contractor BLUE -SETT-A247OBS	-\$4,071.40		\$767,199.32
04/11/2024	HEDCO INC XXXXXX1301 VICKI GALLONCLARK XXXXXXXXXX5006BG	-\$10,000.50		\$757,198.82
04/11/2024	HEDCO INC XXXXXX1301 VICKI GALLONCLARK XXXXXXXXXX3651HL5	-\$10,000.50		\$747,198.32
04/11/2024	BLUE HILLS CIVIC Contractor BLUE -SETT-A247OBS	-\$15,430.00		\$731,768.32
04/12/2024	EVERSOURCE WEB_PAY BLUE HILLS BHCA XXXXXXXXXXXX1024	-\$133.03		\$731,635.29
04/12/2024	COMCAST CABLE BLUE HILLS CIVIC *BLUE XXXXXX6215	-\$414.84		\$731,220.45
04/12/2024	CBKCCOMM CARD QR PAYMENT BLUE HILLS XXXXXXXXXXXX4777	-\$6,700.33		\$724,520.12

**PLATINUM BUSINESS ANALYZED - XXXXXX9383 (continued)****Transaction Activity (continued)**

Transaction Date	Description	Debits	Credits	Balance
04/12/2024	BLUE HILLS CIVIC DT & Angel BLUE -SETT-A247OBS	-\$30,000.00		\$694,520.12
04/15/2024	ACH CHARGEBACK RETURN RETIRE 0068		\$20,000.00	\$714,520.12
04/15/2024	STATE OF CT VENDOR ACH XXXXXX7888		\$10,000.00	\$724,520.12
04/15/2024	BLUE HILLS CIVIC DT cares BLUE -SETT-A247OBS	-\$20,000.00		\$704,520.12
04/16/2024	STATE OF CT VENDOR ACH XXXXXX7888		\$18,750.00	\$723,270.12
04/17/2024	WEB XFER TO DDA XXXXXXXX5978 PAYROLL	-\$72,521.88		\$650,748.24
04/18/2024	BLUE HILLS CIVIC Contractor BLUE -SETT-A247OBS	-\$3,847.79		\$646,900.45
04/18/2024	BLUE HILLS CIVIC Contractor BLUE -SETT-A247OBS	-\$4,340.00		\$642,560.45
04/18/2024	BLUE HILLS CIVIC Parent Pow BLUE -SETT-A247OBS	-\$6,898.00		\$635,662.45
04/19/2024	DEPOSIT		\$3,050.00	\$638,712.45
04/19/2024	AMEX EPAYMENT ACH PMT VICKI GALLONCLARK W2366	-\$12,725.26		\$625,987.19
04/19/2024	MTHLY ANALYSIS CHARGE	-\$70.00		\$625,917.19
04/22/2024	BLUE HILLS CIVIC Chareen Re BLUE -SETT-A247OBS	-\$328.00		\$625,589.19
04/22/2024	BLUE HILLS CIVIC Weaver Exp BLUE -SETT-A247OBS	-\$665.10		\$624,924.09
04/22/2024	BLUE HILLS CIVIC Fresh Star BLUE -SETT-A247OBS	-\$6,100.00		\$618,824.09
04/22/2024	BLUE HILLS CIVIC EAP Rayon BLUE -SETT-A247OBS	-\$9,283.92		\$609,540.17
04/23/2024	BLUE HILLS CIVIC Glam Salon BLUE -SETT-A247OBS	-\$6,000.00		\$603,540.17
04/23/2024	BLUE HILLS CIVIC GHABSW BLUE -SETT-A247OBS	-\$10,500.00		\$593,040.17
04/26/2024	BLUE HILLS CIVIC C. Hearts BLUE -SETT-A247OBS	-\$3,000.00		\$590,040.17
04/29/2024	DEPOSIT		\$28,643.94	\$618,684.11
04/29/2024	ANTHEM BLUE I050 CORP PYMT BLUE HILLS CIVIC ASSOC FL00689202	-\$4,131.90		\$614,552.21
04/29/2024	BLUE HILLS CIVIC KTH Contra BLUE -SETT-A247OBS	-\$11,000.00		\$603,552.21
04/30/2024	AMERICAN UNITED PENSIONPMT G76659BLUE HILLS CIVIC XXXXX424.G76659	-\$3,405.08		\$600,147.13
04/30/2024	Ending Balance			\$600,147.13



**PLATINUM BUSINESS ANALYZED - XXXXXX9383 (continued)**

**Daily Balances**

Date	Amount	Date	Amount	Date	Amount
03/31/2024	\$948,733.20	04/10/2024	\$773,649.21	04/19/2024	\$625,917.19
04/02/2024	\$938,733.20	04/11/2024	\$731,768.32	04/22/2024	\$609,540.17
04/03/2024	\$884,620.20	04/12/2024	\$694,520.12	04/23/2024	\$593,040.17
04/04/2024	\$859,399.93	04/15/2024	\$704,520.12	04/26/2024	\$590,040.17
04/05/2024	\$846,504.36	04/16/2024	\$723,270.12	04/29/2024	\$603,552.21
04/08/2024	\$843,643.36	04/17/2024	\$650,748.24	04/30/2024	\$600,147.13
04/09/2024	\$721,526.70	04/18/2024	\$635,662.45		

**Overdraft and Returned Item Fees**

	Total for this period	Total year-to-date
Total Returned Item Fees	\$0.00	\$0.00
Total Overdraft Fees	\$0.00	\$0.00



DDA Deposit

BANK: 221970443      DATE: 4/5/2024 12:13:12 PM  
BR: 113      AMT: 12104.43  
TLR: PRD02001      ACCT #: 10329383  
DDA Deposit  
MISC  
RT: 535010109      TC: 010

#0000      04/05/2024      \$12,104.43

DDA Deposit

BANK: 221970443      DATE: 4/10/2024 1:45:01 PM  
BR: 113      AMT: 66606.00  
TLR: PRD02001      ACCT #: 10329383  
DDA Deposit  
MISC  
RT: 535010109      TC: 010

#0000      04/10/2024      \$66,606.00

DDA Deposit

BANK: 221970443      DATE: 4/19/2024 10:45:58 AM  
BR: 113      AMT: 3050.00  
TLR: PRD10001      ACCT #: 10329383  
DDA Deposit  
MISC  
RT: 535010109      TC: 010

#0000      04/19/2024      \$3,050.00

DDA Deposit

BANK: 221970443      DATE: 4/29/2024 2:41:38 PM  
BR: 113      AMT: 28643.94  
TLR: PRD97831      ACCT #: 10329383  
DDA Deposit  
MISC  
RT: 535010109      TC: 010

#0000      04/29/2024      \$28,643.94

# Exhibit 57



**Orsella R. Hughes**  
*Executive Director*

Grant # 2023-009

**Board of Directors**

November 20, 2023

**Howard K. Hill**  
*Founder & President*

**Larry Conaway**  
*Vice-President*

Vicki Gallon-Clark, Executive Director  
Blue Hills Civic Association  
410 Homestead Avenue  
Hartford, CT 06112

**Brian Cook**  
*Secretary*

**Donna Lecky**  
*Treasurer*

**Adrienne Cochran**  
*Board Member*

I am pleased to inform you that The Prosperity Foundation (TPF) appropriated the sum of \$60,000.00 for a grant to *Blue Hills Civic Association* over the period of *December 1, 2023 – November 30, 2024*. Half of the award will be given on **November 30, 2023** and the final half on **May 15, 2024**. Funds from The Prosperity Foundation should only be used for charitable or educational purposes as outlined in your proposal in response to the Request for Proposals distributed under TPF's Small Grants Program.

An interim report on this grant is due on **May 1, 2024** and a final report on this grant is due on **November 30, 2024**. Reports should include a summary of your grant activities and a financial report outlining how funds have been spent to date. Please sign and return this letter indicating your agreement with the term stipulated herein.

TPF wishes you the best in your endeavors. We look forward to learning more about your important efforts on behalf of Connecticut's Black communities.

Sincerely,

12 / 02 / 2023

Orsella R. Hughes, Executive Director

12 / 06 / 2023

Vicki Gallon-Clark, Executive  
Director

**Address:**

1287 Chapel Street  
New Haven, CT 06511

**Email:**

info@tpfct.org

**Website:**

www.tpfct.org

**Phone:**

203-745-3684

# Exhibit 58

	A	B	C	D	E	F	G
1	BHCA						
2	2024 Grant Receipts and Expenditures						
3	For the 12 Months Ending June 30, 2024						
4							
5							
6	Grant Source	Grant Amount	Amount Received	Amount in Accounts Receivable Account @ 6/30/24	Amount Spent	Amount Not Spent	
7	State of Connecticut (DECD)	\$ 5,500,000.00	\$ 5,500,000.00	\$ -	\$ 5,500,000.00	\$ -	
8	Capital Workforce Partners	\$ 696,026.22	\$ 681,026.22	\$ 15,000.00	\$ 696,026.22	\$ -	
9	City of Hartford (ENP, KOL, NESCC)	\$ 331,851.97	\$ -	\$ 42,210.12	\$ 331,851.97	\$ -	
10	Legacy Foundation of Hartford	\$ 250,000.00	\$ 250,000.00	\$ -	\$ 250,000.00	\$ -	
11	City of Hartford (Community Weaver)	\$ 232,500.00	\$ 232,500.00	\$ -	\$ 232,500.00	\$ -	
12	The Nellie Mae Education Foundation, Inc	\$ 107,000.00	\$ 102,000.00	\$ 5,000.00	\$ 107,000.00	\$ -	
13	Hispanic Federation	\$ 100,000.00	\$ 75,000.00	\$ 25,000.00	\$ 100,000.00	\$ -	
14	Connecticut Children's Medical Center	\$ 81,515.56	\$ 81,515.56	\$ -	\$ 81,515.56	\$ -	
15	CT Office of the State Comptroller	\$ 75,000.00	\$ 75,000.00	\$ -	\$ 75,000.00	\$ -	
16	Hartford UNITY (NESCC)	\$ 60,000.00	\$ 60,000.00	\$ -	\$ 60,000.00	\$ -	
17	The Prosperity Foundation	\$ 60,000.00	\$ 30,000.00	\$ 30,000.00	\$ 35,000.00	\$ 25,000.00	
18	Hartford Foundation for Public Giving	\$ 52,050.00	\$ 52,050.00	\$ -	\$ 38,119.18	\$ 13,930.82	
19	Eversource	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	
20	United Way of Central & Northeastern Conn	\$ 37,500.00	\$ 37,500.00	\$ -	\$ 37,500.00	\$ -	
21	State of CT - Judicial Branch	\$ 20,880.00	\$ 20,880.00	\$ -	\$ 20,880.00	\$ -	
22	Evelyn W. Preston Fund	\$ 17,000.00	\$ 17,000.00	\$ -	\$ -	\$ 17,000.00	
23	YWCA Hartford Region	\$ 11,250.00	\$ 11,250.00	\$ -	\$ 11,250.00	\$ -	
24	BHCA	\$ 7,250.00	\$ 7,250.00	\$ -	\$ 7,250.00	\$ -	
25	Deposit	\$ 6,250.00	\$ 6,250.00	\$ -	\$ 6,250.00	\$ -	
26	Trinity Health	\$ 3,545.92	\$ 3,545.92	\$ -	\$ 3,545.92	\$ -	
27	To recognize Revenue for FY24 CIF Expenditures	\$ 2,121.40	\$ 2,121.40	\$ -	\$ 2,121.40	\$ -	
28	Roger Williams University	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00	\$ -	
29	CT Project	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00	\$ -	
30	Total	\$ 7,705,741.07	\$ 7,298,889.10	\$ 117,210.12	\$ 7,649,810.25	\$ 55,930.82	
31	Trial Balance Amount	\$ 7,705,741.07	NA	\$ 117,210.12	Restricted Net Assets -->	\$ 55,930.82	Gov't Grant Check Balance-->
32	Difference	\$ -	\$ -	\$ -		\$ -	

	H	I	J	K
1				
2				
3				
4				
5	Grant Amount			
6	Federal	State	All Other	Total
7	\$ -	\$ 5,500,000.00	\$ -	\$ 5,500,000.00
8	\$ -	\$ 213,791.12	\$ 482,235.10	\$ 696,026.22
9	\$ 47,603.86	\$ -	\$ 284,248.11	\$ 331,851.97
10	\$ -	\$ -	\$ 250,000.00	\$ 250,000.00
11	\$ 213,750.00	\$ 18,750.00	\$ -	\$ 232,500.00
12	\$ -	\$ -	\$ 107,000.00	\$ 107,000.00
13	\$ -	\$ -	\$ 100,000.00	\$ 100,000.00
14	\$ 81,515.56	\$ -	\$ -	\$ 81,515.56
15	\$ -	\$ 75,000.00	\$ -	\$ 75,000.00
16	\$ 60,000.00	\$ -	\$ -	\$ 60,000.00
17	\$ -	\$ -	\$ 60,000.00	\$ 60,000.00
18	\$ -	\$ -	\$ 52,050.00	\$ 52,050.00
19	\$ -	\$ -	\$ 50,000.00	\$ 50,000.00
20	\$ -	\$ -	\$ 37,500.00	\$ 37,500.00
21	\$ -	\$ 20,880.00	\$ -	\$ 20,880.00
22	\$ -	\$ -	\$ 17,000.00	\$ 17,000.00
23	\$ -	\$ -	\$ 11,250.00	\$ 11,250.00
24	\$ -	\$ -	\$ 7,250.00	\$ 7,250.00
25	\$ -	\$ -	\$ 6,250.00	\$ 6,250.00
26	\$ -	\$ -	\$ 3,545.92	\$ 3,545.92
27	\$ -	\$ -	\$ 2,121.40	\$ 2,121.40
28	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00
29	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00
30	\$ 402,869.42	\$ 5,828,421.12	\$ 1,474,450.53	\$ 7,705,741.07
31	\$ 402,869.42	\$ 5,828,421.12		
32	\$ -	\$ -		

	A			B	C	D
1	BHCA					
2	Trial Balance					
3	As at June 30, 2024					
4						
5						
6				30-Jun-24		
				Debit	Credit	
7	10015 · Webster Bank 1454			\$ 471,000.00		
8	10012 · Webster Bank Payroll			\$ 65,764.44		
9	10010 · Webster Bank 8563			\$ -		
10	10004 · Webster BHCA- LLC			\$ -		
11	10001 · Windsor Federal Payroll			\$ -		
12	10009 · WebsterBank Capital City Track			\$ 29,538.74		
13	10008 · BHCA Promise Z x 6460 AP			\$ -		
14	10000 · Windsor Federal			\$ -		
15	10002 · Webster Checking			\$ -	\$ 7,763.87	
16	10003 · BHCA Saving			\$ -		
17	10005 · BHCA Outreach Checking x6021 VC			\$ -		
18	10006 · BHCA Youth Checking x6477 SM			\$ -		
19	10007 · BHCA Emp+ Train Checking x6485SS			\$ -		
20	11100 · Accounts Receivable			\$ 117,210.12		
21	11111 · Account Receivable per Auditors			\$ -		
22	2121 · Payroll Asset			\$ -		
23	11110 · Employee Advance			\$ 3,349.40		
24	11140 · Prepaid Program Expense			\$ -		
25	11160 · Security Deposit			\$ -		
26	12999 · Undeposited Funds			\$ 19,575.96		
27	1620 · Donated Buildings - operating			\$ 136,500.00		
28	16400 · Furniture, fixtures, & equip			\$ 70,427.19		
29	16900 · Construction in progress			\$ -	\$ 13,345.00	
30	16900 · Construction in progress:16901 · 410 Homestead			\$ 160,287.49		
31	17450 · Accum deprec- furn,fix,equip			\$ -	\$ 68,085.35	
32	20100 · Accounts Payable			\$ -	\$ 54,895.33	
33	10014 · American Express			\$ -	\$ 9,399.58	
34	10013 · Commerce Bank			\$ -	\$ 722.82	
35	10011 · WebVisa BHCA			\$ -	\$ 50.00	
36	20114 · PPP Loan			\$ -		
37	20113 · Webster Line of Credit			\$ -	\$ 12,556.45	
38	20111 · Other Liabilities			\$ -		
39	20199 · A/P Per Auditors			\$ -		
40	20110 · HEDCO Line of Credit			\$ -		
41	20120 · Pension Withholding Liability			\$ -	\$ 141.02	
42	20120 · Pension Withholding Liability:20130 · EE Loan Payments			\$ -	\$ 3,637.58	
43	20140 · Refundable Advance			\$ -	\$ 468,878.60	
44	21000 · Payroll Liabilities			\$ -		
45	21000 · Payroll Liabilities:21010 · CT Withholding			\$ -	\$ 2,387.16	
46	21000 · Payroll Liabilities:21030 · Health Insurance Deduction			\$ -	\$ 285.00	
47	21000 · Payroll Liabilities:21120 · CT Disability EE PFL			\$ 0.10		
48	21000 · Payroll Liabilities:21130 · Fed Withholding			\$ -	\$ 1,856.06	

	A	B	C	D
49	21000 · Payroll Liabilities:21140 · Federal Unemployment		\$ 7.60	
50	21000 · Payroll Liabilities:21150 · FICA Payable		\$ 1,077.59	
51	21000 · Payroll Liabilities:21160 · Garnishment Payable		\$ 35.00	
52	21000 · Payroll Liabilities:21170 · State Unemployment	\$ 3,650.67		
53	21000 · Payroll Liabilities:21180 · Pension - ER	\$ 1,594.24		
54	21100 · Accrued payroll		\$ 26,732.50	
55	21300 · Accrued payroll taxes		\$ 2,023.30	
56	30001 · Opening Bal Equity	\$ -		
57	30010 · Unrestrict (retained earnings)		\$ 321,396.00	
58	31000 · Temporarily restrict net asset		\$ 27,570.00	
59	40000 · Contributions		\$ 20,405.94	
60	40000 · Contributions:40600 · Restricted Individuals		\$ 13,870.00	
61	40000 · Contributions:40007 · Individual Donations		\$ 21,802.81	
62	40000 · Contributions:40001 · Registration Income		\$ 47,871.26	
63	41000 · Grants and Contracts		#####	
64	48999 · Interest Income		\$ 400.76	
65	49999 · Miscellaneous Income		\$ 5,834.32	
66	99910 · BHCA Allocation			
67	67807 · Field Trips	\$ -		Program costs
68	65911 · Technology	\$ 12,707.93		Program costs
69	67806 · Student Activities	\$ 1,630.25		Program costs
70	67805 · Resident Support	\$ 38,068.03		Program costs
71	67804 · Partners Support	\$ 69,229.28		Program costs
72	67804 · Partners Support:GHABSW	#####		Subgrantee Pass Thru Funds
73	61101 · Wire Fee Expenses	\$ 100,199.81		Subgrantee Pass Thru Funds
74	67803 · Stipends	\$ 816.50		Administrative and office expenses
75	75900 · Special Events/ Trip Transporta	\$ 70,233.25		Program costs
76	67802 · Youth Stipend	\$ 26,618.07		Administrative and office expenses
77	61300 · Merchant Fee	\$ 13,898.23		Program costs
78	75401 · Facility Use:75601 · Utilities	\$ 230.30		Administrative and office expenses
79	75401 · Facility Use:75400 · Rent	\$ 18,705.12		Occupancy, rent, and maintenance
80	61100 · Bank Service Charges	\$ 55,385.00		Occupancy, rent, and maintenance
81	66000 · Payroll & Fringe BHCA Staff	\$ 991.37		Administrative and office expenses
82	66000 · Payroll & Fringe BHCA Staff:66598 · Bonus	\$ -		Payroll, taxes, and benefits
83	66000 · Payroll & Fringe BHCA Staff:66599 · Payroll Core Staff	\$ 3,659.57		Payroll, taxes, and benefits
84	66000 · Payroll & Fringe BHCA Staff:66609 · FICA (SS & Medicare)	#####		Payroll, taxes, and benefits
85	66000 · Payroll & Fringe BHCA Staff:66602 · SUTA	\$ 107,521.49		Payroll, taxes, and benefits
86	66000 · Payroll & Fringe BHCA Staff:66605 · Health Insurance	\$ 12,005.96		Payroll, taxes, and benefits
87	66000 · Payroll & Fringe BHCA Staff:66001 · 403b ER Match	\$ 81,330.29		Payroll, taxes, and benefits
88	66000 · Payroll & Fringe BHCA Staff:66603 · Life Insurance	\$ 20,054.59		Payroll, taxes, and benefits
89	75603 · Employment Inquiries	\$ 4,693.17		Payroll, taxes, and benefits
90	67801 · Parent Support	\$ 2,025.00		Administrative and office expenses
91	61600 · Payroll & Fringe Stud/Particip:61000 · Payroll Students/Participants	\$ 17,564.99		Administrative and office expenses
92	61600 · Payroll & Fringe Stud/Particip:61607 · FICA Students/Participants	\$ 424,428.47		Payroll, taxes, and benefits
93	61600 · Payroll & Fringe Stud/Particip:61608 · SUTA Students/Participants	\$ 27,909.35		Payroll, taxes, and benefits
94	67701 · Administration Fees	\$ 27.88		Payroll, taxes, and benefits
95	60050 · Staff Development	\$ 9.71		Administrative and office expenses
96	60700 · Incentives	\$ 262.01		Administrative and office expenses
97	60901 · Admin Expenses	\$ 16,915.30		Administrative and office expenses
		\$ 471.40		Administrative and office expenses

Trial Balance

	A	B	C	D
98	60950 · Transportation	\$ 14,363.09		Program costs
99	61200 · Payroll Processing Charges	\$ 13,874.59		Contracted services
100	61550 · Dues and Contributions	\$ 2,362.73		Administrative and office expenses
101	61800 · Insurance:61801 · D&O Insurance	\$ 3,362.00		Insurance
102	61800 · Insurance:61802 · Liability Insurance	\$ 33,524.42		Insurance
103	62300 · Licenses and Permits	\$ 150.00		Administrative and office expenses
104	62500 · Postage	\$ 233.40		Administrative and office expenses
105	62600 · Printing and Distribution	\$ 158.70		Administrative and office expenses
106	63300 · Telephone	\$ 46.00		Administrative and office expenses
107	64800 · Staff Travel	\$ 3,891.72		Administrative and office expenses
108	66500 · Supplies	\$ 59,230.31		Program costs
109	67600 · Professional Services:67611 · Whittlesey	\$ 29,892.85		Contracted services
110	67600 · Professional Services:67610 · Charles Botts	\$ 37,622.00		Contracted services
111	67600 · Professional Services:67609 · Eli Patrick & Co	\$ 50,000.00		Contracted services
112	67600 · Professional Services:67608 · Ralph Knighton	\$ 45,175.00		Contracted services
113	67600 · Professional Services:67607 · KTH Advisors	\$ 100,000.00		Contracted services
114	67600 · Professional Services:67606 · BHCA Consultants	\$ 78,026.00		Contracted services
115	67600 · Professional Services:67601 · Audit	\$ 39,365.00		Contracted services
116	67600 · Professional Services:67604 · IT Services	\$ 9,751.50		Contracted services
117	67600 · Professional Services:67699 · Misc-Professional	\$ 51,945.00		Contracted services
118	67800 · Participant Support	\$ 53,661.01		Participant Support
119	69000 · Software	\$ 4,888.88		Administrative and office expenses
120	69001 · Computer Hardware & Systems	\$ 5,703.59		Administrative and office expenses
121	75000 · Contract Services	\$ 269,090.51		Contracted services
122	75200 · Participant Wages	\$ 99.52		Program costs
123	75602 · Training	\$ 18,627.98		Program costs
124	75700 · Consumable Supplies	\$ 6,284.43		Program costs
125	75800 · Miscellaneous PartSupp	\$ 15.94		Program costs
126	75930 · Marketing	\$ 32,446.93		Administrative and office expenses
127	80000 · Interest Expense	\$ 12,469.91		Administrative and office expenses
128	83000 · Travel & meetings expenses	\$ 10,940.52		Program costs
129	83000 · Travel & meetings expenses:83010 · Travel	\$ 2,060.76		Program costs
130	83000 · Travel & meetings expenses:83020 · Conference,convention,meeting	\$ 100.00		Program costs
131	99900 · Miscellaneous Expense	\$ 16,371.01		Program costs
132	TOTAL	#####	#####	

	A	B	C	D	E	F	G
		Current	30-Jan	31 - 60	61 - 90	> 90	TOTAL
1							
2	Capital Workforce Partners	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -	\$ 15,000.00
3	City of Hartford	\$ 27,210.12	\$ -	\$ -	\$ -	\$ 15,000.00	\$ 42,210.12
4	Hispanic Federation	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	\$ 25,000.00
5	State of Connecticut (c)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6	The Nellie Mae Education Foundation, Inc	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
7	The Prosperity Foundation INC	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00	\$ 30,000.00
8	TOTAL	\$ 32,210.12	\$ 15,000.00	\$ -	\$ -	\$ 70,000.00	\$ 117,210.12

	A			B	C	D	E
1	<b>Grant Revenues</b>						
2							
3				<b>Jul 23 - Jun 24</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
4	<b>Amount to Report on to the Auditors</b>						
5	Account 41000 Grants and Contracts from Trial Balance			\$ 7,705,741.07			
6							
7	<b>Capital Workforce Partners</b>						
8	Amount in General Ledger			\$ 696,026.22	\$ 696,026.22	\$ -	\$ 696,026.22
9	Supporting Grant Award(s)						
10	Capital Workforce Partners						
11	Capital Workforce Partners						
12	Capital Workforce Partners						
13							
14	<b>City of Hartford</b>						
15	<b>Community Weaver 24'</b>						
16	Amount in General Ledger			\$ 232,500.00	\$ 232,500.00	\$ -	\$ 232,500.00
17	Supporting Grant Award(s)						
18	Hartford Public Schools - Board of Education						
19	Hartford Board of Education						
20							
21	<b>NESC - Hartford UNITY</b>						
22	Amount in General Ledger			\$ 60,000.00	\$ 60,000.00	\$ -	\$ 60,000.00
23	Supporting Grant Award(s)						
24	Hartford UNITY						
25							
26	<b>Other NESC - ENP, KOL, NESC</b>						
27	Amount in General Ledger						
28	ENP			\$ 25,928.42	\$ 25,928.42	\$ -	\$ 25,928.42
29	KOL			\$ 21,675.44	\$ 21,675.44	\$ -	\$ 21,675.44
30	NESC			\$ 284,248.11	\$ 284,248.11	\$ -	\$ 284,248.11
31	Supporting Grant Award(s)						
32	City of Hartford - Health & Human Services						
33	City of Hartford - Health & Human Services						
34							
35							
36	<b>Connecticut Children's Medical Center</b>						
37	Amount in General Ledger			\$ 81,515.56	\$ 81,515.56	\$ -	\$ 81,515.56
38	Supporting Grant Award(s)						
39	Connecticut Children's Medical Center						
40							
41	<b>CT Office of the State Comptroller</b>						
42	Amount in General Ledger			\$ 75,000.00	\$ 75,000.00	\$ -	\$ 75,000.00
43	Supporting Grant Award(s)						
44	CT Office of the State Comptroller						
45							
46	<b>Eversource</b>						
47	Amount in General Ledger			\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00
48	Supporting Grant Award(s)						

Net Asset Rollforward

	A	B	C	D	E
49	Eversource				
50					
51	<b>Evelyn W. Preston Fund</b>				
52	Amount in General Ledger	\$ 17,000.00	\$ -	\$ 17,000.00	\$ 17,000.00
53	Supporting Grant Award(s)				
54	Evelyn W. Preston Fund				
55					
56	<b>Hartford Foundation for Public Giving</b>				
57	Amount in General Ledger	\$ 52,050.00			
58	Supporting Grant Award(s)				
59	Hartford Foundation for Public Giving				
60	Hartford Foundation for Public Giving		\$ -	\$ -	\$ -
61	Hartford Foundation for Public Giving		\$ -	\$ -	\$ -
62	Hartford Foundation for Public Giving		\$ -	\$ -	\$ -
63	Hartford Foundation for Public Giving		\$ -	\$ -	\$ -
64	Hartford Foundation for Public Giving		\$ 1,069.18	\$ 13,930.82	\$ 15,000.00
65	Explanation Required for Difference				
66					
67	<b>State of Connecticut (DECD)</b>				
68	Amount in General Ledger	\$5,500,000.00	\$5,500,000.00	\$ -	\$5,500,000.00
69	Supporting Grant Award(s)				
70	State of Connecticut (DECD)				
71					
72	<b>Legacy Foundation of Hartford</b>				
73	Amount in General Ledger	\$ 250,000.00	\$ 250,000.00	\$ -	\$ 250,000.00
74	Supporting Grant Award(s)				
75	Legacy Foundation of Hartford				
76					
77	<b>Hispanic Federation</b>				
78	Amount in General Ledger	\$ 100,000.00	\$ 100,000.00	\$ -	\$ 100,000.00
79	Supporting Grant Award(s)				
80	Hispanic Federation				
81					
82	<b>State of CT - Judicial Branch</b>				
83	Amount in General Ledger	\$ 20,880.00	\$ 20,880.00	\$ -	\$ 20,880.00
84	Supporting Grant Award(s)				
85	State of CT - Judicial Branch				
86					
87	<b>The Prosperity Foundation</b>				
88	Amount in General Ledger	\$ 60,000.00	\$ 35,000.00	\$ 25,000.00	\$ 60,000.00
89	Supporting Grant Award(s)				
90	The Prosperity Foundation				
91					
92	<b>The Nellie Mae Education Foundation, Inc</b>				
93	Amount in General Ledger	\$ 107,000.00	\$ 107,000.00	\$ -	\$ 107,000.00
94	Supporting Grant Award(s)				
95	The Nellie Mae Education Foundation, Inc				
96					

Net Asset Rollforward

	A	B	C	D	E
97	<b>Roger Williams University</b>				
98	Amount in General Ledger	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00
99	Supporting Grant Award(s)				
100	Roger Williams University				
101					
102	<b>Trinity Health</b>				
103	Amount in General Ledger	\$ 3,545.92	\$ 3,545.92	\$ -	\$ 3,545.92
104	Supporting Grant Award(s)				
105	Trinity Health				
106					
107	<b>United Way of Central &amp; Northeastern Conn</b>				
108	Amount in General Ledger	\$ 22,500.00	\$ 22,500.00	\$ -	\$ 22,500.00
109	United Way of Central & Northeastern Conn	\$ 15,000.00	\$ 15,000.00	\$ -	\$ 15,000.00
110	Supporting Grant Award(s)				
111	United Way of Central & Northeastern Conn				
112	United Way of Central & Northeastern Conn				
113					
114	<b>YWCA Hartford Region</b>				
115	Amount in General Ledger	\$ 11,250.00	\$ -	\$ -	\$ -
116	Supporting Grant Award(s)				
117	YWCA				
118					
119	<b>Other</b>				
120	Amount in General Ledger				
121	CT Project	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00
122	BHCA	\$ 7,250.00	\$ 7,250.00	\$ -	\$ 7,250.00
123	Deposit	\$ 6,250.00	\$ 6,250.00	\$ -	\$ 6,250.00
124	To recognize Revenue for FY24 CIF Expenditures	\$ 2,121.40	\$ 2,121.40	\$ -	\$ 2,121.40
125					
126					
127					
128	Total in General Ledger	\$7,705,741.07	\$7,601,510.25	\$ 55,930.82	\$7,657,441.07
129	Difference from Trial Balance	\$ -			\$ (48,300.00)
130					
131					
132	<b>Open Item - Potential In-Kind Contribution</b>				
133	<b>University of Hartford</b>				
134	Amount in General Ledger	\$ -			
135	Supporting Grant Award(s)				
136	University of Hartford				

# Exhibit 59

## General Ledger & Related Reporting – Draft for Discussion

Item	Rationale
<b>Revenues</b>	
<ul style="list-style-type: none"> <li>● Grant Agreements – finance team needs to have fully executed agreement/letter or equivalent in hand</li> </ul>	<ul style="list-style-type: none"> <li>● Auditors require full executed documentation as support that there is an agreement between both the grantor and the grantee</li> <li>● Grant agreements drive a) how the revenues are recorded, b) the time period of the grant, c) the purpose and/or time frame which drive restricted vs unrestricted accounting treatment – this will come out as part of the information provided to the auditors</li> </ul>
<ul style="list-style-type: none"> <li>● Recording Revenues – if an unknown deposit occurs, then it's likely that there is a supporting grant agreement that did not make its way to the finance team</li> </ul>	<ul style="list-style-type: none"> <li>● This should be a leading indicator that the finance team is missing supporting documentation – e.g., it's possible that we only recorded \$30k of \$60 from the Prosperity Foundation – this is just a hypothesis at this time, but may become something as the information is prepared for the auditors</li> </ul>
<ul style="list-style-type: none"> <li>● Recording Revenues – grants should be recorded by the name of the funder on the grant agreement</li> </ul>	<ul style="list-style-type: none"> <li>● Funding sources are important – the example here is the agreement between the Hartford Board of Education and BHCA – it's currently showing under the City of Hartford – there are others of similar ilk</li> <li>● Management should want to know the source of the funding – I'm sure that Vicki knows, but as we parse out more and more information to the program leadership, knowing the exact source will likely become more important</li> </ul>
<b>Expenses</b>	
<ul style="list-style-type: none"> <li>● Employee Payroll – recommend classifications for only the following: <ul style="list-style-type: none"> <li>○ Employee Payroll – Salary</li> <li>○ Employee Payroll – Incentive Compensation</li> <li>○ Employer Paid Payroll Taxes</li> <li>○ Employer Paid Insurance</li> <li>○ Employer Paid 403b Match</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Rather than having specific categories for all the individual employer paid payroll taxes, they can be grouped together as it's unlikely that when we report financials that this level of detail is required and if it is, then the payroll records will have all of this – this will also support an easy % of salary amount that can be used for grant budgets, allocations, etc.</li> <li>● Insurance can include healthcare, dental, life, etc. – the numbers are just not large enough to warrant booking at any greater level of detail – this also will support an</li> </ul>

## General Ledger & Related Reporting – Draft for Discussion

Item	Rationale
	easy % of salary amount that can be used for grant budgets, allocations, etc.
<ul style="list-style-type: none"> <li>● Non-Employee Payroll – recommend classifications for only the following:               <ul style="list-style-type: none"> <li>○ Non-Employee Payroll – Salary</li> <li>○ Non – Employee Employer Paid Payroll Taxes</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● See reasons above – this will simplify the process of recording payroll for these individuals</li> </ul>
<ul style="list-style-type: none"> <li>● Insurance – when we remit payments for our insurance policies which generally run for a year, the accounting entries should be spread over the time period of the insurance policy, rather than recording the entire amount in the month that the bill was received</li> </ul>	<ul style="list-style-type: none"> <li>● Employing accrual-based accounting rather than cash-basis accounting</li> </ul>
<ul style="list-style-type: none"> <li>● Professional Services – recommend the following classifications for professional services (they can be alphabetized):               <ul style="list-style-type: none"> <li>○ Accounting</li> <li>○ Legal</li> <li>○ Human Resources</li> <li>○ Information Technology</li> <li>○ Marketing</li> <li>○ Consulting</li> <li>○ Other</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Classifications by service type with the underlying vendors rolling up to the accounts is the preferred method of reporting these types of expenses</li> <li>● Recording of expenses should be aligned with the specifications in the contract (e.g., accrued) as an independent activity from when the vendor issues an invoice – e.g., Eli Patrick has a contract where we know the start date and end date and the total fees for the engagement, so they can be spread on a pro-rated basis</li> <li>● In my experience, individual names of vendors should not appear in the financial statements that are prepared – they are part of the supporting data, just like each employee is part of the supporting data for salaries</li> </ul>
<ul style="list-style-type: none"> <li>● Travel &amp; Meetings Expense &amp; All Other Expenses – recommend defining relevant groupings of accounts and their purpose, e.g., there are many travel related accounts, but only some of them roll up to account 83000 (this is likely due to accounts being associated with specific programs, but even so, accounts 60950, 64800 could be part of this grouping)</li> </ul>	<ul style="list-style-type: none"> <li>● This is me being new in the role, but we have lots of accounts that are relatively small – could there be an opportunity to collapse some of them, e.g., 63300 and 75910 – this we should discuss as</li> </ul>
<ul style="list-style-type: none"> <li>● Partner Support – recommend just using a single account 67804 and changing the name to Partner Support</li> </ul>	<ul style="list-style-type: none"> <li>● All the supporting information will be under the account shown</li> <li>● Vendor (GHABSW) as a separate line item should not be part of internal financial statements</li> </ul>

# Exhibit 60

**From:** Tom Sussman <sussmant@bluehillscivic.org>

**Sent:** Monday, November 04, 2024 9:13 AM EST

**To:** Silvia Noriega <noriegas@bluehillscivic.org>

**Subject:** 2024 Revenue Recognition

**Attachment(s):** "The Prosperity Foundation - \$60,000.pdf", "State of CT Department of Public Health - \$10,000.pdf"

Silvia,

By the end of the day today, I think that we should be in a position to make the final entries to the g/l for 2024. Here are the outstanding items that I have on my list to make decisions about:

1. \$17,000 of Evelyn Preston funding - this we will cover with Matt this afternoon
2. \$30,000 from the Prosperity Foundation - \$30,000 was booked when the cash was received, but the grant was for \$60,000 as per the attached email - I think that you will want to reach out to their ED to determine where the second payment went and also to our internal team to ensure that the appropriate reporting has been completed.
3. \$10,000 from the State of CT - Department of Public Health (see attached grant letter) - we have the letter, but I don't see any corresponding amount recorded as revenues - this doesn't look like a reimbursement grant, so I would think that there would be \$10,000 recorded.

Those are the items on my list. If we can resolve these, record transactions as appropriate, then we should be able to provide a final trial balance and updates to all the other schedules that are impacted as well.

Also - any progress on sourcing the additional lease documentation for our space?

Thanks.

Tom

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Thomas Sussman  
Chief Financial Officer  
BHCA  
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Hartford, CT 06112  
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