

Twinfield Learning Center  
106 Nasmith Brook Road  
Plainfield, VT 05667  
Phone: (802) 426-3213 Ext 208  
Fax: (802) 426-4085

October 17, 2016

Hello! Please find enclosed our request for appropriations for the coming year.

Thank you for your support!

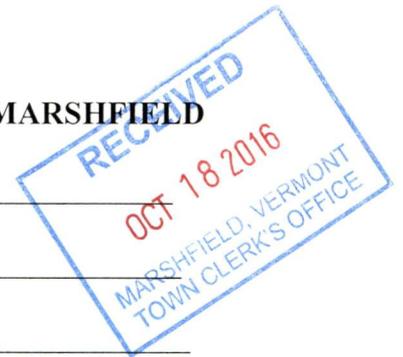
Carrie Riker  
TLC Site Coordinator

## REQUEST FOR APPROPRIATION FROM THE TOWN OF MARSHFIELD

**Name of organization:** TLC (Twinfield Learning Center)

**Address:** 106 Nasmith Brook Road Plainfield, VT 05667

**Telephone number:** 426-3213 ext. 208 carrieriker@twinfield.net



**What type of services do you provide?** As a program of Twinfield Union School, we work to fulfill the Twinfield mission of educating students to become responsible, productive, critical-thinking, life-long learning citizens. Specifically, we strive to provide a safe, educational, and nurturing afterschool environment for students in k-6<sup>th</sup> grade. We also involve high school students as activity assistants. We are open from 2:50-5:30 on when school is in session plus from 12:50-5:30 on early release days. Our daily enrichment offerings include a mix of activities focusing on arts and music, cultural/social studies, health/nutrition/physically active, math, reading, literacy, and science. Homework time, outside recess, and a healthy snack are also part of our daily routine. We have also offered special workshops such as a circus residency, running club, and focused art offerings with local artists.

**How do your services directly impact the citizens of Marshfield?** Our program is open to all k-6<sup>th</sup> grade children in the towns of Plainfield and Marshfield. Participants are primarily current Twinfield students.

**How many Marshfield residents were served?** During the 2015-2016 school year, we served 62 students, 35% of whom were from Marshfield

**How do you calculate or justify the amount of money that you are requesting from us?** This amount is equivalent to approximately one quarter of the fees that a parent would pay for their child to participate in the TLC program every day that we are in operation for the FY17 school year.

**Last year's appropriation request:** \$500 **Last year's grant** \$200

**Explanation of any increase in this year's request (if applicable):** We would like to keep our request this year for \$500. Our program has been going relatively well thus far without the 21C grant due to the varied financial support that we receive from Plainfield and Marshfield plus several small grants that we write for special program offerings. The rest of our budget is based in income from parent fees, subsidy income from the Department of Children and Families, and snack reimbursements. Last year we did not hold any special fundraisers due to mid-year staff changes. We also had to add a third person to our staff to assist with some special student needs. This additional financial need combined with few fundraisers prevented us from offering special workshops. These special offerings not only enhance our program's variety but also generate income by drawing in new students. We are hoping to add those back in this year.

**FY16**  
**TLC Financial Report as of 06-30-16**

	Budget	Actual	Under/(Over)	
Prior Year Fund Balance		4,847		
<b>REVENUE</b>				
Parent/ CFS Payments	39,200	42,594	(3,394)	84%
Plainfield Town	250	300	(50)	1%
Marshfield Town	250	400	(150)	1%
Twinfield	2,500	0	2,500	0%
Fundraising	0	2,780	(2,780)	5%
Snacks	3,000	2,164	836	4%
Prior Year		2,389		5%
<b>TOTAL REVENUE</b>	<b>45,200</b>	<b>50,627</b>	<b>(3,038)</b>	
<b>EXPENDITURES</b>				
	Budget	Actual	Under/(Over)	
Salaries	35,802	41,500	(5,698)	88%
Social Security	2,739	3,143	(404)	7%
Workers Comp	193	0	193	0%
Unemployment Ins	41	0	41	0%
Prof Services	500	810	(310)	2%
Snacks	2,925	1,066	1,860	2%
Supplies	3,000	735	2,265	2%
Prior Year Adj	0	0	0	0%
<b>TOTAL EXPENDITURES</b>	<b>45,200</b>	<b>47,254</b>	<b>(2,054)</b>	
<b>REVENUE LESS EXPENDITURES</b>	<b>0</b>	<b>8,220</b>	<b>8,220</b>	