

FEBRUARY 2022

ALICE'S KIDS IN KENTUCKY



As you know, we provide financial assistance to children in need on a case-by-case basis. It is extremely rare that we respond to requests for an entire group of children. But as we watched the news coverage of the damage done by the devastating tornadoes in Kentucky in December, we knew we had to make an exception.



We decided to focus on the town of Dawson Springs which was one of the worst-hit towns. In conversations with the high school's principal and the Superintendent of Schools, we learned that most of the kids attending the local high school had been affected by the tornadoes. The school has 250 students and we decided to provide assistance to each one.



On January 12, we flew to Kentucky. We started in Mayfield, then went through Princeton and finally Dawson Springs. I cannot describe in words what we saw so I've provided some pictures that capture what happened in that town. We met with school officials and delivered to them 250 \$100 Walmart cards to be distributed to each student. While many charities had been in Dawson Springs, for the most part they provided much-needed food, water, clothes, and other basic items. But we knew that at some point, a student whose home had been destroyed would love to replace that Kentucky University sweatshirt, those special sneakers, a piece of furniture - thus the Walmart gift card. Also, the principal assured us that if a child was not affected by the storms, he or she would pass on that card to a classmate who could use it. Then, a few days later the principal personally delivered the gift cards to each student – one by one – and told them about Alice's Kids.

HELP WANTED: BOOKKEEPER

We are looking for a part-time bookkeeper (25 hours a week). Below is the job description. We will pay \$31,000 a year. We prefer this person live in the Northern Virginia area but will consider others. Send your resume to contact@aliceskids.org.

Qualifications

Bachelor's degree in Accounting or Finance with at least two years of related experience
Experience with QuickBooks required, basic Excel
Experience preparing the 990 helpful
Work remotely with ability to attend occasional in-person meetings and pick-

up/drop-off deposits to Burke & Herbert bank
Experience with 501c3 nonprofit preferred

Duties

Prepare checks for deposit
Download donation detail from third-party vendors
Post all donation activity to QuickBooks and DonorSnap (CRM)

Issue payments to vendors
Match disbursements to receipts
Post all disbursements to QuickBooks
Make accrual journal entries in QuickBooks
Reconcile credit card statement

Process new hires
Run semi-monthly payroll
Prepare and submit required monthly and annual payroll filings
Issue W2s and 1099s annually

Reconcile bank and investment statement, posting all investment activity to QuickBooks monthly
Create monthly financial reports for Board Members

Work with auditors annually
Prepare/assist in preparation of 990
State Registration Filing
Virginia Form 102 Filing

Benefits:

This position averages approximately 25 hours a week (flexible hours)
Annual salary is \$31,000

CHILD OF THE MONTH

"CA is an amazing young girl whose family has been going through a very difficult time. Her mother is fighting breast cancer, her four-year-old sister has down syndrome and her step-father is the sole breadwinner but has to take many days off from his bartending job to care for his wife and daughter. Their income relies heavily upon tips and him not working is causing severe hardship on the family.

CA is one of the kindest young women I have ever met. She keeps a smile on her face despite her mother's diagnosis and the stress of having a special needs sister. CA works hard in school and is very respectful to her teachers. She deserves to have some enjoyment in her young life.

CA doesn't get many opportunities to do extracurricular activities because she either needs to care for her sister or they don't have the money for the extra costs. She is always cheerful and hides her disappointment well but she has an opportunity to play softball this spring but they don't have the money to buy the required gear. A gift card could help her get the gear she needs to be on the team."

ALICE'S KIDS

Alice's Kids is a 501(c)3 non-profit organization that seeks to enhance the self-esteem of children in need by providing them with targeted individual assistance to facilitate their participation in scholastic, recreational and social activities.

