

CONTRA COSTA COUNTY  
COMMUNITY SERVICES BUREAU  
**EARLY HEAD START- CC PARTNERSHIP #2**  
March 2018 Expenditures

| 1<br>DESCRIPTION                          | 2<br>YTD Actual     | 3<br>Total Budget   | 4<br>Remaining Budget | 5<br>% YTD |
|---|---------------------|---------------------|-----------------------|------------|
| <b>a. PERSONNEL</b>                       | \$ 238,419          | \$ 1,227,715        | \$ 989,296            | 19%        |
| <b>b. FRINGE BENEFITS</b>                 | 148,939             | 893,334             | 744,395               | 17%        |
| <b>c. TRAVEL</b>                          | -                   | -                   | -                     | 0%         |
| <b>d. EQUIPMENT</b>                       | 388                 | 225,000             | 224,612               | 0%         |
| <b>e. SUPPLIES</b>                        | 108,743             | 419,400             | 310,657               | 26%        |
| <b>f. CONTRACTUAL</b>                     | 301,734             | 2,479,300           | 2,177,566             | 12%        |
| <b>g. CONSTRUCTION</b>                    | -                   | -                   | -                     | 0%         |
| <b>h. OTHER</b>                           | 200,076             | 844,441             | 644,365               | 24%        |
| <b>I. TOTAL DIRECT CHARGES</b>            | \$ 998,299          | \$ 6,089,190        | \$ 5,090,891          | 16%        |
| <b>j. INDIRECT COSTS</b>                  | 70,920              | 271,072             | 200,152               | 26%        |
| <b>k. TOTAL-ALL BUDGET CATEGORIES</b>     | <u>\$ 1,069,219</u> | <u>\$ 6,360,262</u> | <u>\$ 5,291,043</u>   | <u>17%</u> |
| <b><i>In-Kind (Non-Federal Share)</i></b> | <u>\$ 264,630</u>   | <u>\$ 1,590,065</u> | <u>\$ 1,325,435</u>   | <u>17%</u> |

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| 1   | 2                | 3                | 4                | 5                   | 6                | 7                   | 8          |
|---|------------------|------------------|------------------|---------------------|------------------|---------------------|------------|
|   | Actual<br>Jan-18 | Actual<br>Feb-18 | Actual<br>Mar-18 | Total YTD<br>Actual | Total<br>Budget  | Remaining<br>Budget | %<br>YTD   |
| <b>Expenditures</b>   |                  |                  |                  |                     |                  |                     |            |
| <b>a. Salaries &amp; Wages (Object Class 6a)</b>            |                  |                  |                  |                     |                  |                     |            |
| Permanent 1011  | 24,296           | 29,434           | 32,071           | 223,949             | 1,081,279        | 857,330             | 21%        |
| Temporary 1013  | 2,461            | 6,722            | 5,287            | 14,470              | 146,436          | 131,966             | 10%        |
| <b>a. PERSONNEL (Object class 6a)</b>                       | <b>26,757</b>    | <b>36,155</b>    | <b>37,358</b>    | <b>238,419</b>      | <b>1,227,715</b> | <b>989,296</b>      | <b>19%</b> |
| <b>b. FRINGE BENEFITS (Object Class 6b)</b>                 |                  |                  |                  |                     |                  |                     |            |
| Fringe Benefits   | 16,442           | 19,923           | 21,443           | 148,939             | 893,334          | 744,395             | 17%        |
| <b>b. FRINGE (Object Class 6b)</b>                          | <b>16,442</b>    | <b>19,923</b>    | <b>21,443</b>    | <b>148,939</b>      | <b>893,334</b>   | <b>744,395</b>      | <b>17%</b> |
| <b>d. EQUIPMENT (Object Class 6d)</b>                       |                  |                  |                  |                     |                  |                     |            |
| 1. Office Equipment/Computer Equipment                      | -                | -                | -                | 388                 | 125,000          | 124,612             | 0%         |
| 2. Vehicle Purchase   | -                | -                | -                | -                   | 100,000          | 100,000             | 0%         |
| <b>d. EQUIPMENT (Object Class 6d)</b>                       | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>388</b>          | <b>225,000</b>   | <b>224,612</b>      | <b>0%</b>  |
| <b>e. SUPPLIES (Object Class 6e)</b>                        |                  |                  |                  |                     |                  |                     |            |
| 1. Office Supplies  | -                | 65               | 6                | 2,054               | 6,500            | 4,446               | 32%        |
| 2. Child and Family Serv. Supplies/classroom Supplies       | -                | -                | -                | 3,926               | 69,000           | 65,074              | 6%         |
| Start-Up Child and Family Serv. Supplies/classroom Supplies | 2,800            | 11,316           | (1,699)          | 94,976              | 216,000          | 121,024             | 44%        |
| 3. Other Supplies   |                  |                  |                  |                     |                  |                     |            |
| Computer Supplies, Software Upgrades, Comp Replacemnt       | 33               | -                | -                | 4,407               | 18,000           | 13,593              | 24%        |
| Health/Safety Supplies                                      | -                | -                | 619              | 619                 | 6,000            | 5,381               | 10%        |
| Start-Up Health/Safety Supplies                             | -                | 2,447            | -                | 2,447               | 102,000          | 99,553              | 2%         |
| Miscellaneous Supplies                                      | 113              | -                | 88               | 252                 | 1,000            | 748                 | 25%        |
| Household Supplies  | 14               | -                | -                | 63                  | 900              | 837                 | 7%         |
| <b>e. SUPPLIES (Object Class 6e)</b>                        | <b>2,960</b>     | <b>13,829</b>    | <b>(985)</b>     | <b>108,743</b>      | <b>419,400</b>   | <b>310,657</b>      | <b>26%</b> |
| <b>f. CONTRACTUAL (Object Class 6f)</b>                     |                  |                  |                  |                     |                  |                     |            |
| 1. Adm Svcs (e.g., Legal, Accounting, Temporary Contracts)  | -                | -                | -                | -                   | 36,000           | 36,000              | 0%         |
| 2. Health/Disabilities Services                             |                  |                  |                  |                     |                  |                     |            |
| Health Consultant   | -                | -                | -                | -                   | 25,500           | 25,500              | 0%         |
| 3. Training & Technical Assistance - PA11                   |                  |                  |                  |                     |                  |                     |            |
| Interaction   | -                | -                | -                | -                   | 14,000           | 14,000              | 0%         |
| Diane Godard  | -                | -                | -                | -                   | 4,000            | 4,000               | 0%         |
| Josephine Lee   | 3,060            | 1,650            | 2,250            | 14,970              | 38,000           | 23,030              | 39%        |
| Susan Cooke   | -                | -                | -                | -                   | 8,000            | 8,000               | 0%         |
| UCSF Benioff  | -                | -                | -                | 9,375               | 25,600           | 16,225              | 37%        |
| 4. Other Contracts  |                  |                  |                  |                     |                  |                     |            |
| First Baptist/East Leland                                   | -                | -                | 1,000            | 1,000               | 6,000            | 5,000               | 17%        |
| Crossroads  | -                | -                | -                | -                   | 144,000          | 144,000             | 0%         |
| Martinez ECC  | 4,000            | -                | -                | 4,000               | 117,000          | 113,000             | 3%         |
| YMCA Richmond CDC, Lucas Ave.                               | -                | 7,000            | -                | 7,000               | 48,000           | 41,000              | 15%        |
| YMCA 8th CDC, Lucas Ave.                                    | -                | 5,500            | -                | 5,500               | 66,000           | 60,500              | 8%         |
| YMCA Rodeo CDC  | -                | 3,000            | -                | 3,000               | 18,000           | 15,000              | 17%        |
| KinderCare Mahogany   | -                | 12,500           | 8,000            | 20,500              | 96,000           | 75,500              | 21%        |
| Baby Yale Brentwood   | -                | 21,000           | -                | 21,000              | 108,000          | 87,000              | 19%        |
| Baby Yale Antioch   | -                | -                | -                | -                   | 39,000           | 39,000              | 0%         |
| Loss of Subsidy   | -                | -                | -                | -                   | 194,000          | 194,000             | 0%         |
| Child Outcome Planning and Administration (COPA/Nulinx)     | -                | 52               | 178              | 1,176               | 6,000            | 4,824               | 20%        |
| Enhancement EHS slots with State Child Dev. Program         | 39,705           | -                | 68,978           | 214,213             | 1,486,200        | 1,271,987           | 14%        |
| <b>f. CONTRACTUAL (Object Class 6f)</b>                     | <b>46,765</b>    | <b>50,702</b>    | <b>80,406</b>    | <b>301,734</b>      | <b>2,479,300</b> | <b>2,177,566</b>    | <b>12%</b> |
| <b>h. OTHER (Object Class 6h)</b>                           |                  |                  |                  |                     |                  |                     |            |
| 1. Bldg Occupancy Costs/Rents & Leases                      | 15               | 180              | 163              | 589                 | 60,000           | 59,411              | 1%         |
| 2. Utilities, Telephone                                     | 16               | 279              | 434              | 1,067               | 10,000           | 8,933               | 11%        |
| 3. Building & Child Liability Insurance                     | -                | -                | -                | -                   | 1,000            | 1,000               | 0%         |
| 4. Bldg. Maintenance/Repair and Other Occupancy             | -                | -                | 4                | 103                 | 66,300           | 66,197              | 0%         |
| Start-Up Bldg. Maintenance/Repair and Other Occupancy       | 87,664           | 6,216            | -                | 171,733             | 377,000          | 205,267             | 46%        |
| 5. Local Travel (54 cents per mile)                         | 283              | 339              | 398              | 1,468               | 10,800           | 9,332               | 14%        |
| 6. Nutrition Services                                       |                  |                  |                  |                     |                  |                     |            |
| Child Nutrition Costs                                       | -                | -                | -                | -                   | 18,000           | 18,000              | 0%         |
| CCFP and USDA Reimbursements                                | -                | -                | -                | -                   | (13,000)         | (13,000)            | 0%         |
| 7. Parent Services  |                  |                  |                  |                     |                  |                     |            |
| Parent Conference Registration - PA11                       | -                | -                | -                | -                   | 2,000            | 2,000               | 0%         |
| Parent Resources (Parenting Books, Videos, etc.)            | -                | -                | -                | -                   | 4,500            | 4,500               | 0%         |
| PC Orientation, Trainings, Materials & Translation - PA11   | -                | -                | -                | -                   | 8,000            | 8,000               | 0%         |
| Policy Council Meetings                                     | -                | -                | -                | -                   | 4,000            | 4,000               | 0%         |
| Parent Activities (Sites, PC, BOS luncheon) & Appreciation  | -                | -                | -                | -                   | 3,700            | 3,700               | 0%         |
| Child Care/Mileage Reimbursement                            | -                | -                | -                | -                   | 2,600            | 2,600               | 0%         |

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|---|------------------|------------------|------------------|---------------------|------------------|---------------------|------------|
|   | Actual<br>Jan-18 | Actual<br>Feb-18 | Actual<br>Mar-18 | Total YTD<br>Actual | Total<br>Budget  | Remaining<br>Budget | %<br>YTD   |
| 8. Accounting & Legal Services                              |                  |                  |                  | -                   |                  |                     |            |
| Audit/Legal (County Council)                                | -                | -                | -                | -                   | 1,000            | 1,000               | 0%         |
| Auditor Controllers   | -                | -                | -                | -                   | 500              | 500                 | 0%         |
| Data Processing/Other Services & Supplies                   | 235              | 264              | 266              | 1,829               | 3,500            | 1,671               | 52%        |
| 9. Publications/Advertising/Printing                        |                  |                  |                  | -                   |                  |                     |            |
| Outreach/Printing   | -                | -                | -                | 426                 | 1,500            | 1,074               | 28%        |
| Recruitment Advertising (Newspaper, Brochures)              | -                | -                | -                | 243                 | 1,500            | 1,257               | 16%        |
| 10. Training or Staff Development                           |                  |                  |                  |                     |                  |                     |            |
| Agency Memberships (WIPFLI, Meeting Fees, NHSA, NAEYC)      | -                | -                | -                | -                   | 24,608           | 24,608              | 0%         |
| Family, Community and Parent Engagement                     | -                | -                | -                | -                   | 16,000           | 16,000              | 0%         |
| Staff Trainings/Dev. Conf. Registrations/Memberships - PA11 | 1,156            | 4,678            | 54               | 20,162              | 85,854           | 65,692              | 23%        |
| 11. Other   |                  |                  |                  |                     |                  |                     |            |
| Site Security Guards  | -                | -                | -                | -                   | 5,000            | 5,000               | 0%         |
| Dental/medical Services                                     | -                | -                | -                | -                   | 500              | 500                 | 0%         |
| Vehicle Operating/Maintenance & Repair                      | -                | -                | -                | -                   | 12,800           | 12,800              | 0%         |
| Equipment Maintenance Repair & Rental                       | -                | 23               | -                | 824                 | 10,000           | 9,176               | 8%         |
| Dept. of Health and Human Services-211 data base            | -                | -                | -                | -                   | 3,000            | 3,000               | 0%         |
| Other Operating Expenses (Facs Admin/Other admin)           | 85               | 190              | 270              | 1,631               | 123,779          | 122,148             | 1%         |
| <b>h. OTHER (6h)</b>  | <b>89,455</b>    | <b>12,169</b>    | <b>1,589</b>     | <b>200,076</b>      | <b>844,441</b>   | <b>644,365</b>      | <b>24%</b> |
| <b>i. TOTAL DIRECT CHARGES (6a-6h)</b>                      | <b>182,380</b>   | <b>132,777</b>   | <b>139,811</b>   | <b>998,299</b>      | <b>6,089,190</b> | <b>5,090,891</b>    | <b>16%</b> |
| <b>j. INDIRECT COSTS</b>                                    | <b>4,196</b>     | <b>7,944</b>     | <b>14,045</b>    | <b>70,920</b>       | <b>271,072</b>   | <b>200,152</b>      | <b>26%</b> |
| <b>k. TOTALS - ALL BUDGET CATEGORIES</b>                    | <b>186,576</b>   | <b>140,722</b>   | <b>153,856</b>   | <b>1,069,219</b>    | <b>6,360,262</b> | <b>5,291,043</b>    | <b>17%</b> |
| <b>Non-federal Match In-Kind</b>                            | <b>111,946</b>   | <b>2,447</b>     | <b>619</b>       | <b>264,630</b>      | <b>1,590,065</b> | <b>1,325,435</b>    | <b>17%</b> |