

**CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU**

**HEAD START PROGRAM**

**BUDGET PERIOD JANUARY - DECEMBER 2019**

**AS OF JULY 2019**

| <b>DESCRIPTION</b>                    | <b>JULY<br/>YTD Actual</b> | <b>Total<br/>Budget</b> | <b>Remaining<br/>Budget</b> | <b>58%<br/>%YTD</b> |
|---------------------------------------|----------------------------|-------------------------|-----------------------------|---------------------|
| a. PERSONNEL                          | \$ 2,523,661               | \$ 4,450,813            | \$ 1,927,152                | 57%                 |
| b. FRINGE BENEFITS                    | 1,629,847                  | 2,769,062               | 1,139,215                   | 59%                 |
| d. EQUIPMENT                          | -                          | 24,000                  | 24,000                      | 0%                  |
| e. SUPPLIES                           | 145,982                    | 235,500                 | 89,518                      | 62%                 |
| f. CONTRACTUAL                        | 1,528,604                  | 2,770,400               | 1,241,796                   | 55%                 |
| g. CONSTRUCTION                       | -                          | -                       | -                           | 0%                  |
| h. OTHER                              | 1,294,618                  | 5,761,049               | 4,466,431                   | 22%                 |
| <b>I. TOTAL DIRECT CHARGES</b>        | <b>\$ 7,122,712</b>        | <b>\$ 16,010,824</b>    | <b>\$ 8,888,112</b>         | <b>44%</b>          |
| j. INDIRECT COSTS                     | 713,261                    | 903,555                 | 190,294                     | 79%                 |
| <b>k. TOTAL-ALL BUDGET CATEGORIES</b> | <b>\$ 7,835,972</b>        | <b>\$ 16,914,379</b>    | <b>\$ 9,078,407</b>         | <b>46%</b>          |
| <i>In-Kind (Non-Federal Share)</i>    | <i>\$ 2,420,930</i>        | <i>\$ 4,228,595</i>     | <i>\$ 1,807,665</i>         | <i>57%</i>          |

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**HEAD START PROGRAM**

**BUDGET PERIOD JANUARY - DECEMBER 2019**

**AS OF JULY 2019**

| 1   | 2                | 3                   | 4                 | 5                   | 8            |
|---|------------------|---------------------|-------------------|---------------------|--------------|
|   | Actual<br>Jul-19 | Total YTD<br>Actual | Total<br>Budget   | Remaining<br>Budget | 58%<br>% YTD |
| <b>a. Salaries &amp; Wages (Object Class 6a)</b>                |                  |                     |                   |                     |              |
| Permanent 1011  | 286,311          | 2,304,522           | 4,010,723         | 1,706,201           | 57%          |
| Temporary 1013  | 14,840           | 219,139             | 440,090           | 220,951             | 50%          |
| <b>a. PERSONNEL (Object class 6a)</b>                           | <b>301,151</b>   | <b>2,523,661</b>    | <b>4,450,813</b>  | <b>1,927,152</b>    | <b>57%</b>   |
| <b>b. FRINGE (Object Class 6b)</b>                              | <b>189,319</b>   | <b>1,629,847</b>    | <b>2,769,062</b>  | <b>1,139,215</b>    | <b>59%</b>   |
| <b>d. EQUIPMENT (Object Class 6d)</b>                           | -                | -                   | <b>24,000</b>     | <b>24,000</b>       | -            |
| <b>e. SUPPLIES (Object Class 6e)</b>                            |                  |                     |                   |                     |              |
| 1. Office Supplies  | 1,396            | 41,756              | 85,000            | 43,244              | 49%          |
| 2. Child and Family Services Supplies (Includesclassroom Suppli | 6,771            | 48,661              | 60,000            | 11,339              | 81%          |
| 4. Other Supplies   |                  |                     |                   |                     |              |
| Health and Safety Supplies                                      | -                | -                   | 1,000             | 1,000               | 0%           |
| Computer Supplies, Software Upgrades, Computer Replacem         | -                | 44,104              | 60,000            | 15,896              | 74%          |
| Health/Safety Supplies  | -                | 1,943               | 7,000             | 5,057               | 28%          |
| Mental helath/Diasabilities Supplies                            | -                | -                   | 1,000             | 1,000               |              |
| Miscellaneous Supplies  | -                | 8,591               | 12,000            | 3,409               | 72%          |
| Emergency Supplies  | -                | -                   | 1,000             | 1,000               | 0%           |
| Employee Morale   | -                | 928                 | 2,500             | 1,572               | 37%          |
| Household Supplies  | -                | -                   | 6,000             | 6,000               | 0%           |
| <b>TOTAL SUPPLIES (6e)</b>                                      | <b>8,167</b>     | <b>145,982</b>      | <b>235,500</b>    | <b>89,518</b>       | <b>62%</b>   |
| <b>f. CONTRACTUAL (Object Class 6f)</b>                         |                  |                     |                   |                     |              |
| 1. Adm Svcs (e.g., Legal, Accounting, Temporary Contracts)      | 7,319            | 78,496              | 95,000            | 16,504              | 83%          |
| Estimated Medical Revenue from Medi-Cal (Org 1432 - credit)     | -                | (61,135)            | (630,000)         | (568,865)           | 10%          |
| Health Consultant   | 4,320            | 23,620              | 55,000            | 31,380              | 43%          |
| 5. Training & Technical Assistance - PA11                       |                  |                     |                   |                     |              |
| Interaction   | -                | -                   | 5,000             | 5,000               | 0%           |
| Diane Godard (\$50,000/2)                                       | -                | 8,050               | 9,000             | 950                 | 89%          |
| Josephine Lee (\$35,000/2)                                      | -                | 1,612               | 5,000             | 3,388               | 32%          |
| Susan Cooke (\$60,000/2)  | -                | -                   | 10,000            | 10,000              | 0%           |
| 7. Delegate Agency Costs  |                  |                     |                   |                     |              |
| First Baptist Church Head Start PA22                            | -                | 1,025,310           | 2,194,788         | 1,169,478           | 47%          |
| First Baptist Church Head Start PA20                            | -                | -                   | 8,000             | 8,000               | 0%           |
| 8. Other Contracts  |                  |                     |                   |                     |              |
| FB-Fairgrounds Partnership (Wrap)                               | -                | 35,976              | 74,212            | 38,236              | 48%          |
| FB-Fairgrounds Partnership                                      | -                | 79,875              | 163,600           | 83,725              | 49%          |
| FB-E. Leland/Mercy Housing Partnership                          | -                | 10,800              | 20,000            | 9,200               | 54%          |
| Martinez ECC (18 HS slots x \$225/mo x 12/mo)                   | -                | 54,000              | 108,000           | 54,000              | 50%          |
| YMCA of the East Bay (20 HS slots x \$225/mo x 12/mo)           | -                | 272,000             | 652,800           | 380,800             | 42%          |
| <b>f. CONTRACTUAL (Object Class 6f)</b>                         | <b>11,639</b>    | <b>1,528,604</b>    | <b>2,770,400</b>  | <b>1,241,796</b>    | <b>55%</b>   |
| <b>h. OTHER (Object Class 6h)</b>                               |                  |                     |                   |                     |              |
| 2. Bldg Occupancy Costs/Rents & Leases                          | 31,109           | 280,735             | 396,000           | 115,265             | 71%          |
| 4. Utilities, Telephone   | 1,781            | 64,426              | 164,000           | 99,574              | 39%          |
| 5. Building and Child Liability Insurance                       | -                | -                   | 3,000             | 3,000               | 0%           |
| 6. Bldg. Maintenance/Repair and Other Occupancy                 | 4,746            | 101,684             | 67,000            | (34,684)            | 152%         |
| 8. Local Travel (55.5 cents per mile effective 1/1/2012)        | 1,469            | 20,969              | 62,000            | 41,031              | 34%          |
| 9. Nutrition Services   |                  |                     |                   |                     |              |
| Child Nutrition Costs   | -                | 202,514             | 322,000           | 119,486             | 63%          |
| (CCFP & USDA Reimbursements)                                    | -                | (100,588)           | (85,000)          | 15,588              | 118%         |
| 13. Parent Services   |                  |                     |                   |                     |              |
| Parent Conference Registration - PA11                           | -                | -                   | 10,000            | 10,000              | 0%           |
| Parent Resources (Parenting Books, Videos, etc.) - PA11         | -                | 831                 | 1,000             | 169                 | 83%          |
| PC Orientation, Trainings, Materials & Translation - PA11       | -                | 739                 | 7,600             | 6,861               | 10%          |
| Policy Council Activities                                       | -                | 1,286               | 2,000             | 714                 | 64%          |
| Male Involvement Activities                                     | -                | -                   | 500               | 500                 | 0%           |
| Parent Activities (Sites, PC, BOS luncheon) & Appreciation      | -                | -                   | 7,000             | 7,000               | 0%           |
| Child Care/Mileage Reimbursement                                | -                | 3,099               | 7,500             | 4,401               | 41%          |
| 14. Accounting & Legal Services                                 |                  |                     |                   |                     |              |
| Auditor Controllers   | -                | 3,062               | 5,000             | 1,938               | 61%          |
| Data Processing/Other Services & Supplies                       | -                | 7,720               | 16,500            | 8,780               | 47%          |
| 15. Publications/Advertising/Printing                           |                  |                     |                   |                     |              |
| Outreach/Printing   | -                | -                   | 100               | 100                 | 0%           |
| Recruitment Advertising (Newspaper, Brochures)                  | -                | -                   | 1,400             | 1,400               | 0%           |
| 16. Training or Staff Development                               |                  |                     |                   |                     |              |
| Agency Memberships (WIPFLI, Meeting Fees, NHSA, NAEYI           | 4,500            | 34,880              | 41,959            | 7,079               | 83%          |
| Staff Trainings/Dev. Conf. Registrations/Memberships - PA11     | 1,999            | 70,212              | 99,785            | 29,573              | 70%          |
| 17. Other   |                  |                     |                   |                     |              |
| Site Security Guards  | -                | 17,594              | 47,000            | 29,406              | 37%          |
| Dental/Medical Services   | -                | -                   | 2,000             | 2,000               | 0%           |
| Vehicle Operating/Maintenance & Repair                          | 10,783           | 68,494              | 170,000           | 101,506             | 40%          |
| Equipment Maintenance Repair & Rental                           | 2,572            | 132,745             | 255,000           | 122,255             | 52%          |
| Dept. of Health and Human Services-data Base (CORD)             | -                | 5,008               | 9,500             | 4,492               | 53%          |
| Field Trips   | -                | -                   | 30,000            | 30,000              | 0%           |
| Other Operating Expenses (Facs Admin/Other admin)               | -                | 61,473              | 168,205           | 106,732             | 37%          |
| Other Departmental Expenses                                     | -                | 317,733             | 3,950,000         | 3,632,267           | 8%           |
| <b>h. OTHER (6h)</b>  | <b>58,960</b>    | <b>1,294,618</b>    | <b>5,761,049</b>  | <b>4,466,431</b>    | <b>22%</b>   |
| <b>I. TOTAL DIRECT CHARGES (6a-6h)</b>                          | <b>569,236</b>   | <b>7,122,712</b>    | <b>16,010,824</b> | <b>8,888,112</b>    | <b>44%</b>   |
| <b>j. INDIRECT COSTS</b>  | <b>-</b>         | <b>713,261</b>      | <b>903,555</b>    | <b>190,294</b>      | <b>79%</b>   |
| <b>k. TOTALS (ALL BUDGET CATEGORIES)</b>                        | <b>569,236</b>   | <b>7,835,972</b>    | <b>16,914,379</b> | <b>9,078,407</b>    | <b>46%</b>   |
| <b>Non-Federal Share (In-kind)</b>                              | <b>142,309</b>   | <b>2,420,930</b>    | <b>4,228,595</b>  | <b>1,807,665</b>    | <b>57%</b>   |