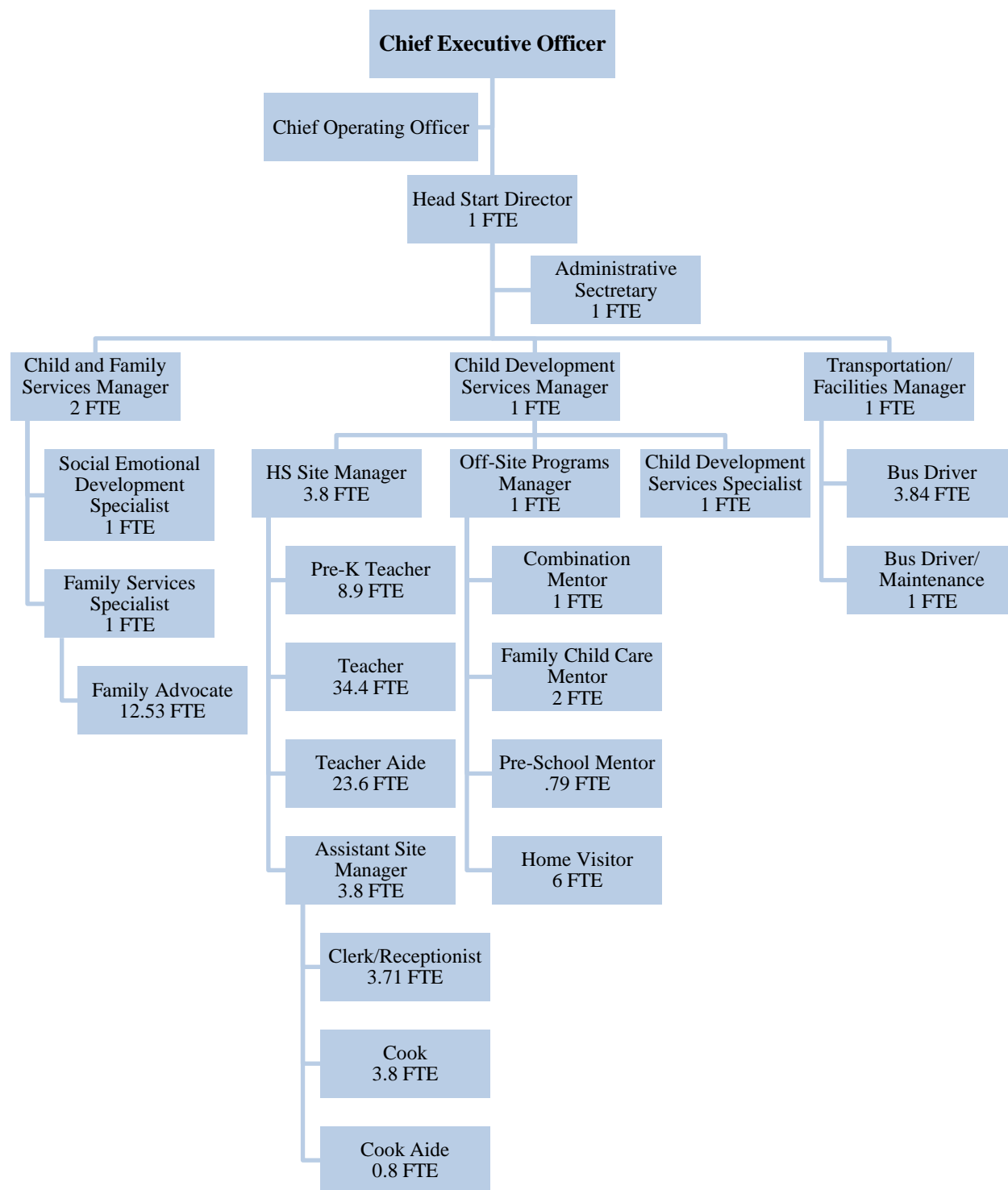


RPC – EARLY CHILDHOOD

Fund 104



Early Childhood Fund (104) positions: FTE 119.9

MISSION STATEMENT

The mission of Champaign County Early Childhood Program is to support the diverse children and families of our community in reaching their fullest potential by providing comprehensive services and developing partnerships that enhance child and family development, health, and education.

BUDGET HIGHLIGHTS

The FY17 Early Childhood Fund includes federal funding to serve 435 preschoolers in Head Start and 141 infants, toddlers, and pregnant women in Early Head Start. Funding streams include grants and contracts with the U.S. Department of Health and Human Services (Head Start/Early Head Start), Illinois State Board of Education (Preschool For All), Illinois Child Care Assistance Program (10-hour classrooms), Child and Adult Food Care Program, and the Champaign County Developmental Disabilities Board (Mental Health Services).

The 2017-2018 program year staffing calendar is for 52 weeks for staff that provide year-round programming and between 38 and 42 weeks for staff that provide part-day or school-day programming. A position paid for 37.5 hours per week, 52 weeks per year is one Full Time Equivalent (1 FTE) employee.

A proposal has been submitted to the Illinois State Board of Education for expanded Preschool For All funding. If successful, grant funding will be available to provide three 6-hour classrooms and three 10-hour classrooms increasing services to 110 children and families. The increase in program funding will create 13 new positions: six 04-certified teachers, three Head Start-qualified teachers, three teacher aides and one family advocate. In order to minimize disruption and appropriately prepare expanded programming, the transition will occur in January 2017.

All four Head Start/Early Head Start centers have continued to maintain accreditation by the National Association for the Education of Young Children (NAEYC). Each of the centers has also maintained a gold level quality rating in the state's ExceleRate system.

Even/Odd Year Departmental Designation – All federal and state grants administered by the Regional Planning Commission have a program year that differs from the County fiscal year; i.e., Jul-Jun, Oct-Sept, Mar-Feb. Grant awards require revenue and expenditures to be segregated in the accounting system by program year ending date. Grants ending in June 2017 are identified in the accounting system as “odd years” and grants ending in June 2018 are identified as “even years.” The chart of accounts indicates the specific grant/contract term separately identifiable by both fund and department. Since these grants often run concurrently and/or cross multiple county fiscal years, adequate line-item appropriations are required to accommodate variations in direct client assistance, carryover, and concurrent programming.

FINANCIAL

Fund 104 Summary			2015 Actual	2016 Original	2016 Projected	2017 Budget
331	44	USDA-CHILD/ADLT CARE FOOD	\$304,860	\$312,250	\$300,000	\$325,000
331	48	HHS-HEAD START PROGRAM	\$5,164,153	\$5,575,000	\$5,153,000	\$5,619,000
334	32	IL DCFS-CHILD CARE	\$34,905	\$25,000	\$15,000	\$25,000
334	37	IL DPT HUM SRV-CHILD CARE	\$915,171	\$755,000	\$755,000	\$945,000
334	41	IL DPT HLTHCARE & FAM SRV	\$0	\$95,000	\$0	\$0
334	64	IL STBD ED/PRESCH FOR ALL	\$647,194	\$639,213	\$670,000	\$1,210,500
334	80	IL ARTS COUNCIL GRANT	\$4,175	\$8,370	\$4,175	\$8,370

FY2017 Budget
Champaign County, Illinois

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Early Childhood
Fund 104

Fund 104 Summary			2015 Actual	2016 Original	2016 Projected	2017 Budget
336	13	CHAMP COUNTY MENT HLTH BD	\$20,515	\$54,824	\$0	\$0
336	23	CHAMP COUNTY DEV DISAB BD	\$27,414	\$0	\$55,650	\$55,670
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$7,118,387	\$7,464,657	\$6,952,825	\$8,188,540
341	40	TECHNICAL SERVICE CONT.	\$37,950	\$26,500	\$26,500	\$0
345	28	CHILD DAY CARE CHARGES	\$73,028	\$40,000	\$75,000	\$75,000
		FEES AND FINES	\$110,978	\$66,500	\$101,500	\$75,000
361	10	INVESTMENT INTEREST	\$3,500	\$2,000	\$2,000	\$2,500
363	10	GIFTS AND DONATIONS	\$13,913	\$2,000	\$3,238	\$3,750
364	10	SALE OF FIXED ASSETS	\$3,757	\$0	\$0	\$0
369	90	OTHER MISC. REVENUE	\$8,135	\$3,075	\$3,450	\$4,000
		MISCELLANEOUS	\$29,305	\$7,075	\$8,688	\$10,250
REVENUE TOTALS			\$7,258,670	\$7,538,232	\$7,063,013	\$8,273,790
511	3	REG. FULL-TIME EMPLOYEES	\$2,609,504	\$2,770,750	\$2,691,000	\$3,055,500
511	4	REG. PART-TIME EMPLOYEES	\$882,470	\$907,000	\$902,500	\$1,025,000
511	5	TEMP. SALARIES & WAGES	\$74,878	\$31,500	\$33,500	\$29,000
513	1	SOCIAL SECURITY-EMPLOYER	\$262,051	\$296,005	\$264,915	\$329,500
513	2	IMRF - EMPLOYER COST	\$312,259	\$322,556	\$285,485	\$363,100
513	4	WORKERS' COMPENSATION INS	\$51,787	\$48,880	\$47,650	\$61,250
513	5	UNEMPLOYMENT INSURANCE	\$70,280	\$99,000	\$83,250	\$90,350
513	6	EMPLOYEE HEALTH/LIFE INS	\$550,988	\$590,500	\$610,000	\$702,500
513	20	EMPLOYEE DEVELOPMNT/RECOG PERSONNEL	\$3,547 \$4,817,764	\$9,200 \$5,075,391	\$10,500 \$4,928,800	\$10,000 \$5,666,200
522	1	STATIONERY & PRINTING	\$601	\$4,600	\$3,650	\$5,000
522	2	OFFICE SUPPLIES	\$8,944	\$21,100	\$14,150	\$19,150
522	3	BOOKS,PERIODICALS & MAN.	\$239	\$2,250	\$1,846	\$2,250
522	4	COPIER SUPPLIES	\$2,871	\$7,000	\$4,750	\$6,500
522	6	POSTAGE, UPS, FED EXPRESS	\$4,682	\$4,800	\$4,750	\$7,100
522	7	PHOTOGRAPHY SUPPLIES	\$0	\$150	\$0	\$150
522	10	FOOD	\$129,500	\$135,550	\$135,150	\$140,950
522	11	MEDICAL SUPPLIES	\$14,031	\$7,000	\$5,250	\$10,500
522	14	CUSTODIAL SUPPLIES	\$22,886	\$24,250	\$17,500	\$29,500
522	15	GASOLINE & OIL	\$23,085	\$35,500	\$27,651	\$35,000
522	17	GROUND SUPPLIES	\$0	\$500	\$500	\$0
522	25	DIETARY NON-FOOD SUPPLIES	\$20,446	\$37,450	\$36,500	\$36,700
522	28	LAUNDRY SUPPLIES	\$98	\$1,550	\$1,300	\$1,450
522	32	SUPPL FOR DISABLED PERSNS	\$1,983	\$5,500	\$5,000	\$4,000
522	44	EQUIPMENT LESS THAN \$5000	\$12,171	\$26,000	\$30,750	\$27,000
522	91	LINEN & BEDDING	\$1,725	\$750	\$550	\$1,600
522	93	OPERATIONAL SUPPLIES	\$6,181	\$7,400	\$9,950	\$12,250
522	96	SCHOOL SUPPLIES	\$76,951	\$83,500	\$80,500	\$105,000
		COMMODITIES	\$326,394	\$404,850	\$379,747	\$444,100

Fund 104 Summary			2015	2016	2016	2017
			Actual	Original	Projected	Budget
533	1	AUDIT & ACCOUNTING SERVCS	\$44,033	\$52,500	\$99,000	\$48,500
533	3	ATTORNEY/LEGAL SERVICES	\$2,760	\$9,000	\$19,000	\$18,000
533	6	MEDICAL/DENTAL/MENTL HLTH	\$12,800	\$11,500	\$7,500	\$15,000
533	7	PROFESSIONAL SERVICES	\$143,682	\$143,000	\$120,000	\$176,000
533	8	CONSULTING SERVICES	\$1,069	\$3,750	\$2,500	\$4,250
533	12	JOB-REQUIRED TRAVEL EXP	\$32,855	\$38,800	\$31,100	\$38,750
533	17	FIELD TRIPS / ACTIVITIES	\$2,393	\$4,450	\$3,483	\$5,450
533	18	NON-EMPLOYEE TRAINING,SEM	\$2,817	\$5,050	\$4,500	\$5,750
533	19	SCHOOLNG TO OBTAIN DEGREE	\$31,178	\$38,500	\$28,000	\$37,500
533	20	INSURANCE	\$65,151	\$73,250	\$77,250	\$78,500
533	29	COMPUTER/INF TCH SERVICES	\$88,375	\$78,000	\$53,800	\$108,500
533	30	GAS SERVICE	\$21,833	\$27,050	\$23,550	\$28,550
533	31	ELECTRIC SERVICE	\$49,169	\$46,000	\$29,800	\$39,500
533	32	WATER SERVICE	\$9,187	\$8,600	\$11,250	\$12,550
533	33	TELEPHONE SERVICE	\$17,405	\$38,750	\$17,297	\$25,250
533	34	PEST CONTROL SERVICE	\$1,671	\$2,750	\$3,000	\$3,250
533	36	WASTE DISPOSAL & RECYCLNG	\$8,139	\$9,250	\$6,800	\$6,650
533	40	AUTOMOBILE MAINTENANCE	\$23,004	\$40,100	\$27,000	\$32,000
533	42	EQUIPMENT MAINTENANCE	\$20,508	\$23,000	\$22,500	\$25,500
533	45	NON-CNTY BLDG REPAIR-MNT	\$61,421	\$99,000	\$161,500	\$180,000
533	50	FACILITY/OFFICE RENTALS	\$82,355	\$141,000	\$88,500	\$150,000
533	51	EQUIPMENT RENTALS	\$3,444	\$5,250	\$4,175	\$5,750
533	52	OTHER SERVICE BY CONTRACT	\$8,843	\$15,000	\$7,500	\$15,000
533	70	LEGAL NOTICES,ADVERTISING	\$11,576	\$10,600	\$8,586	\$7,550
533	84	BUSINESS MEALS/EXPENSES	\$1,083	\$3,350	\$2,700	\$3,200
533	85	PHOTOCOPY SERVICES	\$21,601	\$39,500	\$36,345	\$45,000
533	87	INDIRECT COSTS / OVERHEAD	\$554,084	\$543,000	\$477,000	\$561,000
533	89	PUBLIC RELATIONS	\$1,218	\$2,400	\$1,750	\$2,700
533	91	LAUNDRY & CLEANING	\$6,072	\$4,500	\$4,250	\$6,000
533	93	DUES AND LICENSES	\$9,673	\$13,250	\$11,900	\$13,650
533	95	CONFERENCES & TRAINING	\$61,207	\$78,150	\$64,050	\$66,600
534	11	FOOD SERVICE	\$138,983	\$132,500	\$125,750	\$141,000
534	37	FINANCE CHARGES,BANK FEES	\$84	\$500	\$0	\$0
534	43	DISABILITY THERAPY,CONSLT	\$18,102	\$23,500	\$18,000	\$18,500
534	44	STIPEND	\$9,270	\$9,870	\$6,850	\$11,250
534	46	SEWER SERVICE & TAX	\$6,229	\$6,050	\$6,500	\$8,250
534	58	LANDSCAPING SERVICE/MAINT	\$7,997	\$6,500	\$6,500	\$16,500
534	59	JANITORIAL SERVICES	\$127,147	\$140,000	\$105,000	\$128,500
534	68	POLICY COUNCIL ACTIVITIE	\$6,424	\$8,300	\$6,800	\$8,000
534	69	PARENT ACTIVITIES/TRAVEL	\$18,383	\$15,525	\$14,325	\$17,100
534	76	PARKING LOT/SIDEWLK MAIN	\$9,473	\$16,050	\$15,800	\$17,000
		SERVICES	\$1,742,698	\$1,967,095	\$1,761,111	\$2,132,000
544	30	AUTOMOBILES, VEHICLES	\$0	\$27,000	\$0	\$0
544	32	OTHER EQUIPMENT	\$0	\$7,500	\$0	\$0
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$52,000	\$5,000	\$22,500
		CAPITAL	\$0	\$86,500	\$5,000	\$22,500

Fund 104 Summary			2015	2016	2016	2017
			Actual	Original	Projected	Budget
571	4	TO RPC ECON DEV LOANS 475	\$0	\$0	\$0	\$1,380,000
		INTERFUND EXPENDITURE	\$0	\$0	\$0	\$1,380,000
EXPENDITURE TOTALS			\$6,886,856	\$7,533,836	\$7,074,658	\$9,644,800

FUND BALANCE

FY2015 Actual	FY2016 Projected	FY2017 Budgeted
\$3,010,785	\$2,999,140	\$1,628,130

The Early Childhood Fund balance is expected to decrease in FY17 due the potential transfer of infrastructure-designated funds in order to secure an expanded ADA-compliant childcare facility. This possibility is contingent upon the receipt of additional grant funding, childcare facility availability, sustainability of future revenue streams, and governing body approvals. Fund balance is utilized to meet cash flow requirements, the liability for compensated absences, facility and infrastructure acquisition/upgrades, capital equipment replacement, lease obligations, and program phase-down reserve. The fund balance level is appropriate given the significant delays in state reimbursement and the monthly cash requirements for payroll and accounts payable.

FULL TIME EMPLOYMENT STAFFING HISTORY

FY2013	FY2014	FY2015	FY2016	FY2017
118	103	123	118	132.9

ALIGNMENT TO STRATEGIC PLAN

The Champaign County Early Childhood Program supports the Champaign County strategic plan by:

- implementing equal opportunity and inclusive employment practices and access to services,
- promoting the physical health and cognitive development of enrolled children and the economic self-sufficiency of enrolled families,
- deterring involvement with the criminal justice system through early intervention and parent education,
- developing collaborations and partnerships that leverage resources and strengthen the community, and
- implementing services and systems that demonstrate respect for clients while at the same time exerting stewardship of, and accountability for, resources.

DESCRIPTION

The Early Childhood Program supports the provision of comprehensive child and family development services to low-income, at-risk residents of Champaign County.

OBJECTIVES

- To ensure children achieve optimal progress in social-emotional, health, cognitive, and creative development.

- To ensure that families are participants in service identification and implementation.
- To ensure families are involved in their child's programming through their roles as parents, decision makers, and volunteers.
- To attract and retain qualified staff through an on-going professional development system.
- To increase the cultural competency of programming and staff.
- To optimize funding through effective stewardship of limited resources and continue to seek innovative and incentive funding.

PERFORMANCE INDICATORS

Indicator	2015 Actual	2016 Projected	2017 Budgeted
Children whose family income is less than 130% of poverty level	91%	90%	95%
Cumulative number of children/pregnant mothers participating in program	754	720	720
Percent enrolled on first day of program year	100%	100%	100%
Percent of cumulative enrollment is of children with a disability	8%	10%	10%
Children with up-to-date health care by year end	80%	87%	88%
Follow-up services/referrals provided as a result of health & developmental screenings	100%	100%	100%
Percent of children leaving program ready for kindergarten	90%	90%	90%
Number of community requests for Head Start participation in events or partnerships	17	18	20
Overall rating of parent satisfaction surveys	94%	96%	98%
Change in funded enrollment from previous year	10	10	-10
Families utilizing family partnership agreement	531	520	525
Total number of staff positions (full & part-time)	154	147	129
Staff turnover rate (corrected formula)	5%	5.7%	2%
Positive federal & state compliance reviews	5/5	4/4	4/4