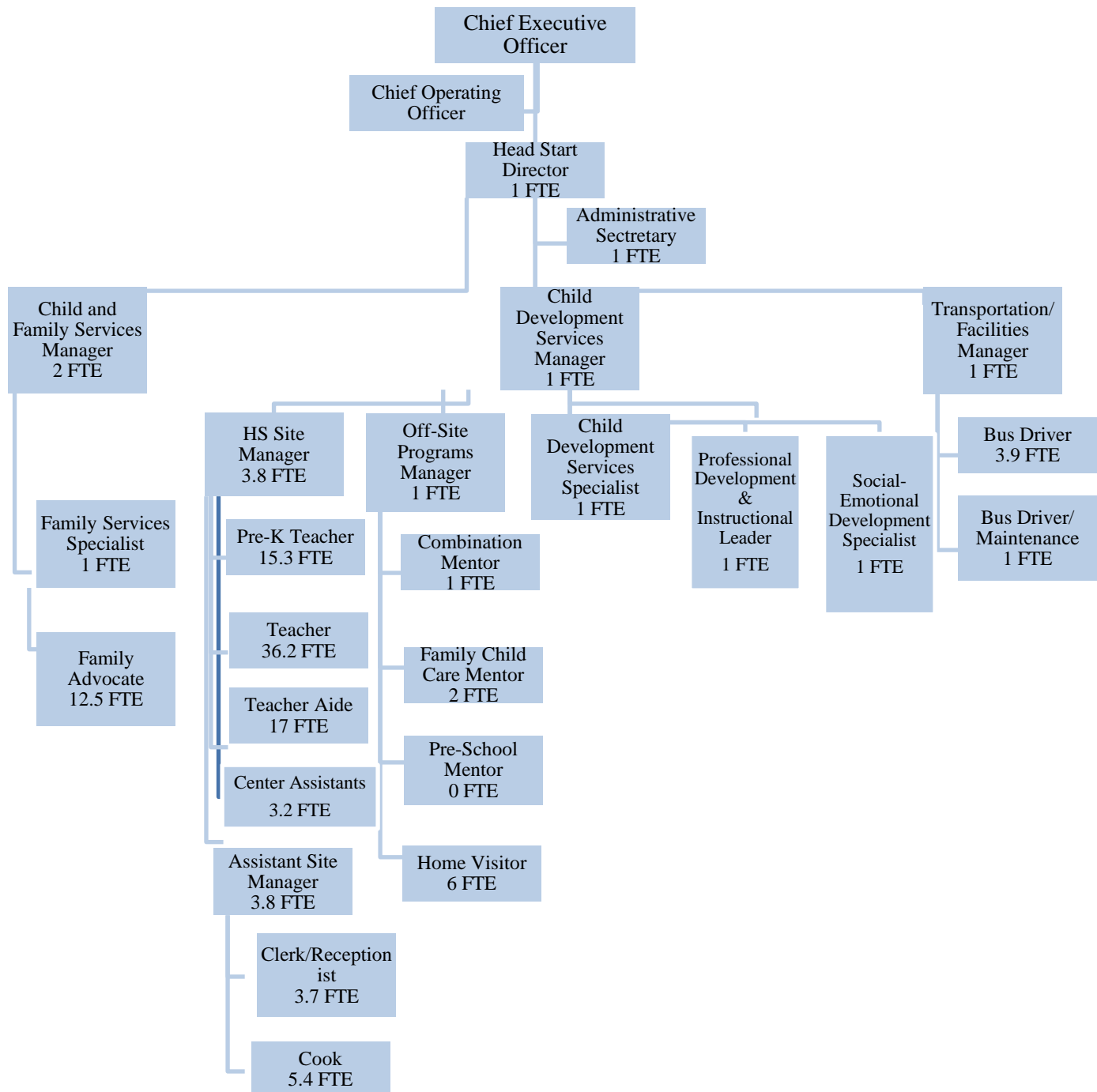


RPC – EARLY CHILDHOOD

Fund 104



Early Childhood Fund (104) positions: FTE 125.7

MISSION STATEMENT

The Champaign County Early Childhood Division programming promotes school readiness by enhancing the social and cognitive development of children through the provision of culturally inclusive educational, health, nutritional, social, and other services to eligible children, their families, and pregnant women. The mission is to inspire children to realize their unique talents and potential and prepare them for lifelong learning and success.

BUDGET HIGHLIGHTS

The FY18 Early Childhood Fund blends multiple funding streams (federal, state, and local) to comprehensively provide quality services to 576 enrolled children and their families. Program options include school year or year-round with center-based classroom services operating half-day, 6 hours/day or 10/hours/day in response to family need. Primary federal funding is from the U.S. Department of Health and Human Services for Head Start and Early Head Start grants, the Illinois State Board of Education for the Preschool for All grants, the USDA Child and Adult Food Care Program, and the Champaign County Mental Health/Developmental Disabilities Boards. Additional funding from the Illinois State Board of Education for enhanced Preschool for All services at the Rantoul Head Start Center is expected in FY18. Federal funding levels for Head Start and Early Head Start are expected to remain stable with little to no growth consistent with shifting federal priorities and anticipated funding decreases for domestic programs.

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 that revenue and expenditures are segregated in the accounting system by program year ending date. Grants ending in June 2019 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 | | | 2016 Actual | 2017 Original | 2017 Projected | 2018 Budget |
|----------------------------|----|---------------------------------------|----------------|------------------|-------------------|-----------------------------|
| 331 | 44 | USDA-CHILD/ADLT CARE FOOD | \$310,006 | \$325,000 | \$312,000 | \$322,500 |
| 331 | 48 | HHS-HEAD START PROGRAM | \$5,112,636 | \$5,619,000 | \$5,235,000 | \$5,823,000 |
| 334 | 32 | IL DCFS-CHILD CARE | \$19,713 | \$25,000 | \$25,000 | \$25,000 |
| 334 | 37 | IL DPT HUM SRV-CHILD CARE | \$825,495 | \$945,000 | \$945,000 | \$930,000 |
| 334 | 64 | IL STBD ED/PRESCH FOR ALL | \$466,440 | \$1,210,500 | \$1,489,000 | \$1,545,000 |
| 334 | 80 | IL ARTS COUNCIL GRANT | \$0 | \$8,370 | \$4,195 | \$0 |
| 336 | 13 | CHAMP COUNTY MENT HLTH BD | \$27,822 | \$0 | \$0 | \$0 |
| 336 | 23 | CHAMP COUNTY DEV DISAB BD | \$27,409 | \$55,670 | \$55,675 | \$55,675 |
| | | FEDERAL, STATE & LOCAL SHARED REVENUE | \$6,789,521 | \$8,188,540 | \$8,065,870 | \$8,701,175 |
| 341 | 40 | TECHNICAL SERVICE CONT. | \$18,975 | \$0 | \$0 | \$0 |
| 345 | 28 | CHILD DAY CARE CHARGES | \$86,624 | \$75,000 | \$75,000 | \$75,000 |
| FY2018 Budget | | | 471 | | | |
| Champaign County, Illinois | | | | | | Early Childhood Fund 104 |

| Fund 104 Summary | | | 2016 Actual | 2017 Original | 2017 Projected | 2018 Budget |
|------------------|----|--|------------------------|-------------------------|------------------------|-------------------------|
| | | FEES AND FINES | \$105,599 | \$75,000 | \$75,000 | \$75,000 |
| 361 | 10 | INVESTMENT INTEREST | \$4,392 | \$2,500 | \$5,000 | \$5,000 |
| 363 | 10 | GIFTS AND DONATIONS | \$14,454 | \$3,750 | \$3,040 | \$4,750 |
| 369 | 90 | OTHER MISC. REVENUE | \$5,741 | \$4,000 | \$37,280 | \$4,500 |
| | | MISCELLANEOUS | \$24,587 | \$10,250 | \$45,320 | \$14,250 |
| REVENUE TOTALS | | | \$6,919,707 | \$8,273,790 | \$8,186,190 | \$8,790,425 |
| 511 | 3 | REG. FULL-TIME EMPLOYEES | \$2,659,990 | \$3,055,500 | \$2,933,450 | \$3,205,475 |
| 511 | 4 | REG. PART-TIME EMPLOYEES | \$880,404 | \$1,025,000 | \$989,250 | \$1,174,000 |
| 511 | 5 | TEMP. SALARIES & WAGES | \$56,585 | \$29,000 | \$51,400 | \$71,500 |
| 513 | 1 | SOCIAL SECURITY-EMPLOYER | \$263,795 | \$329,500 | \$314,000 | \$358,500 |
| 513 | 2 | IMRF - EMPLOYER COST | \$310,914 | \$363,100 | \$354,400 | \$392,900 |
| 513 | 4 | WORKERS' COMPENSATION INS | \$55,388 | \$61,250 | \$70,103 | \$71,900 |
| 513 | 5 | UNEMPLOYMENT INSURANCE | \$58,372 | \$90,350 | \$89,700 | \$91,800 |
| 513 | 6 | EMPLOYEE HEALTH/LIFE INS | \$545,603 | \$702,500 | \$713,900 | \$729,500 |
| 513 | 20 | EMPLOYEE DEVELOPMNT/RECOG PERSONNEL | \$5,568 \$4,836,619 | \$10,000 \$5,666,200 | \$9,140 \$5,525,343 | \$10,500 \$6,106,075 |
| 522 | 1 | STATIONERY & PRINTING | \$1,022 | \$5,000 | \$4,100 | \$4,500 |
| 522 | 2 | OFFICE SUPPLIES | \$10,697 | \$19,150 | \$16,350 | \$18,650 |
| 522 | 3 | BOOKS,PERIODICALS & MAN. | \$607 | \$2,250 | \$1,450 | \$2,150 |
| 522 | 4 | COPIER SUPPLIES | \$2,586 | \$6,500 | \$5,975 | \$7,275 |
| 522 | 6 | POSTAGE, UPS, FED EXPRESS | \$2,423 | \$7,100 | \$6,925 | \$5,950 |
| 522 | 7 | PHOTOGRAPHY SUPPLIES | \$0 | \$150 | \$0 | \$150 |
| 522 | 10 | FOOD | \$133,620 | \$140,950 | \$140,450 | \$140,950 |
| 522 | 11 | MEDICAL SUPPLIES | \$10,028 | \$10,500 | \$10,500 | \$7,150 |
| 522 | 14 | CUSTODIAL SUPPLIES | \$21,382 | \$29,500 | \$31,250 | \$26,000 |
| 522 | 15 | GASOLINE & OIL | \$18,172 | \$35,000 | \$31,650 | \$29,800 |
| 522 | 25 | DIETARY NON-FOOD SUPPLIES | \$20,586 | \$36,700 | \$25,750 | \$26,150 |
| 522 | 28 | LAUNDRY SUPPLIES | \$496 | \$1,450 | \$2,100 | \$2,950 |
| 522 | 32 | SUPPL FOR DISABLED PERSNS | \$1,711 | \$4,000 | \$3,300 | \$3,950 |
| 522 | 44 | EQUIPMENT LESS THAN \$5000 | \$21,948 | \$27,000 | \$83,000 | \$53,500 |
| 522 | 91 | LINEN & BEDDING | \$71 | \$1,600 | \$3,765 | \$3,000 |
| 522 | 93 | OPERATIONAL SUPPLIES | \$5,757 | \$12,250 | \$10,300 | \$16,000 |
| 522 | 96 | SCHOOL SUPPLIES | \$71,394 | \$105,000 | \$121,600 | \$123,500 |
| | | COMMODITIES | \$322,500 | \$444,100 | \$498,465 | \$471,625 |
| 533 | 1 | AUDIT & ACCOUNTING SERVCS | \$81,879 | \$48,500 | \$48,500 | \$51,500 |
| 533 | 3 | ATTORNEY/LEGAL SERVICES | \$12,082 | \$18,000 | \$17,000 | \$17,000 |
| 533 | 6 | MEDICAL/DENTAL/MENTL HLTH | \$7,020 | \$15,000 | \$15,200 | \$10,400 |
| 533 | 7 | PROFESSIONAL SERVICES | \$152,642 | \$176,000 | \$144,350 | \$153,750 |
| 533 | 8 | CONSULTING SERVICES | \$547 | \$4,250 | \$3,300 | \$4,250 |
| 533 | 12 | JOB-REQUIRED TRAVEL EXP | \$31,045 | \$38,750 | \$36,800 | \$42,100 |

| Fund 104 Summary | | | 2016 Actual | 2017 Original | 2017 Projected | 2018 Budget |
|---------------------------|----|---------------------------------------|------------------------|-------------------------|-------------------------|-------------------------|
| 533 | 17 | FIELD TRIPS / ACTIVITIES | \$1,896 | \$5,450 | \$6,900 | \$5,800 |
| 533 | 18 | NON-EMPLOYEE TRAINING,SEM | \$2,576 | \$5,750 | \$4,800 | \$5,750 |
| 533 | 19 | SCHOOLNG TO OBTAIN DEGREE | \$42,084 | \$37,500 | \$42,100 | \$46,500 |
| 533 | 20 | INSURANCE | \$87,580 | \$78,500 | \$70,000 | \$98,500 |
| 533 | 29 | COMPUTER/INF TCH SERVICES | \$92,907 | \$108,500 | \$108,180 | \$112,000 |
| 533 | 30 | GAS SERVICE | \$18,844 | \$28,550 | \$32,750 | \$35,450 |
| 533 | 31 | ELECTRIC SERVICE | \$53,931 | \$39,500 | \$54,250 | \$58,200 |
| 533 | 32 | WATER SERVICE | \$10,142 | \$12,550 | \$16,700 | \$14,050 |
| 533 | 33 | TELEPHONE SERVICE | \$15,624 | \$25,250 | \$20,950 | \$28,750 |
| 533 | 34 | PEST CONTROL SERVICE | \$1,793 | \$3,250 | \$3,375 | \$3,750 |
| 533 | 36 | WASTE DISPOSAL & RECYCLNG | \$5,997 | \$6,650 | \$16,675 | \$10,300 |
| 533 | 40 | AUTOMOBILE MAINTENANCE | \$28,674 | \$32,000 | \$24,600 | \$29,500 |
| 533 | 42 | EQUIPMENT MAINTENANCE | \$18,028 | \$25,500 | \$27,200 | \$27,150 |
| 533 | 45 | NON-CNTY BLDG REPAIR-MNT | \$114,322 | \$180,000 | \$157,000 | \$112,250 |
| 533 | 50 | FACILITY/OFFICE RENTALS | \$69,543 | \$150,000 | \$160,900 | \$152,500 |
| 533 | 51 | EQUIPMENT RENTALS | \$3,526 | \$5,750 | \$4,800 | \$5,900 |
| 533 | 52 | OTHER SERVICE BY CONTRACT | \$18,408 | \$15,000 | \$11,500 | \$15,000 |
| 533 | 70 | LEGAL NOTICES,ADVERTISING | \$15,166 | \$7,550 | \$20,727 | \$17,550 |
| 533 | 84 | BUSINESS MEALS/EXPENSES | \$617 | \$3,200 | \$2,450 | \$3,700 |
| 533 | 85 | PHOTOCOPY SERVICES | \$34,606 | \$45,000 | \$34,600 | \$38,500 |
| 533 | 87 | INDIRECT COSTS / OVERHEAD | \$515,628 | \$561,000 | \$524,250 | \$575,000 |
| 533 | 89 | PUBLIC RELATIONS | \$458 | \$2,700 | \$4,250 | \$4,700 |
| 533 | 91 | LAUNDRY & CLEANING | \$6,663 | \$6,000 | \$5,350 | \$5,200 |
| 533 | 93 | DUES AND LICENSES | \$8,535 | \$13,650 | \$12,675 | \$13,300 |
| 533 | 95 | CONFERENCES & TRAINING | \$65,658 | \$66,600 | \$48,735 | \$73,500 |
| 534 | 9 | R.E. TAX / DRAINAGE ASMNT | \$0 | \$0 | \$35,000 | \$0 |
| 534 | 11 | FOOD SERVICE | \$149,594 | \$141,000 | \$138,000 | \$148,500 |
| 534 | 38 | EMRGNCY SHELTER/UTILITIES | \$40 | \$0 | \$150 | \$250 |
| 534 | 43 | DISABILITY THERAPY,CONSLT | \$19,212 | \$18,500 | \$14,000 | \$17,000 |
| 534 | 44 | STIPEND | \$9,380 | \$11,250 | \$10,250 | \$11,500 |
| 534 | 46 | SEWER SERVICE & TAX | \$8,884 | \$8,250 | \$8,500 | \$10,000 |
| 534 | 58 | LANDSCAPING SERVICE/MAINT | \$2,503 | \$16,500 | \$21,000 | \$11,000 |
| 534 | 59 | JANITORIAL SERVICES | \$137,745 | \$128,500 | \$127,550 | \$141,000 |
| 534 | 68 | POLICY COUNCIL ACTIVITIES | \$4,089 | \$8,000 | \$7,000 | \$8,000 |
| 534 | 69 | PARENT ACTIVITIES/TRAVEL | \$24,156 | \$17,100 | \$17,600 | \$18,800 |
| 534 | 76 | PARKING LOT/SIDEWLK MAINT SERVICES | \$5,206 \$1,879,230 | \$17,000 \$2,132,000 | \$42,500 \$2,102,417 | \$18,500 \$2,156,350 |
| 544 | 33 | OFFICE EQUIPMENT & FURNIS CAPITAL | \$0 \$0 | \$22,500 \$22,500 | \$11,500 \$11,500 | \$16,500 \$16,500 |
| 571 | 4 | TO RPC ECON DEV LOANS 475 | \$0 | \$1,380,000 | \$1,400,000 | \$0 |
| | | INTERFUND EXPENDITURE | \$0 | \$1,380,000 | \$1,400,000 | \$0 |
| EXPENDITURE TOTALS | | | \$7,038,349 | \$9,644,800 | \$9,537,725 | \$8,750,550 |

FUND BALANCE

| 2016 Actual | 2017 Projected | 2018 Budgeted |
|-------------|----------------|---------------|
| \$2,934,952 | \$1,583,417 | \$1,623,292 |

The Early Childhood Fund balance is expected to increase slightly in FY18 due enhanced full day programming. Fund balance is utilized to meet cash flow requirements, the liability for compensated absences, facility and infrastructure upgrades, capital equipment replacement, lease obligations, and program phase-down reserve. The fund balance level is appropriate given the ongoing delays in state reimbursement for the Preschool for All grants and the monthly payroll and accounts payable cash demands.

FTE STAFFING HISTORY

| FY2014 | FY2015 | FY2016 | FY2017 | FY2018 |
|--------|--------|--------|--------|--------|
| 103 | 123 | 118 | 119.9 | 125.7 |

ALIGNMENT TO STRATEGIC PLAN

Early Childhood Division programming supports children's growth and development in a positive learning environment through a variety of services, which include:

- Early learning - Children's readiness for school and beyond is fostered through individualized learning experiences. Through relationships with adults, play, and planned and spontaneous instruction, children grow in many aspects of development. Children progress in social skills and emotional well-being, along with language and literacy learning, and concept development.
- Health - Each child's perceptual, motor, and physical development is supported to permit them to fully explore and function in their environment. All children receive health and development screenings, nutritious meals, oral health and mental health support. Programs connect families with medical, dental, and mental health services to ensure that children are receiving the services they need.
- Family well-being - Parents and families are supported in achieving their own goals, such as housing stability, continued education, and financial security. Programs support and strengthen parent-child relationships and engage families around children's learning and development.

DESCRIPTION

The provision of high-quality child and family services to the low-income, at-risk residents of Champaign County.

OBJECTIVES

- provide early, continuous, intensive, and comprehensive child development and family support services that will enhance the physical, social, emotional, and intellectual development of participating children;
- ensure that the level of services provided to families responds to their needs and circumstances;

- promote positive parent–child interactions;
- provide services to parents to support their role as parents (including parenting skills training and training in basic child development) and services to help the families move toward self-sufficiency (including educational and employment services, as appropriate);
- leverage Head Start and Early Head Start services with State (Preschool for All) and local programs to ensure a comprehensive array of services (e.g., health and mental health services, family support services);
- ensure that children with documented behavioral problems, including problems involving behavior related to prior or existing trauma, receive appropriate screening and referral;
- ensure formal linkages with local preschool and school district programs to provide for continuity of services for children and families;
- develop and implement a systematic procedure for transitioning children and parents from an Early Head Start program to a Head Start program or other local early childhood education and development program;
- establish channels of communication between Early Childhood Division staff and other local providers of early childhood education and development programs to facilitate the coordination of program services;
- ensure formal linkages with providers of early intervention services for infants and toddlers with disabilities;
- maximize use of limited financial resources to advance staff competencies and the ongoing development of innovative approaches to early learning;
- foster academic and research partnerships with the University of Illinois to facilitate state-of-the-art programming and data-supported enhancements;
- advance the use of technology in an effort to realize functional efficiencies and cost savings;
- continue to search for center-based locations in strategic areas of the community in an effort to respond to community access needs; and
- develop ongoing strategies to ensure long-term fiscal sustainability.

PERFORMANCE INDICATORS

| Indicator | 2016 Actual | 2017 Projected | 2018 Budgeted |
|---|--------------------|-----------------------|----------------------|
| Children whose family income is less than 130% of poverty level | 90% | 91% | 93% |

| | | | |
|--|------|------|------|
| | | | |
| Cumulative number of children/pregnant mothers participating in program | 732 | 692 | 700 |
| 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 | 76% | 85% | 90% |
| Follow-up services/referrals provided as a result of health & developmental screenings | 100% | 100% | 100% |
| Percent of children leaving program ready for kindergarten | 91% | 94% | 95% |
| Number of community requests for Head Start participation in events or partnerships | 17 | 34 | 20 |
| Overall rating of parent satisfaction surveys | 97% | 96% | 98% |
| Change in funded enrollment from previous year | 0 | 0 | 0 |
| Families utilizing family partnership agreement | 492 | 536 | 525 |
| Total number of staff positions (full & part-time) | 139 | 139 | 134 |
| Staff turnover rate (corrected formula) | 9% | 12% | 4% |
| Positive federal & state compliance reviews | 4/4 | 1/1 | 3/3 |