

RPC – Early Childhood Fund 104

MISSION STATEMENT

The Early Childhood Education program 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. Our daily mission is to inspire our children to develop their unique talents and skills and prepare them for lifelong learning and success. Our teaching approach focuses on each child’s POTENTIAL and POSSIBILITIES.

BUDGET HIGHLIGHTS

The FY21 Early Childhood Fund includes federal funding to serve 435 preschoolers and 231 infants, toddlers, and pregnant women. Revenue streams include federal and state grants, local contracts, and state fee-for-service subsidy reimbursements. Despite full enrollment and a recently added center-based location in West Champaign, we were forced to close all of five of our centers in March 2020 due to the COVID-19 pandemic. In direct response, the Office of Head Start, through the CARES Act, provided one-time supplemental funding aimed at the prevention of and response to COVID-19 in our community. In order to begin the recovery effort and safely reopen our early childhood centers, specific protocols for physical and social distancing, sanitizing, training, and distribution of personal protective equipment had to be in place consistent with state and federal regulations.

Due to the new restrictions and the ongoing challenge of preventing the spread of the virus, programming and operations required modifications. These new restrictions limit the number of children that can be safely served in our center-based options and other alternative learning platforms need to be adopted and implemented. These options have included the expansion of virtual learning platforms, distribution of enhanced technology to families to support intensive early learning, and implementation of new service delivery methods. Since the new restrictions represent a challenge to securing and maintaining enrollment and providing optimal services to our families, a variety of novel approaches have been developed aimed at enhanced early learning and consistent with the critical needs of our at-risk, low-income children and families.

The FY21 budget represents continuation federal funding, modest reductions in state funding for Preschool for All grants, and planned decreases fee-for-services reimbursements as a result of modified center-based programming.

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 2021 are identified in the accounting system as “odd years” and grants ending in June 2022 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			2019	2020	2020	2021
			Actual	Original	Projected	Budget
331	44	USDA-CHILD/ADLT CARE FOOD	\$372,929	\$404,500	\$579,500	\$404,500
331	48	HHS-HEAD START PROGRAM	\$6,655,856	\$8,413,250	\$9,292,285	\$8,467,700
334	32	IL DCFS-CHILD CARE	\$81,740	\$37,500	\$97,500	\$47,500
334	37	IL DPT HUM SRV-CHILD CARE	\$1,048,531	\$1,500,000	\$1,600,000	\$1,500,000
334	64	IL STBD ED/PRESCH FOR ALL	\$1,115,839	\$1,260,000	\$1,260,000	\$1,260,000
336	13	CHAMP COUNTY MENT HLTH BD	\$233,001	\$325,500	\$315,000	\$304,000
336	23	CHAMP COUNTY DEV DISAB BD	\$12,198	\$28,550	\$28,550	\$31,100
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$9,520,094	\$11,969,300	\$13,172,835	\$12,014,800
341	40	TECHNICAL SERVICE CONT.	\$46,800	\$24,000	\$46,800	\$24,000
345	28	CHILD DAY CARE CHARGES	\$29,620	\$90,000	\$80,000	\$80,000
		FEES AND FINES	\$76,420	\$114,000	\$126,800	\$104,000
361	10	INVESTMENT INTEREST	\$29,757	\$75,000	\$75,000	\$10,000
363	10	GIFTS AND DONATIONS	\$0	\$5,000	\$2,750	\$5,000
369	90	OTHER MISC. REVENUE	\$15,790	\$11,000	\$11,885	\$10,750
		MISCELLANEOUS	\$45,547	\$91,000	\$89,635	\$25,750
385	40	FROM FULL DAY PROG DPT647	\$0	\$50,000	\$50,000	\$0
		INTERFUND REVENUE	\$0	\$50,000	\$50,000	\$0
		REVENUE TOTALS	\$9,642,061	\$12,224,300	\$13,439,270	\$12,144,550
511	3	REG. FULL-TIME EMPLOYEES	\$3,736,061	\$4,595,353	\$4,702,153	\$4,683,903
511	4	REG. PART-TIME EMPLOYEES	\$1,023,171	\$1,224,079	\$1,154,579	\$1,226,079
511	5	TEMP. SALARIES & WAGES	\$138,783	\$77,164	\$142,164	\$134,164
513	1	SOCIAL SECURITY-EMPLOYER	\$359,216	\$467,118	\$461,468	\$466,118
513	2	IMRF - EMPLOYER COST	\$272,934	\$439,790	\$433,340	\$414,190
513	4	WORKERS' COMPENSATION INS	\$79,210	\$104,909	\$106,369	\$99,909
513	5	UNEMPLOYMENT INSURANCE	\$39,581	\$89,962	\$92,258	\$78,812
513	6	EMPLOYEE HEALTH/LIFE INS	\$768,997	\$1,067,856	\$1,058,796	\$1,059,206
513	20	EMPLOYEE DEVELOPMNT/RECOG	\$2,351	\$13,590	\$26,840	\$13,590
		PERSONNEL	\$6,420,304	\$8,079,821	\$8,177,967	\$8,175,971
522	1	STATIONERY & PRINTING	\$2,366	\$3,250	\$2,250	\$2,900
522	2	OFFICE SUPPLIES	\$16,335	\$16,300	\$31,680	\$16,810
522	3	BOOKS,PERIODICALS & MAN.	\$698	\$4,350	\$3,350	\$2,850
522	4	COPIER SUPPLIES	\$2,396	\$5,750	\$5,300	\$6,600
522	6	POSTAGE, UPS, FED EXPRESS	\$428	\$3,400	\$1,900	\$3,300
522	10	FOOD	\$188,887	\$186,050	\$338,550	\$187,600
522	11	MEDICAL SUPPLIES	\$12,593	\$13,450	\$11,750	\$12,950
522	14	CUSTODIAL SUPPLIES	\$25,064	\$25,725	\$72,625	\$35,500
522	15	GASOLINE & OIL	\$18,822	\$24,125	\$23,625	\$21,050
522	17	GROUNDS SUPPLIES	\$372	\$2,000	\$750	\$1,250
522	25	DIETARY NON-FOOD SUPPLIES	\$31,969	\$31,600	\$61,350	\$31,850

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522	28	LAUNDRY SUPPLIES	\$1,756	\$3,400	\$12,100	\$6,000
522	32	SUPPL FOR DISABLED PERSNS	\$370	\$6,300	\$5,650	\$5,050
522	44	EQUIPMENT LESS THAN \$5000	\$125,568	\$95,200	\$241,750	\$112,750
522	91	LINEN & BEDDING	\$1,433	\$4,400	\$2,750	\$4,400
522	93	OPERATIONAL SUPPLIES	\$31,458	\$19,950	\$17,450	\$18,500
522	96	SCHOOL SUPPLIES	\$244,970	\$151,100	\$426,600	\$202,600
		COMMODITIES	\$705,485	\$596,350	\$1,259,430	\$671,960
533	1	AUDIT & ACCOUNTING SERVCS	\$42,044	\$74,500	\$67,650	\$69,500
533	3	ATTORNEY/LEGAL SERVICES	\$1,251	\$12,000	\$12,500	\$11,750
533	6	MEDICAL/DENTAL/MENTL HLTH	\$13,169	\$13,650	\$18,300	\$16,650
533	7	PROFESSIONAL SERVICES	\$157,020	\$143,250	\$174,050	\$168,800
533	8	CONSULTING SERVICES	\$2,442	\$4,450	\$3,550	\$4,450
533	12	JOB-REQUIRED TRAVEL EXP	\$30,908	\$51,940	\$41,360	\$44,830
533	17	FIELD TRIPS / ACTIVITIES	\$1,014	\$4,300	\$3,000	\$3,800
533	18	NON-EMPLOYEE TRAINING,SEM	\$3,791	\$18,350	\$10,000	\$18,350
533	19	SCHOOLNG TO OBTAIN DEGREE	\$82,763	\$76,340	\$61,500	\$73,340
533	20	INSURANCE	\$86,462	\$128,000	\$116,500	\$113,000
533	29	COMPUTER/INF TCH SERVICES	\$138,841	\$179,750	\$220,400	\$174,750
533	30	GAS SERVICE	\$20,774	\$57,750	\$59,100	\$52,950
533	31	ELECTRIC SERVICE	\$55,215	\$80,750	\$76,450	\$81,250
533	32	WATER SERVICE	\$12,148	\$17,300	\$17,500	\$18,950
533	33	TELEPHONE SERVICE	\$10,116	\$41,100	\$29,850	\$34,600
533	34	PEST CONTROL SERVICE	\$2,751	\$4,260	\$5,510	\$5,360
533	36	WASTE DISPOSAL & RECYCLNG	\$6,985	\$11,750	\$11,900	\$10,700
533	40	AUTOMOBILE MAINTENANCE	\$24,101	\$26,550	\$21,000	\$26,600
533	42	EQUIPMENT MAINTENANCE	\$38,337	\$32,400	\$14,550	\$32,150
533	45	NON-CNTY BLDG REPAIR-MNT	\$182,719	\$350,169	\$428,569	\$227,169
533	50	FACILITY/OFFICE RENTALS	\$209,353	\$588,000	\$624,000	\$565,000
533	51	EQUIPMENT RENTALS	\$28,444	\$34,950	\$34,350	\$34,950
533	52	OTHER SERVICE BY CONTRACT	\$0	\$11,750	\$9,000	\$10,250
533	70	LEGAL NOTICES,ADVERTISING	\$24,386	\$12,250	\$84,500	\$16,900
533	84	BUSINESS MEALS/EXPENSES	\$215	\$3,000	\$2,200	\$2,750
533	85	PHOTOCOPY SERVICES	\$23,767	\$42,800	\$36,150	\$38,300
533	87	INDIRECT COSTS / OVERHEAD	\$854,447	\$783,500	\$743,750	\$744,750
533	89	PUBLIC RELATIONS	\$2,974	\$4,750	\$9,000	\$4,300
533	91	LAUNDRY & CLEANING	\$0	\$3,800	\$1,750	\$3,550
533	93	DUES AND LICENSES	\$12,606	\$17,950	\$26,004	\$17,950
533	95	CONFERENCES & TRAINING	\$80,393	\$96,720	\$154,640	\$98,820
534	9	R.E. TAX / DRAINAGE ASMNT	\$0	\$0	\$90,000	\$0
534	11	FOOD SERVICE	\$177,644	\$181,500	\$106,500	\$181,500
534	43	DISABILITY THERAPY,CONSLT	\$24,116	\$20,000	\$16,090	\$21,250
534	44	STIPEND	\$9,770	\$11,600	\$12,600	\$13,800
534	46	SEWER SERVICE & TAX	\$7,649	\$12,453	\$11,875	\$14,900
534	58	LANDSCAPING SERVICE/MAINT	\$11,722	\$13,000	\$5,500	\$12,000
534	59	JANITORIAL SERVICES	\$170,390	\$262,500	\$350,825	\$250,900
534	68	POLICY COUNCIL ACTIVITIES	\$5,451	\$9,500	\$8,150	\$9,500

Fund 104 Summary			2019	2020	2020	2021
			Actual	Original	Projected	Budget
534	69	PARENT ACTIVITIES/TRAVEL	\$18,375	\$23,800	\$21,000	\$24,300
534	76	PARKING LOT/SIDEWALK MAINT	\$16,367	\$30,250	\$28,250	\$25,500
534	81	GENERAL LIABILITY CLAIMS	\$0	\$0	\$2,000	\$0
		SERVICES	\$2,590,920	\$3,492,632	\$3,771,373	\$3,280,119
544	30	AUTOMOBILES, VEHICLES	\$69,801	\$0	\$0	\$0
544	32	OTHER EQUIPMENT	\$17,244	\$15,000	\$92,500	\$0
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$26,000	\$19,500	\$6,500
544	40	LANDSCAPING, LAND IMPRVMTS	\$56,140	\$0	\$135,000	\$0
544	73	MEDICAL/HEALTH EQUIPMENT	\$0	\$2,000	\$0	\$0
		CAPITAL	\$143,185	\$43,000	\$247,000	\$6,500
571	4	TO RPC ECON DEV LOANS 475	\$0	\$1,000,000	\$250,000	\$500,000
		INTERFUND EXPENDITURE	\$0	\$1,000,000	\$250,000	\$500,000
EXPENDITURE TOTALS			\$9,859,894	\$13,211,803	\$13,705,770	\$12,634,550

FUND BALANCE

2019 Actual	2020 Projected	2021 Budgeted
\$1,857,946	\$1,591,446	\$1,101,446

The Early Childhood fund balance is expected to decrease in FY21 due to reduced subsidy reimbursements and the potential transfer of funds to support enhanced infrastructure costs associated with the transition to an alternative facility as a result of our lease termination with Unit 4. The restricted 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 significant delays in state reimbursement and the monthly cash requirements for operations.

FTE STAFFING HISTORY

FY2017	FY2018	FY2019	FY2020	FY2021
119.9	125.7	135.8	183.61	183.61

ALIGNMENT TO STRATEGIC PLAN

The Early Childhood Program is committed to advancing the quality of life for at-risk, low-income children and their families in Champaign County.

DESCRIPTION

The Head Start and Early Head Start grant programs are designed to help break the cycle of poverty by providing infants, toddlers, and preschool children of low-income families with a comprehensive program to

FY2021 Budget
Champaign County, Illinois

523

Early Childhood
Fund 104

meet their educational, emotional, social, health, nutritional, and psychological needs and support the families in improving their lives. Preschool for All combined with the childcare subsidy allows parents the opportunity to advance toward economic self-sufficiency while at the same providing developmentally appropriate programming for their children.

OBJECTIVES

Head Start and Early Head programming promotes school readiness of children ages birth to five from low-income families by supporting the development of the whole child. Our Head Start and Early Head Start programming offer a variety of service models, responsive to the unique needs of our community including home-based, center-based, and family childcare home provider options.

The Head Start and Early Head Start programs support 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.

PERFORMANCE INDICATORS

Indicator	2019 Actual	2020 Projected	2021 Budgeted
Children whose family income is less than 130% of poverty level	90%	90%	90%
Cumulative number of children/pregnant mothers participating in program	746	700	750
Percent enrolled on first day of program year	100%	100%	100%
Percent of cumulative enrollment is of children with a disability	10%	7%	10%
Children with up-to-date health care by year end	76%	No Data Due to Closures	90%
Follow-up services/referrals provided as a result of health & developmental screenings	100%	100%	100%
Percent of children leaving program ready for kindergarten	75%	No Data Due to Closures	90%
Number of community requests for Head Start participation in events or partnerships	51	23	30

Overall rating of parent satisfaction surveys	96%	No Data Due to Closures	100%
Change in funded enrollment from previous year	0	0	0
Families utilizing family partnership agreement	651	400	500
Total number of staff positions (full & part-time)	192	192	192
Staff turnover rate (corrected formula)	21%	19%	10%
Positive federal & state compliance reviews	2/2	2/2	1/1