



COMMITTEE ROUTING	
Administrative/Finance	<input checked="" type="checkbox"/>
Operations	<input checked="" type="checkbox"/>
Executive	<input checked="" type="checkbox"/>

ACTION AGENDA SUMMARY

AGENDA DATE: May 25, 2021

COMMISSION AGENDA #: 7.B. (PUBLIC HEARING)

SUBJECT:

Public Hearing to Consider Adoption of the Fiscal Year 2021-2022 Budget, Long Range Financial Plan, and Related Actions

BACKGROUND:

The Stanislaus County Children and Families Commission (First 5 Stanislaus) is an agency of County government. The Commission governs First 5 and has independent authority for the strategic plan, the local trust fund which holds First 5 funding, and to approve and amend the budget. The Fiscal Year 2021-2022 Budget is an estimated operating plan for the funds received by First 5 Stanislaus. The First 5 Stanislaus budget is referenced in the County budget book but is not included as part of the budget itself. Revenue for First 5 Stanislaus primarily comes from State taxes on tobacco and other smaller funding sources. This revenue is held in an independent account with the County's Treasurer Tax Collector. The First 5 Stanislaus Budget appears as a discrete component when included in the Stanislaus County Comprehensive Annual Financial Report.

The Fiscal Year 2021-2022 Budget recommended to the Commission reflects the priorities and strategies of the Commission as finalized through the Strategic Plan for 2019-2024. First 5 staff and its partner organizations continue to move forward with initiation, development and integration of the Strategic Plan strategies. Funding in the Fiscal Year 2021-2022 Budget would allow continued development of those priorities and supports Commission strategies to:

- Align and secure funding
- Establish a comprehensive parenting program
- Establish a resource/referral hub/network
- Build capacity for individuals/organizations serving young children
- Scale integrated early childhood reading access, strategies and support
- Serve as an advocate/voice for children and families
- Coordinate data alignment and outcome monitoring among organizations serving children
- Facilitate systems improvement to better serve children and families
- Implement administrative and fiscal strategies

At the time the Fiscal Year 2020-2021 Budget was proposed to the Commission in May 2020, there was tremendous uncertainty around the impact of COVID-19 at the local, state, national and international level. The State budget was projected to have a massive budget shortfall and First 5 organizations across the State were budgeting a 10% revenue decrease in anticipation of negative economic impacts. A year later, the world is still grappling with COVID-19 and its impacts; however, tobacco tax revenue did not take the negative turn that was anticipated, and revenue through State disbursements to First 5 have been mostly stable this year.

The first half of Fiscal Year 2020-2021 was very challenging for all organizations including private sector businesses, government, and community-based organizations as the pandemic worsened. First 5 Stanislaus provided essential services through funding and supporting its network of nonprofit and government partners. These partner organizations responded to the pandemic through a dramatic business shift into virtual services - which still continue – in order to maintain relationships with existing customers and provide services to new customers.

First 5 staff continued to press forward in Fiscal Year 2020-2021 in aligning funding and services with the Strategic Plan. First 5 Stanislaus began a process in early 2020 of evaluating how they would partner with the Community Services Agency (CSA) to collaborate on funding the work of Differential Response Family Resource Centers (DR FRCs) in Stanislaus County. While this process was initially paused during the beginning of COVID-19, both organizations re-convened over many months in a facilitated, thoughtful, and community-informed look at how to align this work with the Commission's Strategic Plan. The result is a well-aligned approach to collaborative and leveraged funding to support a network of DR FRCs across Stanislaus County. Contracts for this network of DR FRCs are being presented to the Commission for approval as part of the Fiscal Year 2021-2022 Budget.

During Fiscal Year 2020-2021, First 5 Stanislaus staff also worked collaboratively with staff from the Health Services Agency to coordinate a smooth transition for the closure of the Healthy Birth Outcomes (HBO) program that would take place at the end of June 2021. Staff also used these meetings to gather key learnings from HBO program staff to help prepare for the launch of a new prenatal through age 1 group-based program in July 2021. The new program will be operated by DR FRC staff. First 5 staff also collaborated with the Yosemite Community College District and the Stanislaus County Office of Education to align elements of First 5 California's IMPACT 2020 funding with the First 5 Stanislaus Strategic Plan. The result was an effective way to leverage funding to increase Family Resource Center's staff skill sets, who in turn will use those skills to provide training and support to their participants who provide childcare in their homes for their own family, friends and neighbors.

Some important elements and assumptions of the Fiscal Year 2021-2022 Budget and Long Range Financial Plan include:

- Total budgeted revenues are projected at \$4,935,748, which is an estimated increase of 16% (\$663,547) from the 2020-2021 budget. Staff used the most current State Prop 10 revenue projections of \$4,707,423 from May 2020 as the basis for the revenue budget. Projected revenue for interest income of \$80,000 was used as well as \$100,000 from a funding commitment from Sunlight Giving and \$48,000 of other revenue. Revenue of \$48,325 was projected for the First 5 California Home Visiting Coordination Contract. The prior contract between First 5 and the Community Services Agency for First 5 services associated with the Differential Response Family Resource Center contracts will not be renewed as CSA will be transitioning into a lead fiscal role on this project. Fund balance is projected to end at approximately \$9.4 million.
- Total budgeted expenses are projected at \$4,895,626 which is an estimated increase of 3% (\$144,458) from the 2020-2021 budget. For the 2021-2022 budget, a \$500,000 Contract Adjustments/Contingency account has been established. No funds will be spent from the Contract Adjustments/Contingency account without the approval of the Commission. Total administrative costs are projected to be below the 15% maximum established by the Commission. Future Commission spending as presented in the Long Range Financial Plan will continue to reflect a focus on alignment of investment with the Strategic Plan.
- Staffing levels remain the same in the 2021-2022 budget with five positions (four full-time and one part-time). The scope and function of staff positions will be evaluated during Fiscal Year 2021-2022 for appropriateness in supporting operations and implementation of the Strategic Plan. The Long Range Financial Plan reflects a projected addition of one position in Fiscal Year 2022-2023 which would support the ongoing implementation of the Strategic Plan priorities.
- Total Fiscal Year 2021-2022 service provider contracts are budgeted at \$2,168,400, which is a decrease of 5% (\$813,707) from the 2020-2021 budget. This decrease reflects a slightly lower investment in the Differential Response Family Resource Centers (DR FRC), Sierra Vista Child & Family Services - The Bridge, and United Way. The primary factor for the decrease was the non-renewal of the Healthy Birth Outcomes contract (\$717,852). The Commission took action at their February 23, 2021, meeting to approve three one-year Agreements for partner organizations for Fiscal Year 2021-2022 which were United Way of Stanislaus (211), Sierra Vista Child & Family Services (The Bridge), and Stanislaus County of Education (Healthy Starts). These three contracts totaling \$668,398 appear in the 2021-2022 budget, and no additional action is needed on those contracts by the Commission.

- The seven DR FRC agreements totaling \$1,499,995 are being presented to the Commission for approval as part of the 2021-2022 budget. Individual contracts approved by the Commission are estimates and are not to exceed the approved funding amounts as shown in Exhibit A for the First 5 share. Total contract award amounts are not to exceed the maximum value as shown in Exhibit A which consists of the First 5 and Community Services Agency (CSA) funding combined. These are three-party agreements between CSA, First 5 Stanislaus, and the contractor. Proposed contractors were selected through a request for proposal process for Differential Response Family Resource Centers. The agencies identified in Exhibit A are the successful proposers in the specified geographical areas under Request for Proposal (RFP) #20-38-SD. The seven identified contracts will correspond to seven service regions which cover Stanislaus County. There are some changes from prior years to note for these agreements. Beginning in Fiscal Year 2021-2022, CSA will become the contract and fiscal lead for these agreements and First 5 staff will no longer be serving in this capacity. Work performed by contractors will be in accordance with a specific scope of services for First 5 and CSA which resulted from an extensive joint planning process between the organizations. The funding and the scope of work has been coordinated for maximum community impact and for First 5 services to align with its Strategic Plan.

The proposed contractors and the recommended funding for DR FRC contractors are shown in detail in Exhibit A. Commissioners will only be voting on the First 5 share of funding that is recommended for Fiscal Year 2021-2022. Total First 5 funding for these contractors for Fiscal Year 2021-2022 would not exceed \$1,499,995. These contracts are for a one-year period of time with the option to renew for an additional year two and three. Previously these DR FRC contracts were three-year agreements; however, to align with CSA's contract management process and based on their request, both organizations are recommending the one-year agreements with the option for renewal for years two and three. The intention of the agreements is to be for the full three-years, using the renewal option, barring any issues that might arise. If the option to renew is executed for these agreements, the renewal costs for years two and three would be identical to the contract rates as shown in Exhibit A, with total First 5 costs not to exceed \$1,499,995 each year. If all three years of the contract are executed, that would be a total commitment of \$4,499,985 of First 5 Stanislaus funds. Because they are one-year agreements, funding approval for the First 5 share will come back to the Commission on an annual basis for action. CSA is allocating \$900,000 for their portion of the one-year agreement and they will be taking their share of funding for annual approval to the Stanislaus County Board of Supervisors on an annual basis.

See Corrected Version

Exhibit A.

FY 2021-2022 Partner Contract Schedule			
		First 5 Share	Total Award
DR FRC Contracts FY 21-22	Area	FY 21-22	FY 21-22
Aspiranet	Turlock	\$174,872	\$288,166
Center for Human Services	Westside	\$165,769	\$261,477
Center for Human Services	Ceres	\$163,610	\$239,356
Parent Resource Center	Central Modesto	\$278,273	\$349,333
Sierra Vista Child & Family Services	North Modesto/Salida	\$342,113	\$584,740
Sierra Vista Child & Family Services	Hughson	\$149,952	\$204,994
Center for Human Services	Oakdale/Riverbank	\$225,406	\$471,929
Total		\$1,499,995	\$2,399,995

Corrected Exhibit A.

FY 2021-2022 Partner Contract Schedule				
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Center for Human Services		Oakdale/Riverbank	\$163,610	\$239,356
Total			\$1,499,995	\$2,399,995

- Funding of \$675,000 is also recommended to support new grant or funding opportunities for projects such as: innovation grants; parent café pilots; library hub pilots; an Empire Pool/Regional Water Safety Training Center pilot; additional Prenatal to age 1 program implementation site; hospital-based parenting services; Cradle to Career initiative. These funds are included in the Fiscal Year 2021-2022 budget and the individual projects would be brought back to the Commission for approval before funding is used.
- Funding of \$141,540 is included in the budget for service purchase orders and contracts to support various projects which align with the Strategic Plan:

Contracts: All dollar amounts that follow are not-to-exceed amounts. Funding of up to:

- \$67,000 for initial training and materials to support implementation of the Abriendo Puertas/Opening Doors parenting program at DR FRCs as part of their scope of work in their new agreements; Abriendo Puertas/Opening Doors is one of the approved parenting programs in the scope of services;
- \$11,040 for Hudson Henderson & Company, Inc., to perform the annual outside audit. This will be the third and final year for the Hudson Henderson contract and it will be evaluated for a possible renewal during Fiscal Year 2021-2022;
- \$10,000 for Nancy Fisher to continue a second year of facilitation of First 5 priorities around the subject of systems-level, high-risk maternal supportive services in the community. This project commenced as a result of plans for the conclusion of the Healthy Birth Outcomes program and advancement of the First 5 Strategic Plan goal of systems-level improvement of services;
- \$10,000 for Benevate, Inc., for implementation of the Neighborly Software product to be used as a web-based data reporting portal for First 5 partner organizations. This application would streamline and standardize data reporting;
- \$16,000 for RT Productions for video production of community education videos in English and Spanish that will be used for the prenatal to age one support groups and The Family Network.

Service Purchase Orders: All dollar amounts that follow are not-to-exceed amounts. Funding of up to:

- \$7,500 for the Glen Price Group to work with First 5 staff to create the second annual State of Children 0-5 Report for Stanislaus County;
- \$7,500 for On the Move to provide follow up coaching and facilitation for graduates of the year one leadership cohort that was conducted during the pandemic. First 5 and On the Move would each financially contribute to this pilot project to explore the outcomes of maintaining formal relationships with an original cohort of this project into a second year. The project would continue to focus on leadership development of cohort;
- \$7,500 for United Way of Stanislaus to perform database maintenance work for the First 5 web-based resource directory implemented on the First 5 website. This scope of work would also provide the opportunity for First 5 and United Way to share database information with each other to enhance the 0-5 resources available online for the community through both organizations.
- \$5,000 for Vanessa Audelo to provide training services to support implementation of the Nurturing Parenting program at DR FRCs as part of their scope of work in their new agreements. Nurturing Parenting is one of the approved parenting programs in the scope of services.

Exhibit B.

FY 2021-2022 Service Purchase Orders/Contracts			
			Not to Exceed Amount
Name of Vendor	Project	Type of Agreement	FY 21-22
1 Tides Center - Abriendo Puertas/Opening Doors	Parenting Training & Materials	Contract	\$67,000
2 Hudson Henderson & Company, Inc.	Annual External Audit	Contract	\$11,040
3 Nancy Fisher	High risk maternal supportive services work	Contract	\$10,000
4 Benevate, Inc.	Neighborly cloud-based data reporting service	Contract	\$10,000
5 RT Productions	Educational Video Production	Contract	\$16,000
6 Vanessa Audelo	Nurturing Parenting Training	Service Purchase Order	\$5,000
7 On the Move	Leadership Cohort Support & Development	Service Purchase Order	\$7,500
8 Glen Price Group	State of Children Report	Service Purchase Order	\$7,500
9 United Way of Stanislaus County	Resource Database Maintenance	Service Purchase Order	\$7,500
Total			\$141,540

- Additional items in the Fiscal Year 2021-2022 budget include support for projects such as implementation of the new prenatal to age 1 support-groups to be operated at DR FRCs; creation and implementation of The Family Network, which is an online comprehensive resource destination for parenting tips, video resources, articles, events calendar and other resources; creation of materials for community education and promotion of positive parenting messages; implementation of an online data reporting portal for First 5 partners; funding to support conversion to an online-based customer survey tool for First 5 partners; community capacity building work; funded partner trainings, and more. Project service purchase orders and contracts would be brought to the Commission for future approval as needed.
- Funding for the Family Development Matrix technical assistance contract will no longer be needed as CSA will absorb this cost for Fiscal Year 2021-2022. Total funding of \$19,500 will be allocated for English and Spanish Early Care and Education (ECE) trainings. \$40,000 for materials is budgeted to support implementation of the Nurturing Parenting program at DR FRCs as part of their scope of work in their new agreements. Nurturing Parenting is one of the approved parenting programs in the scope of services. \$40,000 is budgeted to support technical assistance for implementation of the new prenatal to age 1 program in the DR FRCs which will begin at the beginning of Fiscal Year 2021-2022. \$7,500 is budgeted to support Creative Curriculum training for First 5 funded partners. Creative Curriculum is a standardized early learning curriculum used by the DR FRCs. \$35,000 is budgeted to enhance the First 5 kits for new parents distributed in the community. \$20,000 is budgeted to support community capacity building.
- As part of the budget approval process for Fiscal Year 2021-2022, staff are requesting the Commission to approve the removal of the \$1 million commitment of fund balance for implementation of the First 5 Stanislaus Strategic Plan for 2019-2024. This commitment was originally approved by the Commission at their June 23, 2020 meeting. Staff believe this commitment is no longer needed based on the high-level of alignment of First 5 investment with its Strategic Plan.
- The Fiscal Year 2021-2022 budget shows a projected addition of \$40,122 to fund balance at the fiscal year end. The ending fund balance is projected at \$9.4 million.
- Additional assumptions for the 2021-2022 budget are included in the attached Budget Assumption Worksheet.

Long Range Financial Plan

The Long Range Financial Plan is submitted annually to the State and is an important planning document and fiscal tool for the Commission.

Some important elements and assumptions of the Long Range Financial Plan include:

- The Plan is a working document and is to guide long-range planning.
- The May 2020 State Department of Finance/First 5 California revenue projections for Stanislaus County have been used in the Long Range Financial Plan for the years they were available (2021-2022 through 2024-2025). First 5 Stanislaus revenue assumptions were used for 2025-2026 and 2026-2027 assuming a 2.9% decline each year.
- The Plan continues to highlight long-term projected revenue declines.
- The Plan assumes contractors will spend 100% of their allocations in 2021-2022.
- The Plan reflects a minimum reserve of at least six months of budgeted revenue per Commission policy.

The Long Range Financial Plan will be monitored throughout the year. The plan is subject to change upon approval of the Commission as needed.

The Administrative and Financial Committee, Operations, and Executive Committee heard this item at their respective meetings on May 10th, May 13th, and May 19th.

STAFF RECOMMENDATIONS:

1. Accept the Fiscal Year 2021-2022 Budget from the Executive Director.
2. Conduct a public hearing to consider the Fiscal Year 2021-2022 Budget and Long Range Financial Plan.
3. Direct and approve any changes the Commissioners choose to make to the Fiscal Year 2021-2022 Budget and adopt the Fiscal Year 2021-2022 budget.
4. Authorize the Executive Director or designee to make necessary technical adjustments to implement the approved Fiscal Year 2021-2022 Budget.
5. Authorize staff to submit the proposed budget for appropriate inclusion in County budget and financial documents.
6. Approval to remove the \$1 million commitment of fund balance for implementation of the First 5 Stanislaus Strategic Plan for 2019-2024.
7. Adopt the financial projections for Fiscal Years 2022-2023 through 2026-2027 as the Commission's Long Range Financial Plan.
8. Designate the agencies identified in Exhibit A as successful proposers in the specified geographical areas under Request for Proposal (RFP) #20-38-SD.
9. Authorize staff to work with vendors to develop budgets up to the contract amounts specified in Exhibit A and Exhibit B.
10. Authorize the Executive Director or designee to negotiate and execute one-year agreements not to exceed amounts as detailed in Exhibit A, with a renewal option for years two and three.
11. Authorize the Executive Director or designee to negotiate and execute service purchase orders or agreements not to exceed amounts as detailed in Exhibit B.

FISCAL IMPACT:

The Fiscal Year 2021-2022 Budget contains projected expenses of \$4,895,626 with projected revenues of \$4,935,748 and a \$40,122 projected addition to fund balance. The projected Fiscal Year 2021-2022 ending fund balance is approximately \$9.4 million. Agreements and/or addendums between First 5 Stanislaus and program operators will be executed before funds are disbursed to program operators.

COMMISSION ACTION:

On motion of Commissioner _____; Seconded by Commissioner _____
and approved by the following vote:

Ayes: Commissioner(s): _____

Noes: Commissioner(s): _____

Excused or Absent Commissioner(s): _____

Abstaining: Commissioner(s): _____

1) _____ Approved as recommended.

2) _____ Denied.

3) _____ Approved as amended.

Motion: _____

Attest: _____

Kellie Edwards - Confidential Assistant IV

STANISLAUS COUNTY CHILDREN & FAMILIES COMMISSION

LONG RANGE FINANCIAL PLAN FY 2021/2022 through FY 2026/2027

	Actual FY 18/19	Actual FY 19/20	FY 20/21 Adopted Budget	FY 21/22 Budget	FY 22/23 Projection	FY 23/24 Projection	FY 24/25 Projection	FY 25/26 Projection	FY 26/27 Projection
REVENUE									
<i>Prop. 10 Tobacco Tax Revenue based on State Projections</i>									
Interest	\$ 199,740	\$ 256,739	\$ 119,000	\$ 80,000	\$ 79,200	\$ 78,408	\$ 77,624	\$ 76,848	\$ 76,079
Other State Revenue	\$ -	\$ -	\$ -	\$ 48,325	\$ -	\$ -	\$ -	\$ -	\$ -
Tobacco Tax (Prop 10)	\$ 4,879,905	\$ 4,991,425	\$ 4,128,201	\$ 4,707,423	\$ 4,683,103	\$ 4,647,560	\$ 4,548,708	\$ 4,416,795	\$ 4,288,708
Other/Misc. Revenue	\$ 36,381	\$ 266,159	\$ 25,000	\$ 100,000	100,000	100,000	\$ -	\$ -	\$ -
TOTAL REVENUE	\$ 5,116,026	\$ 5,514,322	\$ 4,272,201	\$ 4,935,748	\$ 4,862,303	\$ 4,825,968	\$ 4,626,332	\$ 4,493,643	\$ 4,364,786
EXPENDITURES									
Program									
Result Area Contracts	\$ 4,425,500	\$ 3,126,324	\$ 2,994,107	\$ 2,843,398	\$ 2,769,500	\$ 2,769,500	\$ 2,719,500	\$ 2,719,500	\$ 2,719,500
Contract Adjustments (Contingency)	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ 500,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Salaries & Benefits	\$ 157,169	\$ 228,994	\$ 216,969	\$ 262,385	\$ 284,058	\$ 293,649	\$ 303,849	\$ 314,420	\$ 325,378
Services & Supplies	\$ 91,845	\$ 137,566	\$ 479,545	\$ 620,605	\$ 590,429	\$ 593,340	\$ 614,356	\$ 617,475	\$ 620,682
County Cap Charges	\$ 23,466	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures - Program	\$ 4,697,980	\$ 3,492,884	\$ 4,190,621	\$ 4,226,387	\$ 4,143,987	\$ 3,756,489	\$ 3,737,705	\$ 3,751,395	\$ 3,765,560
Evaluation									
Salaries & Benefits	\$ 9,552	\$ 3,022	\$ 12,053	\$ 14,184	\$ 15,355	\$ 15,873	\$ 16,424	\$ 16,996	\$ 17,588
Services & Supplies	\$ 10,038	\$ 2,189	\$ 21,012	\$ 27,468	\$ 26,989	\$ 27,122	\$ 28,084	\$ 28,228	\$ 28,375
County Cap Charges	\$ 1,619	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures - Evaluation	\$ 21,209	\$ 5,211	\$ 33,065	\$ 41,651	\$ 42,344	\$ 42,995	\$ 44,508	\$ 45,224	\$ 45,963
Administration									
Salaries & Benefits	\$ 338,088	\$ 317,976	\$ 373,668	\$ 432,580	\$ 468,312	\$ 484,125	\$ 500,941	\$ 518,369	\$ 536,433
Services & Supplies	\$ 87,724	\$ 62,284	\$ 153,814	\$ 195,007	\$ 191,798	\$ 192,689	\$ 199,844	\$ 200,920	\$ 202,122
County Cap Charges	\$ 24,508	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures - Administration	\$ 450,321	\$ 380,259	\$ 527,482	\$ 627,588	\$ 660,110	\$ 676,814	\$ 700,785	\$ 719,289	\$ 738,555
Total Expenditures	\$ 5,169,511	\$ 3,878,355	\$ 4,751,168	\$ 4,895,626	\$ 4,846,441	\$ 4,476,298	\$ 4,482,998	\$ 4,515,908	\$ 4,550,078
NET INCREASE (DECREASE) TO FUND BALANCE	\$ (53,485)	\$ 1,635,967	\$ (478,967)	\$ 40,122	\$ 15,862	\$ 349,670	\$ 143,334	\$ (22,265)	\$ (185,292)
Beginning Fund Balance	\$ 6,573,156	\$ 6,519,671	\$ 7,436,064	\$ 9,352,488	\$ 9,392,610	\$ 9,408,472	\$ 9,758,142	\$ 9,901,475	\$ 9,879,211
ENDING FUND BALANCE*	\$ 6,519,671	\$ 8,155,639	\$ 6,957,097	\$ 9,392,610	\$ 9,408,472	\$ 9,758,142	\$ 9,901,475	\$ 9,879,211	\$ 9,693,920

Stanislaus County Children and Families Commission

Budget Assumptions May 25, 2021

Fiscal Year 2021-2022 Year End Projections

- Revenue
 - Estimated revenue is projected to finish ahead of budget as a result of higher than projected Prop 56 revenue; better than projected Prop 10 revenue; and unanticipated emergency funding from Sunlight Giving.
 - Interest income is trending at 1.4% return.
- Contracts
 - Most contractors are expected to expend close to 100% of their contract amount.
- Expenses
 - Estimated actual expenses are projected to finish under budget.

Budget Estimates & Projection for Fiscal Year 2021-2022

- Revenue
 - Revenue projections are provided by Department of Finance & First 5 California. The most current projections are as of May 2020 and are recommended by the State to be used for projections.
 - Total revenue includes the combined Prop 10/56 projections from the State, \$100,000 of funding from Sunlight Giving, revenue from the State contract for the Home Visiting Coordination project, interest income and some smaller revenue sources.
 - Interest Income – Assumption used of 1% return on the annual fund balance based on available County Treasury information.
- Salaries and Benefits
 - Allocated staffing positions remain unchanged at 4.5 allocated positions
 - i. 1 Executive Director
 - ii. 1 Confidential Assistant
 - iii. 1 Staff Services Coordinator
 - iv. 1 Accountant III
 - v. 0.5 Account Clerk III
- Shared costs for Services and Supplies are budgeted and spread accordingly in the following cost categories:
 - Administration 61%
 - Evaluation 2%
 - Program 37%
- Program Cost category for State reporting:
 - Contracts and the Early Childhood Education (ECE) Conferences are budgeted in total at \$2,180,400, with \$2,168,400 for service provider contracts and \$19,500 for English and Spanish ECE

conferences (*Due to State Reporting Requirements, historically the ECE conference is budgeted with contracts, although there is no contract.*)

- Contract expenditures are estimated at a 100% expenditure rate