



**Community Action Partnership of Madera County, Inc.
Board of Directors Meeting**

Agenda

**Thursday, April 13, 2023
CAPMC Conference Room 1 / 1a
1225 Gill Avenue
Madera, CA 93637
5:30 pm**

Supporting documents relating to the items on this agenda that are not listed as “Closed Session” are available for inspection during the normal business hours at Community Action Partnership of Madera County, Inc., 1225 Gill Avenue, Madera, CA 93637.

Supporting documents relating to the items on the agenda that are not listed as “Closed Session” may be submitted after the posting of the agenda and are available at Community Action Partnership of Madera County, Inc. during normal business hours.

Please visit www.maderacap.org for updates.

CALL TO ORDER BOARD OF DIRECTORS

ROLL CALL – Cristal Sanchez

A. PUBLIC COMMENT

The first ten minutes of the meeting are reserved for members of the public to address the Board of Directors on items of interest to the public that are within the subject matter jurisdiction of the agency. Speakers shall be limited to three minutes. Attention is called to the fact that the Board is prohibited by law from taking any action on matters discussed that are not on the agenda, and no adverse conclusion should be drawn if the Board does not respond to the public comments at this time.

B. ADOPTION OF THE AGENDA

B-1 ADDITIONS TO THE AGENDA: Items identified after posting the Agenda for which there is a need to take immediate action and cannot reasonably wait for the next regularly scheduled Board meeting. Two-third vote, or unanimous vote if quorum is less than full board, required for consideration. (Government code 54954.2(g) (2)) Any items added to the agenda will be heard following all Discussion/Action Items (Section E).

B-2 ADOPTION OF AGENDA: Adoption of agenda as presented or with approved additions.

C. TRAINING/ADVOCACY ISSUES

None

D. CONSENT ITEMS

All items listed under Consent Calendar are considered to be routine and will be enacted by one motion. For discussion of any Consent Item, it will be made a part of the Discussion Items at the request of any member of the Board or any person in the audience.

D-1 Review and consider approving the Minutes of the Regular Board of Directors Meeting – February 9, 2023.

D-2 Review and consider approving the Minutes of the Madera/Mariposa Regional & Early Head Start Policy Council Committee Meeting – February 2, 2023 & March 2, 2023

D-3 Review and consider approving the Minutes of the Madera Migrant and Seasonal Head Start Policy Council Committee Meeting – February 7, 2023

D-4 Review and consider accepting the Bank of America Credit Card Statements:

- February 2023
- March 2023

D-5 Review and consider accepting the American Express Credit Card Statement and All Other Credit Card Statements:

- January 2023
- February 2023

D-6 Review and consider approving the following **Madera/Mariposa Regional Head Start** Reports:

- Monthly Enrollment Report – January & February 2023
- In-Kind Report – January & February 2023
- CACFP Program Report – January & February 2023

D-7 Review and consider approving the following **Madera Early Head Start** Reports:

- Monthly Enrollment Report – January & February 2023
- In-Kind Report – January & February 2023

D-8 Review and consider approving the following **Madera Migrant/Seasonal Head Start** Reports:

- Monthly Enrollment Report – January & February 2023
- In-Kind Report – January & February 2023
- CACFP Program Report – January & February 2023
- Program Information Report (PIR) – January & February 2023

D-9 Review and consider approving the following **Fresno Migrant Head Start** reports:

- Monthly Enrollment Report – January & February 2023
- In-Kind Report – January & February 2023
- CACFP Program Report – January & February 2023

- D-10 Review and consider approving the Enrollment Selection Criteria and the Recruitment Procedure for the 2023-2024 program year for Madera/Mariposa Regional and Early Head Start.
- D-11 Review and approve the Recruitment and Selection Procedures for the 2023 – 2024 program year for Fresno Migrant and Seasonal Head Start.
- D-12 Review and consider approving the 2021-2025 Community Needs Assessment Final Report Fresno Migrant and Seasonal Head Start.
- D-13 Review and consider approving the Program Goals and Objectives Update for the Migrant and Seasonal Head Start Program.
- D-14 Review the Madera County Child Advocacy Center Report for February & March 2023. (Informational Only)
- D-15 Review the Child Care Alternative Payment and Resource & Referral Program Report for February & March 2023. (Informational Only)
- D-16 Review the Community Services Program Report for February & March 2023. (Informational Only)
- D-17 Review the Homeless Engagement for Living Program (H.E.L.P) Center Report for February & March 2023. (Informational Only)

E. DISCUSSION ITEMS

- E-1 CAPMC Low-Income Home Energy Assistance Program (LIHEAP) Weatherization Program update and request for guidance from the Board of Directors for the 2023 – 2024 program year.
- E-2 Consider ratifying the submission of the 2023 Emergency Supplemental Low-Income Home Energy Assistance Program (ESLIHEAP) contract.
- E-3 Consider ratifying the submission of the Kaiser Permanente 2023 Housing for Health Grant application.
- E-4 Review and consider approving the Head Start COVID-19 Mitigation Policy.
- E-5 Review and consider approving the 2023-2024 Madera/Mariposa Regional and Early Head Start COLA and Quality Improvement Grant Application.
- E-6 Review and consider approving the 2022-2023 Amendment #1 Budget Revisions for the California State Preschool Program (CSPP).
- E-7 Review & consider approving the submission of the Fresno Migrant and Seasonal Head Start Basic Grant Application and budgets.

- E-8 Review and approve Amendment #2 of the 2022-2023 State-Based Migrant Part-Year (CMIG) Grant Budget Revision.
- E-9 Review and consider approving the 2023-2024 COLA and Quality Improvement Grant Application for Madera Migrant and Seasonal Head Start.
- E-10 Review and consider approving the proposed enrollment reduction and program changes for the Madera Migrant and Seasonal Head Start Program beginning March 1, 2023.
- E-11 Review and complete the Annual Conflict of Interest Certification Form and Form 700 Report of Economic Interests.

F. ADMINISTRATIVE/COMMITTEE REPORTS TO THE BOARD OF DIRECTORS

- F-1 Finance Committee Report – None
- F-2 Personnel Committee Report – None
- F-3 Executive Director Monthly Report – February & March 2023
- F-4 Financial Statements – March 2023 *(To be distributed at the Board of Directors Meeting)*
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – February & March 2023
- F-7 CAPMC Board of Directors Attendance Report – February & March 2023
- F-8 Staffing Changes Report for February 1 – April 4, 2023

G. CLOSED SESSION

None

H. CORRESPONDENCE

- H-1 Victim Services Event Flyers for: Walk-A-Mile, National Victims' Rights Week, and Denim Day
- H-2 Correspondence from the Office of Head Start dated March 28, 2023, regarding the role of Head Start Programs in Addressing Lead in Water.
- H-3 Correspondence from the Office of Head Start dated February 21, 2023, regarding the FY 2023 Head Start Funding Increase.
- H-4 Correspondence from the Office of Head Start dated March 15, 2023, regarding Head Start and Early Head Start Programs Impacted by Hurricanes Fiona and Ian.

I. ADJOURN

I, Cristal Sanchez, Strategic Plan Coordinator & Assistant to the Executive Director, declare under penalty of perjury that I posted the above agenda for the regular meeting of the CAPMC Board of Directors for April 13, 2023, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on April 11, 2023.



Cristal Sanchez
Strategic Plan Coordinator &
Assistant to the Executive Director

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Regular Board of Directors Meeting
February 9, 2023
1225 Gill Ave Madera, CA 93637

ACTION SUMMARY MINUTES

The Board of Directors Meeting was called to order at 5:32 p.m. by Chairperson Eric LiCalsi

Members Present

Eric LiCalsi, Chair
Steve Montes
Diana Palmer
Debi Bray
Trinice Lee, HS Rep
Donald Holley
Molly Hernandez
Aurora Flores
Secretary/Treasurer
Supervisor Leticia Gonzalez
Richard Gutierrez
Martha Garcia
Sheriff Tyson Pogue,
Secretary/Treasurer
Deborah Martinez

Members Absent

David Hernandez, Vice-Chair
Vicki Bandy

Personnel Present

Daniel Seeto
Cristal Sanchez
Irene Yang
Maritza Gomez-Zaragoza
Nancy Contreras-Bautista
Leticia Murillo

Public – Other Present

None

A. PUBLIC COMMENT

Board Member Donald Holley shared an upcoming community event in celebration of Black History Month.

B. ADOPTION OF THE AGENDA

ADDITIONS TO THE AGENDA: Items identified after posting of the Agenda for which there is a need to take immediate action and cannot reasonably wait for the next regularly scheduled Board meeting. Two-thirds vote, or unanimous vote if quorum is less than full board, required for consideration. (Government Code 54954.2(g) (2)) Any items added to the agenda will be heard following all Discussion/Action Items (Section E).

ADOPTION OF THE AGENDA: Adoption of the agenda.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded by Steve Montes

Vote: Carried Unanimously

C. TRAINING/ADVOCACY ISSUES

None.

D. BOARD OF DIRECTOR'S CONSENT CALENDAR

All items listed under Consent Calendar are considered to be routine and will be enacted by one motion. For discussion of any Consent Item, it will be made a part of the Discussion Items at the request of any member of the Board or any person in the audience.

- D-1 Review and consider approving the Minutes of the Regular Board of Directors Meeting – November 10, 2022.
- D-2 Review and consider accepting the Bank of America Credit Card Statements:
- December 2022
 - January 2023
- D-3 Review and consider accepting the American Express Credit Card Statement and All Other Credit Card Statements:
- December 2022
- D-4 Review and consider approving the following **Madera/Mariposa Regional Head Start** Reports:
- Monthly Enrollment Report – December 2022
 - In-Kind Report – December 2022
 - CACFP Program Report – November & December 2022
- D-5 Review and consider approving the following **Madera Early Head Start** Reports:
- Monthly Enrollment Report – December 2022
 - In-Kind Report – December 2022
- D-6 Review and consider approving the following **Madera Migrant/Seasonal Head Start** Reports:
- Monthly Enrollment Report – December 2022
 - In-Kind Report – December 2022
 - CACFP Program Report – November & December 2022
 - Program Information Report (PIR) – December 2022
- D-7 Review and consider approving the following **Fresno Migrant Head Start** reports:
- Monthly Enrollment Report – December 2022
 - In-Kind Report – December 2022

- CACFP Program Report – November & December 2022

- D-8 Review the 2021-2022 Madera/Mariposa Regional and Early Head Start Annual Report. (Informational Only)
- D-9 Review and consider approving the 2020-2025 Madera/Mariposa Regional Head Start and Early Head Start Community Needs Assessment 4th Year Update.
- D-10 Review and consider approving the 2020-2025 Goals and Objectives updates for the Madera/Mariposa Head Start and Early Head Start Program.
- D-11 Review and consider approving the 2022-2023 Madera/Mariposa Regional and Early Head Start Self-Assessment Results, Findings and Plan of Action for Recommendations
- D-12 Review the 2021-2022 CAPMC Madera Migrant/Seasonal Annual Report. (Informational Only)
- D-13 Consider ratifying the submission of the application requesting continued funding from the California Department of Social Services – Child Care and Development Division (CCDD) for Fiscal Year 2023-2024.
- D-14 Review the Madera County Child Advocacy Center Report for January 2023. (Informational Only)
- D-15 Review the Child Care Alternative Payment and Resource & Referral Program Report for January 2023. (Informational Only)
- D-16 Review the Community Services Program Report for January 2023. (Informational Only)
- D-17 Review the Homeless Engagement for Living Program (H.E.L.P) Center Report for January 2023. (Informational Only)
- D-18 Review the Victim Services Report for January 2023. (Informational Only)

Motion: APPROVE AS PRESENTED

Moved by Steve Montes, Seconded by Donald Holley

Vote: Carried Unanimously

E. DISCUSSION / ACTION ITEMS

E-1 Consider authorizing the Executive Director to sign and submit the application for the 2023 – 2024 CDBG Public Services Grant Application with the City of Madera.

Daniel Seeto, Chief Financial Officer, presented regarding the submission of the application for the 2023 – 2024 CDBG Public Services Grant Application with the City of Madera. This grant will pay for personnel costs for two members of CAPMC staff to participate on the FMCoC Board of Directors. The FMCoC works collaboratively to reduce the number of individuals experiencing homelessness in Fresno and Madera Counties. The FMCoC is a group of homeless service providers who meet monthly to address needs and share services offered for individuals experiencing homelessness in Fresno and Madera Counties. Agencies must be members in good standing of the FMCoC to apply for HUD funds to serve the homeless.

Motion: APPROVE AS PRESENTED

Moved by Supervisor Leticia Gonzalez, Seconded by Deborah Martinez

Vote: Carried Unanimously

E-2 Consider authoring the Executive Director to submit the application for the Community Development Block Grant (CDBG) Housing Stabilization Project.

Daniel Seeto, Chief Financial Officer, presented regarding the submission of the CDBG Housing Stabilization project. The purpose of the CDBG funds is to develop viable communities by providing decent affordable housing, a suitable living environment, and expanded economic development opportunities for persons experiencing homelessness. The proposed program will provide emergency housing, rental assistance, and/or rapid rehousing. The funding will aid victims of domestic violence, emergency housing for individuals experiencing homelessness, or individuals who are the hardest to place in housing and who have exhausted all other resources.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded by Debi Bray

Vote: Carried Unanimously

E-3 Consider ratifying the submission of the Local Federal Emergency Management Agency (FEMA) – Phase 40 application.

Daniel Seeto, Chief Financial Officer, presented regarding the submission of the Local Federal Emergency Management Agency (FEMA) Phase 40 Application. The National FEMA Board has announced the funding allocations for Phase 40 of \$84,255. The goal of the Local FEMA Board is to review the local recipient applications and to make a determination of awardees. CAPMC does receive a portion of that funding for Administrative purposes such as the coordination of FEMA Board document preparation and meetings.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded by Trinice Lee

Vote: Carried Unanimously

E-4 Review and consider approving the proposed enrollment reduction and program changes for the Madera/Mariposa Regional Head Start Program beginning June 1, 2023.

Maritza Gomez-Zaragoza, Head Start Director, presented regarding the proposed enrollment reduction and program changes for the Madera/Mariposa Regional Head Start Program beginning June 1, 2023. The proposed changes would reduce the number of enrollment slots, decrease days of service, and increase salaries for staff.

Motion: APPROVE AS PRESENTED

Moved by Debi Bray, Seconded by Donald Holley

Vote: Carried Unanimously

E-5 Review and consider approving the submission of the 2023-2024 (June 1, 2023 – May 31, 2024) Madera/Mariposa Regional & Early Head Start Refunding Application and budgets.

Maritza Gomez-Zaragoza, presented regarding the submission of the 2023 – 2024 (June 1, 2023 – May 31, 2024) Madera/Mariposa Regional & Early Head Start Refunding Application and budgets.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded by Sheriff Tyson Pogue

Vote: Carried Unanimously

E-6 Review and consider approving the 2022-2023 Migrant/Seasonal Head Start Basic and Blended Comparison Budget Revisions.

Maritza Gomez-Zaragoza, Head Start Director, presented regarding the 2022 – 2023 Migrant and Seasonal Head Start Basic and Blended Comparison Budget Revision.

Motion: APPROVE AS PRESENTED

Moved by Supervisor Leticia Gonzalez, Seconded by Sheriff Tyson Pogue

Vote: Carried Unanimously

E-7 Consider ratifying the submission of the 2021-2023 Madera Migrant Seasonal Head Start One-Time American Rescue Plan (ARP) funds budget revision.

Maritza Gomez-Zaragoza, Head Start Director, presented regarding the 2022 – 2023 Migrant and Seasonal Head Start Basic and Blended Comparison Budget Revision.

Motion: APPROVE AS PRESENTED

Moved by Supervisor Donald Holley, Seconded by Trinice Lee

Vote: Carried Unanimously

F. ADMINISTRATIVE/COMMITTEE REPORTS TO BOARD OF DIRECTORS

- F-1 Finance Committee Report – None
- F-2 Personnel Committee Report – None
- F-3 Executive Director Monthly Report – January 2023
- F-4 Financial Statements – January 2023
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – January 2023
- F-7 CAPMC Board of Directors Attendance Report – January 2023
- F-8 Staffing Changes Report for January 4 – January 31, 2023

G. CLOSED SESSION

None

H. CORRESPONDENCE

- H-1 Correspondence from the Office of Head Start dated January 5, 2023 regarding Supplementary Information on Establishing an Evidence-based COVID-19 Mitigation Policy

I. ADJOURN

Chairperson Eric LiCalsi adjourned the Board of Directors meeting at 6:12 p.m.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded by Aurora Flores

Vote: Carried Unanimously

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
Madera/Mariposa Regional & Early Head Start Policy Council Committee Meeting
Thursday, February 2, 2023
MINUTES

The Madera/Mariposa Regional & Early Head Start Policy Council Committee meeting was called to order by at Trinice Lee 5:38 p.m.

Committee Members Present

Ericka Iniquez
Berenice Cruz
Yulissa Romo
Jeff Blalock
April Hopkins
Daniella Doedens
Patrica Trevino
Trinice Lee
Amber Pickett
Martha Garcia

Committee Members Absent

Monica Chicas
Joanna Reducindo
Tania Martienz
Alvaro Rodriguez
Karen Castillo

Personnel Present

Maritza Gomez-Zaragoza, Program Director
Maru Gasca Sanchez, Deputy Director of Direct Services
Maribel Aguirre, Parent and Governance Specialist

ROLL CALL

A. **PUBLIC COMMENT** – None.

B. **TRAINING** – None.

C. **ADOPTION OF THE AGENDA**

C-2 Trinice Lee asked for the motion to approve the agenda as presented. Motion made by Martha Garcia, seconded by Amber Pickett, to approve the agenda as presented. Motion carried unanimously.

D. **ADJOURN TO CLOSED SESSION** – None

E. **APPROVAL OF MINUTES**

E-1 Minutes Madera/Mariposa Regular Regional Head Start Policy Council Meeting – November 3, 2022. Motion made by Martha Garcia, seconded motion by Amber Pickett. Motion carried unanimously.

F. **DISCUSSION / ACTION ITEMS**

F-1 Nominate and elect interested Policy Council members to serve on as officers; as per By-laws, Article 10, Section 1 and Article 11, Section 1- Ms. Gomez-Zaragoza asked if anyone would like to be part of the officers. Amber Pickett nominate herself Sergeant of Arms.

Trinice Lee requested a motion to approve interested Policy Council members to serve on as officers; as per By-laws, Article 10, Section 1 and Article 11, Section 1. Martha Garcia made the first motion, seconded by Erika Iniquez. Motion carried unanimously.

F-2 Review and approve the proposed enrollment reduction and program changes for the Madera/Mariposa Regional Head Start beginning June 1, 2023 - Ms. Gomez-Zaragoza explained how there has been an increase in 3 year olds. Per Head Start Performance Standards classrooms over 50% of 3 year olds the classroom size cannot go over 17 children. By reducing the classroom size center will be able to serve more 3 year olds. The program is also concerned with hiring situation due to the current pay rates. The changes proposed will help with salary adjustments for current and future applicants. The program is proposing to reduce slots and service days. Also, Head Start received addition funding for seven sites under CSPP which will help with salary increases. Overall, with the increase of state funding there will be a minimal impact to overall services. Trinice Lee requested a motion to approve proposed enrollment reduction and program changes for the Madera/Mariposa Regional Head Start beginning June 1, 2023. Amber Pickett made the first motion, seconded by Martha Garcia. Motion carried unanimously.

F-3 Review and approve the submission of the CAPMC 2023-2024 Madera/Mariposa Regional & Early Head Start Refunding Application to the Department of Health and Human Services, Administration for Children and Families, Region IX Head Start Program - Ms. Gomez-Zaragoza reviewed Regional and Early Head Start budget, administrative budget, and the in-kind budget. She also reviewed the calendar for days of operation for Regional and Early Head Start. Trinice Lee requested a motion to approve the submission of the CAPMC 2023-2024 Madera/Mariposa Regional & Early Head Start Refunding Application to the Department of Health and Human Services, Administration for Children and Families, Region IX Head Start Program. Amber Pickett made the first motion, seconded by Martha Garcia. Motion carried unanimously.

F-4 Review and consider approving the 2020-2025 Madera/Mariposa Regional Head Start and Early Head Start Community Assessment Update – Ms. Gomez-Zaragoza reviewed the Community Assessment update. No questions were asked. Trinice Lee requested a motion to approve the 2020-2025 Madera/Mariposa Regional Head Start and Early Head Start Community Assessment Update. Danielle Doedens made the first motion, seconded by Erika Iniquez. The motion carried unanimously.

F-5 Review and consider approving the 2020-2025 Goals and Objectives updates for the Madera/Mariposa Head Start Self-Assessment Results, Findings and Plan of Action for Recommendations – Ms. Gomez-Zaragoza identify strengths and highlights. She also reviewed the recommendations portion. There were three findings which has a correction plan. Trinice Lee requested a motion to approve the 2020-2025 Goals and Objectives updates for the Madera/Mariposa Head Start Self-Assessment Results, Findings and Plan of Action for Recommendations. Martha Garcia made the first motion, seconded by April Hopkins. The motion carried unanimously.

F-6 Review and consider approving the 2020-2025 Goals and Objectives updates for the Madera/Mariposa Head Start and Early Head Start Program – Ms. Gomez-Zaragoza mentioned all goals are aligned with the original community assessment.

Trinice Lee requested a motion to approve the 2020-2025 Goals and Objectives updates for the Madera/Mariposa Head Start and Early Head Start Program. Martha Garcia made the first motion, seconded by Erika Iniquez. The motion carried unanimously.

F-7 Review the 2021-2022 CAPMC Madera Annual Report – Ms. Gomez-Zaragoza went over the annual report. Informational only.

G. ADMINISTRATIVE REPORTS

G-1 Staffing Changes (December 22 & January 2023) – Ms. Aguirre went over the staffing changes for September and October.

G-2 Bank of America Business Card Monthly Credit Card Statement and all other Credit Card Expenses (November & December 2022) – Ms. Aguirre reviewed the credit card expenses. No questions were asked.

G-3 Budget Status Reports (December 2022) – Ms. Aguirre reviewed the current budget.

G-4 In-Kind Report (December 2022) – Ms. Aguirre reviewed the in-kind percentages for the Regional and Early programs.

G-5 Program Enrollment & Attendance Report (December 2022) – Ms. Aguirre went over the enrollment and attendance report.

G-6 CACFP Monthly Report (October - December 2022) – Ms. Aguirre reviewed CACFP and noted that the reimbursement for the month of October was \$17,407.91 for 5,381 meals. The month of November was \$15,418.77 for 4,752. The month of December was \$13,819.70 for 4,246. There were no questions.

H. POLICY COMMITTEE MEMBER REPORTS

H-1- Center Report – **Trinice** (VW) – at her center they were able to take home a shoe boxes and the children were able to decorate it. It was a good project.

April (NF) – the teacher and aide are doing amazing with the homework packet. They are doing very well overall with the changes.

H-2- BOD report – All items presented today will be presented at the next board meeting.

H-3 Active Supervision, Challenges and Best Practices Report – Ms. Gomez-Zaragoza went over active supervision. Currently staff are doing unannounced visits to make sure center staff are supervising the children.

I. CORRESPONDENCE

I-1 Information Memorandum from the office of Head Start regarding *Fiscal Year 2023 Monitoring Process for Head Start and Early Head Start Recipients*; Issuance Date 10/21/2022

I-2 Information Memorandum from the office of Head Start regarding *Enrollment Reductions and Conversion of Head Start Slots to Early Head Start Slots*; Issuance Date 11/07/2022

I-3 Program Instruction from the office of Head Start regarding *Supplementary Information on Establishing an Evidence-based COVID-19 Mitigation Policy*;
Issuance Date 01/05/2023

J. FUTURE AGENDA ITEMS

J-1 Criteria for defining ERSEA

J-2 CAPMC Audit Reports

J-3 Training – Parent Curriculum

K. ADJOURNMENT

Trinice Lee asked for a motion to adjourn the meeting at 7:20 p.m. Motion made by Martha Garcia, and seconded by Erika Iniquez. Motion carried unanimously.

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
Madera/Mariposa Regional & Early Head Start Policy Council Committee Meeting
Thursday, March 2, 2023
MINUTES

The Madera/Mariposa Regional & Early Head Start Policy Council Committee meeting was called to order by at Trinice Lee 5:38 p.m.

Committee Members Present

Erika Iniquez
Edith Lopez
Joanna Reducino
Jeff Blalock
Patricia Trevino
Trinice Lee
Karen Castillo
Amber Pickett

Committee Members Absent

Bereince Cruz
Yulissa Romo
Tania Martinez
Alvaro Rodriguez
April Hopkins
Danielle Deodens
Martha Garcia

Personnel Present

Maritza Gomez-Zaragoza, Program Director
Jissel Rodriguez, Executive Administrative Assistant

ROLL CALL

A. **PUBLIC COMMENT** – National Head Start Conference will be coming up if parents would like to attend reach out to Maribel.

B. **TRAINING** – Parent Curriculum: Ready Rosie – Postponed.

C. **ADOPTION OF THE AGENDA**

C-2 There was a change to the agenda correcting the date on F-2. The correct date should be April 1, 2023. Trinice Lee asked for the motion to approve the agenda as presented. Motion made by Amber Pickett, seconded by Joanna Reducino, to approve the agenda as presented. Motion carried unanimously.

D. **ADJOURN TO CLOSED SESSION** – None

E. **APPROVAL OF MINUTES**

E-1 Minutes Madera/Mariposa Regular Regional Head Start Policy Council Meeting – February 2, 2023. Motion made by Joanna Reducino, seconded motion by Amber Pickett. Motion carried unanimously.

F. **DISCUSSION / ACTION ITEMS**

F-1 Review and consider approving the Enrollment Selection Criteria and the Recruitment Procedure for the 2023-2024 program year - Ms. Gomez-Zaragoza reviewed the new enrollment criteria for the new program year. Trinice Lee requested a motion to approve the Enrollment Selection Criteria and the Recruitment Procedure for the 2023-2024 program year. Joanna Reducino made the first motion, seconded by Erika Iniquez. Motion carried unanimously.

F-2 Review and consider approving the revised and updated Agency Personnel Policies and Procedures manual (PPP) to be effective as of January 1, 2023 - Ms. Gomez-Zaragoza corrected the effective date to April 1, 2023. She reviewed the updated policies.

Trinice Lee requested a motion to approve the revised and updated Agency Personnel Policies and Procedures manual (PPP) to be effective as of January 1, 2023. Amber Pickett made the first motion, seconded by Ericka Iniquez. Motion carried unanimously.

G. ADMINISTRATIVE REPORTS

G-1 Staffing Changes – None.

G-2 Bank of America Business Card Monthly Credit Card Statement and all other Credit Card Expenses (December 2022 & January 2023) – Ms. Gomez-Zaragoza reviewed the credit card expenses. No questions were asked.

G-3 Budget Status Reports (January 2023) – Ms. Gomez-Zaragoza reviewed the current budget.

G-4 In-Kind Report (January 2023) – Ms. Gomez-Zaragoza reviewed the in-kind percentages for the Regional and Early programs.

G-5 Program Enrollment & Attendance Report (January 2023) – Ms. Gomez-Zaragoza went over the enrollment and attendance report.

G-6 CACFP Monthly Report (January 2023) – Ms. Gomez-Zaragoza reviewed CACFP and noted that the reimbursement for the month of January was \$14,427.62 for 4,422 meals. There were no questions.

H. POLICY COMMITTEE MEMBER REPORTS

H-1- Center Report – None.

H-2- BOD report – All items presented today will be presented at the next board meeting.

H-3 Active Supervision, Challenges and Best Practices Report – Ms. Gomez-Zaragoza went over active supervision.

I. CORRESPONDENCE

I-1 Information Memorandum from the office of Head Start regarding *FY 2023 Head Start Funding Increase; Date of Issuance: 02/21/2023*

J. FUTURE AGENDA ITEMS

None

K. ADJOURNMENT

Trinice Lee asked for a motion to adjourn the meeting at 6:20 p.m. Motion made by Erika Iniquez, and seconded by Joanna Reducindo. Motion carried unanimously.

Community Action Partnership of Madera County
Madera Migrant/Seasonal Head Start Policy Council Meeting
Tuesday, February 7, 2023

Minutes

The Madera Migrant/Seasonal Policy Committee called to order at 5:39 p.m. by Margarita Cruz Santiago.

Committee Members Present

Fabiola Rendon
Margarita Cruz Santiago
Juana Perez Lopez
Deldi Fuentes
Ramon Garcia
Yardira Alvarado

Committee Members Absent

Macrina Lopez
Manuela Delgado

Personnel Present

Maritza Gomez-Zaragoza, Head Start Program Director
Jissel Rodriguez, Executive Administrative Assistant
Maribel Aguirre, Parent and Governance Specialist

Others

None

A. Public Comment

None.

B. Training

Child Outcomes – Norma Blanco went over the outcome scores. She then followed by showing the different studies the center did throughout the school year. She explained how the studies help children to see everyday things and can feel textures and verbiage.

C. Adoption of the Agenda

C-2 Margarita Cruz Santiago asked for a motion to approve the agenda as presented. Motion made by Fabiola Rendon, seconded motion by Ramon Garcia to approve the agenda as presented. The motion approved unanimously.

D. Adjourn to Closed Session - None

E. Approval of Minutes

E-1 – Margarita Cruz Santiago requested a motion to approve the minutes of the meeting on November 08, 2022. Motion made by Ramon Garcia, seconded motion by Yadira Alvarado to approve the minutes of the meeting. The motion approved unanimously.

F. Discussion / Action Items –

F-1 Review and ratify submission of the Community Action Partnership of Madera County's 2021-2023 ARP Covid-19 budget revision to Stanislaus County

Office of Education (SCOE) – Ms. Gomez-Zaragoza went over the budget revision. One main increase was when the Pomona kitchen was down and had to outsource food for the centers.

Margarita Cruz Santiago requested a motion to approve the submission of the Community Action Partnership of Madera County's 2021-2023 ARP Covid-19 budget revision to Stanislaus County Office of Education (SCOE). Fabiola Rendon made the first motion, seconded by Delldi Fuentes. Motion carried unanimously.

F-2 Review and approve Community Action Partnership of Madera County 2022-2023 Basic and Blended Comparison Budget Revisions to Stanislaus County Office Education. Comparison Budgets included – Ms. Gomez-Zaragoza went over the Basic Budget funds and explained savings would be transferred to other areas to improve centers.

Margarita Cruz Santiago requested a motion to approve the Community Action Partnership of Madera County 2022-2023 Basic and Blended Comparison Budget Revisions to Stanislaus County Office Education. Comparison Budgets included. Ramon Garcia made the first motion, seconded by Juana Perez. Motion carried unanimously.

F-3 Review the 2021-2022 CAPMC Madera Migrant/Seasonal Annual Report – Ms. Gomez-Zaragoza went over the annual report. No questions were asked.

G. Administrative Reports

G-1 Staff Changes (December 2022 & January 2023) – Ms. Aguirre reviewed the staffing changes for December and January.

G-2 Bank of America Credit Card Account Statement – Agency and other credit cards: (November & December 2022) – Ms. Aguirre reviewed the charges for the month. There were no questions about the charges.

G-3 Budget Report (December 2022) – Ms. Aguirre reviewed the budget for December.

G-4 In-kind Report (December 2022) – Ms. Aguirre reviewed the In-kind percentage which is at 106.47%.

G-5 Report of enrollment in the program and attendance report (December 2022) – Ms. Aguirre went over the enrollment for the MHS programs and the attendance.

G-6 CACFP Monthly Report (November & December 2022) – Ms. Aguirre reviewed CACFP and noted that the reimbursement for the month of November was \$15,418.77 for 4,752 meals. the reimbursement for the month of December was \$10,641.8 for 3,794 meals. There were no questions.

G-7 PIR Program Information Monthly Report (December 2022) – This report provides information and data about the program. This information is presented to the Head Start Office to show that there is a need for the Head Start program in our community.

H. Policy Committee Members Reports

H-1 Center Reports – None.

H-2 Board of Directors Report – Items approved during tonight’s meeting will be presented to the Board for approval.

H-3 Active Supervision, Challenges and Best Practices Report – None.

I. Correspondence

I-1 **Information Memorandum** from the Office of Head Start regarding *Enrollment Reductions and Conversion of Head Start Slots to Early Head Start Slots*;
Issuance Date: 11/07/2022

I-2 **Program Instruction** from the Office of Head Start regarding *Supplementary Information on Establishing an Evidence COVID-19 Mitigation Policy*; Issuance Date: 01/05/2023

J. Future Agenda Items

J-1 23-24 Criteria for ERSEA

J-2 CAPMC Audit Report

K. Adjournment

Margarita Cruz Santiago requested a motion to adjourn the session. Motion made by Fabiola Rendon to adjourn the meeting at 7:12 p.m., in the afternoon, seconded by Delldi Fuentes. Motion approved unanimously.

Bank of America Business Card
Credit Card Charges

February 2023 Statement

Mattie Mendez / Administration

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
01/13/2023	CHIPOTLE	No	Refund for Canceled Order	-\$192.27	200.0-6121-2.0-000-90	Yes
01/04/2023	AMAZON	No	Planner (for Child Advocacy Center Caseworker)	\$27.01	218.0-6110-2.0-000-90	Yes
01/09/2023	MAILCHIMP	No	Newsletter Software (IT)	\$60.00	200.0-6112-2.0-000-90	Yes
01/12/2023	DOOR DASH COMPA FRANK'S	No	Housing Our Homeless Committee Meeting	\$207.52	200.0-6121-2.0-000-90	Yes
01/12/2023	DOOR DASH CHIPOTLE	No	Board of Directors Meeting (Order Canceled by Chipotle)	\$192.27	200.0-6121-2.0-000-90	Yes
01/13/2023	DOOR DASH OISHII EXPRESS	No	Board of Directors Meeting	\$390.19	200.0-6121-2.0-000-90	Yes
01/26/2023	TACOS COMPA FRANK'S	No	Madera County Homeless Point In Time (PIT) Recap Meeting	\$255.85	200.0-6121-2.0-000-90	Yes
			Total	\$940.57		

Bank of America Business Card
Credit Card Charges

February 2023 Statement

Irene Yang / Human Resources

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
1/10/2023	Biometrics4all, Inc.	No	Livescan relay fees	0.75	200.0-6852-2.0-000-90	Yes
2/1/2023	Indeed	No	January 2023 advertising for job openings	162.00 162.00 84.00 84.00	272.0-6852-2.0-000-00 401.0-6852-4.0-000-00 311.0-6852-3.1-000-00 321.0-6852-3.2-000-00	Yes
TOTAL:				492.75		

**Bank of America Business Card
Credit Card Charges**

March 2023 Statement

Mattie Mendez / Administration

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
02/06/2023	SUPPER SHUTTLE	No	Transportation for BOD Member David Hernandez – 2023 MLTC I New Orleans, LA	\$60.00	200.0-6730-2.0-000-90	Yes
02/09/2023	MAILCHIMP	No	Newsletter Software (IT)	\$60.00	200.0-6112-2.0-000-90	Yes
02/10/2023	PAYPAL*ESCAPE GAME	No	Staff Wellness Event Activity	\$9.99	200.0-6875-2.0-000-90	Yes
02/10/2023	CURB SVC TAXI	No	Transportation for Mattie Mendez – 2023 MLTC New Orleans, LA	\$45.00	200.0-6714-2.0-000-90	Yes
02/10/2023	AMERICAN AIRLINES	No	Baggage Fee for Mattie Mendez – 2023 MLTC New Orleans, LA	\$130.00	200.0-6714-2.0-000-90	Yes
02/11/2023	SHERTON – NEW ORLEANS	No	Lodging for BOD Member David Hernandez – 2023 MLTC I New Orleans, LA	\$877.02	200.0-6730-2.0-000-90	Yes
02/16/2023	WESTERN BUILDING MATERIALS	No	Madera County Child Advocacy Center Observation Room Soundproofing Materials	\$1,493.71	218.0-6432-2.0-000-90	Yes
02/23/2023	FRESNO GLASS LLC	24718	HELP Center Window Replacement	\$654.27	218.0-6432-2.0-000-00 = \$327.14 272.0-6432-2.0-000-00 = \$327.13	Yes
			Total	\$3,329.99		

Bank of America Business Card
Credit Card Charges

March 2023 Statement

Leticia Murillo / APP R&R

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
02/09/2023	DICICCOS	No	Board of Directors Meeting	\$289.54	200.0-6121-2.0-000-90	Yes
02/10/2023	ETSY.COM	No	Staff Wellness Event Activity	\$12.99	100.0-2115-1.0-000-00	Yes
02/12/2023	AMAZON	No	Staff Wellness Event Supplies	\$50.52	100.0-2115-1.0-000-00	Yes
02/13/2023	AMAZON	No	Staff Wellness Event Supplies	\$363.67	100.0-2115-1.0-000-00	Yes
			Total	\$716.72		

Bank of America Business Card
Credit Card Charges

March 2023 Statement

Irene Yang / Human Resources

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
2/10/2013	Biometrics4all, Inc.	No	Livescan relay fees	0.75	224.0-6852-2.0-000-90	Yes
3/1/2023	Indeed	No	February 2023 advertising for job openings	246.00 246.00	311.0-6852-3.1-000-00 321.0-6852-3.2-000-00	Yes
TOTAL:				492.75		

Bank of America Business Card
Credit Card Charges

March 2023 Statement

Xai Vang / Information Technology

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
3/3/2023	Rack Solutions	N/A	Mount kits for Network Firewall	\$ 186.47	200.0-6112-2.0-000-90	Yes
3/5/2023	RankMath	N/A	Subscription for Agency website service	\$ 59.00	200.0-6112-2.0-000-90	Yes
3/6/2023	Screenfluence	N/A	Software subscription for conf rm 1 display.	\$ 378.00	200.0-6112-2.0-000-90	Yes
3/6/2023	Platt	N/A	Conduit supplies for Sierra Vista HS	\$ 925.87	321.0-6432-3.2-054-00	Yes
3/7/2023	Newegg	N/A	Fiber transceiver modules for network firewall	\$ 208.40	200.0-6112-2.0-000-90	Yes
3/10/2023	Platt	N/A	Conduit supplies for Sierra Vista HS	\$ 30.31	321.0-6432-3.2-054-00	Yes
3/10/2023	Flywheel	N/A	Website Hosting for CAPMC	\$ 30.00	200.0-6112-2.0-000-90	Yes
3/16/2023	The Madera Mail Drop	N/A	Envelope Flat Rate Mail	\$ 13.00	218.0-6170-2.0-000-40	Yes
3/20/2023	Cables and Kits	N/A	Network rack mounts	\$ 119.37	321.0-6112-3.2-054-00	Yes
3/23/2023	Fedex	N/A	Shipping label for shipment of hard drives.	\$ 24.39	200.0-6170-2.0-000-90	Yes
3/24/2023	WPEverst	N/A	Form plugin for WordPress Agency website	\$ 99.00	200.0-6112-2.0-000-90	Yes
			Total	\$ 2,073.81		

American Express
Credit Card Charges
JANUARY 2023 Statement
 Fiscal

Name of Vendor	Description	Amount	Receipt
ATT	Telephone	74786.48	Yes
Comcast	Net service	843.87	Yes
Community Playthings	Supplies for centers	3712.58	Yes
Discount School Supply	Supplies for centers	2347.55	Yes
Ecolab	Dishwasher rental/repairs	250.13	Yes
Fedex	Postage	262.49	Yes
HD Pro / Suppy Works	Supplies for office/centers	5954.36	Yes
Lakeshore	Supplies for centers	10857.22	Yes
Matson Alarm	Alarm Service	599.50	Yes
Verizon	Wireless devices	4850.92	Yes
Office Depot	Supplies for office/centers	5875.90	Yes
	TOTAL	110341.00	01/29/23 LA

02/23
JDC

Credit Card Charges

JANUARY 2023

Fiscal

Name of Vendor	Description	Amount	
Capital One/Walmart	Supplies for centers	238.99	
Home Depot	Supplies for centers	12407.99	
Wex Bank (Chevron)	Fuel	571.69	
Wex Bank (Valero)	Fuel	2650.00	
JAN STMT DATES			
LA			

American Express
Credit Card Charges
FEBRUARY 2023 Statement
 Fiscal

Name of Vendor	Description	Amount	Receipt
ATT	Telephone	34651.32	Yes
Comcast	Net service	6921.80	Yes
Community Playthings	Supplies for centers	0.00	No
Discount School Supply	Supplies for centers	2225.16	Yes
Ecolab	Dishwasher rental/repairs	0.00	No
Fedex	Postage	170.93	Yes
HD Pro / Suppy Works	Supplies for office/centers	5354.17	Yes
Lakeshore	Supplies for centers	6419.04	Yes
Matson Alarm	Alarm Service	599.50	Yes
Verizon	Wireless devices	4850.94	Yes
Office Depot	Supplies for office/centers	0.00	No
	TOTAL	61192.86	02/28/23 LA

03/23
JDC

Credit Card Charges

FEBRUARY 2023

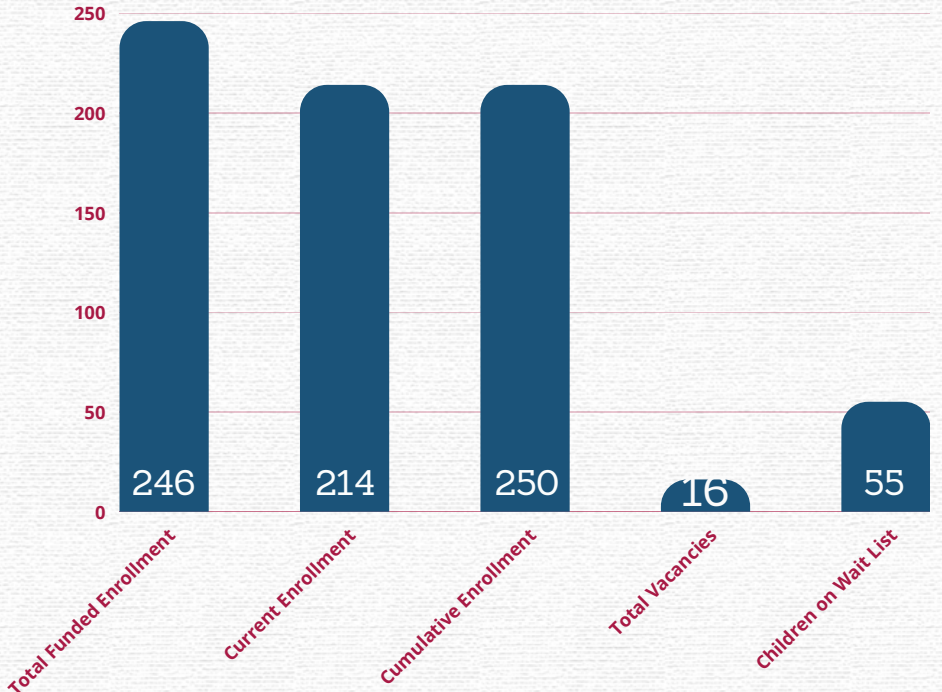
Fiscal

Name of Vendor	Description	Amount	
Capital One/Walmart	Supplies for centers	3188.42	
Home Depot	Supplies for centers	23342.86	
Wex Bank (Chevron)	Fuel	303.97	
Wex Bank (Valero)	Fuel	3317.45	
FEB STMT DATES			
LA			

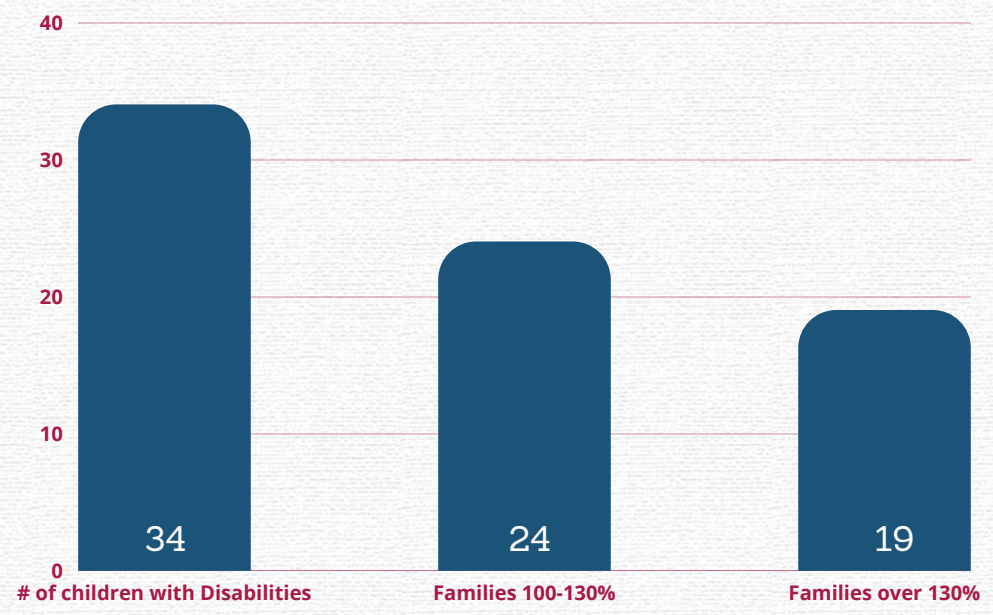


Madera Regional Head Start Monthly Enrollment Report January 2023

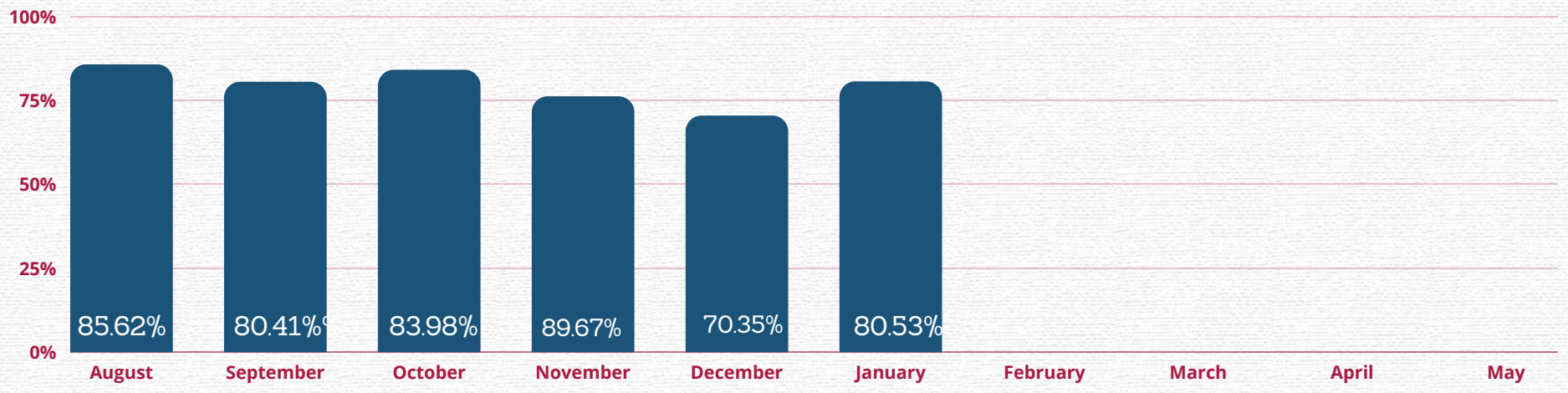
ENROLLMENT REPORT



DISABILITIES & ELIGIBILITY OF CHILDREN



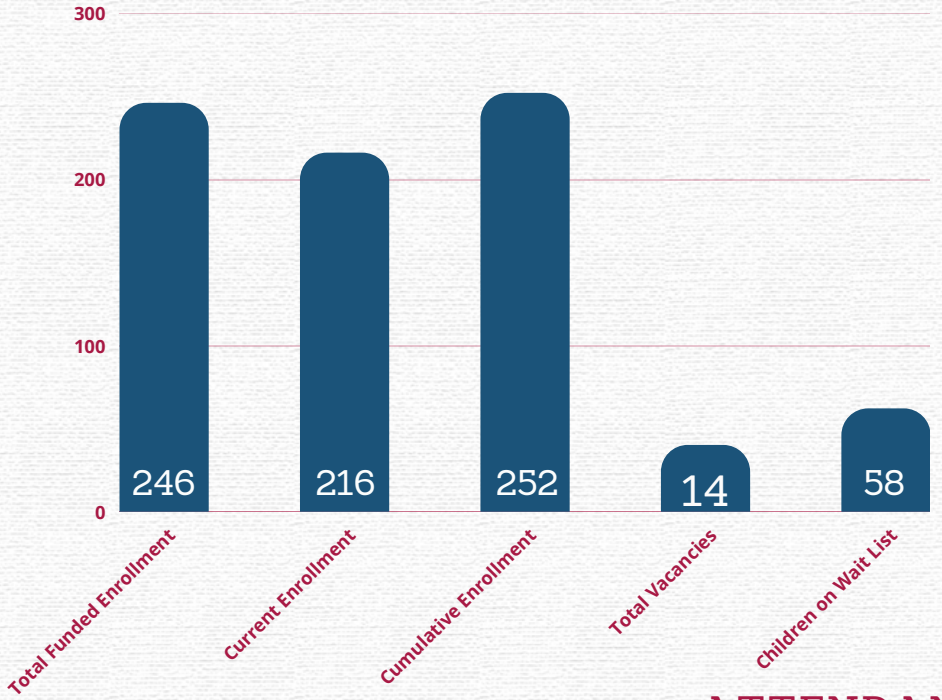
ATTENDANCE REPORT



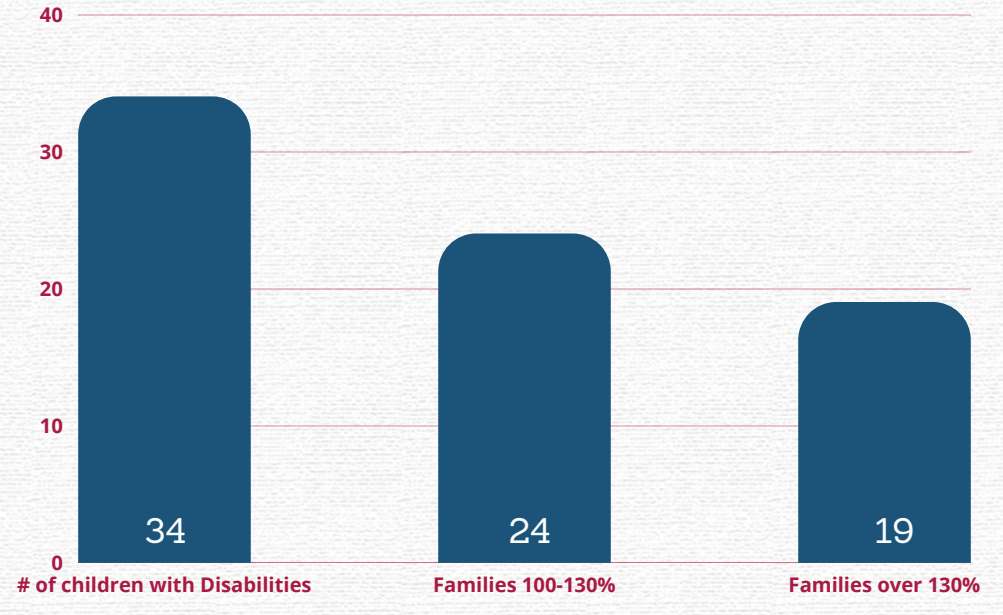


Madera Regional Head Start Monthly Enrollment Report February 2023

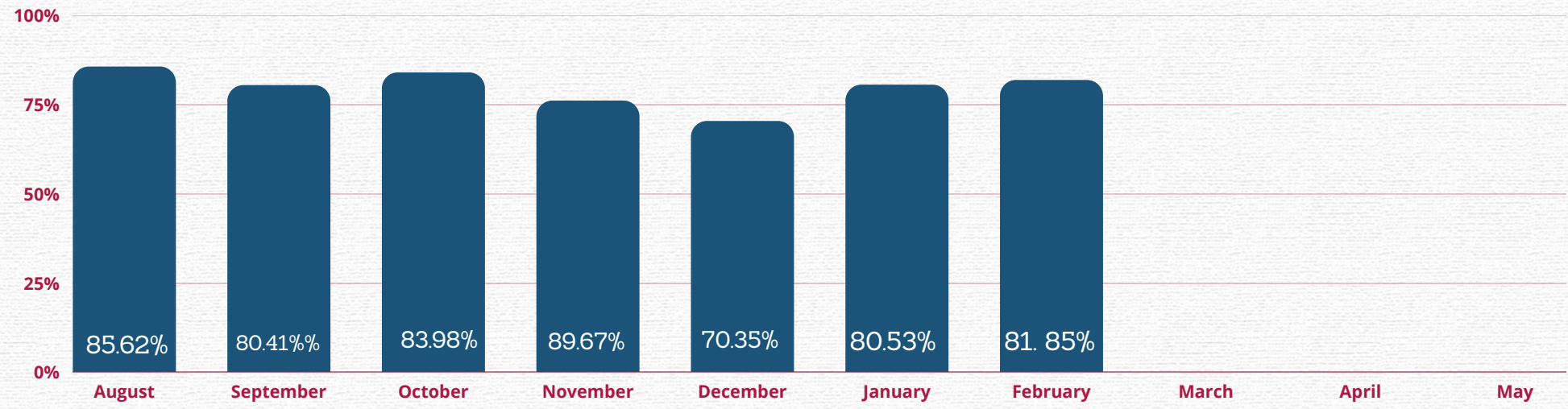
ENROLLMENT REPORT



DISABILITIES & ELIGIBILITY OF CHILDREN



ATTENDANCE REPORT



IN-KIND MONTHLY SUMMARY REPORT

Month

January

Year

2022-2023

CATEGORY	BUDGET	PREVIOUS TOTAL	CURRENT TOTAL	Y-T-D TOTAL	REMAINING IN-KIND NEEDED
NON-FEDERAL CASH					
Volunteer Services/Servicios Voluntarios	59,969.00	211,666.88	-	211,666.88	(151,697.88)
A. Professional Services/Servicios Profesionales	-	5,287.00		5,287.00	(5,287.00)
B. Center Volunteers/Voluntarios en el Centro	57,516.00	206,379.88		206,379.88	(148,863.88)
C. Other/Policy Council/Otro/Comité de Póliza	2,453.00	0.00		0.00	2,453.00
Donated Food/Comida Donada	-	0.00		0.00	-
Donated Supplies/Materiales Donado	424.00	70.00		70.00	354.00
Donated Equipment	-	0.00		0.00	-
Donated Bus Storage	-	0.00		0.00	-
Donated Space/Sitio Donado	318,251.00	137,735.85		137,735.85	180,515.15
Transportation/ Transportación	-	0.00		0.00	-
TOTAL IN-KIND	378,644.00	349,472.73	-	349,472.73	29,171.27
State Fund 319	\$792,622	409,670.00		0.00	792,622.00
Grand Total	1,171,266.00	759,142.73	-	349,472.73	821,793.27

B. YTD In-Kind

\$ 349,472.73

C. Percent Y-T-D In-Kind

29.84%

IN-KIND MONTHLY SUMMARY REPORT

Month

FEBRUARY

Year

2022-2023

CATEGORY	BUDGET	PREVIOUS TOTAL	CURRENT TOTAL	Y-T-D TOTAL	REMAINING IN-KIND NEEDED
NON-FEDERAL CASH					
Volunteer Services/Servicios Voluntarios	59,969.00	417,752.48	-	417,752.48	(357,783.48)
A. Professional Services/Servicios Profesionales	-	6,076.50		6,076.50	(6,076.50)
B. Center Volunteers/Voluntarios en el Centro	57,516.00	411,675.98		411,675.98	(354,159.98)
C. Other/Policy Council/Otro/Comité de Póliza	2,453.00	0.00		-	2,453.00
Donated Food/Comida Donada	-	0.00		-	0.00
Donated Supplies/Materiales Donado	424.00	70.00		70.00	354.00
Donated Equipment	-	0.00		-	0.00
Donated Bus Storage	-	0.00		-	0.00
Donated Space/Sitio Donado	318,251.00	157,412.40		157,412.40	160,838.60
Transportation/ Transportación	-	0.00		-	0.00
REGIONAL TOTAL IN-KIND	378,644.00	575,234.88	-	575,234.88	(196,590.88)
CSPP STATE FUND 319	\$792,622	750,192.00	119,189.00	869,381.00	(76,759.00)
Grand Total	1,171,266.00	1,325,426.88	119,189.00	1,444,615.88	(273,349.88)

B. YTD In-Kind \$ 1,444,615.88

C. Percent Y-T-D In-Kind 123.34%

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
REGIONAL HEAD START including BLENDED CSPP STATE PROGRAM
INCOME CALCULATIONS
January-2023**

FREE MEALS	201		150
REDUCED	0		0
BASE	0		0
TOTAL	201		150

PERCENTAGES:

FREE	100.0000%		100.0000%
REDUCED	0.0000%		0.0000%
BASE	0.0000%		0.0000%
TOTAL	100.0000%		100.0000%

MEAL	#		%		RATE	=	
BREAKFAST:	2,042	X	100.0000%	X	\$2.2100	=	\$4,512.82
	2,042	X	0.0000%	X	\$1.9100	=	\$0.00
	2,042	X	0.0000%	X	\$0.4500	=	\$0.00
LUNCH:	2,256	X	100.0000%	X	\$4.0300	=	\$9,091.68
	0	X	100.0000%	X	\$4.0300	=	\$0.00
	0	X	0.0000%	X	\$3.6300	=	\$0.00
	0	X	0.0000%	X	\$0.4700	=	\$0.00
SUPPLEMENTS:	124	X	100.0000%	X	\$1.1800	=	\$146.32
	0	X	100.0000%	X	\$1.1800	=	\$0.00
	0	X	0.0000%	X	\$0.6400	=	\$0.00
	0	X	0.0000%	X	\$0.1900	=	\$0.00

	4,422			\$13,750.82
		TOTAL FEDERAL REIMBURSEMENT		

CASH IN LIEU:		LUNCHES X \$0.3000		\$676.80
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TOTAL REIMBURSEMENT				\$14,427.62
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	Breakfast	Lunch	Snack	Total
RHS	241	2,256	124	2,621
CSPP	1,801	-	-	1,801
	2,042	2,256	124	4,422

	<u>RHS</u>	<u>CSPP</u>	<u>Total</u>	
TOTAL FEDERAL REIMBURSEMENT:	\$9,770.61	\$3,980.21	\$13,750.82	
CASH IN LIEU:	<u>\$676.80</u>	<u>\$0.00</u>	<u>\$676.80</u>	
	\$10,447.41	\$3,980.21	\$14,427.62	

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
REGIONAL HEAD START including BLENDED CSPP STATE PROGRAM
INCOME CALCULATIONS
February-2023**

FREE MEALS	202		152
REDUCED	0		0
BASE	0		0
TOTAL	202		152

PERCENTAGES:

FREE	100.0000%		100.0000%
REDUCED	0.0000%		0.0000%
BASE	0.0000%		0.0000%
TOTAL	100.0000%		100.0000%

MEAL	#		%		RATE		
BREAKFAST:	2,394	X	100.0000%	X	\$2.2100	=	\$5,290.74
	2,394	X	0.0000%	X	\$1.9100	=	\$0.00
	2,394	X	0.0000%	X	\$0.4500	=	\$0.00
LUNCH:	2,611	X	100.0000%	X	\$4.0300	=	\$10,522.33
	0	X	100.0000%	X	\$4.0300	=	\$0.00
	0	X	0.0000%	X	\$3.6300	=	\$0.00
	0	X	0.0000%	X	\$0.4700	=	\$0.00
SUPPLEMENTS:	168	X	100.0000%	X	\$1.1800	=	\$198.24
	0	X	100.0000%	X	\$1.1800	=	\$0.00
	0	X	0.0000%	X	\$0.6400	=	\$0.00
	0	X	0.0000%	X	\$0.1900	=	\$0.00

5,173
TOTAL FEDERAL REIMBURSEMENT \$16,011.31

CASH IN LIEU: LUNCHES X \$0.3000 \$783.30

TOTAL REIMBURSEMENT **\$16,794.61**

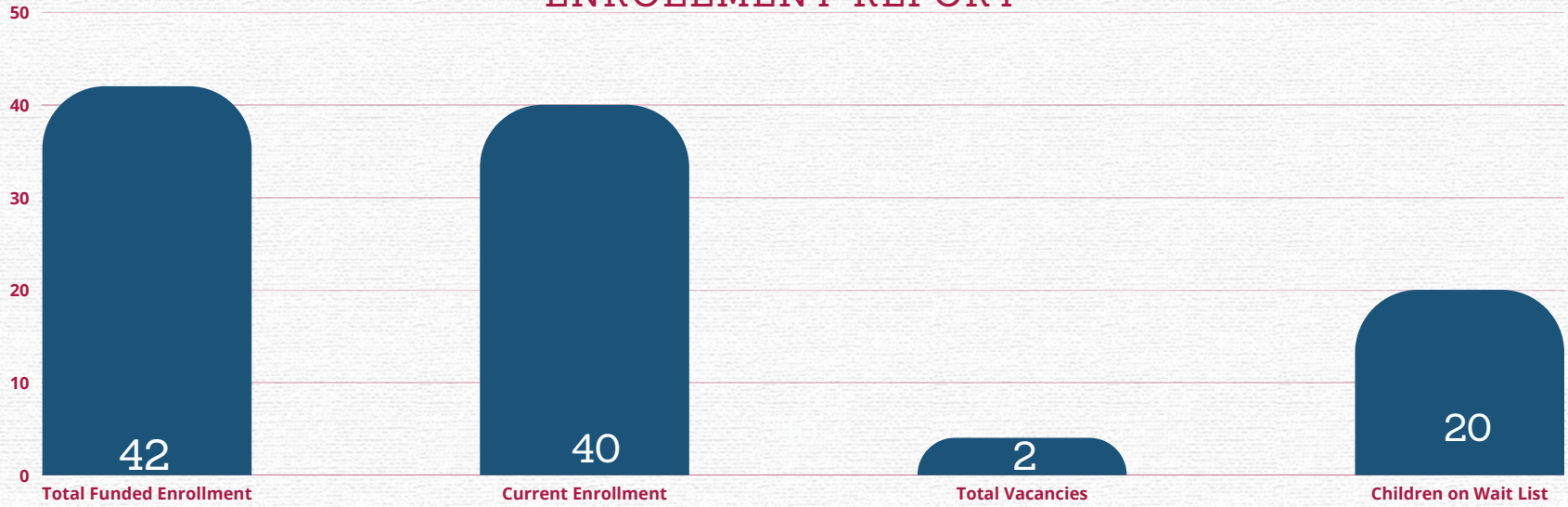
	Breakfast	Lunch	Snack	Total
RHS	319	2,611	168	3,098
CSPP	2,075	-	-	2,075
	2,394	2,611	168	5,173

	<u>RHS</u>	<u>CSPP</u>	<u>Total</u>
TOTAL FEDERAL REIMBURSEMENT:	\$11,425.56	\$4,585.75	\$16,011.31
CASH IN LIEU:	<u>\$783.30</u>	<u>\$0.00</u>	<u>\$783.30</u>
	\$12,208.86	\$4,585.75	\$16,794.61

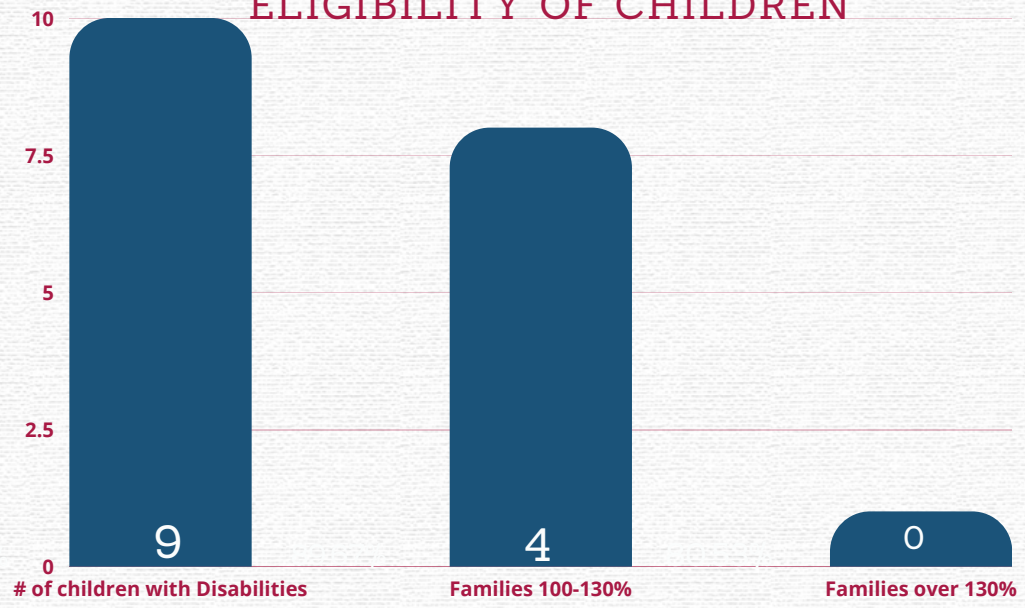


Madera Early Head Start Monthly Enrollment Report January 2023

ENROLLMENT REPORT

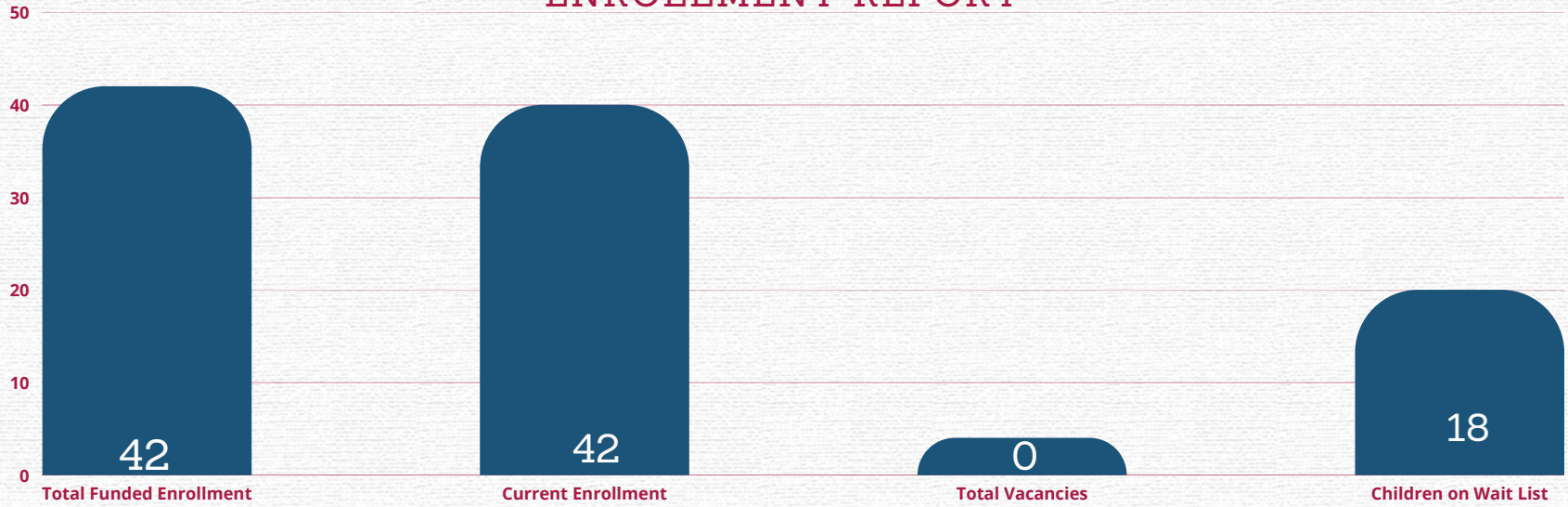


DISABILITIES & ELIGIBILITY OF CHILDREN

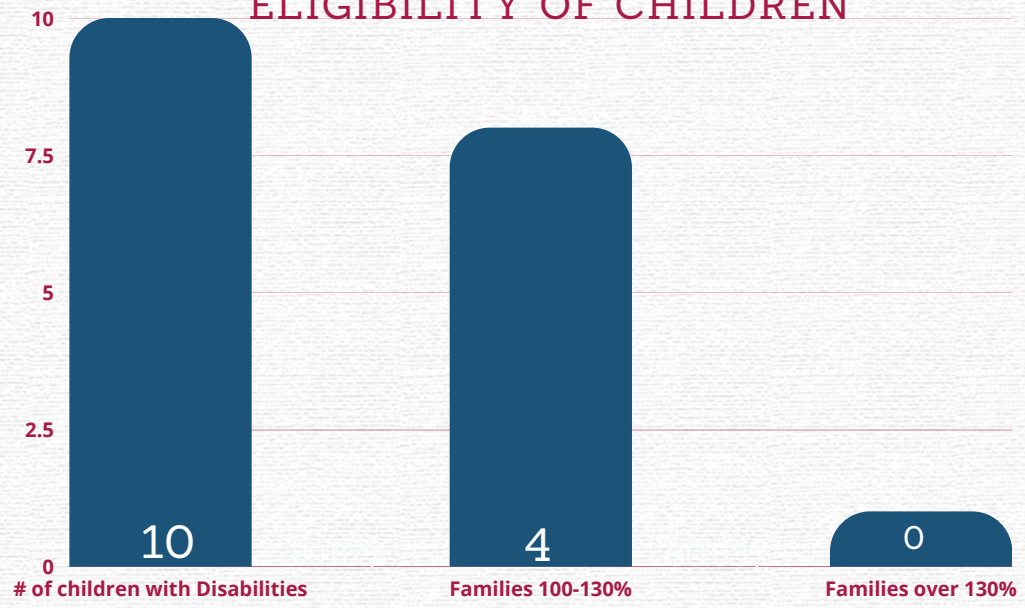


Madera Early Head Start Monthly Enrollment Report February 2023

ENROLLMENT REPORT



DISABILITIES & ELIGIBILITY OF CHILDREN



IN-KIND MONTHLY SUMMARY REPORT

Month

January

Year

2023

CATEGORY	BUDGET	PREVIOUS TOTAL	CURRENT TOTAL	Y-T-D TOTAL	REMAINING IN-KIND NEEDED
NON-FEDERAL CASH					
Volunteer Services/Servicios Voluntarios	158,104.00	81,692.54	33,998.80	115,691.34	42,412.66
A. Professional Services/Servicios Profesionales	-	0.00		0.00	-
B. Center Volunteers/Voluntarios en el Centro	158,104.00	81,692.54	33,998.80	115,691.34	42,412.66
C. Other/Policy Council/Otro/Comité de Póliza	-	0.00		0.00	-
Donated Food/Comida Donada	-	0.00		0.00	-
Donated Supplies/Materiales Donado	1,655.00	0.00		0.00	1,655.00
Donated Equipment	-	0.00		0.00	-
Donated Bus Storage	-	0.00		0.00	-
Donated Space/Sitio Donado	-	0.00		0.00	-
Transportation/ Transportación	-	0.00		0.00	-
TOTAL IN-KIND	159,759.00	81,692.54	33,998.80	115,691.34	44,067.66
		0.00		0.00	-
Grand Total	159,759.00	81,692.54	33,998.80	115,691.34	44,067.66

B. YTD In-Kind \$ 115,691.34

C. Percent Y-T-D In-Kind 72.42%

IN-KIND MONTHLY SUMMARY REPORT

Month

FEBRUARY

Year

2023

CATEGORY	BUDGET	PREVIOUS TOTAL	CURRENT TOTAL	Y-T-D TOTAL	REMAINING IN-KIND NEEDED
NON-FEDERAL CASH					
Volunteer Services/Servicios Voluntarios	158,104.00	115,879.88	-	115,879.88	42,224.12
A. Professional Services/Servicios Profesionales	-	0.00		-	0.00
B. Center Volunteers/Voluntarios en el Centro	158,104.00	115,525.22		115,525.22	42,578.78
C. Other/Policy Council/Otro/Comité de Póliza	-	354.66		354.66	(354.66)
Donated Food/Comida Donada	-	0.00		-	0.00
Donated Supplies/Materiales Donado	1,655.00	0.00		-	1,655.00
Donated Equipment	-	0.00		-	0.00
Donated Bus Storage	-	0.00		-	0.00
Donated Space/Sitio Donado	-	0.00		-	0.00
Transportation/ Transportación	-	0.00		-	0.00
TOTAL IN-KIND	159,759.00	115,879.88	-	115,879.88	43,879.12
		0.00		-	0.00
Grand Total	159,759.00	115,879.88	-	115,879.88	43,879.12

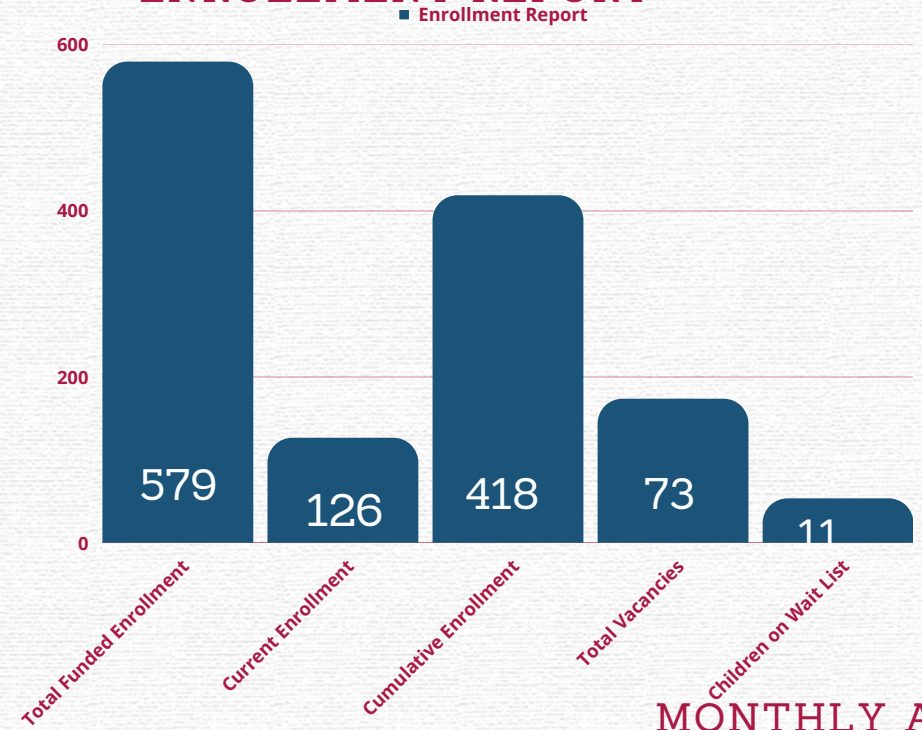
B. YTD In-Kind \$ 115,879.88

C. Percent Y-T-D In-Kind 72.53%

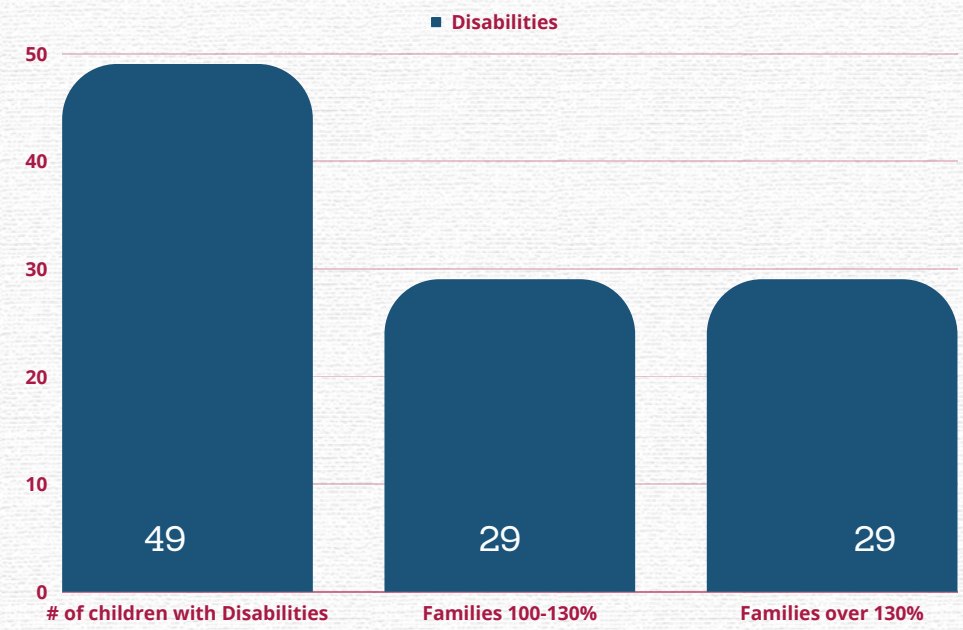


Migrant Seasonal Head Start Monthly Enrollment Report January 2023

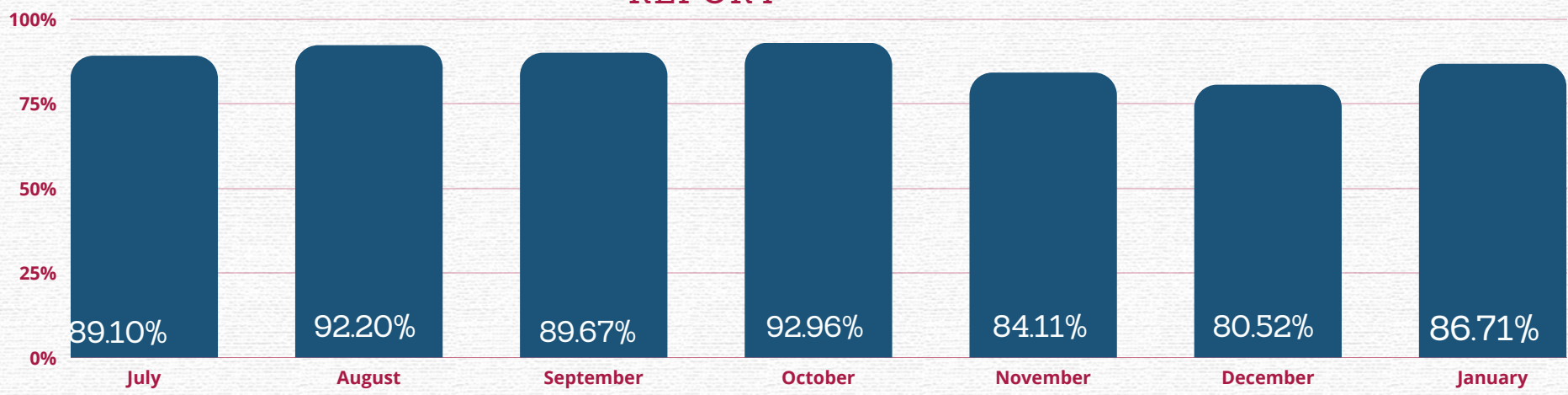
ENROLLMENT REPORT



DISABILITIES & ELIGIBILITY OF CHILDREN



MONTHLY ATTENDANCE REPORT

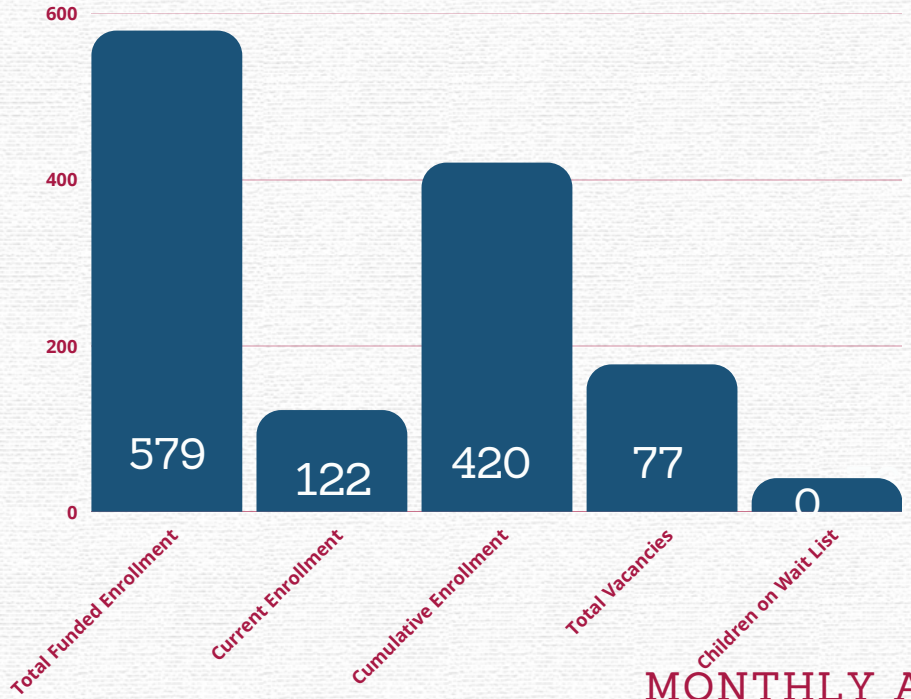




Migrant Seasonal Head Start Monthly Enrollment Report February 2023

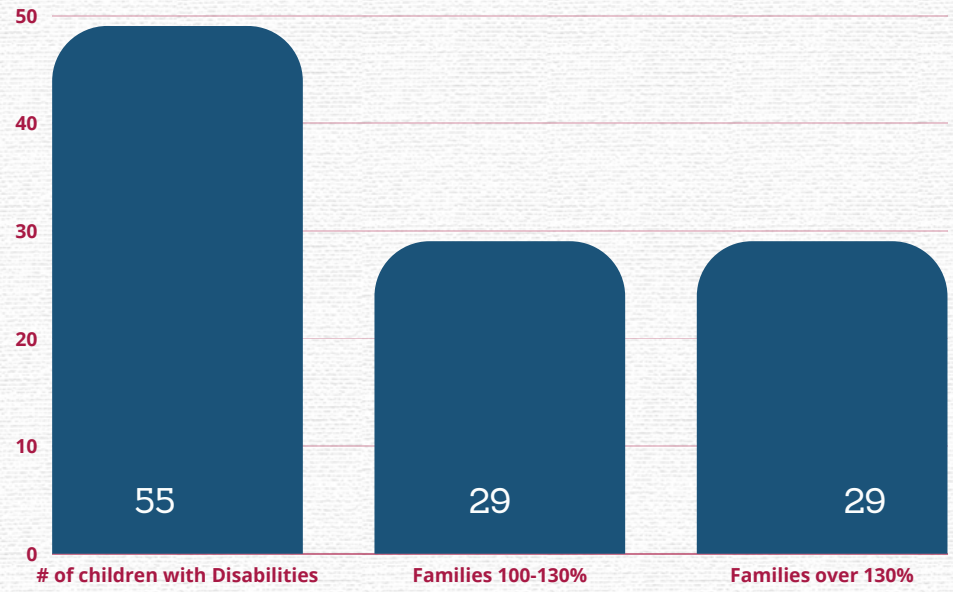
ENROLLMENT REPORT

■ Enrollment Report

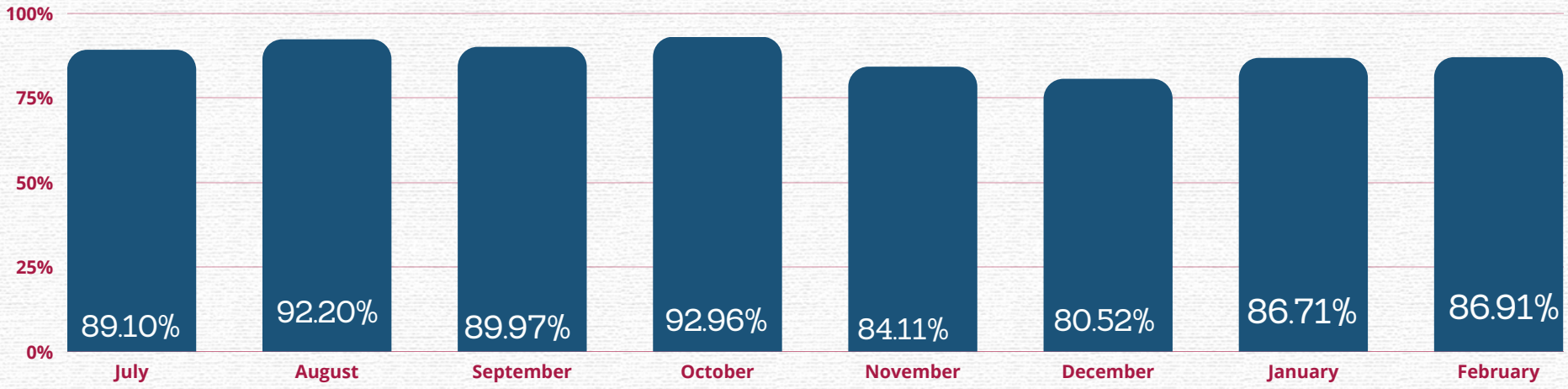


DISABILITIES & ELIGIBILITY OF CHILDREN

■ Disabilities



MONTHLY ATTENDANCE REPORT



Community Action Partnership of Madera County, Inc.
 1225 Gill Avenue
 Madera, CA 93637
 (559) 673-9173

IN-KIND MONTHLY SUMMARY REPORT 2022-2023 / REPORTE SUMARIO MENSUAL DE IN KIND 2023-2023

MIGRANT AND SEASONAL HEAD START 2022-2023 MIGRANTE/TEMPORAL HEAD START 2022-2023

Month-Year JANUARY 2023/ Mes-Año ENERO 2023

CATEGORY	BUDGET Presupuesto	PREVIOUS/Previo TOTAL	CURRENT/Corriente TOTAL	Y-T-D/Asta ahora TOTAL	REMAINING IN-KIND NEEDED Resto de In Kind para recaudar
NON-FEDERAL CASH/EFFECTIVO NO FEDERAL					
Volunteer Services/Servicios Voluntarios	320,252.00	604,529.29	73,626.30	678,155.59	(357,903.59)
A. Professional Services/Servicios Profesionales	0.00	120.00	0.00	120.00	(120.00)
B. Center Volunteers/Voluntarios en el Centro	320,252.00	604,409.29	73,626.30	678,035.59	(357,783.59)
Other/Policy Council/Otro/Comité de Póliza	0.00	3,350.81	0.00	3,350.81	(3,350.81)
State Collaboration/Colaboracion de Estado	933,227.00	761,189.99	104,360.47	865,550.46	67,676.54
Donated Supplies/Materiales Donados	1,020.00	100.00	0.00	100.00	920.00
Donated Food/Comida Donada	0.00	0.00	0.00	0.00	0.00
Donated Space/Sitio Donado	120,682.00	93,510.00	9,351.00	102,861.00	17,821.00
Transportation/Transportacion	0.00	0.00	0.00	0.00	0.00
TOTAL IN-KIND/TOTAL DE IN KIND	1,375,181.00	1,462,680.09	187,337.77	1,650,017.86	(274,836.86)

A. Y-T-D In-Kind / In-Kind asta ahora	1,650,017.86
B. Contracted In-Kind/ In-kind Contratado	1,375,181.00
C. Percent Y-T-D In-Kind/ Porcentaje de in-kind ásta ahora	
CONTRACT AMOUNT/CANTIDAD CONTRATADA	119.99%

Community Action Partnership of Madera County, Inc.
 1225 Gill Avenue
 Madera, CA 93637
 (559) 673-9173

IN-KIND MONTHLY SUMMARY REPORT 2022-2023 / REPORTE SUMARIO MENSUAL DE IN KIND 2023-2023

MIGRANT AND SEASONAL HEAD START 2022-2023 MIGRANTE/TEMPORAL HEAD START 2022-2023

Month-Year FEBRUARY 2023/ Mes-Año FEBRERO 2023

CATEGORY	BUDGET Presupuesto	PREVIOUS/Previo TOTAL	CURRENT/Corriente TOTAL	Y-T-D/Asta ahora TOTAL	REMAINING IN-KIND NEEDED Resto de In Kind para recaudar
NON-FEDERAL CASH/EFFECTIVO NO FEDERAL					
Volunteer Services/Servicios Voluntarios	320,252.00	671,749.76	40,623.19	712,372.95	(392,120.95)
A. Professional Services/Servicios Profesionales	0.00	120.00	250.00	370.00	(370.00)
B. Center Volunteers/Voluntarios en el Centro	320,252.00	671,629.76	40,373.19	712,002.95	(391,750.95)
Other/Policy Council/Otro/Comité de Póliza	0.00	3,350.81	0.00	3,350.81	(3,350.81)
State Collaboration/Colaboracion de Estado	933,227.00	865,550.46	0.00	865,550.46	67,676.54
Donated Supplies/Materiales Donanos	1,020.00	100.00	250.00	350.00	670.00
Donated Food/Comida Donada	0.00	0.00	0.00	0.00	0.00
Donated Space/Sitio Donado	120,682.00	102,861.00	\$9,351.00	112,212.00	8,470.00
Transportation/Transportacion	0.00	0.00		0.00	0.00
TOTAL IN-KIND/TOTAL DE IN KIND	1,375,181.00	1,643,612.03	50,224.19	1,693,836.22	(318,655.22)

A. Y-T-D In-Kind / In-Kind asta ahora	1,693,836.22
B. Contracted In-Kind/ In-kind Contratado	1,375,181.00
C. Percent Y-T-D In-Kind/ Porcentaje de in-kind ásta ahora	
CONTRACT AMOUNT/CANTIDAD CONTRATADA	123.17%

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
MADERA MIGRANT HEAD START including BLENDED MIGRANT PRESCHOOL STATE PROGRAM
INCOME CALCULATIONS
January-2023

FREE MEALS	132		41
REDUCED	0		0
BASE	0		0
TOTAL	132		41

PERCENTAGES:

FREE	100.0000%		100.0000%
REDUCED	0.0000%		0.0000%
BASE	0.0000%		0.0000%
TOTAL	100.0000%		100.0000%

MEAL	#		%		RATE	=	
BREAKFAST:	1,432	X	100.0000%	X	\$2.2100	=	\$3,164.72
		X	0.0000%	X	\$1.9100	=	\$0.00
		X	0.0000%	X	\$0.4500	=	\$0.00
LUNCH:	971 440	X	100.0000%	X	\$4.0300	=	\$3,913.13
		X	100.0000%	X	\$4.0300	=	\$1,773.20
		X	0.0000%	X	\$3.6300	=	\$0.00
		X	0.0000%	X	\$0.4700	=	\$0.00
SUPPLEMENTS:	580 327	X	100.0000%	X	\$1.1800	=	\$684.40
		X	100.0000%	X	\$1.1800	=	\$385.86
		X	0.0000%	X	\$0.6400	=	\$0.00
		X	0.0000%	X	\$0.1900	=	\$0.00

	3,750				
		TOTAL FEDERAL REIMBURSEMENT			\$9,921.31

CASH IN LIEU:		LUNCHES X	\$0.3000		\$423.30
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TOTAL REIMBURSEMENT					\$10,344.61
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	Breakfast	Lunch	Snack	Total
CMIG-MADERA MIGRANT PRESCHOOL	-	440	327	767
MMHS-MADERA MIGRANT HEAD START	1,432	971	580	2,983
	1,432	1,411	907	3,750

	<u>MMHS</u>	<u>CMIG</u>	<u>Total</u>
TOTAL FEDERAL REIMBURSEMENT:	\$7,762.25	\$2,159.06	\$9,921.31
CASH IN LIEU:	<u>\$291.30</u>	<u>\$132.00</u>	<u>\$423.30</u>
	\$8,053.55	\$2,291.06	\$10,344.61

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
MADERA MIGRANT HEAD START including BLENDED MIGRANT PRESCHOOL STATE PROGRAM
INCOME CALCULATIONS
February-2023

FREE MEALS	126	39	
REDUCED	0	0	
BASE	0	0	
TOTAL	126	39	

PERCENTAGES:

FREE	100.0000%	100.0000%	
REDUCED	0.0000%	0.0000%	
BASE	0.0000%	0.0000%	
TOTAL	100.0000%	100.0000%	

MEAL	#		%		RATE	
BREAKFAST:	1,637	X	100.0000%	X	\$2.2100	= \$3,617.77
		X	0.0000%	X	\$1.9100	= \$0.00
		X	0.0000%	X	\$0.4500	= \$0.00
LUNCH:	1,136 442	X	100.0000%	X	\$4.0300	= \$4,578.08
		X	100.0000%	X	\$4.0300	= \$1,781.26
		X	0.0000%	X	\$3.6300	= \$0.00
		X	0.0000%	X	\$0.4700	= \$0.00
SUPPLEMENTS:	762 319	X	100.0000%	X	\$1.1800	= \$899.16
		X	100.0000%	X	\$1.1800	= \$376.42
		X	0.0000%	X	\$0.6400	= \$0.00
		X	0.0000%	X	\$0.1900	= \$0.00

	4,296			\$11,252.69
		TOTAL FEDERAL REIMBURSEMENT		

CASH IN LIEU:	LUNCHES	X	\$0.3000		\$473.40
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TOTAL REIMBURSEMENT		\$11,726.09
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	Breakfast	Lunch	Snack	Total
CMIG-MADERA MIGRANT PRESCHOOL	-	442	319	761
MMHS-MADERA MIGRANT HEAD START	1,637	1,136	762	3,535
	1,637	1,578	1,081	4,296

	<u>MMHS</u>	<u>CMIG</u>	<u>Total</u>
TOTAL FEDERAL REIMBURSEMENT:	\$9,095.01	\$2,157.68	\$11,252.69
CASH IN LIEU:	<u>\$340.80</u>	<u>\$132.60</u>	<u>\$473.40</u>
	\$9,435.81	\$2,290.28	\$11,726.09

MONTHLY PROGRAM INFORMATION SUMMARY REPORT FOR POLICY COUNCIL & GOVERNING BODY

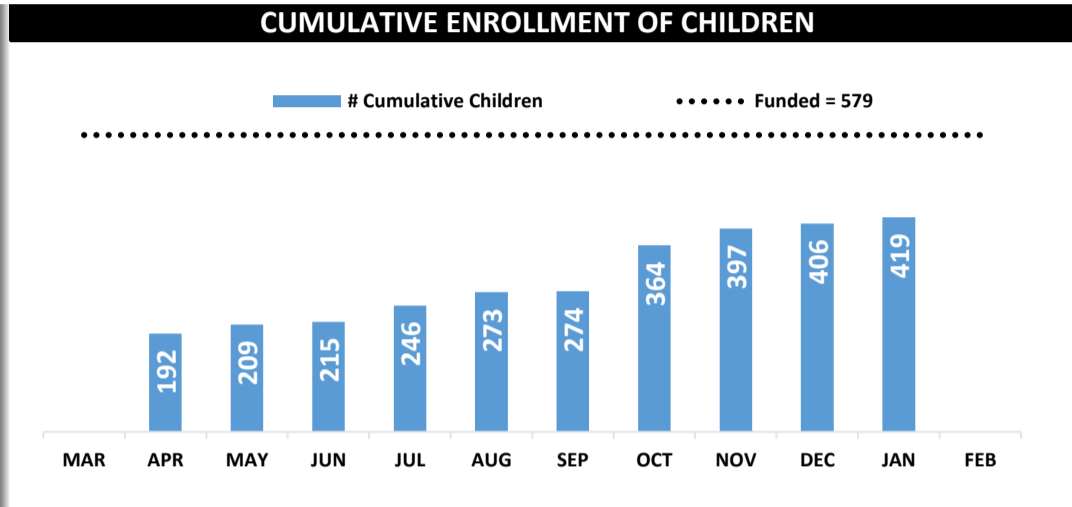
Community Action Partnership of Madera County (CAPMC)

[Migrant Head Start]

January 2023

419 cumulative children
 338 cumulative families
 36 teaching staff

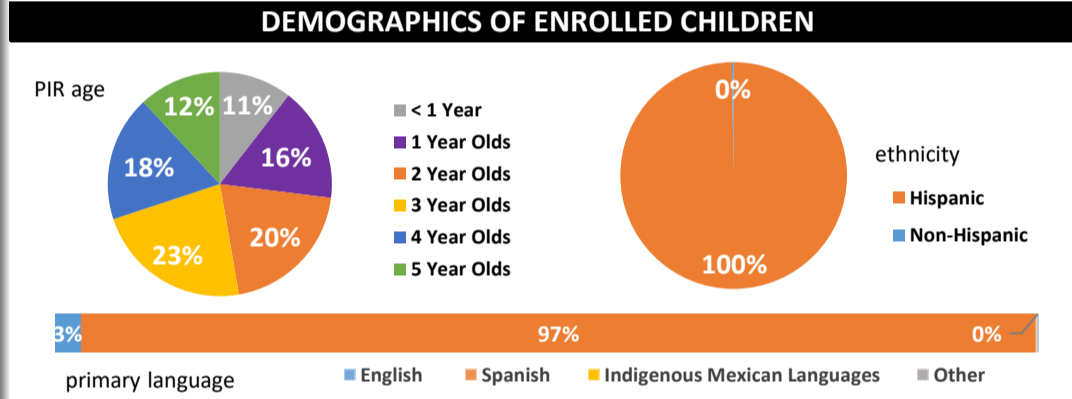
PRIMARY TYPE OF ELIGIBILITY	
(#)	(%)
Homeless Children	0%
Foster Children	0%
124 Receives Public Assistance	30%
244 Income Below Federal Poverty	58%
29 Near Low Income (waiver required)	7%
29 Over Income (maximum 10%)	7%



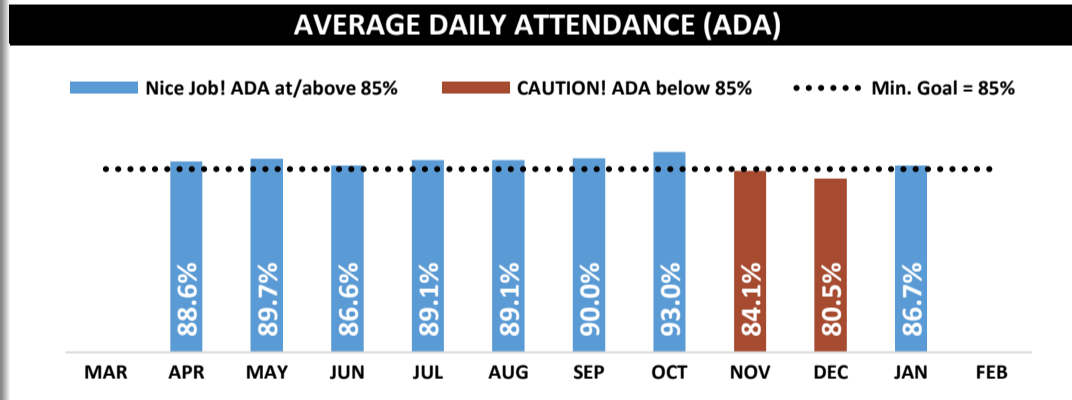
CHILDREN WITH DISABILITIES	
(#)	(%)
54 Disabilities	9%

(% of funded; minimum 10%)

DEVELOPMENTAL SCREENING OF NEW ENROLLEES	
(#)	(%)
193 New Enrollees (cumulative)	46%
157 Received Screening <45 Days (Of new enrollees)	81%



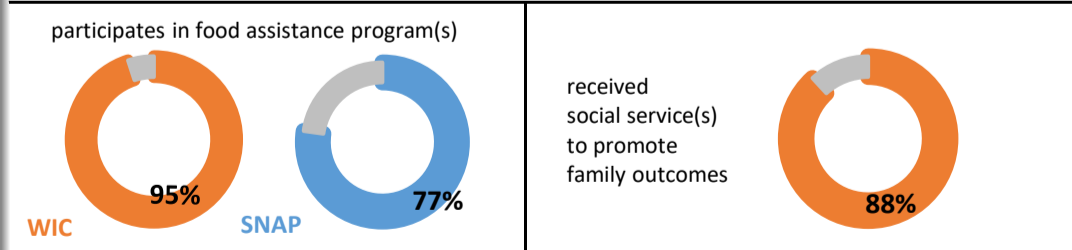
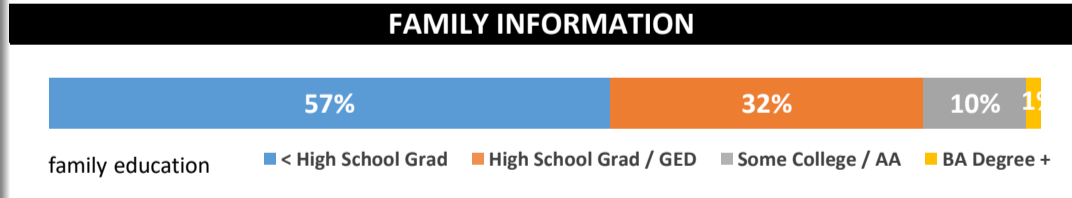
CHILDREN'S HEALTH	
(#)	(%)
418 Has Health Insurance	100%
295 EPSDT Up-to-Date	70%
19 Chronic Health Condition	5%
17 Received Medical Treatment (Of children with diagnosed chronic health conditions)	89%
419 Immunizations Up-to-Date (Also includes those eligible for exemption & those with all immunizations possible at this time, but not for their age)	100%
416 Access to Dental Care	99%
173 Completed Dental Exam	78%
8 Received Dental Treatment (Of children who needed dental treatment other)	80%
165 Healthy BMI (Children under 3 years are excluded)	71%



% of children who were **CHRONICALLY ABSENT** (missed over 10% of class days): **50%**

STAFF EDUCATION	
# Staff	% Meet Minimum Education Requirements
11 Preschool Teacher: BA+	36%
11 Preschool Teacher: AA+	100%
<i>(AA degree is minimum education requirement for a Preschool Teacher. However, at least 50% should have a BA degree or above).</i>	
4 Preschool Assistant: CDA+	100%
21 Infant/Toddler Teacher: CDA+	100%
<i>(Includes those who are currently enrolled in a CDA/equivalent program)</i>	

All staff should meet minimum education requirements for their position.



symbol key:

★ = Nice job!
Meets or exceeds Head Start regulations or expectations

⚠ = Caution!
Results lower than expected

✘ = Take Action!
Does not meet Head Start regulations

Sources: (1) Program Information Report, (2) COPA #201 (Attendance), (3) COPA #241S (Chronic Attendance).
All data is cumulative as of report month, unless otherwise indicated.

Resumen Mensual del Informe de Datos Actualizados del Programa (PIR, sigla en ingles) para el Consejo de Políticas y Mesa Directiva

Community Action Partnership of Madera County (CAPMC)

[Migrant Head Start]

enero 2023

419
Niños Acumulados

338
Familias Acumuladas

36
Maestras

Tipo de Elegibilidad

(#)	(%)	
	Niños Sin Hogar	0%
	Niños en Adopción Temporal	0%
124	Recibe Asistencia Pública	30%
244	Ingresos por Debajo de la Pobreza Federal	58%
29	Ingresos Cerca de Bajos (requiere una exención)	7%
29	Ingresos Sobre las Pautas (maximo 10%)	7%

Niños con Discapacidades

(#)	(%)	
54	Discapacidades	9%

(% de la matrícula contratada; mínimo 10%)

Evaluación del Desarrollo para los Nuevos Niños(as) Inscritos

(#)	(%)	
193	Nuevos Niños(as) Inscritos (acumulados)	46%
157	Recibió Evaluación <45 días de los Nuevos Niños(as) Inscritos	81%

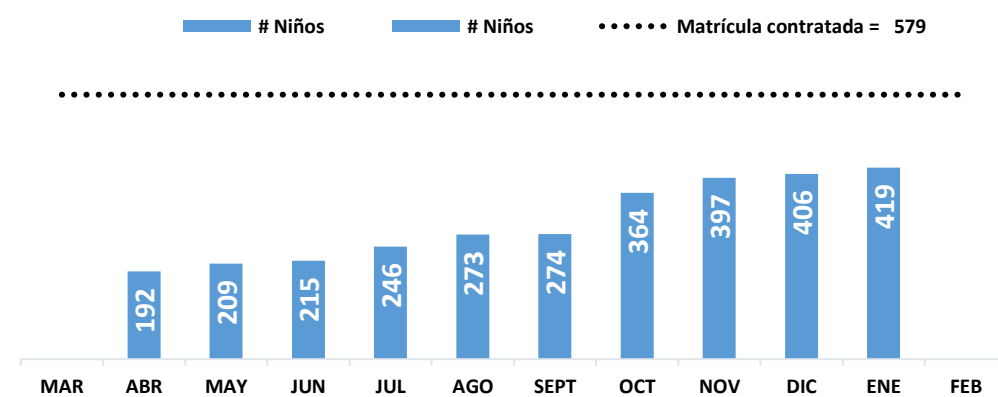
Salud de los Niños

(#)	(%)	
418	Tiene Seguro Médico	100%
295	al Día Con el Cuidado de Salud Preventivo	70%
19	Condición de Salud Crónica	5%
17	Recibieron Tratamiento Médico de niños con enfermedades crónicas diagnosticadas	89%
419	al Día con las Vecunas (También incluye a aquellos elegibles para la exención y aquellos con todas las vacunas posibles en este momento, pero no para su edad)	100%
416	Acceso a Servicios Dentales	99%
173	Completaron Exámenes Dentales Profesional	78%
8	Recibió Tratamiento Dental (de niños en edad preescolar que necesitaban tratamiento dental distinto al cuidado preventivo)	80%
165	BMI Saludable (los niños menores de 3 años están excluidos)	71%

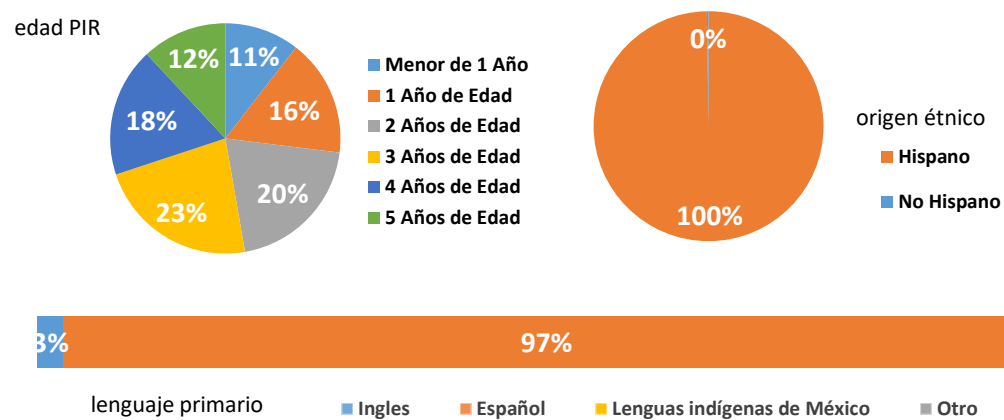
Educación del Personal

# Personal	% llenan los requisitos mínimo de educación
11	Maestras de la Clase Preescolar: BA+ 36%
	Maestras de la Clase Preescolar: AA+ 100%
(Un título AA es el requisito mínimo de educación para los maestros de preescolar, pero al menos el 50% debe tener una licenciatura.)	
4	Asistentes de Maestra de la Clase Preescolar: CDA+ 100%
21	Maestras de la Clase de Infantes / Niños Pequeños: CDA+ 100%
(Incluyen a aquellos que están actualmente inscritos en un programa CDA / equivalente o superior. CDA=Asociado/Diplomado en Desarrollo Infantil (CDA, sigla en ingles)	
(Todo el personal debe cumplir con los requisitos mínimos de educación para su puesto).	

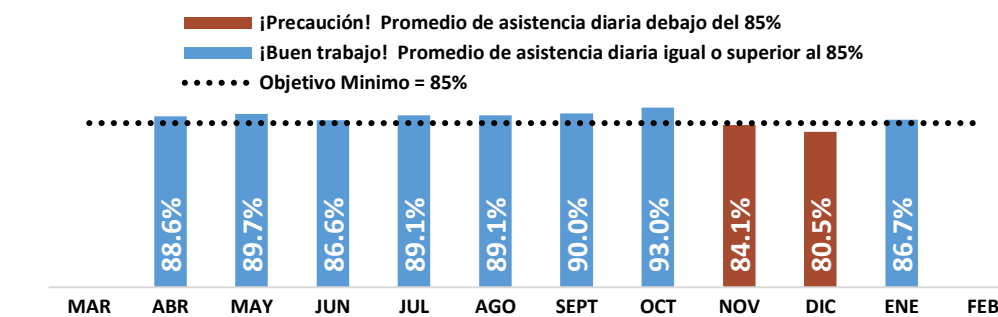
Matrícula Cumulativa de Niños



Demografía de los Niños Matriculados

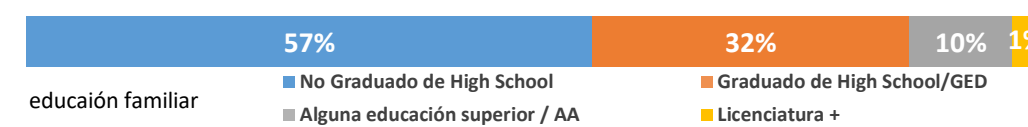


Promedio de Asistencia Diaria

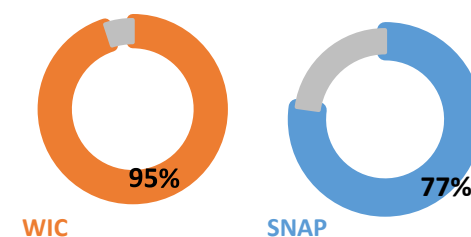


% de niños crónicamente ausentes (ausente más del 10% de los días de clase): 50%

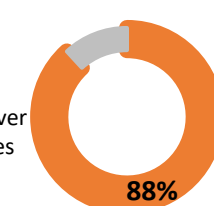
Información Familiar



participa en programas de asistencia alimentaria



recibió servicios sociales para promover resultados familiares



simbolo clave:

★ = ¡Buen trabajo!
Cumple o excede las regulaciones o expectativas de Head Start

⚠ = ¡Precaución!
Resultados más bajos de lo esperado

✖ = ¡Tomar acción!
No cumple con las regulaciones de Head Start

MONTHLY PROGRAM INFORMATION SUMMARY REPORT FOR POLICY COUNCIL & GOVERNING BODY

Community Action Partnership of Madera County (CAPMC)

[Migrant Head Start]

February 2023

420 cumulative children
339 cumulative families
36 teaching staff

PRIMARY TYPE OF ELIGIBILITY

(#)	(%)	
	Homeless Children	0%
	Foster Children	0%
125	Receives Public Assistance	30%
244	Income Below Federal Poverty	58%
29	Near Low Income (waiver required)	7%
29	Over Income (maximum 10%)	7%

CHILDREN WITH DISABILITIES

(#)	(%)
59	Disabilities 10%

(% of funded; minimum 10%)

DEVELOPMENTAL SCREENING OF NEW ENROLLEES

(#)	(%)	
194	New Enrollees (cumulative)	46%
169	Received Screening <45 Days (Of new enrollees)	87%

CHILDREN'S HEALTH

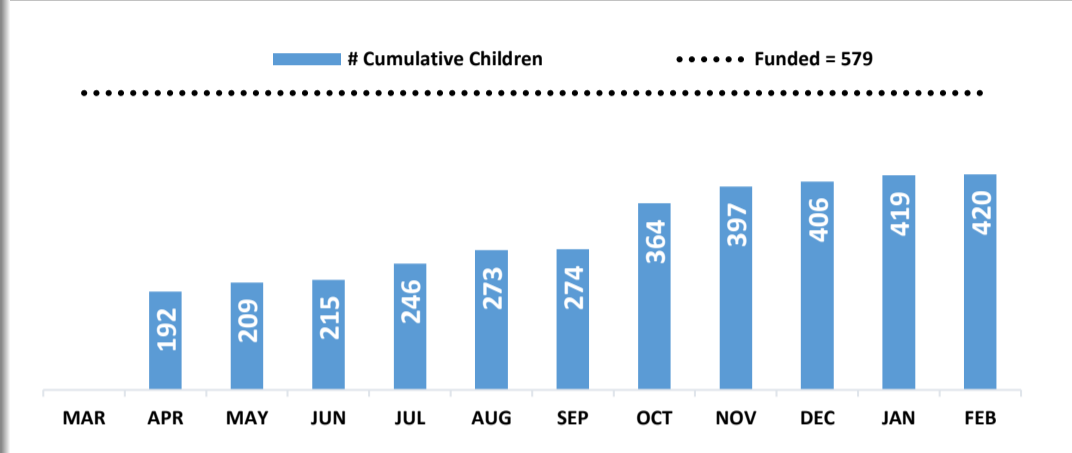
(#)	(%)	
420	Has Health Insurance 100%	
391	EPSDT Up-to-Date 93%	
19	Chronic Health Condition	5%
19	Received Medical Treatment (Of children with diagnosed chronic health conditions) 100%	
420	Immunizations Up-to-Date (Also includes those eligible for exemption & those with all immunizations possible at this time, but not for their age) 100%	
420	Access to Dental Care 100%	
172	Completed Dental Exam	78%
7	Received Dental Treatment (Of children who needed dental treatment other	78%
148	Healthy BMI (Children under 3 years are excluded) 71%	

STAFF EDUCATION

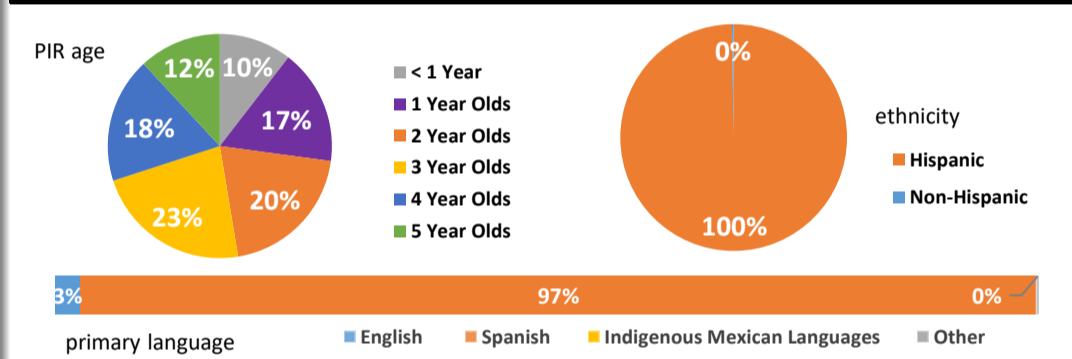
# Staff	% Meet Minimum Education Requirements
11	Preschool Teacher: BA+ 36%
	Preschool Teacher: AA+ 100%
4	Preschool Assistant: CDA+ 100%
21	Infant/Toddler Teacher: CDA+ 100%

(AA degree is minimum education requirement for a Preschool Teacher. However, at least 50% should have a BA degree or above).
(Includes those who are currently enrolled in a CDA/equivalent program)
All staff should meet minimum education requirements for their position.

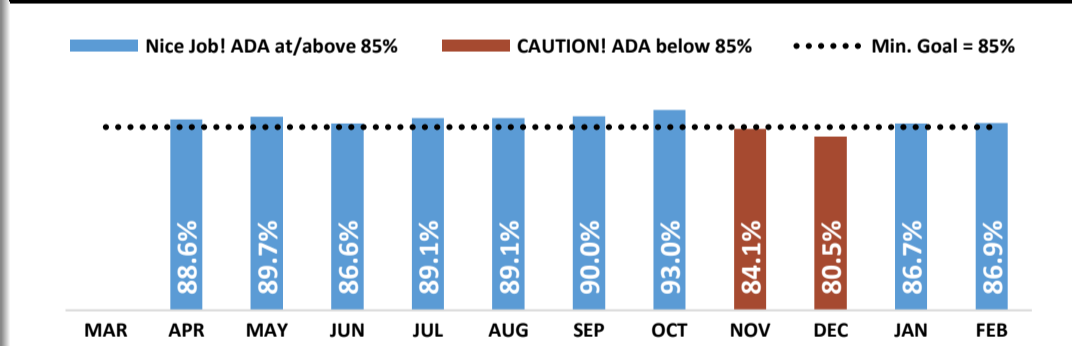
CUMULATIVE ENROLLMENT OF CHILDREN



DEMOGRAPHICS OF ENROLLED CHILDREN

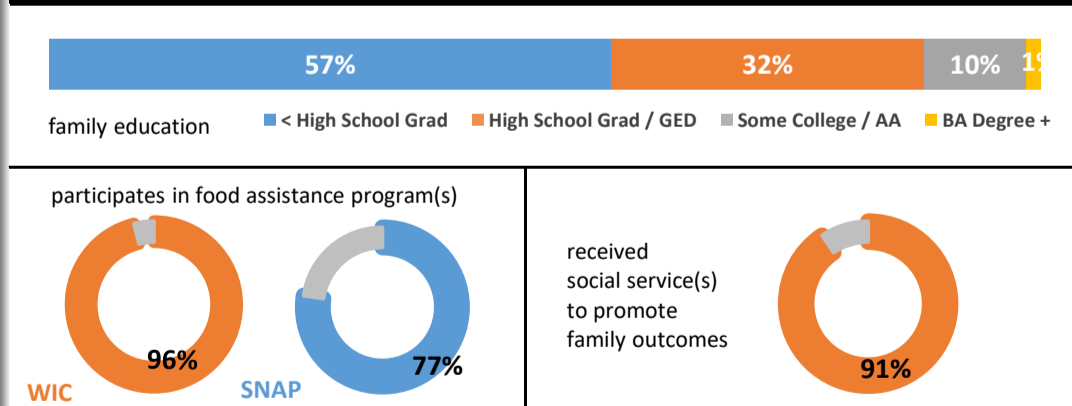


AVERAGE DAILY ATTENDANCE (ADA)



% of children who were **CHRONICALLY ABSENT** (missed over 10% of class days): **51%**

FAMILY INFORMATION



symbol key:

= Nice job!
Meets or exceeds Head Start regulations or expectations

= Caution!
Results lower than expected

= Take Action!
Does not meet Head Start regulations

Sources: (1) Program Information Report, (2) COPA #201 (Attendance), (3) COPA #241S (Chronic Attendance).
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Resumen Mensual del Informe de Datos Actualizados del Programa (PIR, sigla en ingles) para el Consejo de Políticas y Mesa Directiva

Community Action Partnership of Madera County (CAPMC)

[Migrant Head Start]

febrero 2023

420
Niños Acumulados

339
Familias Acumuladas

36
Maestras

Tipo de Elegibilidad

(#)	(%)
Niños Sin Hogar	0%
Niños en Adopción Temporal	0%
125 Recibe Asistencia Pública	30%
244 Ingresos por Debajo de la Pobreza Federal	58%
29 Ingresos Cerca de Bajos (requiere una exención)	7%
29 Ingresos Sobre las Pautas (maximo 10%)	7%

Niños con Discapacidades

(#)	(%)
59 Discapacidades	10%

(% de la matrícula contratada; mínimo 10%)

Evaluación del Desarrollo para los Nuevos Niños(as) Inscritos

(#)	(%)
194 Nuevos Niños(as) Inscritos (acumulados)	46%
169 Recibió Evaluación <45 días de los Nuevos Niños(as) Inscritos	87%

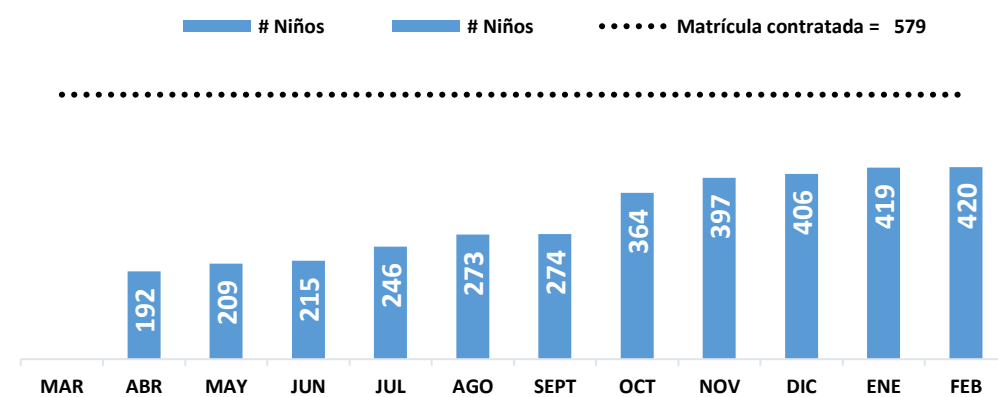
Salud de los Niños

(#)	(%)
420 Tiene Seguro Médico	100%
391 al Día Con el Cuidado de Salud Preventivo	93%
19 Condición de Salud Crónica	5%
19 Recibieron Tratamiento Médico de niños con enfermedades crónicas diagnosticadas	100%
420 al Día con las Vecunas (También incluye a aquellos elegibles para la exención y aquellos con todas las vacunas posibles en este momento, pero no para su edad)	100%
420 Acceso a Servicios Dentales	100%
172 Completaron Exámenes Dentales Profesional	78%
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148 BMI Saludable (los niños menores de 3 años están excluidos)	71%

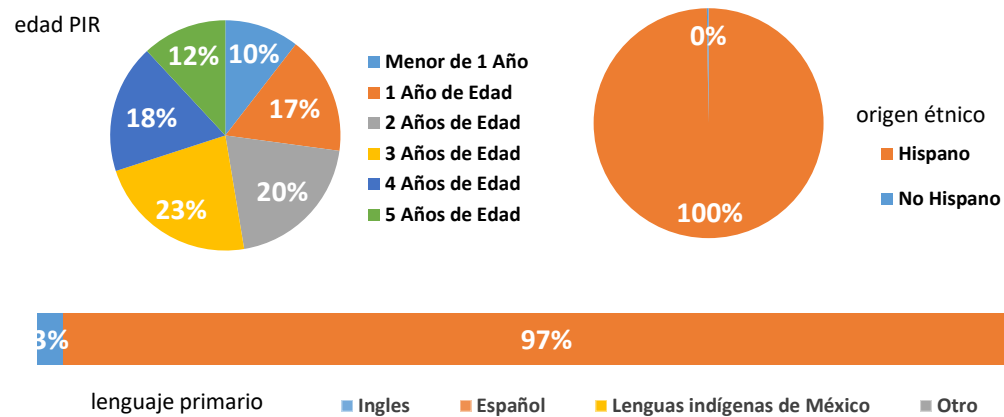
Educación del Personal

# Personal	% llenan los requisitos mínimo de educación
11 Maestras de la Clase Preescolar: BA+	36%
11 Maestras de la Clase Preescolar: AA+	100%
(Un título AA es el requisito mínimo de educación para los maestros de preescolar, pero al menos el 50% debe tener una licenciatura.)	
4 Asistentes de Maestra de la Clase Preescolar: CDA+	100%
21 Maestras de la Clase de Infantes / Niños Pequeños: CDA+	100%
(Incluyen a aquellos que están actualmente inscritos en un programa CDA / equivalente o superior. CDA=Asociado/Diplomado en Desarrollo Infantil (CDA, sigla en ingles)	
(Todo el personal debe cumplir con los requisitos mínimos de educación para su puesto).	

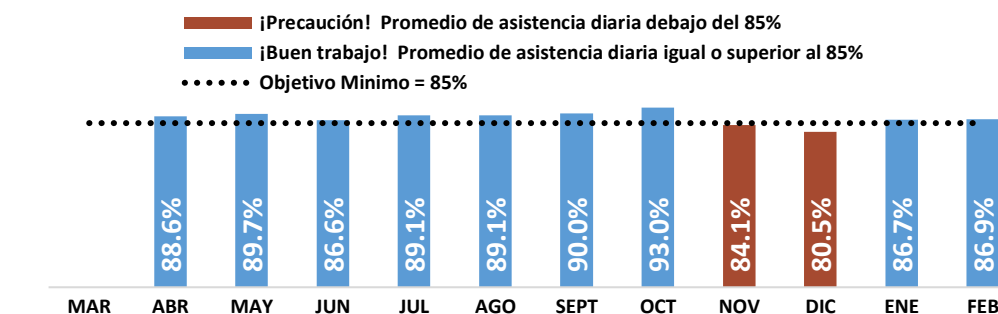
Matrícula Cumulativa de Niños



Demografía de los Niños Matriculados

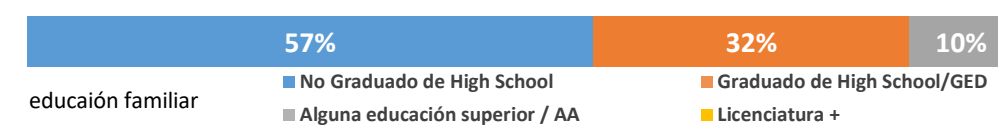


Promedio de Asistencia Diaria

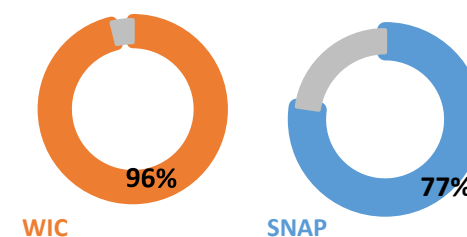


% de niños crónicamente ausentes (ausente más del 10% de los días de clase): 51%

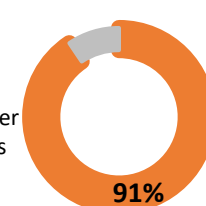
Información Familiar



participa en programas de asistencia alimentaria



recibió servicios sociales para promover resultados familiares



simbolo clave:

★ = ¡Buen trabajo!

Cumple o excede las regulaciones o expectativas de Head Start

⚠ = ¡Precaución!

Resultados más bajos de lo esperado

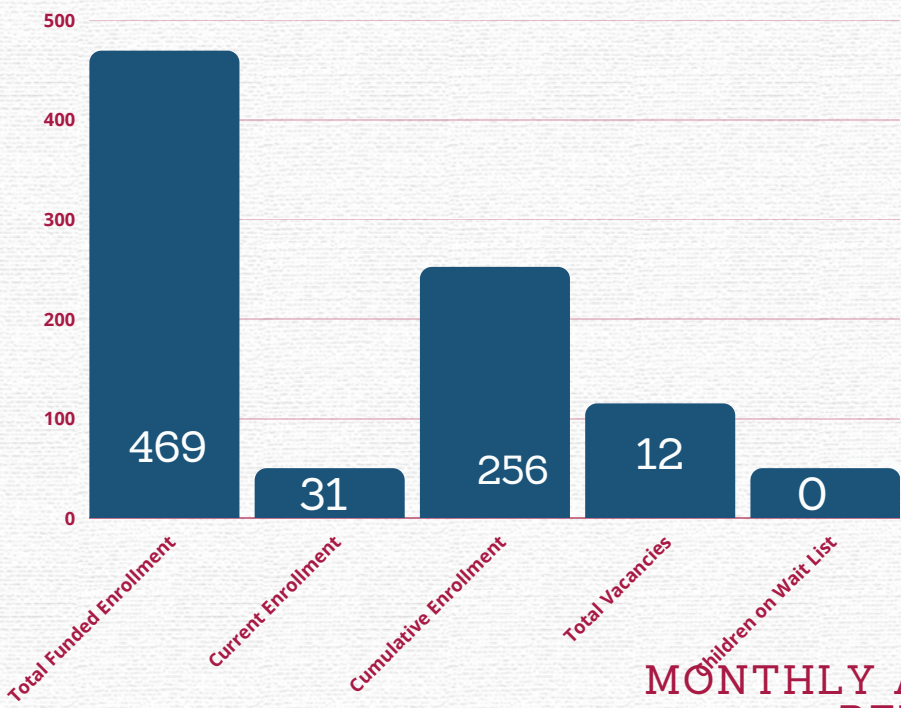
✘ = ¡Tomar acción!

No cumple con las regulaciones de Head Start

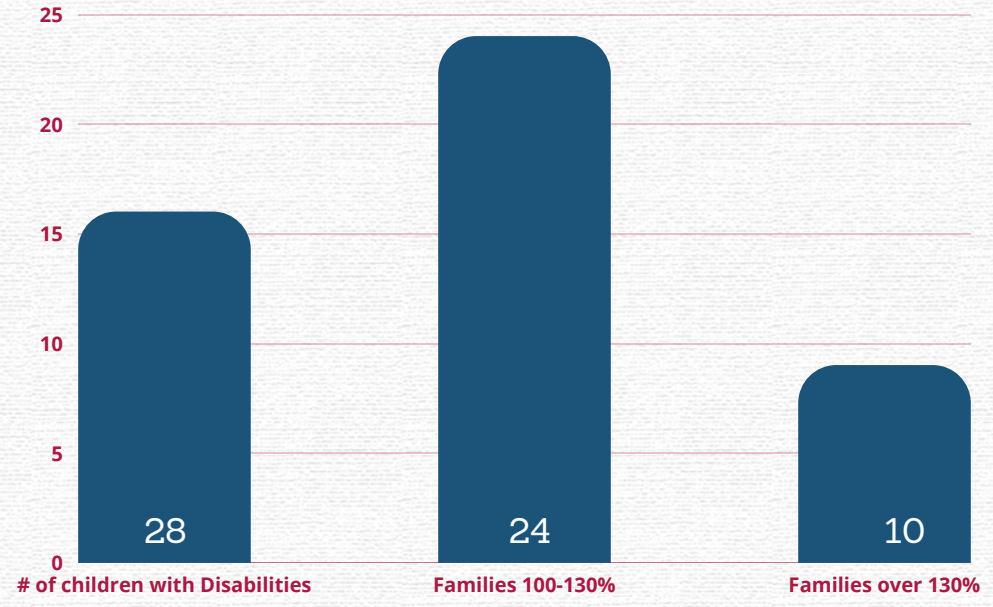


Fresno Migrant Seasonal Head Start Monthly Enrollment Report January 2023

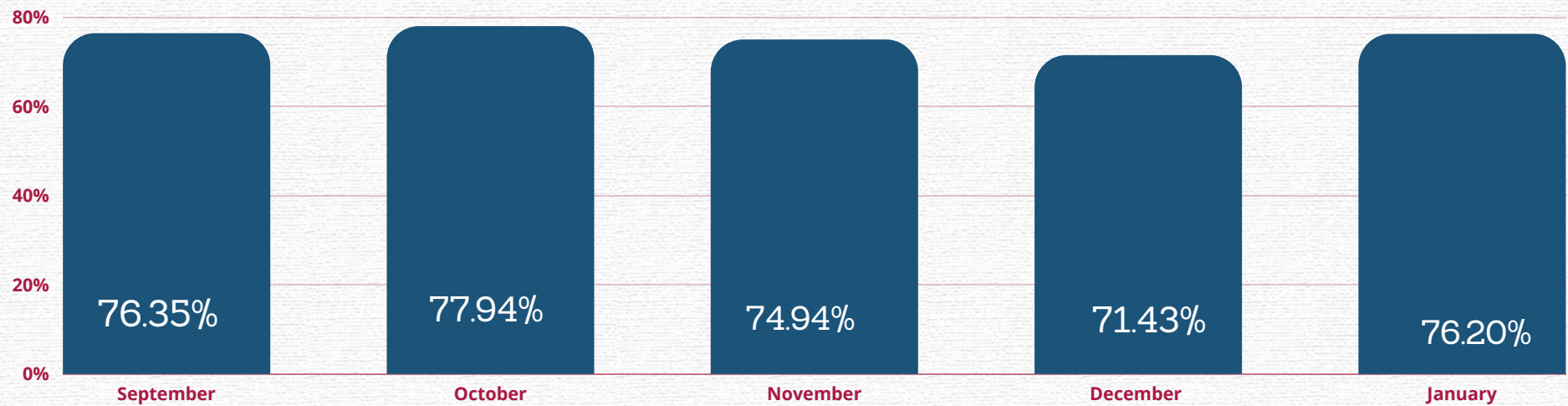
ENROLLMENT REPORT



DISABILITIES & ELIGIBILITY OF CHILDREN



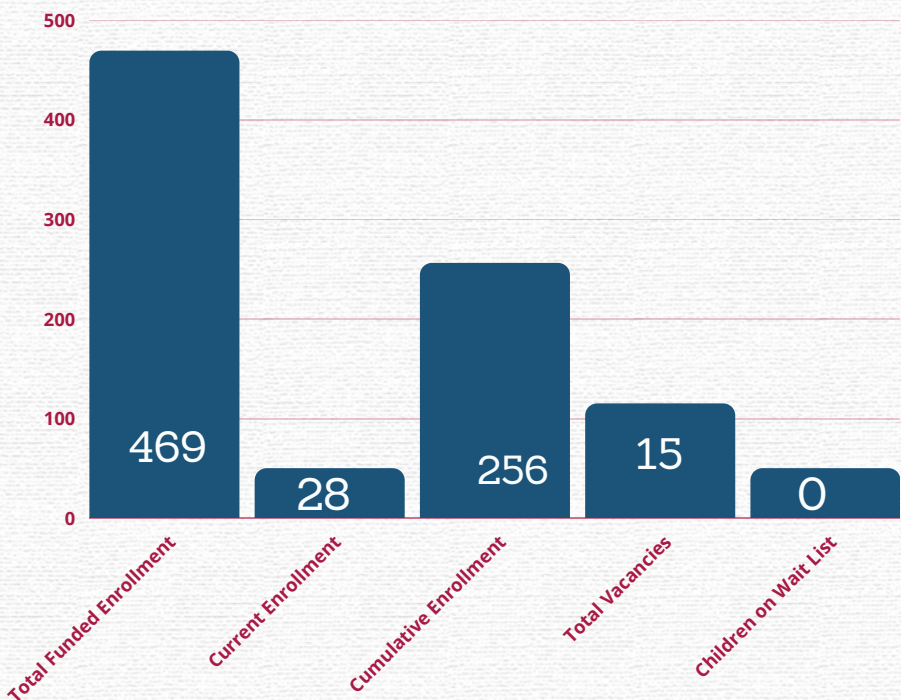
MONTHLY ATTENDANCE REPORT



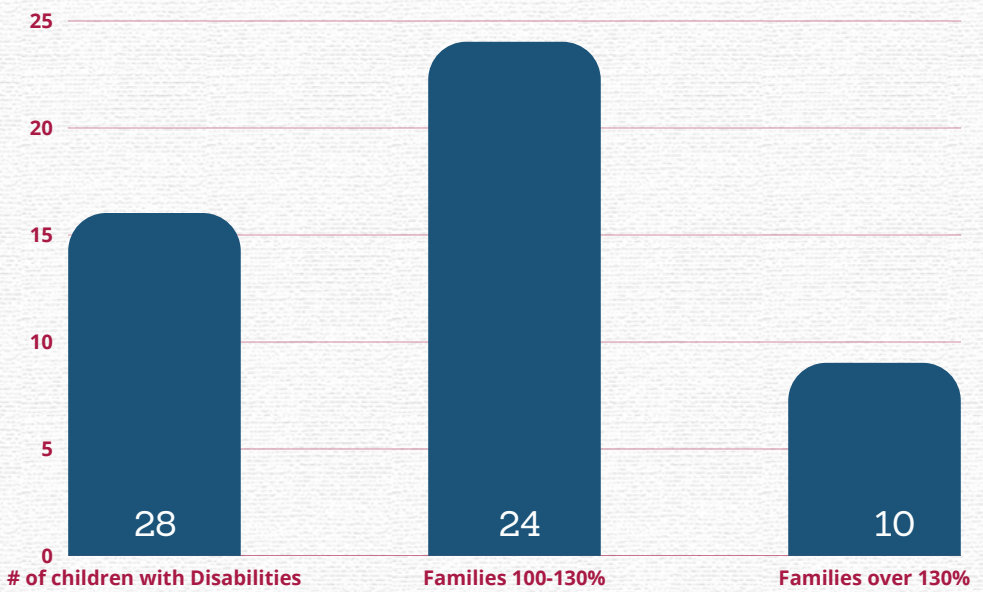


Fresno Migrant Seasonal Head Start Monthly Enrollment Report February 2023

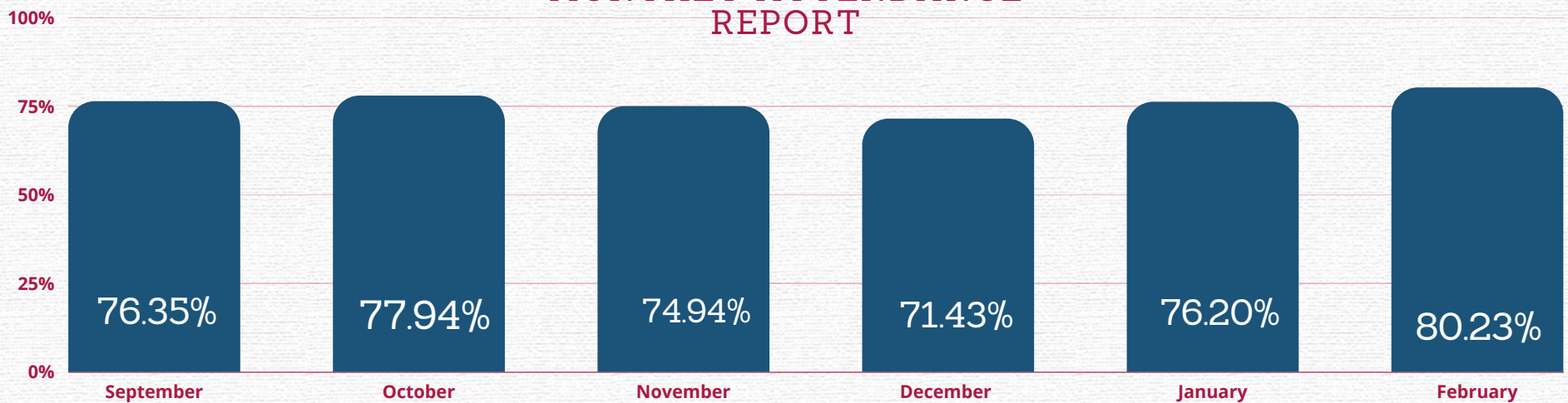
ENROLLMENT REPORT



DISABILITIES & ELIGIBILITY OF CHILDREN



MONTHLY ATTENDANCE REPORT



IN-KIND MONTHLY SUMMARY REPORT

Month

January

Year

2023

CATEGORY	BUDGET	PREVIOUS TOTAL	CURRENT TOTAL	Y-T-D TOTAL	REMAINING IN-KIND NEEDED
NON-FEDERAL CASH					
VOLUNTEER SERVICES	451,921.00	223,650.22	0.00	223,650.22	(228,270.78)
A. Professional Services	0.00	0.00		0.00	0.00
B. Center Volunteers	451,921.00	223,650.22		223,650.22	(228,270.78)
C. Policy Concl/Committee	0.00	0.00		0.00	0.00
OTHER - FOOD DONATION	0.00	0.00		0.00	0.00
DONATED SUPPLIES	3,687.00	0.00		0.00	(3,687.00)
DONATED EQUIPMENT	0.00	0.00		0.00	0.00
DONATED - BUS STORAGE	0.00	0.00		0.00	0.00
DONATED SPACE	210,665.00	59,631.00		59,631.00	(151,034.00)
TRANSPORTATION	0.00	0.00		0.00	0.00
TOTAL IN-KIND	666,273.00	283,281.22	0.00	283,281.22	(382,991.78)
C. Salarie & FB (First 5)	0.00	0.00		0.00	0.00
Grand Total	666,273.00	283,281.22	0.00	283,281.22	(382,991.78)

A. Y-T-D In-Kind	283,281.22
B. Contracted In-Kind	666,273.00
C. Percent Y-T-D In-Kind	42.52%

IN-KIND MONTHLY SUMMARY REPORT

Month

FEBRUARY

Year

2023

CATEGORY	BUDGET	PREVIOUS TOTAL	CURRENT TOTAL	Y-T-D TOTAL	REMAINING IN-KIND NEEDED
NON-FEDERAL CASH					
VOLUNTEER SERVICES	451,921.00	268,014.99	0.00	268,014.99	(183,906.01)
A. Professional Services	0.00	0.00		0.00	0.00
B. Center Volunteers	451,921.00	268,014.99		268,014.99	(183,906.01)
C. Policy Concil/Committee	0.00	0.00		0.00	0.00
OTHER - FOOD DONATION	0.00	0.00		0.00	0.00
DONATED SUPPLIES	3,687.00	0.00		0.00	(3,687.00)
DONATED EQUIPMENT	0.00	0.00		0.00	0.00
DONATED - BUS STORAGE	0.00	0.00		0.00	0.00
DONATED SPACE	210,665.00	74,538.75	14,907.75	89,446.50	(121,218.50)
MILEAGE	0.00	0.00		0.00	0.00
TOTAL IN-KIND	666,273.00	342,553.74	14,907.75	357,461.49	(308,811.51)
C. Salarie & FB (First 5)	0.00	0.00		0.00	0.00
Grand Total	666,273.00	342,553.74	14,907.75	357,461.49	(308,811.51)

A. Y-T-D In-Kind	357,461.49
B. Contracted In-Kind	666,273.00
C. Percent Y-T-D In-Kind	53.65%

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
 FRESNO MIGRANT HEAD START FOOD PROGRAM
 INCOME CALCULATIONS
 January-2023**

FREE MEALS		32
REDUCED		-
BASE		-
TOTAL		32

PERCENTAGES:

FREE		100.0000%
REDUCED		0.0000%
BASE		0.0000%
TOTAL		100.0000%

	#		%		RATE			
MEAL BREAKFAST:	424	X	100.0000%	X	\$2.2100	=	\$937.04	
LUNCH:	432	X	100.0000%	X	\$4.0300	=	\$1,740.96	
SUPPLEMENTS:	376	X	100.0000%	X	\$1.1800	=	\$443.68	
	1,232						\$3,121.68	
	TOTAL FEDERAL REIMBURSEMENT							\$3,121.68
CASH IN LIEU:							\$129.60	
							\$129.60	
TOTAL REIMBURSEMENT							\$3,251.28	

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
 FRESNO MIGRANT HEAD START FOOD PROGRAM
 INCOME CALCULATIONS
 February-2023**

FREE MEALS		30
REDUCED		-
BASE		-
TOTAL		30

PERCENTAGES:

FREE		100.0000%
REDUCED		0.0000%
BASE		0.0000%
TOTAL		100.0000%

MEAL	#		%		RATE			
BREAKFAST:	396	X	100.0000%	X	\$2.2100	=	\$875.16	
LUNCH:	402	X	100.0000%	X	\$4.0300	=	\$1,620.06	
SUPPLEMENTS:	363	X	100.0000%	X	\$1.1800	=	\$428.34	
	1,161						\$2,923.56	
	TOTAL FEDERAL REIMBURSEMENT							\$2,923.56
CASH IN LIEU:					LUNCHES X \$0.3000		\$120.60	
TOTAL REIMBURSEMENT							\$3,044.16	



Report to the Board of Directors

Agenda Item Number: D-10

Board of Directors Meeting for: April 13, 2023

Author: Amelia Ortiz

DATE: February 6, 2023

TO: Board of Directors

FROM: Amelia Ortiz, Support Services Manager

SUBJECT: Recruitment & Enrollment Selection Criteria 2023-2024

I. RECOMMENDATIONS

Review and consider approving the Enrollment Selection Criteria and the Recruitment Procedure for the 2023-2024 program year for Madera/Mariposa Regional and Early Head Start.

II. SUMMARY

Staff is requesting approval of the Recruitment Procedure and 2023-2024 Enrollment Selection Criteria for Madera/Mariposa Regional and Early Head Start.

III. DISCUSSION

- ✓ The program complies with meeting the needs of low-income families or families potentially eligible for public assistance, homeless children, and children in foster care before serving pregnant women or children who do not meet the income equal to or below the poverty line.
- ✓ Staff update the Selection Criteria to reflect the 100% - 130% income and add points in this category as recommended on the 2021 Self-Assessment.
- ✓ Based on OHS Performance Standard 1302.12 (d) additional allowances for programs, the program may enroll an additional 35% of participants whose families do not meet the income equal to or below the poverty line.
- ✓ Families wishing to participate in the Madera/Mariposa and Early Head Start Program will be selected based on the Selection Criteria.
- ✓ Points will be assigned to applicants based on the specific eligibility criteria which were developed utilizing the Head Start eligibility standards to assure children with the greatest need receive services.
- ✓ The recruitment process will continue to focus on enrolling children with disabilities in order to comply with the 10% mandate.
- ✓ The recruitment procedure/plan will include the participation of all CAPMC

employees. Head Start staff will actively recruit throughout the program year developing a plan to participate in community events/functions.

- ✓ If any policy/procedure updates are made by the Office of Head Start, changes will be made accordingly and brought to the Policy Council for approval.
- The Recruitment & Enrollment Selection Criteria 2023-2024 was presented for approval to the Policy Council on March 2, 2023.

IV. FINANCING: None



Child Development Services

1225 Gill Avenue, Madera, California 93637

(559) 673-0012

Fax (559) 661-8459

MADERA/MARIPOSA COUNTIES HEAD START SELECTION CRITERIA 2023 -2024

Child's Name: _____

Age	Points	
4-year-old	25	
3-year-old	10	_____
Income		
Meets Federal Poverty Guidelines/No Aid	40	
TANF/SSI/SNAP	30	
100% - 130% income	15	
Over Income	0	_____
Parent Status		
Single Parent	20	
Child Not living with Parent	20	
Two Parent	10	_____
Disability		
Diagnosed Disability	50	
Suspected Disability	10	_____
Other		
Foster Child	35	
Homeless	20	
Early Head Start Previous Participant	15	
Sibling Enrolled in HS or EHS	10	
Serious Health Issues	5	
Family Crisis (Death/Terminal Illness)	5	
Other* _____	5	_____

*Referral from Social Service Agency, Family violence, Substance abuse, Job Loss, Waiting List Previously)

TOTAL POINTS _____

Signature of Staff Completing Initial Information

Date

Revised: 1/2023



Child Development Services

1225 Gill Avenue, Madera, California 93637

(559) 673-0012

Fax (559) 661-8459

MADERA/MARIPOSA COUNTIES HEAD START EARLY HEAD START 2023 - 2024 SELECTION CRITERIA

Applicant's Name: _____

Age/Prenatal Status		Points
Prenatal	35	
0-6 months of age	35	
7 months – 1 year of age	25	
1 year, 1 month – 1 year, 6 months	20	
1 year, 7 months – 2 years	15	
2 years, 1 month – 3 years	10	_____
 Income		
Meets Federal Poverty Guidelines/No Aid	40	
TANF/SSI/SNAP	30	
100% - 130%	15	
Over Income	0	_____
 Parent Status		
Teen Parent (under 17 years old)	35	
Child Not living with Parent	30	
One Parent Household	20	
Two Parent Household	10	_____
 Disability		
Diagnosed Disability	50	
Suspected Disability	10	_____
 Other		
Foster Child	35	
Homeless	20	
Dependent of a Foster Child	5	
First Time Pregnant Woman	5	
Sibling of a Head Start Enrolled Child	5	
Serious Health Issues	5	
Family Crisis (Death/Terminal Illness)	5	
Other* _____	5	_____

*Referral from Social Service Agency, Family violence, Substance abuse, Job Loss)

TOTAL POINTS _____

Signature of Staff Completing Initial Information

Date

Revised 1/2023



ELIGIBILITY, RECRUITMENT, SELECTION, ENROLLMENT, AND ATTENDANCE POLICIES AND PROCEDURES

Policy Number: 12	HSPPS: 1302.12	Page: 1 of 3
Approved by Policy Council/Committee:	Approved by Board of Directors:	

SUBJECT: Determining Verifying, and Documenting Eligibility

PERFORMANCE OBJECTIVE: Children must meet Head Start and Head Start Collaborative Programs (California State Preschool Program (CSPP) and Migrant Childcare and Development Program (CMIG) eligibility requirements to be enrolled in the program.

OPERATIONAL PROCEDURE:

1. Advocates/Family Facilitator will complete an in-person interview with each family. If an in-person interview is not possible due to family circumstances, staff may conduct the interview over the phone. All documents used to verify eligibility become part of the child’s eligibility determination record.

2. In order to participate in one of the Head Start, California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG) programs the child must meet the age requirement.
 - a. To be eligible for the Regional Head Start and California State Preschool Program (CSPP) services, a child must be at least three (3) years old by September 1st as determined by the community’s public school in which the Head Start and CSPP program is located. Children who do not meet the cut-off of September 1st could be enrolled depending on the needs of a particular center/community. However, the child **must** be three (3) years old at the time of enrollment.
 - b. Early Head Start services will be provided to prenatal women and families with a child up to 3 years old.
 - c. To be eligible for the Migrant Childcare and Development Program (CMIG) and Seasonal Migrant Head Start program the child must be at least six (6) weeks old at the time of enrollment.

3. Advocate/Family Facilitator will review one of the following to verify that the child meets the age requirement to receive Head Start, CSPP and CMIG services: Birth Certificate, Hospital Certificate of Birth, Baptismal Certificate or Immunization record with child’s DOB.

4. Advocates/Family Facilitators will verify income by the use of an income calculation worksheet for the last 12 months or preceding calendar year, weekly for 52 pay periods, every two weeks for 26 pay periods, twice monthly for 24 pay periods or, monthly for 12 pay periods by examining any of the following documents: individual income tax forms 1040, W-2 forms, pay stubs, pay envelopes, written

statements from employers, and documentation showing current status as recipients of public assistance (TANF/SNAP (Cal Fresh)/SSI), or self-declarations. Self-declaration will be used when a family is unable to provide income due to lost documents, teen parent being supported by parents, cash payments, and when only one parent is reporting income for the household – each case will be reviewed by the Support Services Manager to determine if family is meeting income requirements. Income verification from military families will be reviewed and any income/pay for hostile fire/imminent danger and basic housing allowance will not be considered as part of their wages/total income.

When a family's income fluctuates because of migrant, agricultural, or seasonal work; inconsistent and/or unstable employment or self-employment; or intermittent income, as defined in FTC, Section II *Definitions*, the adjusted monthly income shall be determined by averaging the total countable income from the preceding 12 months.

In the instance when the last 12 months or preceding calendar year does not reflect the family's current situation, Advocates/Family Facilitators will obtain information on the family's current income and provide an explanation on what information was used to determine eligibility. The Support Services Manager will review the information provided and determine if the child/family is eligible to participate in the program.

5. Copies of all documents provided to verify income will be kept with the child's file. Information will be documented on the Center Track, ChildPlus/COPA application. Parent and Advocate/Family Facilitator will sign the application to verify that the information is true and correct.
6. The Support Services Manager will review applications and complete the Eligibility Verification Form to assure income and age has been verified (CSPP & RHS only). The Support Services Manager's signature will certify that the family's documentation is present and valid.
7. The Head Start, California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG) programs will ensure that no families exceed the 85% State Median income (SMI) and no more than ten percent of the children who are enrolled does not exceed the Head Start income guidelines. And no more than 35% of children who are enrolled exceed the 100 – 130% poverty guidelines. The Support Services Manager will utilize established criteria to ensure families who are at or below the income guidelines are selected first.
8. Over income families and families whose income is between 100 and 130% of the poverty line and who meet the selection criteria may be considered for enrollment, if no other eligible families are on the waiting list. The Support Services Manager will monitor the number of over income families enrolled on a regular basis to assure the number does not exceed 35% and 10% of funded enrollment.
9. The family income is verified by the Advocate/Family Facilitator and Support Services Manger before determining that a child is eligible to participate in the program.
 - a. Children enrolled in the Migrant Childcare and Development Program (CMIG) and Migrant/Seasonal & Regional Head Start Programs will be eligible to remain in the program for a second year without re-establishing income eligibility if the child is not age-eligible for kindergarten. Migrant Childcare and Development Program (CMIG) and Migrant/Seasonal Head Start families will need to verify income yearly to assure they meet the 50% (State) or 51% agriculture requirement.

- b. Over income families will be offered a one-year placement only. Families will be informed that they will need to update their family size and income or reapply to update priority points, if they would like a second year placement. Second year placement is not guaranteed.
 - c. Children participating in Early Head Start will remain enrolled until a slot becomes available in the Head Start Program or other Preschool program, providing the child is eligible.
10. If a program determines from the Community Assessment there are families experiencing homelessness or children in foster care that would benefit from services, they may reserve up to 3% of their funded slots for 30 days for this population. If these slots are not filled in the 30 days, they are considered vacant slots and must be filled in 30 days.
11. Programs may allow children enrolled with the criteria of homeless or foster to attend without immunizations or other records for up to 90 days. Advocates/Family facilitators must work with families to obtain required documents.
12. All governing body, policy council, management, and staff who determine eligibility on applicable federal regulations and program policies and procedures will be trained:
- ✓ Management and staff members who make eligibility determinations will receive training within 90 days of hiring new staff.
 - ✓ All governing body and policy council members with 180 days of the beginning of the term of a new governing body or policy council.
13. Staff that intentionally enroll ineligible families into any of the Head Start, California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG) programs under CAPMC will be held accountable and disciplinary actions will apply. CAPMC does not tolerate:
- ✓ The willful violation or disregard of any federal, state, and local law by an employee during the course of that person's employment;
 - ✓ The disregard or circumvention of program and/or CAPMC's policy or engagement in unscrupulous dealings;
 - ✓ The manipulation or disregard of policies or provisions to secure a benefit for friends and/or family members.

Employees should not attempt to accomplish by indirect means, through agents or intermediaries that which is directly forbidden, and can result in disciplinary action up to and including termination of employment. Employees are required to comply with The Code of Ethics, applicable laws, regulations and Agency policies.



ELIGIBILITY, RECRUITMENT, SELECTION, ENROLLMENT, AND ATTENDANCE POLICIES AND PROCEDURES

Policy Number: 13	HSPPS: 1302.13	Page: 1 of 3
Effective Date:		
Approved by Policy Council Council/Committee:	Approved by Board of Directors:	

Subject: Recruitment of Children

Performance Objective: The program reaches out to those most in need of Head Start, Head Start Collaborative Programs (California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG) Services.

Operational Procedure:

1. In order to reach those most in need of Head Start, Head Start Collaborative Programs (California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG) services, the program develops and implements a recruitment process utilizing information gathered through the Community Assessment, Advocates/Family Facilitators, and Support Services Manager. Recruitment areas and population needs are reviewed annually. The Support Services Manger submits the Recruitment plan to the Policy Council for approval annually.

2. The recruitment process may include canvassing the local community, notices to community partners, local providers, and agencies that serve low income families/children, posting information on agency website, Facebook, and use of family referrals and referrals from other public and private agencies. The recruitment plan will be as follows:

START-UP

The start-up of the recruitment process will begin in:

- a. February through May of every year – RHS & CSPP only
- b. March, April and May of every year – MHS & CMIG only
- c. Recruitment will be conducted throughout the program year – EHS only

The start-up process will include the following activities:

- a. Forms will be reviewed annually by Content Specialists and updated as needed (RHS & CSPP only). Applications for enrollment will be accepted year-round. (EHS only)
- b. Forms will be reviewed and updated per Grantee as needed. Forms will be printed in February of every year to have them available prior to the enrollment period (MHS & CMIG only).
- c. The Support Services Manager will update/revise the current recruitment plan and take to Policy Committee (MHS & CMIG) Policy Council (RHS, CSPP & EHS) for approval.

TRAINING

The Advocates/Family Facilitators and other program staff involved in recruitment will receive training from the Support Services Manager. Training topics will include:

- a. Eligibility – reviewing prior trends or any new Head Start eligibility changes, as applicable.
- b. Recruitment, Selection, Enrollment/Certification and Re-enrollment/Recertification
- c. Application Process

RECRUITMENT/OUTREACH

- a. The Head Start, Head Start Collaborative Programs (California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG) programs will involve all CAPMC agency personnel in order to increase recruitment at all sites and provide interested parents a prompt response from Head Start Collaborative and Head Start staff. Site Supervisors/Center Directors will be reminded center staff of their responsibility to assist in the recruitment of children in the community.
- b. The Support Services Manager along with the Advocates/Family Facilitators will develop a plan to assure the following activities take place:
 - Flyers distributed to the public schools
 - Flyers distributed and displayed throughout Madera/Mariposa Counties
 - Flyers distributed to current California State Preschool Program, and Migrant Childcare and Development Program, and Head Start parents to inform them of the recruitment efforts
 - Contact with community agencies and collaborative partners
 - Engage in activities with the local SELPA Agency (Madera County Superintendent of School) and Madera Unified School District to assure children with disabilities are recruited and enrolled.
 - Contact agencies providing services to children with disabilities for referrals.
 - Lists of children who applied, but were not accepted for the current year and are still eligible will be generated and the family will be contacted to fill out a new application for the new program year.

3. Documentation of recruitment efforts will be maintained at the center level and the central office. Such documents will include; invitation to participate in community events, recruitment logs, requests for Head Start Collaborative Programs (California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG), and Head Start information/flyers, recruitment letters, etc.
4. In order to assure full enrollment, recruitment activities will take place throughout the program year targeting centers with a low number of children on the waiting list. The Support Services Manager will monitor recruitment and waiting list on a monthly basis or as needed.
5. The program flyer will include information that states staff will provide information regarding transportation services and routes.
6. The program flyer includes a statement regarding non-discrimination to ensure the enrollment of all families in the community.

EVALUATION

The recruitment process will be evaluated. Evaluation will include:

- ✓ Analysis of enrollment numbers as well as numbers of eligible children on the waiting lists.
- ✓ Review of specific and general on-going monitoring of recruitment.
- ✓ Identification of new and innovative recruitment approaches.



ELIGIBILITY, RECRUITMENT, SELECTION, ENROLLMENT, AND ATTENDANCE POLICIES AND PROCEDURES

Policy Number: 14	HSPPS: 1302.14	Page: 1 of 3
Effective Date:		
Approved by Policy Council/Committee:	Approved by Board of Directors:	

SUBJECT: Selection Process

PERFORMANCE OBJECTIVE: Each Head Start Program and Head Start Collaborative Programs (California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG) must have a formal process for establishing selection criteria and for selecting children and families that considers all eligible applicants for Head Start and Head Start Collaborative Programs (California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG) service.

OPERATIONAL PROCEDURE:

1. The program has a formal selection criterion for selecting children and families that considers all eligible applicants for Head Start and Head Start Collaborative Programs (California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG) services. The criterion is developed utilizing family data from the Community Assessment and input from the Advocates/Family Facilitators, and Support Services Manager annually.
2. The Support Services Manager will submit the Selection Criteria for Policy Council/Committee and Board of Directors approval in February-March of each year.
3. The selection criteria will take into consideration the following:
 - ✓ Child's age
 - ✓ Family's income
 - ✓ Parent Status – single/two parent
 - ✓ Disability
 - ✓ Child Status – foster
 - ✓ Homelessness
 - ✓ Other family issues – health
4. CSPP, RHS and EHS will follow the approved selection criteria, priority status, and priority points options (See Attached)
5. CMIG and MHS will follow the approved eligibility criteria when selecting families to participate in the Seasonal/Migrant Program and Migrant Childcare and Development Program (See Attached).

6. As part of the Selection Process the following activities will take place:

APPLICATIONS

- a. Submission of applications for the new program year will begin in March and will continue throughout the year for CSPP and RHS only; April for CMIG and MHS Program; and throughout the program year for EHS.
1. Advocates/Family Facilitators will complete applications and will submit complete packet to the Support Services Manager.
 2. The Application packet will include, ChildPlus/COPA application, CCD 26, and EESD 9600, copies of income documents and any supporting documentation, birth certificate, immunization card, Health Insurance – Medi-Cal, etc., and health history. Migrant Head Start application will need to provide proof of mobility and emergency card will also accompany the application packet.
 3. Support Services Manger will review the application along with the documentation provided and will complete the Eligibility Verification Form to determine if the child is eligible for services (CSPP, RHS & EHS).
 4. Migrant Childcare and Development Program (CMIG) and Migrant/Seasonal HS application will be reviewed to assure families are income eligible, meet more than 50% or 51% agriculture income, and whether they are migrant or seasonal. Support Services Manager’s signature on COPA application, CCD 26, and EESD 9600 will indicate the family qualifies for services.
 5. When parent/guardian express during application process that his/her child has challenging behaviors and other special needs the Support Services Manger will forward the applications to the Disability/Mental Health Specialist:
 - The Disability/Mental Health Specialist will verify the disability status of a child by obtaining a current Individual Family Service Plan (IFSP) for infants/toddlers 0-36 months or Individual Education Program (IEP) for children over age three years.
 - If there is a current IFSP/IEP the Disability/Mental Health Specialist will indicate on the Child Application that the child has a “Certified IFSP” or “Certified IEP”.
 - If a child has not been certified with a disability but is in the process of evaluation, a parent expresses concerns about their child’s development, or the parent has yet to bring a copy of the IEP/IFSP staff will indicate on the Child Application that the child has a “Suspected Disability”.
 6. Once applications have been reviewed by Support Services Manager; the applications are forwarded to Health Specialist to review immunizations.
 7. Once approved, Health Specialist will forward applications to Data Entry Technician to enter into ChildPlus, or COPA, Center Track system.
- b. Only applications that have been approved by the Support Services Manager and Health Specialist will be entered into the ChildPlus, and COPA, Center Track systems. This will allow the program to have children on the waiting list that are eligible for services and can be enrolled when there is a vacancy.

SELECTION

Once applications have been entered into Center Track, ChildPlus/COPA system, the Support Services Manger will generate a list of eligible children for each center. The lists will be prioritized according to the established priority point system. The Support Services Manager will begin the selection process from the generated lists beginning August (RHS/CSPP) - April-May (MHS/CMIG) - year round (EHS).

At least 10 percent (10%) of the total funded enrollment will be children with documented disabilities. An over income child with an IEP/IFSP may be selected prior to a child with higher priority points if the agency is not serving more than 10% over income of their total funded enrollment. When placing children with documented disabilities, the composition of the classroom and individual child needs will be considered to ensure appropriate placement and least restrictive environment. The child's eligibility points and income level will also be considered in order to ensure that children with the highest needs are given priority.

Head Start Collaborative Programs (California State Preschool Program (CSPP), and Migrant Childcare and Development Program (CMIG), must select a child who is Child Protective Services/At Risk child prior to selecting any other child. (Child Protective Services/At Risk child is defined as a child that has been identified at risk of abuse, neglect, or exploitation or who are receiving child protective services in accordance with the California Code of Regulations, Title 5, Section 18092. (MHS only)

Families whose income is between 100 and 130% of the poverty line, may be enrolled when no other eligible child is on the waitlist.

ACCEPTANCE

Families of children who are not placed in a center will be placed on the Head Start waiting list – CSPP/RHS or CMIG/MHS depending on the program they have selected to participate.

EVALUATION

In January, the selection process will be evaluated. Evaluation will include:

- ✓ Analysis of enrollment/attendance numbers as well as numbers of eligible children on the waiting lists;
- ✓ Review Community Assessment and identify new family situation/issues and/or community trends in order to develop a selection criterion.

Eligibility and Need Criteria

Eligibility Criteria for Part-Day CSPP Services (EC Sections 8236, 8236.3, 8261 and 8263, CSPP FRPM Implementation Guidance 18130.3)

Unless otherwise specified in this section, to be eligible for part-day CSPP, a family shall meet the eligibility criteria as follows:

1. Family is a current aid recipient;
2. Family is income eligible;
3. Family is experiencing homelessness; or
4. Family has children who are recipients of child protective services, or are identified as at risk of being abused, neglected, or exploited.

After all otherwise eligible families have been enrolled, a part-day CSPP may enroll:

1. Children from families whose income is no more than 15% above the eligibility income threshold. Children from families enrolled under this exception may not exceed ten percent of the participating CSPP's total contract enrollment.
2. Children with exceptional needs as defined in EC Section 8208. Children enrolled pursuant to this

subsection, shall not count towards the ten percent limitation.

3. After all children have been enrolled pursuant to the above subdivisions, part-day CSPP sites operating within the attendance boundaries of a qualified FRPM school may enroll CSPP four-year-old children whose families reside within the attendance boundary of a qualified FRPM school without establishing eligibility.

For full documentation requirements see section on the *Family Data File*.

Contractors enrolling families for part-day services shall establish a family's eligibility once at the time of enrollment.

Eligibility and Need Requirements for Full-Day CMIG (EC 8236, 8236.3, 8261, and 8263[a][1][A] and [B], CSPP FRPM Implementation Guidance 18130.4)

1. Unless otherwise specified in this section, to be eligible for full-day CMIG, a family shall meet both eligibility and need criteria as follows:
 - a. Eligibility Criteria
 - i. Family is a current aid recipient
 - ii. Family is income eligible;
 - iii. Family is experiencing homelessness; or
 - iv. Family has children who are recipients of child protective services, or are identified as at risk of being abused, neglected, or exploited.
 - b. Need Criteria [must meet either (i) or (ii)]:
 - i. The child is identified by a legal, medical, social services agency, transitional shelter, emergency shelter, Head Start program or Local Education Agency liaison for children and youths experiencing homelessness pursuant to 42 US 11432(g)(1)(j)(ii) as :
 - a) Receiving child protective services,
 - b) Being neglected, abused, or exploited, or at risk of neglect, abuse or exploitation;
 - c) Experiencing homelessness
 - ii. The parent(s) are: (EC 8263[a][1][B])
 - a) Employed;
 - b) Seeking employment;
 - c) Engaged in vocational training leading directly to a recognized trade, paraprofessional or profession;
 - d) Engaged in an educational program for English language learners or to attain a high school diploma or general educational development certificate;
 - e) Seeking permanent housing for family stability; or
 - f) Incapacitated.

- c. After all children have been enrolled pursuant to the eligibility and need criteria above, a full-day CSPP contractor may enroll CMIG three-year-old and four-year old children from families that meet the eligibility criteria but do not have a need for services.
- d. After all children have been enrolled pursuant to 1.a., b. and c. above, a full-day CMIG site operating within the attendance boundaries of a qualified FRPM school may enroll CSPP four-year-old children whose family resides within the attendance boundary of the qualified FRPM school without establishing eligibility or need as described in 1.a and b above.

Eligibility Criteria (WIC 10271)

A migrant agricultural worker family, as defined in FTC, Section II *Definitions*, is eligible for CMIG childcare and development services because the parent(s) is:

1. A current aid recipient,
2. income eligible
3. Experiencing Homeless,
4. One whose child(ren) are recipients of protective services, or whose child(ren) have been identified as being abused, neglected, or exploited, or at risk of being abused, neglected, or exploited.

Revised 1/2023



Report to the Board of Directors

Agenda Item Number: D-11

Board of Directors Meeting for: April 13, 2023

Author: Amelia Ortiz

DATE: February 10, 2023
TO: Board of Directors
FROM: Amelia Ortiz, Support Services Manager
SUBJECT: Recruitment & Enrollment Selection Criteria 2023-2024

I. RECOMMENDATION

Review and approve the Recruitment and Selection Procedures for the 2023 – 2024 program year for Fresno Migrant and Seasonal Head Start.

II. SUMMARY

Staff is requesting approval of the Recruitment Procedure and the 2023-2024 Enrollment Selection Criteria. CAPMC's Selection Criteria has been alignment with CAPSLO Migrant/Seasonal Head Start approved Selection Criteria.

III. DISCUSSION

- ✓ Staff changed the Selection Criteria to be in alignment with the priorities provided and approved by our grantee CAPSLO Migrant/Seasonal.
 - ✓ Families wishing to participate in the Fresno Migrant/Seasonal Head Start will be selected based on the Selection Criteria.
 - ✓ Points will be assigned to applicants based on the specific eligibility criteria which were developed utilizing the Head Start eligibility standards to assure children with the greatest need receive services.
 - ✓ Recruitment process will continue to focus on enrolling children with disabilities in order to comply with the 10% mandate.
 - ✓ The recruitment procedure/plan will include the participation of all CAPMC employees. Head Start staff will actively recruit throughout the program year developing a plan to participate in community events/functions.
 - ✓ If any policy/procedure updates are made by the Office of Head Start, changes will be made accordingly and brought to the Policy Committee for approval.
- The Recruitment & Enrollment Selection Criteria 2023-2024 will be presented for approval to the Policy Committee on April 12, 2023.

IV. FINANCIAL IMPACT: None



ELIGIBILITY, RECRUITMENT, SELECTION, ENROLLMENT, AND ATTENDANCE POLICIES AND PROCEDURES

Policy Number: 13	Relates to CFR #: 1302.13	Page #1 of 2
Notes:		

SUBJECT: Recruitment

PERFORMANCE OBJECTIVE: The program reaches out to those most in need of Head Start services.

OPERATIONAL PROCEDURE:

1. The program focuses recruitment efforts to those families most in need of the program's services. The recruitment process is designed to actively inform all families eligible for services within the recruitment area of the availability of services and encourage them to apply for admission to the program. Recruitment is a continuous process and efforts begin prior to the program term start date and occur throughout the program year.
2. General Recruitment
 - a. Staff will maintain a recruitment binder that includes a waitlist, with monthly waitlist updates.
 - b. At the beginning of the year, staff will call waitlisted participants and potential participants to inform them that the program has resumed.
 - c. Support Services Manager will distribute list of potential children from the Migrant Student Information Network at the beginning of the year.
 - d. The recruitment team will develop a recruitment plan monthly/weekly (Recruitment Plan form).
 - e. Staff must engage in active recruitment when the number of center vacancies and waitlist does not reflect sufficient waitlisted children to maintain full enrollment in each of the classrooms (See ChildPlus Waitlist).
 - f. Active recruitment involves outreach activities that include but are not limited to calling potential participants, door-to-door recruitment, recruitment events,

contacting local radio stations, or posting flyers at local businesses, presentations at local agencies.

- g. Posting flyers: The program reaches out to families working in agriculture by posting recruitment flyers in community locations where families go to seek services and where they reside. Locations include but are not limited to stores, restaurants, housing complexes, public service offices, medical offices, laundromats, schools, special events, and employers:
 - Staff will ensure they have permission from the owner or manager before posting flyer.
 - Staff will only use flyers approved by central office.
3. Staff will document all recruitment efforts on Recruitment Log and place in recruitment binder.
4. Staff can request additional recruitment materials to Support Services Manager using a Request form.
5. The Support Services Manager will monitor and evaluate the recruitment process. An individual recruitment plan of action is established when recruitment efforts are lacking.
6. Disabilities Recruitment
 - a. Staff will ensure recruitment takes place at locations where potential participants with disabilities may be located. This includes, but is not limited to, Regional Centers and School Districts.
 - b. Staff will maintain a working relationship with local school districts, Regional Centers, and other programs to ensure referrals. Disabilities Specialist will work with Local Education Agency (LEA) and Regional Centers (RC) through Memorandum of Understandings (MOU) and follows up with letters, phone calls, and in person visits.
 - c. Recruitment material, as applicable, will inform potential participants that children with disabilities are eligible for the program.
7. Recruitment team (Advocates/Center Directors) will receive training from the Support Services Manager. Training topics will include:
 - a. Recruitment, Selection, Enrollment/Re-Enrollment
 - b. Application Process
 - c. Eligibility – review prior trends or any new Head Start eligibility changes, as applicable.



ELIGIBILITY, RECRUITMENT, SELECTION, ENROLLMENT, AND ATTENDANCE POLICIES AND PROCEDURES

Selection Criteria

Child/Children Name _____

CHILD'S AGE **Check only one** **POINTS**

0 - 3 years old by September 1 st	10	
4 – 5 years months old by September 1 st	15	

EMPLOYMENT STATUS **Check only one** **POINTS**

Single parent working	75	
Both parents working	75	
One parent working and one no working	25	
One parent working and one on disability	25	
One parent working and one attending school/training	25	
Single parent on disability	5	
Both parents not working	0	
Single parent not working	0	

INCOME **Check only one** **POINTS**

Income Eligible	50	
Income between 101 – 130% above poverty guidelines	25	
Income between 131-150% above poverty guidelines	10	
Income between 151-175% above poverty guidelines	5	
Income between 76% or more above poverty guidelines	0	

PARENT/FAMILY STATUS **Check only one** **POINTS**

Foster Parent(s)	75	
Single Parent	50	
Grandparent(s) or Guardian(s)	50	
Two Parent	25	

DISABILITY **Check only one** **POINTS**

Diagnosed/Multiple(confirmed)	50	
Diagnosed (confirmed IFSP/IEP attached)	45	
Suspected by qualified person	25	
Suspected by parent	10	
Zero Disability	0	

MOBILITY STATUS

Moved (within previous 24 months)	50	
Has not moved (Seasonal)	0	



**ELIGIBILITY, RECRUITMENT, SELECTION,
ENROLLMENT, AND ATTENDANCE
POLICIES AND PROCEDURES**

OTHER FACTORS	Check only one	POINTS
Homeless	75	
Refugee family	75	
Family w/1 parent on extended absence(deportation)	75	
Domestic/Family Violence	25	
Currently incarcerated parent/guardian	25	
WIC/SNAP	5	
Mental Illness (diagnose) of a parent	5	
Teen parent (under 19 yrs. at birth of child applying)	5	
Recent death of parent/guardian or sibling (w/in 12 months)	5	
Permanently disabled custodial parent/guardian	5	
Military family, including veterans	5	

Total Points _____



Head Start / Early Head Start

Regional Head Start

Madera Early Head Start

Madera Migrant/Seasonal Head Start

Fresno Migrant/Seasonal Head Start

Federal Poverty Guidelines 2023

Size of Family Unit	Income Eligible 0% - 100%	Over Income 101%-130%	Over Income 131% - 150%	Over Income 151% - 175%	Over Income 176% or More
1	Less Than \$14,580.00	\$14,580.01-\$18,954.00	\$18,954.01 - \$21,870.00	\$21,870.01 - \$25,515.00	\$25,515.01+
2	Less Than \$19,720.00	\$19,720.01- \$25,636.00	\$25,636.01- \$29,580.00	\$29,580.01 - \$34,510.00	\$34,510.01+
3	Less Than \$24,860.00	\$24,860.01- \$32,318.00	\$32,318.01 - \$37,290.00	\$37,290.01 - \$43,505.00	\$43505.01+
4	Less Than \$30,000.00	\$30,000.01- \$39,000.00	\$39,000.01 - \$45,000.00	\$45,000.01 - \$52,500.00	\$52,500.01+
5	Less Than \$35,140.00	\$35,140.01- \$45,682.00	\$45,682.01 - \$52,710.00	\$52,710.01 - \$61,495.00	\$61,495.01+
6	Less Than \$40,280.00	\$40,280.01- \$52,364.00	\$52,364.01- \$60,420.00	\$60,420.01 - \$70,490.00	\$70,490.01+
7	Less Than \$45,420.00	\$45,420.01- \$59,046.00	\$59,046.01 - \$68,130.00	\$68,130.01 - \$76,485.00	\$79,485.01+
8	Less Than \$50,560.00	\$50,560.01- \$65,728.00	\$65,728.01 - \$75,840.00	\$75,840.01 - \$88,480.00	\$88,480.01+
For families/household with more than 8 persons, add \$5,140 for each additional person.					
Effective January 20, 2023					

When determining the FPL of a family start by establishing the number of family members as defined by Head Start, "A family is a group of two or more persons related by birth, marriage, or adoption who live together; all such related persons are considered as members of one family."



ELIGIBILITY, RECRUITMENT, SELECTION, ENROLLMENT, AND ATTENDANCE POLICIES AND PROCEDURES

Policy Number: 12	Relates to CFR #: 1302.12	Page #1 of 4
Notes: 645(a)(2) of the Act		

SUBJECT: Determining, Verifying and Documenting Eligibility

PERFORMANCE OBJECTIVE: Children must meet Head Start eligibility requirements to be enrolled in the program. All infants and toddlers served in Migrant/Seasonal Head Start remain eligible for the duration of their enrollment or until they turn 3 years old.

OPERATIONAL PROCEDURE:

1. Advocates will complete an in-person interview with each family. If an in-person interview is not possible due to family circumstances, staff may conduct the interview over the phone. All documents used to verify eligibility become part of the child’s eligibility determination record.

2. **Age Eligibility:** In order to participate in one of the Head Start programs the child must meet the age requirement:
 - a. A child will be age eligible if they are between the ages of zero and five by the date used to determine eligibility for public school attendance, September 1st of funded year.
 - b. A child may be older than 5 (60+ months) if their birthday is after September 1st of the funded year and the child is not eligible for kindergarten.
 - c. A child with the age of 6 weeks may be enrolled if they have all of the required immunizations.
 - d. To verify the age of a child staff must request at least one of the following documents:
 - Birth Certificate
 - Hospital Certificate of Birth
 - Baptismal Certification
 - Immunization Record
 - Court Documents
 - Social Services Documents

3. **Mobility eligibility:** Children of migrant families that have moved within the previous 24 months, or a seasonal family that has not moved in the previous 24 months, will be

eligible. To verify mobility of families, staff must obtain at least one of the following documents, which include name and/or previous address:

- Income tax report
- W2 form(s)
- Pay Stubs
- WIC, TANF, SSI, or SNAP
- Child Support
- Unemployment Benefit
- Disability Documentation
- Passport with date and location of all family members
- Travel itinerary or tickets with date and location of all family members.
- Other (Self Declaration – needs approval).
- Public School
- Utilities Bill
- Bank Statements
- Rent Receipt
- Rental Agreement
- Official written statement from employer
- Child's Immunizations Records

4. **Income eligibility:**

Advocates will verify income for the last 12 months or preceding calendar year by examining any of the following documents:

- Individual income tax forms 1040, W-2 forms, pay stubs, pay envelopes, written statements from employers, and documentation showing current status as recipients of public assistance (TANF/SSI/SNAP), or self-declarations.
- Self-declaration will be used when a family is unable to provide income due to lost documents, teen parent being supported by parents, cash payments, and when only one parent is reporting income for the household – each case will be reviewed by the Support Services Manager to determine if family is meeting income requirements.
- Income verification from military families will be reviewed and any income/pay for hostile fire/imminent danger and basic housing allowance will not be considered as part of their wages/total income.
- A child whose family's income comes primarily from agriculture work (50%+) will be considered eligible. Income eligible families receive priority of selection first.
- Over income families who meet the selection criteria may be considered for enrollment, if no other eligible families are on the waiting list.

In the instance when the last 12 months or preceding calendar year does not reflect the family's current situation, Advocates will obtain information on the family's current income and provide an explanation on what information was used to determine eligibility. The Support Services Manager will review the information provided and determine if the child/family is eligible to participate in the program.

5. **Homeless:**

- a. To verify whether a family is homeless staff must obtain documentation from a homeless services provider, school personnel, or other service agency attesting that the child is homeless. Staff may also obtain any other documentation that indicates homelessness, including documentation from a public or private agency, a declaration, information gathered on intake forms, or notes from an interview with staff to establish the child is homeless.
- b. The family will have to submit proof of employment in agricultural work, or agriculture labor.

6. **Foster child:**
 - a. To verify whether a child is in foster care, staff must obtain documents such as a court order or other legal or government-issued documents, a written statement from a Child Welfare official that demonstrates the child is in foster care, or proof of a foster care payment.
 - b. The foster family will have to submit proof of employment in agricultural work, or agriculture labor.
7. Copies of all documents provided to verify income will be kept with the child's file. Information will be documented on the ChildPlus application. Parent and Advocate will sign the application to verify that the information is true and correct.
8. The Support Services Manager will review applications and complete the Eligibility Verification Form to assure income and age has been verified. The Support Services Manager's signature will certify that the family's documentation is present and valid.
9. The Support Services Manager will utilize established criteria to ensure families who are at or below the income guidelines are selected first.
10. Over income families who meet the selection criteria may be considered for enrollment, if no other eligible families are on the waiting list. The Support Services Manager will monitor the number of over income families enrolled on a regular basis to assure the number does not exceed 35% of the 130% of the poverty guidelines and 10% of enrollment.
11. The family income is verified by the Advocate and Support Services Manager before determining that a child is eligible to participate in the program:
 - a. Children enrolled in the Migrant/Seasonal program will be eligible to remain in the program for a second year without re-establishing income eligibility if the child is not age-eligible for kindergarten. Families will need to verify income yearly to assure they meet the 50+% agriculture requirement.
 - b. Over income families will be offered a one-year placement only. Families will be informed that they will need to update their family size and income or reapply to update priority points, if they would like a second year placement. Second year placement is not guaranteed.
12. If a program determines from the Community Assessment there are families experiencing homelessness or children in foster care that would benefit from services, they may reserve up to 3% of their funded slots for 30 days for this population. If these slots are not filled in the 30 days, they are considered vacant slots and must be filled in 30 days.
13. Programs may allow children enrolled with the criteria of homeless or foster to attend without immunizations or other records for up to 90 days. Advocates must work with families to obtain required documents.

14. All governing body, policy council, management, and staff who determine eligibility on applicable federal regulations and program policies and procedures will be trained:
 - ✓ Management and staff members who make eligibility determinations will receive training within 90 days of hiring new staff.
 - ✓ All governing body and policy council members with 180 days of the beginning of the term of a new governing body or policy council.

15. Staff that intentionally enroll ineligible families into any of the Head Start programs under CAPMC will be held accountable and disciplinary actions will apply. CAPMC does not tolerate:
 - ✓ The willful violation or disregard of any federal, state, and local law by an employee during the course of that person's employment.
 - ✓ The disregard or circumvention of program and/or CAPMC's policy or engagement in unscrupulous dealings.
 - ✓ The manipulation or disregard of policies or provisions to secure a benefit for friends and/or family members.

Employees should not attempt to accomplish by indirect means, through agents or intermediaries that which is directly forbidden, and can result in disciplinary action up to and including termination of employment. Employees are required to comply with The Code of Ethics, applicable laws, regulations and Agency policies.



ELIGIBILITY, RECRUITMENT, SELECTION, ENROLLMENT, AND ATTENDANCE POLICIES AND PROCEDURES

Policy Number 14	Relates to CFR #: 1302.14	Page #1 of 3
Notes: 645(a (2) of the Act		

SUBJECT: Selection

PERFORMANCE OBJECTIVE: Each Head Start Program must have a formal process for establishing selection criteria and for selecting children and families that considers all eligible applicants for Head Start service.

OPERATIONAL PROCEDURE:

1. The program has a formal selection criterion for selecting children and families that considers all eligible applicants for Head Start services. The criterion is developed utilizing family data from the Community Assessment and input from the Advocates and Support Services Manager annually.

2. The Support Services Manager will submit annually the Selection for Policy Council and Board of Directors for approval.

3. The Selection Criteria considers the following factors for selection:
 - Child’s age
 - Employment Status
 - Family Income
 - Parental Status – two/single parent
 - Disability
 - Other factors (see Selection Criteria form).

4. The program will follow the approved selection criteria to prioritize the families wishing to enroll.

5. As part of the Selection Process the following activities will take place:

APPLICATIONS

- a. Submission of applications for the new program year will begin in March and will continue throughout the year.
 1. Advocates/Center Director will complete applications and will submit complete packet to the Support Services Manager.
 2. The Application packet will include:
 - ✓ ChildPlus Application
 - ✓ Emergency Information
 - ✓ Selection Criteria
 - ✓ Copy of Birth Certificate (other)
 - ✓ Mobility Status
 - ✓ Income Status
 - ✓ Self-Certification (if applicable)
 - ✓ Disability Documentation (if applicable)
 - ✓ Immunization Record
 - ✓ Medical or Insurance Card
 - ✓ Health History
 3. The Support Services Manager will review the application along with the documentations provided and will complete the Eligibility Verification form to determine if the child is eligible for services.
 4. The application will be reviewed to assure families are income eligible, meet more than 50+% agriculture income, and whether they are migrant or seasonal. The Support Services Manager's signature on ChildPlus application will indicate the family qualifies for services.
 5. When parent/guardian express during application process that his/her child has special needs the Support Services Manager will forward the application to the Disability/Mental Health Specialist.
 6. The Disability/Mental Health Specialist will verify the disability status of a child by obtaining a current Individual Family Service Plan (IFSP) for infants/toddlers 0-36 months or Individual Education Program (IEP) for children over age three years.
 7. If there is a current IFSP/IEP it will indicate on the Child Application that the child has a "Certified IFSP" or "Certified IEP".
 8. If a child has not been certified with a disability but is in the process of evaluation, a parent expresses concerns about their child's development, or the parent has yet to bring a copy of the IEP/IFSP staff will indicate on the Child Application that the child has a "Suspected Disability".

9. Once approved, the Support Services Manager will forward applications to Data Entry Technician to enter into ChildPlus.

b. Only applications that have been approved by the Support Services Manager will be entered into the ChildPlus system. This will allow the program to have children on the waiting list that are eligible for services and can be enrolled when there is a vacancy.

SELECTION

Once applications have been entered into ChildPlus system, the Support Services Manager will generate a list of eligible children for each center. The lists will be prioritized according to the established priority point system.

The Support Services Manager will begin the selection process from the generated lists at the beginning of the program year and throughout the year for waitlisted children.

At least 10 percent (10%) of the total funded enrollment will be children with documented disabilities. An over income child with an IEP/IFSP may be selected prior to a child with higher priority points if the agency is not serving more than 10% over income of their total funded enrollment.

When placing children with documented disabilities, the composition of the classroom and individual child needs will be considered to ensure appropriate placement and least restrictive environment. The child's eligibility points and income level will also be considered in order to ensure that children with the highest needs are given priority.

ACCEPTANCE

Advocate/Center Director will contact family to notify them their child/children have been accepted. If parent is interested in receiving services, Advocate/Center Director will schedule an appointment to complete the in-take process.



Report to the Board of Directors

Agenda Item Number: D-12

Board of Directors Meeting for: April 13, 2023

Author: Luisa Marquez

DATE: February 13, 2023

TO: Board of Directors

FROM: Luisa Marquez, Head Start Consultant (Former Administrative Analyst)

SUBJECT: Community Assessment Update for Community Action Partnership of Madera County-Fresno Migrant/Seasonal Head Start

I. RECOMMENDATION:

Review and consider approving the 2021-2025 Community Needs Assessment Final Report Fresno Migrant and Seasonal Head Start.

II. SUMMARY:

The Community Assessment describes and reviews the geographic area, the economy and workforce, characteristics of residents, available resources, and the needs of Migrant Seasonal Head Start eligible families.

Staff is providing the 2022-2023 Community Assessment Final Document for review and consideration.

III. DISCUSSION:

- Under the new Head Start Program Performance Standards, a program must complete a comprehensive community assessment to identify the needs of the community and the need for Migrant Seasonal Head Start services at the beginning of the 5-year grant cycle and updated every year thereafter.
- CAPMC has conducted the community assessment for Fresno County. The process for the completion of the assessment included gathering of demographic data from the census, data on crop fluctuations if any, data on migrant patterns, and data on community resources.
- The information gathered was utilized to establish goals for the program, revise/update selection criteria if changes are needed, and identify any areas in need of Fresno Migrant Head Start services.
- The 2022-2023 community assessment update includes current data and program information that will be used for program planning.

- The Community Assessment Update for CAPMC-Fresno Migrant/Seasonal Head Start will be presented to the Policy Committee for approval on April 12, 2023.

IV. FINANCING:

Minimal



COMMUNITY ASSESSMENT

FRESNO MIGRANT & SEASONAL HEAD START

Data about the migrant/seasonal farmworker population in the service areas of Fresno County.

EXECUTIVE SUMMARY

The Community Action Partnership of Madera County Migrant & Seasonal Head Start program in Fresno County serves 469 children from 6 weeks to 5 years of age, for 109 days in a center-based setting. In the 2022-2023 program year a winter program was opened for children in Orange Cove to provide services for families and children during the citrus harvest season. The need for programs serving income-eligible children in the communities continues to be evident, and the data presented in this document supports the necessity of having these Head Start centers open and the need for additional children slots.

Our center-based program operates in the eight following cities:

TABLE 1

City	Population	Children Under 5
Selma	24,625	7.2%
Orange Cove	9,619	7.1%
Parlier	14,691	8.4%
Reedley	25,232	10.3%
Mendota	12,735	10.2%
Firebaugh	8,108	11.7%
Five Points	Data Unavailable	Data Unavailable

Source: United States Census Bureau (Quick Facts July 1, 2021)

The service area is limited to the rural areas of Fresno County. Data is unavailable for Five Points due to its small size and rural location. Recruitment is determined by three factors: the location of growers and agricultural areas, program center location and acceptable transportation times per the Head Start Performance Standards.

The total population for Fresno County in 2021 was 1,003,150 resulting in a 1.10% increase in population from 2010. The state of California also experienced a 1.7% increase in population over the same period according to the United States Census Bureau quick facts.

DEMOGRAPHIC MAKE-UP OF MIGRANT/SEASONAL HEAD START ELIGIBLE CHILDREN AND FAMILIES

Over 2.5 million agricultural workers travel throughout the U.S., serving as the backbone for a multi-billion-dollar agricultural industry. Within the population, 15% have been identified as migrating, while 85% reported as settled farmworkers. (Source: National Center for Farmworker Health, Inc.) Fresno County is home to 1.88 million acres of the world's most productive farmland, with agricultural operations covering nearly half of the country's entire land base of 3.84 million acres (Source: Fresno County Farm Bureau). Estimates for the number of migrant and seasonal children in the service area of Fresno County are based upon the number of migrant workers and workers who worked less than 150 days from the 2018 US Census of Agriculture.

From that number, a series of percentages are applied to estimate the number of children who are eligible for migrant/seasonal services. See the table below.

TABLE 2

Value	Description	Source
20,943	Hired farm labor who worked less than 150 days	<i>US Census of Agriculture 2017, Table 7, Fresno County</i>
57%	Percentage of workers who are parents	<i>National Center for Farmworker Health, Agricultural Worker Demographics 2018</i>
42%	Percentage of workers who migrate with children	<i>National Center for Farmworker Health 2012</i>
2	Average number of children per migrant/seasonal farmworker	<i>National Agriculture Work Survey</i>
96%	Percentage of children under the age of 18	<i>National Agriculture Work Survey</i>
31.7%	Estimated percentage age 5 or less compared to 0-18	<i>US Census American Community Survey, 2021 5 Year Estimates, B09001</i>
3,052	ESTIMATED NUMBER OF MIGRANT/SEASONAL CHILDREN 0-5 IN FRESNO COUNTY	
1,422	Of the estimated number of migrant/seasonal children in Fresno County, the percentage of 0-2 year olds (46.6%)	<i>US Census American Community Survey, 2021 5 Year Estimates, B09001</i>
1,629	Of the estimated number of migrant/seasonal children in Fresno County, the percentage of 3-5 year olds (53.4%)	<i>US Census American Community Survey, 2021 5 Year Estimates, B09001</i>

Source: Various (See above)

The racial, ethnic, and cultural diversity of the population in Fresno County continues to change. In 2021, the Fresno County Hispanic population increased to 54% from 49.8% in 2011. (Source: 2011, 2021 American Community Survey DP05).

Fresno County shows a decrease over the time period of 2017-2021 for children ages 0-5 years old. Although the overall county population shows an increase of over 1.10%, the children ages 0-5 show a slight population decrease of 1.04% for the same period of time.

TABLE 3

Service Area	Population of Children Age 0-5				
	Fresno County				
	2017	2018	2019	2020	2021
Under 3	45,371	44,995	44,630	43,106	42,336
3 and 4 years	33,628	33,567	33,009	33,193	32,671
5 years	15,603	15,237	14,800	15,281	15,845
Total	94,602	93,799	92,439	91,580	90,852

Source: U.S. Census Bureau, American Community Survey 2017-2021, 5-Year Estimates. B09001.

CHILD DEVELOPMENT AND CHILD CARE PROGRAMS SERVING HEAD START ELIGIBLE CHILDREN

Subsidized programs in Fresno County aim to serve low-income or at risk families. Table three below displays the childcare and development programs in Fresno County with the children ages 0-5, and children ages 6-12 each served in 2021-2022; the Office of Fresno County Superintendent of Schools collected the data.

The implementation of Transitional Kindergarten and Universal Preschool in Fresno County has had a direct impact on the Head Start program and its ability to maintain enrollment in the centers. According to the 2023 California County Scoreboard of Children’s Well-Being 38% of 3 and 4 years old in Fresno County enrolled in preschool or transitional kindergarten. Transitional Kindergarten accepts children of which a few years ago would have otherwise been served by a preschool program such as State Preschool, Head Start, or a private program.

TABLE 7

Child Care Program	Infant/Toddler (0-2)	Preschool (2-5)	School-Age (6-12)
Full-Day Center (CCTR)	224	189	270
CA State Preschool (CSPP) Full-day	0	679	0
CA State Preschool (CSPP) Part-day	0	2,765	0
FCCH Networks	12	19	31
Migrant	5	20	15
California Alternative Payment	337	651	1,000
CalWORKs Stage 1	347	1,349	1,564
CalWORKs Stage 2	170	340	461
CalWORKs Stage 3	200	498	1,237
Head Start	0	2,614	0
Early Head Start	618	0	0
CAPMC Fresno Migrant & Seasonal Head Start	247	140	0
Other: ASES	0	0	25,547
Transitional Kindergarten (for Preschool-aged children)	0	2,954	0
TOTAL CHILDREN SERVED	2,160	12,218	30,125

Analysis of this data reveals that the slots for migrant childcare in Fresno County are in high demand. CAPMC Fresno Migrant & Seasonal & Seasonal Head Start was unable to meet its funded enrollment due to COVID-19; child group sizes were decreased to ensure physical distancing and adhere to County and Community Care Licensing health guidelines. However, with farm labor increasing there is a need of additional seasonal slots within the FMSHS program. According to the CAPMC Head Start Support Services Manager the waiting list at the end of the season in November 2022 was at 27 and 10 of those were seasonal; data shows that families are becoming stationary and not moving around for farm labor due to having children attending public schools.



Report to the Board of Directors

Agenda Item Number: D-13

Board of Directors Meeting for: April 13, 2023

Author: Maritza Gomez-Zaragoza

DATE: February 6, 2023

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Head Start Program Director

SUBJECT: Program Goals and Objectives Update.

I. RECOMMENDATIONS

Review and consider approving the Program Goals and Objectives Update for the Migrant and Seasonal Head Start Program.

II. SUMMARY

Stanislaus County Office of Education (SCOE) Central CA Migrant Seasonal Head Start has implemented a new process for the Grantee monitoring system to ensure their Delegates remain compliant with Office of Head Start Performance and Regulations. The new process includes On-Site Monitoring, Program Audit, Electronic Monitoring and Quarterly Meetings/Self-Assessment.

III. DISCUSSION

Five Year Program Goals and Objectives Updates

Goal #1 – CCMSHS will meet the full childcare and development needs of children and families enrolled in the Migrant and Seasonal/Migrant Early Head Start Programs.

- The goal does not apply to CAPMC – the objectives are to increase in facilities and child care providers.

Goal #2 – All children enrolled in the CCMSHS program will be prepared to enter Kindergarten.

- CAPMC meet grantee's goal for all children enrolled in the program for 2022-2023. 46 children who transitioned to Kindergarten participated during the summer and were ready to transition by August of 2022.

Goal #3 – All children enrolled in CCMSHS with chronic and complex medical conditions will experience a high quality early education.

- 100% of children with chronic condition have received needed treatment.

Goal #4 – All children and families enrolled in CCMSHS will practice healthy nutrition habits.

- CAPMC provided an activity kit to all enrolled children to support physical activity at home. The kit included information and resources on healthy foods and

recipes.

- Children that were graphing over the 95% (overweight or obese) percentile received a more comprehensive kit to provide education information for the family regarding healthy foods, importance of physical activity, materials for physical activity – yoga mat, kite, recipe book, etc. to promote healthy eating and physical activity.

Goal #5 – The CCMSHS program will support the social service needs identified by families through collaborating with community agencies.

- CAPMC has built strong relationships with community agencies that has supported service delivery for families in need. The program has been able to provide parents with car seat checkup event with the Valley Children's Healthcare. The program also continues to work with First Five Vision Project to provide free glasses for children. The program is collaborating with the California Health Collaborative Project Dad to increase male participation and provide resources and support groups. The program also provides resources and information relating to COVID testing clinics, vaccinations and general information to families and continues to provide internal referral to CAPMC services that include child care, victim services, and assistance with utilities.

- The Program Goals and Objectives Update will be presented for approval to the Policy Committee on April 11, 2023.

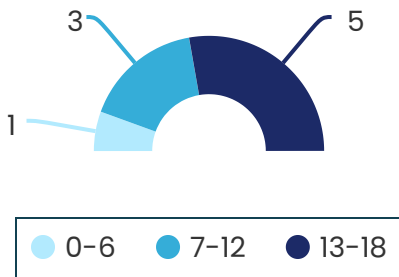
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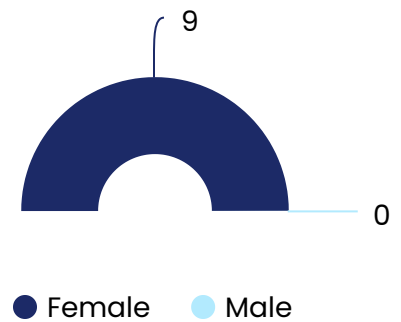
Madera County Child Advocacy Center (CAC)

February 2023

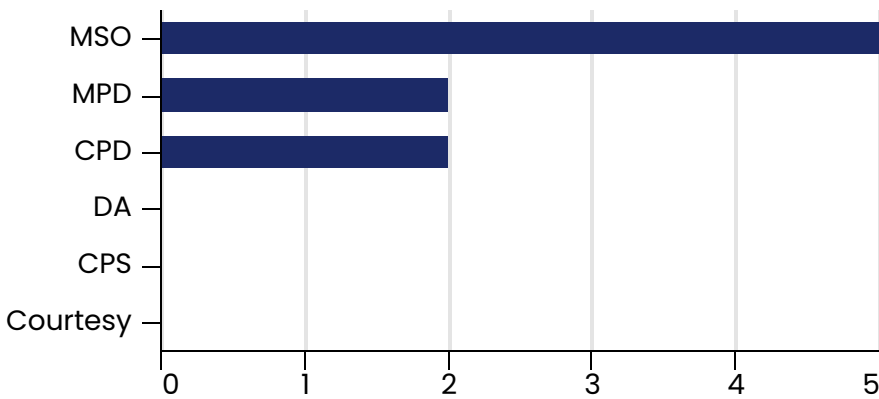
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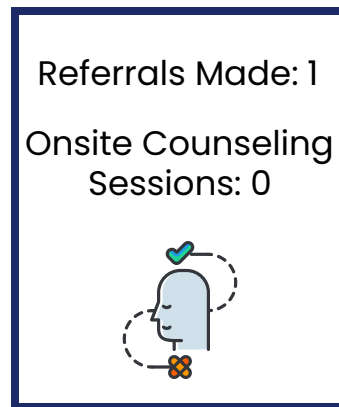
Gender



Requesting Agency



Counseling Services

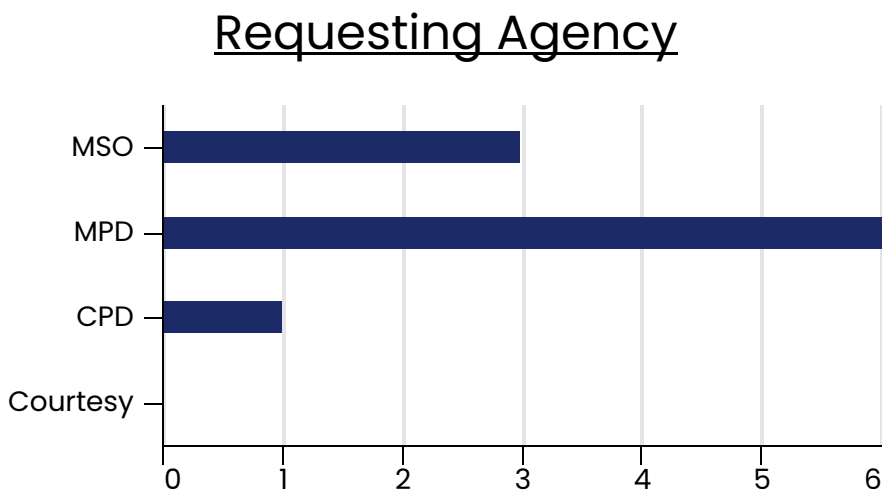


Child Forensic Interviews Year to Date

Year	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.
2023	8	17										
2022	10	17	26	33	42	56	61	68	79	93	100	104

Madera County Child Advocacy Center (CAC)

March 2023



*Law Enforcement investigations are conducted as a joint response with Madera County Child Protective Services

Counseling Services

Referrals Made: 4

Onsite Counseling Sessions: 0

Child Forensic Interviews Year to Date

Year	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.
2023	8	17	27									
2022	10	17	26	33	42	56	61	68	79	93	100	104



**ALTERNATIVE PAYMENT AND RESOURCE & REFERRAL PROGRAM
MONTHLY REPORTING – [February 2023](#)**

NUMBER OF CHILDREN ENROLLED IN EACH PROGRAM FOR THE ALTERNATIVE PAYMENT PROGRAM

General Contract - CAPP	428
CalWORKs Stage 2 – C2AP	106
CalWORKs Stage 3 – C3AP	15
Bridge Program - BP	9
Total Children Enrolled	558

**NUMBER OF IN-HOME LICENSE CHILD CARE PROVIDERS AND LICENSE-EXEMPT CHILD CARE PROVIDERS
FOR ALTERNATIVE PAYMENT PROGRAM**

IN - HOME LICENSE CHILD CARE PROVIDERS – SMALL	41
IN – HOME LICENSE CHILD CARE PROVIDERS – LARGE	37
LICENSE-EXEMPT CHILD CARE PROVIDERS	43
Total Providers Enrolled	121

RESOURCE & REFERRAL LICENSED PROVIDERS

ACTIVE - LICENSED CHILD CARE PROVIDERS	123
CLOSED - LICENSED CHILD CARE PROVIDERS	0

CHILD CARE INITIATIVE PROGRAM PROVIDER WORKSHOPS/TRAININGS

CHILD CARE INITIATIVE PROJECT (CCIP) Workshops:

- Community Care Licensing (English) – 9 attendees
- Community Care Licensing (Spanish) – 37 attendees

Family, Friend and Neighbor Activity:

- Postpone until further notice

Bridge Coaching Session:

- Coaching (Spanish) – 24 attendees



**ALTERNATIVE PAYMENT AND RESOURCE & REFERRAL PROGRAM
MONTHLY REPORTING – [March 2023](#)**

NUMBER OF CHILDREN ENROLLED IN EACH PROGRAM FOR THE ALTERNATIVE PAYMENT PROGRAM

General Contract - CAPP	428
CalWORKs Stage 2 – C2AP	106
CalWORKs Stage 3 – C3AP	15
Bridge Program - BP	9
Total Children Enrolled	558

**NUMBER OF IN-HOME LICENSE CHILD CARE PROVIDERS AND LICENSE-EXEMPT CHILD CARE PROVIDERS
FOR ALTERNATIVE PAYMENT PROGRAM**

IN - HOME LICENSE CHILD CARE PROVIDERS – SMALL	41
IN – HOME LICENSE CHILD CARE PROVIDERS – LARGE	39
LICENSE-EXEMPT CHILD CARE PROVIDERS	41
Total Providers Enrolled	121

RESOURCE & REFERRAL LICENSED PROVIDERS

ACTIVE - LICENSED CHILD CARE PROVIDERS	124
CLOSED - LICENSED CHILD CARE PROVIDERS	0

CHILD CARE INITIATIVE PROGRAM PROVIDER WORKSHOPS/TRAININGS

CHILD CARE INITIATIVE PROJECT (CCIP) Workshops:

- Youth and Substance Disorders (English) – 1 attendee
- Youth and Substance Disorders (Spanish) – 30 attendees

Family, Friend and Neighbor Activity:

- Postpone until further notice

Bridge Coaching Session:

- None in March 2023



Community Services Monthly Report to the Board of Directors

February 2023

LOW INCOME HOME ENERGY ASSISTANCE PROGRAM

Program	Monthly Households Served	11-1-21 to June 30, 2023 Fiscal YTD Totals
ARPA – Non-Emergency	0	0
ARPA 2021-Emergency	2	2
ARPA 2021 – WPO	15	15
HEAP 2022- Non-Emergency	0	423
FAST TRACK 2022 – Emergency	0	564
2022 WOOD/PROPANE/OIL	0	16
HEAP 2023 –Non-Emergency	99	158
FAST TRACK 2023 - Emergency	96	157
WOOD/PROANE/OIL 2023	0	11
SLIHEAP – HEAP	0	23
SLIHEAP – FAST TRACK 2022	0	5
SLIHEAP – WOOD/PROANE/OIL 2022	0	0

LOW INCOME HOME WATER ASSISTANCE PROGRAM

Program	Monthly Households Served	Fiscal YTD Totals
LIHWAP Past Due Water Bills	19	235

HOMELESS PROGRAMS

Program	Residents	Vacancy
Shunammite Place	40	3
Madera Mental Health Service Act	10	2

EMERGENCY HOUSING VOUCHERS

Program	Amount	Issued
Emergency Housing Vouchers – Housing Services	33	0

February 2023 Homeless Prevention Assistance

Homeless Housing Assistance	0
Madera County Mortgage Rental Utility Assistance Program District 1 and District 3	19
Total	294

Kaiser Permanente Housing for Health Grant Opportunity

Spending Period July 1, 2022 through June 30, 2023

	Application Submitted	YTD Expenses	Budget Balance	
Funding	\$95,000	\$65,376.76	\$29,623.24	69% Achieved
Objective	Goal	YTD Achieved	Balance	% Achieved



Community Services Monthly Report to the Board of Directors

March 2023

LOW INCOME HOME ENERGY ASSISTANCE PROGRAM

Program	Monthly Households Served	11-1-21 to June 30, 2023 Fiscal YTD Totals
ARPA – Non-Emergency	0	0
ARPA 2021-Emergency	0	2
ARPA 2021 – WPO	0	15
HEAP 2022- Non-Emergency	0	423
FAST TRACK 2022 – Emergency	0	564
2022 WOOD/PROPANE/OIL	0	16
HEAP 2023 –Non-Emergency	92	250
FAST TRACK 2023 - Emergency	79	236
WOOD/PROANE/OIL 2023	0	11
SLIHEAP – HEAP	0	23
SLIHEAP – FAST TRACK 2022	0	5
SLIHEAP – WOOD/PROANE/OIL 2022	0	0

LOW INCOME HOME WATER ASSISTANCE PROGRAM

Program	Monthly Households Served	Fiscal YTD Totals
LIHWAP Past Due Water Bills	22	257

HOMELESS PROGRAMS

Program	Residents	Vacancy
Shunammite Place	41	2
Madera Mental Health Service Act	11	1

EMERGENCY HOUSING VOUCHERS

Program	Amount	Issued
Emergency Housing Vouchers – Housing Services	33	0

March 2023 Homeless Prevention Assistance

Homeless Housing Assistance	0
Madera County Mortgage Rental Utility Assistance Program District 1 and District 3	18
Total	312

Kaiser Permanente Housing for Health Grant Opportunity

Spending Period July 1, 2022 through June 30, 2023

	Application Submitted	YTD Expenses	Budget Balance	
Funding	\$95,000	\$82,209.63	\$12,790.37	87% Achieved
Objective	Goal	YTD Achieved	Balance	% Achieved



HOMELESS ENGAGEMENT FOR LIVING PROGRAM (HELP CENTER) SERVICES REPORT - February 2023

Outreach and Case Management was conducted both in the City and in the County of Madera.
Below are the number of unsheltered contacts that were made for the period of 02/1/2023 - 02/28/2023.

Location	Madera City	Chowchilla	Oakhurst	Coarsegold	Northfork	Total Contact
Unduplicated Clients Contacted FY 22-23	196	33	9	1	0	239
Veterans FY 22-23	1	1	0	0	0	2
TAY FY 22-23	7	0	0	0	0	7
DV FY 22-23	8	0	0	0	0	8

OUTCOMES - SERVICES OFFERED			
HOUSING SERVICES	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
REUNITED WITH FAMILY VIA BUS OR TRAIN	0	1	1
WENT INTO SHELTER (non CAPMC)	2	9	11
PLACED IN EMERGENCY SHELTER (CAPMC)	3	6	9
WENT INTO TRANSITIONAL / BRIDGE HOUSING	0	0	0
PROVIDED HOUSING RESOURCE GUIDE	18	44	62
ASSISTED WITH AND SUBMITTED RENTAL APPLICATIONS	3	100	103
MOVED INTO PERMANENT HOUSING	3	12	15
ASSISTED WITH MOVE-IN COSTS	3	9	12
REFERRED TO PERMANENT SUPPORTIVE HOUSING (PSH)	2	18	20
MOVED INTO PERMANENT SUPPORTIVE HOUSING (PSH)	2	11	13
REFERRED FOR EMERGENCY HOUSING VOUCHER (EHV)	0	28	28
APPROVED AND COMPLETED BRIEFING FOR EHV (EHV)	0	17	17
DOCUMENT COLLECTION	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
ASSISTED IN OBTAINING SOCIAL SECURITY CARD	2	9	11
ASSISTED IN OBTAINING BIRTH CERTIFICATE	1	6	7
ASSISTED IN OBTAINING INCOME VERIFICATION	8	76	84
ASSISTED IN OBTAINING EMOTIONAL SUPPORT ANIMAL DOCS	1	3	4
PROVIDED DMV VOUCHER FOR ID	6	31	37
OBTAINED ID IN RESULT OF VOUCHER	0	3	3
OBTAINED DISABILITY CERTIFICATION	6	12	18
OBTAINED SUPPORT LETTERS FOR PSH	2	22	24
REFERRALS	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
REFERRAL TO COORDINATED ENTRY BY-NAME LIST (BNL)	2	27	29
REFERRALS MADE TO DSS - HOUSING UNIT	22	53	75
REFERRALS MADE TO DSS - CPS	0	2	2
REFERRALS MADE TO DSS - APS	1	2	3
REFERRALS MADE TO THE VA	0	0	0
REFERRALS MADE TO VICTIM SERVICES	2	6	8
REFERRAL TO FOSTER CARE SERVICES	0	0	0
TREATMENT SERVICES	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
REFERRED TO MADERA BHS FOR ASSESSMENT	15	37	52
OBTAINED BHS DUE TO REFERRAL	0	9	9
REFERRED TO DRUG PROGRAM	0	0	0
SUICIDE PREVENTION	0	1	1
EMPLOYMENT SERVICES	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
REFERRED TO WORKFORCE	5	17	22
ASSISTED WITH JOB INTERVIEW PROCESS	0	1	1
EMPLOYED AS A RESULT OF ASSISTANCE	0	0	0
ASSISTED IN OBTAINING BICYCLE FOR TRANSPORTATION	1	1	2
OTHER NON-CASH BENEFITS & SERVICES	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
ASSISTED IN OBTAINING CASH AID / TANF	0	2	2
ASSISTED IN OBTAINING CALFRESH BENEFITS	0	5	5
ASSISTED IN OBTAINING HEALTH INSURANCE	0	3	3
ASSISTED IN OBTAINING ACCESS TO HEALTHCARE APPOINTMENTS (MEDICAL, DENTAL, EYE CARE)	0	6	6
ASSISTED IN OBTAINING A GOVT. PHONE	1	1	2
ASSISTED WITH APPROVAL / REINSTATEMENT OF SSI BENEFITS	0	1	1
DELIVERED COMMODITIES	15	81	96
PROVIDED HYGIENE KITS	7	38	45
PROVIDED SHOES OR CLOTHES TO CLIENT	7	15	22
ARRANGED TRANSPORTATION	7	48	55
ADVOCACY WITH LEGAL MATTER	0	1	1



HOMELESS ENGAGEMENT FOR LIVING PROGRAM (HELP CENTER) SERVICES REPORT - March 2023

Outreach and Case Management was conducted both in the City and in the County of Madera.
Below are the number of unsheltered contacts that were made for the period of 03/01/2023 - 03/31/2023.

Location	Madera City	Chowchilla	Oakhurst	Coarsegold	Northfork	Total Contact
Unduplicated Clients Contacted FY 22-23	228	34	9	1	0	272
Veterans FY 22-23	1	1	0	0	0	2
TAY FY 22-23	7	0	0	0	0	7
DV FY 22-23	8	0	0	0	0	8

OUTCOMES - SERVICES OFFERED			
HOUSING SERVICES	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
REUNITED WITH FAMILY VIA BUS OR TRAIN	2	1	3
WENT INTO SHELTER (non CAPMC)	0	9	9
PLACED IN EMERGENCY SHELTER (CAPMC)	1	6	7
WENT INTO TRANSITIONAL / BRIDGE HOUSING	0	0	0
PROVIDED HOUSING RESOURCE GUIDE	9	44	53
ASSISTED WITH AND SUBMITTED RENTAL APPLICATIONS	8	100	108
MOVED INTO PERMANENT HOUSING	2	12	14
ASSISTED WITH MOVE-IN COSTS	0	9	9
REFERRED TO PERMANENT SUPPORTIVE HOUSING (PSH)	1	18	19
MOVED INTO PERMANENT SUPPORTIVE HOUSING (PSH)	0	11	11
REFERRED FOR EMERGENCY HOUSING VOUCHER (EHV)	0	28	28
APPROVED AND COMPLETED BRIEFING FOR EHV (EHV)	0	17	17
DOCUMENT COLLECTION	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
ASSISTED IN OBTAINING SOCIAL SECURITY CARD	3	9	12
ASSISTED IN OBTAINING BIRTH CERTIFICATE	0	6	6
ASSISTED IN OBTAINING INCOME VERIFICATION	11	76	87
ASSISTED IN OBTAINING EMOTIONAL SUPPORT ANIMAL DOCS	0	3	3
PROVIDED DMV VOUCHER FOR ID	5	31	36
OBTAINED ID IN RESULT OF VOUCHER	0	3	3
OBTAINED DISABILITY CERTIFICATION	1	12	13
OBTAINED SUPPORT LETTERS FOR PSH	3	22	25
REFERRALS	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
REFERRAL TO COORDINATED ENTRY BY-NAME LIST (BNL)	3	27	30
REFERRALS MADE TO DSS - HOUSING UNIT	9	53	62
REFERRALS MADE TO DSS - CPS	0	2	2
REFERRALS MADE TO DSS - APS	2	2	4
REFERRALS MADE TO THE VA	1	0	1
REFERRALS MADE TO VICTIM SERVICES	3	6	9
REFERRAL TO FOSTER CARE SERVICES	0	0	0
TREATMENT SERVICES	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
REFERRED TO MADERA BHS FOR ASSESSMENT	7	37	44
OBTAINED BHS DUE TO REFERRAL	4	9	13
REFERRED TO DRUG PROGRAM	0	0	0
SUICIDE PREVENTION	0	1	1
EMPLOYMENT SERVICES	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
REFERRED TO WORKFORCE	1	17	18
ASSISTED WITH JOB INTERVIEW PROCESS	0	1	1
EMPLOYED AS A RESULT OF ASSISTANCE	0	0	0
ASSISTED IN OBTAINING BICYCLE FOR TRANSPORTATION	1	1	2
OTHER NON-CASH BENEFITS & SERVICES	CURRENT MONTH	PREVIOUS MONTH YTD	YEAR-TO-DATE
ASSISTED IN OBTAINING CASH AID / TANF	0	2	2
ASSISTED IN OBTAINING CALFRESH BENEFITS	1	5	6
ASSISTED IN OBTAINING HEALTH INSURANCE	0	3	3
ASSISTED IN OBTAINING ACCESS TO HEALTHCARE APPOINTMENTS (MEDICAL, DENTAL, EYE CARE)	0	6	6
ASSISTED IN OBTAINING A GOVT. PHONE	0	1	1
ASSISTED WITH APPROVAL / REINSTATEMENT OF SSI BENEFITS	0	1	1
DELIVERED COMMODITIES	24	81	105
PROVIDED HYGIENE KITS	7	38	45
PROVIDED SHOES OR CLOTHES TO CLIENT	12	15	27
ARRANGED TRANSPORTATION	7	48	55
ADVOCACY WITH LEGAL MATTER	1	1	2



Report to the Board of Directors

Agenda Item Number: E-1

Board of Directors Meeting for: April 13, 2023

Author: Mattie Mendez

DATE: March 31, 2023

TO: Board of Directors

FROM: Mattie Mendez, Executive Director

SUBJECT: CAPMC Low-Income Home Energy Assistance Program (LIHEAP) Weatherization Program update and request for guidance from the Board of Directors for the 2023 – 2024 program year.

I. RECOMMENDATION:

CAPMC Low-Income Home Energy Assistance Program (LIHEAP) Weatherization Program update and request for guidance from the Board of Directors for the 2023 – 2024 program year.

II. SUMMARY:

Weatherization through LIHEAP and the Department of Energy programs provides no-cost weatherization assistance to income-eligible clients to provide free energy efficiency upgrades to residential dwellings owned or occupied by low-income households. CAPMC initially offered the LIHEAP program through a pilot program with Fresno EOC in the early 1980s. Soon thereafter, CAPMC was operating the program directly as a grantee under a block grant award from the Community Services and Development Department of the State of California. CAPMC provided crisis energy assistance in the form of utility assistance and propane/wood vouchers. In the early years of the program, CAPMC utilized the funding for energy assistance. Beginning in approximately 2006, CAPMC began offering weatherization services. Because of the limited funding of about \$25,000 to \$30,000 earmarked for the weatherization services, CAPMC contracted with the Merced County Community Action Agency (MCCAA). MCCAA has its own in-house weatherization services along with the necessary equipment to operate the program. Over the years, there have been numerous discussions with Merced and others about the CAPMC weatherization services. The Executive Director is seeking Board direction to continue contracting with MCCAA or return to the Board of Directors with a plan of action to create a CAPMC Weatherization Program in Madera for Madera County residents.

III. DISCUSSION:

- A. The United States Congress created the Low-Income Energy Assistance Program (LIEAP) in April 1980 in response to the dramatically increasing costs of heating oil in the late 1970s. The purpose of the program was to provide direct assistance to low-income households to pay their energy bills. Congress appropriated \$1.6 billion in FY1980 which was split between the Community Service Administration and the Department of Health and Human Services (HHS). This marked a transition from largely focusing on crisis situations to a broader approach of providing assistance to prevent energy-bill payment emergencies. The program expanded to include medically-necessary cooling costs, instead of just heating assistance. In 1981, Congress replaced LIEAP with LIHEAP. There were many similarities between the programs, however, LIHEAP provided greater flexibility. LIHEAP grantees could run cooling programs not based on medical necessities; they could offer weatherization; and income eligibility levels could be set as high as 150 percent of the federal poverty guidelines of 60 percent of the state median income, whichever was greater.
- B. Additionally, during the mid-to-late 1970s, the Emergency Energy Conservation Program (EECP) focused on weatherization and conservation, but it did allow funds to be used for fuel voucher programs. By 1979, the Department of Energy's Weatherization Assistance Program had replaced the weatherization conducted under the EECP. As a result, the federal agency running the EECP began administering direct assistance to low-income households to pay their energy bills. This program moved to the Department of Energy.
- C. CAPMC initially offered the LIEAP program through a pilot program with Fresno EOC in the early 1980s. Soon thereafter, CAPMC was operating the program directly as a grantee under a block grant award from the Community Services and Development Department of the State of California. CAPMC provided crisis energy assistance in the form of utility assistance and propane/wood vouchers. In the early years of the program, CAPMC utilized the funding for energy assistance. Beginning in approximately 2006, CAPMC began offering weatherization services. Because of the limited funding of about \$25,000 to \$30,000 earmarked for the weatherization services, CAPMC contracted with the Merced County Community Action Agency (MCCAA). MCCAA has its own in-house weatherization services along with the necessary equipment to operate the program. Over the years, there have been numerous discussions with Merced and others about the CAPMC weatherization services. The current contract with MCCAA extends through

June 2024 and provides weatherization services in Madera County to Madera County residents and eligible households. MCCA has the Department of Energy (DOE) Weatherization Assistance Program (WAP) grant award for Madera County and can leverage this funding. The FY 2022 national allocation for LIHEAP funding was \$8.3 billion, up from \$1.6 billion in the early 1980s and the allocation for weatherization services has increased significantly.

- D. Weatherization through LIHEAP and the Department of Energy programs provides no-cost weatherization assistance to income-eligible clients to provide free energy efficiency upgrades to residential dwellings owned or occupied by low-income households. Weatherization protects a building's interior from the elements like sun, rain, and wind and modifies a building to optimize energy efficiency. This can consist of the repair and replacement of exterior doors and windows, water heaters, stoves, furnaces, coolers, refrigerators, and microwaves. Installation of water restrictor aerators, energy-efficient lighting, door weatherstripping, attic and subfloor insulation, carbon monoxide detectors, sealing and patching small cracks and holes, and other minor repairs that help conserve energy. These services are intended to reduce energy consumption, make a home more energy efficient, and ultimately lower monthly utility bills and provide long-term savings.
- E. Within the last five years, the CA Community Services and Development Department has been concerned about subcontracts or sub-awards of weatherization services if a grant awardee does not operate its own program. One of the concerns deals with compliance with federal procurement standards and if the contracts awarded allowed for free and open competition. While MCCA provides weatherization services, CAPMC is still responsible to the CA Community Services Department for compliance with monitoring MCCA and all the regulations associated with the LIHEAP weatherization program with its current sub-award arrangement.
- F. The Executive Director is seeking Board direction to continue contracting with MCCA or return to the Board of Directors with a plan of action to create a CAPMC Weatherization Program in Madera for Madera County residents.

IV. FINANCING:

Current (2022 – 2023) allocation: \$371,323

- A. LIHEAP 22B-4019 (2022 Contract, Amendment #2): Total allocation \$1,647,936, with \$1,023,267 allocated to Fast Track and HEAP, and \$624,669 for the contract support and administration. The \$624,669 for contract support and administration is divided into \$336,247 for Weatherization and \$288,422 for EHA. Of the contract support and administration \$624,669, \$253,346 is allocated to CAPMC and \$371,323 to MCCA. MCCA's is allocated \$301,1235 of the Weatherization portion, and \$70,088 of the EHA portion.
- B. LIHEAP 23B-5019 (2023 Contract): Total allocation \$1,039,405, with \$519,364 allocated to Fast Track and HEAP, and \$520,041 for the contract support and administration. The \$520,401 for contract support and administration is divided into \$272,370 for Weatherization and \$247,671 for EHA. Of the contract support and administration \$520,041, \$223,887 is allocated to CAPMC and \$296,154 to MCCA. MCCA's is allocated \$236,961 of the Weatherization portion, and \$59,193 of the EHA portion.
- C. Currently, CAPMC has agreed to split the Assurance-16 funds with MCCA, with each receiving 50%. CAPMC has also agreed to allocate a portion of the EHA Administration funds to MCCA, and that amount is equal to 8% MCCA's Weatherization funds. Both amounts are part of the EHA allocation.
- D. In addition, CAPMC is not allowed to charge indirect income (IDC) of 9.1% on all the MCCA budgeted funds. CAPMC is only allowed the IDC of 9.1% on the first \$25,000 of the funds that are budgeted to MCCA, which equals only \$2,275 on all contracts. By MCCA providing the Weatherization services, CAPMC misses a possible additional IDC of \$28,697 for the 2022 contract, and \$22,426 for the 2023 contract.



Report to the Board of Directors

Agenda Item Number:

Board of Directors Meeting for: April 13, 2023

Author: Ana Ibanez

DATE: March 14, 2023

TO: Board of Directors

FROM: Ana Ibanez and Mattie Mendez

SUBJECT: 2023 Emergency Supplemental Low-Income Home Energy Assistance Program (ESLIHEAP)

I. RECOMMENDATION:

Consider ratifying the submission of the 2023 Emergency Supplemental Low-Income Home Energy Assistance Program (ESLIHEAP) contract.

II. SUMMARY:

The 2023 ESLIHEAP contract term is April 15, 2023 through May 31, 2025.

III. DISCUSSION:

1. The ESLIHEAP program assists clients with paying utility bills, purchasing firewood, propane, or heating oil, and providing weatherization services.
2. Program participants must meet an income guideline to receive assistance. The applicant's income must fall below 60% of the State's median income level.
3. The following categories are used to determine eligibility for the program; applicants need to have a total of 16 points to be eligible for assistance. A maximum of 60 points is possible. Applicants may receive up to 10 points based on income and up to another 10 points for the household energy burden. A household with a vulnerable population may receive points in each of the six categories below, up to a maximum of 40 points per household in this grouping. Clients are awarded points for each category once, no matter how many people live in the household that meets the definition.

Category 1. 1 or more persons 5 years or younger	= 10 points
Category 2. 1 or more persons 2 years or younger	= 5 points
Category 3. 1 or more persons 60 years or older	= 10 points
Category 4. 1 or more persons 70 years or older	= 5 points
Category 5. 1 or more persons disabled	= 10 points

4. Applicants who qualify will be eligible for benefit amounts ranging from \$572 and up to \$3,000 for emergency assistance with PG&E, or up to \$1,000 towards the

customer's wood, propane, or oil bill.

5. Funding for the 2023 ESLIHEAP program will assist 18 households with wood/propane/oil, 129 households with Fast Track emergency assistance for PG&E, and 405 households with a regular PG&E bill.

6. For the weatherization portion of the contract CAPMC seeking guidance from the Board to:

Contact CSD to inquire if a budget modification can be submitted to serve fewer homes and utilize a portion of the funding to lease space for the weatherization program and purchase equipment for startup costs to hire and train staff or, subcontract the Weatherization program to Merced County Community Action Agency (MCCAA) to serve fifty-five homes as stated in the contract.

7. Applicants applying for weatherization services who have the highest energy burden are given a higher priority. Consideration is also given to the most vulnerable populations. Customers must have a 5% or higher energy burden to be considered for weatherization services.

8. To ensure CAPMC is not giving priority to employees CAPMC staff who qualify for assistance may apply after March 1 unless they have been placed on lay-off. Employees who have been laid off prior to March 1 may apply. All employee applications are reviewed and signed by both the Program Manager and the Executive Director.

9. Applications can be obtained by visiting the agency webpage at www.maderacap.org or an application can be mailed to the client.

10. Applications can be returned by mail or brought into the office located at 1225 Gill Avenue, Madera, CA 93637, or placed in the drop box on the side of the building. All correspondence is conducted by letter or by phone and we do not anticipate a delay in services. Qualifying applicants will be notified in writing by mail to let them know the amount they qualify for.

11. The initial contract represents the first allocation of funding. CAPMC will normally receive a few contract amendments during the year, and we usually do not know what the final award will be until we receive the last amendment.

12. As for the 2023 LIHEAP funding, it is still active and assisting households that qualify; normally there is enough funding to last until December 2023.

IV. **FINANCING:**

Total allocation:	\$797,174.00
	\$570,922 for utility assistance
	\$226,272 for weatherization



BEFORE
 THE COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
 OF THE COUNTY OF MADERA
 STATE OF CALIFORNIA

In the Matter of)
 2023 Emergency Supplemental
 Low Income Home)
 Energy Assistance Program)
 (ESLIHEAP) Contract # 23J-5723)

Resolution No. 2023-02
 2023 Emergency
 Supplemental Low-Income
 Home Energy Assistance
 Program (ESLIHEAP)

As Chairperson of Community Action Partnership of Madera County, Inc., Board of Directors, and acting on behalf of the entire Board of Directors, I authorize the Executive Director to sign and submit the 2023 Emergency Supplemental Low Income Home Energy Assistance Program (ESLIHEAP) Contract with the Department of Community Services & Development (CSD) and enter into a sub-recipient agreement for Weatherization Services with the Merced County Community Action Agency.

The persons authorized as the official representative of Community Action Partnership of Madera County, Inc. to enter into the Agreement, submit any amendments and provide additional information as may be required by the Community Services & Development, is the Executive Director or the Chief Financial Officer of Community Action Partnership of Madera County, Inc.

Vote: _____ Ayes: _____
 Absent: _____ Noes: _____

 Eric LiCalsi, Chairperson Board of Directors

 Date

 ATTEST: Tyson Pogue, Secretary/Treasurer

 Date



Report to the Board of Directors

Agenda Item Number: E-3

Board of Directors Meeting for: April 11, 2023

Author: Ana Ibañez

DATE: April 11, 2023

TO: Board of Directors

FROM: Ana Ibañez, Community Services Program Manager

SUBJECT: Kaiser Permanente Housing for Health Grant 2023

I. RECOMMENDATION:

Consider ratifying the submission of the Kaiser Permanente 2023 Housing for Health Grant application.

II. SUMMARY:

Kaiser Permanente has invited CAPMC once again to submit a grant proposal of \$50,000 under their Housing for Health Common Area of Focus with a focus to Prevent Homelessness by expanding evidence-based prevention, diversion, and housing stabilization strategies to keep people in their homes or quickly rebound from homelessness.

III. DISCUSSION:

A. Community Action Partnership of Madera County, Inc. plans to use the funds for the following:

- Referrals for mental health assessments.
- Referrals for health assessments.
- Emergency Housing Assistance, funding will serve approximately 5 individuals per month (for 60 individuals) who are experiencing homelessness to stay up to 8 weeks to obtain a match through the Coordinated Entry System.
- Incidentals to include things such as transportation, laundry, food supplies, cost for submitting client rental applications/background checks, and costs for obtaining clients birth certificates.
- \$4,170 for indirect cost.
- \$50,000 is the total: please see attached budget page.

B. The term of this funding is July 1, 2023, to June 30, 2024

C. The application was due and submitted on March 24, 2023

IV. FINANCING:

\$50,000

Northern California Region
GRANT APPLICATION

Budget Template

Organization Name: Partnership of Madera County, Inc.
 Project Title: CAPMC Housing for Health Program
 Budget Contact Name & Phone: Mattie Mendez 559-675-5749

PROJECT BUDGET	TOTAL BUDGET	Other Revenue Sources	In-Kind (if applicable)	Request from Kaiser Permanente	Budget Justification (Narrative)
PERSONNEL/STAFFING EXPENSES					
<i>(List title and % FTE on project)</i>					
1 Community Services Coordinator	\$ 357.00			\$ 357.00	Assists the Program Manager with overseeing various Homeless Funding Programs, FTE budgeted 0.625%
2 Housing Case Worker	\$ 1,262.00			\$ 1,262.00	Housing CW will work directly with clients being assisted with rent payments, hotel costs & other emergent needs.
3					
4					
Subtotal, Personnel/Staffing Expenses					
Benefits (19 % of Personnel)	\$ 516.00			\$ 516.00	Health, dental, vision, retirement & payroll taxes.
NON-PERSONNEL EXPENSES					
Rent	\$ 70.00			\$ 70.00	Office space based on FTE worked in program
Office Supplies	\$ 50.00			\$ 50.00	Office Supplies and data processing supplies (ink, toner, software disaster recovery etc.)
Equipment Supplies/ Rental	\$ 75.00			\$ 75.00	Copier and postage meter rental, copies based on actual use.
Communications (Telephone, Internet, etc.)	\$ 25.00			\$ 25.00	Communications cost based on FTE worked in program
Travel					
Training/Conferences					
Other:					
1 Utilities/ Disposal	\$ 15.00			\$ 15.00	Utilities/Disposal cost based on FTE worked in program
2 Postage & Shipping	\$ 10.00			\$ 10.00	Postage used to mail out client documents
3 Program Supplies	\$ 3,000.00			\$ 3,000.00	Incidentals for Homeless clients, supplies for homeless point in time count
5 Rental Application Fees	\$ 350.00			\$ 350.00	Cost of submitting client application/background check for apartment rentals
6 Transportation Vouchers	\$ 500.00			\$ 500.00	Bus/ Train tickets to transport/relocate clients
7 Client Rental Assistance	\$ 6,000.00			\$ 6,000.00	Client rental deposits, rental assistance and mortgage assistance.
8 Client Lodging/Emergency Shelter	\$ 33,400.00			\$ 33,400.00	Emergency housing for clients experiencing homelessness
9 Client Food	\$ 200.00			\$ 200.00	Food for clients experiencing homelessness
INDIRECT/OVERHEAD EXPENSE					
9.10% of Direct Expenses*					
(Direct Expenses = Personnel + Non-Personnel)	\$ 4,170.00			\$ 4,170.00	Federally approved indirect cost at 9.10%
OTHER COSTS					
Subcontracts/Consultants					
Stipends					
TOTAL EXPENSES					
(Personnel + Non-Personnel + Other Costs)	\$ 50,000.00			\$ 50,000.00	

Budget Template

Organization Name: Partnership of Madera County, Inc.

Project Title: CAPMC Housing for Health Program

Budget Contact Name & Phone: Mattie Mendez 559-675-5749

PROJECT BUDGET	TOTAL BUDGET	Other Revenue Sources	In-Kind (if applicable)	Request from Kaiser Permanente	Budget Justification (Narrative)
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*Maximum of 15% of project's total direct costs \$ -

Note: Total Expenses for "Request from Kaiser Permanente" should match the request amount.



Report to the Board of Directors

Agenda Item Number: E-4

Board of Directors Meeting for: April 13, 2023

Author: Maritza Gomez-Zaragoza

DATE: March 27, 2023

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Head Start Program Director

SUBJECT: Madera/Mariposa Head Start & Early Head Start COVID-19 Mitigation Policy

I. **RECOMMENDATIONS**

Review and consider approving Head Start COVID-19 Mitigation Policy.

- ✓ Madera/Mariposa Regional and Early Head Start
- ✓ Madera Migrant and Seasonal Head Start
- ✓ Fresno Migrant and Seasonal Head Start

II. **SUMMARY**

On January 6, 2023, the Office of Head Start released a Program Instruction notifying Head Start Programs of the changes related to COVID-19 requirements in which masking and vaccination were made part of the Head Start Performance Standards.

III. **DISCUSSION**

- Per the Head Start Program Instruction (PI), a Final Rule regarding the previous marking and vaccination due to COVID-19 removed the universal masking requirement for individuals 2 years and older. However, the final rule does not address and/or remove the vaccination requirement for Head Start staff and volunteers.
- The PI requires that Head Start programs develop an evidence based COVID-19 policy in consultation with their Health Services Advisory Committee (HSAC) that can be scaled based on the impacts or risks of COVID-19 in the community.
- Program staff have developed the COVID-19 Mitigation Policy following the PI guidance, reviewing state and local guidance regarding COVID-19 safeguards, consultation and guidance from the program's HSAC group, and Region IX T&TA Specialist.
- The COVID-19 Mitigation Policy was set into effect on March 7, 2023. Although the final version is being presented for review and consideration, the policy may be updated based on COVID-19 impacts to the community and local and state guidance.

- The Madera/Mariposa Head Start & Early Head Start COVID-19 Mitigation Policy will be presented for approval to the Policy Council on April 6, 2023.

IV. **FINANCING**: Minimal



HEAD START HEALTH PROGRAM SERVICES POLICIES AND PROCEDURES

Policy Number: 47B.1a	HSPPS: 1302.47(b)(5)	Page: 1 of 4
Effective Date: 2/2021 Revised Date: 1/19/2023		

Subject: COVID-19 Mitigation Policy

Performance Objective: In addition to Policy 47B.1 referencing Communicable Diseases and Blood borne Pathogens, the program will implement an evidence-based COVID-19 mitigation policy developed in consultation with the Health Services Advisory Committee (HSAC). The HSAC met on February 27, 2023 at 10:30 am.

1. This policy is intended for staff, volunteers, contractors, children and other adults. Due to the uncertainty of future guidance, this policy is subject to change.
2. The Health Specialist will review the CDPH website's COVID-19 County Community Levels monthly. The Health Specialist will notify: Site Supervisors/Center Directors through email, parents/guardians through Parent Newsletter, and teaching staff through the Coaching Corner. The following steps will be taken when the community level is low, medium, and high:
 - a. Low Level
 - i. No masks or PPE required at the center. However, masks and PPE will be available should staff, volunteers, contractors wish to utilize them.
 - ii. Staff and volunteers will be encouraged to wear smocks/aprons and face masks.
 - iii. Children over the age of 2 will be encouraged to wear a face mask indoors and children with disabilities over the age of 2 will be offered a face mask.
 - b. Medium Level
 - i. Smocks/aprons and face mask will be recommended while at the center.
 - ii. Children over the age of 2 will be encouraged to wear a face mask indoors and children with disabilities over the age of 2 will be offered a face mask.
 - iii. Staff will increase disinfecting high touch surfaces daily.
 - iv. Staff, volunteers, contractors and children will increase handwashing. If handwashing is not readily available, hand sanitizer will be used until facilities are accessible.
 - c. High Level
 - i. Staff and volunteers will be required to wear smocks/aprons and face masks.
 - ii. Contractors and other adults entering any Head Start facility will be required to wear a face mask indoors.
 1. A sign indicating the requirement of face masks will be posted at the front gate of the center.

- iii. Children over the age of 2 will be encouraged to wear a face mask indoors and children with disabilities over the age of 2 will be offered a face mask.
- iv. Staff will increase disinfecting high touch surfaces daily.
- v. Staff, volunteers, contractors and children will increase handwashing. If handwashing is not readily available, hand sanitizer will be used until facilities are accessible.

*To learn more about the different community levels, click the link below:

<https://www.cdc.gov/coronavirus/2019-ncov/your-health/covid-by-county.html>

- 3. Those who are immunocompromised, and/or are at high risk of complications can continue to attend the center regardless of the Community Level. During Medium and High Community Levels, the center staff will ensure that the air purifiers are on at all times and if weather permits, additional outdoor time will be encouraged.

Operational Procedure:

The following will be followed at all Community Levels.

- 1. Center staff will conduct temperature and daily morning checks at the start of each day.
- 2. In the event that a child exhibits symptoms similar to those of the COVID-19 virus, as listed below, at drop off or while being at the center, the parent or guardian will be asked to take the child home or be contacted immediately for pick-up of child and encouraged to consult the child's physician.
 - a. Center staff will isolate the child and follow *Policy 42D Health Exclusion*.
 - b. The Health Specialist will review the CDC and CDPH website and consult with the respective county Health Department to determine what to do when a child is experiencing a COVID-19 virus symptoms.
- 3. In the event that a child, staff member, or volunteer has been diagnosed with the COVID-19 virus, the center staff will:
 - a. Complete the Exposure Notice and provide a copy to each parent informing them of the exposure to the COVID-19 virus.
 - b. Inform the Health Specialist of the exposure.
 - c. Send a copy of the Exposure Notice to the Health Specialist
 - d. The Health Specialist will review the CDC and CDPH website and consult with the respective county Health Department to determine what to do when a child tests positive.
- 4. In the event that there are 3 or more COVID-19 cases (child, staff, or volunteer) within 2 weeks at the same Head Start facility, the center staff will complete the above mentioned steps in addition to:
 - a. Provide to the Health Specialist the following:
 - i. Names and DOB's of those that are positive.
 - ii. Date of when they were last at the center and if they were experiencing any symptoms.
 - iii. If experiencing symptoms, when did the symptoms start.
 - iv. Date of positive test.
 - b. The Health Specialist will inform the respective county Department of Public Health and Community Care Licensing of the COVID-19 virus exposure within 24 hours. The Health Specialist will complete and submit LIC-624 (Unusual Injury/Incident Report) within 7 days.

- i. Community Care Licensing: (559) 243-4588
 - ii. Madera County Department of Public Health: (559) 675-7893
 - iii. Mariposa County Department of Public Health: (209) 966-3689
 - iv. Fresno County Department of Public Health: (559) 600-7687
5. In the event a child is exposed to an individual that has tested positive for the COVID-19 virus, the Health Specialist will review the CDC and CDPH website and consult with the respective county Health Department to determine what to do when there is an exposure.

Masking

1. Centers will be adequately supplied with facemasks that will be readily available to staff, volunteers, parents, and children.
2. If additional facemasks are needed at the center, the Site Supervisor/Center Director will submit the necessary checklists to the Health Specialist for restocking of facemasks.

Testing

1. Information about testing locations will be shared with families through the Parent Newsletter and as requested. For staff, information about testing sites will be shared through the Coaching Corner monthly.

*To find locations and information for COVID-19 testing, use links below:

- My Turn California:
<https://myturn.ca.gov/testing.html>
- Madera County:
<https://www.maderacounty.com/government/public-health/covid-19/covid19testing>
- Mariposa County:
<https://www.mariposacounty.org/2618/COVID-19-Testing-Information>.
- Fresno County:
<https://www.co.fresno.ca.us/departments/public-health/covid-19/covid-19-testing-sites>

Vaccination

1. Information about vaccine clinics will be shared with families through the Parent Newsletter and as requested. For staff, information about vaccination clinics will be shared through the Coaching Corner monthly.

*To find locations and information for COVID-19 vaccination, use links below:

- My Turn California:
<https://myturn.ca.gov/>
- Madera County:
<https://www.maderacounty.com/government/public-health/covid-19/covid-vaccination-1357>
- Mariposa County:
<https://www.mariposacounty.org/2466/COVID-19-Vaccination-Information>
- Fresno County:
<https://www.co.fresno.ca.us/departments/public-health/covid-19/covid-19-vaccine-information>

Exposure Control

1. The program will implement necessary work practice controls to eliminate or minimize center exposure. These controls include:
 - a. Handwashing facilities are readily accessible and when such facilities are not available, hand sanitizer will be used until facilities are accessible.
 - b. Center staff will follow Policy 47D.2 *Classroom Cleaning and Disinfecting*. In addition, the classroom will be thoroughly cleaned if there is a positive COVID-19 case.
 - c. All classroom will be equipped with an air purifier that will have a HEPA approved air filter.

COVID-19 Virus Symptoms

- **Cough**
- **Shortness of breath**
- **Difficulty breathing**
- **Congestion or runny nose**
- **Sore throat**
- **Fever or chills**
- **Fatigue**
- **Headache**
- **Muscle or body aches**
- **Nausea or vomiting**
- **Diarrhea**
- **New loss of taste or smell**

*This policy and procedure was adapted from the CDC, CDPH, Madera County Department of Public Health, Mariposa County Department of Public Health and Fresno County Department of Public Health.



Report to the Board of Directors

Agenda Item Number: E-5

Board of Directors Meeting for: April 13, 2023

Author: Maritza Gomez-Zaragoza

DATE: March 23, 2023

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza

SUBJECT: Approval of Madera/Mariposa Regional and Early Head Start Cost of Living Adjustment (COLA) and Quality Improvement application for the contract year ending May 31, 2024.

I. **RECOMMENDATION:**

Review and consider approving the 2023-2024 Madera/Mariposa Regional and Early Head Start COLA and Quality Improvement Grant Application.

II. **SUMMARY:**

The Consolidated Appropriations Act of 2023 contains an increase to Head Start Programs for the fiscal year of 2023. Part of the funding was earmarked for a Cost of Living Adjustment (COLA) and Quality Improvement (QI) for the Head Start Programs. The funding is intended to increase the ongoing funding level of Head Start Programs through a COLA increase in the amount of 5.6%. In addition, additional funding was allocated for Quality Improvement Funds.

III. **DISCUSSION:**

A. The COLA funds are earmarked for a 5.6% salary increase for staff. In the funding guidance for the Quality Improvement funds, recipients were encouraged to consider using the funding to enhance staff's salaries, address staff wellness, enhance mental health consulting, hiring of additional qualified staff, etc. After some consideration of all CAPMC Head Start Program's funding, it was proposed to consider a 7.5% increase for all staff. Both Head Start and Early Head Start COLA funding supported the 7.5% increase.

The QI funding for Head Start will be used to hire 2 part-time positions, increase funding for the mental health contract, and staff wellness, and purchase equipment for the maintenance department. For Early Head Start, the QI funding will be combined with the remaining COLA funds to hire a part-time Program Technician to support the program's data collecting and entering.

B. The Regional and Early Head Start budgets have been amended to reflect 7.5% salary increase with the COLA and Quality Improvement funds beginning June 1, 2023. Related fringe benefit cost (FICA taxes, worker's compensation insurance, and retirement benefits) have been increased accordingly.

- C. The attached budgets provide a summary of the original funding, the addition of the COLA and Quality Improvement funding, and where it was applied.
- D. The allowable indirect expense for the two (2) grants is the agency's approved rate of 9.1%.
- E. Request to waive the Non-Federal Share will be requested, per guidance letter.
- The Madera/Mariposa Regional and Early Head Start Cost of Living Adjustment (COLA) and Quality Improvement application will be presented to the Policy Council for approval on April 6. 2023.

IV. FINANCING:

	Head Start	Early Head Start
COLA Funding Increase:	\$236,135	\$35,037
Quality Improvement Funding Increase	\$69,623	\$17,710

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
MADERA REGIONAL/MARIPOSA HEAD START
BASIC DURATION BUDGET JUSTIFICATION
JUNE 1, 2023 - MAY 31, 2024

	Original		w/7.50% Cola			w/Quality		
	BASIC	TOTAL	BASIC	TOTAL	Var	BASIC	TOTAL	Var
6a. SALARIES	\$ 1,730,353	\$ 1,881,438	\$ 1,881,822	\$ 2,046,866	151,469.00	\$ 1,881,822	\$ 2,046,866	-
	\$ 151,085		\$ 165,044		13,959.00	\$ 165,044		-
6b. FRINGE BENEFITS		\$ 572,672		\$ 609,597			\$ 609,597	
Health Insurance	\$ 233,434		\$ 243,590		10,156.00	\$ 243,590		
Worker's Comp (Various)	\$ 55,832		\$ 60,743		4,911.00	\$ 60,743		
Pension Spending Credit \$200	\$ 108,400		\$ 116,609		8,209.00	\$ 116,609		
FICA (7.65%)	\$ 145,276		\$ 158,047		12,771.00	\$ 158,047		
SUTA (6.2%)	\$ 29,730		\$ 30,608		878.00	\$ 30,608		
Accr Vac Fica	\$ -		\$ -		\$ -	\$ -		
TOTAL SALARIES & FRINGE BENEFITS		\$ 2,454,110		\$ 2,656,463	202,353.00		\$ 2,656,463	
OPERATIONAL EXPENSES								
6c. TRAVEL	\$ 16,580.00	\$ 16,580	\$ 16,580	\$ 16,580	-	\$ 16,580	\$ 16,580	-
1. NHTSA Parent Engagement Conference - 1 Parent & 3 Staff members								
Registration 4 x \$650 , Lodging \$3,900 x 3, Airfaire/baggage \$2,800								
6d. EQUIPMENT	\$ 129,000.00	\$ 129,000	\$ 129,000	\$ 129,000	-	\$ 164,000	\$ 164,000	35,000.00
1. Playground Replacement \$72,000								
2. Rubberbond & Stone \$23,000								
3. Refrigerator - Verdell & Chowchilla kitchen \$12,000								
4. Freezer - Verdell & Chowchilla kitchen \$22,000								
5. BobCat \$35,000						\$ 35,000		
6e. SUPPLIES		\$ 292,572		\$ 298,086	5,514.00		\$ 301,421	
1 OFFICE SUPPLIES	\$ 32,172		\$ 32,172		-	\$ 32,172		-
2 DATA SUPPLIES	\$ 85,000		\$ 85,000		-	\$ 85,000		-
3 FOOD SUPPLIES	\$ 20,000		\$ 20,000		-	\$ 20,000		-
4 PROGRAM SUPPLIES	\$ 100,000		\$ 100,000		-	\$ 100,000		-
5 INSTRUCTIONAL SUPPLIES	\$ 22,000		\$ 22,000		-	\$ 22,000		-
6 CUSTODIAL SUPPLIES	\$ 30,000		\$ 30,000		-	\$ 30,000		-
7 MEDICAL & DENTAL SUPPLIES	\$ 2,500		\$ 8,014		-	\$ 11,349		3,335.00
8 POSTAGE	\$ 900		\$ 900		-	\$ 900		-
6f. CONTRACTUAL	\$ 54,829	\$ 54,829	\$ 63,400	\$ 63,400	8,571.00	\$ 63,400	\$ 63,400	-
6g. CONSTRUCTION		\$ -		\$ -	-		\$ -	-
6h. OTHER		\$ 928,652		\$ 928,652	-		\$ 957,052	-
1 Linen/Laundry Costs	\$ -		\$ -		-	\$ -		-
2 Uniform Purchases:	\$ 300		\$ 300		-	\$ 300		-
3 Rental, Leases & Repair	\$ 25,000		\$ 25,000		-	\$ 25,000		-
4 Equipment Maintenance & Repair	\$ 18,000		\$ 18,000		-	\$ 18,000		-
5 Publications / Advertising / Printing	\$ 5,200		\$ 5,200		-	\$ 8,000		2,800.00
6 Telephone/Internet -Mobile Communications	\$ 150,000		\$ 150,000		-	\$ 150,000		-
7 Annual Rent	\$ 250,000		\$ 250,000		-	\$ 250,000		-
8 Utilities - Electricity, Water, & Disposal	\$ 120,000		\$ 120,000		-	\$ 120,000		-
9 Building Maintenance/Repair and Other Occupancy	\$ 219,700		\$ 219,700		-	\$ 219,700		-
10 Building and Liability Insurance	\$ 12,610		\$ 12,610		-	\$ 12,610		-
11 Consultants	\$ -		\$ -		-	\$ -		-
12 Consultant Expenses	\$ 10,000		\$ 10,000		-	\$ 10,000		-
13 Human Resource & Personnel Fees	\$ 16,000		\$ 16,000		-	\$ 16,000		-
14 Transportation	\$ 45,000		\$ 45,000		-	\$ 45,000		-
15 Local Travel	\$ 7,500		\$ 7,500		-	\$ 7,500		-
16 Parent Activities					-			-
17 Parent Services	\$ 7,320		\$ 7,320		-	\$ 13,420		6,100.00
18 Training or Staff Development	\$ 39,180		\$ 39,180		-	\$ 58,680		19,500.00
19 Classroom field trip	\$ 2,800		\$ 2,800		-	\$ 2,800		-
20 Property Taxes	\$ 42		\$ 42		-	\$ 42		-
TOTAL OPERATIONAL COST	BASIC	\$ 1,421,633	BASIC	\$ 1,435,718	14,085.00	BASIC	\$ 1,502,453	66,735.00
TOTAL PAYROLL COST		\$ 2,454,110		\$ 2,656,463	202,353.00		\$ 2,656,463	-
		\$ 3,875,743		\$ 4,092,181	216,438.00		\$ 4,158,916	66,735.00
6i. INDIRECT COSTS								
Indirect Costs 9.1% Of Total Direct Charges	\$ 340,952		\$ 360,649		19,697.00	\$ 363,537		2,888.00
TOTAL PA 22 HEAD START BUDGET		\$ 4,216,695		\$ 4,452,830	236,135.00		\$ 4,522,453	69,623.00
Children		246	Children	\$ 246		Children	\$ 246	
Cost per Child	\$ 17,141		Cost per Child	\$ 18,101	960.00	Cost per Child	\$ 18,384	283.00
Inkind	\$ -		Inkind	\$ -		Inkind	\$ -	

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
MADERA REGIONAL/MARIPOSA HEAD START
EHS BUDDGET DETAIL JUSTIFICATION
JUNE 1, 2023 - MAY 31, 2024

	Original		w/7.50% Cola			w/Quality		
6a. SALARIES	\$ 338,320	\$ 355,423	\$ 365,453	\$ 383,844	27,133	\$ 379,858	\$ 398,678	14,405
	\$ 17,103		\$ 18,391.00		1,288	\$ 18,820		429
6b. FRINGE BENEFITS		\$ 80,450		\$ 84,143	-		\$ 85,542	-
Insurance	\$ 27,614		\$ 27,614		-	\$ 27,614		-
Worker's Comp (Various)	\$ 2,952		\$ 3,188		236	\$ 3,311		123
Pension (5.0%)	\$ 17,643		\$ 18,966		1,323	\$ 18,966		-
Pension Spending Credit \$200	\$ 3,384		\$ 3,384		-	\$ 3,384		-
FICA (7.65%)	\$ 26,540		\$ 28,662		2,122	\$ 29,771		1,109
SUTA (6.2%)	\$ 2,317		\$ 2,329		12	\$ 2,496		167
TOTAL SALARIES & FRINGE BENEFITS		\$ 435,873		\$ 467,987	-		\$ 484,220	16,233
6c. TRAVEL		\$ -		\$ -	-		-	-
6d. EQUIPMENT		\$ -		\$ -	-		0	-
6e. SUPPLIES		\$ 26,030		\$ 26,030	-		\$ 26,030	-
1 OFFICE SUPPLIES	\$ 2,530		\$ 2,530		-	\$ 2,530		-
2 DATA SUPPLIES	\$ 5,000		\$ 5,000		-	\$ 5,000		-
3 PROGRAM SUPPLIES	\$ 12,000		\$ 12,000		-	\$ 12,000		-
4 MEDICAL & DENTAL SUPPLIES					-			-
012 Early Headstart	\$ 1,500		\$ 1,500		-	\$ 1,500		-
5 INSTRUCTIONAL SUPPLIES	\$ 4,000		\$ 4,000		-	\$ 4,000		-
000 Central Head Start Office					-			-
012 Early Headstart					-			-
6 CUSTODIAL SUPPLIES	\$ 1,000		\$ 1,000		-	\$ 1,000		-
000 Central Head Start Office					-			-
7 POSTAGE					-			-
6f. CONTRACTUAL		\$ -		\$ -	-		-	-
6g. CONSTRUCTION					-			-
6h. OTHER		\$ 111,575		\$ 111,575	-		\$ 111,575	-
1 Equipment Rentals	\$ 4,000		\$ 4,000		-	\$ 4,000		-
2 Equipment Maintenance & Repair	\$ 200		\$ 200		-	\$ 200		-
3 Publications / Advertising / Printing	\$ 250		\$ 250		-	\$ 250		-
4 Telephone/Internet -Mobile Communications	\$ 22,000		\$ 22,000		-	\$ 22,000		-
5 Annual Rent	\$ 54,000		\$ 54,000		-	\$ 54,000		-
6 Utilities - Electricity, Water, & Disposal	\$ 14,000		\$ 14,000		-	\$ 14,000		-
7 Building Maintenance/Repair and Other Occupancy	\$ 5,125		\$ 5,125		-	\$ 5,125		-
8 Building and Liability Insurance	\$ 3,050		\$ 3,050		-	\$ 3,050		-
9 Transportation	\$ 5,100		\$ 5,100		-	\$ 5,100		-
10 Parent Services	\$ 150		\$ 150		-	\$ 150		-
11 Training or Staff Development	\$ 3,700		\$ 3,700		-	\$ 3,700		-
TOTAL OPERATIONAL COST	23.99%	\$ 137,605	22.72%	\$ 137,605	-	22.13%	\$ 137,605	-
TOTAL PAYROLL COST	76.01%	\$ 435,873	77.28%	\$ 467,987	32,114	77.87%	\$ 484,220	16,233
Sub-Total		\$ 573,478	Sub-Total	\$ 605,592	32,114	Sub-Total	\$ 621,825	16,233
6i. INDIRECT COSTS								
Indirect Costs of Total Direct Charges		\$ 52,186		\$ 55,109	2,923		\$ 56,586	1,477
TOTAL PA 22 HEAD START BUDGET		\$ 625,664	Grand Total	\$ 660,701	35,037	Grand Total	\$ 678,411	17,710
Children		\$ 42	Children	42	-	Children	42	-
Cost per Child		\$ 14,897	Cost per Child	\$ 15,731	834	Cost per Child	\$ 16,153	422



Report to the Board of Directors

Agenda Item Number: E-6

Board of Directors Meeting for: April 13, 2023

Author: Maritza Gomez-Zaragoza

DATE: March 7, 2023

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza

SUBJECT: 2022-2023 California State Preschool Program (CSPP) funding Grant Budget Revision for Amendment #1.

I. RECOMMENDATION:

Review and consider approving the 2022-2023 Amendment #1 Budget Revisions for the California State Preschool Program (CSPP).

II. SUMMARY:

Staff have prepared comparison budget revisions based on agency's funding allocations for the 2022-2023 funding guidance and amounts received from Stanislaus County Office of Education.

III. DISCUSSION:

The State Based Migrant Part Year Program Daily Reimbursement Rate increased from \$46.69 to \$49.75 the days of service will remain at 178 Child Days of Enrollment retro to July 1, 2021.

- A. CSPP – Increase in funds will be allocated to at 44% of the total allowable expenses for the following budget categories:
 - a. Personnel and Fringe Benefits
 - b. Supplies – consumables
 - c. Other – utilities, phone, and rent

- The 2022-2023 California State Preschool Program (CSPP) funding Grant Budget Revision for Amendment#1 will be presented to the Policy Council for approval on April 6, 2023.

IV: FINANCING:

	Approved	Increase	Amendment
Total Grant Award CSPP Budget	\$792,621	\$455,363	\$1,247,984

**STANISLAUS COUNTY OFFICE OF EDUCATION
STATE MIGRANT CHILD CARE - CSPP
CMIG BUDGET COMPARISON REVISION
July 1, 2022 - June 30, 2023**

Delegate Agency: COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

319 CSPP Amendment #1		Approved Budget	Modification Changes	Revised Budget
6a	Personnel	566,603	164,810	731,413
6b	Fringe	159,906	85,935	245,841
6c	Travel	-	0	-
6d	Equip >5,000	-	0	-
6e	Equip <5,000	-	0	-
6e	Supplies	-	27,591	27,591
6f	Contracts	-	0	-
6g	Renovations	-	0	-
6h	Other	-	139,044	139,044
	Total Direct	726,509	417,381	1,143,890
6i	Indirect	66,112	37,982	104,094
	Total	792,621	455,363	1,247,984

Explanation of requested variance/changes:			Changes
6a	Net Increase:	SCOE Increase Budget by \$455,363. Captured 44% of allowable expenses to offset payroll cost to earn contract	164,810
6b	Net Increase:	SCOE Increase Budget by \$455,363. Captured 44% of allowable expenses to offset payroll cost to earn contract	85,935
6c	No Change		-
6d	No Change		-
6e	No Change		-
6e	Net Increase:	SCOE Increase Budget by \$455,363. Captured 44% of allowable expenses to offset payroll cost to earn contract	27,591
6f	No Change		-
6g	No Change		-
6h	Net Increase:	SCOE Increase Budget by \$455,363. Captured 44% of allowable expenses to offset payroll cost to earn contract	139,044
6i	Net Increase:	Indirect Variance @ 9.1%	37,982
Total			455,363

<i>Approval Section</i>	
Delegate Director: <i>[Signature]</i>	Date: 3.7.23
Agency Executive Director: <i>Mattie Mency</i>	Date: 3/7/2023
Policy Committee Approval:	Date:
Board Approval:	Date:
Grantee Director:	Date:



Report to the Board of Directors

Agenda Item Number: E-7

Board of Directors Meeting for: April 13, 2023

Author: Maritza Gomez-Zaragoza

DATE: March 10, 2023

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Head Start Program Director

SUBJECT: 2023-2024 Fresno Migrant Seasonal Head Start's Refunding Grant Application to serve Fresno County Migrant children and families.

I. **RECOMMENDATION:**

Review & consider approving the submission of the Fresno Migrant and Seasonal Head Start Basic Grant Application and budgets.

Approve 2023-24 Basic Budget

Approve 2023-24 Administrative Budget

Approve 2023-24 Training and Technical Assistance Budget

Approve 2023-24 In-Kind Budget

II. **SUMMARY:**

1. CAPMC will be requesting the funding that was returned to the grantee in 2021. The additional funds will support salary increases and increase the operational cost to operate the Migrant Head Start centers.
2. The proposed grant application will serve migrant and seasonal children and families in Fresno County.
3. The 2023-2024 Basic Grant application with all respective budget details is due to Community Action Partnership of San Luis Obispo, Inc. by May of 2023.
4. CAPMC Board of Directors Resolution is required by Community Action Partnership of San Luis Obispo, Inc.
5. Funding period: September 1, 2023 - August 31, 2024

III. **DISCUSSION:**

1. In 2021, CAPMC requested to reduce the funded enrollment for the Fresno Migrant Seasonal Head Start program by 50 slots. At that time, funds were returned based on the cost per child totaling \$463,050. With operational cost increasing, CAPMC will be submitting its grant application to include the returned funds. In addition to using the funds to support operational costs, funds will also be used to increase staff's salaries.

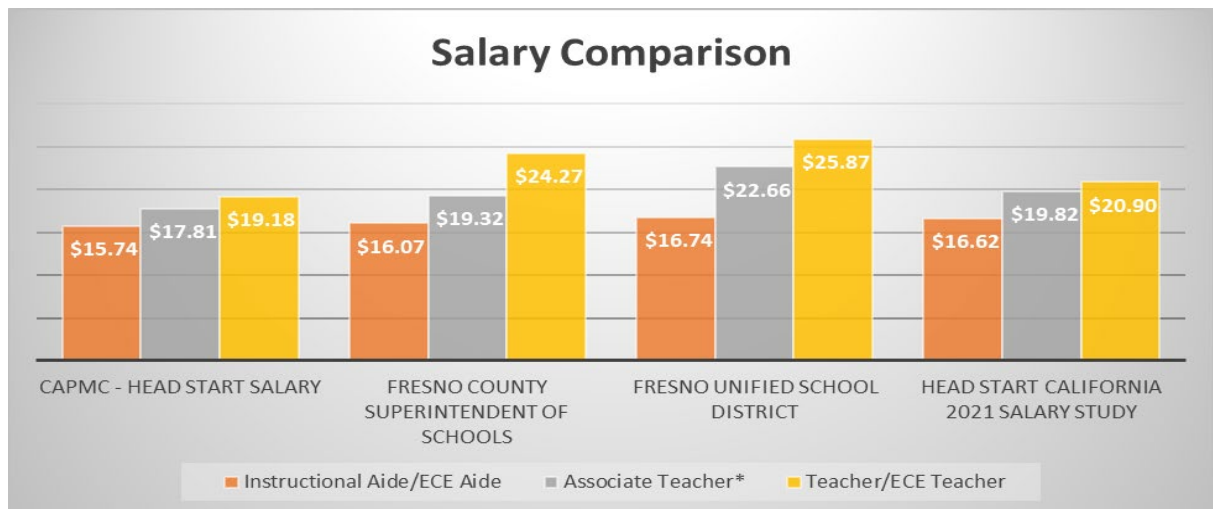
The agency's goal is to increase salaries to retain and recruit qualified staff and at the same time offer comparable wages that Madera, Fresno, and Merced school districts and child care programs are paying for similar positions. In 2022, Office of Head Start provided a Cost of Living Adjustment and Quality Improvements funds that were used to increase salaries for all positions.

However, the entry-level positions, even with that increase, is just above the minimum wage of \$15.50. The starting pay for an Instructional Aide I is \$15.74. Staff is recommending increasing salaries for most of the Head Start positions but focusing on Teachers, Advocates, and Center Directors. The increases will be based on education and degrees. The proposed salary increases also include other positions but again, the focus will be on the mentioned positions.

In order to provide a comparison of other preschool programs, CAPMC staff gathered information regarding salaries for the positions that need to be considered for an increase to stay comparable and retain staff. In addition to comparing with local schools/providers, CAPMC staff also utilized the Head Start California 2021 Salary Study to compare data. CAPMC participates and contributes to the study.

The graphs below provide a comparison of current salaries from the local school/providers and the CA Head Start study:

Teaching Staff



2. As stated above, part of the funding will be used to increase overall salaries but the focus will be on teaching positions based on the degree staff members hold. The remaining funds will be used to off-set increasing costs to operate the program, main utilities, and telephone costs.
3. The awarded funding will serve 469 children and families. The children will receive 109 child service days beginning September 1, 2023.
4. Services will be provided under the center base option. Center hours will depend on the needs of families with a total of 10 hours per day.
5. Areas of services at seven rural Fresno County centers: Firebaugh, Five Points, Mendota, Orange Cove, Parlier, Inez C. Rodriquez, located in Reedley and Selma.

- The 2023-2024 Fresno Migrant Seasonal Head Start's Refunding Grant Application to serve Fresno County Migrant children and families will be presented to the Policy Committee for approval on April 12, 2023.

IV. FINANCING:

Total funding is: Basic \$5,266,360

Training and Technical Assistance is \$82,690

Administrative Budget \$583,821 (part of the overall total)

Non-Federal Share (In-kind) \$729,416

This grant does require a 12% in-kind match

Community Action Partnership of San Luis Obispo County, Inc.
 Fresno Migrant and Seasonal Head Start
 Community Action Partnership of Madera County
 PA 23 Basic Budget
 2023-24

3/14/2023
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							BASIC	TOTAL
6a. SALARIES							Salaries \$ 2,994,308	\$ 3,186,095
							Accr Vac \$ 191,787	
6b. FRINGE BENEFITS								\$ 754,249
Health Insurance							\$ 241,714	
Worker's Comp (Various)						2.50%	\$ 79,721	
Pension (4.0%)						5.00%	\$ 159,310	
Pension Spending Credit \$200						0.95%	\$ 30,250	
FICA (7.65%)						6.33%	\$ 201,664	
SUTA (6.2%)						1.31%	\$ 41,590	
TOTAL SALARIES & FRINGE BENEFITS								\$ 3,940,344
6c Equipment (Excess \$5000.00/Unit)								
Insight Company								
Shed - Firebaugh	\$ 6,000.00							
Shed - Selma	\$ 6,000.00							
Total Equipment (Excess \$5000/Unit)								\$ 12,000
6d Office Supplies								
Office Supplies-Fresno Head Start Office	\$ 750.00	x	12	Mths			\$ 9,000	\$ 14,500
Office Supplies-Head Start Sites	\$ 130.95	x	6	Mths			\$ 5,500	
Data Processing Supplies								\$ 50,000
Office Supplies-Fresno Head Start Office	3,667	x	12	Mths			\$ 44,000	
Office Supplies-Head Start Sites	1,002	x	6.0	Mths			\$ 6,000	
Food Supplies								\$ 10,500
Food Inventory Cost-Fresno Head Start Office	\$ -	x	12	Mths			\$ -	
Food/Children -Food Experience -Head Start Sites	\$ 1,750.00	x	6	Mths			\$ 10,500	
Kitchen Supplies- Head Start Sites	\$ 1,000.00	x	1	Sites			\$ 1,000.00	\$ 1,000.00
Program Supplies								
Fresno Headstart Office	\$ 1,691.67	x	12	Mths			\$ 20,300	\$ 50,300
Program Supplies-Head Start Sites	\$ 5,000.00	x	6	Mths			\$ 30,000	
Medical Supplies								
Fresno Headstart Office	\$ -	x	12	Mths			\$ -	\$ 2,500
Medical/Dental Supplies-Head Start Sites	\$ 500.00	x	5	Mths			\$ 2,500	
Instructional Supplies								
Fresno Headstart Office Truma Literture and Supplies	\$ -	x	12	Mths			\$ -	\$ 5,000
Program Supplies-Head Start Sites	\$ 833.33	x	6	Mths			\$ 5,000	
Custodial Supplies								
Fresno Headstart Office	\$ 125.00	x	12	Mths			\$ 1,500	\$ 15,000
Custodial Supplies-Head Start Sites	\$ 2,250.00	x	6	Mths			\$ 13,500	
Postage								
Fresno Head Start Office	\$ 125.00	x	12	Mths			\$ 1,500	\$ 750
Total Supplies								\$ 149,550
6e Contracts								
Speech Therapist - Screenings	Children		Days			\$ Rate		
Total Contracts	250	Screened	15	x		\$ 60.00	\$ 15,000	\$ 15,000
6f Other								
Rentals and Leases								
Fresno Headstart Office	\$ 1,916.67	x	12	Mths			\$ 23,000.00	\$ 36,000
Rentals -Head Start Sites	\$ 1,083.33	x	12	Mths			\$ 13,000.00	
Equipment Repair and Maintenance								
Fresno Headstart Office	\$ 210.00	x	12	Mths			\$ 2,300.00	\$ 25,000
Repairs & Maintenance -Head Start Sites	\$ 1,891.67	x	12	Mths			\$ 22,700.00	
Printing and Advertising								
Printing and Publications-Fresno Office	\$ 683.33	x	9	Mths			\$ 4,100.00	\$ 5,000
Printing and Publications-Head Start Sites	\$ 180.00	x	5	Mths			\$ 900.00	
Communications								
Fresno Headstart Office	\$ 3,333.33	x	12	Mths			\$ 40,000.00	\$ 180,000
Telephone Head Start Sites	\$ 11,666.65	x	12	Mths			\$ 140,000.00	
Annual Rent								
Fresno Headstart Office	\$ 5,087.00	X	12	Mths			\$ 72,397.00	\$ 83,202
Head Start Sites	\$ 905.00	X	12	Mths			\$ 10,805.00	
UTILITIES								
Fresno Headstart Office	\$ 2,113.00	X	12	Mths			\$ 32,500.00	\$ 75,000
Head Start Sites	\$ 4,387.00	X	12	Mths			\$ 42,500.00	
Building Maintenance, Repair, and Occupancy								
Fresno Headstart Office R&M	\$ 5,687.08	X	12	Mths			\$ 68,245.00	\$ 98,245
Head Start Sites R&M	\$ 2,200.00	X	12	Mths			\$ 30,000.00	
Grounds Maintenance	3,500.00	X	12	Mths			\$ 42,000	\$ 42,000
Pest Control-Centers	625.00	X	12	Mths			\$ 7,500	\$ 7,500
Burglar & Fire Alarm	1,209.00	X	9	Mths			\$ 6,500	\$ 6,500
Custodial Services	398.00	X	12	Mths			\$ 4,776	\$ 4,776

Community Action Partnership of San Luis Obispo County, Inc.
 Fresno Migrant and Seasonal Head Start
 Community Action Partnership of Madera County
 PA 23 Basic Budget
 2023-24

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<u>Building and Child Liability</u>									
Property Insurance	1,239.58	X	12	Mths		\$	13,795	\$	15,373
Liability Insurance	42.00	X	12	Mths		\$	504		
Student Activity Insurance	179.00	X	6	Mths		\$	1,074		
<u>Consultants</u>									
Psychological/Child Observation Services	3,086.67	X	6	Mths		\$	10,000	\$	13,000
Consultant Expenses	63.00	X	6	Mths		\$	1,500		
Legal	\$ 375	X	4	Mths	1500	\$	1,500		
<u>Screening/Medical</u>									
Employee Screening/Medical & Drug Testing	5	Emp	x		\$ 200	\$	1,000	\$	1,000
<u>Vehicle Repair & Maintenance</u>									
Vehicle Gas & Oil	\$ 6.50	X	2,308	Gallons		\$	15,000	\$	62,500
Vehicle Registration						\$	2,500		
Vehicle Insurance	\$ 1,650.00	X	12	Mths		\$	20,000		
Vehicle Repair & Maintenance	\$ 2,083.33	X	12	Mths		\$	25,000		
<u>Travel and Per Diem</u>									
Staff Travel Local	2,500.00	X	6	Mths		\$	15,000	\$	15,000
<u>Other</u>									
Property Taxes	\$ 5,800.00	X	1	Mths		\$	5,800.00		
Fees and Licenses	\$ 3,866.67	X	2.4	Mths		\$	22,000.00		
Fingerprints	\$ 50.00	X	10	Emp	\$ 3,800.00	\$	3,800.00		
Employee Health and Safety	85.00	Employees	x		75.00	\$	6,375		
Volunteer Recognition									
Parent Activity	\$ 29.00	X	5	Mths		\$	1,450		
PC Allowance	56.00	Mbrs x 12Mtg	x		5.00	\$	1,680		
Total Other								\$	711,201
6G Total Operational Cost							16.9%	\$	887,751
Total Payroll Cost							74.8%	\$	3,940,344
Total Costs								\$	4,828,095
6H Total Indirect Costs							Approved Indirect Rate 9.10%	8.32%	\$ 438,265
TOTAL BUDGET								Contract	\$ 5,266,360
							Children		469
							Cost per Child	\$	11,229

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
FRESNO MIGRANT HEAD START
ADMINISTRATIVE BUDGET
September 1, 2023 - August 31, 2024**

	Hrs./ Day	# Days	% Time		BASIC FEDERAL SHARE
6A PERSONNEL					
HEAD START DIRECTOR	2.32	261	29%		\$ 41,115.61
EXECUTIVE ADMINISTRATIVE AIDE	2.00	261	25%		\$ 12,129.05
HUMAN RESOURCES ASSISTANT I	2.64	261	33%		\$ 15,838.49
TOTAL SALARIES					69,083
6B FRINGE BENEFITS					
Health/Dental/Vision/Life Insurance				\$	6,803.94
Workers' Compensation				\$	1,721.00
PENSION				\$	3,454.00
FICA				\$	4,373.00
SUI				\$	378.00
TOTAL FRINGE BENEFITS					16,729.94
TOTAL PERSONNEL COSTS					\$ 85,812.94
6C TRAVEL (OUT OF AREA)					
1. CHSA Annual Education Conference	\$ 6,100	x	100%	\$	6,100.00
2. CACFP Annual Conference	\$ 450	x	100%	\$	450.00
3. National Migrant & Seasonal Head Start	\$ 8,660	x	100%	\$	8,660.00
4. Zero to Three Conference	\$ 3,552	x	100%	\$	3,552.00
5. CHSA - Health Institute	\$ 5,170	x	100%	\$	5,170.00
TOTAL TRAVEL (OUT OF AREA)					\$ 23,932
6D EQUIPMENT (EXCESS \$5,000/UNIT)				\$ -	
TOTAL EQUIPMENT (EXCESS \$5,000/UNIT)					\$ -
6E SUPPLIES					
Office Supplies	9,000	per yr.	x	14.0%	1,260
Custodial Supplies	1,500	per yr.	x	5%	75
Postage	1,500	per yr.	x	100%	1,500
TOTAL SUPPLY COST					\$ 2,835
6F CONTRACTS					-
6G RENOVATION					-
6H OTHER					
Printing & Publication	4,100	YTD	x	35.0%	1,435
Advertising & Promotion	-	YTD	x	35.0%	-
Telephone	40,000	YTD	x	3.0%	1,200
Rent	51,841	YTD	x	5.3%	2,748
Utilities and Disposal	32,500	YTD	x	13.3%	4,323
Pest Control	660	YTD	x	5.0%	33
Burglar & Alarm	912	YTD	x	12.1%	110
Property Insurance	3,535	YTD	x	5.0%	177
Liability Insurance	504	YTD	x	10.0%	50
Legal	1,500	YTD	x	100.0%	1,500
Fees & Licenses	21,400	YTD	x	100.0%	21,400
TOTAL OTHER					\$ 32,976
6I TOTAL DIRECT COSTS					\$ 145,556
6J INDIRECT COSTS				Indirect Rate (9.1%)	\$ 438,265
TOTAL BUDGET					\$ 583,821

ADMINISTRATIVE PERCENTAGE

9.60%

Administrative Rate Calculation	
Fresno Migrant	\$ 5,266,360
Fresno T&TA	\$ 82,690
Non-Federal	\$ 729,416
	\$ 6,078,466
MAX ADMIN % ALLOWED = 15%	\$ 911,770
ADMIN BUDGET TOTAL	\$ 583,821
DIVIDED BY TOTAL FUNDING	\$ 6,078,466
ADMIN %	9.60%

6a. SALARIES		\$0
6b. FRINGE BENEFITS		\$0
TOTAL SALARIES & FRINGE BENEFITS		\$0
6c. TRAVEL		\$ 23,932
<u>1. CHSA Annual Education Conference</u>	\$ 6,100.00	
Registration fee (\$650/day x 5 staff)	3,250.00	
Lodging (150/night x 4 nights x 3 rooms, including parking)	1,800.00	
Per diem (\$42/day x 5 days x 5 staff)	1,050.00	
<u>2. CACFP Annual Conference</u>	\$ 450.00	
Registration fees (\$450 x 1 staff)	450.00	
<u>3. National Migrant & Seasonal Head Start</u>		
Registration (\$650 x 6 staff)	3,900.00	\$ 8,660.00
Lodging (\$250/night x 4 nights x 3 room, including parking)	3,000.00	
Per diem (\$42/day x 5 days x 6 staff)	1,260.00	
Parking & Incidentals	500.00	
<u>4. Zero to Three Conference</u>		
Registration (\$500/ x 3 staff)	1,500.00	\$ 3,552.00
Lodging (\$250/night x3 nights x 2 room, including parking)	1,500.00	
Per diem (\$46/day x 4 days x 3 staff)	552.00	
<u>5. CHSA - Health Institute</u>		
Registration (\$600 x 3 staff)	1,800.00	\$ 5,170.00
Lodging (\$280/night x 4 nights x 2 room, including parking)	2,240.00	
Per diem (\$42/day x 5 days x 3 staff)	630.00	
Parking & Incidentals	500.00	
6d. EQUIPMENT		\$0
6e. SUPPLIES		\$4,806
<u>1. Office/Program Supplies</u>	\$ 4,806.00	
Resource materials for staff and parents training and meetings		
6h. OTHER		\$47,055
<u>1. Consultants and Consultant Expenses</u>	\$ 47,055.00	
a. Policy Council Training with Agency Attorney	2,500.00	
*Brown Act		
*By-Laws		
*Program Governance		
*Role & Responsibilities		
b. Area Manager, Coach, Teaching staff, 15 hour In-service		
*CLASS Training	3,500.00	
*Dual Language Learners	3,600.00	
*DRDP Assessment	3,500.00	
*Meaningful Observations	3,500.00	
*Frog Street Curriculum - Fidelity Tool	3,000.00	
*TLC	1,500.00	
*CLASS Leadership Summit	650.00	
*Trauma Informed Care	1,000.00	
*ChildPlus Training	2,500.00	
c. Health & Safety Trainings	3,500.00	
*CPR/First Aid		
*Emergency/Safety Procedures		
*Child Abuse & Neglect		
*Harrasment in the Workplace		
d. Food Handler and Food Manager Certification		
*\$15/per person x 16 staff - handler	240.00	
*\$161/person x 2 staff - Manager	322.00	
e. Teach Stone - CLASS Certification	600.00	
(\$150/Person x 4 Staff)		
f. Abriendo Puertas New Facilitator Training	11,543.00	
7 Advocates x \$1,649.00/ea		
g. Family Development Credential	1,000.00	
2 Advocates x \$500/ea		
h. Language Impairment	2,000.00	
i. Challenging Behaviors/Autism Spectrum Disorders	1,200.00	
j. Transform challenging behavior Conference webinar	1,400.00	
TOTAL DIRECT CHARGES		\$ 75,793
6i. INDIRECT COSTS	9.10%	\$6,897
TOTAL PA 20 HEAD START T & TA BUDGET		\$82,690

**Community Action Partnership of Madera County
Fresno Migrant Head Start
Non-Federal Share (In-Kind Cash)
Budget Detail Justification
PA20/PA22
Sept 1, 2023 - Aug 31, 2024**

6a. SALARIES		0	BASIC \$0	
6b. FRINGE BENEFITS		0	\$0	
6c. TRAVEL (OUT OF AREA)		0	\$0	
6d. EQUIPMENT		0	\$0	
6e. SUPPLIES			<u>\$480</u>	
1 Donated Materials	31.11 x 9 Sites	\$ 280.00	\$ 480.00	
Doantions provided by local merchants				
2 Supplies Purchased	16.67 x 12 Months	\$ 200.00		
with Program Income				
6f. CONTRACTUAL			\$0	
6g. CONSTRUCTION			\$0	
6h. OTHER			<u>\$728,936</u>	
Rents	Appraised Annual Rent Paid	Inkind Value	\$217,266	
21 Biola		0.00		
23 Firebaugh	35,184.00	6,000.00	29,184.00	
24 Five Points	37,776.00	-	37,776.00	
25 Huron		-	0.00	
26 Mendota	17,136.00	4,800.00	12,336.00	
27 Orange Cove	29,195.00	2.00	29,193.00	
28 Parlier	49,764.00	-	49,764.00	
29 Inez Rodriquez	30,408.00	2.00	30,406.00	
30 Selma	28,608.00	1.00	28,607.00	
31 Fresno Office	-		0.00	
	<u>228,071.00</u>	<u>10,805.00</u>		
4 Volunteers			\$511,670	
a. PC Board	9 Members	0.50 Hrs	10 Mtgs \$57.73 Hr	\$2,598
21 Biola	15 Parents	-	6 Mths \$23.66 Hr	\$0
23 Firebaugh	30 Parents	22.00 Hrs	6 Mths \$23.66 Hr	\$93,694
24 Five Points	24 Parents	22.00 Hrs	6 Mths \$23.66 Hr	\$74,955
25 Huron	20 Parents	-	6 Mths \$23.66 Hr	\$0
26 Mendota	20 Parents	22.00 Hrs	6 Mths \$23.66 Hr	\$62,462
27 Orange Cove	24 Parents	22.00 Hrs	6 Mths \$23.66 Hr	\$74,955
28 Parlier	45 Parents	-	6 Mths \$23.66 Hr	\$0
29 Inez Rodriquez	35 Parents	22.00 Hrs	6 Mths \$23.66 Hr	\$109,309
30 Selma	30 Parents	22.00 Hrs	6 Mths \$23.66 Hr	\$93,694
31 Fresno Office	0 Parents	-	6 Mths \$23.66 Hr	\$0
	252			
6i. TOTAL DIRECT EXPENSES			<u>\$729,416</u>	
TOTAL NON-FEDERAL SHARE BUDGET			<u>\$729,416</u>	

CAPMC - FRESNO MIGRANT/SEASONAL HEAD START

Fresno Basic Days of Operation 2023-24

Final 02/24/23

2/28/23 8:28 AM

Sep-23

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Mth 21 Exp 21
 Child Days 19
 Trans Days 0
 Staff w/o Children 1
 Holidays 1
 Winter/Spring Break 0
 Non-Op Days 0
 21

Oct-23

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Mth 22 Exp 20
 Child Days 19
 Trans Days 0
 Staff w/o Children 2
 Holidays 1
 Winter/Spring Break 0
 Non-Op Days 0
 22

Nov-23

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Mth 22 Exp 20
 Child Days 7
 Trans Days 0
 Staff w/o Children 2
 Holidays 0
 Winter/Spring Break 0
 Non-Op Days 13
 22

Dec-23

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Mth 21 Exp 20
 Child Days 0
 Trans Days 0
 Staff w/o Children 0
 Holidays 0
 Winter/Spring Break 0
 Non-Op Days 21
 21

Jan-24

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Mth 23 Exp 20
 Child Days 0
 Trans Days 0
 Staff w/o Children 0
 Holidays 0
 Winter/Spring Break 0
 Non-Op Days 23
 23

Feb-24

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Mth 21 Exp 29
 Child Days 0
 Trans Days 0
 Staff w/o Children 0
 Holidays 0
 Winter/Spring Break 0
 Non-Op Days 21
 21

Mar-24

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Mth 21 Exp 21
 Child Days 0
 Trans Days 0
 Staff w/o Children 0
 Holidays 0
 Winter/Spring Break 0
 Non-Op Days 21
 21

Apr-24

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Mth 22 Exp 20
 Child Days 0
 Trans Days 0
 Staff w/o Children 0
 Holidays 0
 Winter/Spring Break 0
 Non-Op Days 22
 22

May-24

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Mth 23 Exp 25
 Child Days 4
 Trans Days 0
 Staff w/o Children 5
 Holidays 1
 Winter/Spring Break 0
 Non-Op Days 13
 23

Jun-24

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Mth 20 Exp 20
 Child Days 18
 Trans Days 0
 Staff w/o Children 1
 Holidays 1
 Winter/Spring Break 0
 Saturdays 0
 Non-Op Days 0
 20

Jul-24

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Mth 23 Exp 15
 Child Days 21
 Trans Days 0
 Staff w/o Children 1
 Holidays 1
 Winter/Spring Break 0
 Saturdays 0
 Non-Op Days 0
 23

Aug-24

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Mth 22 Exp 30
 Child Days 21
 Trans Days 0
 Staff w/o Children 1
 Holidays 0
 Winter/Spring Break 0
 Saturdays 0
 Non-Op Days 0
 22

Advocates & CD's Return
 Staff Return - Pre-Service

	Sum
Child Days	109
Staff w/o Children	13
Holidays	5
Non-Op Days	134



Report to the Board of Directors

Agenda Item Number: E-8

Board of Directors Meeting for: April 13, 2023

Author: Sandra Ramirez

DATE: March 27, 2023

TO: Board of Directors

FROM: Sandra Ramirez

SUBJECT: 2022-2023 State Based Migrant Part Year (CMIG) Grant Budget Revision for Amendment #2 for permanent COLA rate increase.

I. RECOMMENDATION:

Review and approve Amendment #2 of the 2022-2023 State-Based Migrant Part-Year (CMIG) Grant Budget Revision.

II. SUMMARY:

We have prepared comparison budget revision based on agency's funding allocation for the 2022-2023 funding guidance and amounts received from Stanislaus County Office of Education.

III. DISCUSSION:

The State Based Migrant Part Year Program Daily Reimbursement Rate COLA increased from \$45.74 to \$48.74 retro to July 1, 2022.

- A. Funds will be used to increase transfer of allocation costs from the Blended program in 6a Personnel and 6b Fringe categories.
- B. Funds will be used to increase transfer of allocation costs from Blended program in 6e Supplies category like office, program and custodial supplies.
- C. Funds will be used to allocate vehicle insurance costs in 6h Other category.
- D. Increase in 6j Indirect Cost of 9.1% for the additional Cola funds.

IV. FINANCING:

	Approved	Amendment	Increase
Total Grant Award CMIG Budget	\$786,682	\$838,279	\$51,597

3-STCDSS-D20-02

**AGREEMENT
FOR SUBCONTRACTING OF ACTIVITIES
UNDER
CALIFORNIA MIGRANT CHILD CARE PROGRAM - PART YEAR
CMIG-2017/CMSS-2017
TO
COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
AMENDMENT #2**

This is an amendment to the 2022-2023 Agreement for Delegation of Activities under the above listed contracts held by OFFICE during the period of July 1, 2022 through June 30, 2023. This amendment reflects a **permanent COLA rate increase with the respective basic funds increase**. All contract funds must be obligated for their designated usage by the end of the contract period. Any funds not used for the specified purposes by the end of the contract period will be returned to CDE.

1.0 Subcontract Amount

The maximum contract sum to be paid to CAPMC from specified funds shall be amended by deleting reference to **\$1,056,287** and inserting **\$1,107,884** in place thereof.

- a. CMIG-PY Basic funds shall be amended by deleting reference to **\$786,682** and inserting **\$838,279** in place thereof.
- b. CMIG-PY Start-up/Close-down funds shall not change, remaining at **\$132,509**.
- c. CMIG-PY Specialized Services funds shall not change, remaining at **\$137,096**.
- d. The maximum administrative rate shall not change, remaining at **9.5%** of allowable Basic expenditures.

2.0 Service Requirements

- a. CMIG-PY CDE shall not change, remaining at **17,199**. The Daily Reimbursement Rate shall be amended by deleting reference to **\$45.74** and inserting **\$48.74** in place thereof. The MDO shall not change, remaining at **201**.

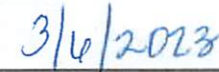
In witness whereof, OFFICE and SUBCONTRACTOR have executed this agreement on this 14th day of February, 2023.

Mattie Mendez
Executive Director
Community Action Partnership
Of Madera County

Scott Kuykendall
Stanislaus County Superintendent of Schools
By: Julie A. Betschart, Deputy
Superintendent



Signature



Date

Signature

Date

12-6066-3-5829-0001-1000-000-7020-XX = +/- \$0
12-6066-3-5129-0001-1000-000-7020-XX = + \$51,597
12-6072-3-5129-0001-1000-000-7020-XX = +/- \$0

Breanna Emery
Digitally signed by Breanna Emery
Date: 2023.02.15 08:13:47 -08'00'

Account No.

Marissa Duran
Digitally signed by Marissa Duran
Date: 2023.02.23 21:31:03 -08'00'

Department Approval

Ramona Trejo
Digitally signed by Ramona Trejo
Date: 2023.02.23 13:53:54 -08'00'

Budget Office Approval

Anthony Jordan
Digitally signed by Anthony Jordan
Date: 2023.02.24 14:01:40 -08'00'

Division Approval

ATTACHMENT E
2022-2023 CALIFORNIA STATE PRESCHOOL PROGRAM
CASH ADVANCE SCHEDULE
Subrecipient: Community Action Partnership of Madera County

Apportionment Schedule				2022-2023 Advances			
Month	Basic	SU/CD	Specialized	Basic	SU/CD	Specialized	Total
July	24.50%	24.50%	20.00%	192,737	32,465	27,419	252,621
August	17.00%	17.00%	20.00%	133,736	22,527	27,419	183,682
September	17.00%	17.00%	20.00%	133,736	22,527	27,419	183,682
October	12.75%	12.75%	15.00%	100,302	16,895	20,564	137,761
November	0.00%	0.00%	0.00%	-	-	-	-
December	0.00%	0.00%	0.00%	-	-	-	-
January	0.00%	0.00%	0.00%	-	-	-	-
February	0.00%	0.00%	0.00%	-	-	-	-
March	12.85%	12.85%	6.25%	101,089	17,027	8,569	126,685
July-March COLA	0.00%	0.00%	0.00%	43,393	-	-	43,393
April	5.30%	5.30%	6.25%	44,429	7,023	8,569	60,021
May	5.30%	5.30%	6.25%	44,429	7,023	8,569	60,021
June	3.30%	3.30%	4.25%	27,662	4,372	5,826	37,860
FINAL	2.00%	2.00%	2.00%	16,766	2,650	2,742	22,158
Total	100.00%	100.00%	100.00%	\$ 838,279	\$ 132,509	\$ 137,096	\$ 1,107,884
Original Contract				786,682	132,509	137,096	1,056,287
Amendment 1				-	-	-	-
Total				786,682	132,509	137,096	1,056,287
Amendment 2				51,597	0	0	51,597
				838,279	132,509	137,096	1,107,884

**STANISLAUS COUNTY OFFICE OF EDUCATION
STATE MIGRANT CHILD CARE - CMIG
CMIG BUDGET COMPARISON REVISION
July 1, 2022 - June 30, 2023**

Delegate Agency: COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

322 CMIG Amendment #2	Approved Budget	Modification Changes	Revised Budget
6a Personnel	552,512	16,800	569,312
6b Fringe	157,835	28,530	186,365
6c Travel	-	0	-
6d Equip >5,000	-	0	-
6e Equip <5,000	-	0	-
6e Supplies	8,935	3,386	12,321
6f Contracts	-	0	-
6g Renovations	-	0	-
6h Other	-	360	360
Total Direct	719,282	49,076	768,358
6i Indirect	67,400	2,521	69,921
Total	786,682	51,597	838,279

Explanation of requested variance/changes:	Changes
6a Net Increase: Increase from the Daily Reimbursement Rate increase from \$45.74 to \$48.74 effective July 1, 2022. More funds to be allocated from Blended program to CMIG for Personnel costs.	16,800
6b Net Increase: Increase from the Daily Reimbursement Rate increase from \$43.96 to \$45.74 effective July 1, 2022. More funds to be allocated from Blended program to CMIG for Fringe costs. Including additional month and increase costs in employee insurance.	28,530
6c No Change	-
6d No Change	-
6e No Change	-
6e Net Increase: Increase in funds to allcate more costs from Blended program to CMIG for custodial, office and program supplies.	3,386
6f No Change	-
6g No Change	-
6h Net Increase: Additional funds for insurance on shared vehicle.	360
6i Net Increase: Additional COLA funds to increase indirect costs.	2,521
Total	51,597

Approval Section	
Delegate Director:	Date:
Agency Executive Director:	Date:
Policy Committee Approval:	Date:
Board Approval:	Date:
Grantee Director:	Date:



Report to the Board of Directors

Agenda Item Number: E-9

Board of Directors Meeting for: April 13, 2023

Author Maritza Gomez-Zaragoza

DATE: March 23, 2023

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Head Start Director

SUBJECT: Approval of Madera Migrant Seasonal Head Start Cost of Living Adjustment (COLA) and Quality Improvement application for the contract year ending February 28, 2024.

I. RECOMMENDATIONS:

Review and consider approving the 2023-2024 COLA and Quality Improvement Grant Application for Madera Migrant and Seasonal Head Start.

II. SUMMARY:

The Consolidated Appropriations Act of 2023 contain an increase to Head Start Programs for the fiscal year of 2023. Part of the funding was earmarked for a Cost of Living Adjustment (COLA) and Quality Improvement for the Head Start Programs. The funding is intended to increase the on-going funding level of Head Start Programs through a COLA increase in the amount of 5.6%. In addition, additional funding was allocated for Quality Improvement Funds.

III. DISCUSSION:

- A. The COLA funds were earmarked for a 5.6% salary increase for staff. In the funding guidance for the Quality Improvement funds, recipients were encouraged to consider using the funding to enhance staff's salaries. After some consideration of all CAPMC Head Start Program's funding, it was proposed to consider a 7.5% increase for all staff. The funding was combined in order to provide the 7.5% salary increase for all Head Start staff. The COLA funding will cover 5.6% and the Quality Improvement funds will cover 1.9%.
- B. The Migrant Seasonal Head Start budget has been amended to reflect 7.5% salary increase with the COLA and Quality Improvement funds beginning March 1, 2023. Related fringe benefit cost (FICA taxes, worker's compensation insurance, and retirement benefits) have been increased accordingly.
- C. After applying cost to salaries and benefits, the program will have left over funding which will be applied to the following categories; Staff Training, Staff Wellness, Education Reimbursement, Maintenance, Utilities.
- D. The attachments provide a summary of the original funding, the addition of the COLA and Quality Improvement funding, and where it was applied.

- E. The allowable indirect expense for the two (2) grants is the agency's approved rate of 9.1%.
- F. Non-Federal Share amounts will be added under volunteer hours.
- The Cost of Living Adjustment (COLA) and Quality Improvement application will be presented to the Policy Committee for approval on April 11, 2023.

IV. FINANCIAL IMPACT:

	Head Start
COLA Funding Increase:	\$315,445
Quality Improvement Funding Increase	\$210,109
Non-Federal Share:	\$0

March 16, 2023

Mattie Mendez, Executive Director
Community Action Partnership of Madera County (CAPMC)
1225 Gill Avenue
Madera, CA 93637

Dear Mattie:

The Migrant Seasonal and Migrant Early Head Start COLA & Quality application is due to the Office of Head Start Region XII office by April 21, 2023. The next phase is developing agency budgets. Enclosed please find the necessary guidelines and documents needed for your proposed 2023-2024 COLA & Quality budget submission.

Your funding allocation for the 2023-24 is as indicated below:

	<i>MHS</i>
COLA funds (5.6%)	\$315,445
Quality funds (3.73%)	\$210,109
Non-Federal Share	\$0
Administrative Cost Rate	9.5%

In order to assist with a timely submission of the application to the Regional office, please prepare the following documents utilizing the format provided and **submit to Stanislaus County Office of Education by March 31, 2023.**

1. 2023-24 COLA & Quality Budget (including Administrative Budget, starting with the Refunding Budget Template). Please note the Non-Federal Share budget amount will not be affected as a waiver is being requested for this application.
2. 2023-24 Total compensation form for Executive Director, Head Start Director, Human Resources Director and Fiscal Director (This is a form to comply with additional information the Office of Head Start requires in order to process our application). These forms are only applicable if the salaries are subject to COLA & Quality increases.
3. If your agency has an indirect cost and it will be charged either as a cost or Non-Federal Share, submit your agency's current approval letter.
4. Agency's 2023-24 Cost allocation plan
5. Signed 424 documents (accessed thru HSES)
6. Budget narrative
7. Program Service Plan (if revisions are needed)
8. Policy Committee and Board Approval *Ratification*. **(Please submit no later than April 30, 2023)**

Please see Attachment A for guidelines regarding the COLA & Quality funding requirements.

Your agency's budget is to be input online through the Head Start Enterprise System (HSES). **Login and password information can be requested through PIM@stancoe.org. Please contact Steve Larson regarding the HSES entry process and for any on-site training arrangements needed.**

Please note that the submission of the 2023-24 COLA & Quality budget documents requires the approval of your agency's Governing Board and Policy Committee. The signature page must be signed and received by **April 30, 2023**; however, we can grant extensions on this document submission. Please request an extension from Steve Larson, if needed.

Please upload and submit all documents to Basecamp. In addition, submit original hard copy signature pages *only*. You may not change the total budget amounts indicated above unless it is approved by this office.

Please continue to follow the new budget format as you develop 2023-24 COLA & Quality budgets. It is critical that the budgets be submitted in this format. Any budgets received that are not in the required format will be returned for resubmission.

This data is being provided for planning purposes only and should not be interpreted as the offer of a contract.

Please submit all COLA & Quality application materials by March 31, 2023 through Basecamp.

Should you have any questions regarding the enclosed information, please contact Marissa Duran for program questions and myself for fiscal inquiries at (209) 238-6300.

Thank you for your continued efforts to serve children and their families.

Sincerely,

Ramona Trejo

Ramona Trejo
Director of CFS Fiscal Financial Services

CC: Tony Jordan, Executive Director
Marissa Duran, Director II
Steve Larson, Senior Financial Services Manager
Christine Rodriguez, Manager, Planning and Information Management

MIGRANT HEAD START PROGRAMS
 March 1, 2023 - February 29, 2024

Delegate Agency: Community Action Partnership of Madera County, Inc.

		Federal Resource Pre-COLA MSHS	Federal Resource 5.600% COLA	Federal Resource Quality MSHS	Total Cola & Quality	Federal Resource 311/362 Combine MSHS	Refunding Administrative Budget	Cola Administrative Budget	Quality Administrative Budget	Total Administrative Cola & Quality Budget	TOTAL Administrative Budget
				1.90%							
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
6a Personnel		\$ 3,199,367	\$ 221,939	\$ 79,527	\$ 301,466	\$ 3,500,833	\$ 87,613	\$ 4,907	\$ 1,758	\$ 6,664	\$ 94,277
Ent Code Title											
<u>CHILD HEALTH AND DEVELOPMENT</u>											
a1	Program Managers and Content Area Experts	82,575	5,129	1,838	6,967	89,542	-	-	-	-	-
a2	Teachers/Infant Toddler Teachers	1,465,317	107,925	38,673	146,598	1,611,915	-	-	-	-	-
a3	Family Child Care Personnel	-	-	-	-	-	-	-	-	-	-
a4	Home Visitors	-	-	-	-	-	-	-	-	-	-
a5	Teacher Aides and Other Education Personnel	540,884	37,023	13,269	50,292	591,176	-	-	-	-	-
a6	Health/Mental Health Services Personnel	65,499	3,669	1,314	4,983	70,482	-	-	-	-	-
a7	Disabilities Services Personnel	-	-	-	-	-	-	-	-	-	-
a8	Nutrition Services Personnel	265,848	19,044	6,824	25,868	291,716	-	-	-	-	-
a9.1	Other Child Services Personnel	-	-	-	-	-	-	-	-	-	-
<u>FAMILY AND COMMUNITY PARTNERSHIP</u>											
a10	Program Managers and Content Area Experts	69,209	4,282	1,533	5,815	75,024	-	-	-	-	-
a11.1	Other Family and Community Partnerships Personnel : Family Service	294,981	21,627	7,748	29,375	324,356	-	-	-	-	-
<u>PROGRAM DESIGN AND MANAGEMENT</u>											
a12	Executive Director	-	-	-	-	-	-	-	-	-	-
a13	Head Start/Early Head Start Director	45,850	2,568	920	3,488	49,338	45,850	2,568	920	3,488	49,338
a14.1	Managers	-	-	-	-	-	-	-	-	-	-
a15	Staff Development	36,942	2,068	741	2,809	39,751	-	-	-	-	-
a16	Clerical Personnel	153,856	8,615	3,086	11,701	165,557	2,810	158	56	214	3,024
a17	Fiscal Personnel	-	-	-	-	-	-	-	-	-	-
a18.1	Other Administrative Personnel	15,569	872	312	1,184	16,753	15,569	872	312	1,184	16,753
<u>OTHER</u>											
a19	Maintenance Personnel	129,177	7,234	2,593	9,827	139,004	6,449	361	130	491	6,940
a20	Transportation Personnel	-	-	-	-	-	-	-	-	-	-
a21.1	Other Personnel	33,660	1,883	676	2,559	36,219	16,935	948	340	1,288	18,223
6b Fringe Benefits		\$ 954,079	\$ 35,979	\$ 12,891	\$ 48,870	\$ 1,002,949	\$ 34,928	\$ 1,069	\$ 383	\$ 1,451	\$ 36,379
b1	FICA/Medicare/SUI/Workers Comp	378,248	23,917	8,569	32,486	410,734	13,952	710	254	965	14,917
b2	Health/Dental/Life Insurance	412,661	-	-	-	412,661	14,903	-	-	-	14,903
b3	Retirement	163,170	12,062	4,322	16,384	179,554	6,056	358	128	487	6,543
b4.1	Other Fringe: OPEB	-	-	-	-	-	-	-	-	-	-
b4.2	Cell Phone Stipend	-	-	-	-	-	-	-	-	-	-
6c Travel (Out of County)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
c1	Out-of-county Travel	-	-	-	-	-	-	-	-	-	-
6d Equipment (\$5,000 or more per unit)		\$ -	\$ -	\$ 36,000	\$ 36,000	\$ 36,000	\$ -	\$ -	\$ -	\$ -	\$ -
d1	Office Equipment	-	-	-	-	-	-	-	-	-	-
d2	Classroom/Outdoor/Home-based/FCC	-	-	-	-	-	-	-	-	-	-
d3	Vehicle Purchase	-	-	-	-	-	-	-	-	-	-
d4.1	Other Equipment	-	-	36,000	36,000	36,000	-	-	-	-	-

Delegate Agency: Community Action Partnership of Madera County, Inc.

	Federal Resource Pre-COLA MSHS	Federal Resource 5.600% COLA	Federal Resource Quality MSHS	Total Cola & Quality	Federal Resource 311/362 Combine MSHS	Refunding Administrative Budget	Cola Administrative Budget	Quality Administrative Budget	Total Administrative Cola & Quality Budget	TOTAL Administrative Budget
			1.90%							
	\$ 5,632,943	\$ 315,445	\$ 210,109	\$ 525,554	\$ 6,158,497	\$ 672,437	\$ 32,286	\$ 16,664	\$ 48,950	\$ 721,387
6e Supplies and Equipment Under \$5,000/Unit	\$ 250,860	\$ -	\$ -	\$ -	\$ 250,860	\$ 10,500	\$ -	\$ -	\$ -	\$ 10,500
e1 Office Supplies	6,000	-	-	-	6,000	1,500	-	-	-	1,500
e2 Child and Family Services Supplies	177,915	-	-	-	177,915	5,400	-	-	-	5,400
e3 Food Services Supplies	7,251	-	-	-	7,251	-	-	-	-	-
e4.1 Other Supplies: Non-Capitalized Equipment	13,750	-	-	-	13,750	-	-	-	-	-
e4.1 Other Supplies - Custodial Supplies	24,188	-	-	-	24,188	1,800	-	-	-	1,800
e4.2 Other Supplies - General Operation Supplies	21,756	-	-	-	21,756	1,800	-	-	-	1,800
6f Contracts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6g Construction, Repairs/Renovations (Subject to 1309 Requirements)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
g1 New Construction	-	-	-	-	-	-	-	-	-	-
g2 Major Renovation	-	-	-	-	-	-	-	-	-	-
g3 Acquisition of Buildings/Modular Units	-	-	-	-	-	-	-	-	-	-
6h Other	\$ 758,795	\$ 31,216	\$ 67,168	\$ 98,384	\$ 857,179	\$ 66,898	\$ -	\$ -	\$ -	\$ 66,898
h1 Depreciation/Use Allowance	-	-	-	-	-	-	-	-	-	-
h2 Rent	232,560	-	-	-	232,560	8,640	-	-	-	8,640
h3 Mortgage	-	-	-	-	-	-	-	-	-	-
h4 Utilities, Telephone	211,248	17,500	-	17,500	228,748	8,790	-	-	-	8,790
h5 Building and Child Liability Insurance	21,600	-	-	-	21,600	2,280	-	-	-	2,280
h6 Building Maintenance / Repair and Other Occupancy	164,500	13,716	27,168	40,884	205,384	11,720	-	-	-	11,720
h7 Incidental Alterations/Renovations	-	-	-	-	-	-	-	-	-	-
h8 Local Travel	47,550	-	-	-	47,550	3,240	-	-	-	3,240
h9 Nutrition Services	-	-	-	-	-	-	-	-	-	-
h10 Child Service Consultants	25,251	-	15,000	15,000	40,251	1,120	-	-	-	1,120
h11 Volunteers	-	-	-	-	-	-	-	-	-	-
h12 Substitutes (if not paid benefits)	-	-	-	-	-	-	-	-	-	-
h13 Parent Services	6,000	-	-	-	6,000	-	-	-	-	-
h14 Accounting and Legal Services	8,500	-	-	-	8,500	8,500	-	-	-	8,500
h15 Publications / Advertising / Printing	4,000	-	-	-	4,000	2,000	-	-	-	2,000
h16 Training or Staff Development	21,336	-	25,000	25,000	46,336	17,482	-	-	-	17,482
h17.1 Other - Software	-	-	-	-	-	-	-	-	-	-
h17.1 Other - Fingerprinting/Staff Medical Screenings	6,250	-	-	-	6,250	626	-	-	-	626
h17.2 Other - Fees & Licenses	10,000	-	-	-	10,000	2,500	-	-	-	2,500
h17.3 Other - Network Services	-	-	-	-	-	-	-	-	-	-
h17.4 Other - Translation Services	-	-	-	-	-	-	-	-	-	-
6i Direct Costs	\$ 5,163,101	\$ 289,134	\$ 195,586	\$ 484,720	\$ 5,647,821	\$ 199,939	\$ 5,975	\$ 2,141	\$ 8,116	\$ 208,055
6j Indirect	\$ 469,842	\$ 26,311	\$ 14,523	\$ 40,834	\$ 510,676	\$ 472,498	\$ 26,311	\$ 14,523	\$ 40,834	\$ 513,332
j1 Indirect Costs	469,842	26,311	14,523	40,834	510,676	472,498	26,311	14,523	40,834	513,332
	\$ 5,632,943	\$ 315,445	\$ 210,109	\$ 525,554	\$ 6,158,497	\$ 672,437	\$ 32,286	\$ 16,664	\$ 48,950	\$ 721,387
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

STANISLAUS COUNTY OFFICE OF EDUCATION
CENTRAL CALIFORNIA MIGRANT HEAD START

Application for Federal Assistance
Policy Council/Committee and Board Approval Verification

Agency Community Action Partnership of Madera County, Inc.

Amount of Request \$315,445 + \$210,109 = \$525,554 Cola and Quality Funds

Date of Request 03/27/2023

Period of Request March 1, 2023 to February 29, 2024

Number of Children 579

This application has the approval of the Governing Board of
Community Action Partnership of Madera County Inc.
As recorded in their minutes of _____.

(Signed) _____
(Governing Board/President)

(Date) _____

This application has the approval of the Central California Migrant
Head Start Parent Policy Council/Committee of
Community Action Partnership of Madera County, Inc.
As recorded in their minutes of _____.

(Signed) _____
(Policy Council/Committee Chairperson)

(Date) _____



Report to the Board of Directors

Agenda Item Number: E-10

Board of Directors Meeting for: April 13, 2023

Author: Author: Maritza Gomez-Zaragoza

DATE: March 13, 2023

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Head Start Program Director

SUBJECT: Review and Consider Approving the Madera Migrant Seasonal Head Start Enrollment Reduction & Program Changes Effective March 1, 2023.

I. RECOMMENDATION:

Review and consider approving the proposed enrollment reduction and program changes for the Madera Migrant and Seasonal Head Start Program beginning March 1, 2023.

II. SUMMARY:

- In the past three years, CAPMC Migrant Seasonal Head Start program has struggled to reach its funded enrollment. Although COVID-19 has played a major role in the program's enrollment numbers, the current addition of Universal Preschool at many of Madera school sites, has amplified the situation.
- An on-going concern has been the ability to hire qualified applicants at all levels. Many applicants decline the job offer when present with the current pay rates. In the current year, CAPMC has struggle to keep Teachers and Advocates due to low wages.
- Mentioned concerns and struggles have been an ongoing discussion with the Recipient – Stanislaus County Office of Education Child & Family Services Division's Director. The Recipient has been supportive of the proposed changes and has provided guidance as needed. The support for program changes was also evident in the Information Memorandum that was released on November of 2022 as many Head Start programs across the nation are also struggling with the same issues.
- Management staff have been looking into a variety of options to find the necessary funding to increase salaries across the board for the Head Start program positions. Details of the considered options will be detailed under section III – Discussion.

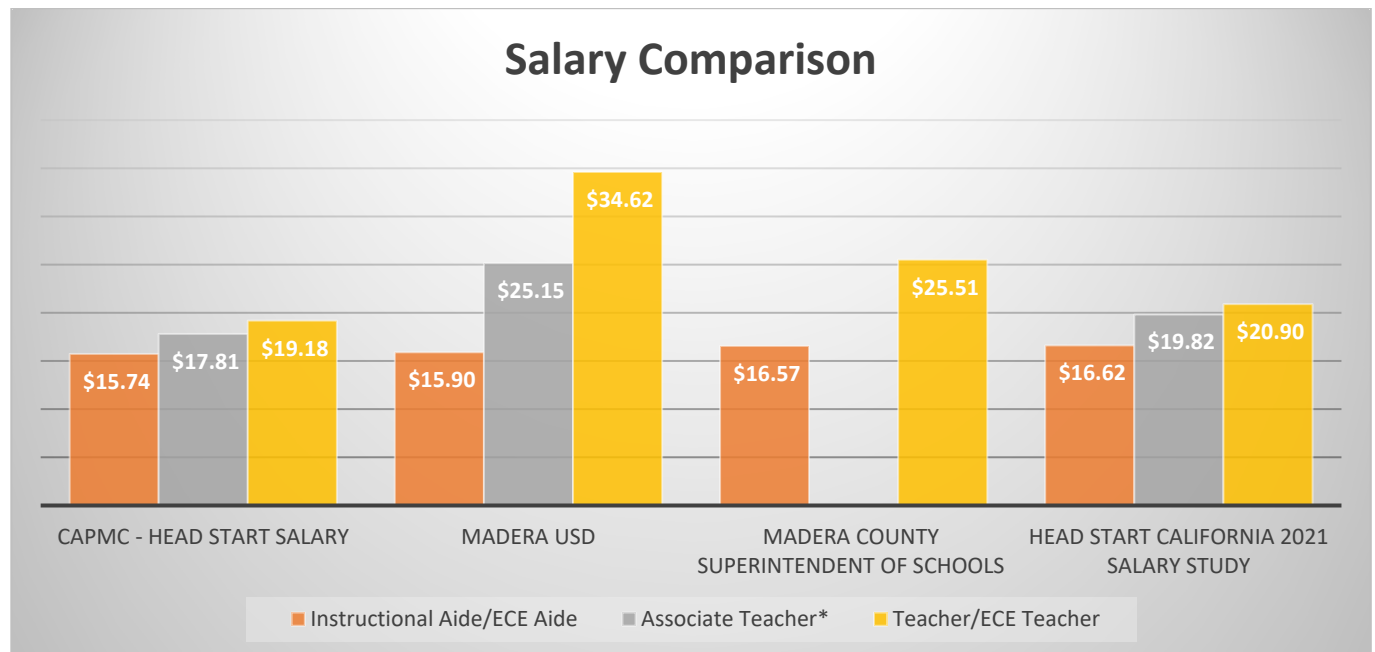
III. DISCUSSION:

The agency's goal is to increase salaries to retain and recruit qualified staff and at the same time offer comparable wages that Madera, Fresno, and Merced school districts and child care programs are paying for similar positions. In 2022, Office of Head Start provided a Cost of Living Adjustment and Quality Improvements funds that were used to increase salaries for all positions. However, the entry level positions, even with that increase, is just above the minimum wage of \$15.50. The starting pay for an Instructional Aide I is \$15.74. Staff is recommending to increasing salaries for most of the Head Start positions but focusing on Teachers, Advocates and Center Directors/Site Supervisors. The increases will be based on education and degrees. The proposed salary increases also include other positions but again, the focus will be on the mentioned positions. Attached is the proposed salary increase schedule for review and consideration.

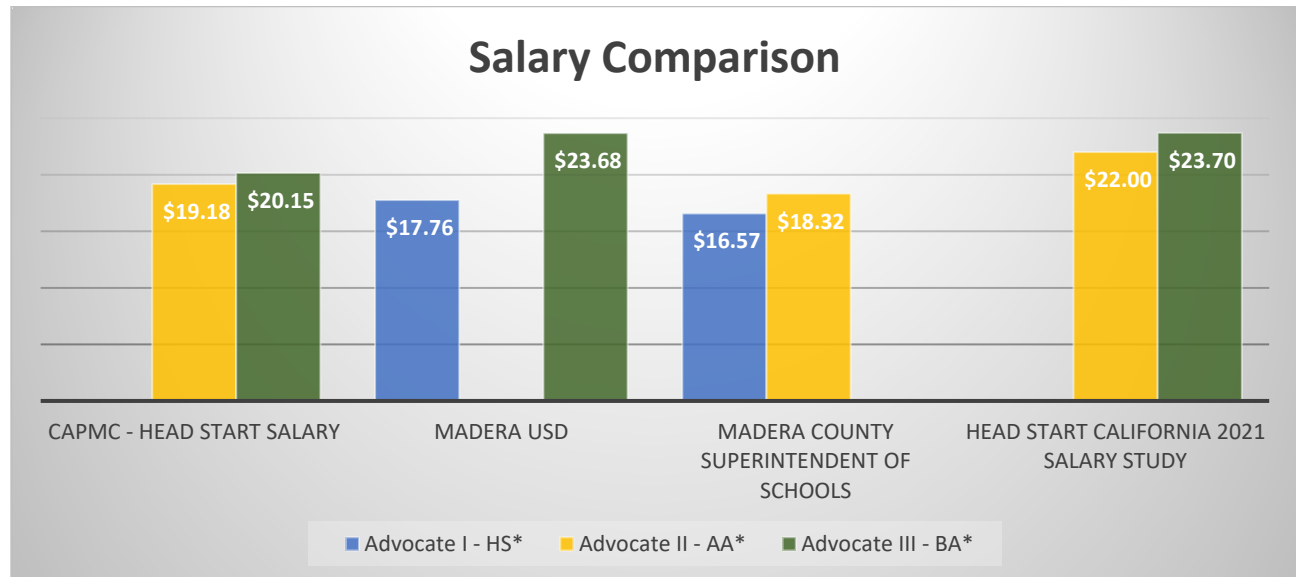
In order provide a comparison of other preschool programs, CAPMC staff gathered information regarding salaries for the positions that need to be considered for an increase to stay comparable and retain staff. In addition to comparing with local schools/providers, CAPMC staff also utilized the Head Start California 2021 Salary Study to compare data. CAPMC participates and contributes to the study.

The graphs below provide a comparison of salaries from the local school/providers and CA Head Start study:

Teaching Staff



Advocates



The salary increases can be implemented by doing a slot and service day reduction and request to maintain the full funding. Fortunately, because CAPMC is also contracting with Stanislaus Office of Education-Child and Family Services Division for State funding for one of the Head Start sites with CMIG funds, the reduction of days will not be very significant and will support the salary increases for staff.

Slot reduction

- On November 11, 2022 an Informational Memorandum was issued by the Office of Head Start giving programs the option to reduce their funded enrollment. After some discussion with program staff and Recipient Director and Accountant, it was determined that a reduction of 100 children is needed in order to ensure compliance in meeting funded enrollment.
- Although the number might seem too high, the program is unable to serve the 579 children that is currently funded for. CAPMC has five Migrant Seasonal Head Start centers. The centers, even at full capacity, can only serve 258 children at one time. That leaves 321 slots still to serve. Although the program also has a winter program and is able to serve 190 additional children, if able to reach full enrollment; the total between the 2 sessions is 448. That leaves 131 slots that need to be served.
- In the past, CAPMC was able to reach the funded enrollment due to student turn-over. The focus was to enroll Kinder bound children and thus enrollment of new children in August of each year. However, and as mentioned, with other preschool programs now available for families, CAPMC staff have found it difficult to reach enrollment.
- After looking at Head Start enrollment patterns, age groups, and availability of other preschool services in areas served by the program, the consensus has been to reduce enrollment by 100 slots. The decrease will allow for the program to ensure compliance with meeting funded enrollment and ensure continuance of program funding.
- In addition to proposing the enrollment reduction, staff is proposing to reduce service days; the summer program will be reduced by 10 service days going from 127 to 117 days of service. The winter program will be reduced 6 service days going from 72 to 66 days. The reduction will also provide savings in order to support salary increases for staff. The hours of service will not be impacted by this proposal.
- As previously stated, although CAPMC is proposing a reduction in funded enrollment,

staff will be making a proposal to the Recipient to ensure full funding remains intact. CAPMC wants to ensure the quality of the program continues to be at the forefront and that will require the program's full funding.

- This proposal is a revision to the original budget that was submitted on September of 2022. Any approved changes will be effective March 1, 2023 when the new funding year begins. Salary increases will be effective June 1, 2023 for all CAPMC Head Start programs.

- The Madera Migrant Seasonal Head Start Enrollment Reduction & Program Changes will be presented to the Policy Committee for approval on April 12, 2023.

IV. FINANCIAL

The budget revision is attached for review.

**STANISLAUS COUNTY OFFICE OF EDUCATION
MIGRANT HEAD START
BASIC BUDGET COMPARISON REVISION
March 1, 2023 - February 29, 2024**

Delegate Agency: COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Basic & Blended		Approved Budget	Modification Changes	Revised Budget
6a	Personnel	3,199,367	35,503	3,234,870
6b	Fringe	954,079	(47,322)	906,757
6c	Travel		0	
6d	Equip >5,000		0	
6e	Equip <5,000		0	
6e	Supplies	250,860	11,819	262,679
6f	Contracts		0	
6g	Renovations		0	
6h	Other	758,795	0	758,795
	Total Direct	5,163,101	-	5,163,101
6i	Indirect	469,842	0	469,842
	Total	5,632,943	-	5,632,943

Explanation of requested variance/changes:			Changes
6a	Net Increase:	Increase to pay rates for various positions to compete with school districts and job market.	35,503
6b	Net Decrease:	Decrease of one less month of benefits. Employees to return in May 2023 instead of April 2023.	(47,322)
6c	No Change		-
6d	No Change		-
6e	No Change		-
6e	Net Increase:	Increase to data supplies to purchase surveillance cameras. Only partial numbers of cameras ordered prior year funding. Items not in stock and takes upto12 weeks to receive.	11,819
6f	No Change		-
6g	No Change		-
6h	No Change		-
6i	No Change		-
Total			-

Madera Migrant Seasonal Head Start 2023-2024 Days of Operation

Mar-23						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Child Days 0
Staff Days w/o Children 0
Startup/Close down 0
Holiday 0

Apr-23						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Child Days 0
Staff Days w/o Children 0
Startup/Close down 0
Holiday 0

May-23						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Child Days 0
Staff Days w/o Children 0
Startup/Close down 0
Holiday 0

Jun-23						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Child Days 0
Staff Days w/o Children 0
Startup/Close down 0
Holiday 0

Jul-23						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Child Days 0
Staff Days w/o Children 0
Startup/Close down 0
Holiday 0

Aug-23						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Child Days 0
Staff Days w/o Children 0
Startup/Close down 0
Holiday 0

Sep-23						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Child Days 0
Staff Days w/o Children 0
Startup/Close down 0
Holiday 0

Oct-23						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Child Days 0
Staff Days w/o Children 0
Startup/Close down 0
Holiday 0

Nov-23						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Child Days 16
Staff Days w/o Children 1
Startup/Close down 0
Holiday 3

Dec-23						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Child Days 15
Staff Days w/o Children 5
Startup/Close down 0
Holiday 1

Jan-24						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Child Days 19
Staff Days w/o Children 2
Startup/Close down 0
Holiday 2

Feb-24						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

Child Days 16
Staff Days w/o Children 3
Startup/Close down 0
Holiday 1

Sites:
Los Niños
Sierra Vista
Mis Angelitos

Total Child Days	66
Staff Days w/o Children	11
Start Up/Close Down Days	0
Winter Break	5
Holidays	7

Madera Migrant Seasonal Head Start 2023-2024 Days of Operation

Mar-23						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Child Days 0
Staff Days w/o Children 3
Startup/Close down 0
Holiday 0

Apr-23						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Child Days 0
Staff Days w/o Children 0
Startup/Close down 0
Holiday 0

May-23						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Child Days 16
Staff Days w/o Children 4
Startup/Close down 2
Holiday 1

Jun-23						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Child Days 20
Staff Days w/o Children 1
Startup/Close down 0
Holiday 1

Jul-23						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Child Days 19
Staff Days w/o Children 1
Startup/Close down 0
Holiday 1

Aug-23						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Child Days 22
Staff Days w/o Children 1
Startup/Close down 0
Holiday 0

Sep-23						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Child Days 19
Staff Days w/o Children 1
Startup/Close down 0
Holiday 1

Oct-23						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Child Days 20
Staff Days w/o Children 1
Startup/Close down 0
Holiday 1

Nov-23						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Child Days 1
Staff Days w/o Children 0
Startup/Close down 1
Holiday 0

Dec-23						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Child Days 0
Staff Days w/o Children 0
Startup/Close down 0
Holiday 0

Jan-24						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Child Days 0
Staff Days w/o Children 0
Startup/Close down 0
Holiday 0

Feb-24						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	

Child Days 0
Staff Days w/o Children 0
Startup/Close down 0
Holiday 0

Sites:
Los Niños
Sierra Vista
Mis Angelitos
Pomona
Eastin Arcola

Total Child Days	117
Staff Days w/o Children	12
Start Up/Close Down Days	3
Holidays	5

16
7
2
1

61
3
0
2

40
2
1
2

0
0
0
0



Report to the Board of Directors

Agenda Item Number: E-11

Board of Directors Meeting for: April 11, 2023

Author: Mattie Mendez

DATE: March 2, 2022
TO: Board of Directors
FROM: Mattie Mendez, Executive Director
SUBJECT: Annual Conflict of Interest Certification

I. RECOMMENDATION:

Review and complete the Annual Conflict of Interest Certification Form and Form 700 Report of Economic Interests.

II. SUMMARY:

On an annual basis, members of the Board of Directors, the Executive Director, the Chief Financial Officer, Head Start Director, Program Managers, and those staff that influence vendor selections must complete a Form 700, Report of Economic Interests and complete the Annual Conflict of Interest Disclosure Form. This disclosure form must be completed as part of the agency's ongoing policies annually.

III. DISCUSSION:

- A. The CAPMC Conflict of Interest Policy was revised on February 4, 2016. A copy of the policy is attached. It defines interested parties and financial interests.
- B. Every Board Member, the Executive Director and the Chief Financial Officer need to complete the Annual Conflict of Interest Disclosure Form. This Disclosure Form should be completed and returned no later than April 1, 2022 along with the completed and signed Form 700.
- C. Staff will make the Form 700 and Form 700 instructions available to each Board Member. The Form 700 must be filed by April 1, 2022. This is one of the items (#1C) on the Disclosure Statement.
- D. The listing of the agency's vendors/contractors for the calendar year 2021 is attached. Please review the listing and respond to question #5 on the Disclosure Statement.
- E. The purpose of this disclosure is to avoid and refrain from any potential or actual conflicts of interests or to receive any benefit by entering into any transaction or arrangement. This disclosure also provides a mechanism for reporting any real or apparent conflicts of interest to the Executive Director.

IV. FINANCING: None

Community Action Partnership of Madera County
Conflict of Interest Policy
and
Form 700 Report of Economic Interest
For Directors, Officers, Employees and Volunteers

Article I – Purpose

1. The purpose of this Board conflict of interest policy is to protect Community Action Partnership of Madera County (CAPMC)'s interest when it is contemplating entering into a transaction or arrangement that might benefit the private interests of an employee, volunteer, officer or director of CAPMC or might result in a possible excess benefit transaction.
2. This policy is intended to supplement, but not replace, any applicable state and federal laws governing conflicts of interest applicable to nonprofit and charitable organizations such as CAPMC.
3. All employees, officers, board members, policy council/committee members and volunteers have an obligation to:
 - a. Avoid potential or actual conflicts of interest, or the appearance of conflicts, between their personal interests and those of the Agency in dealing with outside entities or individuals,
 - b. Disclose real and apparent conflicts of interest to the Executive Director, and
 - c. Refrain from participation in any decisions on matters that involve a real conflict of interest or the appearance of a conflict.

Article II – Definitions

1. Interested Persons – The persons covered under this policy shall hereinafter be referred to as “interested persons.” Interested persons include all members of the board of directors and all employees, as well as persons with the following relationships to directors or employees:
 - a. Spouses or domestic partners
 - b. Brothers and sisters
 - c. Parents, children, grandchildren, and great-grandchildren
 - d. Spouses of individuals listed in 2 and 3

- e. Corporations, partnerships, limited liability companies (LLCs), and other forms of business in which an employee or board member, either individually or in combination with individuals listed in 1, 2, 3, or 4, collectively possess a 25% or more ownership or beneficial interest.
2. Financial Interest – A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:
- a. An ownership or investment interest in any entity with which CAPMC has a transaction or arrangement,
 - b. A compensation arrangement with CAPMC or with any entity or individual with which CAPMC has a transaction or arrangement, or
 - c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which CAPMC is negotiating a transaction or arrangement.

Conflicts of interest arise when the interest of any interested party may be seen as competing with those of the Agency. Conflicts of interest may be financial (where an interested party benefits financially directly or indirectly) or non-financial (e.g. seeking preferential treatment, using confidential information).

A conflict of interest arises when an employee, officer, board member, policy council/committee member, or volunteer involved in making a decision is in the position to benefit, directly or indirectly, from his/her dealings with the Agency or person conducting business with the Agency. (A potential conflict of interest exists when the board member or employee, or his or her immediate family {spouse, parent, child, brother, sister and spouse of parent, child, brother, or sister} owes/receives more than 1% of the benefiting business/profits.)

Examples of conflicts of interest include, but are not limited to, situations in which a board/policy council/committee member or employee:

- i. Negotiates or approves a contract, purchase, or lease on behalf of the Agency and has a direct or indirect interest in, or receives personal benefit from, the entity or individual providing the goods or services. Personal and institutional services are covered, including banking and other financial services, medical, legal, and other professional services, and management and consultant services, as well as other kinds of skilled and unskilled labor;

- ii. Negotiates or approves a contract, sale, or lease on behalf of the Agency and has a direct or indirect interest in, or receives personal benefit from, the entity or individual receiving the good or services;
- iii. Employs or approves the employment of, or supervises a person who is an immediate family member of the board/policy council/committee member or employee. Family members are designated as:

Husband	Son	Son-in-law	Uncle
Wife	Daughter	Daughter-in-law	Aunt
Father	Father-in-law	Grandfather	Nephew
Mother	Mother-in-law	Grandmother	Niece
Sister	Sister-in-law	Stepchildren	Cousin
Brother	Brother-in-law	Stepparent	Domestic Partner

- iv. Sells products or services in competition with the Agency;
- v. Uses the Agency's facilities, other assets, employees, or other resources for personal gain;
- vi. Receives a gift from a vendor, if the board/policy council/committee member or employee is responsible for initiating or approving purchases from that vendor.

Board Member, Policy Council/Committee Member Application for Employment

Any person who is or has been on the Board of Directors in the six months previous to his/her application for a CAPMC vacancy shall be ineligible for employment consideration, except for target area representatives and Policy Council/Committee members/Board of Directors representatives.

Additionally, no immediate family member of the Board of Directors or the Policy Council/Committee member may be an employee of that Agency. This does not prohibit an immediate family member from submitting an application for employment with the Agency. However, if the family member is offered and accepts employment, the affected Board or Policy Council/Committee member must resign his/her position. Nothing contained in the provision would permit any preferential treatment or consideration of the employment application of any family member.

Article III – Disclosure Requirements

An employee, officer, board member, policy council/committee member, or volunteer who believes that he/she may be perceived as having a conflict of interest in a discussion or decision must disclose that

conflict to the group making the decision. Most concerns about conflicts of interest may be resolved and appropriately addressed through prompt and complete disclosure.

CAPMC requires the following:

1. On an annual basis, all members of the Board of Directors, the Executive Director, the Chief Financial Officer, and all Program Managers shall complete Form 700, Report of Economic Interests.
2. Employees, officers, board members, policy council/committee members or volunteers of the Agency are required to notify the Executive Director or any financial conflict of interest that may arise in the course of carrying out assigned duties. Board members are directed to CAPMC's Bylaws, Article 11, and if any conflicts of interest arise in the implementation or interpretation of this provision, the Bylaws will take precedence.
3. At the inception of employment or volunteer service to the Agency, and on an annual basis thereafter, the fiscal department shall distribute a list of all vendors with whom the Agency has transacted business at any time during the preceding year, along with a copy of the disclosure statement to all members of the Board of Directors, the Executive Director, members of senior management, and employees with purchasing and/or hiring responsibilities or authority. Using the prescribed form these individuals shall inform, in writing and with a signature, the Executive Director and Finance Committee of all potential reportable conflicts.
4. During the year, these individuals shall submit a signed, updated disclosure form if any new potential conflict arises.
5. Prior to any management, board or committee action on a contract or transaction involving a conflict of interest, material facts to a conflict of interest shall be disclosed by staff, board or committee member. Such disclosure shall be reflected in the minutes of the meeting.
6. A person who has a conflict of interest shall not participate in or be permitted to hear management's, the board's or the committee's discussion of the matter. Such person shall not attempt to exert his or her personal influence with respect to the matter.
7. A person who has a conflict of interest with respect to a contract or transaction that will be voted on at a meeting shall not be counted in determining a quorum for purposes of the vote. The person having a conflict of interest may not vote on the contract or transaction and shall not be present in the meeting room during deliberations or when the vote is taken. Such a person's ineligibility to vote and abstention from voting shall be reflected in the minutes of the meeting.

Article IV – Resolution of Conflicts of Interest

All potential, actual or apparent conflicts of interest shall be disclosed to the Board Chairperson or the Executive Director of the Agency. Conflicts shall be resolved as follows:

- The chair of the board shall be responsible for making all decisions concerning resolution of the conflict involving the Executive Director, members of the Finance Committee, or other board members. If the actual, potential or apparent conflict involves the board chair, then the board shall appoint of committee of three board members not involved in the actual, potential or apparent conflict to make all decisions concerning resolution of the conflict.
- The Executive Director shall be responsible for making all decisions concerning resolutions of conflicts involving employees.

An employee, officer, board member, policy council/committee member or volunteer may appeal the decision that a conflict (or appearance of conflict) exists as follows:

- An appeal must be directed to the Board Chairperson. If the actual, potential or apparent conflict involves the board chair, then the board shall appoint of committee of three board members not involved in the actual, potential or apparent conflict to make all decisions concerning resolution of the conflict.
- Appeals must be made within 30 days of the initial determination.
- Resolution of the appeal shall be made by vote of the full Board of Directors.
- Board members who are the subject of the appeal, or who have conflict of interest with respect to the subject of the appeal, shall abstain from participating in, discussing, or voting on the resolution, unless their discussion is requested by the remaining members of the board.

Article V – Disciplinary Action for Violations of this Policy

Failure to comply with the standards contained in this policy will result in disciplinary action that may include termination, removal from the board or policy council/committee, referral for criminal prosecution, and reimbursement to the Agency or to the government, for any loss or damage resulting from the violation. As with all matters involving disciplinary action, principles of fairness will apply. Any employee, officer, board member, policy council/committee member or volunteer charged with a violation of this policy will be afforded an opportunity to explain his/her actions before disciplinary action is taken.

Disciplinary action will be taken:

1. Against any employee who authorizes or participates directly in actions that in a violation of this policy.
2. Against any employee who has deliberately failed to report a violation or deliberately withheld relevant and material information concerning a violation of this policy.
3. Against any Program Manager or supervisor who attempts to retaliate, directly or indirectly, or encourages others to do so, against any employee who reports a violation of this policy.

A board member or policy council/committee member who violates this policy will be removed from his/her respective governing board. The services of a volunteer who violates this policy will be terminated.

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Accounts Payable Status by Vendor 2022

[08841]	100 STADUIM LP	697.00
[08607]	4 ALL PROMOS	385.00
[00111]	4 IMPRINT, INC	13,745.87
[00091]	47TH PLACE CARPET, INC	143,937.12
[08859]	801 N GRANADA DRIVE LLC	6,275.00
[03436]	96 / 69 SHASTA COURT LP	3,549.00
[08800]	ABBOTT RAPID DX NORTH AMERICA, LLC	1,672.58
[04561]	ABSOLUTE URETHANE	39,600.00
[61114]	ABURTO VILLAGOMEZ, LILA E	70.00
[01409]	ACCUFUND, INC	11,278.75
[61209]	ACEVEDO, GINA	31.59
[08839]	ADAME, NELY GOMEZ	21.99
[00871]	ADT SECURITY SERVICES PITTS	3,671.21
[04213]	ADVANCED AUTOMOTIVE, LLC	28,612.46
[08695]	ADVANCED MONITORING, INC	780.00
[08791]	ADVANCED SPECIALTY CLEANING, INC	3,582.00
[08784]	ADVIRO LLC	41,927.50
[60908]	AGUAYO, IRMA	130.00
[60575]	AGUIRRE, MARIBEL	540.00
[61118]	ALSHAIF, KRUBE	122.54
[60008]	ALVARADO, IRMA M.	53.75
[08815]	ALVARADO, YADIRA	219.84
[60011]	ALVAREZ, NORMA ALICIA	146.00
[00198]	ALVEREZ, IRMA	180.00
[05556]	AMAZON.COM	85,710.19
[01149]	AMERICAN CANCER SOCIETY	4,964.86
[02280]	AMERICAN EXPRESS	1,010,716.73
[06188]	AMERICAN MOBILE WASH SERVICES	990.00
[08795]	AMERICA'S BEST VALUE INN & SUITES	64,023.90
[02564]	AMERIGAS ALL	4,077.98
[03033]	AMERITAS LIFE INSURANCE claims	113,503.27
[03043]	AMERITAS LIFE INSURANCE dental prem	14,555.50
[08876]	AMTRUST NORTH AMERICA	14,823.00
[08773]	ANDRADE, SAMANTHA	90.00
[60229]	ANDRADE-ROSAS, MARIANA	1,441.30
[04084]	ANDY'S SPORTS & DESIGN	1,118.22
[06193]	ANGELES, MARIANAYELLY	180.00
[08807]	API SS INVESTMENT LLC	6,300.00
[06317]	APOLLO MEDICAL	13,990.00
[60014]	APONTE, MARQUELIA	123.78
[60015]	ARANDA, LETICIA M	385.43
[06219]	ARBORPOINT APARTMENTS	2,103.00
[60016]	ARELLANO, MARIA E.	65.00
[60932]	ARIAS, EXCIQUIO JOSEPH	330.00
[60018]	ARIZ, MARY LOUISE	447.78
[61358]	ARMENDAREZ, JACQUELINE ROSE	121.26

[60289]	ARREDONDO, MARIA E.	718.75
[08705]	ARZOLA, ANEL	80.47
[04251]	ATT (CALNET 3)	157,980.80
[02407]	ATT2407 BOX 5075	1,280.84
[00808]	ATT5019 5019 CAROL STREAM	26,647.32
[61369]	AVALOS GARCIA, LAURA	18.75
[60024]	AVILA, NANCY C.	150.00
[08737]	BAINS, MANJIT	1,350.00
[08771]	BAKER CUSTOM CABINETS, INC	760.00
[08760]	BARRITA, PERLA	210.00
[00942]	BASS LAKE SCHOOL DISTRICT	4,627.44
[04834]	BAUDVILLE	2,256.11
[00423]	BAUTISTA, SARA	65.00
[08810]	BAWA, HARPREET	1,545.00
[60630]	BENITEZ, MARTHA	700.00
[02818]	BERKSHIRE HATHAWAY HOMESTATE COMPANIES	68,887.20
[02769]	BERRY & BERRY INC	355,202.38
[04837]	BERRY DEVELOPMENT, LP	441,736.27
[04453]	BERRY, DAVID L	19,900.00
[60032]	BOJORQUEZ, LINA B.	720.00
[61351]	BONILLA, HELEN L	12.50
[00186]	BORGES, NANCY	695.00
[06092]	BRAR HOLDING, INC	5,190.00
[60034]	BRAVO, MARTHA G.	542.20
[00178]	BRIDGEVIEW APARTMENTS	3,600.00
[04572]	BROWN ARMSTRONG ACCOUNTANCY 6510 CORPORATION	57,600.00
[08753]	BUENROSTRO, MARIA	6,650.00
[08748]	BURTON, AMANDA	210.00
[08740]	BUSARI, CATHERINE	2,100.00
[01287]	BUSINESS 1CARD	79,939.09
[61172]	BUSTILLO, MARISSA	65.00
[60644]	BUSTOS, ISIDRA CALDERON	383.78
[00187]	CABALLERO, GLORIA	2,148.00
[06251]	CACERES, PEDRO C	8,038.00
[00197]	CACFP ROUNDTABLE	324.66
[06072]	CADE CONSTRUCTION	252.39
[04637]	CALCAPA	4,149.00
[00206]	CALIFORNIA BUSINESS MACHINES	921.85
[00438]	CALIFORNIA CHAMBER OF **ALL COMMERCE	1,737.04
[00201]	CALIFORNIA CHILD CARE R & R NETWORK SF	10,620.38
[03538]	CALIFORNIA COMMUNITY ACTION PARTNERSHIP ASSOC	1,549.98
[01497]	CALIFORNIA CRIME VICTIMS ASSISTANCE ASSOCIATION	155.00
[01397]	CALIFORNIA DEPT ATTORNEY GENERAL'S REGISTRY OF CHARITABLE TRUSTS	800.00
[00212]	CALIFORNIA DEPT OF COMMUNITY CARE LICENSING **	10,285.00
[01873]	CALIFORNIA DEPT OF EDUCATION ALL	625.00
[00211]	CALIFORNIA DEPT OF JUSTICE/BUREAU OF CRIMINAL ID	9,590.00
[00488]	CALIFORNIA DEPT OF MOTOR VEHICLE-PULL	276.00
[04327]	CALIFORNIA DEPT OF TAX AND FEE ADMINISTRATION	3,432.00
[04894]	CALIFORNIA PARK & RECREATION SOCIETY	170.00
[05572]	CALIFORNIA PARTNERSHIP TO END	1,196.00
[08874]	CALTRONICS	481.72

[02344]	CAMPORA PROPANE	8,259.48
[60041]	CANO, LORENA R.	50.63
[06313]	CAPITAL ONE-WALMART	43,103.56
[04361]	CAPLAW	645.00
[03890]	CAPPA	8,143.00
[61322]	CARACO, REBECCA SUE	450.45
[00195]	CARAVANTES, ESTER	34.00
[04454]	CARD MEMBER SERVICE-COSTCO	16,429.47
[60524]	CARRANCO, DENISE M	95.74
[08834]	CASA DE DALLAS	4,445.00
[06083]	CASA GRANDE MOTEL	67,624.00
[60573]	CASILLAS, LUZ MARIA	915.37
[04126]	CASTILLO, KAREN MICHELLE	90.00
[60047]	CASTILLO, MARIA E.	79.03
[05836]	CCR ANALYTICS (CHILD CARE RESULTS)	9,015.00
[05842]	CDW-GOVERNMENT INC.	129,396.32
[61320]	CEDENO GOMEZ, CARMEN FAVIOLA	53.75
[08780]	CENTRAL CAL INVESTMENT GROUP, LLC	40,647.12
[04266]	CENTRAL COAST ENERGY SERVICES, INC.	11,163.00
[60497]	CERVANTES, ADOLFINA	7.50
[61194]	CERVANTEZ, ROBERT J	532.82
[05104]	CHANNING BETE/HALO	1,008.82
[60779]	CHAVEZ, CAROL	48.75
[06262]	CHAVEZ, CITLALI	90.00
[00237]	CHAWANAKEE UNIFIED SCHOOL DISTRICT	84,736.43
[08853]	CHICAS, MONICA	30.00
[02165]	CHILDREN'S ADVOCACY CENTERS OF CALIFORNIA	300.00
[61371]	CHOLULA, WENDY SELENI	42.50
[03758]	CHOWCHILLA GARDEN APARTMENTS	3,849.00
[00323]	CHOWCHILLA MEMORIAL HOSPITAL	6,600.00
[01198]	CHOWCHILLA SCHOOL DISTRICT	1.00
[00243]	CHOWCHILLA, CITY OF	2.00
[01451]	CIMA COMPANIES	1,543.69
[08831]	CISNEROS, ROSALVA	30.00
[61076]	CISNEROS, SILVIA	25.74
[02871]	CITRIX	12,093.08
[08770]	CLEAR BAGS	133.42
[03450]	COARSEGOLD COMMUNITY CENTER	4,800.00
[04447]	COMMUNITY ACTION PARTNERSHIP washington	12,830.00
[08836]	COMMUNITY SERVICES & DEVELOPMENT	0.24
[08866]	COMPA FRANKS	1,495.00
[06076]	CONTINUED .COM LLC	10,974.00
[61205]	CONTRERAS-BAUTISTA, NANCY	416.93
[08775]	CONVERSE, MICHAEL	3,241.95
[60766]	CORONADO, JENNIFER LUPE	2,372.03
[02368]	COSTCO I *Membership only	240.00
[02819]	COTTONWOOD CREEK FAMILY	12,000.00
[03673]	COVARRUBIA, ANA	90.00
[08796]	COVARRUBIAS, JUAN IGNACIO	3,000.00
[03006]	COVERALL NORTH AMERICA,INC	12,660.00
[00263]	CREATIVE COPY INC	47,032.71

[02962]	CREEKSIDE APARTMENT HOMES	989.00
[01991]	CRESCO	3,958.91
[06131]	CROSSINGS AT MADERA APARTMENTS	16,385.00
[61052]	CRUZ PALACIOS, MARIBEL	213.02
[61132]	CRUZ, BETTY M.	3.51
[05364]	CRUZ, JOVANNI	850.00
[03985]	CRUZ, MARGARITA	130.41
[61260]	CUEVAS, ADRIANA	479.26
[08806]	CUMMINGS, CHRISTINA	90.00
[02844]	CYPRESS INSURANCE COMPANY	291,735.25
[04458]	DATA PATH FRESNO LLC	37,601.81
[08739]	DAVE BANG ASSOC, INC	148,967.20
[05730]	DAVID GRANT, INC	12,922.00
[06177]	DE LA CRUZ, GUADELUPE	66.78
[00524]	DEL TORO LOAN SERVICING INC	10,000.00
[60480]	DEL TORO, MELISSA	157.00
[00328]	DIAMOND COMMUNICATIONS 2/V5	3,971.92
[03011]	DIAMOND LOCKSMITHS	7,563.03
[60414]	DOLL, JULIE P.	361.85
[06101]	DOLPHIN TAXI CAB	100.00
[00112]	DORN'S GAS	1,667.44
[08762]	DOWNTOWN MADERA HOUSING ASSOCIATES, LP	5,617.00
[04291]	DPS MEDIA SALES, INC	467.96
[04407]	DRC PLUMBING, INC	3,134.58
[61267]	DURAN-MEDINA, ESMERALDA	17.02
[04180]	DYNAMIC INK SCREEN PRINTING	227.96
[02937]	E RATE SOLUTIONS GROUP, INC	38,942.34
[61349]	ELIZALDE, MARIA	5,440.00
[06078]	ELLYN SATTER INSTITUTE, INC	1,274.00
[61263]	ENRIQUEZ, JOCELYN	71.25
[61300]	ESPINOZA LIRA, MARISOL NATALIA	2.34
[04918]	EVERYCHILD CALIFORNIA	1,950.00
[03831]	EXPONENTIAL GROWTH, INC	7,284.00
[03797]	FAS TRAK INVOICE PROCESSING DEPT	7.00
[04173]	FASTRACK	11.90
[08787]	FAY SERVICING.	2,202.30
[60626]	FERNANDEZ, ANNA	36.25
[04802]	FERRELLGAS	4,686.00
[03957]	FIDELITY 1SECURITY LIFE INSURANCE CO	30,814.62
[60801]	FIGUEROA, GENOVEVA A	26.88
[04571]	FIRE SYSTEM SOLUTIONS, INC	6,734.08
[05269]	FIRST 5 SANTA CLARA COUNTY	1,169.51
[08832]	FIRST UNUM LIFE INSURANCE CO	10,399.89
[08776]	FLEXGROUND, LLC	18,996.45
[00192]	FLORES, AURORA	224.00
[06240]	FLORIDA STATE UNIVER PREVENTION...	3,366.00
[08782]	FOGG, MAXWELL, LANIER & REMINGTON EYECARE	224.00
[00512]	FOOD 4 LESS MADERA YRMO-XX	17,631.61
[02925]	FOOD 4 LESS STOCKTON	2,937.64
[08723]	FOOD 4 LESS Selma	714.93
[05779]	FOSTER ACE HARDWARE	669.77

[06133]	FOX PROPERTY MANAGEMENT	466.00
[06273]	FRANCO, MARTINA	1,500.00
[06284]	FREEDOM MORTGAGE	2,125.16
[01981]	FRESNO COUNCIL ON CHILD ABUSE PREVENTION	120.00
[00530]	FRESNO COUNTY TAX COLLECTOR	5,171.37
[02750]	FRESNO COUNTY TREASURER	2,067.02
[55997]	FRESNO ECONOMIC OPPORTUNITIES COMMISSION	269,823.37
[08788]	FRESNO GLASS, LLC	2,141.59
[00532]	FRESNO HOUSING AUTHORITY	6,000.00
[00765]	FRESNO PLUMBING & HEATING, INC	915.00
[04519]	FROG STREET PRESS, INC	6,102.88
[08881]	FUELED BY LEO, INC	400.00
[08818]	FUENTES, DELLDI	94.24
[61221]	FUENTES, RIGOBERTO	78.48
[03527]	FURNITURE TOWN	37,203.45
[08812]	GALVEZ, VANESSA	120.00
[61315]	GAMBOA, SELENA CHRISTINA	2.46
[61379]	GARCIA DE VASQUEZ, IRMA	3,000.00
[06189]	GARCIA, ANGELICA	90.00
[08697]	GARCIA, CECILIA 741 EARLY	90.00
[61372]	GARCIA, DAINA J	33.13
[60576]	GARCIA, DANIELLE	8.19
[08854]	GARCIA, EUTEMIO	1,000.00
[60086]	GARCIA, GILBERT	464.04
[06214]	GARCIA, JAMES H	16,300.00
[61328]	GARCIA, JOVANNA ALICIA	417.67
[00188]	GARCIA, MARTHA	224.00
[08820]	GARCIA, RAMON	163.39
[60090]	GARCIA, ROSALINDA	70.00
[00905]	GARNISHMENT%2 VENDOR	1,516.41
[00906]	GARNISHMENT%3 VENDOR	1,079.75
[00907]	GARNISHMENT%4 VENDOR	374.79
[00395]	GARNISHMENT4 VENDOR	4,151.94
[00612]	GARZA PLUMBING AND BUILDING CONTRACTOR, INC	347.50
[60238]	GASCA SANCHEZ, MARU	313.13
[00760]	GATEWAY TRAVEL	10,325.28
[00615]	GENERAL BUILDERS SUPPLY	30,233.90
[03828]	GEORGE'S AUTO SUPPLY	572.39
[61370]	GIRON-CORTEZ, ASHLEY A	255.01
[03004]	GLOBAL INDUSTRIAL	5,273.06
[00644]	GOLDEN 1 CREDIT UNION	2,832.42
[60096]	GOMEZ - ZARAGOZA, MARITZA	350.00
[61323]	GOMEZ, MACARIA	799.12
[60380]	GONZALEZ, ALEJANDRA	58.75
[08701]	GONZALEZ, BLANCA	30.00
[61135]	GONZALEZ, CELIA EUNICE	56.50
[00533]	GONZALEZ, IRMA	6,719.73
[61292]	GONZALEZ, MAYRA MELISSA	440.19
[61338]	GONZALEZ, ROSA A	1,865.00
[00204]	GOOD DIRT POTTERY STUDIO	1,580.00
[60578]	GOWIN, JULIE	5.71

[03509]	GRACE COMMUNITY CHURCH	3,791.16
[05211]	GRAINGER	1,620.43
[08867]	GREEN, ELIZABETH	1,400.00
[02443]	GT AUTO WHOLESALE, LLC	15,192.46
[60504]	GUTIERREZ, GABRIELA GONZALEZ	300.00
[00193]	GUTIERREZ, RICARDO	224.00
[08772]	GUZMAN, BRIANA	60.00
[00196]	HALL, WILLIAM J	3,080.00
[08871]	HALO MANAGERS CORP	4,500.00
[05187]	HCI AUDIOMETRICS, INC	3,130.00
[06261]	HCI FIRE SYSTEMS, INC	3,906.00
[04940]	HEAD START CALIFORNIA	8,100.00
[04365]	HEALTHIEST YOU	2,680.00
[01499]	HEFFERNAN INSURANCE BROKERS	9,300.00
[61373]	HERNANDEZ VASQUEZ, IDALI	165.64
[61347]	HERNANDEZ VASQUEZ, NORMA	119.39
[08781]	HERNANDEZ, ALMA pc	120.00
[08851]	HERNANDEZ, CONNIE	90.00
[04199]	HERNANDEZ, DAVID	224.00
[60118]	HERNANDEZ, JOAQUIN	660.77
[60119]	HERNANDEZ, MARIA T.	252.05
[00194]	HERNANDEZ, MOLLY	224.00
[08823]	HERNANDEZ, NOEMI	163.47
[08830]	HERNANDEZ, ROSA fres pc M	30.00
[61331]	HERNANDEZ, SHARALYN LAL	20.56
[61279]	HERRERA SANTOS, MAGALI	782.41
[06046]	HEWLETT-PACKARD FINANCIAL SERVICES CO.	98,831.21
[01892]	HILTON (main vendor)	8,134.34
[04309]	HOFFMAN ELECTRIC SYSTEMS	1,558.39
[03826]	HOLLEY, DONALD E	224.00
[00199]	HOLY SPIRIT RETREAT CENTER	1,035.00
[03372]	HOME DEPOT PMT	139,736.52
[08849]	HOPKINS, APRIL	90.00
[02618]	HOVANNASIAN SURVIVOR TRUST	132.12
[04282]	HOVANNISIAN, DAVID & LINDA	10,143.90
[08811]	HUANG, NANCY HUI WANG	3,200.00
[01114]	HYATT REGENCY ALL	534.50
[60993]	IBANEZ, ANA LUISA	475.50
[08848]	INIQUEZ, ERIKA	30.00
[03179]	INSECT LORE	71.42
[05361]	INSIGHT	64,447.68
[08864]	INTELLIGENT VIDEO SOLUTIONS	21,886.21
[04992]	INTERSTATE ASSOC OF THE CHURCH OF GOD	12,000.00
[04305]	J & E RESTARUANT SUPPLY INC	24,373.19
[06021]	J & M CLEANING HANDYMAN, MARCOS EDUARDO PACHECO BAEZ	14,335.48
[02240]	JACK'S BUTANE	1,760.00
[60125]	JACOBO, ALMA R.	65.00
[06242]	JACQUE AND COMPANY, INC	1,655.00
[02172]	JAMES HENDRICKS AND ASSOCIATES	6,000.00
[08761]	JANICE L HARRIS, LP	9,865.00
[01424]	JD HOME RENTALS	8,982.50

[08804]	JF CONCRETE	3,820.00
[02234]	JIM PLUMB ZWEIGLE, JAMES K	266.03
[60127]	JIMENEZ, MA MERCEDES	519.82
[60401]	JOAQUIN, LUIS R	150.00
[04302]	J'S COMMUNICATION, INC	4,475.85
[01779]	JS WEST	5,022.63
[08816]	JUAREZ, ANGELICA RAMIREZ	33.39
[60129]	JUAREZ, ELIDA	456.23
[01164]	JW MYERS	2,917.00
[00350]	KAISER FOUNDATION HEALTH PLAN, INC.	1,160,490.01
[08868]	KALINDI PRESS	1,726.92
[61227]	KAPKO, CONNIE L	1,337.47
[01000]	KAPLAN SCHOOL	42,099.15
[08797]	KAUR, MANPREET	145.08
[04920]	KC CONSTRUCTION COMPANY	102,296.00
[03907]	KER'S GAS & LUBE, INC -- BUGGY CAR	2,275.95
[08801]	KEY, CHARLIE	5,655.00
[08862]	KIDWELL, KRYSTILE	6,390.00
[01672]	KINGS CANYON UNIFIED SCHOOL DIST.	2,955.60
[06289]	KLAIR, JASPAL	6,641.00
[06079]	KNIGHTS INN	266,652.83
[08844]	L & J CLEANING CREW	16,550.00
[02941]	LA QUINTA INN & SUITES	660.88
[06181]	LAGUNA KNOLLS	7,989.50
[06213]	LAKEVIEW LOAN	7,354.97
[05107]	LAKEWOOD TERRACE APTS	5,444.00
[06265]	LEAL, NIZIA S	4,355.00
[04573]	LEARNING GENIE INC	2,570.70
[61051]	LEDESMA, ARIANA	193.18
[08873]	LEDESMA, MERCEDES GUZMAN	3,000.00
[08789]	LEE, TRINICE	210.00
[06059]	LEE'S AIR CORP	103,590.36
[08792]	LEON, JORGE NUNEZ	710.00
[08865]	LI, JUAN	2,759.00
[06071]	LIBERTY PROPERTY MANAGEMENT, INC LPM SERV	169,780.52
[00491]	LIEBERT CASSIDY WHITMORE CORP	1,569.00
[03053]	LIMON, ANGELICA	4,433.60
[08747]	LINDE GAS & EQUIPMENT INC	776.82
[06062]	LIONHEART SAFETY LLC	44,999.53
[60960]	LIVE, YOLANDA SERRANO	58.75
[61360]	LOAISIGA, MARIA	176.27
[05817]	LOGAN'S LANDSCAPING	26,534.25
[60138]	LOPEZ, ESTHER L.	940.00
[08706]	LOPEZ, JUANA PEREZ	32.69
[08703]	LOPEZ, LAZARO	32.81
[03847]	LOPEZ, MACRINA	150.00
[06125]	LOPEZ, THOMAS A	3,150.00
[04539]	LOVING GUIDANCE, INC.	16,406.03
[60357]	LUGO, ELVA C	180.00
[60141]	LUGO, MARIA D LOURDES	357.69
[60377]	LUGO, SOCORRO	323.61

[60143]	LUJAN-ROJAS, LETICIA	1,523.45
[08863]	LUNAN, NADYA	60.00
[08835]	LUVIAN, NADYA	270.00
[01546]	MADERA AUTO CENTER	83,699.47
[00371]	MADERA CHAMBER OF COMMERCE	350.00
[01563]	MADERA CITY 205 W 4TH	6,000.00
[01204]	MADERA CITY *utilities	84,962.36
[00673]	MADERA CITY HOUSING AUTHORITY	20,821.22
[03498]	MADERA COUNTY (SAC utilities)	4,466.42
[01281]	MADERA COUNTY 1ALL	175,843.56
[01251]	MADERA COUNTY BEHAVIORAL HEALTH ALL	981.46
[05558]	MADERA COUNTY DEPT OF SOCIAL SERVICES	2,020.25
[08766]	MADERA COUNTY DEPT SOCIAL SERVICES	2,933.44
[03499]	MADERA COUNTY LANDFILL	891.38
[04491]	MADERA COUNTY SUPERINTENDENT OF SCHOOLS	6,000.00
[02840]	MADERA COUNTY TAX COLLECTOR	1,702.56
[08886]	MADERA ENTERPRISES II	874.00
[05173]	MADERA FOOD BANK	250.00
[06095]	MADERA MANAGEMENT COMPANY, INC	9,883.40
[03029]	MADERA METHODIST CHURCH	350.00
[03934]	MADERA OPPORTUNITIES FOR RES, INC	10,852.00
[03788]	MADERA PACIFIC ASSOCIATES, CA LTD PRTP	1,756.00
[01220]	MADERA PRODUCE INC	31,912.08
[08790]	MADERA SOUTH HIGH SCHOOL	250.00
[08826]	MADERA TAXI CAB	150.00
[05399]	MADERA TOWN & COUNTRY LIMITED	2,175.00
[01225]	MADERA TRIBUNE	305.00
[01226]	MADERA TROPHY MFG/CAL VALLEY PRINTING	4,915.19
[01778]	MADERA UNIFIED SCHOOL DISTRICT	13,540.65
[03495]	MADERA VALLEY WATER CO	258.00
[01916]	MADERA WEST APARTMENTS	825.00
[05365]	MADERA YOUNG PROFESSIONALS	40.00
[61048]	MALCOLM, MELISSA ANN	26.91
[00242]	MANAGEMENT INFO INC	30,951.59
[05636]	MANUEL'S LAWN SERVICE	3,733.00
[08700]	MARAVILLA, DANIEL	30.00
[06209]	MARIN, CARMEN	17,680.00
[08783]	MARIN, MANUEL M	1,120.00
[00827]	MARIPOSA COUNTY UNIFIED SCHOOL DISTRICT	1,545.89
[60761]	MARQUEZ, LUISA RAFAELA	6,786.00
[05453]	MARRIOTT HOTEL ALL	11,005.22
[06187]	MARTIN, ELVIN	6,163.50
[05637]	MARTINELLI PROPERTIES	1,535.00
[61106]	MARTINEZ JR, VICTOR	195.14
[61207]	MARTINEZ LOPEZ, DANI	123.09
[60565]	MARTINEZ, ANGELA D	321.00
[08860]	MARTINEZ, TANIA	30.00
[03512]	MATA, MARITZA	237.00
[01240]	MATSON ALARM CO INC	4,742.97
[60882]	MCBREARTY, ALEJANDRA	32.45
[08861]	MCCOLLUM, ALEXIS	5,320.00

[08852]	MCCRAW, TRINA	30.00
[60150]	MCDUGALD, TAMARA L.	339.49
[05366]	MCEVOY, LAURANCE J.	1,293.28
[05163]	MCI ALBANY	1,155.31
[06050]	MEDIA GROUP, THE/VALLEY YELLOW PAGES	3,687.60
[08833]	MEDINA, RAYMOND	1,750.00
[60155]	MELENDREZ, LETICIA PIZANO	46.25
[00567]	MENDEZ, BLANCA E	12.87
[60156]	MENDEZ, MATTIE	6,719.01
[01617]	MENDOTA UNIFIED SCHOOL DISTRICT	4,800.00
[01272]	MENDOTA, CITY OF	2,218.87
[08793]	MENDOZA, FERMIN	1,200.00
[61015]	MENDOZA, GEIDY I.	474.94
[60513]	MENDOZA, MARIA V	58.75
[60851]	MENDOZA, MARTHA	43.60
[61116]	MENDOZA, NAYELI	16.25
[08883]	MENDOZA, NORMA A	4,800.00
[05396]	MENDOZA, RIGOBERTO	1,850.00
[02470]	MERCED COUNTY COMMUNITY	534,083.79
[06300]	MERCED DAIRY DISTRIBUTION, INC	5,676.97
[08767]	MERCER ARCHITECTURE	2,573.50
[60161]	MEZA, ARMANDO	1,415.49
[00054]	MID VALLEY DISPOSAL, INC	3,125.41
[08774]	MIDLAND MORTGAGE	5,863.52
[01259]	MIKE BISPO'S PROPANE	448.00
[08794]	MINA, VICENTE	1,600.00
[02309]	MINUTEMAN PRESS	68,332.10
[06207]	MONASARIA, LLC	40,935.13
[04511]	MOORE TWINING ASSOCIATES, INC/TWINING LABORATORIES	308.00
[60166]	MORA, ELIZABETH	953.30
[08730]	MORALES, LISAMARIE	90.00
[61304]	MORAN CASTRO, CLAUDIA RUBI	90.00
[60067]	MORAN, ANGELICA DOLORES	240.00
[05363]	MORENO, BERTHA rent	3,000.00
[60168]	MORENO, OLGA	267.34
[01961]	MOTSCHIEDLER, MICHAELIDES, WISHON, BREWER & RYAN, LLP	90,238.46
[00912]	MOUNTAIN CHRISTIAN CENTER	7,061.55
[06274]	MOUNTAIN FLAME PROPANE	448.00
[01266]	MOUNTAIN MILK & CREAM	1,278.91
[60173]	MURGUIA, ALICIA	323.88
[60174]	MURILLO, LETICIA	419.85
[08728]	NATIONAL CACFP SPONSORS ASSOC	150.00
[50450]	NATIONAL CHILDREN'S ALLIANCE	600.00
[01420]	NATIONAL COMMUNITY ACTION FOUNDATION	1,000.00
[05844]	NATIONAL EDUCATION SYSTEM, INC	712.81
[01303]	NATIONAL HEAD START ASSOCIATION	3,143.00
[03164]	NATIONAL MIGRANT SEASONAL HEAD START	2,023.00
[08817]	NAVARRO, CRYSTAL	32.81
[03923]	NAVEX GLOBAL, INC	2,789.32
[08855]	NAVIA, LILIANA	2,800.00
[02162]	NELSON'S ACE HARDWARE	540.57

[08825]	NEW YORK NEW YORK LAS VEGAS CASINO	807.24
[03982]	NEWTON PROPERTY MGMT 420 Yosemite	1,250.00
[06185]	NEXUS ADMINISTRATORS, INC	10,216.00
[02421]	NICE/INCONTACT 500/501/533	192.08
[08827]	NIJAR, PARMJIT	498.00
[08719]	NIROGA INSTITUTE	38,837.58
[03637]	NOODLE SOUP	1,936.34
[02277]	NORA AND ASSOCIATES	5,050.00
[05395]	NUNEZ, SERGIO	1,850.00
[01418]	OAKHURST MOBILE HOME ESTATES	822.00
[03972]	OFFICE CITY, THE	28,907.59
[06306]	ONE MAINE JANITORIAL, LLC	38,675.95
[04202]	ONLINE WEB SERVICES US, INC	1,250.00
[01407]	ORANGE COVE, CITY OF	5,864.47
[06196]	OREGON, IVETTE	90.00
[05850]	ORIENTAL TRADING CO	423.65
[02532]	ORKIN	27,229.88
[61285]	OROPEZA PALMA, MARIA GUADALUPE	112.00
[61307]	ORTIZ DE LA TORRE, ESMERALDA	310.33
[00995]	OUTBACK MATERIALS	242.44
[04517]	OUTFRONT MEDIA LLC	1,420.00
[04374]	PABLO, MARGARITA	70.18
[01041]	PACIFIC TENT & AWNING	4,053.92
[06106]	PACIFICA APARTMENT PARTNERSHIP	1,050.00
[08887]	PACIFICA APARTMENTS PARTNERSHIP	1,700.00
[06225]	PADDOCK APPRAISAL SERVICE INC	1,250.00
[08837]	PADILLA, CHARLES M	2,293.24
[60846]	PALACIOS, CONRAD	2,420.01
[03631]	PANERA, LLC	4,104.22
[06126]	PARKSDALE VILLAGE II	1,541.50
[01507]	PARLIER UNIFIED SCHOOL DISTRICT	6,600.00
[02909]	PARLIER, CITY OF	3,322.40
[01511]	PECK'S PRINTERY	2,320.18
[00056]	PEPPER TREE APARTMENTS	1,970.00
[60192]	PEREZ, ARACELI	465.00
[08821]	PEREZ, BARBARA	32.22
[60441]	PEREZ, JESSE	489.07
[61355]	PEREZ, JESSICA	49.01
[61356]	PEREZ, MIRIAM	28.67
[61112]	PEREZ, WALTER	91.00
[01502]	PG&E MADERA mailed to SAC	423,937.35
[04161]	PHILADELPHIA INSURANCE COMPANIES	155,815.44
[05701]	PICKENS, CHARMAINE CHANISE	109.00
[04248]	PICKETT, AMBER	120.00
[60372]	PIMENTEL, ELVA	18.49
[60636]	PINEDA, YOLANDA	59.09
[03897]	PIONEER MARKET	8,831.40
[08869]	PITNEY BOWES BANK INC PURCHASE POWER	519.57
[01185]	PITNEY BOWES GLOBAL FINANCIAL SER	4,349.38
[01522]	PITNEY BOWES INC	760.38
[61125]	PLACIDO, BLANCA	95.63

[01628]	PLAY WITH A PURPOSE dont except amex	3,924.07
[01526]	PONDEROSA TELEPHONE CO	3,462.52
[04195]	POSITIVE PROMOTIONS	7,402.60
[03360]	POSTMASTER ALL	100.00
[06184]	POWER BUSINESS TECHNOLOGY	68,706.22
[06077]	PPG PAINTS	1,422.67
[08805]	PR PLUMBING, HEATING...INC	43,457.63
[06170]	PRESTIGE CUSTOM GLASS	1,508.01
[60374]	PRICE, MARCIA A	491.88
[04284]	PRIDE OF THE SIERRA CLEANING COMPANY	6,720.00
[05219]	PRO T'S	1,897.22
[61011]	PUMAREJO, YARENY E	668.48
[00063]	PURL'S SHEET METAL AIR CONDITIONING INC	32,933.25
[04998]	PYRAMID MODEL CONSORTIUM	705.00
[00065]	QUALITY DAIRY	24,969.58
[01703]	RALEY'S SUPERSTORE	115.54
[61366]	RAMIREZ, ANGELICA	127.76
[60507]	RAMIREZ, MARIA DOLORES	251.66
[60786]	RAMIREZ, ROSALITA E	316.42
[60206]	RAMIREZ, SANDRA O.	191.93
[61326]	RAMOS, STEPHANIE JAZMIN	360.96
[03434]	RANCHOS HILLS SENIOR CENTER INC	4,200.00
[06270]	RATCLIFF, JEFF	1,292.50
[03481]	REAL DEAL PROPERTIES	6,000.00
[06082]	REALLY GOOD STUFF, LLC	6,996.04
[04311]	RECOLOGY	1,330.56
[01713]	RED CARPET CAR WASH	2,266.92
[03049]	REDROCK ENVIRONMENTAL GROUP	16,022.04
[08857]	REDUCINDO, JOANNA	30.00
[01717]	REEDLEY, CITY OF	29.00
[02387]	REGENCY COURT	1,000.00
[02658]	REGENCY PROPERTY MANAGEMENT	711.00
[00867]	REGION 9 HEADSTART ASSOCIATION	5,067.00
[01655]	RELYCO	2,550.83
[04472]	RENDON, FABIOLA	211.18
[03868]	RESERVE ACCOUNT	20,000.00
[60876]	REYES, AMALIA	171.19
[60857]	REYNOSA, CRISTINA	53.75
[61383]	RIVERA, ANGELICA G	116.25
[05884]	ROCHA WEAR	488.00
[60835]	ROCHA, ROSELIA	16.25
[03619]	RODERICK, JOSIE	1,005.00
[08872]	RODRIGUEZ, ANA BERTHA	30.00
[60381]	RODRIGUEZ, CATALINA	625.70
[60382]	RODRIGUEZ, CHRISTINA	181.00
[61101]	RODRIGUEZ, JISSEL	487.86
[61359]	RODRIGUEZ, LIZETTE	142.13
[08885]	RODRIGUEZ, MANUEL	2,700.00
[03110]	RODRIGUEZ, NAYELI	32.69
[60225]	RODRIGUEZ, ROCIO C.	181.00
[06069]	ROGERS, LAVONNE	1,575.00

[61154]	ROJAS JR, FRANCISCO	787.70
[61310]	ROMERO, ELVIA C	65.35
[60227]	ROMERO, ROSALVA	480.00
[61252]	ROMINE, ALAN LINN	150.00
[04325]	RONELL, MARY	4,000.00
[01485]	ROSENBALM ROCKERY, INC	23,683.86
[04530]	ROSS RECREATION EQUIPMENT, INC.	2,307.83
[04455]	ROTO ROOTER INC	591.00
[60386]	RUBALCAVA, MARY L	384.51
[60991]	RUELAS, FABIOLA	53.75
[08721]	RUIZ, GREGORIA VASQUEZ	3,000.00
[61318]	RUIZ, SARAYE	26.33
[08798]	SALDANA, LETICIA R	3,200.00
[08878]	SANABRIA, BLANCA R	1,500.00
[61231]	SANCHEZ GUTIERREZ, ERICKA	13.18
[61078]	SANCHEZ, CRISTAL GASCA	109.00
[60236]	SANCHEZ, MARIA A.	65.00
[08785]	SANDHU, BALDEV	1,650.00
[60241]	SANDOVAL, SILVIA C.	655.11
[05398]	SANTIAGO, MARGARITA	70.76
[61327]	SANTOS, JOLIVETTE	948.35
[03469]	SANTOS, ROSA	69.82
[60243]	SANTOYO, ANTONIA	65.00
[02127]	SAVE MART SUPERMARKETS FRESNO 45751	79,070.91
[01802]	SAVE MART SUPERMARKETS MADERA 56475	16,503.36
[00082]	SCHOETTLER TIRE, INC./MADERA	610.48
[04945]	SCHOOL FIX	632.76
[01392]	SCHOOL HEALTH CORPORATION	82,772.25
[02465]	SCHOOL NURSE SUPPLY, INC.	20,412.17
[01800]	SEABURY, COPLAND & ANDERSON	25,993.14
[02022]	SEBASTIAN	(154.58)
[61219]	SEETO, DANIEL J	196.00
[00037]	SEIU LOCAL 521	61,261.53
[01728]	SELECT PORTFOLIO SERVICING	8,155.20
[02821]	SELF-HELP ENTERPRISES A NON-PROFIT CORPORATION	5,325.22
[08809]	SELF-HELP FEDERAL CREDIT UNION	3,042.39
[00331]	SELMA UNIFIED SCHOOL DISTRICT	10,683.34
[02334]	SERGIO'S WELDING	964.01
[08840]	SEVILLA, HERIBERTO	1,150.00
[60247]	SHEPARD, YOLANDA M.	525.97
[04684]	SHERWIN WILLIAMS	534.89
[01607]	SHERWOOD POINTE APARTMENTS	12,101.84
[08691]	SHI INC	72,392.33
[03161]	SHIRT SHAK	2,008.21
[02938]	SHRED-IT FRESNO	601.49
[01412]	SIERRA PROPANE	1,145.00
[02420]	SIERRA SENIOR SOCIETY, INC	7,200.00
[01812]	SIERRA TELEPHONE	11,438.32
[61357]	SILVA HERNANDEZ, DEISY Y	513.41
[61110]	SILVA, SAYRA N.	170.88
[08710]	SJV INDEPENDENT REALTY GROUP, INC	6,825.00

[04071]	SKILL PATH ALL	1,575.00
[03404]	SOAP & SUDS JANITORIAL	1,194.00
[60257]	SOLORIO, MARIA I.	43.33
[01621]	SORENSEN MACHINE WORKS	69.13
[08743]	SORIA, JASMIN	150.00
[05889]	SOURCE TECHNOLOGIES	201.00
[08894]	SPARKLETTS	3,228.22
[08856]	SPLASHTOP, INC	2,025.00
[02649]	SPRING HILL SUITES	765.20
[60665]	STAPLETON, JEANNIE M	742.98
[08735]	STERICYCLE, INC	6,380.97
[04017]	STEVE'S CHEVROLET OF CHOWCHILLA	139,249.25
[02994]	SUBURBAN PROPANE-BOX 12027	8,380.85
[08751]	SUGAR PINE LP	16,209.96
[01659]	SUMMERWOOD PROPERTY LP	2,625.00
[08778]	SUMMIT SPEECH THERAPY, LLC	3,000.00
[08828]	SUNSET GARDENS	5,489.86
[08838]	SUNWEST MORTGAGE COMPANY, INC	1,423.89
[06260]	SUPERB LNF CAPITAL. LLC	9,600.00
[05697]	SURVEILLANCE SYSTEMS INTEGRATION	14,190.64
[06179]	SUT-XON, MARIA	163.57
[08808]	SWISSOTEL CHICAGO	736.10
[01230]	SYSCO OF CENTRAL CALIFORNIA	220,571.64
[04982]	TACOS Y MARISCOS EL AMIGO	2,206.19
[08779]	TALK TEAM, THE CORP	600.00
[05397]	TARLTON ESTATE AND ASSET MANAGEMENT, INC.	1,000.00
[03885]	TEACHING STRATEGIES, LLC	59,840.51
[00251]	TEACHSTONE TRAINING LLC	39,124.78
[03973]	TECO	1,263.05
[02408]	TELCION	6,250.00
[00956]	TESEI PETROLEUM, INC.	2,617.00
[04526]	THERAPY SHOPPE INC.	1,067.88
[00383]	THOMASSON PEST CONTROL, INC	600.00
[08799]	THOMPSON MOTOR SALES/TRAILERS	15,866.99
[05899]	TIM R TRULL ELECTRIC, INC	46,649.80
[06320]	TINT SHOP BY JOE'S, THE	800.00
[06105]	TOLEDO, PATRICIO	1,500.00
[60264]	TOOLEY, DONNA S.	27,612.00
[04414]	TORRES FENCE CO.	1,243.94
[03904]	TORRES, GUILLERMO ALCALA	5,660.00
[08814]	TORRES, MIRIAM	30.00
[08813]	TORRES, REGINA	7,450.00
[04946]	TORRES, YAZMIN	101.22
[02728]	TOSHIBA FINANCIAL SERVICES	93,233.92
[08829]	TRASOLINI, LUCA	1,430.00
[61009]	TREJO, NICOLE M	58.75
[61262]	TREVINO, PATRICIA	150.00
[05563]	TRIPLE P	4,647.55
[08765]	TROJANWAVE ENTERPRISE, LLC	2,900.00
[60267]	TRUJILLO, SONIA	659.42
[01162]	TUFF SHED, INC	11,154.64

[00085]	UNITED RENTALS	2,685.56
[50525]	UNUM *** USE #8832 FUND ADMINISTRATOR	4,174.54
[01578]	UNWIRED BROADBAND INC.	31,882.22
[08880]	UPH BUTTERFLY GARDENS, LP	300.00
[08847]	URBINA, LIZETE JANE	90.00
[08870]	US BANK HOME MORTGAGE	2,476.02
[08736]	US INSPECTION GROUP, INC	616.00
[00693]	US TOY CO/CONSTRUCTIVE PLAYTHINGS	538.39
[60511]	VALDEZ, VERONICA	65.00
[06254]	VALLE DE LAS BRISAS	4,331.00
[61333]	VALLE, SALDALENA CHRISTINA	363.96
[08802]	VALLEY AIR CONDITIONING & REPAIR, INC	600.00
[05171]	VALLEY PROPANE	871.00
[03841]	VALLEY WEST CHRISTIAN CENTER (CORP)	28,189.93
[08803]	VALOR US	1,100.00
[60661]	VANG, XAI	196.00
[08824]	VASQUEZ, ARACELY	164.52
[08819]	VASQUEZ, MARVIT	35.15
[04440]	VASQUEZ, OTILIA MAYRA EFTprov & PC	9,670.60
[61297]	VELAZQUEZ, MARIA GUADALUPE	31.59
[61012]	VERA, ANNA LUCIA	59.96
[04580]	VEZINA INDUSTRIES	1,450.00
[03489]	VILLA GARDENING SERVICE, INC	60,190.00
[61168]	VILLA, BLANCA A	101.88
[01034]	VILLAGE MADERA	7,938.00
[61185]	VILLAGOMEZ ALMANZA, PATRICIA	356.44
[04585]	VORTEX INDUSTRIES, INC.	6,895.00
[03177]	VOYA INSTITUTIONAL TRUST COMPANY	943,977.71
[06081]	WARD PROMOTIONAL MARKETING SOLUTIONS, INC	112,585.74
[01095]	WATER CONNECTION, THE	946.15
[05368]	WAYMAKERS	1,600.32
[08858]	WEEKS, ROBERT Y	650.00
[01732]	WELLS FARGO HOME MORTGAGE	3,229.08
[08758]	WEST COAST STAINLESS	8,028.00
[04645]	WEST COAST USA PROPERTIES, LLC	1,875.00
[03335]	WESTED 1099exempt CK ADDRESS ALL	6,500.00
[08842]	WESTGATE HOTEL	3,678.53
[01733]	WESTLANDS WATER DISTRICT	17.96
[04941]	WEX BANK Chevron Box 4337	560.72
[06067]	WEX BANK Valero Box 6293	52,625.22
[08768]	WHISPERING PINE RV PARK	548.07
[61241]	WILLIAMS, ANGELA D	299.94
[06330]	WILLIAMS, CHARLES	1,450.00
[60456]	WINDOW BETWEEN WORLDS	5,025.00
[03933]	WM WAST MANAGEMENT	3,502.42
[05918]	WOLTER, DAVID J.	15,725.72
[01944]	WONG APARTMENTS	1,800.00
[08877]	XTREME COUNTRY CLUB AUTO BODY, INC	1,464.65
[60956]	XYONG, MIGOW HELEN	343.34
[60445]	YANG, IRENE E	7.61
[04190]	YOUTH LEADERSHIP INSTITUTE	3,540.00

[08777]	ZAMBRANO SALAS, BRUNO G	1,350.00
[08850]	ZAPIEN, BRENDA	30.00
[04952]	ZARATE, JUANA give ch to jis sel	95.85
[08822]	ZARATE, SILVIA	67.26
[08888]	ZERTUCHE, ROSA	1,680.00
[03768]	ZHAO, JINGSONG	13,627.97
[05122]	ZONES, INC	52,277.93
[08843]	ZURITA, ERIKA	30.00



Policy Name: Conflict of Interest
 Policy Number: 1.2.4

Annual Conflict of Interest Disclosure Statement

Board of Directors or Officer

This information applies to current activities or any activities anticipated during the next 12 months. Attach additional sheets if necessary. (Note – All underlined words are detailed in CAPMC Financial Procedures Manual.)

Name: _____	Date: _____
1. Position	
a. Are you a voting Board Member?	<input type="checkbox"/> Yes <input type="checkbox"/> No
b. Are you an Officer?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If you are an Officer, which Officer position do you hold? _____	
c. Have you completed the Form 700 Report of Economic Interest, as required by the CAPMC Bylaws?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. I affirm the following: <i>Initial below</i>	
a. I have received a copy of the CAPMC Conflict of Interest Policy.	_____
b. I have read and understand the policy.	_____
c. I agree to comply with the policy.	_____
d. I understand that CAPMC is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of tax-exempt purposes.	_____
3. Disclosure	
a. Do you or does any member of your <u>family</u> have or anticipate having a <u>financial interest</u> in, or receive or anticipate receiving a <u>financial benefit</u> from any <u>commercial entity</u> whose activities relate to CAPMC activities or other responsibilities as a member of the Agency?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, please describe:	
b. Have you influenced or played a role in any relationship between the Agency and an individual or <u>commercial entity</u> for whom you provide consulting or other professional services, or do you anticipate doing so within the next 12 months?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, please describe:	
c. Do you or does any member of your family hold a managerial position in or serve on an advisory board of a <u>commercial entity</u> whose activities relate to your Board of Directors' activities or other responsibilities as a Board of Directors member, or anticipate doing so within the next 12 months?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, please describe:	
d. Have you participated in or otherwise influenced the selection by the Agency of a contractor, vendor, or supplier of goods or services in or from which you or any member of your <u>family</u> has had or received a <u>significant financial interest</u> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No

If Yes, please describe:

e. Have you participated in or otherwise influenced the selection by the Agency of a current or past employee? Yes No

If Yes, please describe:

f. Have you participated in or otherwise influenced any Agency transaction to buy, sell, lease, or license real or intellectual property to or from any business in or from which you or any member of your family has had or received a significant financial interest? Yes No

If Yes, please describe:

g. Have you taken any administrative action within the Agency which is likely to benefit a business in which you or any member of your family has a significant financial interest? Yes No

If Yes, please describe:

h. Do you serve on the Board of Directors or an advisory Board of any other business? Yes No

If Yes, please describe:

4. Previous Disclosures

a. In the last 12 months, have you disclosed any conflict of interest that may or may not still exist? Yes No

If yes, please describe subject matter and date of disclosure:

5. Review of Agency vendor list (published every January)

a. Do you or any member of your family have or anticipate receiving a financial interest from any of the vendors listed? Yes No

If yes, please disclose name of vendor(s) and financial interest(s):

I affirm that the aforementioned information is true, correct, and complete to the best of my knowledge.

Signature

Date

2022-2023 Statement of Economic Interests



Form 700

A Public Document

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Helpful Resources

- Video Tutorials
- Reference Pamphlet
- Excel Version
- FAQs
- Gift and Travel Fact Sheet for State and Local Officials

California Fair Political Practices Commission

1102 Q Street, Suite 3000 • Sacramento, CA 95811

Email Advice: advice@fppc.ca.gov

Toll-free advice line: 1 (866) ASK-FPPC • 1 (866) 275-3772

Telephone: (916) 322-5660 • Website: www.fppc.ca.gov

December 2022

Quick Start Guide

Detailed instructions begin on page 3.

WHEN IS THE ANNUAL STATEMENT DUE?

- March 1 – Elected State Officers, Judges and Court Commissioners, State Board and Commission members listed in Government Code Section 87200
- April 1 – Most other filers

WHERE DO I FILE?

Most people file the Form 700 with their agency. If you're not sure where to file your Form 700, contact your filing officer or the person who asked you to complete it.

ITEMS TO NOTE!

- The Form 700 is a public document.
- Only filers serving in active military duty may receive an extension on the filing deadline.
- You must also report interests held by your spouse or registered domestic partner.
- Your agency's conflict of interest code will help you to complete the Form 700. You are encouraged to get your conflict of interest code from the person who asked you to complete the Form 700.

NOTHING TO REPORT?

Mark the "No reportable interests" box on Part 4 of the Cover Page, and submit only the signed Cover Page. Please review each schedule carefully!

Schedule	Common Reportable Interests	Common Non-Reportable Interests
A-1: Investments	Stocks, including those held in an IRA or 401K. Each stock must be listed.	Insurance policies, government bonds, diversified mutual funds, funds similar to diversified mutual funds.
A-2: Business Entities/Trusts	Business entities, sole proprietorships, partnerships, LLCs, corporations and trusts. (e.g., Form 1099 filers).	Savings and checking accounts, cryptocurrency, and annuities.
B: Real Property	Rental property in filer's jurisdiction, or within two miles of the boundaries of the jurisdiction.	A residence used exclusively as a personal residence (such as a home or vacation property).
C: Income	Non-governmental salaries. Note that filers are required to report only half of their spouse's or partner's salary.	Governmental salary (from school district, for example).
D: Gifts	Gifts from businesses, vendors, or other contractors (meals, tickets, etc.).	Gifts from family members.
E: Travel Payments	Travel payments from third parties (not your employer).	Travel paid by your government agency.

Note: Like reportable interests, non-reportable interests may also create conflicts of interest and could be grounds for disqualification from certain decisions.

QUESTIONS?

- advice@fppc.ca.gov
- (866) 275-3772 Mon-Thurs, 9-11:30 a.m.

E-FILING ISSUES?

- If using your agency's system, please contact technical support at your agency.
- If using FPPC's e-filing system, write to form700@fppc.ca.gov.

What's New

Gift Limit Increase

The gift limit increased to **\$520** for calendar years **2021** and **2022**.

Who must file:

- Elected and appointed officials and candidates listed in Government Code Section 87200
- Employees, appointed officials, and consultants filing pursuant to a conflict of interest code ("code filers"). **Obtain your disclosure categories, which describe the interests you must report, from your agency;** they are not part of the Form 700
- Candidates running for local elective offices that are designated in a conflict of interest code (e.g., county sheriffs, city clerks, school board trustees, and water board members)

Exception:

- Candidates for a county central committee are not required to file the Form 700
- Employees in newly created positions of existing agencies

For more information, see Reference Pamphlet, page 3, at www.fppc.ca.gov.

Where to file:

87200 Filers

State offices	⇒	Your agency
Judicial offices	⇒	The clerk of your court
Retired Judges	⇒	Directly with FPPC
County offices	⇒	Your county filing official
City offices	⇒	Your city clerk
Multi-County offices	⇒	Your agency

Code Filers — State and Local Officials, Employees, and Consultants Designated in a Conflict of Interest

Code: File with your agency, board, or commission unless otherwise specified in your agency's code (e.g., Legislative staff files directly with FPPC). In most cases, the agency, board, or commission will retain the statements.

Members of Newly Created Boards and Commissions: File with your agency or with your agency's code reviewing body pursuant to Regulation 18754.

Employees in Newly Created Positions of Existing Agencies: File with your agency or with your agency's code reviewing body. (See Reference Pamphlet, page 3.)

Candidates file as follow:

State offices, Judicial offices and multi-county offices	⇒	County elections official with whom you file your declaration of candidacy
County offices	⇒	County elections official
City offices	⇒	City Clerk
Public Employee's Retirement System (CalPERS)	⇒	CalPERS
State Teacher's Retirement Board (CalSTRS)	⇒	CalSTRS

How to file:

The Form 700 is available at www.fppc.ca.gov. Form 700 schedules are also available in Excel format. Each Statement must have a handwritten "wet" signature or "secure electronic signature," meaning either (1) a signature submitted using an approved electronic filing system or (2) if permitted by the filing officer, a digital signature submitted via the filer's agency email address. (See Regulations 18104 and 18757.) Companies such as Adobe and DocuSign offer digital signature services. All statements are signed under the penalty of perjury and must be verified by the filer. See Regulation 18723.1(c) for filing instructions for copies of expanded statements.

When to file:

Annual Statements

⇒ March 1, 2023

- Elected State Officers
- Judges and Court Commissioners
- State Board and State Commission Members listed in Government Code Section 87200

⇒ April 3, 2023

- Most other filers

Individuals filing under conflict of interest codes in city and county jurisdictions should verify the annual filing date with their filing official or filing officer.

Statements postmarked by the filing deadline are considered filed on time.

Statements of 30 pages or less may be emailed or faxed by the deadline as long as the originally signed paper version is sent by first class mail to the filing official within 24 hours.

Assuming Office and Leaving Office Statements

Most filers file within 30 days of assuming or leaving office or within 30 days of the effective date of a newly adopted or amended conflict of interest code.

Exception:

If you assumed office between October 1, 2022, and December 31, 2022, and filed an assuming office statement, you are not required to file an annual statement until March 1, 2024, or April 1, 2024, whichever is applicable. The annual statement will cover the day after you assumed office through December 31, 2023. (See Reference Pamphlet, page 6, for additional exceptions.)

Candidate Statements

File no later than the final filing date for the declaration of candidacy or nomination documents. A candidate statement is not required if you filed an assuming office or annual statement for the same jurisdiction within 60 days before filing a declaration of candidacy or other nomination documents.

Late Statements

There is no provision for filing deadline extensions unless the filer is serving in active military duty. (See page 19 for information on penalties and fines.)

Amendments

Statements may be amended at any time. You are only required to amend the schedule that needs to be revised. It is not necessary to amend the entire filed form. The amended schedule(s) is attached to your original filed statement. Obtain amendment schedules at www.fppc.ca.gov.

Types of Statements

Assuming Office Statement:

If you are a newly appointed official or are newly employed in a position designated, or that will be designated, in a state or local agency's conflict of interest code, your assuming office date is the date you were sworn in or otherwise authorized to serve in the position. If you are a newly elected official, your assuming office date is the date you were sworn in.

- Report: Investments, interests in real property, and business positions held on the date you assumed the office or position must be reported. In addition, income (including loans, gifts, and travel payments) received during the 12 months prior to the date you assumed the office or position.

For positions subject to confirmation by the State Senate or the Commission on Judicial Appointments, your assuming office date is the date you were appointed or nominated to the position.

- Example: Maria Lopez was nominated by the Governor to serve on a state agency board that is subject to state Senate confirmation. The assuming office date is the date Maria's nomination is submitted to the Senate. Maria must report investments, interests in real property, and business positions Maria holds on that date, and income (including loans, gifts, and travel payments) received during the 12 months prior to that date.

If your office or position has been added to a newly adopted or newly amended conflict of interest code, use the effective date of the code or amendment, whichever is applicable.

- Report: Investments, interests in real property, and business positions held on the effective date of the code or amendment must be reported. In addition, income (including loans, gifts, and travel payments) received during the 12 months prior to the effective date of the code or amendment.

Annual Statement:

Generally, the period covered is January 1, 2022, through December 31, 2022. If the period covered by the statement is different than January 1, 2022, through December 31, 2022, (for example, you assumed office between October 1, 2021, and December 31, 2021 or you are combining statements), you must specify the period covered.

- Investments, interests in real property, business positions held, and income (including loans, gifts, and travel payments) received during the period covered by the statement must be reported. Do not change the preprinted dates on Schedules A-1, A-2, and B unless you are required to report the acquisition or disposition of an interest that did not occur in 2022.

- If your disclosure category changes during a reporting period, disclose under the old category until the effective date of the conflict of interest code amendment and disclose under the new disclosure category through the end of the reporting period.

Leaving Office Statement:

Generally, the period covered is January 1, 2022, through the date you stopped performing the duties of your position. If the period covered differs from January 1, 2022, through the date you stopped performing the duties of your position (for example, you assumed office between October 1, 2021, and December 31, 2021, or you are combining statements), the period covered must be specified. The reporting period can cover parts of two calendar years.

- Report: Investments, interests in real property, business positions held, and income (including loans, gifts, and travel payments) received during the period covered by the statement. Do not change the preprinted dates on Schedules A-1, A-2, and B unless you are required to report the acquisition or disposition of an interest that did not occur in 2022.

Candidate Statement:

If you are filing a statement in connection with your candidacy for state or local office, investments, interests in real property, and business positions held on the date of filing your declaration of candidacy must be reported. In addition, income (including loans, gifts, and travel payments) received during the 12 months prior to the date of filing your declaration of candidacy is reportable. Do not change the preprinted dates on Schedules A-1, A-2, and B.

Candidates running for local elective offices (e.g., county sheriffs, city clerks, school board trustees, or water district board members) must file candidate statements, as required by the conflict of interest code for the elected position. The code may be obtained from the agency of the elected position.

Amendments:

If you discover errors or omissions on any statement, file an amendment as soon as possible. You are only required to amend the schedule that needs to be revised; it is not necessary to refile the entire form. Obtain amendment schedules from the FPPC website at www.fppc.ca.gov.

Note: Once you file your statement, you may not withdraw it. All changes must be noted on amendment schedules.

Expanded Statement:

If you hold multiple positions subject to reporting requirements, you may be able to file an expanded statement for each position, rather than a separate and distinct statement for each position. The expanded statement must cover all reportable interests for all jurisdictions and list all positions on the Form 700 or on an attachment for which it is filed. The rules and processes governing the filing of an expanded statement are set forth in Regulation 18723.1.

**STATEMENT OF ECONOMIC INTERESTS
COVER PAGE
A PUBLIC DOCUMENT**

Please type or print in ink.

NAME OF FILER (LAST) (FIRST) (MIDDLE)

1. Office, Agency, or Court

Agency Name (Do not use acronyms)

Division, Board, Department, District, if applicable Your Position

► If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: Position:

2. Jurisdiction of Office (Check at least one box)

State Judge, Retired Judge, Pro Tem Judge, or Court Commissioner (Statewide Jurisdiction)

Multi-County County of

City of Other

3. Type of Statement (Check at least one box)

Annual: The period covered is January 1, 2022, through December 31, 2022.

-or- The period covered is / / , through December 31, 2022.

Assuming Office: Date assumed / /

Candidate: Date of Election and office sought, if different than Part 1:

Leaving Office: Date Left / / (Check one circle.)

The period covered is January 1, 2022, through the date of leaving office.

-or- The period covered is / / , through the date of leaving office.

4. Schedule Summary (required)

► Total number of pages including this cover page: _____

Schedules attached

Schedule A-1 - Investments – schedule attached

Schedule A-2 - Investments – schedule attached

Schedule B - Real Property – schedule attached

Schedule C - Income, Loans, & Business Positions – schedule attached

Schedule D - Income – Gifts – schedule attached

Schedule E - Income – Gifts – Travel Payments – schedule attached

-or- None - No reportable interests on any schedule

5. Verification

MAILING ADDRESS STREET CITY STATE ZIP CODE
(Business or Agency Address Recommended - Public Document)

DAYTIME TELEPHONE NUMBER EMAIL ADDRESS
()

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed (month, day, year)

Signature (File the originally signed paper statement with your filing official.)

Instructions Cover Page

Enter your name, mailing address, and daytime telephone number in the spaces provided. **Because the Form 700 is a public document, you may list your business/office address instead of your home address.**

Part 1. Office, Agency, or Court

- Enter the name of the office sought or held, or the agency or court. Consultants must enter the public agency name rather than their private firm's name. (Examples: State Assembly; Board of Supervisors; Office of the Mayor; Department of Finance; Hope County Superior Court).
- Indicate the name of your division, board, or district, if applicable. (Examples: Division of Waste Management; Board of Accountancy; District 45). **Do not use acronyms.**
- Enter your position title. (Examples: Director; Chief Counsel; City Council Member; Staff Services Analyst).
- If you hold multiple positions (i.e., a city council member who also is a member of a county board or commission) you may be required to file separate and distinct statements with each agency. To simplify your filing obligations, in some cases you may instead complete a single expanded statement and file it with each agency.
 - The rules and processes governing the filing of an expanded statement are set forth in Regulation 18723.1. To file an expanded statement for multiple positions, enter the name of each agency with which you are required to file and your position title with each agency in the space provided. **Do not use acronyms.** Attach an additional sheet if necessary. Complete one statement disclosing all reportable interests for all jurisdictions. Then file the expanded statement with each agency as directed by Regulation 18723.1(c).

If you assume or leave a position after a filing deadline, you must complete a separate statement. For example, a city council member who assumes a position with a county special district after the April annual filing deadline must file a separate assuming office statement. In subsequent years, the city council member may expand their annual filing to include both positions.

Example:

Brian Bourne is a city council member for the City of Lincoln and a board member for the Camp Far West Irrigation District – a multi-county agency that covers the Counties of Placer and Yuba. The City is located within Placer County. Brian may complete one expanded statement to disclose all reportable interests for both offices and list both positions on the Cover Page. Brian will file the expanded statement with each the City and the District as directed by Regulation 18723.1(c).

Part 2. Jurisdiction of Office

- Check the box indicating the jurisdiction of your agency and, if applicable, identify the jurisdiction. Judges, judicial candidates, and court commissioners have statewide jurisdiction. All other filers should review the Reference Pamphlet, page 13, to determine their jurisdiction.
- If your agency is a multi-county office, list each county in which your agency has jurisdiction.

- If your agency is not a state office, court, county office, city office, or multi-county office (e.g., school districts, special districts and JPAs), check the “other” box and enter the county or city in which the agency has jurisdiction.

Example:

This filer is a member of a water district board with jurisdiction in portions of Yuba and Sutter Counties.

1. Office, Agency, or Court	
Agency Name (Do not use acronyms) Feather River Irrigation District	
Division, Board, Department, District, if applicable N/A	Your Position Board Member
▶ If filing for multiple positions, list below or on an attachment. (Do not use acronyms)	
Agency: N/A	Position: _____
2. Jurisdiction of Office (Check at least one box)	
<input type="checkbox"/> State	<input type="checkbox"/> Judge or Court Commissioner (Statewide Jurisdiction)
<input checked="" type="checkbox"/> Multi-County Yuba & Sutter Counties	<input type="checkbox"/> County of _____
<input type="checkbox"/> City of _____	<input type="checkbox"/> Other _____

Part 3. Type of Statement

Check at least one box. The period covered by a statement is determined by the type of statement you are filing. If you are completing a 2022 annual statement, **do not** change the pre-printed dates to reflect 2023. Your annual statement is used for reporting the **previous year's** economic interests. Economic interests for your annual filing covering January 1, 2023, through December 31, 2023, will be disclosed on your statement filed in 2024. See Reference Pamphlet, page 4.

Combining Statements: Certain types of statements for the same position may be combined. For example, if you leave office after January 1, but before the deadline for filing your annual statement, you may combine your annual and leaving office statements. File by the earliest deadline. Consult your filing officer or the FPPC.

Part 4. Schedule Summary

- Complete the Schedule Summary after you have reviewed each schedule to determine if you have reportable interests.
- Enter the total number of completed pages including the cover page and either check the box for each schedule you use to disclose interests; **or** if you have nothing to disclose on any schedule, check the “No reportable interests” box. Please **do not** attach any blank schedules.

Part 5. Verification

Complete the verification by signing the statement and entering the date signed. Each statement must have an original “wet” signature unless filed with a secure electronic signature. (See page 3 above.) All statements must be signed under penalty of perjury and be verified by the filer pursuant to Government Code Section 81004. See Regulation 18723.1(c) for filing instructions for copies of expanded statements.

When you sign your statement, you are stating, under penalty of perjury, that it is true and correct. Only the filer has authority to sign the statement. An unsigned statement is not considered filed and you may be subject to late filing penalties.

SCHEDULE A-1

Investments

Stocks, Bonds, and Other Interests

(Ownership Interest is Less Than 10%)

Investments must be itemized.

Do not attach brokerage or financial statements.

Name

▶ NAME OF BUSINESS ENTITY _____

GENERAL DESCRIPTION OF THIS BUSINESS _____

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other _____ (Describe)

Partnership Income Received of \$0 - \$499
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

_____/_____/22 ____/_____/22
ACQUIRED DISPOSED

▶ NAME OF BUSINESS ENTITY _____

GENERAL DESCRIPTION OF THIS BUSINESS _____

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other _____ (Describe)

Partnership Income Received of \$0 - \$499
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

_____/_____/22 ____/_____/22
ACQUIRED DISPOSED

▶ NAME OF BUSINESS ENTITY _____

GENERAL DESCRIPTION OF THIS BUSINESS _____

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other _____ (Describe)

Partnership Income Received of \$0 - \$499
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

_____/_____/22 ____/_____/22
ACQUIRED DISPOSED

▶ NAME OF BUSINESS ENTITY _____

GENERAL DESCRIPTION OF THIS BUSINESS _____

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other _____ (Describe)

Partnership Income Received of \$0 - \$499
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

_____/_____/22 ____/_____/22
ACQUIRED DISPOSED

▶ NAME OF BUSINESS ENTITY _____

GENERAL DESCRIPTION OF THIS BUSINESS _____

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other _____ (Describe)

Partnership Income Received of \$0 - \$499
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

_____/_____/22 ____/_____/22
ACQUIRED DISPOSED

▶ NAME OF BUSINESS ENTITY _____

GENERAL DESCRIPTION OF THIS BUSINESS _____

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other _____ (Describe)

Partnership Income Received of \$0 - \$499
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

_____/_____/22 ____/_____/22
ACQUIRED DISPOSED

Comments: _____

Instructions – Schedules A-1 and A-2 Investments

“Investment” means a financial interest in any business entity (including a consulting business or other independent contracting business) that is located in, doing business in, planning to do business in, or that has done business during the previous two years in your agency’s jurisdiction in which you, your spouse or registered domestic partner, or your dependent children had a direct, indirect, or beneficial interest totaling \$2,000 or more at any time during the reporting period. (See Reference Pamphlet, page 13.)

Reportable investments include:

- Stocks, bonds, warrants, and options, including those held in margin or brokerage accounts and managed investment funds (See Reference Pamphlet, page 13.)
- Sole proprietorships
- Your own business or your spouse’s or registered domestic partner’s business (See Reference Pamphlet, page 8, for the definition of “business entity.”)
- Your spouse’s or registered domestic partner’s investments even if they are legally separate property
- Partnerships (e.g., a law firm or family farm)
- Investments in reportable business entities held in a retirement account (See Reference Pamphlet, page 15.)
- If you, your spouse or registered domestic partner, and dependent children together had a 10% or greater ownership interest in a business entity or trust (including a living trust), you must disclose investments held by the business entity or trust. (See Reference Pamphlet, page 16, for more information on disclosing trusts.)
- Business trusts

You are not required to disclose:

- Government bonds, diversified mutual funds, certain funds similar to diversified mutual funds (such as exchange traded funds) and investments held in certain retirement accounts. (See Reference Pamphlet, page 13.) (Regulation 18237)
- Bank accounts, savings accounts, money market accounts and certificates of deposits
- Cryptocurrency
- Insurance policies
- Annuities
- Commodities
- Shares in a credit union
- Government bonds (including municipal bonds)

Reminders

- Do you know your agency’s jurisdiction?
- Did you hold investments at any time during the period covered by this statement?
- Code filers – your disclosure categories may only require disclosure of specific investments.

- Retirement accounts invested in non-reportable interests (e.g., insurance policies, mutual funds, or government bonds) (See Reference Pamphlet, page 15.)
- Government defined-benefit pension plans (such as CalPERS and CalSTRS plans)
- Certain interests held in a blind trust (See Reference Pamphlet, page 16.)

Use Schedule A-1 to report ownership of less than 10% (e.g., stock). Schedule C (Income) may also be required if the investment is not a stock or corporate bond. (See second example below.)

Use Schedule A-2 to report ownership of 10% or greater (e.g., a sole proprietorship).

To Complete Schedule A-1:

Do not attach brokerage or financial statements.

- Disclose the name of the business entity. Do not use acronyms for the name of the business entity.
- Provide a general description of the business activity of the entity (e.g., pharmaceuticals, computers, automobile manufacturing, or communications).
- Check the box indicating the highest fair market value of your investment during the reporting period. If you are filing a candidate or an assuming office statement, indicate the fair market value on the filing date or the date you took office, respectively. (See page 20 for more information.)
- Identify the nature of your investment (e.g., stocks, warrants, options, or bonds).
- An acquired or disposed of date is only required if you initially acquired or entirely disposed of the investment interest during the reporting period. The date of a stock dividend reinvestment or partial disposal is not required. Generally, these dates will not apply if you are filing a candidate or an assuming office statement.

Examples:

Frank Byrd holds a state agency position. Frank’s conflict of interest code requires full disclosure of investments. Frank must disclose stock holdings of \$2,000 or more in any company that is located in or does business in California, as well as those stocks held by Frank’s spouse or registered domestic partner and dependent children.

Alice Lance is a city council member. Alice has a 4% interest, worth \$5,000, in a limited partnership located in the city. Alice must disclose the partnership on Schedule A-1 and income of \$500 or more received from the partnership on Schedule C.

SCHEDULE A-2

Investments, Income, and Assets of Business Entities/Trusts

(Ownership Interest is 10% or Greater)

CALIFORNIA FORM 700

FAIR POLITICAL PRACTICES COMMISSION

Name _____

▶ 1. BUSINESS ENTITY OR TRUST

Name _____

Address (Business Address Acceptable) _____

Check one
 Trust, go to 2 Business Entity, complete the box, then go to 2

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE IF APPLICABLE, LIST DATE:

\$0 - \$1,999			
\$2,000 - \$10,000	____/____/22	____/____/22	
\$10,001 - \$100,000	ACQUIRED	DISPOSED	
\$100,001 - \$1,000,000			
Over \$1,000,000			

NATURE OF INVESTMENT

Partnership Sole Proprietorship _____ Other

YOUR BUSINESS POSITION _____

▶ 2. IDENTIFY THE GROSS INCOME RECEIVED (INCLUDE YOUR PRO RATA SHARE OF THE GROSS INCOME TO THE ENTITY/TRUST)

\$0 - \$499	\$10,001 - \$100,000
\$500 - \$1,000	OVER \$100,000
\$1,001 - \$10,000	

▶ 3. LIST THE NAME OF EACH REPORTABLE SINGLE SOURCE OF INCOME OF \$10,000 OR MORE (Attach a separate sheet if necessary.)

None or Names listed below _____

▶ 4. INVESTMENTS AND INTERESTS IN REAL PROPERTY HELD OR LEASED BY THE BUSINESS ENTITY OR TRUST

Check one box:

INVESTMENT REAL PROPERTY

Name of Business Entity, if Investment, or Assessor's Parcel Number or Street Address of Real Property _____

Description of Business Activity or City or Other Precise Location of Real Property _____

FAIR MARKET VALUE IF APPLICABLE, LIST DATE:

\$2,000 - \$10,000			
\$10,001 - \$100,000	____/____/22	____/____/22	
\$100,001 - \$1,000,000	ACQUIRED	DISPOSED	
Over \$1,000,000			

NATURE OF INTEREST

Property Ownership/Deed of Trust Stock Partnership

Leasehold _____ Other _____

Yrs. remaining

Check box if additional schedules reporting investments or real property are attached

▶ 1. BUSINESS ENTITY OR TRUST

Name _____

Address (Business Address Acceptable) _____

Check one
 Trust, go to 2 Business Entity, complete the box, then go to 2

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE IF APPLICABLE, LIST DATE:

\$0 - \$1,999			
\$2,000 - \$10,000	____/____/22	____/____/22	
\$10,001 - \$100,000	ACQUIRED	DISPOSED	
\$100,001 - \$1,000,000			
Over \$1,000,000			

NATURE OF INVESTMENT

Partnership Sole Proprietorship _____ Other

YOUR BUSINESS POSITION _____

▶ 2. IDENTIFY THE GROSS INCOME RECEIVED (INCLUDE YOUR PRO RATA SHARE OF THE GROSS INCOME TO THE ENTITY/TRUST)

\$0 - \$499	\$10,001 - \$100,000
\$500 - \$1,000	OVER \$100,000
\$1,001 - \$10,000	

▶ 3. LIST THE NAME OF EACH REPORTABLE SINGLE SOURCE OF INCOME OF \$10,000 OR MORE (Attach a separate sheet if necessary.)

None or Names listed below _____

▶ 4. INVESTMENTS AND INTERESTS IN REAL PROPERTY HELD OR LEASED BY THE BUSINESS ENTITY OR TRUST

Check one box:

INVESTMENT REAL PROPERTY

Name of Business Entity, if Investment, or Assessor's Parcel Number or Street Address of Real Property _____

Description of Business Activity or City or Other Precise Location of Real Property _____

FAIR MARKET VALUE IF APPLICABLE, LIST DATE:

\$2,000 - \$10,000			
\$10,001 - \$100,000	____/____/22	____/____/22	
\$100,001 - \$1,000,000	ACQUIRED	DISPOSED	
Over \$1,000,000			

NATURE OF INTEREST

Property Ownership/Deed of Trust Stock Partnership

Leasehold _____ Other _____

Yrs. remaining

Check box if additional schedules reporting investments or real property are attached

Comments: _____

Instructions – Schedule A-2

Investments, Income, and Assets of Business Entities/Trusts

Use Schedule A-2 to report investments in a business entity (including a consulting business or other independent contracting business) or trust (including a living trust) in which you, your spouse or registered domestic partner, and your dependent children, together or separately, had a 10% or greater interest, totaling \$2,000 or more, during the reporting period and which is located in, doing business in, planning to do business in, or which has done business during the previous two years in your agency's jurisdiction. (See Reference Pamphlet, page 13.) A trust located outside your agency's jurisdiction is reportable if it holds assets that are located in or doing business in the jurisdiction. Do not report a trust that contains non-reportable interests. For example, a trust containing only your personal residence not used in whole or in part as a business, your savings account, and some municipal bonds, is not reportable.

Also report on Schedule A-2 investments and real property held by that entity or trust if your pro rata share of the investment or real property interest was \$2,000 or more during the reporting period.

To Complete Schedule A-2:

Part 1. Disclose the name and address of the business entity or trust. If you are reporting an interest in a business entity, check "Business Entity" and complete the box as follows:

- Provide a general description of the business activity of the entity.
- Check the box indicating the highest fair market value of your investment during the reporting period.
- If you initially acquired or entirely disposed of this interest during the reporting period, enter the date acquired or disposed.
- Identify the nature of your investment.
- Disclose the job title or business position you held with the entity, if any (i.e., if you were a director, officer, partner, trustee, employee, or held any position of management). A business position held by your spouse is not reportable.

Part 2. Check the box indicating **your pro rata** share of the **gross** income received **by** the business entity or trust. This amount includes your pro rata share of the **gross** income **from** the business entity or trust, as well as your community property interest in your spouse's or registered domestic partner's share. Gross income is the total amount of income before deducting expenses, losses, or taxes.

Part 3. Disclose the name of each source of income that is located in, doing business in, planning to do business in, or that has done business during the previous two years in your agency's jurisdiction, as follows:

- Disclose each source of income and outstanding loan **to the business entity or trust** identified in Part 1 if your pro rata share of the **gross** income (including your community property interest in your spouse's or registered domestic partner's share) to the business entity or trust from that source was \$10,000 or more during the reporting period. (See Reference Pamphlet, page 11, for examples.) Income from governmental sources may be reportable if not considered salary. See Regulation 18232. Loans from commercial lending institutions made in the lender's regular course of business on terms available to members of the public without regard to your official status are not reportable.
- Disclose each individual or entity that was a source of commission income of \$10,000 or more during the reporting period through the business entity identified in Part 1. (See Reference Pamphlet, page 8.)

You may be required to disclose sources of income located outside your jurisdiction. For example, you may have a client who resides outside your jurisdiction who does business on a regular basis with you. Such a client, if a reportable source of \$10,000 or more, must be disclosed.

Mark "None" if you do not have any reportable \$10,000 sources of income to disclose. Phrases such as "various clients" or "not disclosing sources pursuant to attorney-client privilege" are not adequate disclosure. (See Reference Pamphlet, page 14, for information on procedures to request an exemption from disclosing privileged information.)

Part 4. Report any investments or interests in real property held or leased **by the entity or trust** identified in Part 1 if your pro rata share of the interest held was \$2,000 or more during the reporting period. Attach additional schedules or use FPPC's Form 700 Excel spreadsheet if needed.

- Check the applicable box identifying the interest held as real property or an investment.
- If investment, provide the name and description of the business entity.
- If real property, report the precise location (e.g., an assessor's parcel number or address).
- Check the box indicating the highest fair market value of your interest in the real property or investment during the reporting period. (Report the fair market value of the portion of your residence claimed as a tax deduction if you are utilizing your residence for business purposes.)
- Identify the nature of your interest.
- Enter the date acquired or disposed only if you initially acquired or entirely disposed of your interest in the property or investment during the reporting period.

SCHEDULE B
Interests in Real Property
 (Including Rental Income)

Name _____

▶ ASSESSOR'S PARCEL NUMBER OR STREET ADDRESS _____

CITY _____

FAIR MARKET VALUE IF APPLICABLE, LIST DATE:

\$2,000 - \$10,000		
\$10,001 - \$100,000	____/____/22	____/____/22
\$100,001 - \$1,000,000	ACQUIRED	DISPOSED
Over \$1,000,000		

NATURE OF INTEREST

Ownership/Deed of Trust	Easement
Leasehold _____	_____
Yrs. remaining	Other

IF RENTAL PROPERTY, GROSS INCOME RECEIVED

\$0 - \$499	\$500 - \$1,000	\$1,001 - \$10,000
\$10,001 - \$100,000	OVER \$100,000	

SOURCES OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of \$10,000 or more.

None

▶ ASSESSOR'S PARCEL NUMBER OR STREET ADDRESS _____

CITY _____

FAIR MARKET VALUE IF APPLICABLE, LIST DATE:

\$2,000 - \$10,000		
\$10,001 - \$100,000	____/____/22	____/____/22
\$100,001 - \$1,000,000	ACQUIRED	DISPOSED
Over \$1,000,000		

NATURE OF INTEREST

Ownership/Deed of Trust	Easement
Leasehold _____	_____
Yrs. remaining	Other

IF RENTAL PROPERTY, GROSS INCOME RECEIVED

\$0 - \$499	\$500 - \$1,000	\$1,001 - \$10,000
\$10,001 - \$100,000	OVER \$100,000	

SOURCES OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of \$10,000 or more.

None

* You are not required to report loans from a commercial lending institution made in the lender's regular course of business on terms available to members of the public without regard to your official status. Personal loans and loans received not in a lender's regular course of business must be disclosed as follows:

NAME OF LENDER* _____

ADDRESS (Business Address Acceptable) _____

BUSINESS ACTIVITY, IF ANY, OF LENDER _____

INTEREST RATE TERM (Months/Years)

_____%	None	_____
--------	------	-------

HIGHEST BALANCE DURING REPORTING PERIOD

\$500 - \$1,000	\$1,001 - \$10,000
\$10,001 - \$100,000	OVER \$100,000

Guarantor, if applicable _____

NAME OF LENDER* _____

ADDRESS (Business Address Acceptable) _____

BUSINESS ACTIVITY, IF ANY, OF LENDER _____

INTEREST RATE TERM (Months/Years)

_____%	None	_____
--------	------	-------

HIGHEST BALANCE DURING REPORTING PERIOD

\$500 - \$1,000	\$1,001 - \$10,000
\$10,001 - \$100,000	OVER \$100,000

Guarantor, if applicable _____

Comments: _____

Instructions – Schedule B Interests in Real Property

Report interests in real property located in your agency's jurisdiction in which you, your spouse or registered domestic partner, or your dependent children had a direct, indirect, or beneficial interest totaling \$2,000 or more any time during the reporting period. Real property is also considered to be "within the jurisdiction" of a local government agency if the property or any part of it is located within two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the local government agency. (See Reference Pamphlet, page 13.)

Interests in real property include:

- An ownership interest (including a beneficial ownership interest)
- A deed of trust, easement, or option to acquire property
- A leasehold interest (See Reference Pamphlet, page 14.)
- A mining lease
- An interest in real property held in a retirement account (See Reference Pamphlet, page 15.)
- An interest in real property held by a business entity or trust in which you, your spouse or registered domestic partner, and your dependent children together had a 10% or greater ownership interest (Report on Schedule A-2.)
- Your spouse's or registered domestic partner's interests in real property that are legally held separately by him or her

You are not required to report:

- A residence, such as a home or vacation cabin, used exclusively as a personal residence (However, a residence in which you rent out a room or for which you claim a business deduction may be reportable. If reportable, report the fair market value of the portion claimed as a tax deduction.)
- Some interests in real property held through a blind trust (See Reference Pamphlet, page 16.)
 - **Please note:** A non-reportable property can still be grounds for a conflict of interest and may be disqualifying.

To Complete Schedule B:

- Report the precise location (e.g., an assessor's parcel number or address) of the real property.
- Check the box indicating the fair market value of your interest in the property (regardless of what you owe on the property).
- Enter the date acquired or disposed only if you initially acquired or entirely disposed of your interest in the property during the reporting period.
- Identify the nature of your interest. If it is a leasehold,

Reminders

- Income and loans already reported on Schedule B are not also required to be reported on Schedule C.
- Real property already reported on Schedule A-2, Part 4 is not also required to be reported on Schedule B.
- Code filers – do your disclosure categories require disclosure of real property?

disclose the number of years remaining on the lease.

- If you received rental income, check the box indicating the gross amount you received.
- If you had a 10% or greater interest in real property and received rental income, list the name of the source(s) if your pro rata share of the gross income from any single tenant was \$10,000 or more during the reporting period. If you received a total of \$10,000 or more from two or more tenants acting in concert (in most cases, this will apply to married couples), disclose the name of each tenant. Otherwise, mark "None."
- Loans from a private lender that total \$500 or more and are secured by real property may be reportable. **Loans from commercial lending institutions made in the lender's regular course of business on terms available to members of the public without regard to your official status are not reportable.**

When reporting a loan:

- Provide the name and address of the lender.
- Describe the lender's business activity.
- Disclose the interest rate and term of the loan. For variable interest rate loans, disclose the conditions of the loan (e.g., Prime + 2) or the average interest rate paid during the reporting period. The term of a loan is the total number of months or years given for repayment of the loan at the time the loan was established.
- Check the box indicating the highest balance of the loan during the reporting period.
- Identify a guarantor, if applicable.

If you have more than one reportable loan on a single piece of real property, report the additional loan(s) on Schedule C.

Example:

Allison Gande is a city planning commissioner. During the reporting period, Allison received rental income of \$12,000, from a single tenant who rented property owned in the city's jurisdiction. If Allison received \$6,000 each from two tenants, the tenants' names would not be required because no single tenant paid her \$10,000 or more. A married couple is considered a single tenant.

ASSESSOR'S PARCEL NUMBER OR STREET ADDRESS 4600 24th Street	
CITY Sacramento	
FAIR MARKET VALUE	IF APPLICABLE, LIST DATE:
<input type="checkbox"/> \$2,000 - \$10,000	<input type="checkbox"/> / / XX / XX
<input type="checkbox"/> \$10,001 - \$100,000	<input type="checkbox"/> ACQUIRED <input type="checkbox"/> DISPOSED
<input checked="" type="checkbox"/> \$100,001 - \$1,000,000	
<input type="checkbox"/> Over \$1,000,000	
NATURE OF INTEREST	
<input type="checkbox"/> Ownership/Deed of Trust	<input type="checkbox"/> Easement
<input type="checkbox"/> Leasehold	<input type="checkbox"/> Other
IF RENTAL PROPERTY, GROSS INCOME RECEIVED	
<input type="checkbox"/> \$0 - \$499	<input type="checkbox"/> \$500 - \$1,000
<input type="checkbox"/> \$1,001 - \$10,000	<input type="checkbox"/> \$10,001 - \$10,000
<input checked="" type="checkbox"/> \$10,001 - \$100,000	<input type="checkbox"/> OVER \$100,000
SOURCES OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of \$10,000 or more.	
<input type="checkbox"/> None	
Henry Wells	
NAME OF LENDER*	
Sophia Petroillo	
ADDRESS (Business Address Acceptable)	
2121 Blue Sky Parkway, Sacramento	
BUSINESS ACTIVITY, IF ANY, OF LENDER	
Restaurant Owner	
INTEREST RATE	TERM (Months/Years)
8 % <input type="checkbox"/> None	15 Years
HIGHEST BALANCE DURING REPORTING PERIOD	
<input type="checkbox"/> \$500 - \$1,000	<input type="checkbox"/> \$1,001 - \$10,000
<input checked="" type="checkbox"/> \$10,001 - \$100,000	<input type="checkbox"/> OVER \$100,000
<input type="checkbox"/> Guarantor, if applicable	
Comments:	

SCHEDULE C

Income, Loans, & Business Positions

(Other than Gifts and Travel Payments)

▶ 1. INCOME RECEIVED		▶ 1. INCOME RECEIVED	
NAME OF SOURCE OF INCOME _____		NAME OF SOURCE OF INCOME _____	
ADDRESS <i>(Business Address Acceptable)</i> _____		ADDRESS <i>(Business Address Acceptable)</i> _____	
BUSINESS ACTIVITY, IF ANY, OF SOURCE _____		BUSINESS ACTIVITY, IF ANY, OF SOURCE _____	
YOUR BUSINESS POSITION _____		YOUR BUSINESS POSITION _____	
GROSS INCOME RECEIVED	No Income - Business Position Only	GROSS INCOME RECEIVED	No Income - Business Position Only
\$500 - \$1,000	\$1,001 - \$10,000	\$500 - \$1,000	\$1,001 - \$10,000
\$10,001 - \$100,000	OVER \$100,000	\$10,001 - \$100,000	OVER \$100,000
CONSIDERATION FOR WHICH INCOME WAS RECEIVED		CONSIDERATION FOR WHICH INCOME WAS RECEIVED	
Salary	Spouse's or registered domestic partner's income <i>(For self-employed use Schedule A-2.)</i>	Salary	Spouse's or registered domestic partner's income <i>(For self-employed use Schedule A-2.)</i>
Partnership <i>(Less than 10% ownership. For 10% or greater use Schedule A-2.)</i>		Partnership <i>(Less than 10% ownership. For 10% or greater use Schedule A-2.)</i>	
Sale of _____ <i>(Real property, car, boat, etc.)</i>		Sale of _____ <i>(Real property, car, boat, etc.)</i>	
Loan repayment		Loan repayment	
Commission or Rental Income, <i>list each source of \$10,000 or more</i>		Commission or Rental Income, <i>list each source of \$10,000 or more</i>	
_____ <i>(Describe)</i>		_____ <i>(Describe)</i>	
Other _____ <i>(Describe)</i>		Other _____ <i>(Describe)</i>	

▶ 2. LOANS RECEIVED OR OUTSTANDING DURING THE REPORTING PERIOD

* You are not required to report loans from a commercial lending institution, or any indebtedness created as part of a retail installment or credit card transaction, made in the lender's regular course of business on terms available to members of the public without regard to your official status. Personal loans and loans received not in a lender's regular course of business must be disclosed as follows:

NAME OF LENDER* _____	INTEREST RATE _____ %	TERM (Months/Years) _____
ADDRESS <i>(Business Address Acceptable)</i> _____	None _____	
BUSINESS ACTIVITY, IF ANY, OF LENDER _____	SECURITY FOR LOAN	
HIGHEST BALANCE DURING REPORTING PERIOD	None Personal residence	
\$500 - \$1,000	Real Property _____	
\$1,001 - \$10,000	_____ <i>Street address</i>	
\$10,001 - \$100,000	_____ <i>City</i>	
OVER \$100,000	Guarantor _____	
	Other _____ <i>(Describe)</i>	

Comments: _____

Instructions – Schedule C

Income, Loans, & Business Positions

(Income Other Than Gifts and Travel Payments)

Reporting Income:

Report the source and amount of gross income of \$500 or more you received during the reporting period. Gross income is the total amount of income before deducting expenses, losses, or taxes and includes loans other than loans from a commercial lending institution. (See Reference Pamphlet, page 11.) You must also report the source of income to your spouse or registered domestic partner if your community property share was \$500 or more during the reporting period.

The source and income must be reported only if the source is located in, doing business in, planning to do business in, or has done business during the previous two years in your agency's jurisdiction. (See Reference Pamphlet, page 13.) Reportable sources of income may be further limited by your disclosure category located in your agency's conflict of interest code.

Reporting Business Positions:

You must report your job title with each reportable business entity even if you received no income during the reporting period. Use the comments section to indicate that no income was received.

Commonly reportable income and loans include:

- Salary/wages, per diem, and reimbursement for expenses including travel payments provided by your employer
- Community property interest (50%) in your spouse's or registered domestic partner's income - **report the employer's name and all other required information**
- Income from investment interests, such as partnerships, reported on Schedule A-1
- Commission income not required to be reported on Schedule A-2 (See Reference Pamphlet, page 8.)
- Gross income from any sale, including the sale of a house or car (Report your pro rata share of the total sale price.)
- Rental income not required to be reported on Schedule B
- Prizes or awards not disclosed as gifts
- Payments received on loans you made to others
- An honorarium received prior to becoming a public official (See Reference Pamphlet, page 10.)
- Incentive compensation (See Reference Pamphlet, page 12.)

Reminders

- Code filers – your disclosure categories may not require disclosure of all sources of income.
- If you or your spouse or registered domestic partner are self-employed, report the business entity on Schedule A-2.
- Do not disclose on Schedule C income, loans, or business positions already reported on Schedules A-2 or B.

You are not required to report:

- Salary, reimbursement for expenses or per diem, or social security, disability, or other similar benefit payments received by you or your spouse or registered domestic partner from a federal, state, or local government agency.
- Stock dividends and income from the sale of stock unless the source can be identified.
- Income from a PERS retirement account.

(See Reference Pamphlet, page 12.)

To Complete Schedule C:

Part 1. Income Received/Business Position Disclosure

- Disclose the name and address of each source of income or each business entity with which you held a business position.
- Provide a general description of the business activity if the source is a business entity.
- Check the box indicating the amount of gross income received.
- Identify the consideration for which the income was received.
- For income from commission sales, check the box indicating the gross income received and list the name of each source of commission income of \$10,000 or more. (See Reference Pamphlet, page 8.) **Note: If you receive commission income on a regular basis or have an ownership interest of 10% or more, you must disclose the business entity and the income on Schedule A-2.**
- Disclose the job title or business position, if any, that you held with the business entity, even if you did not receive income during the reporting period.

Part 2. Loans Received or Outstanding During the Reporting Period

- Provide the name and address of the lender.
- Provide a general description of the business activity if the lender is a business entity.
- Check the box indicating the highest balance of the loan during the reporting period.
- Disclose the interest rate and the term of the loan.
 - For variable interest rate loans, disclose the conditions of the loan (e.g., Prime + 2) or the average interest rate paid during the reporting period.
 - The term of the loan is the total number of months or years given for repayment of the loan at the time the loan was entered into.
- Identify the security, if any, for the loan.

SCHEDULE D
Income – Gifts

Name _____

▶ NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____

▶ NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____

▶ NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____

▶ NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____

▶ NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____

▶ NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____
___/___/___	\$ _____	_____

Comments: _____

Instructions – Schedule D Income – Gifts

A gift is anything of value for which you have not provided equal or greater consideration to the donor. A gift is reportable if its fair market value is \$50 or more. In addition, multiple gifts totaling \$50 or more received during the reporting period from a single source must be reported.

It is the acceptance of a gift, not the ultimate use to which it is put, that imposes your reporting obligation. Except as noted below, you must report a gift even if you never used it or if you gave it away to another person.

If the exact amount of a gift is unknown, you must make a good faith estimate of the item's fair market value. Listing the value of a gift as "over \$50" or "value unknown" is not adequate disclosure. In addition, if you received a gift through an intermediary, you must disclose the name, address, and business activity of both the donor and the intermediary. You may indicate an intermediary either in the "source" field after the name or in the "comments" section at the bottom of Schedule D.

Commonly reportable gifts include:

- Tickets/passes to sporting or entertainment events
- Tickets/passes to amusement parks
- Parking passes not used for official agency business
- Food, beverages, and accommodations, including those provided in direct connection with your attendance at a convention, conference, meeting, social event, meal, or like gathering
- Rebates/discounts not made in the regular course of business to members of the public without regard to official status
- Wedding gifts (See Reference Pamphlet, page 16)
- An honorarium received prior to assuming office (You may report an honorarium as income on Schedule C, rather than as a gift on Schedule D, if you provided services of equal or greater value than the payment received. See Reference Pamphlet, page 10.)
- Transportation and lodging (See Schedule E.)
- Forgiveness of a loan received by you

Reminders

- Gifts from a single source are subject to a \$520 limit in 2022. (See Reference Pamphlet, page 10.)
- Code filers – you only need to report gifts from reportable sources.

Gift Tracking Mobile Application

- FPPC has created a gift tracking app for mobile devices that helps filers track gifts and provides a quick and easy way to upload the information to the Form 700. Visit FPPC's website to download the app.

You are not required to disclose:

- Gifts that were not used and that, within 30 days after receipt, were returned to the donor or delivered to a charitable organization or government agency without being claimed by you as a charitable contribution for tax purposes
- Gifts from your spouse or registered domestic partner, child, parent, grandparent, grandchild, brother, sister, and certain other family members (See Regulation 18942 for a complete list.). The exception does not apply if the donor was acting as an agent or intermediary for a reportable source who was the true donor.
- Gifts of similar value exchanged between you and an individual, other than a lobbyist registered to lobby your state agency, on holidays, birthdays, or similar occasions
- Gifts of informational material provided to assist you in the performance of your official duties (e.g., books, pamphlets, reports, calendars, periodicals, or educational seminars)
- A monetary bequest or inheritance (However, inherited investments or real property may be reportable on other schedules.)
- Personalized plaques or trophies with an individual value of less than \$250
- Campaign contributions
- Up to two tickets, for your own use, to attend a fundraiser for a campaign committee or candidate, or to a fundraiser for an organization exempt from taxation under Section 501(c)(3) of the Internal Revenue Code. The ticket must be received from the organization or committee holding the fundraiser.
- Gifts given to members of your immediate family if the source has an established relationship with the family member and there is no evidence to suggest the donor had a purpose to influence you. (See Regulation 18943.)
- Free admission, food, and nominal items (such as a pen, pencil, mouse pad, note pad or similar item) available to all attendees, at the event at which the official makes a speech (as defined in Regulation 18950(b)(2)), so long as the admission is provided by the person who organizes the event.
- Any other payment not identified above, that would otherwise meet the definition of gift, where the payment is made by an individual who is not a lobbyist registered to lobby the official's state agency, where it is clear that the gift was made because of an existing personal or business relationship unrelated to the official's position and there is no evidence whatsoever at the time the gift is made to suggest the donor had a purpose to influence you.

To Complete Schedule D:

- Disclose the full name (not an acronym), address, and, if a business entity, the business activity of the source.
- Provide the date (month, day, and year) of receipt, and disclose the fair market value and description of the gift.

SCHEDULE E
Income – Gifts
Travel Payments, Advances,
and Reimbursements

Name _____

- Mark either the gift or income box.
- Mark the “501(c)(3)” box for a travel payment received from a nonprofit 501(c)(3) organization or the “Speech” box if you made a speech or participated in a panel. Per Government Code Section 89506, these payments may not be subject to the gift limit. However, they may result in a disqualifying conflict of interest.
- For gifts of travel, provide the travel destination.

▶ NAME OF SOURCE *(Not an Acronym)* _____

ADDRESS *(Business Address Acceptable)* _____

CITY AND STATE _____

501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE _____

DATE(S): ____/____/____ - ____/____/____ AMT: \$ _____
(If gift)

▶ MUST CHECK ONE: Gift **-or-** Income

 Made a Speech/Participated in a Panel _____

 Other - Provide Description _____

▶ If Gift, Provide Travel Destination _____

▶ NAME OF SOURCE *(Not an Acronym)* _____

ADDRESS *(Business Address Acceptable)* _____

CITY AND STATE _____

501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE _____

DATE(S): ____/____/____ - ____/____/____ AMT: \$ _____
(If gift)

▶ MUST CHECK ONE: Gift **-or-** Income

 Made a Speech/Participated in a Panel _____

 Other - Provide Description _____

▶ If Gift, Provide Travel Destination _____

▶ NAME OF SOURCE *(Not an Acronym)* _____

ADDRESS *(Business Address Acceptable)* _____

CITY AND STATE _____

501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE _____

DATE(S): ____/____/____ - ____/____/____ AMT: \$ _____
(If gift)

▶ MUST CHECK ONE: Gift **-or-** Income

 Made a Speech/Participated in a Panel _____

 Other - Provide Description _____

▶ If Gift, Provide Travel Destination _____

▶ NAME OF SOURCE *(Not an Acronym)* _____

ADDRESS *(Business Address Acceptable)* _____

CITY AND STATE _____

501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE _____

DATE(S): ____/____/____ - ____/____/____ AMT: \$ _____
(If gift)

▶ MUST CHECK ONE: Gift **-or-** Income

 Made a Speech/Participated in a Panel _____

 Other - Provide Description _____

▶ If Gift, Provide Travel Destination _____

Comments: _____

Instructions – Schedule E Travel Payments, Advances, and Reimbursements

Travel payments reportable on Schedule E include advances and reimbursements for travel and related expenses, including lodging and meals.

Gifts of travel may be subject to the gift limit. In addition, certain travel payments are reportable gifts, but are not subject to the gift limit. To avoid possible misinterpretation or the perception that you have received a gift in excess of the gift limit, you may wish to provide a specific description of the purpose of your travel. (See the FPPC fact sheet entitled “Limitations and Restrictions on Gifts, Honoraria, Travel, and Loans” to read about travel payments under section 89506(a).)

You are not required to disclose:

- Travel payments received from any state, local, or federal government agency for which you provided services equal or greater in value than the payments received, such as reimbursement for travel on agency business from your government agency employer.
- A payment for travel from another local, state, or federal government agency and related per diem expenses when the travel is for education, training or other inter-agency programs or purposes.
- Travel payments received from your employer in the normal course of your employment that are included in the income reported on Schedule C.
- A travel payment that was received from a nonprofit entity exempt from taxation under Internal Revenue Code Section 501(c)(3) for which you provided equal or greater consideration, such as reimbursement for travel on business for a 501(c)(3) organization for which you are a board member.

Note: Certain travel payments may not be reportable if reported via email on Form 801 by your agency.

To Complete Schedule E:

- Disclose the full name (not an acronym) and address of the source of the travel payment.
- Identify the business activity if the source is a business entity.
- Check the box to identify the payment as a gift or income, report the amount, and disclose the date(s).
 - **Travel payments are gifts** if you did not provide services that were equal to or greater in value than the payments received. You must disclose gifts totaling \$500 or more from a single source during the period covered by the statement.

When reporting travel payments that are gifts, you must provide a description of the gift, the **date(s)** received, and the **travel destination**.

- **Travel payments are income** if you provided services that were equal to or greater in value than the

payments received. You must disclose income totaling \$500 or more from a single source during the period covered by the statement. You have the burden of proving the payments are income rather than gifts. When reporting travel payments as income, you must describe the services you provided in exchange for the payment. You are not required to disclose the date(s) for travel payments that are income.

Example:

City council member MaryClaire Chandler is the chair of a 501(c)(6) trade association, and the association pays for MaryClaire's travel to attend its meetings. Because MaryClaire is deemed to be providing equal or greater consideration for the travel payment by virtue of serving on the board, this payment may be reported as income. Payments for MaryClaire to attend other events for which they are not providing services are likely considered gifts.

▶ NAME OF SOURCE (Not an Acronym)	
Health Services Trade Association	
ADDRESS (Business Address Acceptable)	
1230 K Street, Suite 610	
CITY AND STATE	
Sacramento, CA	
<input type="checkbox"/> 501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE	
Association of Healthcare Workers	
DATE(S):	AMT: \$ 550.00
(if gift)	
▶ MUST CHECK ONE: <input type="checkbox"/> Gift -or- <input checked="" type="checkbox"/> Income	
<input type="radio"/> Made a Speech/Participated in a Panel	
<input checked="" type="radio"/> Other - Provide Description <u>Travel reimbursement for board meeting.</u>	
▶ If Gift, Provide Travel Destination _____	

Note that the same payment from a 501(c)(3) would NOT be reportable.

Example:

Mayor Kim travels to China on a trip organized by China Silicon Valley Business Development, a California nonprofit, 501(c)(6) organization. The Chengdu Municipal People's Government pays for Mayor Kim's airfare and travel costs, as well as meals and lodging during the trip. The trip's agenda shows that the trip's purpose is to promote job creation and economic activity in China and in Silicon Valley, so the trip is reasonably related to a governmental purpose.

▶ NAME OF SOURCE (Not an Acronym)	
Chengdu Municipal People's Government	
ADDRESS (Business Address Acceptable)	
2 Caoshi St. CaoShiJie, Qingyang Qu, Chengdu Shi,	
CITY AND STATE	
Sichuan Sheng, China, 610000	
<input type="checkbox"/> 501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE	
DATE(S):	AMT: \$ 3,874.38
(if gift)	
▶ MUST CHECK ONE: <input checked="" type="checkbox"/> Gift -or- <input type="checkbox"/> Income	
<input type="radio"/> Made a Speech/Participated in a Panel	
<input checked="" type="radio"/> Other - Provide Description <u>Travel reimbursement for trip to China.</u>	
▶ If Gift, Provide Travel Destination <u>Sichuan Sheng, China</u>	

Thus, Mayor Kim must report the gift of travel, but the gift is exempt from the gift limit. In this case, the travel payments are not subject to the gift limit because the source is a foreign government and because the travel is reasonably related to a governmental purpose. (Section 89506(a)(2).) Note that Mayor Kim could be disqualified from participating in or making decisions about The Chengdu Municipal People's Government for 12 months. Also note that if China Silicon Valley Business Development (a 501(c)(6) organization) paid for the travel costs rather than the governmental organization, the payments would be subject to the gift limits. (See the FPPC fact sheet, Limitations and Restrictions on Gifts, Honoraria, Travel and Loans, at www.fppc.ca.gov.)

Restrictions and Prohibitions

The Political Reform Act (Gov. Code Sections 81000-91014) requires most state and local government officials and employees to publicly disclose their economic interests including personal assets and income. The Act's conflict of interest provisions also disqualify a public official from taking part in a governmental decision if it is reasonably foreseeable that the decision will have a material financial effect on these economic interests as well as the official's personal finances and those of immediate family. (Gov. Code Sections 87100 and 87103.) The Fair Political Practices Commission (FPPC) is the state agency responsible for issuing the attached Statement of Economic Interests, Form 700, and for interpreting the Act's provisions.

Gift Prohibition

Gifts received by most state and local officials, employees, and candidates are subject to a limit. In 2021-2022, the gift limit increased to \$520 from a single source during a calendar year.

Additionally, state officials, state candidates, and certain state employees are subject to a \$10 limit per calendar month on gifts from lobbyists and lobbying firms registered with the Secretary of State. See Reference Pamphlet, page 10.

State and local officials and employees should check with their agency to determine if other restrictions apply.

Disqualification

Public officials are, under certain circumstances, required to disqualify themselves from making, participating in, or attempting to influence governmental decisions that will affect their economic interests. This may include interests they are not required to disclose. For example, a personal residence is often not reportable, but may be grounds for disqualification. Specific disqualification requirements apply to 87200 filers (e.g., city councilmembers, members of boards of supervisors, planning commissioners, etc.). These officials must publicly identify the economic interest that creates a conflict of interest and leave the room before a discussion or vote takes place at a public meeting. For more information, consult Government Code Section 87105, Regulation 18707, and the Guide to Recognizing Conflicts of Interest page at www.fppc.ca.gov.

Honorarium Ban

Most state and local officials, employees, and candidates are prohibited from accepting an honorarium for any speech given, article published, or attendance at a conference, convention, meeting, or like gathering. (See Reference Pamphlet, page 10.)

Loan Restrictions

Certain state and local officials are subject to restrictions on loans. (See Reference Pamphlet, page 14.)

Post-Governmental Employment

There are restrictions on representing clients or employers before former agencies. The provisions apply to elected state officials, most state employees, local elected officials, county chief administrative officers, city managers, including the chief administrator of a city, and general managers or chief administrators of local special districts and JPAs. The FPPC website has fact sheets explaining the provisions.

Late Filing

The filing officer who retains originally-signed or electronically filed statements of economic interests may impose on an individual a fine for any statement that is filed late. The fine is \$10 per day up to a maximum of \$100. Late filing penalties may be reduced or waived under certain circumstances.

Persons who fail to timely file their Form 700 may be referred to the FPPC's Enforcement Division (and, in some cases, to the Attorney General or district attorney) for investigation and possible prosecution. In addition to the late filing penalties, a fine of up to \$5,000 per violation may be imposed.

For assistance concerning reporting, prohibitions, and restrictions under the Act:

- Email questions to advice@fppc.ca.gov.
- Call the FPPC toll-free at (866) 275-3772.

Form 700 is a Public Document Public Access Must Be Provided

Statements of Economic Interests are public documents. The filing officer must permit any member of the public to inspect and receive a copy of any statement.

- Statements must be available as soon as possible during the agency's regular business hours, but in any event not later than the second business day after the statement is received. Access to the Form 700 is not subject to the Public Records Act procedures.
- No conditions may be placed on persons seeking access to the forms.
- No information or identification may be required from persons seeking access.
- Reproduction fees of no more than 10 cents per page may be charged.

Questions and Answers

General

- Q. What is the reporting period for disclosing interests on an assuming office statement or a candidate statement?
- A. On an assuming office statement, disclose all reportable investments, interests in real property, and business positions held on the date you assumed office. In addition, you must disclose income (including loans, gifts and travel payments) received during the 12 months prior to the date you assumed office.

On a candidate statement, disclose all reportable investments, interests in real property, and business positions held on the date you file your declaration of candidacy. You must also disclose income (including loans, gifts and travel payments) received during the 12 months prior to the date you file your declaration of candidacy.

- Q. I hold two other board positions in addition to my position with the county. Must I file three statements of economic interests?
- A. Yes, three are required. However, you may instead complete an expanded statement listing the county and the two boards on the Cover Page or an attachment as the agencies for which you will be filing. Disclose all reportable economic interests in all three jurisdictions on the expanded statement. File the expanded statement for your primary position providing an original “wet” signature unless filed with a secure electronic signature. (See page 3 above.) File copies of the expanded statement with the other two agencies as required by Regulation 18723.1(c). Remember to complete separate statements for positions that you leave or assume during the year.
- Q. I am a department head who recently began acting as city manager. Should I file as the city manager?
- A. Yes. File an assuming office statement as city manager. Persons serving as “acting,” “interim,” or “alternate” must file as if they hold the position because they are or may be performing the duties of the position.

- Q. My spouse and I are currently separated and in the process of obtaining a divorce. Must I still report my spouse’s income, investments, and interests in real property?
- A. Yes. A public official must continue to report a spouse’s economic interests until such time as dissolution of marriage proceedings is final. However, if a separate property agreement has been reached prior to that time, your estranged spouse’s income may not have to be reported. Contact the FPPC for more information.
- Q. As a designated employee, I left one state agency to work for another state agency. Must I file a leaving office statement?
- A. Yes. You may also need to file an assuming office statement for the new agency.

Investment Disclosure

- Q. I have an investment interest in shares of stock in a company that does not have an office in my jurisdiction. Must I still disclose my investment interest in this company?
- A. Probably. The definition of “doing business in the jurisdiction” is not limited to whether the business has an office or physical location in your jurisdiction. (See Reference Pamphlet, page 13.)
- Q. My spouse and I have a living trust. The trust holds rental property in my jurisdiction, our primary residence, and investments in diversified mutual funds. I have full disclosure. How is this trust disclosed?
- A. Disclose the name of the trust, the rental property and its income on Schedule A-2. Your primary residence and investments in diversified mutual funds registered with the SEC are not reportable.
- Q. I am required to report all investments. I have an IRA that contains stocks through an account managed by a brokerage firm. Must I disclose these stocks even though they are held in an IRA and I did not decide which stocks to purchase?
- A. Yes. Disclose on Schedule A-1 or A-2 any stock worth \$2,000 or more in a business entity located in or doing business in your jurisdiction.

Questions and Answers Continued

- Q. The value of my stock changed during the reporting period. How do I report the value of the stock?
- A. You are required to report the highest value that the stock reached during the reporting period. You may use your monthly statements to determine the highest value. You may also use the entity's website to determine the highest value. You are encouraged to keep a record of where you found the reported value. Note that for an assuming office statement, you must report the value of the stock on the date you assumed office.
- Q. I am the sole owner of my business, an S-Corporation. I believe that the nature of the business is such that it cannot be said to have any "fair market value" because it has no assets. I operate the corporation under an agreement with a large insurance company. My contract does not have resale value because of its nature as a personal services contract. Must I report the fair market value for my business on Schedule A-2 of the Form 700?
- A. Yes. Even if there are no *tangible* assets, intangible assets, such as relationships with companies and clients are commonly sold to qualified professionals. The "fair market value" is often quantified for other purposes, such as marital dissolutions or estate planning. In addition, the IRS presumes that "personal services corporations" have a fair market value. A professional "book of business" and the associated goodwill that generates income are not without a determinable value. The Form 700 does not require a precise fair market value; it is only necessary to check a box indicating the broad range within which the value falls.
- Q. I own stock in IBM and must report this investment on Schedule A-1. I initially purchased this stock in the early 1990s; however, I am constantly buying and selling shares. Must I note these dates in the "Acquired" and "Disposed" fields?
- A. No. You must only report dates in the "Acquired" or "Disposed" fields when, during the reporting period, you initially purchase a reportable investment worth \$2,000 or more or when you dispose of the entire investment. You are not required to track the partial trading of an investment.
- Q. On last year's filing I reported stock in Encoe valued at \$2,000 - \$10,000. Late last year the value of this stock fell below and remains at less than \$2,000. How should this be reported on this year's statement?
- A. You are not required to report an investment if the value was less than \$2,000 during the **entire** reporting period. However, because a disposed date is not required for stocks that fall below \$2,000, you may want to report the stock and note in the "comments" section that the value fell below \$2,000. This would be for informational purposes only; it is not a requirement.
- Q. We have a Section 529 account set up to save money for our son's college education. Is this reportable?
- A. If the Section 529 account contains reportable interests (e.g., common stock valued at \$2,000 or more), those interests are reportable (not the actual Section 529 account). If the account contains solely mutual funds, then nothing is reported.

Income Disclosure

- Q. I reported a business entity on Schedule A-2. Clients of my business are located in several states. Must I report all clients from whom my pro rata share of income is \$10,000 or more on Schedule A-2, Part 3?
- A. No, only the clients located in or doing business on a regular basis in your jurisdiction must be disclosed.
- Q. I believe I am not required to disclose the names of clients from whom my pro rata share of income is \$10,000 or more on Schedule A-2 because of their right to privacy. Is there an exception for reporting clients' names?
- A. Regulation 18740 provides a procedure for requesting an exemption to allow a client's name not to be disclosed if disclosure of the name would violate a legally recognized privilege under California or Federal law. This regulation may be obtained from our website at www.fppc.ca.gov. (See Reference Pamphlet, page 14.)

Questions and Answers Continued

Q. I am sole owner of a private law practice that is not reportable based on my limited disclosure category. However, some of the sources of income to my law practice are from reportable sources. Do I have to disclose this income?

A. Yes, even though the law practice is not reportable, reportable sources of income to the law practice of \$10,000 or more must be disclosed. This information would be disclosed on Schedule C with a note in the “comments” section indicating that the business entity is not a reportable investment. The note would be for informational purposes only; it is not a requirement.

Q. I am the sole owner of my business. Where do I disclose my income - on Schedule A-2 or Schedule C?

A. Sources of income to a business in which you have an ownership interest of 10% or greater are disclosed on Schedule A-2. (See Reference Pamphlet, page 8.)

Q. My spouse is a partner in a four-person firm where all of their business is based on their own billings and collections from various clients. How do I report my community property interest in this business and the income generated in this manner?

A. If your spouse's investment in the firm is 10% or greater, disclose 100% of your spouse's share of the business on Schedule A-2, Part 1 and 50% of your spouse's income on Schedule A-2, Parts 2 and 3. For example, a client of your spouse's must be a source of at least \$20,000 during the reporting period before the client's name is reported.

Q. How do I disclose my spouse's or registered domestic partner's salary?

A. Report the name of the employer as a source of income on Schedule C.

Q. I am a doctor. For purposes of reporting \$10,000 sources of income on Schedule A-2, Part 3, are the patients or their insurance carriers considered sources of income?

A. If your patients exercise sufficient control by selecting you instead of other doctors, then your patients, rather than their insurance carriers, are sources of income to you. (See Reference Pamphlet, page 14.)

Q. I received a loan from my grandfather to purchase my home. Is this loan reportable?

A. No. Loans received from family members are not reportable.

Q. Many years ago, I loaned my parents several thousand dollars, which they paid back this year. Do I need to report this loan repayment on my Form 700?

A. No. Payments received on a loan made to a family member are not reportable.

Real Property Disclosure

Q. During this reporting period we switched our principal place of residence into a rental. I have full disclosure and the property is located in my agency's jurisdiction, so it is now reportable. Because I have not reported this property before, do I need to show an “acquired” date?

A. No, you are not required to show an “acquired” date because you previously owned the property. However, you may want to note in the “comments” section that the property was not previously reported because it was used exclusively as your residence. This would be for informational purposes only; it is not a requirement.

Q. I am a city manager, and I own a rental property located in an adjacent city, but one mile from the city limit. Do I need to report this property interest?

A. Yes. You are required to report this property because it is located within 2 miles of the boundaries of the city you manage.

Q. Must I report a home that I own as a personal residence for my daughter?

A. You are not required to disclose a home used as a personal residence for a family member unless you receive income from it, such as rental income.

Q. I am a co-signer on a loan for a rental property owned by a friend. Since I am listed on the deed of trust, do I need to report my friend's property as an interest in real property on my Form 700?

A. No. Simply being a co-signer on a loan for property does not create a reportable interest in that real property.

Questions and Answers Continued

Gift Disclosure

- Q. If I received a reportable gift of two tickets to a concert valued at \$100 each, but gave the tickets to a friend because I could not attend the concert, do I have any reporting obligations?
- A. Yes. Since you accepted the gift and exercised discretion and control of the use of the tickets, you must disclose the gift on Schedule D.
- Q. Julia and Jared Benson, a married couple, want to give a piece of artwork to a county supervisor. Is each spouse considered a separate source for purposes of the gift limit and disclosure?
- A. Yes, each spouse may make a gift valued at the gift limit during a calendar year. For example, during 2022 the gift limit was \$520, so the Bensons may have given the supervisor artwork valued at no more than \$1,040. The supervisor must identify Jared and Julia Benson as the sources of the gift.
- Q. I am a Form 700 filer with full disclosure. Our agency holds a holiday raffle to raise funds for a local charity. I bought \$10 worth of raffle tickets and won a gift basket valued at \$120. The gift basket was donated by Doug Brewer, a citizen in our city. At the same event, I bought raffle tickets for, and won a quilt valued at \$70. The quilt was donated by a coworker. Are these reportable gifts?
- A. Because the gift basket was donated by an outside source (not an agency employee), you have received a reportable gift valued at \$110 (the value of the basket less the consideration paid). The source of the gift is Doug Brewer and the agency is disclosed as the intermediary. Because the quilt was donated by an employee of your agency, it is not a reportable gift.
- Q. My agency is responsible for disbursing grants. An applicant (501(c)(3) organization) met with agency employees to present its application. At this meeting, the applicant provided food and beverages. Would the food and beverages be considered gifts to the employees? These employees are designated in our agency's conflict of interest code and the applicant is a reportable source of income under the code.
- A. Yes. If the value of the food and beverages consumed by any one filer, plus any other gifts received from the same source during the reporting period total \$50 or more, the food and beverages would be reported using the fair market value and would be subject to the gift limit.
- Q. I received free admission to an educational conference related to my official duties. Part of the conference fees included a round of golf. Is the value of the golf considered informational material?
- A. No. The value of personal benefits, such as golf, attendance at a concert, or sporting event, are gifts subject to reporting and limits.

Fiscal Year July 22- June 23
FEBRUARY 28, 2023

<u>426 ALT. PYMT. - GENERAL - FEDERAL</u>	<u>Grant</u> <u>Budget</u>	<u>Current</u> <u>Month</u> <u>Actual</u>	<u>YTD Actual</u> <u>February 28, 2023</u>	<u>YTD Budget</u> <u>February 28, 2023</u>	<u>% Spent</u>	<u>YTD</u> <u>Encumbrance</u>	<u>Actual Plus</u> <u>Encumbrance</u>	<u>Budget</u> <u>Balance</u>
Revenues								
4110- GRANT INCOME-FEDERAL	3,559,887.00	331,716.37	1,964,233.90	0.00	(0.55)	0.00	1,964,233.90	1,595,653.10
4120- GRANT INCOME-STATE	2,163,861.00	0.00	725,606.10	0.00	(0.34)	0.00	725,606.10	1,438,254.90
Total Revenues	5,723,748.00	331,716.37	2,689,840.00	0.00	(0.47)	0.00	2,689,840.00	3,033,908.00
EXPENSES								
5010- SALARIES & WAGES	321,564.00	23,269.83	147,710.04	0.00	0.46	0.00	147,710.04	173,853.96
5020- ACCRUED VACATION PAY	18,030.00	1,288.90	8,076.43	0.00	0.45	0.00	8,076.43	9,953.57
Total Salaries	339,594.00	24,558.73	155,786.47	0.00	0.46	0.00	155,786.47	183,807.53
5112- HEALTH INSURANCE	38,391.00	1,525.17	11,671.92	0.00	0.30	0.00	11,671.92	26,719.08
5114- WORKER'S COMPENSATION	1,629.00	98.44	616.87	0.00	0.38	0.00	616.87	1,012.13
5116- PENSION	13,939.00	1,014.18	6,074.26	0.00	0.44	0.00	6,074.26	7,864.74
5122- FICA	26,488.00	1,866.49	11,706.00	0.00	0.44	0.00	11,706.00	14,782.00
5124- SUI	2,499.00	829.93	1,974.17	0.00	0.79	0.00	1,974.17	524.83
5130- ACCRUED VACATION FICA	421.00	88.93	156.07	0.00	0.37	0.00	156.07	264.93
Fringe Benefits	83,367.00	5,423.14	32,199.29	0.00	0.39	0.00	32,199.29	51,167.71
6110- OFFICE SUPPLIES	8,680.00	0.00	1,333.63	0.00	0.15	208.68	1,542.31	7,137.69
6112- DATA PROCESSING SUPPLIES	11,000.00	5,962.57	10,423.07	0.00	0.95	594.59	11,017.66	(17.66)
6130- PROGRAM SUPPLIES	2,700.00	0.00	1,698.22	0.00	0.63	0.00	1,698.22	1,001.78
6143- FURNISHINGS	500.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
6170- POSTAGE & SHIPPING	4,700.00	255.72	1,527.73	0.00	0.33	0.00	1,527.73	3,172.27
Supplies	27,580.00	6,218.29	14,982.65	0.00	0.54	803.27	15,785.92	11,794.08
6180- EQUIPMENT RENTAL	3,910.00	229.74	2,222.72	0.00	0.57	0.00	2,222.72	1,687.28
6181- EQUIPMENT MAINTENANCE	2,046.00	183.22	690.06	0.00	0.34	0.00	690.06	1,355.94
6310- PRINTING & PUBLICATIONS	1,190.00	0.00	0.00	0.00	0.00	0.00	0.00	1,190.00
6312- ADVERTISING & PROMOTION	1,240.00	0.00	0.00	0.00	0.00	0.00	0.00	1,240.00
6320- TELEPHONE	6,844.00	91.89	737.90	0.00	0.11	0.00	737.90	6,106.10
6410- RENT	33,865.00	2,871.03	22,830.34	0.00	0.67	0.00	22,830.34	11,034.66
6420- UTILITIES/ DISPOSAL	9,000.00	581.81	4,535.59	0.00	0.50	0.00	4,535.59	4,464.41
6432- BUILDING REPAIRS/ MAINTENANCE	6,050.00	0.00	0.00	0.00	0.00	0.00	0.00	6,050.00
6436- PEST CONTROL	6.00	0.00	0.59	0.00	0.10	0.00	0.59	5.41
6437- BURGLAR & FIRE ALARM	10.00	0.78	3.04	0.00	0.30	0.00	3.04	6.96
6440- PROPERTY INSURANCE	758.00	58.85	402.42	0.00	0.53	0.00	402.42	355.58
6520- CONSULTANTS	1,400.00	0.00	0.00	0.00	0.00	0.00	0.00	1,400.00
6530- LEGAL	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
6555- MEDICAL SCREENING/DEAT/STAFF	690.00	0.00	0.00	0.00	0.00	0.00	0.00	690.00
6610- GAS & OIL	62.00	0.00	0.00	0.00	0.00	0.00	0.00	62.00
6620- VEHICLE INSURANCE	62.00	21.46	145.02	0.00	2.34	0.00	145.02	(83.02)
6640- VEHICLE REPAIR & MAINTENANCE	61.00	0.00	219.23	0.00	3.59	0.00	219.23	(158.23)
6712- STAFF TRAVEL-LOCAL	100.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
6714- STAFF TRAVEL-OUT OF AREA	200.00	0.00	157.74	0.00	0.79	0.00	157.74	42.26
6722- PER DIEM - STAFF	10.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00
6742- TRAINING - STAFF	1,958.00	0.00	1,380.75	0.00	0.71	0.00	1,380.75	577.25
6840- PROPERTY TAXES	124.00	0.00	0.44	0.00	0.00	0.00	0.44	123.56
6850- FEES & LICENSES	2,480.00	1.00	3,430.24	0.00	1.38	0.00	3,430.24	(950.24)
6852- FINGERPRINT	186.00	0.00	160.00	0.00	0.86	0.00	160.00	26.00
6875- EMPLOYEE HEALTH & WELFARE	447.00	35.61	273.85	0.00	0.61	0.00	273.85	173.15
Total Other & Services	73,699.00	4,075.39	37,189.93	0.00	0.50	0.00	37,189.93	36,509.07
Equipment & Blding Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7240- DIRECT BENEFITS	4,722,092.00	267,324.64	2,225,322.87	0.00	0.47	0.00	2,225,322.87	2,496,769.13
Direct Benefits	4,722,092.00	267,324.64	2,225,322.87	0.00	0.47	0.00	2,225,322.87	2,496,769.13
9010- INDIRECT COST ALLOCATION	477,416.00	27,668.37	224,358.79	0.00	0.47	0.00	224,358.79	253,057.21
TOTAL EXPENSES	5,723,748.00	335,268.56	2,689,840.00	0.00	0.47	803.27	2,690,643.27	3,033,104.73
Excess Revenue Over (Under) Expenditures	0.00	(3,552.19)	0.00	0.00	0.00	(803.27)	(803.27)	803.27

**Fiscal Year July 22- June 23
FEBRUARY 28, 2023**

427 ALT. PYMT. PROG. STG 2 - FEDERAL	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual February 28, 2023</u>	<u>YTD Budget February 28, 2023</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
Revenues								
4110- GRANT INCOME-FEDERAL	583634.00	25899.96	218978.31	0.00	(0.38)	0.00	218978.31	364655.69
4120- GRANT INCOME-STATE	964860.00	60433.25	596048.12	0.00	(0.62)	0.00	596048.12	368811.88
Total Revenues	1548494.00	86333.21	815026.43	0.00	(0.53)	0.00	815026.43	733467.57
EXPENSES								
5010- SALARIES & WAGES	81285.00	4641.43	38388.20	0.00	0.47	0.00	38388.20	42896.80
5020- ACCRUED VACATION PAY	3245.00	228.09	1763.93	0.00	0.54	0.00	1763.93	1481.07
Total Salaries	84530.00	4869.52	40152.13	0.00	0.48	0.00	40152.13	44377.87
5112- HEALTH INSURANCE	4838.00	247.90	2627.59	0.00	0.54	0.00	2627.59	2210.41
5114- WORKER'S COMPENSATION	743.00	18.48	158.83	0.00	0.21	0.00	158.83	584.17
5116- PENSION	3190.00	195.02	1625.08	0.00	0.51	0.00	1625.08	1564.92
5122- FICA	4110.00	350.59	3015.72	0.00	0.73	0.00	3015.72	1094.28
5124- SUI	1164.00	216.56	567.04	0.00	0.49	0.00	567.04	596.96
5130- ACCRUED VACATION FICA	121.00	16.96	34.86	0.00	0.29	0.00	34.86	86.14
Fringe Benefits	14166.00	1045.51	8029.12	0.00	0.57	0.00	8029.12	6136.88
6110- OFFICE SUPPLIES	800.00	0.00	539.11	0.00	0.67	84.36	623.47	176.53
6112- DATA PROCESSING SUPPLIES	4800.00	2379.83	4993.30	0.00	1.04	287.78	5281.08	(481.08)
6130- PROGRAM SUPPLIES	900.00	0.00	456.24	0.00	0.51	0.00	456.24	443.76
6143- FURNISHINGS	300.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00
6170- POSTAGE & SHIPPING	507.00	216.62	1397.86	0.00	2.76	0.00	1397.86	(890.86)
Supplies	7307.00	2596.45	7386.51	0.00	1.01	372.14	7758.65	(451.65)
6180- EQUIPMENT RENTAL	900.00	92.64	1145.32	0.00	1.27	0.00	1145.32	(245.32)
6181- EQUIPMENT MAINTENANCE	594.00	73.88	308.34	0.00	0.52	0.00	308.34	285.66
6310- PRINTING & PUBLICATIONS	346.00	0.00	0.00	0.00	0.00	0.00	0.00	346.00
6312- ADVERTISING & PROMOTION	360.00	0.00	0.00	0.00	0.00	0.00	0.00	360.00
6320- TELEPHONE	1116.00	69.65	573.39	0.00	0.51	0.00	573.39	542.61
6410- RENT	25950.00	2257.62	18060.98	0.00	0.70	0.00	18060.98	7889.02
6420- UTILITIES/ DISPOSAL	3206.00	463.72	3617.31	0.00	1.13	0.00	3617.31	(411.31)
6432- BUILDING REPAIRS/ MAINTENANCE	540.00	0.00	0.00	0.00	0.00	0.00	0.00	540.00
6440- PROPERTY INSURANCE	162.00	47.34	323.71	0.00	2.00	0.00	323.71	(161.71)
6520- CONSULTANTS	100.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
6530- LEGAL	500.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
6555- MEDICAL SCREENING/DEAT/STAFF	200.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00
6610- GAS & OIL	20.00	0.00	0.00	0.00	0.00	0.00	0.00	20.00
6620- VEHICLE INSURANCE	150.00	21.46	145.02	0.00	0.97	0.00	145.02	4.98
6640- VEHICLE REPAIR & MAINTENANCE	25.00	0.00	73.17	0.00	2.93	0.00	73.17	(48.17)
6712- STAFF TRAVEL-LOCAL	25.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00
6714- STAFF TRAVEL-OUT OF AREA	100.00	0.00	63.77	0.00	0.64	0.00	63.77	36.23
6742- TRAINING - STAFF	225.00	0.00	550.13	0.00	2.45	0.00	550.13	(325.13)
6840- PROPERTY TAXES	50.00	0.00	0.38	0.00	0.01	0.00	0.38	49.62
6850- FEES & LICENSES	1000.00	0.00	996.06	0.00	1.00	0.00	996.06	3.94
6852- FINGERPRINT	75.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00
6875- EMPLOYEE HEALTH & WELFARE	180.00	17.41	113.31	0.00	0.63	0.00	113.31	66.69
Total Other & Services	35824.00	3043.72	25970.89	0.00	0.72	0.00	25970.89	9853.11
Equipment & Blding Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7240- DIRECT BENEFITS	1277508.00	68862.43	665506.82	0.00	0.52	0.00	665506.82	612001.18
Direct Benefits	1277508.00	68862.43	665506.82	0.00	0.52	0.00	665506.82	612001.18
9010- INDIRECT COST ALLOCATION	129159.00	7200.87	67980.96	0.00	0.53	0.00	67980.96	61178.04
TOTAL EXPENSES	1548494.00	87618.50	815026.43	0.00	0.53	372.14	815398.57	733095.43
Excess Revenue Over (Under) Expenditures	0.00	(1285.29)	0.00	0.00	0.00	(372.14)	(372.14)	372.14

**Fiscal Year July 22- June 23
FEBRUARY 28, 2023**

428 ALT. PYMT. PROG. STG 3 - FEDERAL	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	672,760.00	64,465.91	451,981.54	0.00	(0.67)	0.00	451,981.54	220,778.46
4120- GRANT INCOME-STATE	550,347.00	48,632.17	445,526.57	0.00	(0.81)	0.00	445,526.57	104,820.43
Total Revenues	1,223,107.00	113,098.08	897,508.11	0.00	(0.73)	0.00	897,508.11	325,598.89
EXPENSES								
5010- SALARIES & WAGES	76,481.00	7,398.87	44,087.79	0.00	0.58	0.00	44,087.79	32,393.21
5020- ACCRUED VACATION PAY	2,744.00	393.55	2,297.62	0.00	0.84	0.00	2,297.62	446.38
Total Salaries	79,225.00	7,792.42	46,385.41	0.00	0.59	0.00	46,385.41	32,839.59
5112- HEALTH INSURANCE	7,065.00	531.04	3,729.22	0.00	0.53	0.00	3,729.22	3,335.78
5114- WORKER'S COMPENSATION	382.00	29.52	183.84	0.00	0.48	0.00	183.84	198.16
5116- PENSION	2,744.00	324.79	1,855.67	0.00	0.68	0.00	1,855.67	888.33
5122- FICA	4,221.00	559.48	3,488.58	0.00	0.83	0.00	3,488.58	732.42
5124- SUI	669.00	312.10	752.30	0.00	1.12	0.00	752.30	(83.30)
5130- ACCRUED VACATION FICA	134.00	29.47	65.00	0.00	0.49	0.00	65.00	69.00
Fringe Benefits	15,215.00	1,786.40	10,074.61	0.00	0.66	0.00	10,074.61	5,140.39
6110- OFFICE SUPPLIES	445.00	0.00	255.36	0.00	0.57	39.97	295.33	149.67
6112- DATA PROCESSING SUPPLIES	1,400.00	1,276.71	2,178.34	0.00	1.56	94.22	2,272.56	(872.56)
6130- PROGRAM SUPPLIES	650.00	0.00	380.20	0.00	0.58	0.00	380.20	269.80
6143- FURNISHINGS	75.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00
6170- POSTAGE & SHIPPING	450.00	67.05	433.41	0.00	0.96	0.00	433.41	16.59
Supplies	3,020.00	1,343.76	3,247.31	0.00	1.08	134.19	3,381.50	(361.50)
6180- EQUIPMENT RENTAL	715.00	48.17	507.79	0.00	0.71	0.00	507.79	207.21
6181- EQUIPMENT MAINTENANCE	429.00	38.42	150.71	0.00	0.35	0.00	150.71	278.29
6310- PRINTING & PUBLICATIONS	250.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
6312- ADVERTISING & PROMOTION	300.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00
6320- TELEPHONE	806.00	28.26	234.17	0.00	0.29	0.00	234.17	571.83
6410- RENT	9,334.00	967.55	7,740.40	0.00	0.83	0.00	7,740.40	1,593.60
6420- UTILITIES/ DISPOSAL	871.00	198.46	1,548.12	0.00	1.78	0.00	1,548.12	(677.12)
6432- BUILDING REPAIRS/ MAINTENANCE	390.00	0.00	0.00	0.00	0.00	0.00	0.00	390.00
6440- PROPERTY INSURANCE	117.00	21.86	149.41	0.00	1.28	0.00	149.41	(32.41)
6520- CONSULTANTS	50.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00
6530- LEGAL	200.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00
6555- MEDICAL SCREENING/DEAT/STAFF	104.00	0.00	0.00	0.00	0.00	0.00	0.00	104.00
6610- GAS & OIL	13.00	0.00	0.00	0.00	0.00	0.00	0.00	13.00
6620- VEHICLE INSURANCE	13.00	0.00	0.00	0.00	0.00	0.00	0.00	13.00
6640- VEHICLE REPAIR & MAINTENANCE	13.00	0.00	46.53	0.00	3.58	0.00	46.53	(33.53)
6712- STAFF TRAVEL-LOCAL	30.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00
6714- STAFF TRAVEL-OUT OF AREA	135.00	0.00	30.21	0.00	0.22	0.00	30.21	104.79
6742- TRAINING - STAFF	117.00	0.00	278.94	0.00	2.38	0.00	278.94	(161.94)
6840- PROPERTY TAXES	26.00	0.00	0.19	0.00	0.01	0.00	0.19	25.81
6850- FEES & LICENSES	520.00	0.00	764.57	0.00	1.47	0.00	764.57	(244.57)
6852- FINGERPRINT	39.00	0.00	0.00	0.00	0.00	0.00	0.00	39.00
6875- EMPLOYEE HEALTH & WELFARE	93.00	10.19	71.82	0.00	0.77	0.00	71.82	21.18
Total Other & Services	14,565.00	1,312.91	11,522.86	0.00	0.79	0.00	11,522.86	3,042.14
Equipment & Bldg Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7240- DIRECT BENEFITS	1,009,063.00	92,178.42	751,417.02	0.00	0.74	0.00	751,417.02	257,645.98
Direct Benefits	1,009,063.00	92,178.42	751,417.02	0.00	0.74	0.00	751,417.02	257,645.98
9010- INDIRECT COST ALLOCATION	102,019.00	9,433.48	74,860.90	0.00	0.73	0.00	74,860.90	27,158.10
TOTAL EXPENSES	1,223,107.00	113,847.39	897,508.11	0.00	0.73	134.19	897,642.30	325,464.70
Excess Revenue Over (Under) Expenditures	0.00	(749.31)	0.00	0.00	0.00	(134.19)	(134.19)	134.19

**Cross-Year Rev/ Exp by Fund/ Obj w Encumbrances/w Net Assets
February 28, 2023**

<u>224 0 HUD SHUNAMMITE PLACE</u>	<u>Grant</u> <u>Budget</u>	<u>Current</u> <u>Month</u> <u>Actual</u>	<u>YTD Actual</u> <u>February</u> <u>28, 2023</u>	<u>YTD</u> <u>Budget</u> <u>February</u> <u>28, 2023</u>	<u>% Spent</u>	<u>YTD</u> <u>Encumbrance</u>	<u>Actual Plus</u> <u>Encumbrance</u>	<u>Budget</u> <u>Balance</u>
<u>Revenues</u>								
4110- GRANT INCOME-FEDERAL	604,468.00	52,752.70	187,396.38	0.00	(0.31)	0.00	187,396.38	417,071.62
4220- IN KIND CONTRIBUTIONS	0.00	952.50	2,690.00	0.00	0.00	0.00	2,690.00	(2,690.00)
4350- RENTAL INCOME	0.00	4,776.62	19,846.34	0.00	0.00	0.00	19,846.34	(19,846.34)
Total Revenues	604,468.00	58,481.82	209,932.72	0.00	(0.35)	0.00	209,932.72	394,535.28
<u>Expenses</u>								
5010- SALARIES & WAGES	175,423.00	16,723.28	52,322.00	0.00	0.30	0.00	52,322.00	123,101.00
5020- ACCRUED VACATION PAY	0.00	879.09	2,710.81	0.00	0.00	0.00	2,710.81	(2,710.81)
5112- HEALTH INSURANCE	23,996.00	1,567.87	5,983.71	0.00	0.25	0.00	5,983.71	18,012.29
5114- WORKER'S COMPENSATION	6,489.00	726.83	2,209.73	0.00	0.34	0.00	2,209.73	4,279.27
5116- PENSION	7,017.00	637.51	2,019.85	0.00	0.29	0.00	2,019.85	4,997.15
5122- FICA	13,419.00	1,355.21	4,234.71	0.00	0.32	0.00	4,234.71	9,184.29
5124- SUI	1,562.00	714.55	1,520.75	0.00	0.97	0.00	1,520.75	41.25
5130- ACCRUED VACATION FICA	0.00	12.67	(18.00)	0.00	0.00	0.00	(18.00)	18.00
6110- OFFICE SUPPLIES	2,871.00	84.43	329.61	0.00	0.11	1,372.12	1,701.73	1,169.27
6112- DATA PROCESSING SUPPLIES	7,514.00	112.70	6,381.63	0.00	0.85	4,967.61	11,349.24	(3,835.24)
6130- PROGRAM SUPPLIES	8,790.00	643.34	5,254.59	0.00	0.60	0.00	5,254.59	3,535.41
6132- MEDICAL & DENTAL SUPPLIES	200.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00
6140- CUSTODIAL SUPPLIES	3,500.00	39.68	185.96	0.00	0.05	0.00	185.96	3,314.04
6143- FURNISHINGS	15,000.00	172.12	7,271.57	0.00	0.48	0.00	7,271.57	7,728.43
6170- POSTAGE & SHIPPING	115.00	0.00	0.00	0.00	0.00	0.00	0.00	115.00
6180- EQUIPMENT RENTAL	970.00	59.33	237.32	0.00	0.24	0.00	237.32	732.68
6181- EQUIPMENT MAINTENANCE	1,010.00	156.19	634.89	0.00	0.63	0.00	634.89	375.11
6310- PRINTING & PUBLICATIONS	150.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00
6320- TELEPHONE	5,200.00	801.39	2,990.49	0.00	0.58	0.00	2,990.49	2,209.51
6410- RENT	233,115.00	19,405.66	75,544.47	0.00	0.32	0.00	75,544.47	157,570.53
6420- UTILITIES/ DISPOSAL	32,411.00	1,584.43	6,145.88	0.00	0.19	0.00	6,145.88	26,265.12
6432- BUILDING REPAIRS/ MAINTENANCE	8,190.00	707.00	5,828.77	0.00	0.71	8,923.00	14,751.77	(6,561.77)
6433- GROUNDS MAINTENANCE	2,720.00	6,290.00	6,657.09	0.00	2.45	0.00	6,657.09	(3,937.09)
6440- PROPERTY INSURANCE	1,200.00	225.36	886.70	0.00	0.74	0.00	886.70	313.30
6530- LEGAL	7,000.00	0.00	0.00	0.00	0.00	0.00	0.00	7,000.00
6540- CUSTODIAL SERVICES	8,400.00	340.00	1,530.00	0.00	0.18	0.00	1,530.00	6,870.00
6562- MEDICAL EXAM	500.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
6564- MEDICAL FOLLOW-UP	500.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
6566- DENTAL EXAM	600.00	0.00	0.00	0.00	0.00	0.00	0.00	600.00
6568- DENTAL FOLLOW-UP	500.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00

**Cross-Year Rev/ Exp by Fund/ Obj w Encumbrances/w Net Assets
February 28, 2023**

	<u>Grant</u>	<u>Current</u>	<u>YTD Actual</u>	<u>YTD</u>			<u>YTD</u>	<u>Actual Plus</u>	<u>Budget</u>
<u>224 0 HUD SHUNAMMITE PLACE</u>	<u>Budget</u>	<u>Month</u>	<u>February</u>	<u>Budget</u>	<u>% Spent</u>	<u>Encumbrance</u>	<u>Encumbrance</u>	<u>Balance</u>	
		<u>Actual</u>	<u>28, 2023</u>	<u>28, 2023</u>					
6610- GAS & OIL	1,720.00	84.25	277.76	0.00	0.16	0.00	277.76	1,442.24	
6620- VEHICLE INSURANCE	1,800.00	237.29	2,602.63	0.00	1.45	0.00	2,602.63	(802.63)	
6630- VEHICLE LICENSE & FEES	150.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00	
6640- VEHICLE REPAIR & MAINTENANCE	840.00	759.22	759.22	0.00	0.90	0.00	759.22	80.78	
6712- STAFF TRAVEL-LOCAL	470.00	129.70	480.98	0.00	1.02	0.00	480.98	(10.98)	
6742- TRAINING - STAFF	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	
6745- TRAINING - PARTICIPANT/CLIENTS	47.00	0.00	385.00	0.00	8.19	0.00	385.00	(338.00)	
6832- LIABILITY INSURANCE	27.00	1.34	5.08	0.00	0.19	0.00	5.08	21.92	
6840- PROPERTY TAXES	0.00	0.00	12.83	0.00	0.00	0.00	12.83	(12.83)	
6850- FEES & LICENSES	600.00	5.00	35.96	0.00	0.06	0.00	35.96	564.04	
6875- EMPLOYEE HEALTH & WELFARE	10.00	23.01	23.56	0.00	2.36	(0.24)	23.32	(13.32)	
7210- TRANSPORTATION VOUCHERS	200.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	
7226- CLIENT LODGING/SHELTER	0.00	0.00	1,292.38	0.00	0.00	0.00	1,292.38	(1,292.38)	
7230- CLIENT FOOD	400.00	0.00	124.67	0.00	0.31	0.00	124.67	275.33	
8110- IN KIND SALARIES	0.00	952.50	2,490.00	0.00	0.00	0.00	2,490.00	(2,490.00)	
8130- IN KIND - OTHER	0.00	0.00	200.00	0.00	0.00	0.00	200.00	(200.00)	
9010- INDIRECT COST ALLOCATION	28,342.00	3,050.87	10,380.12	0.00	0.37	0.00	10,380.12	17,961.88	
Total Expenses	604,468.00	58,481.82	209,932.72	0.00	0.35	15,262.49	225,195.21	379,272.79	
Excess Revenue Over (Under) Expenditures	0.00	0.00	0.00	0.00	0.00	(15,262.49)	(15,262.49)	15,262.49	
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Ending Net Assets	0.00	0.00	0.00	0.00	0.00	(15,262.49)	(15,262.49)	15,262.49	

**Cross-Year Rev/ Exp by Fund/ Obj w Encumbrances/w Net Assets
February 28, 2023**

<u>246 0 HOMELESS HOUSING ASSIST. & PREVENTION (HHAP) - MADERA CO BEHAVIORAL HEALTH</u>	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual February 28, 2023</u>	<u>YTD Budget February 28, 2023</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
<u>Revenues</u>								
4120- GRANT INCOME-STATE	411,434.00	4,620.75	410,397.56	0.00	(1.00)	0.00	410,397.56	1,036.44
Total Revenues	411,434.00	4,620.75	410,397.56	0.00	(1.00)	0.00	410,397.56	1,036.44
<u>Expenses</u>								
5010- SALARIES & WAGES	55,865.00	1,079.57	40,226.26	0.00	0.72	0.00	40,226.26	15,638.74
5020- ACCRUED VACATION PAY	0.00	46.41	3,406.80	0.00	0.00	0.00	3,406.80	(3,406.80)
5112- HEALTH INSURANCE	3,455.00	11.33	4,389.16	0.00	1.27	0.00	4,389.16	(934.16)
5114- WORKER'S COMPENSATION	303.00	55.17	1,059.29	0.00	3.50	0.00	1,059.29	(756.29)
5116- PENSION	2,344.00	35.39	1,181.37	0.00	0.50	0.00	1,181.37	1,162.63
5122- FICA	4,483.00	84.90	3,131.83	0.00	0.70	0.00	3,131.83	1,351.17
5124- SUI	445.00	64.00	766.46	0.00	1.72	0.00	766.46	(321.46)
5130- ACCRUED VACATION FICA	0.00	2.86	121.34	0.00	0.00	0.00	121.34	(121.34)
6110- OFFICE SUPPLIES	0.00	0.00	169.82	0.00	0.00	0.00	169.82	(169.82)
6112- DATA PROCESSING SUPPLIES	500.00	0.00	686.76	0.00	1.37	0.00	686.76	(186.76)
6130- PROGRAM SUPPLIES	1,379.00	0.00	0.00	0.00	0.00	0.00	0.00	1,379.00
6180- EQUIPMENT RENTAL	300.00	0.00	359.78	0.00	1.20	0.00	359.78	(59.78)
6181- EQUIPMENT MAINTENANCE	400.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00
6310- PRINTING & PUBLICATIONS	0.00	0.00	1.84	0.00	0.00	0.00	1.84	(1.84)
6320- TELEPHONE	600.00	13.20	839.61	0.00	1.40	0.00	839.61	(239.61)
6410- RENT	1,300.00	58.49	3,118.94	0.00	2.40	0.00	3,118.94	(1,818.94)
6420- UTILITIES/ DISPOSAL	400.00	12.02	546.94	0.00	1.37	0.00	546.94	(146.94)
6610- GAS & OIL	180.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
6640- VEHICLE REPAIR & MAINTENANCE	500.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
6712- STAFF TRAVEL-LOCAL	3,242.00	0.00	0.00	0.00	0.00	0.00	0.00	3,242.00
6875- EMPLOYEE HEALTH & WELFARE	0.00	0.00	11.48	0.00	0.00	(0.02)	11.46	(11.46)
7210- TRANSPORTATION VOUCHERS	3,750.00	0.00	130.99	0.00	0.03	0.00	130.99	3,619.01
7224- CLIENT RENT	297,420.00	0.00	287,307.74	0.00	0.97	0.00	287,307.74	10,112.26
7226- CLIENT LODGING/SHELTER	0.00	2,772.00	28,710.00	0.00	0.00	693.00	29,403.00	(29,403.00)
7230- CLIENT FOOD	250.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
9010- INDIRECT COST ALLOCATION	34,318.00	385.41	34,231.15	0.00	1.00	0.00	34,231.15	86.85
Total Expenses	411,434.00	4,620.75	410,397.56	0.00	1.00	692.98	411,090.54	343.46
Excess Revenue Over (Under) Expenditures	0.00	0.00	0.00	0.00	0.00	(692.98)	(692.98)	692.98
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	0.00	0.00	0.00	0.00	0.00	(692.98)	(692.98)	692.98

**Cross-Year Rev/ Exp by Fund/ Obj w Encumbrances/w Net Assets
February 28, 2023**

<u>274 0 COUNTY OF MADERA CARES ACT - CORONA VIRUS RELIEF FUND</u>	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual February 28, 2023</u>	<u>YTD Budget February 28, 2023</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
<u>Revenues</u>								
4110- GRANT INCOME-FEDERAL	912,000.00	56,446.51	638,413.19	0.00	(0.70)	0.00	638,413.19	273,586.81
Total Revenues	912,000.00	56,446.51	638,413.19	0.00	(0.70)	0.00	638,413.19	273,586.81
<u>Expenses</u>								
5010- SALARIES & WAGES	54,880.00	5,569.38	53,290.42	0.00	0.97	0.00	53,290.42	1,589.58
5020- ACCRUED VACATION PAY	0.00	945.47	3,339.17	0.00	0.00	0.00	3,339.17	(3,339.17)
5112- HEALTH INSURANCE	8,697.00	431.52	3,617.39	0.00	0.42	0.00	3,617.39	5,079.61
5114- WORKER'S COMPENSATION	201.00	33.59	253.11	0.00	1.26	0.00	253.11	(52.11)
5116- PENSION	2,195.00	298.40	1,540.74	0.00	0.70	0.00	1,540.74	654.26
5122- FICA	4,198.00	456.49	4,266.99	0.00	1.02	0.00	4,266.99	(68.99)
5124- SUI	402.00	247.23	687.25	0.00	1.71	0.00	687.25	(285.25)
5130- ACCRUED VACATION FICA	0.00	63.34	54.64	0.00	0.00	0.00	54.64	(54.64)
6110- OFFICE SUPPLIES	973.00	36.44	133.78	0.00	0.14	0.00	133.78	839.22
6112- DATA PROCESSING SUPPLIES	500.00	0.00	1,555.95	0.00	3.11	0.00	1,555.95	(1,055.95)
6130- PROGRAM SUPPLIES	800.00	0.00	33.43	0.00	0.04	0.00	33.43	766.57
6170- POSTAGE & SHIPPING	1,584.00	3.00	290.48	0.00	0.18	0.00	290.48	1,293.52
6180- EQUIPMENT RENTAL	2,300.00	179.09	1,021.83	0.00	0.44	0.00	1,021.83	1,278.17
6181- EQUIPMENT MAINTENANCE	1,900.00	154.67	159.27	0.00	0.08	0.00	159.27	1,740.73
6310- PRINTING & PUBLICATIONS	500.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
6312- ADVERTISING & PROMOTION	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00
6320- TELEPHONE	800.00	44.39	749.40	0.00	0.94	0.00	749.40	50.60
6410- RENT	2,800.00	355.30	4,849.75	0.00	1.73	0.00	4,849.75	(2,049.75)
6420- UTILITIES/ DISPOSAL	500.00	72.95	914.19	0.00	1.83	0.00	914.19	(414.19)
6520- CONSULTANTS	500.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
6555- MEDICAL SCREENING/DEAT/STAFF	250.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
6610- GAS & OIL	200.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00
6640- VEHICLE REPAIR & MAINTENANCE	75.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00
6712- STAFF TRAVEL-LOCAL	100.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
6742- TRAINING - STAFF	0.00	0.00	0.00	0.00	0.00	39.38	39.38	(39.38)
6850- FEES & LICENSES	2,500.00	0.00	41.01	0.00	0.02	0.00	41.01	2,458.99
6852- FINGERPRINT	75.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00
6875- EMPLOYEE HEALTH & WELFARE	0.00	8.38	81.48	0.00	0.00	0.00	81.48	(81.48)
7224- CLIENT RENT	187,500.00	37,594.86	398,583.19	0.00	2.13	0.00	398,583.19	(211,083.19)
7240- DIRECT BENEFITS	560,000.00	5,964.63	110,466.91	0.00	0.20	0.00	110,466.91	449,533.09
9010- INDIRECT COST ALLOCATION	76,070.00	4,708.19	53,249.86	0.00	0.70	0.00	53,249.86	22,820.14
Total Expenses	912,000.00	57,167.32	639,180.24	0.00	0.70	39.38	639,219.62	272,780.38

**Cross-Year Rev/ Exp by Fund/ Obj w Encumbrances/w Net Assets
February 28, 2023**

<u>274 0 COUNTY OF MADERA CARES ACT - CORONA VIRUS RELIEF FUND</u>	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual February 28, 2023</u>	<u>YTD Budget February 28, 2023</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
Excess Revenue Over (Under) Expenditures	0.00	(720.81)	(767.05)	0.00	0.00	(39.38)	(806.43)	806.43
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	0.00	(720.81)	(767.05)	0.00	0.00	(39.38)	(806.43)	806.43

LIHEAP 23B-5019 - Fund 203
November 1, 2022 to February 23, 2023

203 0 HOME ENERGY ASSISTANCE PROGRAM	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	0.00	0.00	41,412.47	0.00	0.00	0.00	41,412.47	(41,412.47)
Total Revenues	0.00	0.00	41,412.47	0.00	0.00	0.00	41,412.47	(41,412.47)
Expenses								
5010- SALARIES & WAGES	0.00	18,881.67	32,583.94	0.00	0.00	0.00	32,583.94	(32,583.94)
5020- ACCRUED VACATION PAY	0.00	3,861.41	4,637.09	0.00	0.00	0.00	4,637.09	(4,637.09)
5112- HEALTH INSURANCE	0.00	1,577.50	3,136.01	0.00	0.00	0.00	3,136.01	(3,136.01)
5114- WORKER'S COMPENSATION	0.00	79.65	138.00	0.00	0.00	0.00	138.00	(138.00)
5116- PENSION	0.00	1,145.76	2,016.59	0.00	0.00	0.00	2,016.59	(2,016.59)
5122- FICA	0.00	1,517.23	2,623.45	0.00	0.00	0.00	2,623.45	(2,623.45)
5124- SUI	0.00	796.01	1,691.30	0.00	0.00	0.00	1,691.30	(1,691.30)
5130- ACCRUED VACATION FICA	0.00	264.71	267.61	0.00	0.00	0.00	267.61	(267.61)
6110- OFFICE SUPPLIES	0.00	3,144.05	3,519.41	0.00	0.00	0.00	3,519.41	(3,519.41)
6112- DATA PROCESSING SUPPLIES	0.00	946.00	1,937.63	0.00	0.00	0.00	1,937.63	(1,937.63)
6130- PROGRAM SUPPLIES	0.00	0.00	173.20	0.00	0.00	0.00	173.20	(173.20)
6143- FURNISHINGS	0.00	0.00	182.94	0.00	0.00	0.00	182.94	(182.94)
6170- POSTAGE & SHIPPING	0.00	654.48	1,191.89	0.00	0.00	0.00	1,191.89	(1,191.89)
6180- EQUIPMENT RENTAL	0.00	1,352.41	1,352.41	0.00	0.00	0.00	1,352.41	(1,352.41)
6181- EQUIPMENT MAINTENANCE	0.00	43.08	43.08	0.00	0.00	0.00	43.08	(43.08)
6320- TELEPHONE	0.00	109.03	240.79	0.00	0.00	0.00	240.79	(240.79)
6410- RENT	0.00	683.10	1,710.11	0.00	0.00	0.00	1,710.11	(1,710.11)
6420- UTILITIES/ DISPOSAL	0.00	160.89	364.79	0.00	0.00	0.00	364.79	(364.79)
6437- BURGLAR & FIRE ALARM	0.00	0.75	0.75	0.00	0.00	0.00	0.75	(0.75)
6524- CONTRACTS	0.00	0.00	41,388.58	0.00	0.00	0.00	41,388.58	(41,388.58)
6620- VEHICLE INSURANCE	0.00	237.28	237.28	0.00	0.00	0.00	237.28	(237.28)
6640- VEHICLE REPAIR & MAINTENANCE	0.00	1,812.25	1,812.25	0.00	0.00	0.00	1,812.25	(1,812.25)
6742- TRAINING - STAFF	0.00	513.31	513.31	0.00	0.00	0.00	513.31	(513.31)
6840- PROPERTY TAXES	0.00	29.15	29.15	0.00	0.00	0.00	29.15	(29.15)
6850- FEES & LICENSES	0.00	2.00	13.00	0.00	0.00	0.00	13.00	(13.00)
6875- EMPLOYEE HEALTH & WELFARE	0.00	10.16	10.16	0.00	0.00	0.00	10.16	(10.16)
7240- DIRECT BENEFITS	0.00	757.00	6,278.00	0.00	0.00	0.00	6,278.00	(6,278.00)
9010- INDIRECT COST ALLOCATION	0.00	0.00	1.99	0.00	0.00	0.00	1.99	(1.99)
Total Expenses	0.00	38,578.88	108,094.71	0.00	0.00	0.00	108,094.71	(108,094.71)
Excess Revenue Over (Under) Expenditures	0.00	(38,578.88)	(66,682.24)	0.00	0.00	0.00	(66,682.24)	66,682.24
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	0.00	(38,578.88)	(66,682.24)	0.00	0.00	0.00	(66,682.24)	66,682.24

LIHEAP 22B-4019 - Fund 208
November 1, 2021 to February 28, 2023

	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual February 28, 2023</u>	<u>YTD Budget February 28, 2023</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
208 0 HOME ENERGY ASSIST. PROG.								
<u>Revenues</u>								
4110- GRANT INCOME-FEDERAL	819,064.00	0.00	618,232.69	0.00	(0.75)	0.00	618,232.69	200,831.31
Total Revenues	819,064.00	0.00	618,232.69	0.00	(0.75)	0.00	618,232.69	200,831.31
<u>Expenses</u>								
5010- SALARIES & WAGES	189,443.00	0.00	128,414.87	0.00	0.68	0.00	128,414.87	61,028.13
5020- ACCRUED VACATION PAY	0.00	0.00	6,946.76	0.00	0.00	0.00	6,946.76	(6,946.76)
5112- HEALTH INSURANCE	20,869.00	0.00	11,892.45	0.00	0.57	0.00	11,892.45	8,976.55
5114- WORKER'S COMPENSATION	841.00	0.00	568.24	0.00	0.68	0.00	568.24	272.76
5116- PENSION	10,868.00	0.00	6,323.64	0.00	0.58	0.00	6,323.64	4,544.36
5122- FICA	14,874.00	0.00	10,357.95	0.00	0.70	0.00	10,357.95	4,516.05
5124- SUI	2,069.00	0.00	190.19	0.00	0.09	0.00	190.19	1,878.81
5130- ACCRUED VACATION FICA	0.00	0.00	(62.27)	0.00	0.00	0.00	(62.27)	62.27
6110- OFFICE SUPPLIES	5,000.00	0.00	5,371.08	0.00	1.07	0.00	5,371.08	(371.08)
6112- DATA PROCESSING SUPPLIES	6,000.00	0.00	15,161.59	0.00	2.53	0.00	15,161.59	(9,161.59)
6130- PROGRAM SUPPLIES	6,225.95	0.00	0.00	0.00	0.00	0.00	0.00	6,225.95
6142- LINEN/LAUNDRY	20.00	0.00	18.50	0.00	0.93	0.00	18.50	1.50
6170- POSTAGE & SHIPPING	3,500.00	0.00	3,031.16	0.00	0.87	0.00	3,031.16	468.84
6180- EQUIPMENT RENTAL	1,600.00	0.00	7,432.01	0.00	4.65	0.00	7,432.01	(5,832.01)
6181- EQUIPMENT MAINTENANCE	300.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00
6216- CAPITAL EXPENDITURES > \$1000	0.00	1,684.54	81,707.78	0.00	0.00	0.00	81,707.78	(81,707.78)
6310- PRINTING & PUBLICATIONS	5,000.00	0.00	2,379.67	0.00	0.48	0.00	2,379.67	2,620.33
6312- ADVERTISING & PROMOTION	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00
6320- TELEPHONE	11,000.00	0.00	1,069.10	0.00	0.10	0.00	1,069.10	9,930.90
6410- RENT	18,000.00	0.00	9,579.58	0.00	0.53	0.00	9,579.58	8,420.42
6420- UTILITIES/ DISPOSAL	10,000.00	0.00	1,819.38	0.00	0.18	0.00	1,819.38	8,180.62
6432- BUILDING REPAIRS/ MAINTENANCE	200.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00
6436- PEST CONTROL	0.00	0.00	0.57	0.00	0.00	0.00	0.57	(0.57)
6437- BURGLAR & FIRE ALARM	0.00	0.00	2.17	0.00	0.00	0.00	2.17	(2.17)
6440- PROPERTY INSURANCE	1,575.00	0.00	165.31	0.00	0.10	0.00	165.31	1,409.69
6524- CONTRACTS	450,973.00	0.00	286,904.29	0.00	0.64	0.00	286,904.29	164,068.71
6530- LEGAL	50.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00
6555- MEDICAL SCREENING/DEAT/STAFF	150.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00
6610- GAS & OIL	2,500.00	0.00	71.38	0.00	0.03	0.00	71.38	2,428.62
6620- VEHICLE INSURANCE	0.00	0.00	2,448.88	0.00	0.00	0.00	2,448.88	(2,448.88)

LIHEAP 22B-4019 - Fund 208
November 1, 2021 to February 28, 2023

	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual February 28, 2023</u>	<u>YTD Budget February 28, 2023</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
208 0 HOME ENERGY ASSIST. PROG.								
6640- VEHICLE REPAIR & MAINTENANCE	1,500.00	0.00	215.24	0.00	0.14	0.00	215.24	1,284.76
6712- STAFF TRAVEL-LOCAL	500.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
6714- STAFF TRAVEL-OUT OF AREA	200.00	0.00	2,639.66	0.00	13.20	0.00	2,639.66	(2,439.66)
6722- PER DIEM - STAFF	0.00	0.00	164.00	0.00	0.00	0.00	164.00	(164.00)
6742- TRAINING - STAFF	5,002.00	0.00	834.99	0.00	0.17	1,991.13	2,826.12	2,175.88
6820- INTEREST EXPENSE	1.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
6850- FEES & LICENSES	50.00	0.00	251.46	0.00	5.03	0.00	251.46	(201.46)
6852- FINGERPRINT	150.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00
6875- EMPLOYEE HEALTH & WELFARE	150.00	0.00	95.68	0.00	0.64	0.00	95.68	54.32
7240- DIRECT BENEFITS	6,000.00	0.00	11,172.00	0.00	1.86	0.00	11,172.00	(5,172.00)
7250- FURNACE REPAIRS/REPLACEMENT	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
9010- INDIRECT COST ALLOCATION	31,453.05	0.00	28,789.40	0.00	0.92	0.00	28,789.40	2,663.65
Total Expenses	819,064.00	1,684.54	625,956.71	0.00	0.76	1,991.13	627,947.84	191,116.16
Excess Revenue Over (Under) Expenditures	0.00	(1,684.54)	(7,724.02)	0.00	0.00	(1,991.13)	(9,715.15)	9,715.15
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	0.00	(1,684.54)	(7,724.02)	0.00	0.00	(1,991.13)	(9,715.15)	9,715.15

LIHEAP ARPA 21V-5568 - Fund 270
August 1, 2021 to February 28, 2023

270 0 AMERICAN RESCUE PLAN ACT (ARPA)	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
6640- VEHICLE REPAIR & MAINTENANCE	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00
6712- STAFF TRAVEL-LOCAL	250.00	0.00	7.02	0.00	0.03	0.00	7.02	242.98
6742- TRAINING - STAFF	3,170.00	0.00	0.00	0.00	0.00	766.74	766.74	2,403.26
6820- INTEREST EXPENSE	1.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
6840- PROPERTY TAXES	15.00	0.00	0.00	0.00	0.00	0.00	0.00	15.00
6850- FEES & LICENSES	1,200.00	0.00	256.12	0.00	0.21	0.00	256.12	943.88
6852- FINGERPRINT	260.00	0.00	1.50	0.00	0.01	0.00	1.50	258.50
6875- EMPLOYEE HEALTH & WELFARE	200.00	28.79	387.20	0.00	1.94	0.00	387.20	(187.20)
7240- DIRECT BENEFITS	100,000.00	6,926.00	37,605.00	(70,000.00)	0.38	0.00	37,605.00	62,395.00
7250- FURNACE REPAIRS/REPLACEMENT	189,000.00	0.00	0.00	0.00	0.00	0.00	0.00	189,000.00
9010- INDIRECT COST ALLOCATION	34,798.00	0.00	26,968.42	0.00	0.77	0.00	26,968.42	7,829.58
Total Expenses	728,183.00	10,134.15	466,248.96	(70,000.00)	0.64	766.74	467,015.70	261,167.30
Excess Revenue Over (Under) Expenditures	0.00	(10,134.15)	(10,291.79)	0.00	0.00	(766.74)	(11,058.53)	11,058.53
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	0.00	(10,134.15)	(10,291.79)	0.00	0.00	(766.74)	(11,058.53)	11,058.53

**Victims Services-Domestic Violence Program
October 1, 2022 to February 28, 2023**

	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual February 28, 2023</u>	<u>YTD Budget February 28, 2023</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
533 0 SHELTER BASED DV SERVICES								
<u>Revenues</u>								
4110- GRANT INCOME-FEDERAL	0.00	63,881.05	160,752.58	0.00	0.00	0.00	160,752.58	(160,752.58)
4120- GRANT INCOME-STATE	0.00	16,000.00	80,000.00	0.00	0.00	0.00	80,000.00	(80,000.00)
Total Revenues	0.00	79,881.05	240,752.58	0.00	0.00	0.00	240,752.58	(240,752.58)
<u>Expenses</u>								
5010- SALARIES & WAGES	0.00	29,450.34	117,337.36	0.00	0.00	0.00	117,337.36	(117,337.36)
5020- ACCRUED VACATION PAY	0.00	1,999.08	6,961.30	0.00	0.00	0.00	6,961.30	(6,961.30)
5112- HEALTH INSURANCE	0.00	2,986.20	12,011.00	0.00	0.00	0.00	12,011.00	(12,011.00)
5114- WORKER'S COMPENSATION	0.00	621.95	2,549.80	0.00	0.00	0.00	2,549.80	(2,549.80)
5116- PENSION	0.00	1,591.12	7,074.24	0.00	0.00	0.00	7,074.24	(7,074.24)
5122- FICA	0.00	2,351.32	9,798.18	0.00	0.00	0.00	9,798.18	(9,798.18)
5124- SUI	0.00	1,189.49	2,980.41	0.00	0.00	0.00	2,980.41	(2,980.41)
5130- ACCRUED VACATION FICA	0.00	109.05	(179.27)	0.00	0.00	0.00	(179.27)	179.27
6110- OFFICE SUPPLIES	0.00	0.00	193.55	0.00	0.00	29.22	222.77	(222.77)
6112- DATA PROCESSING SUPPLIES	0.00	802.92	1,959.00	0.00	0.00	2,182.92	4,141.92	(4,141.92)
6130- PROGRAM SUPPLIES	0.00	0.00	1,457.55	0.00	0.00	0.00	1,457.55	(1,457.55)
6140- CUSTODIAL SUPPLIES	0.00	0.00	49.92	0.00	0.00	0.00	49.92	(49.92)
6170- POSTAGE & SHIPPING	0.00	0.00	2.49	0.00	0.00	0.00	2.49	(2.49)
6180- EQUIPMENT RENTAL	0.00	101.46	621.43	0.00	0.00	0.00	621.43	(621.43)
6310- PRINTING & PUBLICATIONS	0.00	0.00	1,050.81	0.00	0.00	0.00	1,050.81	(1,050.81)
6312- ADVERTISING & PROMOTION	0.00	0.00	848.55	0.00	0.00	0.00	848.55	(848.55)
6320- TELEPHONE	0.00	1,125.34	5,318.47	0.00	0.00	0.00	5,318.47	(5,318.47)
6410- RENT	0.00	1,189.68	5,901.74	0.00	0.00	0.00	5,901.74	(5,901.74)
6420- UTILITIES/ DISPOSAL	0.00	1,489.05	6,103.40	0.00	0.00	0.00	6,103.40	(6,103.40)
6432- BUILDING REPAIRS/ MAINTENANCE	0.00	0.00	849.73	0.00	0.00	0.00	849.73	(849.73)
6433- GROUNDS MAINTENANCE	0.00	350.00	1,560.00	0.00	0.00	0.00	1,560.00	(1,560.00)
6436- PEST CONTROL	0.00	145.00	725.00	0.00	0.00	0.00	725.00	(725.00)
6437- BURGLAR & FIRE ALARM	0.00	28.00	773.43	0.00	0.00	0.00	773.43	(773.43)
6440- PROPERTY INSURANCE	0.00	274.51	1,372.55	0.00	0.00	0.00	1,372.55	(1,372.55)
6540- CUSTODIAL SERVICES	0.00	261.14	1,305.70	0.00	0.00	0.00	1,305.70	(1,305.70)
6610- GAS & OIL	0.00	213.36	878.62	0.00	0.00	0.00	878.62	(878.62)
6620- VEHICLE INSURANCE	0.00	263.36	1,316.77	0.00	0.00	0.00	1,316.77	(1,316.77)
6640- VEHICLE REPAIR & MAINTENANCE	0.00	0.00	982.00	0.00	0.00	0.00	982.00	(982.00)

**Victims Services-Domestic Violence Program
October 1, 2022 to February 28, 2023**

	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual February 28, 2023</u>	<u>YTD Budget February 28, 2023</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
533 0 SHELTER BASED DV SERVICES								
6832- LIABILITY INSURANCE	0.00	4.02	279.45	0.00	0.00	0.00	279.45	(279.45)
6840- PROPERTY TAXES	0.00	11.34	1,714.37	0.00	0.00	0.00	1,714.37	(1,714.37)
6850- FEES & LICENSES	0.00	101.00	188.08	0.00	0.00	0.00	188.08	(188.08)
6852- FINGERPRINT	0.00	0.00	645.75	0.00	0.00	0.00	645.75	(645.75)
6875- EMPLOYEE HEALTH & WELFARE	0.00	46.99	304.21	0.00	0.00	(0.59)	303.62	(303.62)
7230- CLIENT FOOD	0.00	0.00	32.55	0.00	0.00	0.00	32.55	(32.55)
9010- INDIRECT COST ALLOCATION	0.00	6,662.85	20,081.10	0.00	0.00	0.00	20,081.10	(20,081.10)
Total Expenses	0.00	53,368.57	215,049.24	0.00	0.00	2,211.55	217,260.79	(217,260.79)
Excess Revenue Over (Under) Expenditures	0.00	26,512.48	25,703.34	0.00	0.00	(2,211.55)	23,491.79	(23,491.79)
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	0.00	26,512.48	25,703.34	0.00	0.00	(2,211.55)	23,491.79	(23,491.79)

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 1/31/2023

	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
309 0 EARLY HEAD START T&TA								
Revenues								
4110- GRANT INCOME-FEDERAL	13,373.00	2,912.97	8,503.23	8,666.90	(0.64)	0.00	8,503.23	4,869.77
Total Revenues	<u>13,373.00</u>	<u>2,912.97</u>	<u>8,503.23</u>	<u>8,666.90</u>	<u>(0.64)</u>	<u>0.00</u>	<u>8,503.23</u>	<u>4,869.77</u>
Expenses								
6110- OFFICE SUPPLIES	478.00	0.00	0.00	414.00	0.00	0.00	0.00	478.00
6121- FOOD	0.00	0.00	31.39	0.00	0.00	0.00	31.39	(31.39)
6520- CONSULTANTS	3,710.00	0.00	0.00	3,710.00	0.00	0.00	0.00	3,710.00
6714- STAFF TRAVEL-OUT OF AREA	7,050.00	0.00	1,817.59	3,400.00	0.26	0.00	1,817.59	5,232.41
6722- PER DIEM - STAFF	1,020.00	0.00	0.00	420.00	0.00	0.00	0.00	1,020.00
6742- TRAINING - STAFF	0.00	2,670.00	5,945.00	0.00	0.00	1,335.49	7,280.49	(7,280.49)
9010- INDIRECT COST ALLOCATION	1,115.00	242.97	709.25	722.90	0.64	0.00	709.25	405.75
Total Expenses	<u>13,373.00</u>	<u>2,912.97</u>	<u>8,503.23</u>	<u>8,666.90</u>	<u>0.64</u>	<u>1,335.49</u>	<u>9,838.72</u>	<u>3,534.28</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(1,335.49)</u>	<u>(1,335.49)</u>	<u>1,335.49</u>
Beginning Net Assets - Unrestricted	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Board Designated	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(1,335.49)</u>	<u>(1,335.49)</u>	<u>1,335.49</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 1/31/2023

310 0 HEAD START-MADERA REG. T&TA	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	46,025.00	1,268.66	19,838.11	30,218.00	(0.43)	0.00	19,838.11	26,186.89
Total Revenues	<u>46,025.00</u>	<u>1,268.66</u>	<u>19,838.11</u>	<u>30,218.00</u>	<u>(0.43)</u>	<u>0.00</u>	<u>19,838.11</u>	<u>26,186.89</u>
Expenses								
6110- OFFICE SUPPLIES	1,500.00	0.00	0.00	1,000.00	0.00	0.00	0.00	1,500.00
6121- FOOD	0.00	0.00	2,200.07	0.00	0.00	0.00	2,200.07	(2,200.07)
6130- PROGRAM SUPPLIES	1,500.00	0.00	95.04	1,000.00	0.06	0.00	95.04	1,404.96
6310- PRINTING & PUBLICATIONS	3,014.00	0.00	0.00	2,000.00	0.00	0.00	0.00	3,014.00
6714- STAFF TRAVEL-OUT OF AREA	11,375.00	133.18	2,287.58	935.00	0.20	0.00	2,287.58	9,087.42
6722- PER DIEM - STAFF	2,202.00	0.00	235.00	168.00	0.11	0.00	235.00	1,967.00
6730- VOLUNTEER TRAVEL	0.00	(680.34)	772.69	0.00	0.00	0.00	772.69	(772.69)
6742- TRAINING - STAFF	22,595.00	1,710.00	12,593.04	22,595.00	0.56	2,177.55	14,770.59	7,824.41
6746- TRAINING - PARENT	0.00	0.00	0.00	0.00	0.00	749.00	749.00	(749.00)
9010- INDIRECT COST ALLOCATION	3,839.00	105.82	1,654.69	2,520.00	0.43	0.00	1,654.69	2,184.31
Total Expenses	<u>46,025.00</u>	<u>1,268.66</u>	<u>19,838.11</u>	<u>30,218.00</u>	<u>0.43</u>	<u>2,926.55</u>	<u>22,764.66</u>	<u>23,260.34</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(2,926.55)</u>	<u>(2,926.55)</u>	<u>2,926.55</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(2,926.55)</u>	<u>(2,926.55)</u>	<u>2,926.55</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 1/31/2023

312 0 EARLY HEAD START - MADERA	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	625,664.00	44,497.88	400,092.62	362,687.20	(0.64)	0.00	400,092.62	225,571.38
4220- IN KIND CONTRIBUTIONS	159,759.00	0.00	81,473.58	92,727.00	(0.51)	0.00	81,473.58	78,285.42
Total Revenues	785,423.00	44,497.88	481,566.20	455,414.20	(0.61)	0.00	481,566.20	303,856.80
Expenses								
5010- SALARIES & WAGES	311,309.08	17,777.07	209,866.51	182,957.36	0.67	0.00	209,866.51	101,442.57
5020- ACCRUED VACATION PAY	16,134.92	1,834.68	14,569.93	9,570.44	0.90	0.00	14,569.93	1,564.99
5112- HEALTH INSURANCE	27,620.00	2,751.32	20,371.62	16,114.00	0.74	0.00	20,371.62	7,248.38
5114- WORKER'S COMPENSATION	3,788.00	288.17	2,370.31	2,227.33	0.63	0.00	2,370.31	1,417.69
5116- PENSION	22,540.00	1,645.14	13,473.73	13,249.62	0.60	0.00	13,473.73	9,066.27
5122- FICA	24,639.00	2,076.81	17,378.42	14,480.45	0.71	0.00	17,378.42	7,260.58
5124- SUI	2,628.00	1,704.20	1,714.37	1,548.00	0.65	0.00	1,714.37	913.63
5130- ACCRUED VACATION FRINGE	1,276.00	140.39	1,114.40	757.00	0.87	0.00	1,114.40	161.60
6110- OFFICE SUPPLIES	4,800.00	306.02	3,842.75	2,800.00	0.80	187.51	4,030.26	769.74
6112- DATA PROCESSING SUPPLIES	13,866.00	149.75	1,274.45	8,086.00	0.09	334.35	1,608.80	12,257.20
6121- FOOD	0.00	167.12	659.19	0.00	0.00	0.00	659.19	(659.19)
6122- KITCHEN SUPPLIES	200.00	0.00	23.40	100.00	0.12	0.00	23.40	176.60
6130- PROGRAM SUPPLIES	26,015.00	180.25	2,300.52	14,008.00	0.09	525.00	2,825.52	23,189.48
6132- MEDICAL & DENTAL SUPPLIES	490.00	0.00	129.59	245.00	0.26	0.00	129.59	360.41
6134- INSTRUCTIONAL SUPPLIES	8,400.00	0.00	0.00	4,550.00	0.00	0.00	0.00	8,400.00
6140- CUSTODIAL SUPPLIES	360.00	0.00	200.51	210.00	0.56	0.00	200.51	159.49
6170- POSTAGE & SHIPPING	60.00	0.00	33.10	35.00	0.55	0.00	33.10	26.90
6180- EQUIPMENT RENTAL	1,776.00	725.58	4,073.32	1,036.00	2.29	0.00	4,073.32	(2,297.32)
6181- EQUIPMENT MAINTENANCE	2,400.00	0.29	52.42	1,400.00	0.02	0.00	52.42	2,347.58
6310- PRINTING & PUBLICATIONS	720.00	0.00	720.75	420.00	1.00	0.00	720.75	(0.75)
6320- TELEPHONE	27,000.00	1,649.35	13,260.57	15,750.00	0.49	0.00	13,260.57	13,739.43
6410- RENT	47,196.00	5,268.14	41,608.19	27,531.00	0.88	0.00	41,608.19	5,587.81
6420- UTILITIES/ DISPOSAL	5,004.00	0.01	8,573.04	2,919.00	1.71	0.00	8,573.04	(3,569.04)
6432- BUILDING REPAIRS/ MAINTENANCE	900.00	182.27	365.31	525.00	0.41	0.00	365.31	534.69
6436- PEST CONTROL	600.00	83.42	679.75	350.00	1.13	0.00	679.75	(79.75)
6437- BURGLAR & FIRE ALARM	216.00	3.61	14.97	126.00	0.07	5,068.93	5,083.90	(4,867.90)
6440- PROPERTY INSURANCE	2,400.00	0.00	703.16	1,400.00	0.29	0.00	703.16	1,696.84
6520- CONSULTANTS	0.00	56.16	596.96	0.00	0.00	3,639.04	4,236.00	(4,236.00)
6524- CONTRACTS	10,000.00	0.00	0.00	5,000.00	0.00	0.00	0.00	10,000.00
6530- LEGAL	1,000.00	0.00	0.00	500.00	0.00	0.00	0.00	1,000.00
6540- CUSTODIAL SERVICES	0.00	0.00	863.10	0.00	0.00	0.00	863.10	(863.10)
6610- GAS & OIL	0.00	0.00	317.40	0.00	0.00	0.00	317.40	(317.40)
6620- VEHICLE INSURANCE	1,908.00	0.00	565.29	1,113.00	0.30	0.00	565.29	1,342.71
6640- VEHICLE REPAIR & MAINTENANCE	1,500.00	734.93	1,203.61	750.00	0.80	0.00	1,203.61	296.39
6714- STAFF TRAVEL-OUT OF AREA	1,500.00	0.00	841.22	0.00	0.56	0.00	841.22	658.78
6742- TRAINING - STAFF	4,000.00	71.92	1,511.92	2,000.00	0.38	0.00	1,511.92	2,488.08
6834- STUDENT ACTIVITY INSURANCE	732.00	0.00	105.27	427.00	0.14	0.00	105.27	626.73
6840- PROPERTY TAXES	0.00	0.00	15.12	0.00	0.00	0.00	15.12	(15.12)
6850- FEES & LICENSES	300.00	4.00	949.57	150.00	3.17	0.00	949.57	(649.57)

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 1/31/2023

	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
312 0 EARLY HEAD START - MADERA								
6852- FINGERPRINT	0.00	0.00	3.00	0.00	0.00	0.00	3.00	(3.00)
6875- EMPLOYEE HEALTH & WELFARE	0.00	1.00	224.27	0.00	0.00	0.00	224.27	(224.27)
7114- PC ALLOWANCE	200.00	0.00	150.00	100.00	0.75	0.00	150.00	50.00
8110- IN KIND SALARIES	158,104.00	0.00	81,473.58	91,767.00	0.52	0.00	81,473.58	76,630.42
8130- IN KIND - OTHER	1,655.00	0.00	0.00	960.00	0.00	0.00	0.00	1,655.00
9010- INDIRECT COST ALLOCATION	<u>52,186.00</u>	<u>3,711.55</u>	<u>33,371.61</u>	<u>30,252.00</u>	<u>0.64</u>	<u>0.00</u>	<u>33,371.61</u>	<u>18,814.39</u>
Total Expenses	<u>785,423.00</u>	<u>41,513.15</u>	<u>481,566.20</u>	<u>455,414.20</u>	<u>0.61</u>	<u>9,754.83</u>	<u>491,321.03</u>	<u>294,101.97</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>2,984.73</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(9,754.83)</u>	<u>(9,754.83)</u>	<u>9,754.83</u>
Beginning Net Assets - Unrestricted	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Board Designated	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Ending Net Assets	<u>0.00</u>	<u>2,984.73</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(9,754.83)</u>	<u>(9,754.83)</u>	<u>9,754.83</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 1/31/2023

	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
356 0 REGIONAL QRIS FIRST5 CSPP								
Revenues								
4120- GRANT INCOME-STATE	93,112.00	0.00	93,112.00	0.00	(1.00)	0.00	93,112.00	0.00
Total Revenues	<u>93,112.00</u>	<u>0.00</u>	<u>93,112.00</u>	<u>0.00</u>	<u>(1.00)</u>	<u>0.00</u>	<u>93,112.00</u>	<u>0.00</u>
Expenses								
6130- PROGRAM SUPPLIES	84,639.00	0.00	0.00	0.00	0.00	0.00	0.00	84,639.00
9010- INDIRECT COST ALLOCATION	8,473.00	0.00	0.00	0.00	0.00	0.00	0.00	8,473.00
Total Expenses	<u>93,112.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>93,112.00</u>
Excess Revenue Over (Under) Expenditures	0.00	0.00	93,112.00	0.00	0.00	0.00	93,112.00	(93,112.00)
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	0.00	0.00	93,112.00	0.00	0.00	0.00	93,112.00	(93,112.00)

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 1/31/2023

Report Recap	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	685,062.00	48,679.51	428,433.96	401,572.10	(0.63)	0.00	428,433.96	256,628.04
4120- GRANT INCOME-STATE	93,112.00	0.00	93,112.00	0.00	(1.00)	0.00	93,112.00	0.00
4220- IN KIND CONTRIBUTIONS	159,759.00	0.00	81,473.58	92,727.00	(0.51)	0.00	81,473.58	78,285.42
Total Revenues	<u>937,933.00</u>	<u>48,679.51</u>	<u>603,019.54</u>	<u>494,299.10</u>	<u>(0.64)</u>	<u>0.00</u>	<u>603,019.54</u>	<u>334,913.46</u>
Expenses								
5010- SALARIES & WAGES	311,309.08	17,777.07	209,866.51	182,957.36	0.67	0.00	209,866.51	101,442.57
5020- ACCRUED VACATION PAY	16,134.92	1,834.68	14,569.93	9,570.44	0.90	0.00	14,569.93	1,564.99
5112- HEALTH INSURANCE	27,620.00	2,751.32	20,371.62	16,114.00	0.74	0.00	20,371.62	7,248.38
5114- WORKER'S COMPENSATION	3,788.00	288.17	2,370.31	2,227.33	0.63	0.00	2,370.31	1,417.69
5116- PENSION	22,540.00	1,645.14	13,473.73	13,249.62	0.60	0.00	13,473.73	9,066.27
5122- FICA	24,639.00	2,076.81	17,378.42	14,480.45	0.71	0.00	17,378.42	7,260.58
5124- SUI	2,628.00	1,704.20	1,714.37	1,548.00	0.65	0.00	1,714.37	913.63
5130- ACCRUED VACATION FRINGE	1,276.00	140.39	1,114.40	757.00	0.87	0.00	1,114.40	161.60
6110- OFFICE SUPPLIES	6,778.00	306.02	3,842.75	4,214.00	0.57	187.51	4,030.26	2,747.74
6112- DATA PROCESSING SUPPLIES	13,866.00	149.75	1,274.45	8,086.00	0.09	334.35	1,608.80	12,257.20
6121- FOOD	0.00	167.12	2,890.65	0.00	0.00	0.00	2,890.65	(2,890.65)
6122- KITCHEN SUPPLIES	200.00	0.00	23.40	100.00	0.12	0.00	23.40	176.60
6130- PROGRAM SUPPLIES	112,154.00	180.25	2,395.56	15,008.00	0.02	525.00	2,920.56	109,233.44
6132- MEDICAL & DENTAL SUPPLIES	490.00	0.00	129.59	245.00	0.26	0.00	129.59	360.41
6134- INSTRUCTIONAL SUPPLIES	8,400.00	0.00	0.00	4,550.00	0.00	0.00	0.00	8,400.00
6140- CUSTODIAL SUPPLIES	360.00	0.00	200.51	210.00	0.56	0.00	200.51	159.49
6170- POSTAGE & SHIPPING	60.00	0.00	33.10	35.00	0.55	0.00	33.10	26.90
6180- EQUIPMENT RENTAL	1,776.00	725.58	4,073.32	1,036.00	2.29	0.00	4,073.32	(2,297.32)
6181- EQUIPMENT MAINTENANCE	2,400.00	0.29	52.42	1,400.00	0.02	0.00	52.42	2,347.58
6310- PRINTING & PUBLICATIONS	3,734.00	0.00	720.75	2,420.00	0.19	0.00	720.75	3,013.25
6320- TELEPHONE	27,000.00	1,649.35	13,260.57	15,750.00	0.49	0.00	13,260.57	13,739.43
6410- RENT	47,196.00	5,268.14	41,608.19	27,531.00	0.88	0.00	41,608.19	5,587.81
6420- UTILITIES/ DISPOSAL	5,004.00	0.01	8,573.04	2,919.00	1.71	0.00	8,573.04	(3,569.04)
6432- BUILDING REPAIRS/ MAINTENANCE	900.00	182.27	365.31	525.00	0.41	0.00	365.31	534.69
6436- PEST CONTROL	600.00	83.42	679.75	350.00	1.13	0.00	679.75	(79.75)
6437- BURGLAR & FIRE ALARM	216.00	3.61	14.97	126.00	0.07	5,068.93	5,083.90	(4,867.90)
6440- PROPERTY INSURANCE	2,400.00	0.00	703.16	1,400.00	0.29	0.00	703.16	1,696.84
6520- CONSULTANTS	3,710.00	56.16	596.96	3,710.00	0.16	3,639.04	4,236.00	(526.00)
6524- CONTRACTS	10,000.00	0.00	0.00	5,000.00	0.00	0.00	0.00	10,000.00
6530- LEGAL	1,000.00	0.00	0.00	500.00	0.00	0.00	0.00	1,000.00
6540- CUSTODIAL SERVICES	0.00	0.00	863.10	0.00	0.00	0.00	863.10	(863.10)
6610- GAS & OIL	0.00	0.00	317.40	0.00	0.00	0.00	317.40	(317.40)
6620- VEHICLE INSURANCE	1,908.00	0.00	565.29	1,113.00	0.30	0.00	565.29	1,342.71
6640- VEHICLE REPAIR & MAINTENANCE	1,500.00	734.93	1,203.61	750.00	0.80	0.00	1,203.61	296.39
6714- STAFF TRAVEL-OUT OF AREA	19,925.00	133.18	4,946.39	4,335.00	0.25	0.00	4,946.39	14,978.61
6722- PER DIEM - STAFF	3,222.00	0.00	235.00	588.00	0.07	0.00	235.00	2,987.00
6730- VOLUNTEER TRAVEL	0.00	(680.34)	772.69	0.00	0.00	0.00	772.69	(772.69)
6742- TRAINING - STAFF	26,595.00	4,451.92	20,049.96	24,595.00	0.75	3,513.04	23,563.00	3,032.00

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 1/31/2023

Report Recap	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
6746- TRAINING - PARENT	0.00	0.00	0.00	0.00	0.00	749.00	749.00	(749.00)
6834- STUDENT ACTIVITY INSURANCE	732.00	0.00	105.27	427.00	0.14	0.00	105.27	626.73
6840- PROPERTY TAXES	0.00	0.00	15.12	0.00	0.00	0.00	15.12	(15.12)
6850- FEES & LICENSES	300.00	4.00	949.57	150.00	3.17	0.00	949.57	(649.57)
6852- FINGERPRINT	0.00	0.00	3.00	0.00	0.00	0.00	3.00	(3.00)
6875- EMPLOYEE HEALTH & WELFARE	0.00	1.00	224.27	0.00	0.00	0.00	224.27	(224.27)
7114- PC ALLOWANCE	200.00	0.00	150.00	100.00	0.75	0.00	150.00	50.00
8110- IN KIND SALARIES	158,104.00	0.00	81,473.58	91,767.00	0.52	0.00	81,473.58	76,630.42
8130- IN KIND - OTHER	1,655.00	0.00	0.00	960.00	0.00	0.00	0.00	1,655.00
9010- INDIRECT COST ALLOCATION	65,613.00	4,060.34	35,735.55	33,494.90	0.54	0.00	35,735.55	29,877.45
Total Expenses	937,933.00	45,694.78	509,907.54	494,299.10	0.54	14,016.87	523,924.41	414,008.59
Excess Revenue Over (Under) Expenditures	0.00	2,984.73	93,112.00	0.00	0.00	(14,016.87)	79,095.13	(79,095.13)
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	0.00	2,984.73	93,112.00	0.00	0.00	(14,016.87)	79,095.13	(79,095.13)

Madera Regional Head Start
Budget to Actual
For the period ending January 31, 2023

Account	Grant	Current	Current Mth	Prior Mth	Current vs Budget	YTD				
Description	Budget	Period	YTD	YTD	YTD	Budget	% Spent	YTD Encumbered	Actual + Encumbered	Balance
Revenues										
4110- GRANT INCOME-FEDERAL	\$ 4,485,054.00	(13,714.12)	2,382,877.35	2,396,591.47	(217,302.32)	2,600,179.67	55%	98,428.01	2,481,305.36	(2,003,748.64)
4210- DONATIONS		-					0%		-	-
4220- IN KIND CONTRIBUTIONS	\$1,831,672.00	235,565.83	1,325,260.72	1,089,694.89	668,117.72	657,143.00	72%	-	1,325,260.72	(506,411.28)
4330- SALE OF ASSETS		-					0%	-	-	-
4350- RENTAL INCOME		-					0%	-	-	-
4390- MISC INCOME		-					0%	-	-	-
Total Revenues	6,316,726.00	221,851.71	3,708,138.07	3,486,286.36	450,815.40	3,257,322.67	59%	98,428.01	3,806,566.08	(2,510,159.92)
Expenses										
5010 SALARIES & WAGES	2,061,537.42	(182,614.36)	1,005,036.50	1,187,650.86	(246,781.99)	1,251,818.49	49%	-	1,005,036.50	(1,056,500.92)
5019- SALARIES & WAGES C19		-					0%	-	-	-
5020 ACCRUED VACATION PAY	161,834.97	(7,826.01)	59,735.61	67,561.62	(37,990.50)	97,726.11	37%	-	59,735.61	(102,099.36)
5112 HEALTH INSURANCE	230,113.00	(8,193.55)	95,651.97	103,845.52	(46,277.59)	141,929.56	42%	-	95,651.97	(134,461.03)
5114 WORKER'S COMPENSATION	87,878.00	(5,476.57)	33,955.78	39,432.35	(19,384.46)	53,340.24	39%	-	33,955.78	(53,922.22)
5115- Worker's Compensation C19		-					0%	-	-	-
5116 PENSION	161,333.00	(6,195.37)	52,468.20	58,663.57	(45,227.24)	97,695.44	33%	-	52,468.20	(108,864.80)
5117- Pension C19		-					0%	-	-	-
5121- FICA C19		-					0%	-	-	-
5122 FICA	162,644.00	(10,716.09)	81,219.40	91,935.49	(17,541.60)	98,761.00	50%	-	81,219.40	(81,424.60)
5123- SUI C19		11,326.72	11,326.72		7,240.72	4,086.00	0%	-	11,326.72	11,326.72
5124 SUI	29,968.00	(2,604.84)		2,604.84			0%	-		(29,968.00)
5130 ACCRUED VACATION FRINGE	12,745.00	(602.86)	4,561.28	5,164.14	(3,140.72)	7,702.00	36%	-	4,561.28	(8,183.72)
6110 OFFICE SUPPLIES	35,362.00	666.48	10,774.84	10,108.36	(11,781.52)	22,556.36	35%	1,432.57	12,207.41	(23,154.59)
6112 DATA PROCESSING	75,000.00	5,471.55	18,615.65	13,144.10	(28,184.35)	46,800.00	32%	5,336.29	23,951.94	(51,048.06)
6121 FOOD	7,000.00	-	820.99	820.99	(3,379.01)	4,200.00	12%	-	820.99	(6,179.01)
6122 KITCHEN SUPPLIES	5,000.00	-	-	-	(2,000.00)	2,000.00	0%	-	-	(5,000.00)
6130 PROGRAM SUPPLIES	119,325.00	10,316.35	45,945.69	35,629.34	(29,516.31)	75,462.00	49%	12,985.70	58,931.39	(60,393.61)
6132 MEDICAL & DENTAL SUPPLIES	5,000.00	(69.20)	406.89	476.09	(2,593.11)	3,000.00	8%	-	406.89	(4,593.11)
6134 INSTRUCTIONAL SUPPLIES	30,000.00	2,604.83	5,969.90	3,365.07	(12,686.10)	18,656.00	25%	1,484.65	7,454.55	(22,545.45)
6140 CUSTODIAL SUPPLIES	25,000.00	3,636.46	17,364.07	13,727.61	1,864.07	15,500.00	70%	11.43	17,375.50	(7,624.50)
6142 LINEN/LAUNDRY	-	100.00	296.00	196.00	296.00	-	0%	-	296.00	296.00
6150 UNIFORM RENTAL/PURCHASE	300.00	-	-	-	(300.00)	300.00	0%	-	-	(300.00)
6170 POSTAGE & SHIPPING	900.00	150.45	409.18	258.73	(190.82)	600.00	45%	-	409.18	(490.82)
6180 EQUIPMENT RENTAL	33,500.00	2,336.33	13,756.82	11,420.49	(6,843.18)	20,600.00	41%	-	13,756.82	(19,743.18)
6181 EQUIPMENT MAINTENANCE	13,700.00	2,542.90	13,734.12	11,191.22	5,434.12	8,300.00	107%	990.00	14,724.12	1,024.12
6221 EQUIPMENT OVER >\$5000	168,959.00	107,867.86	107,867.86	-	66,635.86	41,232.00	81%	28,996.54	136,864.40	(32,094.60)
6231- BUILDING RENOVATION		-					0%		-	-
6310 PRINTING & PUBLICATIONS	5,000.00	-	5,297.86	5,297.86	1,547.86	3,750.00	106%	-	5,297.86	297.86
6312 ADVERTISING & PROMOTION	200.00	-	20.00	20.00	(180.00)	200.00	10%	-	20.00	(180.00)
6320 TELEPHONE	50,000.00	35,016.35	182,364.92	147,348.57	149,028.92	33,336.00	365%	-	182,364.92	132,364.92
6410 RENT	174,602.00	19,178.26	146,525.03	127,346.77	30,923.03	115,602.00	84%	-	146,525.03	(28,076.97)
6420 UTILITIES/ DISPOSAL	71,064.00	13,610.03	80,723.77	67,113.74	33,347.77	47,376.00	114%	-	80,723.77	9,659.77
6432 BUILDING REPAIRS/ MAINTEN	222,343.61	(12,584.34)	73,030.01	85,614.35	10,732.40	62,297.61	36%	6,080.91	79,110.92	(143,232.69)
6433 GROUNDS MAINTENANCE	30,252.00	6,305.57	26,651.13	20,345.56	6,483.13	20,168.00	96%	2,250.00	28,901.13	(1,350.87)
6435 BUILDING IMPROVEMENTS		-					0%		-	-
6436 PEST CONTROL	5,292.00	587.07	5,126.00	4,538.93	1,598.00	3,528.00	97%	-	5,126.00	(166.00)
6437 BURGLAR & FIRE ALARM	2,133.00	133.99	1,591.95	1,457.96	169.95	1,422.00	530%	9,710.54	11,302.49	9,169.49
6440 PROPERTY INSURANCE	10,020.00	-	3,386.44	3,386.44	(3,293.56)	6,680.00	34%	-	3,386.44	(6,633.56)
6520 CONSULTANTS	-	252.72	8,544.65	8,291.93	8,544.65	-	0%	17,375.68	25,920.33	25,920.33
6522 CONSULTANT EXPENSES		-	616.26	616.26	616.26		0%		616.26	616.26
6524 CONTRACTS	41,930.00	6,105.24	21,552.91	15,447.67	(3,605.09)	25,158.00	51%	-	21,552.91	(20,377.09)
6530 LEGAL	6,000.00	-	625.00	625.00	(3,375.00)	4,000.00	10%	-	625.00	(5,375.00)
6540 CUSTODIAL SERVICES	500.00	1,716.99	5,899.41	4,182.42	5,524.41	375.00	1180%	-	5,899.41	5,399.41
6555 MEDICAL SCREENING/DEAT/ST	1,500.00	240.00	1,810.00	1,570.00	810.00	1,000.00	121%	-	1,810.00	310.00
6562 MEDICAL EXAM		-					0%		-	-
6564 MEDICAL FOLLOW-UP		-					0%		-	-

Madera Regional Head Start
Budget to Actual
For the period ending January 31, 2023

Account	Grant	Current	Current Mth	Prior Mth	Current vs Budget	YTD				
Description	Budget	Period	YTD	YTD	YTD	Budget	% Spent	YTD Encumbered	Actual + Encumbered	Balance
6566 DENTAL EXAM		-			-		0%		-	-
6568 DENTAL FOLLOW-UP		-			-		0%		-	-
6610 GAS & OIL	3,000.00	859.30	7,666.32	6,807.02	5,666.32	2,000.00	256%	-	7,666.32	4,666.32
6620 VEHICLE INSURANCE	13,332.00	-	4,228.69	4,228.69	(4,659.31)	8,888.00	32%	-	4,228.69	(9,103.31)
6640 VEHICLE REPAIR & MAINTENA	6,000.00	178.58	4,081.20	3,902.62	81.20	4,000.00	68%	-	4,081.20	(1,918.80)
6712 STAFF TRAVEL-LOCAL	2,196.00	683.36	4,291.53	3,608.17	2,973.93	1,317.60	195%	-	4,291.53	2,095.53
6714 STAFF TRAVEL-OUT OF AREA	\$9,500.00	-	61.92	61.92	61.92	-	1%	-	61.92	(9,438.08)
6722 PER DIEM - STAFF		-			-		0%		-	-
6724 PER DIEM - PARENT		-			-		0%		-	-
6730 VOLUNTEER TRAVEL		-			-		0%		-	-
6742 TRAINING - STAFF	5,000.00	323.64	7,682.32	7,358.68	3,932.32	3,750.00	154%	-	7,682.32	2,682.32
6744 TRAINING VOLUNTEERS		-			-		0%		-	-
6746 TRAINING PARENTS		-			-		0%		-	-
6748 EDUCATION REIMBURSEMENT		-			-		0%		-	-
6750 FIELD TRIPS	2,800.00	-	-	-	(2,800.00)	2,800.00	0%	-	-	(2,800.00)
6810 BANK CHARGES		-			-		0%		-	-
6820 INTEREST CHARGES		-			-		0%		-	-
6832 LIABILITY INSURANCE	360.00	-	26.93	26.93	(213.07)	240.00	7%	-	26.93	(333.07)
6834 STUDENT ACTIVITY INSURANC	2,230.00	-	616.55	616.55	(721.45)	1,338.00	28%	-	616.55	(1,613.45)
6840 PROPERTY TAXES	42.00	110.37	110.37	-	68.37	42.00	263%	-	110.37	68.37
6850 FEES & LICENSES	10,462.00	881.13	14,869.84	13,988.71	7,893.84	6,976.00	142%	-	14,869.84	4,407.84
6851 CPR FEES		-			-		0%		-	-
6852 FINGER PRINTING	774.00	80.00	1,399.25	1,319.25	820.25	579.00	181%	-	1,399.25	625.25
6860 DEPRECIATION EXPENSE		-			-		0%		-	-
6870 EMPLOYEE RECOGNITION		-			-		0%		-	-
6875- EMPLOYEE HEALTH & WELFARE COSTS	12,000.00	13.77	2,990.29	2,976.52	(9,009.71)	12,000.00	55%	3,563.85	6,554.14	(5,445.86)
6880 VOLUNTEER RECONGNITION		-			-		0%		-	-
6892 CASH SHORT / OVER		-			-		0%		-	-
7110 PARENT ACTIVITIES		-			-		0%		-	-
7111 PARENT MILEAGE	1,200.00	-	-	-	(720.00)	720.00	0%	-	-	(1,200.00)
7112 PARENT INVOLVEMENT	4,920.00	13.90	136.44	122.54	(2,815.56)	2,952.00	3%	-	136.44	(4,783.56)
7114 PPC ALLOWANCE	3,300.00	-	1,275.00	1,275.00	(705.00)	1,980.00	39%	-	1,275.00	(2,025.00)
7115 PPC FOOD ALLOWANCE		-			-		0%		-	-
7116 POLICY COUN. FOOD ALLOWAN		-			-		0%		-	-
8110 IN KIND SALARIES	\$720,800.00	215,889.28	417,586.32	201,697.04	380,607.32	36,979.00	58%	-	417,586.32	(303,213.68)
8120 IN KIND RENT	\$318,251.00	19,676.55	157,482.40	137,805.85	(38,764.60)	196,247.00	49%	-	157,482.40	(160,768.60)
8130 IN KIND - STATE	792,621.00	-	750,192.00	750,192.00	326,275.00	423,917.00	95%	-	750,192.00	(42,429.00)
9010 INDIRECT COST ALLOCATION	360,002.00	(10,141.13)	189,757.89	199,899.02	(23,681.37)	213,439.26	55%	8,209.85	197,967.74	(162,034.26)
Total Expenses	6,316,726.00	221,851.71	3,708,138.07	3,486,286.36	450,815.40	3,257,322.67	60%	98,428.01	3,806,566.08	(2,510,159.92)
Excess Revenue Over (Under) Expenditures										
			(111,440.85)	2,085,251.60	2,196,692.45					
			(10,141.12)	189,757.90	199,899.01	9.10%				

ADMINISTRATIVE EXPENSES	\$287,229.87
PERCENT ADMINISTATIVE	7.70%
LIMIT IS 15%	

YTD Contract % **60.37%**

Madera Regional Head Start
Budget to Actual
For the period ending January 31, 2023

Account	Grant	Current	Current Mth	Prior Mth	Current vs Budget	YTD				
Description	Budget	Period	YTD	YTD	YTD	Budget	% Spent	YTD Encumbered	Actual + Encumbered	Balance
Revenues										
4110- GRANT INCOME-FEDERAL	\$ 4,485,054.00	(13,714.12)	2,382,877.35	2,396,591.47	(217,302.32)	2,600,179.67	55%	98,428.01	2,481,305.36	(2,003,748.64)
4210- DONATIONS	-	-	-	-	-	-	0%	-	-	-
4220- IN KIND CONTRIBUTIONS	\$1,831,672.00	235,565.83	1,325,260.72	1,089,694.89	668,117.72	657,143.00	72%	-	1,325,260.72	(506,411.28)
4330- SALE OF ASSETS	-	-	-	-	-	-	0%	-	-	-
4350- RENTAL INCOME	-	-	-	-	-	-	0%	-	-	-
4390- MISC INCOME	-	-	-	-	-	-	0%	-	-	-
Total Revenues	6,316,726.00	221,851.71	3,708,138.07	3,486,286.36	450,815.40	3,257,322.67	59%	98,428.01	3,806,566.08	(2,510,159.92)
5010 SALARIES & WAGES	2,061,537.42	(182,614.36)	1,005,036.50	1,187,650.86	(246,781.99)	1,251,818.49	49%	-	1,005,036.50	(1,056,500.92)
5019- SALARIES & WAGES C19	-	-	-	-	-	-	0%	-	-	-
5020 ACCRUED VACATION PAY	161,834.97	(7,826.01)	59,735.61	67,561.62	(37,990.50)	97,726.11	37%	-	59,735.61	(102,099.36)
5112 HEALTH INSURANCE	230,113.00	(8,193.55)	95,651.97	103,845.52	(46,277.59)	141,929.56	42%	-	95,651.97	(134,461.03)
5114 WORKER'S COMPENSATION	87,878.00	(5,476.57)	33,955.78	39,432.35	(19,384.46)	53,340.24	39%	-	33,955.78	(53,922.22)
5115- Worker's Compensation C19	-	-	-	-	-	-	0%	-	-	-
5116 PENSION	161,333.00	(6,195.37)	52,468.20	58,663.57	(45,227.24)	97,695.44	33%	-	52,468.20	(108,864.80)
5117- Pension C19	-	-	-	-	-	-	0%	-	-	-
5121- FICA C19	-	-	-	-	-	-	0%	-	-	-
5122 FICA	162,644.00	(10,716.09)	81,219.40	91,935.49	(17,541.60)	98,761.00	50%	-	81,219.40	(81,424.60)
5123- SUI C19	-	11,326.72	11,326.72	-	7,240.72	4,086.00	0%	-	11,326.72	11,326.72
5124 SUI	29,968.00	(2,604.84)	-	2,604.84	-	-	0%	-	-	(29,968.00)
5130 ACCRUED VACATION FRINGE	12,745.00	(602.86)	4,561.28	5,164.14	(3,140.72)	7,702.00	36%	-	4,561.28	(8,183.72)
6110 OFFICE SUPPLIES	35,362.00	666.48	10,774.84	10,108.36	(11,781.52)	22,556.36	35%	1,432.57	12,207.41	(23,154.59)
6112 DATA PROCESSING	75,000.00	5,471.55	18,615.65	13,144.10	(28,184.35)	46,800.00	32%	5,336.29	23,951.94	(51,048.06)
6121 FOOD	7,000.00	-	820.99	820.99	(3,379.01)	4,200.00	12%	-	820.99	(6,179.01)
6122 KITCHEN SUPPLIES	5,000.00	-	-	-	(2,000.00)	2,000.00	0%	-	-	(5,000.00)
6130 PROGRAM SUPPLIES	119,325.00	10,316.35	45,945.69	35,629.34	(29,516.31)	75,462.00	49%	12,985.70	58,931.39	(60,393.61)
6132 MEDICAL & DENTAL SUPPLIES	5,000.00	(69.20)	406.89	476.09	(2,593.11)	3,000.00	8%	-	406.89	(4,593.11)
6134 INSTRUCTIONAL SUPPLIES	30,000.00	2,604.83	5,969.90	3,365.07	(12,686.10)	18,656.00	25%	1,484.65	7,454.55	(22,545.45)
6140 CUSTODIAL SUPPLIES	25,000.00	3,636.46	17,364.07	13,727.61	1,864.07	15,500.00	70%	11.43	17,375.50	(7,624.50)
6142 LINEN/LAUNDRY	-	100.00	296.00	196.00	296.00	-	0%	-	296.00	296.00
6150 UNIFORM RENTAL/PURCHASE	300.00	-	-	-	(300.00)	300.00	0%	-	-	(300.00)
6170 POSTAGE & SHIPPING	900.00	150.45	409.18	258.73	(190.82)	600.00	45%	-	409.18	(490.82)
6180 EQUIPMENT RENTAL	33,500.00	2,336.33	13,756.82	11,420.49	(6,843.18)	20,600.00	41%	-	13,756.82	(19,743.18)
6181 EQUIPMENT MAINTENANCE	13,700.00	2,542.90	13,734.12	11,191.22	5,434.12	8,300.00	107%	990.00	14,724.12	1,024.12
6221 EQUIPMENT OVER >\$5000	168,959.00	107,867.86	107,867.86	-	66,635.86	41,232.00	81%	28,996.54	136,864.40	(32,094.60)
6231- BUILDING RENOVATION	-	-	-	-	-	-	0%	-	-	-
6310 PRINTING & PUBLICATIONS	5,000.00	-	5,297.86	5,297.86	1,547.86	3,750.00	106%	-	5,297.86	297.86
6312 ADVERTISING & PROMOTION	200.00	-	20.00	20.00	(180.00)	200.00	10%	-	20.00	(180.00)
6320 TELEPHONE	50,000.00	35,016.35	182,364.92	147,348.57	149,028.92	33,336.00	365%	-	182,364.92	132,364.92
6410 RENT	174,602.00	19,178.26	146,525.03	127,346.77	30,923.03	115,602.00	84%	-	146,525.03	(28,076.97)
6420 UTILITIES/ DISPOSAL	71,064.00	13,610.03	80,723.77	67,113.74	33,347.77	47,376.00	114%	-	80,723.77	9,659.77
6432 BUILDING REPAIRS/ MAINTEN	222,343.61	(12,584.34)	73,030.01	85,614.35	10,732.40	62,297.61	36%	6,080.91	79,110.92	(143,232.69)
6433 GROUNDS MAINTENANCE	30,252.00	6,305.57	26,651.13	20,345.56	6,483.13	20,168.00	96%	2,250.00	28,901.13	(1,350.87)
6435 BUILDING IMPROVEMENTS	-	-	-	-	-	-	0%	-	-	-
6436 PEST CONTROL	5,292.00	587.07	5,126.00	4,538.93	1,598.00	3,528.00	97%	-	5,126.00	(166.00)
6437 BURGLAR & FIRE ALARM	2,133.00	133.99	1,591.95	1,457.96	169.95	1,422.00	530%	9,710.54	11,302.49	9,169.49
6440 PROPERTY INSURANCE	10,020.00	-	3,386.44	3,386.44	(3,293.56)	6,680.00	34%	-	3,386.44	(6,633.56)
6520 CONSULTANTS	-	252.72	8,544.65	8,291.93	8,544.65	-	0%	17,375.68	25,920.33	25,920.33
6522 CONSULTANT EXPENSES	-	-	616.26	616.26	616.26	-	0%	-	616.26	616.26
6524 CONTRACTS	41,930.00	6,105.24	21,552.91	15,447.67	(3,605.09)	25,158.00	51%	-	21,552.91	(20,377.09)
6530 LEGAL	6,000.00	-	625.00	625.00	(3,375.00)	4,000.00	10%	-	625.00	(5,375.00)
6540 CUSTODIAL SERVICES	500.00	1,716.99	5,899.41	4,182.42	5,524.41	375.00	1180%	-	5,899.41	5,399.41
6555 MEDICAL SCREENING/DEAT/ST	1,500.00	240.00	1,810.00	1,570.00	810.00	1,000.00	121%	-	1,810.00	310.00
6562 MEDICAL EXAM	-	-	-	-	-	-	0%	-	-	-
6564 MEDICAL FOLLOW-UP	-	-	-	-	-	-	0%	-	-	-

Madera Regional Head Start
Budget to Actual
For the period ending January 31, 2023

Account	Grant	Current	Current Mth	Prior Mth	Current vs Budget	YTD				
Description	Budget	Period	YTD	YTD	YTD	Budget	% Spent	YTD Encumbered	Actual + Encumbered	Balance
6566 DENTAL EXAM		-			-		0%		-	-
6568 DENTAL FOLLOW-UP		-			-		0%		-	-
6610 GAS & OIL	3,000.00	859.30	7,666.32	6,807.02	5,666.32	2,000.00	256%	-	7,666.32	4,666.32
6620 VEHICLE INSURANCE	13,332.00	-	4,228.69	4,228.69	(4,659.31)	8,888.00	32%	-	4,228.69	(9,103.31)
6640 VEHICLE REPAIR & MAINTENA	6,000.00	178.58	4,081.20	3,902.62	81.20	4,000.00	68%	-	4,081.20	(1,918.80)
6712 STAFF TRAVEL-LOCAL	2,196.00	683.36	4,291.53	3,608.17	2,973.93	1,317.60	195%	-	4,291.53	2,095.53
6714 STAFF TRAVEL-OUT OF AREA	\$9,500.00	-	61.92	61.92	61.92	-	1%	-	61.92	(9,438.08)
6722 PER DIEM - STAFF		-			-		0%		-	-
6724 PER DIEM - PARENT		-			-		0%		-	-
6730 VOLUNTEER TRAVEL		-			-		0%		-	-
6742 TRAINING - STAFF	5,000.00	323.64	7,682.32	7,358.68	3,932.32	3,750.00	154%	-	7,682.32	2,682.32
6744 TRAINING VOLUNTEERS		-			-		0%		-	-
6746 TRAINING PARENTS		-			-		0%		-	-
6748 EDUCATION REIMBURSEMENT		-			-		0%		-	-
6750 FIELD TRIPS	2,800.00	-	-	-	(2,800.00)	2,800.00	0%	-	-	(2,800.00)
6810 BANK CHARGES		-			-		0%		-	-
6820 INTEREST CHARGES		-			-		0%		-	-
6832 LIABILITY INSURANCE	360.00	-	26.93	26.93	(213.07)	240.00	7%	-	26.93	(333.07)
6834 STUDENT ACTIVITY INSURANC	2,230.00	-	616.55	616.55	(721.45)	1,338.00	28%	-	616.55	(1,613.45)
6840 PROPERTY TAXES	42.00	110.37	110.37	-	68.37	42.00	263%	-	110.37	68.37
6850 FEES & LICENSES	10,462.00	881.13	14,869.84	13,988.71	7,893.84	6,976.00	142%	-	14,869.84	4,407.84
6851 CPR FEES		-			-		0%		-	-
6852 FINGER PRINTING	774.00	80.00	1,399.25	1,319.25	820.25	579.00	181%	-	1,399.25	625.25
6860 DEPRECIATION EXPENSE		-			-		0%		-	-
6870 EMPLOYEE RECOGNITION		-			-		0%		-	-
6875- EMPLOYEE HEALTH & WELFARE COSTS	12,000.00	13.77	2,990.29	2,976.52	(9,009.71)	12,000.00	55%	3,563.85	6,554.14	(5,445.86)
6880 VOLUNTEER RECONGNITION		-			-		0%		-	-
6892 CASH SHORT / OVER		-			-		0%		-	-
7110 PARENT ACTIVITIES		-			-		0%		-	-
7111 PARENT MILEAGE	1,200.00	-	-	-	(720.00)	720.00	0%	-	-	(1,200.00)
7112 PARENT INVOLVEMENT	4,920.00	13.90	136.44	122.54	(2,815.56)	2,952.00	3%	-	136.44	(4,783.56)
7114 PPC ALLOWANCE	3,300.00	-	1,275.00	1,275.00	(705.00)	1,980.00	39%	-	1,275.00	(2,025.00)
7115 PPC FOOD ALLOWANCE		-			-		0%		-	-
7116 POLICY COUN. FOOD ALLOWAN		-			-		0%		-	-
8110 IN KIND SALARIES	\$720,800.00	215,889.28	417,586.32	201,697.04	380,607.32	36,979.00	58%	-	417,586.32	(303,213.68)
8120 IN KIND RENT	\$318,251.00	19,676.55	157,482.40	137,805.85	(38,764.60)	196,247.00	49%	-	157,482.40	(160,768.60)
8130 IN KIND - STATE	792,621.00	-	750,192.00	750,192.00	326,275.00	423,917.00	95%	-	750,192.00	(42,429.00)
9010 INDIRECT COST ALLOCATION	360,002.00	(10,141.13)	189,757.89	199,899.02	(23,681.37)	213,439.26	55%	8,209.85	197,967.74	(162,034.26)
Total Expenses	6,316,726.00	221,851.71	3,708,138.07	3,486,286.36	450,815.40	3,257,322.67	60%	98,428.01	3,806,566.08	(2,510,159.92)
Excess Revenue Over (Under) Expenditures										
			(111,440.85)	2,085,251.60	2,196,692.45					
			(10,141.12)	189,757.90	199,899.01	9.10%				

ADMINISTRATIVE EXPENSES	\$287,229.87
PERCENT ADMINISTATIVE	7.70%
LIMIT IS 15%	

YTD Contract % **60.37%**

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 1/31/2023

311 0 HEAD START-MADERA REGIONAL	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	4,485,054.00	384,383.84	2,222,765.41	2,600,179.67	(0.50)	0.00	2,222,765.41	2,262,288.59
4220- IN KIND CONTRIBUTIONS	<u>1,065,680.00</u>	<u>0.00</u>	<u>615,304.47</u>	<u>657,143.00</u>	<u>(0.58)</u>	<u>0.00</u>	<u>615,304.47</u>	<u>450,375.53</u>
Total Revenues	<u>5,550,734.00</u>	<u>384,383.84</u>	<u>2,838,069.88</u>	<u>3,257,322.67</u>	<u>(0.51)</u>	<u>0.00</u>	<u>2,838,069.88</u>	<u>2,712,664.12</u>
Expenses								
5010- SALARIES & WAGES	2,061,537.42	102,244.41	987,942.43	1,251,818.49	0.48	0.00	987,942.43	1,073,594.99
5020- ACCRUED VACATION PAY	161,834.97	8,929.43	58,630.16	97,726.11	0.36	0.00	58,630.16	103,204.81
5112- HEALTH INSURANCE	230,113.00	17,388.60	93,801.33	141,929.56	0.41	0.00	93,801.33	136,311.67
5114- WORKER'S COMPENSATION	87,878.00	4,388.24	33,339.80	53,340.24	0.38	0.00	33,339.80	54,538.20
5116- PENSION	161,333.00	7,111.03	51,606.75	97,695.44	0.32	0.00	51,606.75	109,726.25
5122- FICA	162,644.00	11,025.62	79,816.70	98,761.00	0.49	0.00	79,816.70	82,827.30
5124- SUI	29,968.00	9,102.54	11,011.89	4,086.00	0.37	0.00	11,011.89	18,956.11
5130- ACCRUED VACATION FICA	12,745.00	679.51	4,476.73	7,702.00	0.35	0.00	4,476.73	8,268.27
6110- OFFICE SUPPLIES	35,362.00	666.44	8,851.11	22,556.36	0.25	1,432.57	10,283.68	25,078.32
6112- DATA PROCESSING SUPPLIES	75,000.00	4,436.10	18,026.97	46,800.00	0.24	5,336.29	23,363.26	51,636.74
6121- FOOD	7,000.00	0.00	819.03	4,200.00	0.12	0.00	819.03	6,180.97
6122- KITCHEN SUPPLIES	5,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00	5,000.00
6130- PROGRAM SUPPLIES	119,325.00	5,906.77	43,509.66	75,462.00	0.36	12,985.70	56,495.36	62,829.64
6132- MEDICAL & DENTAL SUPPLIES	5,000.00	(69.20)	331.52	3,000.00	0.07	0.00	331.52	4,668.48
6134- INSTRUCTIONAL SUPPLIES	30,000.00	289.33	4,948.24	18,656.00	0.16	1,484.65	6,432.89	23,567.11
6140- CUSTODIAL SUPPLIES	25,000.00	2,221.33	15,032.57	15,500.00	0.60	11.43	15,044.00	9,956.00
6142- LINEN/LAUNDRY	0.00	100.00	249.70	0.00	0.00	0.00	249.70	(249.70)
6143- FURNISHINGS	0.00	0.00	(1,500.00)	0.00	0.00	0.00	(1,500.00)	1,500.00
6150- UNIFORM RENTAL/PURCHASE	300.00	0.00	0.00	300.00	0.00	0.00	0.00	300.00
6170- POSTAGE & SHIPPING	900.00	150.45	409.18	600.00	0.45	0.00	409.18	490.82
6180- EQUIPMENT RENTAL	33,500.00	644.31	11,422.39	20,600.00	0.34	0.00	11,422.39	22,077.61
6181- EQUIPMENT MAINTENANCE	13,700.00	1,164.71	11,237.35	8,300.00	0.82	990.00	12,227.35	1,472.65
6221- EQUIPMENT OVER > \$5000	168,959.00	107,867.86	107,867.86	41,232.00	0.64	28,996.54	136,864.40	32,094.60
6310- PRINTING & PUBLICATIONS	5,000.00	0.00	5,297.86	3,750.00	1.06	0.00	5,297.86	(297.86)
6312- ADVERTISING & PROMOTION	200.00	0.00	20.00	200.00	0.10	0.00	20.00	180.00
6320- TELEPHONE	50,000.00	24,091.52	144,578.39	33,336.00	2.89	0.00	144,578.39	(94,578.39)
6410- RENT	174,602.00	16,887.06	119,743.92	115,602.00	0.69	0.00	119,743.92	54,858.08
6420- UTILITIES/ DISPOSAL	71,064.00	8,190.32	61,378.17	47,376.00	0.86	0.00	61,378.17	9,685.83
6432- BUILDING REPAIRS/ MAINTENANCE	222,343.61	(12,922.27)	59,411.74	62,297.61	0.27	6,080.91	65,492.65	156,850.96
6433- GROUNDS MAINTENANCE	30,252.00	3,891.91	19,803.15	20,168.00	0.65	2,250.00	22,053.15	8,198.85
6436- PEST CONTROL	5,292.00	587.67	4,302.76	3,528.00	0.81	0.00	4,302.76	989.24
6437- BURGLAR & FIRE ALARM	2,133.00	133.99	1,101.82	1,422.00	0.52	9,710.54	10,812.36	(8,679.36)
6440- PROPERTY INSURANCE	10,020.00	0.00	1,748.93	6,680.00	0.17	0.00	1,748.93	8,271.07
6520- CONSULTANTS	0.00	252.72	8,195.35	0.00	0.00	17,375.68	25,571.03	(25,571.03)
6522- CONSULTANT EXPENSES	0.00	0.00	562.09	0.00	0.00	0.00	562.09	(562.09)
6524- CONTRACTS	41,930.00	0.00	21,552.91	25,158.00	0.51	0.00	21,552.91	20,377.09
6530- LEGAL	6,000.00	0.00	625.00	4,000.00	0.10	0.00	625.00	5,375.00
6540- CUSTODIAL SERVICES	500.00	0.01	5,899.41	375.00	11.80	0.00	5,899.41	(5,399.41)
6555- MEDICAL SCREENING/DEAT/STAFF	1,500.00	0.00	1,810.00	1,000.00	1.21	0.00	1,810.00	(310.00)

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 1/31/2023

	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
311 0 HEAD START-MADERA REGIONAL								
6610- GAS & OIL	3,000.00	279.61	7,666.32	2,000.00	2.56	0.00	7,666.32	(4,666.32)
6620- VEHICLE INSURANCE	13,332.00	0.00	4,228.69	8,888.00	0.32	0.00	4,228.69	9,103.31
6640- VEHICLE REPAIR & MAINTENANCE	6,000.00	178.58	4,081.20	4,000.00	0.68	0.00	4,081.20	1,918.80
6712- STAFF TRAVEL-LOCAL	2,196.00	203.05	4,099.22	1,317.60	1.87	0.00	4,099.22	(1,903.22)
6714- STAFF TRAVEL-OUT OF AREA	9,500.00	0.00	61.92	0.00	0.01	0.00	61.92	9,438.08
6742- TRAINING - STAFF	5,000.00	323.64	7,668.68	3,750.00	1.53	0.00	7,668.68	(2,668.68)
6750- FIELD TRIPS	2,800.00	0.00	0.00	2,800.00	0.00	0.00	0.00	2,800.00
6832- LIABILITY INSURANCE	360.00	0.00	26.93	240.00	0.07	0.00	26.93	333.07
6834- STUDENT ACTIVITY INSURANCE	2,230.00	0.00	375.87	1,338.00	0.17	0.00	375.87	1,854.13
6840- PROPERTY TAXES	42.00	0.00	109.06	42.00	2.60	0.00	109.06	(67.06)
6850- FEES & LICENSES	10,462.00	317.00	14,693.88	6,976.00	1.40	0.00	14,693.88	(4,231.88)
6852- FINGERPRINT	774.00	80.00	1,399.25	579.00	1.81	0.00	1,399.25	(625.25)
6875- EMPLOYEE HEALTH & WELFARE COSTS	12,000.00	13.77	2,990.29	12,000.00	0.25	3,563.85	6,554.14	5,445.86
7111- PARENT MILEAGE	1,200.00	0.00	0.00	720.00	0.00	0.00	0.00	1,200.00
7112- PARENT INVOLVEMENT	4,920.00	13.90	119.56	2,952.00	0.02	0.00	119.56	4,800.44
7114- PC ALLOWANCE	3,300.00	0.00	978.67	1,980.00	0.30	0.00	978.67	2,321.33
8110- IN KIND SALARIES	59,969.00	0.00	210,172.62	36,979.00	3.50	0.00	210,172.62	(150,203.62)
8120- IN KIND RENT	318,251.00	0.00	137,885.85	196,247.00	0.43	0.00	137,885.85	180,365.15
8130- IN KIND - OTHER	687,460.00	0.00	267,246.00	423,917.00	0.39	0.00	267,246.00	420,214.00
9010- INDIRECT COST ALLOCATION	360,002.00	23,064.12	176,403.00	213,439.26	0.49	0.00	176,403.00	183,599.00
Total Expenses	<u>5,550,734.00</u>	<u>349,834.08</u>	<u>2,838,069.88</u>	<u>3,257,322.67</u>	<u>0.51</u>	<u>90,218.16</u>	<u>2,928,288.04</u>	<u>2,622,445.96</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>34,549.76</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(90,218.16)</u>	<u>(90,218.16)</u>	<u>90,218.16</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>34,549.76</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(90,218.16)</u>	<u>(90,218.16)</u>	<u>90,218.16</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 1/31/2023

380 0 MADERA REGIONAL HS BLENDED	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	0.00	(257,948.36)	160,111.94	0.00	0.00	0.00	160,111.94	(160,111.94)
Total Revenues	<u>0.00</u>	<u>(257,948.36)</u>	<u>160,111.94</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>160,111.94</u>	<u>(160,111.94)</u>
Expenses								
5010- SALARIES & WAGES	0.00	(182,987.08)	17,094.07	0.00	0.00	0.00	17,094.07	(17,094.07)
5020- ACCRUED VACATION PAY	0.00	(10,705.80)	1,105.45	0.00	0.00	0.00	1,105.45	(1,105.45)
5112- HEALTH INSURANCE	0.00	(16,253.29)	1,850.64	0.00	0.00	0.00	1,850.64	(1,850.64)
5114- WORKER'S COMPENSATION	0.00	(6,327.96)	615.98	0.00	0.00	0.00	615.98	(615.98)
5116- PENSION	0.00	(8,507.44)	861.45	0.00	0.00	0.00	861.45	(861.45)
5122- FICA	0.00	(13,947.93)	1,402.70	0.00	0.00	0.00	1,402.70	(1,402.70)
5124- SUI	0.00	(178.50)	314.83	0.00	0.00	0.00	314.83	(314.83)
5130- ACCRUED VACATION FICA	0.00	(818.98)	84.55	0.00	0.00	0.00	84.55	(84.55)
6110- OFFICE SUPPLIES	0.00	0.00	1,923.73	0.00	0.00	0.00	1,923.73	(1,923.73)
6112- DATA PROCESSING SUPPLIES	0.00	10.36	588.68	0.00	0.00	0.00	588.68	(588.68)
6121- FOOD	0.00	0.00	1.96	0.00	0.00	0.00	1.96	(1.96)
6130- PROGRAM SUPPLIES	0.00	0.00	3,936.03	0.00	0.00	0.00	3,936.03	(3,936.03)
6132- MEDICAL & DENTAL SUPPLIES	0.00	0.00	75.37	0.00	0.00	0.00	75.37	(75.37)
6134- INSTRUCTIONAL SUPPLIES	0.00	0.00	1,021.66	0.00	0.00	0.00	1,021.66	(1,021.66)
6140- CUSTODIAL SUPPLIES	0.00	0.00	2,331.50	0.00	0.00	0.00	2,331.50	(2,331.50)
6142- LINEN/LAUNDRY	0.00	0.00	46.30	0.00	0.00	0.00	46.30	(46.30)
6180- EQUIPMENT RENTAL	0.00	0.00	2,334.43	0.00	0.00	0.00	2,334.43	(2,334.43)
6181- EQUIPMENT MAINTENANCE	0.00	0.00	2,496.77	0.00	0.00	0.00	2,496.77	(2,496.77)
6320- TELEPHONE	0.00	180.04	37,786.53	0.00	0.00	0.00	37,786.53	(37,786.53)
6410- RENT	0.00	2,291.20	26,781.11	0.00	0.00	0.00	26,781.11	(26,781.11)
6420- UTILITIES/ DISPOSAL	0.00	0.00	19,345.60	0.00	0.00	0.00	19,345.60	(19,345.60)
6432- BUILDING REPAIRS/ MAINTENANCE	0.00	0.00	13,618.27	0.00	0.00	0.00	13,618.27	(13,618.27)
6433- GROUNDS MAINTENANCE	0.00	0.00	6,847.98	0.00	0.00	0.00	6,847.98	(6,847.98)
6436- PEST CONTROL	0.00	0.00	823.24	0.00	0.00	0.00	823.24	(823.24)
6437- BURGLAR & FIRE ALARM	0.00	0.00	490.13	0.00	0.00	0.00	490.13	(490.13)
6440- PROPERTY INSURANCE	0.00	0.00	1,637.51	0.00	0.00	0.00	1,637.51	(1,637.51)
6520- CONSULTANTS	0.00	0.00	349.30	0.00	0.00	0.00	349.30	(349.30)
6522- CONSULTANT EXPENSES	0.00	0.00	54.17	0.00	0.00	0.00	54.17	(54.17)
6712- STAFF TRAVEL-LOCAL	0.00	0.00	192.31	0.00	0.00	0.00	192.31	(192.31)
6742- TRAINING - STAFF	0.00	0.00	13.64	0.00	0.00	0.00	13.64	(13.64)
6834- STUDENT ACTIVITY INSURANCE	0.00	0.00	240.68	0.00	0.00	0.00	240.68	(240.68)
6840- PROPERTY TAXES	0.00	0.00	1.31	0.00	0.00	0.00	1.31	(1.31)
6850- FEES & LICENSES	0.00	0.00	175.96	0.00	0.00	0.00	175.96	(175.96)
7112- PARENT INVOLVEMENT	0.00	0.00	16.88	0.00	0.00	0.00	16.88	(16.88)
7114- PC ALLOWANCE	0.00	0.00	296.33	0.00	0.00	0.00	296.33	(296.33)
9010- INDIRECT COST ALLOCATION	0.00	(21,515.40)	13,354.89	0.00	0.00	0.00	13,354.89	(13,354.89)
Total Expenses	<u>0.00</u>	<u>(258,760.78)</u>	<u>160,111.94</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>160,111.94</u>	<u>(160,111.94)</u>
Excess Revenue Over (Under) Expenditures	0.00	812.42	0.00	0.00	0.00	0.00	0.00	0.00

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 1/31/2023

	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
380 0 MADERA REGIONAL HS BLENDED								
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	0.00	812.42	0.00	0.00	0.00	0.00	0.00	0.00

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 1/31/2023

Report Recap	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	4,485,054.00	126,435.48	2,382,877.35	2,600,179.67	(0.53)	0.00	2,382,877.35	2,102,176.65
4220- IN KIND CONTRIBUTIONS	1,065,680.00	0.00	615,304.47	657,143.00	(0.58)	0.00	615,304.47	450,375.53
Total Revenues	5,550,734.00	126,435.48	2,998,181.82	3,257,322.67	(0.54)	0.00	2,998,181.82	2,552,552.18
Expenses								
5010- SALARIES & WAGES	2,061,537.42	(80,742.67)	1,005,036.50	1,251,818.49	0.49	0.00	1,005,036.50	1,056,500.92
5020- ACCRUED VACATION PAY	161,834.97	(1,776.37)	59,735.61	97,726.11	0.37	0.00	59,735.61	102,099.36
5112- HEALTH INSURANCE	230,113.00	1,135.31	95,651.97	141,929.56	0.42	0.00	95,651.97	134,461.03
5114- WORKER'S COMPENSATION	87,878.00	(1,939.72)	33,955.78	53,340.24	0.39	0.00	33,955.78	53,922.22
5116- PENSION	161,333.00	(1,396.41)	52,468.20	97,695.44	0.33	0.00	52,468.20	108,864.80
5122- FICA	162,644.00	(2,922.31)	81,219.40	98,761.00	0.50	0.00	81,219.40	81,424.60
5124- SUI	29,968.00	8,924.04	11,326.72	4,086.00	0.38	0.00	11,326.72	18,641.28
5130- ACCRUED VACATION FICA	12,745.00	(139.47)	4,561.28	7,702.00	0.36	0.00	4,561.28	8,183.72
6110- OFFICE SUPPLIES	35,362.00	666.44	10,774.84	22,556.36	0.30	1,432.57	12,207.41	23,154.59
6112- DATA PROCESSING SUPPLIES	75,000.00	4,446.46	18,615.65	46,800.00	0.25	5,336.29	23,951.94	51,048.06
6121- FOOD	7,000.00	0.00	820.99	4,200.00	0.12	0.00	820.99	6,179.01
6122- KITCHEN SUPPLIES	5,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00	5,000.00
6130- PROGRAM SUPPLIES	119,325.00	5,906.77	47,445.69	75,462.00	0.40	12,985.70	60,431.39	58,893.61
6132- MEDICAL & DENTAL SUPPLIES	5,000.00	(69.20)	406.89	3,000.00	0.08	0.00	406.89	4,593.11
6134- INSTRUCTIONAL SUPPLIES	30,000.00	289.33	5,969.90	18,656.00	0.20	1,484.65	7,454.55	22,545.45
6140- CUSTODIAL SUPPLIES	25,000.00	2,221.33	17,364.07	15,500.00	0.69	11.43	17,375.50	7,624.50
6142- LINEN/LAUNDRY	0.00	100.00	296.00	0.00	0.00	0.00	296.00	(296.00)
6143- FURNISHINGS	0.00	0.00	(1,500.00)	0.00	0.00	0.00	(1,500.00)	1,500.00
6150- UNIFORM RENTAL/PURCHASE	300.00	0.00	0.00	300.00	0.00	0.00	0.00	300.00
6170- POSTAGE & SHIPPING	900.00	150.45	409.18	600.00	0.45	0.00	409.18	490.82
6180- EQUIPMENT RENTAL	33,500.00	644.31	13,756.82	20,600.00	0.41	0.00	13,756.82	19,743.18
6181- EQUIPMENT MAINTENANCE	13,700.00	1,164.71	13,734.12	8,300.00	1.00	990.00	14,724.12	(1,024.12)
6221- EQUIPMENT OVER > \$5000	168,959.00	107,867.86	107,867.86	41,232.00	0.64	28,996.54	136,864.40	32,094.60
6310- PRINTING & PUBLICATIONS	5,000.00	0.00	5,297.86	3,750.00	1.06	0.00	5,297.86	(297.86)
6312- ADVERTISING & PROMOTION	200.00	0.00	20.00	200.00	0.10	0.00	20.00	180.00
6320- TELEPHONE	50,000.00	24,271.56	182,364.92	33,336.00	3.65	0.00	182,364.92	(132,364.92)
6410- RENT	174,602.00	19,178.26	146,525.03	115,602.00	0.84	0.00	146,525.03	28,076.97
6420- UTILITIES/ DISPOSAL	71,064.00	8,190.32	80,723.77	47,376.00	1.14	0.00	80,723.77	(9,659.77)
6432- BUILDING REPAIRS/ MAINTENANCE	222,343.61	(12,922.27)	73,030.01	62,297.61	0.33	6,080.91	79,110.92	143,232.69
6433- GROUNDS MAINTENANCE	30,252.00	3,891.91	26,651.13	20,168.00	0.88	2,250.00	28,901.13	1,350.87
6436- PEST CONTROL	5,292.00	587.67	5,126.00	3,528.00	0.97	0.00	5,126.00	166.00
6437- BURGLAR & FIRE ALARM	2,133.00	133.99	1,591.95	1,422.00	0.75	9,710.54	11,302.49	(9,169.49)
6440- PROPERTY INSURANCE	10,020.00	0.00	3,386.44	6,680.00	0.34	0.00	3,386.44	6,633.56
6520- CONSULTANTS	0.00	252.72	8,544.65	0.00	0.00	17,375.68	25,920.33	(25,920.33)
6522- CONSULTANT EXPENSES	0.00	0.00	616.26	0.00	0.00	0.00	616.26	(616.26)
6524- CONTRACTS	41,930.00	0.00	21,552.91	25,158.00	0.51	0.00	21,552.91	20,377.09
6530- LEGAL	6,000.00	0.00	625.00	4,000.00	0.10	0.00	625.00	5,375.00
6540- CUSTODIAL SERVICES	500.00	0.01	5,899.41	375.00	11.80	0.00	5,899.41	(5,399.41)
6555- MEDICAL SCREENING/DEAT/STAFF	1,500.00	0.00	1,810.00	1,000.00	1.21	0.00	1,810.00	(310.00)

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 1/31/2023

Report Recap	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
6610- GAS & OIL	3,000.00	279.61	7,666.32	2,000.00	2.56	0.00	7,666.32	(4,666.32)
6620- VEHICLE INSURANCE	13,332.00	0.00	4,228.69	8,888.00	0.32	0.00	4,228.69	9,103.31
6640- VEHICLE REPAIR & MAINTENANCE	6,000.00	178.58	4,081.20	4,000.00	0.68	0.00	4,081.20	1,918.80
6712- STAFF TRAVEL-LOCAL	2,196.00	203.05	4,291.53	1,317.60	1.95	0.00	4,291.53	(2,095.53)
6714- STAFF TRAVEL-OUT OF AREA	9,500.00	0.00	61.92	0.00	0.01	0.00	61.92	9,438.08
6742- TRAINING - STAFF	5,000.00	323.64	7,682.32	3,750.00	1.54	0.00	7,682.32	(2,682.32)
6750- FIELD TRIPS	2,800.00	0.00	0.00	2,800.00	0.00	0.00	0.00	2,800.00
6832- LIABILITY INSURANCE	360.00	0.00	26.93	240.00	0.07	0.00	26.93	333.07
6834- STUDENT ACTIVITY INSURANCE	2,230.00	0.00	616.55	1,338.00	0.28	0.00	616.55	1,613.45
6840- PROPERTY TAXES	42.00	0.00	110.37	42.00	2.63	0.00	110.37	(68.37)
6850- FEES & LICENSES	10,462.00	317.00	14,869.84	6,976.00	1.42	0.00	14,869.84	(4,407.84)
6852- FINGERPRINT	774.00	80.00	1,399.25	579.00	1.81	0.00	1,399.25	(625.25)
6875- EMPLOYEE HEALTH & WELFARE COSTS	12,000.00	13.77	2,990.29	12,000.00	0.25	3,563.85	6,554.14	5,445.86
7111- PARENT MILEAGE	1,200.00	0.00	0.00	720.00	0.00	0.00	0.00	1,200.00
7112- PARENT INVOLVEMENT	4,920.00	13.90	136.44	2,952.00	0.03	0.00	136.44	4,783.56
7114- PC ALLOWANCE	3,300.00	0.00	1,275.00	1,980.00	0.39	0.00	1,275.00	2,025.00
8110- IN KIND SALARIES	59,969.00	0.00	210,172.62	36,979.00	3.50	0.00	210,172.62	(150,203.62)
8120- IN KIND RENT	318,251.00	0.00	137,885.85	196,247.00	0.43	0.00	137,885.85	180,365.15
8130- IN KIND - OTHER	687,460.00	0.00	267,246.00	423,917.00	0.39	0.00	267,246.00	420,214.00
9010- INDIRECT COST ALLOCATION	360,002.00	1,548.72	189,757.89	213,439.26	0.53	0.00	189,757.89	170,244.11
Total Expenses	5,550,734.00	91,073.30	2,998,181.82	3,257,322.67	0.54	90,218.16	3,088,399.98	2,462,334.02
Excess Revenue Over (Under) Expenditures	0.00	35,362.18	0.00	0.00	0.00	(90,218.16)	(90,218.16)	90,218.16
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	0.00	35,362.18	0.00	0.00	0.00	(90,218.16)	(90,218.16)	90,218.16

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 7/01/2022 to 1/31/2023

319 0 MADERA STATE CSPP/RHS LAYERED	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4120- GRANT INCOME-STATE	1,247,984.00	340,522.00	750,192.00	0.00	(0.60)	0.00	750,192.00	497,792.00
Total Revenues	<u>1,247,984.00</u>	<u>340,522.00</u>	<u>750,192.00</u>	<u>0.00</u>	<u>(0.60)</u>	<u>0.00</u>	<u>750,192.00</u>	<u>497,792.00</u>
Expenses								
5010- SALARIES & WAGES	892,118.00	228,695.16	512,710.59	0.00	0.57	0.00	512,710.59	379,407.41
5020- ACCRUED VACATION PAY	0.00	14,789.38	31,939.23	0.00	0.00	0.00	31,939.23	(31,939.23)
5112- HEALTH INSURANCE	74,861.00	24,758.96	53,394.94	0.00	0.71	0.00	53,394.94	21,466.06
5114- WORKER'S COMPENSATION	35,204.00	8,241.03	16,889.48	0.00	0.48	0.00	16,889.48	18,314.52
5116- PENSION	62,322.00	11,525.02	25,100.40	0.00	0.40	0.00	25,100.40	37,221.60
5122- FICA	70,264.00	18,766.25	40,466.55	0.00	0.58	0.00	40,466.55	29,797.45
5124- SUI	9,121.00	4,211.83	4,674.54	0.00	0.51	0.00	4,674.54	4,446.46
5130- ACCRUED VACATION FICA	0.00	1,131.37	2,443.27	0.00	0.00	0.00	2,443.27	(2,443.27)
9010- INDIRECT COST ALLOCATION	104,094.00	28,403.00	62,573.00	0.00	0.60	0.00	62,573.00	41,521.00
Total Expenses	<u>1,247,984.00</u>	<u>340,522.00</u>	<u>750,192.00</u>	<u>0.00</u>	<u>0.60</u>	<u>0.00</u>	<u>750,192.00</u>	<u>497,792.00</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Unrestricted	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Board Designated	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Ending Net Assets	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 7/01/2022 to 1/31/2023

815 0 Regional SCOE CSPP Covid	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4120- GRANT INCOME-STATE	64,200.00	4,121.02	11,525.18	0.00	(0.18)	0.00	11,525.18	52,674.82
Total Revenues	<u>64,200.00</u>	<u>4,121.02</u>	<u>11,525.18</u>	<u>0.00</u>	<u>(0.18)</u>	<u>0.00</u>	<u>11,525.18</u>	<u>52,674.82</u>
Expenses								
6110- OFFICE SUPPLIES	3,500.00	0.00	0.00	0.00	0.00	429.60	429.60	3,070.40
6130- PROGRAM SUPPLIES	32,143.00	2,225.16	9,276.74	0.00	0.29	2,065.32	11,342.06	20,800.94
6132- MEDICAL & DENTAL SUPPLIES	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00
6134- INSTRUCTIONAL SUPPLIES	0.00	1,672.62	1,672.62	0.00	0.00	0.00	1,672.62	(1,672.62)
6742- TRAINING - STAFF	5,500.00	0.00	0.00	0.00	0.00	0.00	0.00	5,500.00
9010- INDIRECT COST ALLOCATION	3,057.00	223.24	575.82	0.00	0.19	0.00	575.82	2,481.18
Total Expenses	<u>64,200.00</u>	<u>4,121.02</u>	<u>11,525.18</u>	<u>0.00</u>	<u>0.18</u>	<u>2,494.92</u>	<u>14,020.10</u>	<u>50,179.90</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(2,494.92)</u>	<u>(2,494.92)</u>	<u>2,494.92</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(2,494.92)</u>	<u>(2,494.92)</u>	<u>2,494.92</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 7/01/2022 to 1/31/2023

Report Recap	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4120- GRANT INCOME-STATE	1,312,184.00	344,643.02	761,717.18	0.00	(0.58)	0.00	761,717.18	550,466.82
Total Revenues	<u>1,312,184.00</u>	<u>344,643.02</u>	<u>761,717.18</u>	<u>0.00</u>	<u>(0.58)</u>	<u>0.00</u>	<u>761,717.18</u>	<u>550,466.82</u>
Expenses								
5010- SALARIES & WAGES	892,118.00	228,695.16	512,710.59	0.00	0.57	0.00	512,710.59	379,407.41
5020- ACCRUED VACATION PAY	0.00	14,789.38	31,939.23	0.00	0.00	0.00	31,939.23	(31,939.23)
5112- HEALTH INSURANCE	74,861.00	24,758.96	53,394.94	0.00	0.71	0.00	53,394.94	21,466.06
5114- WORKER'S COMPENSATION	35,204.00	8,241.03	16,889.48	0.00	0.48	0.00	16,889.48	18,314.52
5116- PENSION	62,322.00	11,525.02	25,100.40	0.00	0.40	0.00	25,100.40	37,221.60
5122- FICA	70,264.00	18,766.25	40,466.55	0.00	0.58	0.00	40,466.55	29,797.45
5124- SUI	9,121.00	4,211.83	4,674.54	0.00	0.51	0.00	4,674.54	4,446.46
5130- ACCRUED VACATION FICA	0.00	1,131.37	2,443.27	0.00	0.00	0.00	2,443.27	(2,443.27)
6110- OFFICE SUPPLIES	3,500.00	0.00	0.00	0.00	0.00	429.60	429.60	3,070.40
6130- PROGRAM SUPPLIES	32,143.00	2,225.16	9,276.74	0.00	0.29	2,065.32	11,342.06	20,800.94
6132- MEDICAL & DENTAL SUPPLIES	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00
6134- INSTRUCTIONAL SUPPLIES	0.00	1,672.62	1,672.62	0.00	0.00	0.00	1,672.62	(1,672.62)
6742- TRAINING - STAFF	5,500.00	0.00	0.00	0.00	0.00	0.00	0.00	5,500.00
9010- INDIRECT COST ALLOCATION	107,151.00	28,626.24	63,148.82	0.00	0.59	0.00	63,148.82	44,002.18
Total Expenses	<u>1,312,184.00</u>	<u>344,643.02</u>	<u>761,717.18</u>	<u>0.00</u>	<u>0.58</u>	<u>2,494.92</u>	<u>764,212.10</u>	<u>547,971.90</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(2,494.92)</u>	<u>(2,494.92)</u>	<u>2,494.92</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(2,494.92)</u>	<u>(2,494.92)</u>	<u>2,494.92</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 1/31/2023

	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
814 0 ARP COVID - REGIONAL								
Revenues								
4110- GRANT INCOME-FEDERAL	65,464.49	26,785.86	63,850.74	0.00	(0.98)	0.00	63,850.74	1,613.75
Total Revenues	<u>65,464.49</u>	<u>26,785.86</u>	<u>63,850.74</u>	<u>0.00</u>	<u>(0.98)</u>	<u>0.00</u>	<u>63,850.74</u>	<u>1,613.75</u>
Expenses								
6130- PROGRAM SUPPLIES	60,004.44	0.00	3,470.73	0.00	0.06	0.00	3,470.73	56,533.71
6132- MEDICAL & DENTAL SUPPLIES	0.00	0.00	19,748.07	0.00	0.00	0.00	19,748.07	(19,748.07)
6140- CUSTODIAL SUPPLIES	0.00	0.00	2,566.82	0.00	0.00	0.00	2,566.82	(2,566.82)
6432- BUILDING REPAIRS/ MAINTENANCE	0.00	19,969.10	32,739.10	0.00	0.00	0.00	32,739.10	(32,739.10)
6850- FEES & LICENSES	0.00	0.00	0.25	0.00	0.00	0.00	0.25	(0.25)
9010- INDIRECT COST ALLOCATION	5,460.05	2,234.20	5,325.77	0.00	0.98	0.00	5,325.77	134.28
Total Expenses	<u>65,464.49</u>	<u>22,203.30</u>	<u>63,850.74</u>	<u>0.00</u>	<u>0.98</u>	<u>0.00</u>	<u>63,850.74</u>	<u>1,613.75</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>4,582.56</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>4,582.56</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 1/31/2023

	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
1818 0 CRRSA COVID-19								
Revenues								
4110- GRANT INCOME-FEDERAL	22,178.67	290.69	22,178.67	0.00	(1.00)	0.00	22,178.67	0.00
Total Revenues	<u>22,178.67</u>	<u>290.69</u>	<u>22,178.67</u>	<u>0.00</u>	<u>(1.00)</u>	<u>0.00</u>	<u>22,178.67</u>	<u>0.00</u>
Expenses								
6121- FOOD	0.00	0.00	1,375.51	0.00	0.00	0.00	1,375.51	(1,375.51)
6130- PROGRAM SUPPLIES	20,328.75	129.57	8,450.13	0.00	0.42	0.00	8,450.13	11,878.62
6132- MEDICAL & DENTAL SUPPLIES	0.00	69.20	5,634.12	0.00	0.00	0.00	5,634.12	(5,634.12)
6134- INSTRUCTIONAL SUPPLIES	0.00	0.00	4,868.99	0.00	0.00	0.00	4,868.99	(4,868.99)
9010- INDIRECT COST ALLOCATION	1,849.92	24.25	1,849.92	0.00	1.00	0.00	1,849.92	0.00
Total Expenses	<u>22,178.67</u>	<u>223.02</u>	<u>22,178.67</u>	<u>0.00</u>	<u>1.00</u>	<u>0.00</u>	<u>22,178.67</u>	<u>0.00</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>67.67</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>67.67</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 1/31/2023

Report Recap	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	87,643.16	27,076.55	86,029.41	0.00	(0.98)	0.00	86,029.41	1,613.75
Total Revenues	<u>87,643.16</u>	<u>27,076.55</u>	<u>86,029.41</u>	<u>0.00</u>	<u>(0.98)</u>	<u>0.00</u>	<u>86,029.41</u>	<u>1,613.75</u>
Expenses								
6121- FOOD	0.00	0.00	1,375.51	0.00	0.00	0.00	1,375.51	(1,375.51)
6130- PROGRAM SUPPLIES	80,333.19	129.57	11,920.86	0.00	0.15	0.00	11,920.86	68,412.33
6132- MEDICAL & DENTAL SUPPLIES	0.00	69.20	25,382.19	0.00	0.00	0.00	25,382.19	(25,382.19)
6134- INSTRUCTIONAL SUPPLIES	0.00	0.00	4,868.99	0.00	0.00	0.00	4,868.99	(4,868.99)
6140- CUSTODIAL SUPPLIES	0.00	0.00	2,566.82	0.00	0.00	0.00	2,566.82	(2,566.82)
6432- BUILDING REPAIRS/ MAINTENANCE	0.00	19,969.10	32,739.10	0.00	0.00	0.00	32,739.10	(32,739.10)
6850- FEES & LICENSES	0.00	0.00	0.25	0.00	0.00	0.00	0.25	(0.25)
9010- INDIRECT COST ALLOCATION	7,309.97	2,258.45	7,175.69	0.00	0.98	0.00	7,175.69	134.28
Total Expenses	<u>87,643.16</u>	<u>22,426.32</u>	<u>86,029.41</u>	<u>0.00</u>	<u>0.98</u>	<u>0.00</u>	<u>86,029.41</u>	<u>1,613.75</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>4,650.23</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>4,650.23</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2022 to 1/31/2023

	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
330 0 HEAD START-FRESNO MIGRANT T&TA								
Revenues								
4110- GRANT INCOME-FEDERAL	0.00	989.73	10,283.81	0.00	0.00	0.00	10,283.81	(10,283.81)
Total Revenues	<u>0.00</u>	<u>989.73</u>	<u>10,283.81</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,283.81</u>	<u>(10,283.81)</u>
Expenses								
6714- STAFF TRAVEL-OUT OF AREA	0.00	0.00	4,863.32	0.00	0.00	0.00	4,863.32	(4,863.32)
6742- TRAINING - STAFF	0.00	890.00	3,483.99	0.00	0.00	7,523.47	11,007.46	(11,007.46)
6851- CPR FEES	0.00	0.00	715.00	0.00	0.00	0.00	715.00	(715.00)
6875- EMPLOYEE HEALTH & WELFARE	0.00	17.18	363.73	0.00	0.00	0.00	363.73	(363.73)
9010- INDIRECT COST ALLOCATION	0.00	82.55	857.77	0.00	0.00	0.00	857.77	(857.77)
Total Expenses	<u>0.00</u>	<u>989.73</u>	<u>10,283.81</u>	<u>0.00</u>	<u>0.00</u>	<u>7,523.47</u>	<u>17,807.28</u>	<u>(17,807.28)</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(7,523.47)</u>	<u>(7,523.47)</u>	<u>7,523.47</u>
Beginning Net Assets - Unrestricted	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Board Designated	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(7,523.47)</u>	<u>(7,523.47)</u>	<u>7,523.47</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2022 to 1/31/2023

331 0 HEAD START-FRESNO MIGRANT	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	4,803,310.00	111,840.98	1,806,121.08	1,877,261.27	(0.38)	0.00	1,806,121.08	2,997,188.92
4220- IN KIND CONTRIBUTIONS	666,273.00	0.00	285,628.86	252,838.00	(0.43)	0.00	285,628.86	380,644.14
Total Revenues	5,469,583.00	111,840.98	2,091,749.94	2,130,099.27	(0.38)	0.00	2,091,749.94	3,377,833.06
Expenses								
5010- SALARIES & WAGES	2,802,858.00	23,845.75	1,001,280.64	1,061,138.00	0.36	0.00	1,001,280.64	1,801,577.36
5020- ACCRUED VACATION PAY	179,760.00	2,774.08	63,140.97	68,055.65	0.35	0.00	63,140.97	116,619.03
5112- HEALTH INSURANCE	227,216.00	2,379.25	81,416.77	96,562.00	0.36	0.00	81,416.77	145,799.23
5114- WORKER'S COMPENSATION	112,519.00	925.38	37,327.41	42,606.00	0.33	0.00	37,327.41	75,191.59
5116- PENSION	185,105.00	2,085.41	68,301.35	69,644.00	0.37	0.00	68,301.35	116,803.65
5122- FICA	209,654.00	3,431.43	88,162.58	79,375.00	0.42	0.00	88,162.58	121,491.42
5124- SUI	41,928.00	4,411.06	5,009.35	15,578.63	0.12	0.00	5,009.35	36,918.65
5130- ACCRUED VACATION FICA	13,302.00	217.45	4,833.05	5,034.00	0.36	0.00	4,833.05	8,468.95
6110- OFFICE SUPPLIES	14,580.00	414.23	2,198.58	6,784.00	0.15	979.72	3,178.30	11,401.70
6112- DATA PROCESSING SUPPLIES	10,000.00	5,288.26	20,630.33	4,757.00	2.06	6,832.44	27,462.77	(17,462.77)
6121- FOOD	20,000.00	0.00	2,518.22	9,996.00	0.13	0.00	2,518.22	17,481.78
6122- KITCHEN SUPPLIES	1,050.00	0.00	0.00	0.00	0.00	372.09	372.09	677.91
6130- PROGRAM SUPPLIES	50,000.00	5,299.56	15,933.00	23,785.00	0.32	13,528.77	29,461.77	20,538.23
6132- MEDICAL & DENTAL SUPPLIES	175.00	0.00	0.00	0.00	0.00	0.00	0.00	175.00
6134- INSTRUCTIONAL SUPPLIES	1,050.00	0.00	2,156.84	525.00	2.05	4,672.50	6,829.34	(5,779.34)
6140- CUSTODIAL SUPPLIES	20,400.00	446.20	6,411.27	9,825.00	0.31	0.00	6,411.27	13,988.73
6150- UNIFORM RENTAL/PURCHASE	0.00	146.13	146.13	0.00	0.00	0.00	146.13	(146.13)
6170- POSTAGE & SHIPPING	1,500.00	22.62	184.38	625.00	0.12	0.00	184.38	1,315.62
6180- EQUIPMENT RENTAL	33,876.00	1,997.70	14,342.94	14,115.00	0.42	0.00	14,342.94	19,533.06
6181- EQUIPMENT MAINTENANCE	18,576.00	0.00	9,979.02	7,740.00	0.54	0.00	9,979.02	8,596.98
6310- PRINTING & PUBLICATIONS	5,010.00	0.00	2,468.17	2,505.00	0.49	1,222.18	3,690.35	1,319.65
6312- ADVERTISING & PROMOTION	240.00	0.00	0.00	120.00	0.00	0.00	0.00	240.00
6320- TELEPHONE	74,868.00	15,628.76	75,843.38	31,195.00	1.01	0.00	75,843.38	(975.38)
6410- RENT	102,175.00	7,156.16	37,592.61	42,577.00	0.37	0.00	37,592.61	64,582.39
6420- UTILITIES/ DISPOSAL	78,000.00	1,711.89	30,161.57	32,500.00	0.39	0.00	30,161.57	47,838.43
6432- BUILDING REPAIRS/ MAINTENANCE	32,000.00	4,496.46	34,994.24	13,352.00	1.09	1,390.00	36,384.24	(4,384.24)
6433- GROUNDS MAINTENANCE	21,000.00	0.05	19,616.75	8,750.00	0.93	0.00	19,616.75	1,383.25
6436- PEST CONTROL	6,600.00	575.14	3,050.70	2,750.00	0.46	0.00	3,050.70	3,549.30
6437- BURGLAR & FIRE ALARM	6,512.00	77.85	1,692.72	3,022.00	0.26	0.00	1,692.72	4,819.28
6440- PROPERTY INSURANCE	13,600.00	0.00	0.00	5,775.00	0.00	0.00	0.00	13,600.00
6520- CONSULTANTS	18,520.00	182.52	1,807.74	9,256.00	0.10	25,326.88	27,134.62	(8,614.62)
6522- CONSULTANT EXPENSES	378.00	0.00	0.00	189.00	0.00	0.00	0.00	378.00
6524- CONTRACTS	13,700.00	0.00	0.00	6,849.00	0.00	0.00	0.00	13,700.00
6530- LEGAL	6,000.00	0.00	625.00	3,000.00	0.10	0.00	625.00	5,375.00
6540- CUSTODIAL SERVICES	4,776.00	398.00	1,990.00	1,990.00	0.42	0.00	1,990.00	2,786.00
6555- MEDICAL SCREENING/DEAT/STAFF	1,000.00	0.00	885.00	0.00	0.89	0.00	885.00	115.00
6610- GAS & OIL	12,500.00	133.20	6,266.08	5,206.00	0.50	0.00	6,266.08	6,233.92
6620- VEHICLE INSURANCE	19,800.00	0.00	0.00	8,250.00	0.00	0.00	0.00	19,800.00
6640- VEHICLE REPAIR & MAINTENANCE	9,996.00	1,504.64	6,524.64	4,165.00	0.65	0.00	6,524.64	3,471.36

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2022 to 1/31/2023

	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
331 0 HEAD START-FRESNO MIGRANT								
6712- STAFF TRAVEL-LOCAL	3,930.00	0.00	3,095.66	1,965.00	0.79	0.00	3,095.66	834.34
6742- TRAINING - STAFF	0.00	0.00	0.00	0.00	0.00	259.74	259.74	(259.74)
6832- LIABILITY INSURANCE	432.00	0.00	0.00	180.00	0.00	0.00	0.00	432.00
6834- STUDENT ACTIVITY INSURANCE	1,140.00	0.00	0.00	570.00	0.00	0.00	0.00	1,140.00
6840- PROPERTY TAXES	5,800.00	0.00	(2,060.82)	5,800.00	(0.36)	0.00	(2,060.82)	7,860.82
6850- FEES & LICENSES	10,500.00	178.50	4,158.83	5,249.99	0.40	0.00	4,158.83	6,341.17
6851- CPR FEES	240.00	0.00	0.00	100.00	0.00	0.00	0.00	240.00
6852- FINGERPRINT	500.00	0.75	185.50	150.00	0.37	0.00	185.50	314.50
6875- EMPLOYEE HEALTH & WELFARE	8,475.00	0.00	2,482.43	8,475.00	0.29	0.00	2,482.43	5,992.57
7110- PARENT ACTIVITIES	700.00	0.00	0.00	280.00	0.00	0.00	0.00	700.00
7111- PARENT MILEAGE	126.00	0.00	0.00	63.00	0.00	0.00	0.00	126.00
7114- PC ALLOWANCE	0.00	0.00	120.00	0.00	0.00	0.00	120.00	(120.00)
7116- POLICY COUNCIL FOOD ALLOWANCE	600.00	0.00	0.00	250.00	0.00	0.00	0.00	600.00
8110- IN KIND SALARIES	451,921.00	0.00	225,997.86	171,496.00	0.50	0.00	225,997.86	225,923.14
8120- IN KIND RENT	210,665.00	0.00	59,631.00	79,943.00	0.28	0.00	59,631.00	151,034.00
8130- IN KIND - OTHER	3,687.00	0.00	0.00	1,399.00	0.00	0.00	0.00	3,687.00
9010- INDIRECT COST ALLOCATION	400,643.00	9,328.63	150,648.05	156,582.00	0.38	0.00	150,648.05	249,994.95
Total Expenses	<u>5,469,583.00</u>	<u>95,057.06</u>	<u>2,091,749.94</u>	<u>2,130,099.27</u>	<u>0.38</u>	<u>54,584.32</u>	<u>2,146,334.26</u>	<u>3,323,248.74</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>16,783.92</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(54,584.32)</u>	<u>(54,584.32)</u>	<u>54,584.32</u>
Beginning Net Assets - Unrestricted	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Board Designated	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Ending Net Assets	<u>0.00</u>	<u>16,783.92</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(54,584.32)</u>	<u>(54,584.32)</u>	<u>54,584.32</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2022 to 1/31/2023

	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
351 0 FRESNO COE 1-TIME FUND								
Revenues								
4120- GRANT INCOME-STATE	288,435.74	0.00	288,435.74	0.00	(1.00)	0.00	288,435.74	0.00
Total Revenues	<u>288,435.74</u>	<u>0.00</u>	<u>288,435.74</u>	<u>0.00</u>	<u>(1.00)</u>	<u>0.00</u>	<u>288,435.74</u>	<u>0.00</u>
Expenses								
6110- OFFICE SUPPLIES	15,000.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00
6130- PROGRAM SUPPLIES	249,377.40	0.00	0.00	0.00	0.00	0.00	0.00	249,377.40
9010- INDIRECT COST ALLOCATION	24,058.34	0.00	0.00	0.00	0.00	0.00	0.00	24,058.34
Total Expenses	<u>288,435.74</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>288,435.74</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>288,435.74</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>288,435.74</u>	<u>(288,435.74)</u>
Beginning Net Assets - Unrestricted	0.00	56,112.32	56,112.32	0.00	0.00	0.00	56,112.32	(56,112.32)
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>56,112.32</u>	<u>344,548.06</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>344,548.06</u>	<u>(344,548.06)</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2022 to 1/31/2023

	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
831 0 COVID-19 CARES - FRESNO MHS								
Revenues								
4110- GRANT INCOME-FEDERAL	141,154.00	49,775.63	141,154.00	0.00	(1.00)	0.00	141,154.00	0.00
Total Revenues	<u>141,154.00</u>	<u>49,775.63</u>	<u>141,154.00</u>	<u>0.00</u>	<u>(1.00)</u>	<u>0.00</u>	<u>141,154.00</u>	<u>0.00</u>
Expenses								
5010- SALARIES & WAGES	96,747.00	22,805.98	80,898.34	0.00	0.84	0.00	80,898.34	15,848.66
5020- ACCRUED VACATION PAY	6,512.00	1,698.26	4,204.83	0.00	0.65	0.00	4,204.83	2,307.17
5112- HEALTH INSURANCE	8,629.00	1,261.42	7,024.67	0.00	0.81	0.00	7,024.67	1,604.33
5114- WORKER'S COMPENSATION	3,849.00	972.57	3,137.88	0.00	0.82	0.00	3,137.88	711.12
5116- PENSION	5,858.00	1,258.70	5,308.62	0.00	0.91	0.00	5,308.62	549.38
5122- FICA	7,786.00	2,066.93	6,674.32	0.00	0.86	0.00	6,674.32	1,111.68
5124- SUI	0.00	546.40	546.40	0.00	0.00	0.00	546.40	(546.40)
5130- ACCRUED VACATION FRINGE	0.00	129.92	321.70	0.00	0.00	0.00	321.70	(321.70)
6130- PROGRAM SUPPLIES	0.00	14.99	10,390.02	0.00	0.00	10,861.22	21,251.24	(21,251.24)
6850- FEES & LICENSES	0.00	0.00	13.00	0.00	0.00	0.00	13.00	(13.00)
9010- INDIRECT COST ALLOCATION	11,773.00	4,151.16	11,773.00	0.00	1.00	0.00	11,773.00	0.00
Total Expenses	<u>141,154.00</u>	<u>34,906.33</u>	<u>130,292.78</u>	<u>0.00</u>	<u>0.92</u>	<u>10,861.22</u>	<u>141,154.00</u>	<u>0.00</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>14,869.30</u>	<u>10,861.22</u>	<u>0.00</u>	<u>0.00</u>	<u>(10,861.22)</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>14,869.30</u>	<u>10,861.22</u>	<u>0.00</u>	<u>0.00</u>	<u>(10,861.22)</u>	<u>0.00</u>	<u>0.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2022 to 1/31/2023

838 0 COVID-19 ARP - FRESNO MHS	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	65,396.63	48,438.11	53,298.74	0.00	(0.82)	0.00	53,298.74	12,097.89
Total Revenues	<u>65,396.63</u>	<u>48,438.11</u>	<u>53,298.74</u>	<u>0.00</u>	<u>(0.82)</u>	<u>0.00</u>	<u>53,298.74</u>	<u>12,097.89</u>
Expenses								
5010- SALARIES & WAGES	25,950.03	12,045.18	12,045.18	0.00	0.46	0.00	12,045.18	13,904.85
5020- ACCRUED VACATION PAY	583.25	837.32	837.32	0.00	1.44	0.00	837.32	(254.07)
5112- HEALTH INSURANCE	2,121.41	3,061.62	3,061.62	0.00	1.44	0.00	3,061.62	(940.21)
5114- WORKER'S COMPENSATION	909.82	473.80	473.80	0.00	0.52	0.00	473.80	436.02
5116- PENSION	1,819.00	677.81	677.81	0.00	0.37	0.00	677.81	1,141.19
5122- FICA	1,956.61	886.26	886.26	0.00	0.45	0.00	886.26	1,070.35
5124- SUI	364.35	208.91	208.91	0.00	0.57	0.00	208.91	155.44
5130- ACCRUED VACATION FICA	44.61	56.18	56.18	0.00	1.26	0.00	56.18	(11.57)
6121- FOOD	0.00	0.00	2,317.97	0.00	0.00	159.16	2,477.13	(2,477.13)
6130- PROGRAM SUPPLIES	0.00	0.00	2,137.24	0.00	0.00	10,652.00	12,789.24	(12,789.24)
6221- EQUIPMENT OVER > \$5000	28,815.00	28,815.85	28,815.85	0.00	1.00	0.00	28,815.85	(0.85)
6850- FEES & LICENSES	0.00	0.00	16.13	0.00	0.00	0.00	16.13	(16.13)
9010- INDIRECT COST ALLOCATION	2,832.55	2,645.78	3,051.20	0.00	1.08	0.00	3,051.20	(218.65)
Total Expenses	<u>65,396.63</u>	<u>49,708.71</u>	<u>54,585.47</u>	<u>0.00</u>	<u>0.83</u>	<u>10,811.16</u>	<u>65,396.63</u>	<u>0.00</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>(1,270.60)</u>	<u>(1,286.73)</u>	<u>0.00</u>	<u>0.00</u>	<u>(10,811.16)</u>	<u>(12,097.89)</u>	<u>12,097.89</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>(1,270.60)</u>	<u>(1,286.73)</u>	<u>0.00</u>	<u>0.00</u>	<u>(10,811.16)</u>	<u>(12,097.89)</u>	<u>12,097.89</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2022 to 1/31/2023

Report Recap	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	5,009,860.63	211,044.45	2,010,857.63	1,877,261.27	(0.40)	0.00	2,010,857.63	2,999,003.00
4120- GRANT INCOME-STATE	288,435.74	0.00	288,435.74	0.00	(1.00)	0.00	288,435.74	0.00
4220- IN KIND CONTRIBUTIONS	666,273.00	0.00	285,628.86	252,838.00	(0.43)	0.00	285,628.86	380,644.14
Total Revenues	<u>5,964,569.37</u>	<u>211,044.45</u>	<u>2,584,922.23</u>	<u>2,130,099.27</u>	<u>(0.43)</u>	<u>0.00</u>	<u>2,584,922.23</u>	<u>3,379,647.14</u>
Expenses								
5010- SALARIES & WAGES	2,925,555.03	58,696.91	1,094,224.16	1,061,138.00	0.37	0.00	1,094,224.16	1,831,330.87
5020- ACCRUED VACATION PAY	186,855.25	5,309.66	68,183.12	68,055.65	0.36	0.00	68,183.12	118,672.13
5112- HEALTH INSURANCE	237,966.41	6,702.29	91,503.06	96,562.00	0.38	0.00	91,503.06	146,463.35
5114- WORKER'S COMPENSATION	117,277.82	2,371.75	40,939.09	42,606.00	0.35	0.00	40,939.09	76,338.73
5116- PENSION	192,782.00	4,021.92	74,287.78	69,644.00	0.39	0.00	74,287.78	118,494.22
5122- FICA	219,396.61	6,384.62	95,723.16	79,375.00	0.44	0.00	95,723.16	123,673.45
5124- SUI	42,292.35	5,166.37	5,764.66	15,578.63	0.14	0.00	5,764.66	36,527.69
5130- ACCRUED VACATION FICA	13,346.61	403.55	5,210.93	5,034.00	0.39	0.00	5,210.93	8,135.68
6110- OFFICE SUPPLIES	29,580.00	414.23	2,198.58	6,784.00	0.07	979.72	3,178.30	26,401.70
6112- DATA PROCESSING SUPPLIES	10,000.00	5,288.26	20,630.33	4,757.00	2.06	6,832.44	27,462.77	(17,462.77)
6121- FOOD	20,000.00	0.00	4,836.19	9,996.00	0.24	159.16	4,995.35	15,004.65
6122- KITCHEN SUPPLIES	1,050.00	0.00	0.00	0.00	0.00	372.09	372.09	677.91
6130- PROGRAM SUPPLIES	299,377.40	5,314.55	28,460.26	23,785.00	0.10	35,041.99	63,502.25	235,875.15
6132- MEDICAL & DENTAL SUPPLIES	175.00	0.00	0.00	0.00	0.00	0.00	0.00	175.00
6134- INSTRUCTIONAL SUPPLIES	1,050.00	0.00	2,156.84	525.00	2.05	4,672.50	6,829.34	(5,779.34)
6140- CUSTODIAL SUPPLIES	20,400.00	446.20	6,411.27	9,825.00	0.31	0.00	6,411.27	13,988.73
6150- UNIFORM RENTAL/PURCHASE	0.00	146.13	146.13	0.00	0.00	0.00	146.13	(146.13)
6170- POSTAGE & SHIPPING	1,500.00	22.62	184.38	625.00	0.12	0.00	184.38	1,315.62
6180- EQUIPMENT RENTAL	33,876.00	1,997.70	14,342.94	14,115.00	0.42	0.00	14,342.94	19,533.06
6181- EQUIPMENT MAINTENANCE	18,576.00	0.00	9,979.02	7,740.00	0.54	0.00	9,979.02	8,596.98
6221- EQUIPMENT OVER > \$5000	28,815.00	28,815.85	28,815.85	0.00	1.00	0.00	28,815.85	(0.85)
6310- PRINTING & PUBLICATIONS	5,010.00	0.00	2,468.17	2,505.00	0.49	1,222.18	3,690.35	1,319.65
6312- ADVERTISING & PROMOTION	240.00	0.00	0.00	120.00	0.00	0.00	0.00	240.00
6320- TELEPHONE	74,868.00	15,628.76	75,843.38	31,195.00	1.01	0.00	75,843.38	(975.38)
6410- RENT	102,175.00	7,156.16	37,592.61	42,577.00	0.37	0.00	37,592.61	64,582.39
6420- UTILITIES/ DISPOSAL	78,000.00	1,711.89	30,161.57	32,500.00	0.39	0.00	30,161.57	47,838.43
6432- BUILDING REPAIRS/ MAINTENANCE	32,000.00	4,496.46	34,994.24	13,352.00	1.09	1,390.00	36,384.24	(4,384.24)
6433- GROUNDS MAINTENANCE	21,000.00	0.05	19,616.75	8,750.00	0.93	0.00	19,616.75	1,383.25
6436- PEST CONTROL	6,600.00	575.14	3,050.70	2,750.00	0.46	0.00	3,050.70	3,549.30
6437- BURGLAR & FIRE ALARM	6,512.00	77.85	1,692.72	3,022.00	0.26	0.00	1,692.72	4,819.28
6440- PROPERTY INSURANCE	13,600.00	0.00	0.00	5,775.00	0.00	0.00	0.00	13,600.00
6520- CONSULTANTS	18,520.00	182.52	1,807.74	9,256.00	0.10	25,326.88	27,134.62	(8,614.62)
6522- CONSULTANT EXPENSES	378.00	0.00	0.00	189.00	0.00	0.00	0.00	378.00
6524- CONTRACTS	13,700.00	0.00	0.00	6,849.00	0.00	0.00	0.00	13,700.00
6530- LEGAL	6,000.00	0.00	625.00	3,000.00	0.10	0.00	625.00	5,375.00
6540- CUSTODIAL SERVICES	4,776.00	398.00	1,990.00	1,990.00	0.42	0.00	1,990.00	2,786.00
6555- MEDICAL SCREENING/DEAT/STAFF	1,000.00	0.00	885.00	0.00	0.89	0.00	885.00	115.00
6610- GAS & OIL	12,500.00	133.20	6,266.08	5,206.00	0.50	0.00	6,266.08	6,233.92

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2022 to 1/31/2023

Report Recap	Grant Budget	Current Month Actual	YTD Actual January 31, 2023	YTD Budget January 31, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
6620- VEHICLE INSURANCE	19,800.00	0.00	0.00	8,250.00	0.00	0.00	0.00	19,800.00
6640- VEHICLE REPAIR & MAINTENANCE	9,996.00	1,504.64	6,524.64	4,165.00	0.65	0.00	6,524.64	3,471.36
6712- STAFF TRAVEL-LOCAL	3,930.00	0.00	3,095.66	1,965.00	0.79	0.00	3,095.66	834.34
6714- STAFF TRAVEL-OUT OF AREA	0.00	0.00	4,863.32	0.00	0.00	0.00	4,863.32	(4,863.32)
6742- TRAINING - STAFF	0.00	890.00	3,483.99	0.00	0.00	7,783.21	11,267.20	(11,267.20)
6832- LIABILITY INSURANCE	432.00	0.00	0.00	180.00	0.00	0.00	0.00	432.00
6834- STUDENT ACTIVITY INSURANCE	1,140.00	0.00	0.00	570.00	0.00	0.00	0.00	1,140.00
6840- PROPERTY TAXES	5,800.00	0.00	(2,060.82)	5,800.00	(0.36)	0.00	(2,060.82)	7,860.82
6850- FEES & LICENSES	10,500.00	178.50	4,187.96	5,249.99	0.40	0.00	4,187.96	6,312.04
6851- CPR FEES	240.00	0.00	715.00	100.00	2.98	0.00	715.00	(475.00)
6852- FINGERPRINT	500.00	0.75	185.50	150.00	0.37	0.00	185.50	314.50
6875- EMPLOYEE HEALTH & WELFARE	8,475.00	17.18	2,846.16	8,475.00	0.34	0.00	2,846.16	5,628.84
7110- PARENT ACTIVITIES	700.00	0.00	0.00	280.00	0.00	0.00	0.00	700.00
7111- PARENT MILEAGE	126.00	0.00	0.00	63.00	0.00	0.00	0.00	126.00
7114- PC ALLOWANCE	0.00	0.00	120.00	0.00	0.00	0.00	120.00	(120.00)
7116- POLICY COUNCIL FOOD ALLOWANCE	600.00	0.00	0.00	250.00	0.00	0.00	0.00	600.00
8110- IN KIND SALARIES	451,921.00	0.00	225,997.86	171,496.00	0.50	0.00	225,997.86	225,923.14
8120- IN KIND RENT	210,665.00	0.00	59,631.00	79,943.00	0.28	0.00	59,631.00	151,034.00
8130- IN KIND - OTHER	3,687.00	0.00	0.00	1,399.00	0.00	0.00	0.00	3,687.00
9010- INDIRECT COST ALLOCATION	<u>439,306.89</u>	<u>16,208.12</u>	<u>166,330.02</u>	<u>156,582.00</u>	<u>0.38</u>	<u>0.00</u>	<u>166,330.02</u>	<u>272,976.87</u>
Total Expenses	<u>5,964,569.37</u>	<u>180,661.83</u>	<u>2,286,912.00</u>	<u>2,130,099.27</u>	<u>0.38</u>	<u>83,780.17</u>	<u>2,370,692.17</u>	<u>3,593,877.20</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>30,382.62</u>	<u>298,010.23</u>	<u>0.00</u>	<u>0.00</u>	<u>(83,780.17)</u>	<u>214,230.06</u>	<u>(214,230.06)</u>
Beginning Net Assets - Unrestricted	<u>0.00</u>	<u>56,112.32</u>	<u>56,112.32</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>56,112.32</u>	<u>(56,112.32)</u>
Beginning Net Assets - Board Designated	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Ending Net Assets	<u>0.00</u>	<u>86,494.94</u>	<u>354,122.55</u>	<u>0.00</u>	<u>0.00</u>	<u>(83,780.17)</u>	<u>270,342.38</u>	<u>(270,342.38)</u>

Madera Regional Head Start
Budget to Actual
For the period ending January 31, 2023

Account	Grant	Current	Current Mth	Prior Mth	Current vs Budget	YTD				
Description	Budget	Period	YTD	YTD	YTD	Budget	% Spent	YTD Encumbered	Actual + Encumbered	Balance
Revenues										
4110- GRANT INCOME-FEDERAL	\$ 4,485,054.00	(13,714.12)	2,382,877.35	2,396,591.47	(217,302.32)	2,600,179.67	55%	98,428.01	2,481,305.36	(2,003,748.64)
4210- DONATIONS	-	-	-	-	-	-	0%	-	-	-
4220- IN KIND CONTRIBUTIONS	\$1,831,672.00	235,565.83	1,325,260.72	1,089,694.89	668,117.72	657,143.00	72%	-	1,325,260.72	(506,411.28)
4330- SALE OF ASSETS	-	-	-	-	-	-	0%	-	-	-
4350- RENTAL INCOME	-	-	-	-	-	-	0%	-	-	-
4390- MISC INCOME	-	-	-	-	-	-	0%	-	-	-
Total Revenues	6,316,726.00	221,851.71	3,708,138.07	3,486,286.36	450,815.40	3,257,322.67	59%	98,428.01	3,806,566.08	(2,510,159.92)
5010 SALARIES & WAGES	2,061,537.42	(182,614.36)	1,005,036.50	1,187,650.86	(246,781.99)	1,251,818.49	49%	-	1,005,036.50	(1,056,500.92)
5019- SALARIES & WAGES C19	-	-	-	-	-	-	0%	-	-	-
5020 ACCRUED VACATION PAY	161,834.97	(7,826.01)	59,735.61	67,561.62	(37,990.50)	97,726.11	37%	-	59,735.61	(102,099.36)
5112 HEALTH INSURANCE	230,113.00	(8,193.55)	95,651.97	103,845.52	(46,277.59)	141,929.56	42%	-	95,651.97	(134,461.03)
5114 WORKER'S COMPENSATION	87,878.00	(5,476.57)	33,955.78	39,432.35	(19,384.46)	53,340.24	39%	-	33,955.78	(53,922.22)
5115- Worker's Compensation C19	-	-	-	-	-	-	0%	-	-	-
5116 PENSION	161,333.00	(6,195.37)	52,468.20	58,663.57	(45,227.24)	97,695.44	33%	-	52,468.20	(108,864.80)
5117- Pension C19	-	-	-	-	-	-	0%	-	-	-
5121- FICA C19	-	-	-	-	-	-	0%	-	-	-
5122 FICA	162,644.00	(10,716.09)	81,219.40	91,935.49	(17,541.60)	98,761.00	50%	-	81,219.40	(81,424.60)
5123- SUI C19	-	11,326.72	11,326.72	-	7,240.72	4,086.00	0%	-	11,326.72	11,326.72
5124 SUI	29,968.00	(2,604.84)	-	2,604.84	-	-	0%	-	-	(29,968.00)
5130 ACCRUED VACATION FRINGE	12,745.00	(602.86)	4,561.28	5,164.14	(3,140.72)	7,702.00	36%	-	4,561.28	(8,183.72)
6110 OFFICE SUPPLIES	35,362.00	666.48	10,774.84	10,108.36	(11,781.52)	22,556.36	35%	1,432.57	12,207.41	(23,154.59)
6112 DATA PROCESSING	75,000.00	5,471.55	18,615.65	13,144.10	(28,184.35)	46,800.00	32%	5,336.29	23,951.94	(51,048.06)
6121 FOOD	7,000.00	-	820.99	820.99	(3,379.01)	4,200.00	12%	-	820.99	(6,179.01)
6122 KITCHEN SUPPLIES	5,000.00	-	-	-	(2,000.00)	2,000.00	0%	-	-	(5,000.00)
6130 PROGRAM SUPPLIES	119,325.00	10,316.35	45,945.69	35,629.34	(29,516.31)	75,462.00	49%	12,985.70	58,931.39	(60,393.61)
6132 MEDICAL & DENTAL SUPPLIES	5,000.00	(69.20)	406.89	476.09	(2,593.11)	3,000.00	8%	-	406.89	(4,593.11)
6134 INSTRUCTIONAL SUPPLIES	30,000.00	2,604.83	5,969.90	3,365.07	(12,686.10)	18,656.00	25%	1,484.65	7,454.55	(22,545.45)
6140 CUSTODIAL SUPPLIES	25,000.00	3,636.46	17,364.07	13,727.61	1,864.07	15,500.00	70%	11.43	17,375.50	(7,624.50)
6142 LINEN/LAUNDRY	-	100.00	296.00	196.00	296.00	-	0%	-	296.00	296.00
6150 UNIFORM RENTAL/PURCHASE	300.00	-	-	-	(300.00)	300.00	0%	-	-	(300.00)
6170 POSTAGE & SHIPPING	900.00	150.45	409.18	258.73	(190.82)	600.00	45%	-	409.18	(490.82)
6180 EQUIPMENT RENTAL	33,500.00	2,336.33	13,756.82	11,420.49	(6,843.18)	20,600.00	41%	-	13,756.82	(19,743.18)
6181 EQUIPMENT MAINTENANCE	13,700.00	2,542.90	13,734.12	11,191.22	5,434.12	8,300.00	107%	990.00	14,724.12	1,024.12
6221 EQUIPMENT OVER >\$5000	168,959.00	107,867.86	107,867.86	-	66,635.86	41,232.00	81%	28,996.54	136,864.40	(32,094.60)
6231- BUILDING RENOVATION	-	-	-	-	-	-	0%	-	-	-
6310 PRINTING & PUBLICATIONS	5,000.00	-	5,297.86	5,297.86	1,547.86	3,750.00	106%	-	5,297.86	297.86
6312 ADVERTISING & PROMOTION	200.00	-	20.00	20.00	(180.00)	200.00	10%	-	20.00	(180.00)
6320 TELEPHONE	50,000.00	35,016.35	182,364.92	147,348.57	149,028.92	33,336.00	365%	-	182,364.92	132,364.92
6410 RENT	174,602.00	19,178.26	146,525.03	127,346.77	30,923.03	115,602.00	84%	-	146,525.03	(28,076.97)
6420 UTILITIES/ DISPOSAL	71,064.00	13,610.03	80,723.77	67,113.74	33,347.77	47,376.00	114%	-	80,723.77	9,659.77
6432 BUILDING REPAIRS/ MAINTEN	222,343.61	(12,584.34)	73,030.01	85,614.35	10,732.40	62,297.61	36%	6,080.91	79,110.92	(143,232.69)
6433 GROUNDS MAINTENANCE	30,252.00	6,305.57	26,651.13	20,345.56	6,483.13	20,168.00	96%	2,250.00	28,901.13	(1,350.87)
6435 BUILDING IMPROVEMENTS	-	-	-	-	-	-	0%	-	-	-
6436 PEST CONTROL	5,292.00	587.07	5,126.00	4,538.93	1,598.00	3,528.00	97%	-	5,126.00	(166.00)
6437 BURGLAR & FIRE ALARM	2,133.00	133.99	1,591.95	1,457.96	169.95	1,422.00	530%	9,710.54	11,302.49	9,169.49
6440 PROPERTY INSURANCE	10,020.00	-	3,386.44	3,386.44	(3,293.56)	6,680.00	34%	-	3,386.44	(6,633.56)
6520 CONSULTANTS	-	252.72	8,544.65	8,291.93	8,544.65	-	0%	17,375.68	25,920.33	25,920.33
6522 CONSULTANT EXPENSES	-	-	616.26	616.26	616.26	-	0%	-	616.26	616.26
6524 CONTRACTS	41,930.00	6,105.24	21,552.91	15,447.67	(3,605.09)	25,158.00	51%	-	21,552.91	(20,377.09)
6530 LEGAL	6,000.00	-	625.00	625.00	(3,375.00)	4,000.00	10%	-	625.00	(5,375.00)
6540 CUSTODIAL SERVICES	500.00	1,716.99	5,899.41	4,182.42	5,524.41	375.00	1180%	-	5,899.41	5,399.41
6555 MEDICAL SCREENING/DEAT/ST	1,500.00	240.00	1,810.00	1,570.00	810.00	1,000.00	121%	-	1,810.00	310.00
6562 MEDICAL EXAM	-	-	-	-	-	-	0%	-	-	-
6564 MEDICAL FOLLOW-UP	-	-	-	-	-	-	0%	-	-	-

Madera Regional Head Start
Budget to Actual
For the period ending January 31, 2023

Account	Grant	Current	Current Mth	Prior Mth	Current vs Budget	YTD				
Description	Budget	Period	YTD	YTD	YTD	Budget	% Spent	YTD Encumbered	Actual + Encumbered	Balance
6566 DENTAL EXAM		-			-		0%		-	-
6568 DENTAL FOLLOW-UP		-			-		0%		-	-
6610 GAS & OIL	3,000.00	859.30	7,666.32	6,807.02	5,666.32	2,000.00	256%	-	7,666.32	4,666.32
6620 VEHICLE INSURANCE	13,332.00	-	4,228.69	4,228.69	(4,659.31)	8,888.00	32%	-	4,228.69	(9,103.31)
6640 VEHICLE REPAIR & MAINTENA	6,000.00	178.58	4,081.20	3,902.62	81.20	4,000.00	68%	-	4,081.20	(1,918.80)
6712 STAFF TRAVEL-LOCAL	2,196.00	683.36	4,291.53	3,608.17	2,973.93	1,317.60	195%	-	4,291.53	2,095.53
6714 STAFF TRAVEL-OUT OF AREA	\$9,500.00	-	61.92	61.92	61.92	-	1%	-	61.92	(9,438.08)
6722 PER DIEM - STAFF		-			-		0%		-	-
6724 PER DIEM - PARENT		-			-		0%		-	-
6730 VOLUNTEER TRAVEL		-			-		0%		-	-
6742 TRAINING - STAFF	5,000.00	323.64	7,682.32	7,358.68	3,932.32	3,750.00	154%	-	7,682.32	2,682.32
6744 TRAINING VOLUNTEERS		-			-		0%		-	-
6746 TRAINING PARENTS		-			-		0%		-	-
6748 EDUCATION REIMBURSEMENT		-			-		0%		-	-
6750 FIELD TRIPS	2,800.00	-	-	-	(2,800.00)	2,800.00	0%	-	-	(2,800.00)
6810 BANK CHARGES		-			-		0%		-	-
6820 INTEREST CHARGES		-			-		0%		-	-
6832 LIABILITY INSURANCE	360.00	-	26.93	26.93	(213.07)	240.00	7%	-	26.93	(333.07)
6834 STUDENT ACTIVITY INSURANC	2,230.00	-	616.55	616.55	(721.45)	1,338.00	28%	-	616.55	(1,613.45)
6840 PROPERTY TAXES	42.00	110.37	110.37	-	68.37	42.00	263%	-	110.37	68.37
6850 FEES & LICENSES	10,462.00	881.13	14,869.84	13,988.71	7,893.84	6,976.00	142%	-	14,869.84	4,407.84
6851 CPR FEES		-			-		0%		-	-
6852 FINGER PRINTING	774.00	80.00	1,399.25	1,319.25	820.25	579.00	181%	-	1,399.25	625.25
6860 DEPRECIATION EXPENSE		-			-		0%		-	-
6870 EMPLOYEE RECOGNITION		-			-		0%		-	-
6875- EMPLOYEE HEALTH & WELFARE COSTS	12,000.00	13.77	2,990.29	2,976.52	(9,009.71)	12,000.00	55%	3,563.85	6,554.14	(5,445.86)
6880 VOLUNTEER RECOGNITION		-			-		0%		-	-
6892 CASH SHORT / OVER		-			-		0%		-	-
7110 PARENT ACTIVITIES		-			-		0%		-	-
7111 PARENT MILEAGE	1,200.00	-	-	-	(720.00)	720.00	0%	-	-	(1,200.00)
7112 PARENT INVOLVEMENT	4,920.00	13.90	136.44	122.54	(2,815.56)	2,952.00	3%	-	136.44	(4,783.56)
7114 PPC ALLOWANCE	3,300.00	-	1,275.00	1,275.00	(705.00)	1,980.00	39%	-	1,275.00	(2,025.00)
7115 PPC FOOD ALLOWANCE		-			-		0%		-	-
7116 POLICY COUN. FOOD ALLOWAN		-			-		0%		-	-
8110 IN KIND SALARIES	\$720,800.00	215,889.28	417,586.32	201,697.04	380,607.32	36,979.00	58%	-	417,586.32	(303,213.68)
8120 IN KIND RENT	\$318,251.00	19,676.55	157,482.40	137,805.85	(38,764.60)	196,247.00	49%	-	157,482.40	(160,768.60)
8130 IN KIND - STATE	792,621.00	-	750,192.00	750,192.00	326,275.00	423,917.00	95%	-	750,192.00	(42,429.00)
9010 INDIRECT COST ALLOCATION	360,002.00	(10,141.13)	189,757.89	199,899.02	(23,681.37)	213,439.26	55%	8,209.85	197,967.74	(162,034.26)
Total Expenses	6,316,726.00	221,851.71	3,708,138.07	3,486,286.36	450,815.40	3,257,322.67	60%	98,428.01	3,806,566.08	(2,510,159.92)
Excess Revenue Over (Under) Expenditures										
			(111,440.85)	2,085,251.60	2,196,692.45					
			(10,141.12)	189,757.90	199,899.01	9.10%				

ADMINISTRATIVE EXPENSES	\$287,229.87
PERCENT ADMINISTATIVE	7.70%
LIMIT IS 15%	

YTD Contract % 60.37%

July 1, 2022 to June 30, 2023

State Migrant Full-Day Program - Basic Program

		For the Period Ending			1/31/2023				Start Date	7/1/2022
		Current			Previous				Current Mnth	7
									70.0%	
Account	Description	Budget	MTD	Actual YTD	Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
REVENUES										
4120	GRANT INCOME-STATE	786,682	77,620.11	579,173.32	501,553.21	550,677	73.62%	-	579,173.32	207,508.68
4220	IN KIND CONTRIBUTIONS	-	-	-	-	-	-	-	-	-
4315	CHILD CRE REVENUE-STATE	-	-	-	-	-	-	-	-	-
4350	RENTAL INCOME	-	-	-	-	-	-	-	-	-
TOTAL REVENUES		786,682	77,620.11	579,173.32	501,553.21	550,677	73.62%	-	579,173.32	207,508.68
EXPENDITURES										
5010	SALARIES & WAGES	519,512	42,436.75	375,633.41	333,196.66	363,658	72.31%	-	375,633.41	143,878.59
5020	ACCRUED VACATION PAY	33,000	3,900.40	21,465.83	17,565.43	23,100	65.05%	-	21,465.83	11,534.17
5112	HEALTH INSURANCE	62,011	10,422.86	53,462.64	43,039.78	43,408	86.21%	-	53,462.64	8,548.36
5114	WORKER'S COMPENSATION	20,066	2,362.13	15,423.50	13,061.37	14,046	76.86%	-	15,423.50	4,642.50
5116	PENSION	24,310	2,836.42	18,275.69	15,439.27	17,017	75.18%	-	18,275.69	6,034.31
5122	FICA	39,918	4,819.45	30,131.91	25,312.46	27,943	75.48%	-	30,131.91	9,786.09
5124	SUI	9,180	4,069.54	5,058.55	989.01	6,426	55.10%	-	5,058.55	4,121.45
5130	ACCRUED VACATION FRINGE	2,350	298.29	1,642.04	1,343.75	1,645	69.87%	-	1,642.04	707.96
6110	OFFICE SUPPLIES	1,439	-	1,522.85	1,522.85	1,007	105.83%	-	1,522.85	(83.85)
6112	DATA PROCESSING SUPPLIES	-	-	-	-	-	-	-	-	-
6121	FOOD	-	-	-	-	-	-	-	-	-
6122	KITCHEN SUPPLIES	-	-	-	-	-	-	-	-	-
6130	PROGRAM SUPPLIES	2,950	-	2,934.61	2,934.61	2,065	99.48%	-	2,934.61	15.39
6132	MEDICAL & DENTAL SUPPLIES	-	-	-	-	-	-	-	-	-
6134	INSTRUCTIONAL SUPPLIES	-	-	-	-	-	-	-	-	-
6140	CUSTODIAL SUPPLIES	4,546	-	5,313.61	5,313.61	3,182	116.89%	-	5,313.61	(767.61)
6170	POSTAGE & SHIPPING	-	-	-	-	-	-	-	-	-
6180	EQUIPMENT RENTAL	-	-	-	-	-	-	-	-	-
6181	EQUIPMENT MAINTENANCE	-	-	-	-	-	-	-	-	-
6221	EQUIPMENT OVER > \$5000	-	-	-	-	-	-	-	-	-
6320	TELEPHONE	-	-	-	-	-	-	-	-	-
6420	UTILITIES/ DISPOSAL	-	-	-	-	-	-	-	-	-
6432	BUILDING REPAIRS/ MAINTENANCE	-	-	-	-	-	-	-	-	-
6433	GROUPS MAINTENANCE	-	-	-	-	-	-	-	-	-
6436	PEST CONTROL	-	-	-	-	-	-	-	-	-
6540	CUSTODIAL SERVICES	-	-	-	-	-	-	-	-	-
6610	GAS & OIL	-	-	-	-	-	-	-	-	-
6620	VEHICLE INSURANCE	-	-	-	-	-	-	-	-	-
6640	VEHICLE REPAIR & MAINTENANCE	-	-	-	-	-	-	-	-	-
6834	STUDENT ACTIVITY INSURANCE	-	-	-	-	-	-	-	-	-
9010	INDIRECT COST ALLOCATION	67,400	6,474.27	48,308.68	41,834.41	47,180	71.67%	-	48,308.68	19,091.32
Total Expenses		786,682	77,620.11	579,173.32	501,553.21	550,677	73.62%	-	579,173.32	207,508.68
									73.6%	

In Direct Calc. @ 9.1%
48,308.68
48,308.68 Total

Madera Migrant Head Start
Budget to Actual

		For the Period Ending 1/31/2023						Start Date	3/1/2022	
								Current Mnth	11.00	
										92%
Account	Description	Budget	Current PTD	Current Actual YTD	Previous Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
REVENUES										
4110	GRANT INCOME-	5,632,943	320,875.37	4,517,229.01	4,196,353.64	5,163,531.05	80%	203,651.59	4,720,880.60	912,062.40
4220	IN KIND CONTRIBUTIONS	441,954	81,504.01	784,467.40	702,963.39	405,124.50	178%	-	784,467.40	(342,513.40)
4120	GRANT INCOME-STATE	-	-	-	-	-	-	-	-	-
4390	MISCELLANEOUS	-	-	36,735.47	36,735.47	-	-	-	36,735.47	(36,735.47)
TOTAL REVENUES		6,074,897	402,379.38	5,338,431.88	4,936,052.50	5,568,655.55	88%	203,651.59	5,542,083.47	532,813.53
EXPENDITURES										
5010	Salaries & Wages	2,737,617	125,502.42	2,437,280.50	2,311,778.08	2,509,482.25	89%	-	2,437,280.50	300,336.50
5020	Accrued Vacation Pay	157,535	12,054.15	137,942.36	125,888.21	144,407.08	88%	-	137,942.36	19,592.64
5112	Health Insurance	323,888	27,113.97	298,214.18	271,100.21	296,897.33	92%	-	298,214.18	25,673.82
5114	Worker's Compensation	95,456	6,101.40	85,872.89	79,771.49	87,501.33	90%	-	85,872.89	9,583.11
5116	Pension	150,261	10,693.26	136,220.71	125,527.45	137,739.25	91%	-	136,220.71	14,040.29
5122	FICA	222,711	14,623.35	199,553.44	184,930.09	204,151.75	90%	-	199,553.44	23,157.56
5124	SUI	30,963	12,040.90	16,319.06	4,278.16	28,382.75	53%	-	16,319.06	14,643.94
5130	Accrued Vacation Fringe	12,125	919.36	10,442.02	9,522.66	11,114.58	86%	-	10,442.02	1,682.98
6110	Office supplies	19,613	3,945.72	11,083.59	7,137.87	17,978.58	57%	8,348.88	19,432.47	180.53
6112	Data Processing Supplies	76,000	6,110.64	46,578.03	40,467.39	69,666.67	61%	21,434.54	68,012.57	7,987.43
6121	Food	30,700	(10,351.91)	28,138.44	38,490.35	28,141.67	92%	1,450.00	29,588.44	1,111.56
6122	Kitchen Supplies	8,051	(411.87)	500.78	912.65	7,380.08	6%	5,900.72	6,401.50	1,649.50
6130	Program Supplies	88,022	9,160.31	63,938.06	54,777.75	80,686.83	73%	15,423.28	79,361.34	8,660.66
6132	Medical & Dental Supplies	19,900	9,311.71	17,007.19	7,695.48	18,241.67	85%	2,935.39	19,942.58	(42.58)
6134	Instructional Supplies	45,260	6,024.88	16,298.79	10,273.91	41,488.33	36%	27,211.69	43,510.48	1,749.52
6140	Custodial Supplies	21,172	2,074.28	15,455.96	13,381.68	19,407.67	73%	12.39	15,468.35	5,703.65
6142	Linen / Laundry	-	-	-	-	-	-	-	-	-
6143	Furnishing	20,900	-	7,185.57	7,185.57	19,158.33	-	12,687.14	19,872.71	1,027.29
6150	Uniform Rental / Purchases	306	-	150.00	150.00	280.50	49%	-	150.00	156.00
6170	Postage & Shipping	500	-	341.88	341.88	458.33	68%	-	341.88	158.12
6221	Equipment Over > \$5,000	34,823	-	-	-	31,921.08	-	35,284.07	35,284.07	(461.07)
6233	Land Improvements	-	-	-	-	-	-	-	-	-
6180	Equipment Rental	19,550	1,085.88	17,415.69	16,329.81	17,920.83	89%	1,054.20	18,469.89	1,080.11
6181	Equipment Maintenance	14,079	467.24	12,184.27	11,717.03	12,905.75	87%	495.00	12,679.27	1,399.73
6310	Printing & Publications	11,075	3,191.22	7,344.50	4,153.28	10,152.08	66%	952.24	8,296.74	2,778.26
6312	Advertising & Promotion	100	-	91.63	91.63	91.67	-	-	91.63	8.37
6320	Telephone	120,015	20,543.83	139,780.25	119,236.42	110,013.75	116%	2,072.72	141,852.97	(21,837.97)
6410	Rent	199,282	17,285.56	181,881.12	164,595.56	182,675.17	91%	16,951.48	198,832.60	449.40
6420	Utilities / Disposal	139,557	2,070.68	114,940.13	112,869.45	127,927.25	82%	9,490.67	124,430.80	15,126.20
6432	Building Repairs / Maintenanc	379,150	2,133.55	46,115.92	43,982.37	347,554.17	12%	6,033.93	52,149.85	327,000.15
6433	Grounds Maintenance	22,275	1,200.00	18,599.55	17,399.55	20,418.75	84%	3,418.17	22,017.72	257.28
6436	Pest Control	6,243	323.61	5,752.87	5,429.26	5,722.75	92%	350.77	6,103.64	139.36
6437	Burglar & Fire Alarm	7,734	49.67	5,358.59	5,308.92	7,089.50	69%	1,332.05	6,690.64	1,043.36
6440	Property Insurance	21,490	-	10,112.65	10,112.65	19,699.17	47%	-	10,112.65	11,377.35
6521 / 6520	Consultants	5,200	444.60	4,121.73	3,677.13	4,766.67	79%	-	4,121.73	1,078.27
6522	Consultants Expense	290	-	180.74	180.74	265.83	62%	-	180.74	109.26
6524	Contracts	-	-	-	-	-	-	-	-	-
6530	Legal	2,156	562.50	2,062.50	1,500.00	1,976.33	96%	-	2,062.50	93.50
6540	Custodial Services	10,561	962.00	9,534.35	8,572.35	9,680.92	90%	-	9,534.35	1,026.65
6555	Medical Screening / DEAT / Staff	825	-	805.00	805.00	756.25	98%	-	805.00	20.00
6562	Medical Exam	-	-	-	-	-	-	-	-	-
6564	Medical Follow-up	-	-	-	-	-	-	-	-	-
6566	Dental Exam	-	-	-	-	-	-	-	-	-
6568	Dental Follow-up	-	-	-	-	-	-	-	-	-

Account	Description	Budget	Current	Current	Previous	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance	92%
			PTD	Actual YTD	Actual YTD						
6610	Gas & Oil	11,650	1,247.43	10,338.25	9,090.82	10,679.17	89%	249.36	10,587.61	1,062.39	
6620	Vehicle Insurance	21,500	-	9,789.80	9,789.80	19,708.33	46%	-	9,789.80	11,710.20	
6630	Vehicle License & Fees	-	-	-	-	-	-	-	-	-	
6640	Vehicle Repair & Maintenan	11,030	1,559.39	11,008.62	9,449.23	10,110.83	100%	-	11,008.62	21.38	
6712	Staff Travel-Local	1,133	-	909.47	909.47	1,038.58	80%	-	909.47	223.53	
6714	Staff Travel-Out of Area	325	-	176.96	176.96	297.92	-	-	176.96	148.04	
6722	Per Diem-Staff	-	-	-	-	-	-	-	-	-	
6724	Per Diem-Parent	-	-	-	-	-	-	-	-	-	
6730	Volunteer Travel	-	-	-	-	-	-	-	-	-	
6742	Training - Staff	17,138	5,239.70	12,100.89	6,861.19	15,709.83	-	240.00	12,340.89	4,797.11	
6746	Training - Parent	-	-	-	-	-	-	-	-	-	
6748	Education Reimbursement	1,300	-	-	-	1,191.67	-	-	-	1,300.00	
6750	Field Trips	-	-	-	-	-	-	-	-	-	
6810	Bank Charges	-	-	-	-	-	-	-	-	-	
6820	Interest Expense	-	-	-	-	-	-	-	-	-	
6832	Liability Insurance	480	-	150.86	150.86	440.00	31%	-	150.86	329.14	
6834	Student Activity Insurance	2,548	-	1,188.08	1,188.08	2,335.67	47%	-	1,188.08	1,359.92	
6840	Property Taxes	40	38.96	38.96	-	36.67	-	-	38.96	1.04	
6850	Fees & Licenses	5,400	192.50	5,300.53	5,108.03	4,950.00	98%	3.00	5,303.53	96.47	
6852	Finger Printing	6,450	80.00	6,388.90	6,308.90	5,912.50	99%	84.00	6,472.90	(22.90)	
6860	Depreciation Expense	-	-	-	-	-	-	-	-	-	
6875	Employee Health & Welfare	22,922	19.09	6,731.36	6,712.27	21,011.83	29%	15,987.77	22,719.13	202.87	
7110	Parent Activities	2,855	501.27	1,211.01	709.74	2,617.08	42%	-	1,211.01	1,643.99	
7111	Parent Mileage	332	-	211.55	211.55	304.33	64%	24.64	236.19	95.81	
7112	Parent Involvement	1,145	-	858.24	858.24	1,049.58	75%	60.00	918.24	226.76	
7114	PPC Allowance	2,850	-	1,955.03	1,955.03	2,612.50	69%	120.00	2,075.03	774.97	
7116	PPC Food Allowance	1,250	-	956.15	956.15	1,145.83	76%	-	956.15	293.85	
8110	In-Kind Salaries	320,252	72,153.01	681,506.40	609,353.39	293,564.33	213%	-	681,506.40	(361,254.40)	
8120	In-Kind Rent	120,682	9,351.00	102,861.00	93,510.00	110,625.17	85%	-	102,861.00	17,821.00	
8130	In-Kind Other	1,020	-	100.00	100.00	935.00	10%	-	100.00	920.00	
9010	In-Direct Cost Allocation	467,210	26,764.12	379,844.88	353,080.76	428,275.83	81%	14,043.49	393,888.37	73,321.63	
Total Expenses		6,074,897	402,379.38	5,338,431.88	4,936,052.50	5,568,655.55	88%	203,651.59	5,542,083.47	532,813.53	
Excess Revenue Over		-	-	-	-	-		-	-	-	
Total Expenses w/o In Kind		5,632,943	320,875.37	4,553,964.48	4,233,089.11				4,757,616.07	875,326.93	
In-Kind		441,954							84.46%		

ADMINISTRATION BUDGET LIMIT	\$666,166
YEAR-TO DATE ADMIN EXP.	\$515,214
PERCENT OF TOTAL EXPENSES	7.32%
ADMINISTRATION LIMIT IS 9.5%	

ID Cost Calc. @ 9.1%	
379,844.88	
379,844.88	

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 2/28/2023

	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
309 0 EARLY HEAD START T&TA								
Revenues								
4110- GRANT INCOME-FEDERAL	13,373.00	1,503.72	10,006.95	8,666.90	(0.75)	0.00	10,006.95	3,366.05
Total Revenues	<u>13,373.00</u>	<u>1,503.72</u>	<u>10,006.95</u>	<u>8,666.90</u>	<u>(0.75)</u>	<u>0.00</u>	<u>10,006.95</u>	<u>3,366.05</u>
Expenses								
6110- OFFICE SUPPLIES	478.00	0.00	0.00	414.00	0.00	0.00	0.00	478.00
6121- FOOD	0.00	0.00	31.39	0.00	0.00	0.00	31.39	(31.39)
6520- CONSULTANTS	3,710.00	0.00	0.00	3,710.00	0.00	0.00	0.00	3,710.00
6714- STAFF TRAVEL-OUT OF AREA	7,050.00	0.00	1,817.59	3,400.00	0.26	0.00	1,817.59	5,232.41
6722- PER DIEM - STAFF	1,020.00	0.00	0.00	420.00	0.00	0.00	0.00	1,020.00
6742- TRAINING - STAFF	0.00	1,378.29	7,323.29	0.00	0.00	0.00	7,323.29	(7,323.29)
9010- INDIRECT COST ALLOCATION	1,115.00	125.43	834.68	722.90	0.75	0.00	834.68	280.32
Total Expenses	<u>13,373.00</u>	<u>1,503.72</u>	<u>10,006.95</u>	<u>8,666.90</u>	<u>0.75</u>	<u>0.00</u>	<u>10,006.95</u>	<u>3,366.05</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 2/28/2023

310 0 HEAD START-MADERA REG. T&TA	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	46,025.00	1,463.20	21,301.31	34,604.00	(0.46)	0.00	21,301.31	24,723.69
Total Revenues	<u>46,025.00</u>	<u>1,463.20</u>	<u>21,301.31</u>	<u>34,604.00</u>	<u>(0.46)</u>	<u>0.00</u>	<u>21,301.31</u>	<u>24,723.69</u>
Expenses								
6110- OFFICE SUPPLIES	1,500.00	0.00	0.00	1,250.00	0.00	0.00	0.00	1,500.00
6121- FOOD	0.00	0.00	2,200.07	0.00	0.00	0.00	2,200.07	(2,200.07)
6130- PROGRAM SUPPLIES	1,500.00	0.00	95.04	1,250.00	0.06	0.00	95.04	1,404.96
6310- PRINTING & PUBLICATIONS	3,014.00	0.00	0.00	2,500.00	0.00	0.00	0.00	3,014.00
6714- STAFF TRAVEL-OUT OF AREA	11,375.00	0.00	2,287.58	3,325.00	0.20	0.00	2,287.58	9,087.42
6722- PER DIEM - STAFF	2,202.00	0.00	235.00	798.00	0.11	0.00	235.00	1,967.00
6730- VOLUNTEER TRAVEL	0.00	0.00	772.69	0.00	0.00	0.00	772.69	(772.69)
6742- TRAINING - STAFF	22,595.00	1,341.15	13,934.19	22,595.00	0.62	749.00	14,683.19	7,911.81
6746- TRAINING - PARENT	0.00	0.00	0.00	0.00	0.00	749.00	749.00	(749.00)
9010- INDIRECT COST ALLOCATION	3,839.00	122.05	1,776.74	2,886.00	0.46	0.00	1,776.74	2,062.26
Total Expenses	<u>46,025.00</u>	<u>1,463.20</u>	<u>21,301.31</u>	<u>34,604.00</u>	<u>0.46</u>	<u>1,498.00</u>	<u>22,799.31</u>	<u>23,225.69</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(1,498.00)</u>	<u>(1,498.00)</u>	<u>1,498.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(1,498.00)</u>	<u>(1,498.00)</u>	<u>1,498.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 2/28/2023

312 0 EARLY HEAD START - MADERA	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	625,664.00	52,838.62	452,931.24	362,687.20	(0.72)	0.00	452,931.24	172,732.76
4220- IN KIND CONTRIBUTIONS	159,759.00	0.00	115,691.34	92,727.00	(0.72)	0.00	115,691.34	44,067.66
Total Revenues	785,423.00	52,838.62	568,622.58	455,414.20	(0.72)	0.00	568,622.58	216,800.42
Expenses								
5010- SALARIES & WAGES	311,309.08	26,981.27	236,847.78	182,957.36	0.76	0.00	236,847.78	74,461.30
5020- ACCRUED VACATION PAY	16,134.92	1,804.60	16,374.53	9,570.44	1.01	0.00	16,374.53	(239.61)
5112- HEALTH INSURANCE	27,620.00	2,864.29	23,235.91	16,114.00	0.84	0.00	23,235.91	4,384.09
5114- WORKER'S COMPENSATION	3,788.00	259.18	2,629.49	2,227.33	0.69	0.00	2,629.49	1,158.51
5116- PENSION	22,540.00	1,608.38	15,082.11	13,249.62	0.67	0.00	15,082.11	7,457.89
5122- FICA	24,639.00	2,022.17	19,400.59	14,480.45	0.79	0.00	19,400.59	5,238.41
5124- SUI	2,628.00	798.17	2,512.54	1,548.00	0.96	0.00	2,512.54	115.46
5130- ACCRUED VACATION FRINGE	1,276.00	138.02	1,252.42	757.00	0.98	0.00	1,252.42	23.58
6110- OFFICE SUPPLIES	4,800.00	0.00	3,912.99	2,800.00	0.82	156.93	4,069.92	730.08
6112- DATA PROCESSING SUPPLIES	13,866.00	691.64	1,985.48	8,086.00	0.14	336.70	2,322.18	11,543.82
6121- FOOD	0.00	0.00	699.81	0.00	0.00	0.00	699.81	(699.81)
6122- KITCHEN SUPPLIES	200.00	0.00	23.40	100.00	0.12	0.00	23.40	176.60
6130- PROGRAM SUPPLIES	26,015.00	0.00	2,300.52	14,008.00	0.09	525.00	2,825.52	23,189.48
6132- MEDICAL & DENTAL SUPPLIES	490.00	0.00	129.59	245.00	0.26	0.00	129.59	360.41
6134- INSTRUCTIONAL SUPPLIES	8,400.00	0.00	0.00	4,550.00	0.00	0.00	0.00	8,400.00
6140- CUSTODIAL SUPPLIES	360.00	0.00	200.51	210.00	0.56	0.00	200.51	159.49
6170- POSTAGE & SHIPPING	60.00	0.00	33.10	35.00	0.55	0.00	33.10	26.90
6180- EQUIPMENT RENTAL	1,776.00	647.98	4,721.30	1,036.00	2.66	0.00	4,721.30	(2,945.30)
6181- EQUIPMENT MAINTENANCE	2,400.00	0.00	52.42	1,400.00	0.02	0.00	52.42	2,347.58
6310- PRINTING & PUBLICATIONS	720.00	0.00	720.75	420.00	1.00	149.85	870.60	(150.60)
6320- TELEPHONE	27,000.00	1,361.64	14,622.21	15,750.00	0.54	0.00	14,622.21	12,377.79
6410- RENT	47,196.00	5,268.14	46,876.33	27,531.00	0.99	0.00	46,876.33	319.67
6420- UTILITIES/ DISPOSAL	5,004.00	46.47	9,093.27	2,919.00	1.82	0.00	9,093.27	(4,089.27)
6432- BUILDING REPAIRS/ MAINTENANCE	900.00	0.00	365.31	525.00	0.41	0.00	365.31	534.69
6436- PEST CONTROL	600.00	83.42	763.17	350.00	1.27	0.00	763.17	(163.17)
6437- BURGLAR & FIRE ALARM	216.00	3.61	18.58	126.00	0.09	5,068.93	5,087.51	(4,871.51)
6440- PROPERTY INSURANCE	2,400.00	249.57	1,951.01	1,400.00	0.81	0.00	1,951.01	448.99
6520- CONSULTANTS	0.00	260.00	919.36	0.00	0.00	3,987.44	4,906.80	(4,906.80)
6524- CONTRACTS	10,000.00	0.00	0.00	5,000.00	0.00	0.00	0.00	10,000.00
6530- LEGAL	1,000.00	0.00	0.00	500.00	0.00	0.00	0.00	1,000.00
6540- CUSTODIAL SERVICES	0.00	0.00	992.60	0.00	0.00	0.00	992.60	(992.60)
6610- GAS & OIL	0.00	60.18	405.52	0.00	0.00	0.00	405.52	(405.52)
6620- VEHICLE INSURANCE	1,908.00	214.56	1,638.09	1,113.00	0.86	0.00	1,638.09	269.91
6640- VEHICLE REPAIR & MAINTENANCE	1,500.00	0.00	1,324.61	750.00	0.88	0.00	1,324.61	175.39
6714- STAFF TRAVEL-OUT OF AREA	1,500.00	0.00	841.22	0.00	0.56	0.00	841.22	658.78
6742- TRAINING - STAFF	4,000.00	0.00	1,511.92	2,000.00	0.38	0.00	1,511.92	2,488.08
6834- STUDENT ACTIVITY INSURANCE	732.00	38.83	338.25	427.00	0.46	0.00	338.25	393.75
6840- PROPERTY TAXES	0.00	0.00	15.12	0.00	0.00	0.00	15.12	(15.12)
6850- FEES & LICENSES	300.00	0.00	949.57	150.00	3.17	0.00	949.57	(649.57)

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 2/28/2023

	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
312 0 EARLY HEAD START - MADERA								
6852- FINGERPRINT	0.00	0.00	3.00	0.00	0.00	0.00	3.00	(3.00)
6875- EMPLOYEE HEALTH & WELFARE	0.00	33.72	257.99	0.00	0.00	4.28	262.27	(262.27)
7114- PC ALLOWANCE	200.00	0.00	150.00	100.00	0.75	0.00	150.00	50.00
8110- IN KIND SALARIES	158,104.00	0.00	115,691.34	91,767.00	0.73	0.00	115,691.34	42,412.66
8130- IN KIND - OTHER	1,655.00	0.00	0.00	960.00	0.00	0.00	0.00	1,655.00
9010- INDIRECT COST ALLOCATION	<u>52,186.00</u>	<u>4,407.26</u>	<u>37,778.87</u>	<u>30,252.00</u>	<u>0.72</u>	<u>0.00</u>	<u>37,778.87</u>	<u>14,407.13</u>
Total Expenses	<u>785,423.00</u>	<u>49,843.10</u>	<u>568,622.58</u>	<u>455,414.20</u>	<u>0.72</u>	<u>10,229.13</u>	<u>578,851.71</u>	<u>206,571.29</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>2,995.52</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(10,229.13)</u>	<u>(10,229.13)</u>	<u>10,229.13</u>
Beginning Net Assets - Unrestricted	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Board Designated	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Ending Net Assets	<u>0.00</u>	<u>2,995.52</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(10,229.13)</u>	<u>(10,229.13)</u>	<u>10,229.13</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 2/28/2023

	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
356 0 REGIONAL QRIS FIRST5 CSPP								
Revenues								
4120- GRANT INCOME-STATE	93,112.00	0.00	93,112.00	0.00	(1.00)	0.00	93,112.00	0.00
Total Revenues	<u>93,112.00</u>	<u>0.00</u>	<u>93,112.00</u>	<u>0.00</u>	<u>(1.00)</u>	<u>0.00</u>	<u>93,112.00</u>	<u>0.00</u>
Expenses								
6130- PROGRAM SUPPLIES	84,639.00	0.00	0.00	0.00	0.00	0.00	0.00	84,639.00
9010- INDIRECT COST ALLOCATION	8,473.00	0.00	0.00	0.00	0.00	0.00	0.00	8,473.00
Total Expenses	<u>93,112.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>93,112.00</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>93,112.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>93,112.00</u>	<u>(93,112.00)</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>93,112.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>93,112.00</u>	<u>(93,112.00)</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 2/28/2023

Report Recap	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	685,062.00	55,805.54	484,239.50	405,958.10	(0.71)	0.00	484,239.50	200,822.50
4120- GRANT INCOME-STATE	93,112.00	0.00	93,112.00	0.00	(1.00)	0.00	93,112.00	0.00
4220- IN KIND CONTRIBUTIONS	159,759.00	0.00	115,691.34	92,727.00	(0.72)	0.00	115,691.34	44,067.66
Total Revenues	<u>937,933.00</u>	<u>55,805.54</u>	<u>693,042.84</u>	<u>498,685.10</u>	<u>(0.74)</u>	<u>0.00</u>	<u>693,042.84</u>	<u>244,890.16</u>
Expenses								
5010- SALARIES & WAGES	311,309.08	26,981.27	236,847.78	182,957.36	0.76	0.00	236,847.78	74,461.30
5020- ACCRUED VACATION PAY	16,134.92	1,804.60	16,374.53	9,570.44	1.01	0.00	16,374.53	(239.61)
5112- HEALTH INSURANCE	27,620.00	2,864.29	23,235.91	16,114.00	0.84	0.00	23,235.91	4,384.09
5114- WORKER'S COMPENSATION	3,788.00	259.18	2,629.49	2,227.33	0.69	0.00	2,629.49	1,158.51
5116- PENSION	22,540.00	1,608.38	15,082.11	13,249.62	0.67	0.00	15,082.11	7,457.89
5122- FICA	24,639.00	2,022.17	19,400.59	14,480.45	0.79	0.00	19,400.59	5,238.41
5124- SUI	2,628.00	798.17	2,512.54	1,548.00	0.96	0.00	2,512.54	115.46
5130- ACCRUED VACATION FRINGE	1,276.00	138.02	1,252.42	757.00	0.98	0.00	1,252.42	23.58
6110- OFFICE SUPPLIES	6,778.00	0.00	3,912.99	4,464.00	0.58	156.93	4,069.92	2,708.08
6112- DATA PROCESSING SUPPLIES	13,866.00	691.64	1,985.48	8,086.00	0.14	336.70	2,322.18	11,543.82
6121- FOOD	0.00	0.00	2,931.27	0.00	0.00	0.00	2,931.27	(2,931.27)
6122- KITCHEN SUPPLIES	200.00	0.00	23.40	100.00	0.12	0.00	23.40	176.60
6130- PROGRAM SUPPLIES	112,154.00	0.00	2,395.56	15,258.00	0.02	525.00	2,920.56	109,233.44
6132- MEDICAL & DENTAL SUPPLIES	490.00	0.00	129.59	245.00	0.26	0.00	129.59	360.41
6134- INSTRUCTIONAL SUPPLIES	8,400.00	0.00	0.00	4,550.00	0.00	0.00	0.00	8,400.00
6140- CUSTODIAL SUPPLIES	360.00	0.00	200.51	210.00	0.56	0.00	200.51	159.49
6170- POSTAGE & SHIPPING	60.00	0.00	33.10	35.00	0.55	0.00	33.10	26.90
6180- EQUIPMENT RENTAL	1,776.00	647.98	4,721.30	1,036.00	2.66	0.00	4,721.30	(2,945.30)
6181- EQUIPMENT MAINTENANCE	2,400.00	0.00	52.42	1,400.00	0.02	0.00	52.42	2,347.58
6310- PRINTING & PUBLICATIONS	3,734.00	0.00	720.75	2,920.00	0.19	149.85	870.60	2,863.40
6320- TELEPHONE	27,000.00	1,361.64	14,622.21	15,750.00	0.54	0.00	14,622.21	12,377.79
6410- RENT	47,196.00	5,268.14	46,876.33	27,531.00	0.99	0.00	46,876.33	319.67
6420- UTILITIES/ DISPOSAL	5,004.00	46.47	9,093.27	2,919.00	1.82	0.00	9,093.27	(4,089.27)
6432- BUILDING REPAIRS/ MAINTENANCE	900.00	0.00	365.31	525.00	0.41	0.00	365.31	534.69
6436- PEST CONTROL	600.00	83.42	763.17	350.00	1.27	0.00	763.17	(163.17)
6437- BURGLAR & FIRE ALARM	216.00	3.61	18.58	126.00	0.09	5,068.93	5,087.51	(4,871.51)
6440- PROPERTY INSURANCE	2,400.00	249.57	1,951.01	1,400.00	0.81	0.00	1,951.01	448.99
6520- CONSULTANTS	3,710.00	260.00	919.36	3,710.00	0.25	3,987.44	4,906.80	(1,196.80)
6524- CONTRACTS	10,000.00	0.00	0.00	5,000.00	0.00	0.00	0.00	10,000.00
6530- LEGAL	1,000.00	0.00	0.00	500.00	0.00	0.00	0.00	1,000.00
6540- CUSTODIAL SERVICES	0.00	0.00	992.60	0.00	0.00	0.00	992.60	(992.60)
6610- GAS & OIL	0.00	60.18	405.52	0.00	0.00	0.00	405.52	(405.52)
6620- VEHICLE INSURANCE	1,908.00	214.56	1,638.09	1,113.00	0.86	0.00	1,638.09	269.91
6640- VEHICLE REPAIR & MAINTENANCE	1,500.00	0.00	1,324.61	750.00	0.88	0.00	1,324.61	175.39
6714- STAFF TRAVEL-OUT OF AREA	19,925.00	0.00	4,946.39	6,725.00	0.25	0.00	4,946.39	14,978.61
6722- PER DIEM - STAFF	3,222.00	0.00	235.00	1,218.00	0.07	0.00	235.00	2,987.00
6730- VOLUNTEER TRAVEL	0.00	0.00	772.69	0.00	0.00	0.00	772.69	(772.69)
6742- TRAINING - STAFF	26,595.00	2,719.44	22,769.40	24,595.00	0.86	749.00	23,518.40	3,076.60

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 2/28/2023

Report Recap	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
6746- TRAINING - PARENT	0.00	0.00	0.00	0.00	0.00	749.00	749.00	(749.00)
6834- STUDENT ACTIVITY INSURANCE	732.00	38.83	338.25	427.00	0.46	0.00	338.25	393.75
6840- PROPERTY TAXES	0.00	0.00	15.12	0.00	0.00	0.00	15.12	(15.12)
6850- FEES & LICENSES	300.00	0.00	949.57	150.00	3.17	0.00	949.57	(649.57)
6852- FINGERPRINT	0.00	0.00	3.00	0.00	0.00	0.00	3.00	(3.00)
6875- EMPLOYEE HEALTH & WELFARE	0.00	33.72	257.99	0.00	0.00	4.28	262.27	(262.27)
7114- PC ALLOWANCE	200.00	0.00	150.00	100.00	0.75	0.00	150.00	50.00
8110- IN KIND SALARIES	158,104.00	0.00	115,691.34	91,767.00	0.73	0.00	115,691.34	42,412.66
8130- IN KIND - OTHER	1,655.00	0.00	0.00	960.00	0.00	0.00	0.00	1,655.00
9010- INDIRECT COST ALLOCATION	65,613.00	4,654.74	40,390.29	33,860.90	0.62	0.00	40,390.29	25,222.71
Total Expenses	937,933.00	52,810.02	599,930.84	498,685.10	0.64	11,727.13	611,657.97	326,275.03
Excess Revenue Over (Under) Expenditures	0.00	2,995.52	93,112.00	0.00	0.00	(11,727.13)	81,384.87	(81,384.87)
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	0.00	2,995.52	93,112.00	0.00	0.00	(11,727.13)	81,384.87	(81,384.87)

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 7/01/2022 to 2/28/2023

	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
319 0 MADERA STATE CSPP/RHS LAYERED								
Revenues								
4120- GRANT INCOME-STATE	1,247,984.00	119,189.00	869,381.00	0.00	(0.70)	0.00	869,381.00	378,603.00
Total Revenues	<u>1,247,984.00</u>	<u>119,189.00</u>	<u>869,381.00</u>	<u>0.00</u>	<u>(0.70)</u>	<u>0.00</u>	<u>869,381.00</u>	<u>378,603.00</u>
Expenses								
5010- SALARIES & WAGES	892,118.00	0.00	512,710.59	0.00	0.57	0.00	512,710.59	379,407.41
5020- ACCRUED VACATION PAY	0.00	0.00	31,939.23	0.00	0.00	0.00	31,939.23	(31,939.23)
5112- HEALTH INSURANCE	74,861.00	0.00	53,394.94	0.00	0.71	0.00	53,394.94	21,466.06
5114- WORKER'S COMPENSATION	35,204.00	0.00	16,889.48	0.00	0.48	0.00	16,889.48	18,314.52
5116- PENSION	62,322.00	0.00	25,100.40	0.00	0.40	0.00	25,100.40	37,221.60
5122- FICA	70,264.00	0.00	40,466.55	0.00	0.58	0.00	40,466.55	29,797.45
5124- SUI	9,121.00	0.00	4,674.54	0.00	0.51	0.00	4,674.54	4,446.46
5130- ACCRUED VACATION FICA	0.00	0.00	2,443.27	0.00	0.00	0.00	2,443.27	(2,443.27)
6110- OFFICE SUPPLIES	0.00	1,784.17	1,784.17	0.00	0.00	0.00	1,784.17	(1,784.17)
6132- MEDICAL & DENTAL SUPPLIES	0.00	69.90	69.90	0.00	0.00	0.00	69.90	(69.90)
6134- INSTRUCTIONAL SUPPLIES	0.00	947.54	947.54	0.00	0.00	0.00	947.54	(947.54)
6140- CUSTODIAL SUPPLIES	0.00	2,162.36	2,162.36	0.00	0.00	0.00	2,162.36	(2,162.36)
6142- LINEN/LAUNDRY	0.00	42.94	42.94	0.00	0.00	0.00	42.94	(42.94)
6180- EQUIPMENT RENTAL	0.00	2,165.07	2,165.07	0.00	0.00	0.00	2,165.07	(2,165.07)
6181- EQUIPMENT MAINTENANCE	0.00	2,315.64	2,315.64	0.00	0.00	0.00	2,315.64	(2,315.64)
6320- TELEPHONE	0.00	35,228.60	35,228.60	0.00	0.00	0.00	35,228.60	(35,228.60)
6410- RENT	0.00	24,681.49	24,681.49	0.00	0.00	0.00	24,681.49	(24,681.49)
6420- UTILITIES/ DISPOSAL	0.00	17,907.80	17,907.80	0.00	0.00	0.00	17,907.80	(17,907.80)
6432- BUILDING REPAIRS/ MAINTENANCE	0.00	12,630.31	12,630.31	0.00	0.00	0.00	12,630.31	(12,630.31)
6433- GROUNDS MAINTENANCE	0.00	6,351.18	6,351.18	0.00	0.00	0.00	6,351.18	(6,351.18)
6436- PEST CONTROL	0.00	763.51	763.51	0.00	0.00	0.00	763.51	(763.51)
6437- BURGLAR & FIRE ALARM	0.00	454.57	454.57	0.00	0.00	0.00	454.57	(454.57)
6440- PROPERTY INSURANCE	0.00	1,518.71	1,518.71	0.00	0.00	0.00	1,518.71	(1,518.71)
6834- STUDENT ACTIVITY INSURANCE	0.00	223.21	223.21	0.00	0.00	0.00	223.21	(223.21)
9010- INDIRECT COST ALLOCATION	104,094.00	9,942.00	72,515.00	0.00	0.70	0.00	72,515.00	31,579.00
Total Expenses	<u>1,247,984.00</u>	<u>119,189.00</u>	<u>869,381.00</u>	<u>0.00</u>	<u>0.70</u>	<u>0.00</u>	<u>869,381.00</u>	<u>378,603.00</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 7/01/2022 to 2/28/2023

815 0 Regional SCOE CSPP Covid	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4120- GRANT INCOME-STATE	64,200.00	5,596.77	17,121.95	0.00	(0.27)	0.00	17,121.95	47,078.05
Total Revenues	<u>64,200.00</u>	<u>5,596.77</u>	<u>17,121.95</u>	<u>0.00</u>	<u>(0.27)</u>	<u>0.00</u>	<u>17,121.95</u>	<u>47,078.05</u>
Expenses								
6110- OFFICE SUPPLIES	3,500.00	0.00	419.67	0.00	0.12	0.00	419.67	3,080.33
6130- PROGRAM SUPPLIES	32,143.00	2,872.26	14,214.33	0.00	0.44	38,275.67	52,490.00	(20,347.00)
6132- MEDICAL & DENTAL SUPPLIES	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00
6134- INSTRUCTIONAL SUPPLIES	0.00	0.00	1,672.62	0.00	0.00	0.00	1,672.62	(1,672.62)
6742- TRAINING - STAFF	5,500.00	0.00	0.00	0.00	0.00	0.00	0.00	5,500.00
9010- INDIRECT COST ALLOCATION	3,057.00	239.51	815.33	0.00	0.27	0.00	815.33	2,241.67
Total Expenses	<u>64,200.00</u>	<u>3,111.77</u>	<u>17,121.95</u>	<u>0.00</u>	<u>0.27</u>	<u>38,275.67</u>	<u>55,397.62</u>	<u>8,802.38</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>2,485.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(38,275.67)</u>	<u>(38,275.67)</u>	<u>38,275.67</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>2,485.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(38,275.67)</u>	<u>(38,275.67)</u>	<u>38,275.67</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 7/01/2022 to 2/28/2023

Report Recap	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4120- GRANT INCOME-STATE	1,312,184.00	124,785.77	886,502.95	0.00	(0.68)	0.00	886,502.95	425,681.05
Total Revenues	<u>1,312,184.00</u>	<u>124,785.77</u>	<u>886,502.95</u>	<u>0.00</u>	<u>(0.68)</u>	<u>0.00</u>	<u>886,502.95</u>	<u>425,681.05</u>
Expenses								
5010- SALARIES & WAGES	892,118.00	0.00	512,710.59	0.00	0.57	0.00	512,710.59	379,407.41
5020- ACCRUED VACATION PAY	0.00	0.00	31,939.23	0.00	0.00	0.00	31,939.23	(31,939.23)
5112- HEALTH INSURANCE	74,861.00	0.00	53,394.94	0.00	0.71	0.00	53,394.94	21,466.06
5114- WORKER'S COMPENSATION	35,204.00	0.00	16,889.48	0.00	0.48	0.00	16,889.48	18,314.52
5116- PENSION	62,322.00	0.00	25,100.40	0.00	0.40	0.00	25,100.40	37,221.60
5122- FICA	70,264.00	0.00	40,466.55	0.00	0.58	0.00	40,466.55	29,797.45
5124- SUI	9,121.00	0.00	4,674.54	0.00	0.51	0.00	4,674.54	4,446.46
5130- ACCRUED VACATION FICA	0.00	0.00	2,443.27	0.00	0.00	0.00	2,443.27	(2,443.27)
6110- OFFICE SUPPLIES	3,500.00	1,784.17	2,203.84	0.00	0.63	0.00	2,203.84	1,296.16
6130- PROGRAM SUPPLIES	32,143.00	2,872.26	14,214.33	0.00	0.44	38,275.67	52,490.00	(20,347.00)
6132- MEDICAL & DENTAL SUPPLIES	20,000.00	69.90	69.90	0.00	0.00	0.00	69.90	19,930.10
6134- INSTRUCTIONAL SUPPLIES	0.00	947.54	2,620.16	0.00	0.00	0.00	2,620.16	(2,620.16)
6140- CUSTODIAL SUPPLIES	0.00	2,162.36	2,162.36	0.00	0.00	0.00	2,162.36	(2,162.36)
6142- LINEN/LAUNDRY	0.00	42.94	42.94	0.00	0.00	0.00	42.94	(42.94)
6180- EQUIPMENT RENTAL	0.00	2,165.07	2,165.07	0.00	0.00	0.00	2,165.07	(2,165.07)
6181- EQUIPMENT MAINTENANCE	0.00	2,315.64	2,315.64	0.00	0.00	0.00	2,315.64	(2,315.64)
6320- TELEPHONE	0.00	35,228.60	35,228.60	0.00	0.00	0.00	35,228.60	(35,228.60)
6410- RENT	0.00	24,681.49	24,681.49	0.00	0.00	0.00	24,681.49	(24,681.49)
6420- UTILITIES/ DISPOSAL	0.00	17,907.80	17,907.80	0.00	0.00	0.00	17,907.80	(17,907.80)
6432- BUILDING REPAIRS/ MAINTENANCE	0.00	12,630.31	12,630.31	0.00	0.00	0.00	12,630.31	(12,630.31)
6433- GROUNDS MAINTENANCE	0.00	6,351.18	6,351.18	0.00	0.00	0.00	6,351.18	(6,351.18)
6436- PEST CONTROL	0.00	763.51	763.51	0.00	0.00	0.00	763.51	(763.51)
6437- BURGLAR & FIRE ALARM	0.00	454.57	454.57	0.00	0.00	0.00	454.57	(454.57)
6440- PROPERTY INSURANCE	0.00	1,518.71	1,518.71	0.00	0.00	0.00	1,518.71	(1,518.71)
6742- TRAINING - STAFF	5,500.00	0.00	0.00	0.00	0.00	0.00	0.00	5,500.00
6834- STUDENT ACTIVITY INSURANCE	0.00	223.21	223.21	0.00	0.00	0.00	223.21	(223.21)
9010- INDIRECT COST ALLOCATION	107,151.00	10,181.51	73,330.33	0.00	0.68	0.00	73,330.33	33,820.67
Total Expenses	<u>1,312,184.00</u>	<u>122,300.77</u>	<u>886,502.95</u>	<u>0.00</u>	<u>0.68</u>	<u>38,275.67</u>	<u>924,778.62</u>	<u>387,405.38</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>2,485.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(38,275.67)</u>	<u>(38,275.67)</u>	<u>38,275.67</u>
Beginning Net Assets - Unrestricted	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Board Designated	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Ending Net Assets	<u>0.00</u>	<u>2,485.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(38,275.67)</u>	<u>(38,275.67)</u>	<u>38,275.67</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 2/28/2023

814 0 ARP COVID - REGIONAL	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	65,464.49	0.00	63,850.74	0.00	(0.98)	0.00	63,850.74	1,613.75
Total Revenues	<u>65,464.49</u>	<u>0.00</u>	<u>63,850.74</u>	<u>0.00</u>	<u>(0.98)</u>	<u>0.00</u>	<u>63,850.74</u>	<u>1,613.75</u>
Expenses								
6130- PROGRAM SUPPLIES	60,004.44	0.00	3,470.73	0.00	0.06	0.00	3,470.73	56,533.71
6132- MEDICAL & DENTAL SUPPLIES	0.00	0.00	19,748.07	0.00	0.00	0.00	19,748.07	(19,748.07)
6140- CUSTODIAL SUPPLIES	0.00	0.00	2,566.82	0.00	0.00	0.00	2,566.82	(2,566.82)
6432- BUILDING REPAIRS/ MAINTENANCE	0.00	0.00	32,739.10	0.00	0.00	0.00	32,739.10	(32,739.10)
6850- FEES & LICENSES	0.00	0.00	0.25	0.00	0.00	0.00	0.25	(0.25)
9010- INDIRECT COST ALLOCATION	5,460.05	0.00	5,325.77	0.00	0.98	0.00	5,325.77	134.28
Total Expenses	<u>65,464.49</u>	<u>0.00</u>	<u>63,850.74</u>	<u>0.00</u>	<u>0.98</u>	<u>0.00</u>	<u>63,850.74</u>	<u>1,613.75</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 2/28/2023

	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
1818 0 CRRSA COVID-19								
Revenues								
4110- GRANT INCOME-FEDERAL	22,178.67	0.00	22,178.67	0.00	(1.00)	0.00	22,178.67	0.00
Total Revenues	<u>22,178.67</u>	<u>0.00</u>	<u>22,178.67</u>	<u>0.00</u>	<u>(1.00)</u>	<u>0.00</u>	<u>22,178.67</u>	<u>0.00</u>
Expenses								
6121- FOOD	0.00	0.00	1,375.51	0.00	0.00	0.00	1,375.51	(1,375.51)
6130- PROGRAM SUPPLIES	20,328.75	0.00	8,450.13	0.00	0.42	0.00	8,450.13	11,878.62
6132- MEDICAL & DENTAL SUPPLIES	0.00	0.00	5,634.12	0.00	0.00	0.00	5,634.12	(5,634.12)
6134- INSTRUCTIONAL SUPPLIES	0.00	0.00	4,868.99	0.00	0.00	0.00	4,868.99	(4,868.99)
9010- INDIRECT COST ALLOCATION	1,849.92	0.00	1,849.92	0.00	1.00	0.00	1,849.92	0.00
Total Expenses	<u>22,178.67</u>	<u>0.00</u>	<u>22,178.67</u>	<u>0.00</u>	<u>1.00</u>	<u>0.00</u>	<u>22,178.67</u>	<u>0.00</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 6/01/2022 to 2/28/2023

Report Recap	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	87,643.16	0.00	86,029.41	0.00	(0.98)	0.00	86,029.41	1,613.75
Total Revenues	<u>87,643.16</u>	<u>0.00</u>	<u>86,029.41</u>	<u>0.00</u>	<u>(0.98)</u>	<u>0.00</u>	<u>86,029.41</u>	<u>1,613.75</u>
Expenses								
6121- FOOD	0.00	0.00	1,375.51	0.00	0.00	0.00	1,375.51	(1,375.51)
6130- PROGRAM SUPPLIES	80,333.19	0.00	11,920.86	0.00	0.15	0.00	11,920.86	68,412.33
6132- MEDICAL & DENTAL SUPPLIES	0.00	0.00	25,382.19	0.00	0.00	0.00	25,382.19	(25,382.19)
6134- INSTRUCTIONAL SUPPLIES	0.00	0.00	4,868.99	0.00	0.00	0.00	4,868.99	(4,868.99)
6140- CUSTODIAL SUPPLIES	0.00	0.00	2,566.82	0.00	0.00	0.00	2,566.82	(2,566.82)
6432- BUILDING REPAIRS/ MAINTENANCE	0.00	0.00	32,739.10	0.00	0.00	0.00	32,739.10	(32,739.10)
6850- FEES & LICENSES	0.00	0.00	0.25	0.00	0.00	0.00	0.25	(0.25)
9010- INDIRECT COST ALLOCATION	7,309.97	0.00	7,175.69	0.00	0.98	0.00	7,175.69	134.28
Total Expenses	<u>87,643.16</u>	<u>0.00</u>	<u>86,029.41</u>	<u>0.00</u>	<u>0.98</u>	<u>0.00</u>	<u>86,029.41</u>	<u>1,613.75</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>

July 1, 2022 to June 30, 2023

State Migrant Full-Day Program - Basic Program

For the Period Ending

2/28/2023

Start Date 7/1/2022

Current Mnth 8

80.0%

Account	Description	Budget	MTD	Current Actual YTD	Previous Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
REVENUES										
4120	GRANT INCOME-STATE	786,682	94,071.72	673,245.04	579,173.32	629,346	85.58%	-	673,245.04	113,436.96
4220	IN KIND CONTRIBUTIONS	-	-	-	-	-	-	-	-	-
4315	CHILD CRE REVENUE-STATE	-	-	-	-	-	-	-	-	-
4350	RENTAL INCOME	-	-	-	-	-	-	-	-	-
TOTAL REVENUES		786,682	94,071.72	673,245.04	579,173.32	629,346	85.58%	-	673,245.04	113,436.96
EXPENDITURES										
5010	SALARIES & WAGES	521,512	64,116.95	439,750.36	375,633.41	417,210	84.32%	-	439,750.36	81,761.64
5020	ACCRUED VACATION PAY	31,000	3,589.11	25,054.94	21,465.83	24,800	80.82%	-	25,054.94	5,945.06
5112	HEALTH INSURANCE	55,811	4,905.54	58,368.18	53,462.64	44,649	104.58%	-	58,368.18	(2,557.18)
5114	WORKER'S COMPENSATION	20,866	2,513.41	17,936.91	15,423.50	16,693	85.96%	-	17,936.91	2,929.09
5116	PENSION	27,710	3,026.50	21,302.19	18,275.69	22,168	76.88%	-	21,302.19	6,407.81
5122	FICA	43,218	5,075.01	35,206.92	30,131.91	34,574	81.46%	-	35,206.92	8,011.08
5124	SUI	7,880	2,548.43	7,606.98	5,058.55	6,304	96.54%	-	7,606.98	273.02
5130	ACCRUED VACATION FRINGE	2,350	250.21	1,892.25	1,642.04	1,880	80.52%	-	1,892.25	457.75
6110	OFFICE SUPPLIES	1,439	-	1,522.85	1,522.85	1,151	105.83%	-	1,522.85	(83.85)
6112	DATA PROCESSING SUPPLIES	-	-	-	-	-	-	-	-	-
6121	FOOD	-	-	-	-	-	-	-	-	-
6122	KITCHEN SUPPLIES	-	-	-	-	-	-	-	-	-
6130	PROGRAM SUPPLIES	4,496	-	2,934.61	2,934.61	3,597	65.27%	-	2,934.61	1,561.39
6132	MEDICAL & DENTAL SUPPLIES	-	-	-	-	-	-	-	-	-
6134	INSTRUCTIONAL SUPPLIES	-	-	-	-	-	-	-	-	-
6140	CUSTODIAL SUPPLIES	3,000	-	5,313.61	5,313.61	2,400	177.12%	-	5,313.61	(2,313.61)
6170	POSTAGE & SHIPPING	-	-	-	-	-	-	-	-	-
6180	EQUIPMENT RENTAL	-	-	-	-	-	-	-	-	-
6181	EQUIPMENT MAINTENANCE	-	-	-	-	-	-	-	-	-
6221	EQUIPMENT OVER > \$5000	-	-	-	-	-	-	-	-	-
6320	TELEPHONE	-	-	-	-	-	-	-	-	-
6420	UTILITIES/ DISPOSAL	-	-	-	-	-	-	-	-	-
6432	BUILDING REPAIRS/ MAINTENANCE	-	-	-	-	-	-	-	-	-
6433	GROUNDS MAINTENANCE	-	-	-	-	-	-	-	-	-
6436	PEST CONTROL	-	-	-	-	-	-	-	-	-
6540	CUSTODIAL SERVICES	-	-	-	-	-	-	-	-	-
6610	GAS & OIL	-	-	-	-	-	-	-	-	-
6620	VEHICLE INSURANCE	-	200.06	200.06	-	-	-	-	200.06	(200.06)
6640	VEHICLE REPAIR & MAINTENANCE	-	-	-	-	-	-	-	-	-
6834	STUDENT ACTIVITY INSURANCE	-	-	-	-	-	-	-	-	-
9010	INDIRECT COST ALLOCATION	67,400	7,846.50	56,155.18	48,308.68	53,920	83.32%	-	56,155.18	11,244.82
Total Expenses		786,682	94,071.72	673,245.04	579,173.32	629,346	85.58%	-	673,245.04	113,436.96
									85.6%	

In Direct Calc. @ 9.1%	
56,155.18	
56,155.18	Total

Madera Migrant Head Start
Budget to Actual

		For the Period Ending 2/28/2023						Start Date	3/1/2022	
		Current		Current	Previous					
Account	Description	Budget	PTD	Actual YTD	Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
REVENUES										
4110	GRANT INCOME-	5,632,943	600,011.64	5,117,240.65	4,517,229.01	5,632,943.00	91%	515,701.42	5,632,942.07	0.93
4220	IN KIND CONTRIBUTIONS	441,954	43,818.36	828,285.76	784,467.40	441,954.00	187%	-	828,285.76	(386,331.76)
4120	GRANT INCOME-STATE	-	-	-	-	-	-	-	-	-
4390	MISCELLANEOUS	-	-	36,735.47	36,735.47	-	-	-	36,735.47	(36,735.47)
	TOTAL REVENUES	6,074,897	643,830.00	5,982,261.88	5,338,431.88	6,074,897.00	98%	515,701.42	6,497,963.30	(423,066.30)
EXPENDITURES										
5010	Salaries & Wages	2,737,617	294,023.27	2,731,303.77	2,437,280.50	2,737,617.00	100%	-	2,731,303.77	6,313.23
5020	Accrued Vacation Pay	157,535	17,365.82	155,308.18	137,942.36	157,535.00	99%	-	155,308.18	2,226.82
5112	Health Insurance	322,608	24,908.59	323,122.77	298,214.18	322,608.00	100%	-	323,122.77	(514.77)
5114	Worker's Compensation	96,341	11,076.47	96,949.36	85,872.89	96,341.00	101%	-	96,949.36	(608.36)
5116	Pension	153,656	17,954.26	154,174.97	136,220.71	153,656.00	100%	-	154,174.97	(518.97)
5122	FICA	224,486	25,850.01	225,403.45	199,553.44	224,486.00	100%	-	225,403.45	(917.45)
5124	SUI	26,548	10,625.79	26,944.85	16,319.06	26,548.00	101%	-	26,944.85	(396.85)
5130	Accrued Vacation Fringe	11,765	1,352.84	11,794.86	10,442.02	11,765.00	100%	-	11,794.86	(29.86)
6110	Office supplies	22,213	403.78	11,487.37	11,083.59	22,213.00	52%	15,452.09	26,939.46	(4,726.46)
6112	Data Processing Supplies	72,570	17,775.82	64,353.85	46,578.03	72,570.00	89%	27,414.57	91,768.42	(19,198.42)
6121	Food	30,800	1,450.00	29,588.44	28,138.44	30,800.00	96%	-	29,588.44	1,211.56
6122	Kitchen Supplies	7,351	-	500.78	500.78	7,351.00	7%	5,900.72	6,401.50	949.50
6130	Program Supplies	89,322	3,426.74	67,364.80	63,938.06	89,322.00	75%	23,505.79	90,870.59	(1,548.59)
6132	Medical & Dental Supplies	19,900	2,754.08	19,761.27	17,007.19	19,900.00	99%	181.32	19,942.59	(42.59)
6134	Instructional Supplies	47,260	15,370.72	31,669.51	16,298.79	47,260.00	67%	15,900.11	47,569.62	(309.62)
6140	Custodial Supplies	18,872	(378.50)	15,077.46	15,455.96	18,872.00	80%	2,928.19	18,005.65	866.35
6142	Linen / Laundry	-	-	-	-	-	-	-	-	-
6143	Furnishing	21,330	12,375.06	19,560.63	7,185.57	21,330.00	-	3,049.33	22,609.96	(1,279.96)
6150	Uniform Rental / Purchases	306	-	150.00	150.00	306.00	49%	-	150.00	156.00
6170	Postage & Shipping	500	71.46	413.34	341.88	500.00	83%	-	413.34	86.66
6221	Equipment Over > \$5,000	34,823	-	-	-	34,823.00	-	35,284.07	35,284.07	(461.07)
6233	Land Improvements	-	-	-	-	-	-	-	-	-
6180	Equipment Rental	20,005	1,991.56	19,407.25	17,415.69	20,005.00	97%	-	19,407.25	597.75
6181	Equipment Maintenance	15,814	3,591.34	15,775.61	12,184.27	15,814.00	100%	-	15,775.61	38.39
6310	Printing & Publications	9,150	-	7,344.50	7,344.50	9,150.00	80%	1,645.42	8,989.92	160.08
6312	Advertising & Promotion	100	-	91.63	91.63	100.00	-	-	91.63	8.37
6320	Telephone	117,940	11,767.86	151,548.11	139,780.25	117,940.00	129%	-	151,548.11	(33,608.11)
6410	Rent	199,182	17,285.56	199,166.68	181,881.12	199,182.00	100%	-	199,166.68	15.32
6420	Utilities / Disposal	136,682	11,468.47	126,408.60	114,940.13	136,682.00	92%	5,365.59	131,774.19	4,907.81
6432	Building Repairs / Maintenan	366,610	2,196.40	48,312.32	46,115.92	366,610.00	13%	318,164.54	366,476.86	133.14
6433	Grounds Maintenance	39,340	4,618.17	23,217.72	18,599.55	39,340.00	59%	14,950.00	38,167.72	1,172.28
6436	Pest Control	6,150	323.61	6,076.48	5,752.87	6,150.00	99%	-	6,076.48	73.52
6437	Burglar & Fire Alarm	6,734	49.67	5,408.26	5,358.59	6,734.00	80%	1,284.66	6,692.92	41.08
6440	Property Insurance	19,735	9,468.35	19,581.00	10,112.65	19,735.00	99%	-	19,581.00	154.00
6521 / 6520	Consultants	5,907	895.05	5,016.78	4,121.73	5,907.00	85%	-	5,016.78	890.22
6522	Consultants Expense	275	70.20	250.94	180.74	275.00	91%	-	250.94	24.06
6524	Contracts	-	-	-	-	-	-	-	-	-
6530	Legal	2,691	-	2,062.50	2,062.50	2,691.00	77%	-	2,062.50	628.50
6540	Custodial Services	10,501	962.00	10,496.35	9,534.35	10,501.00	100%	-	10,496.35	4.65
6555	Medical Screening / DEAT / Staff	1,106	-	805.00	805.00	1,106.00	73%	-	805.00	301.00
6562	Medical Exam	-	-	-	-	-	-	-	-	-

Account	Description	Budget	Current PTD	Current Actual YTD	Previous Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance	100%
6564	Medical Follow-up	-	-	-	-	-	-	-	-	-	-
6566	Dental Exam	-	-	-	-	-	-	-	-	-	-
6568	Dental Follow-up	-	-	-	-	-	-	-	-	-	-
6610	Gas & Oil	11,350	444.12	10,782.37	10,338.25	11,350.00	95%	655.44	11,437.81	(87.81)	
6620	Vehicle Insurance	19,870	10,043.98	19,833.78	9,789.80	19,870.00	100%	-	19,833.78	36.22	
6630	Vehicle License & Fees	-	-	-	-	-	-	-	-	-	-
6640	Vehicle Repair & Maintenanc	11,030	-	11,008.62	11,008.62	11,030.00	100%	-	11,008.62	21.38	
6712	Staff Travel-Local	1,133	-	909.47	909.47	1,133.00	80%	-	909.47	223.53	
6714	Staff Travel-Out of Area	325	-	176.96	176.96	325.00	-	-	176.96	148.04	
6722	Per Diem-Staff	-	-	-	-	-	-	-	-	-	-
6724	Per Diem-Parent	-	-	-	-	-	-	-	-	-	-
6730	Volunteer Travel	-	-	-	-	-	-	-	-	-	-
6742	Training - Staff	12,238	-	12,100.89	12,100.89	12,238.00	-	135.00	12,235.89	2.11	
6746	Training - Parent	-	-	-	-	-	-	-	-	-	-
6748	Education Reimbursement	1,300	-	-	-	1,300.00	-	-	-	1,300.00	
6750	Field Trips	-	-	-	-	-	-	-	-	-	-
6810	Bank Charges	-	-	-	-	-	-	-	-	-	-
6820	Interest Expense	-	-	-	-	-	-	-	-	-	-
6832	Liability Insurance	565	310.96	461.82	150.86	565.00	82%	-	461.82	103.18	
6834	Student Activity Insurance	2,833	1,264.77	2,452.85	1,188.08	2,833.00	87%	-	2,452.85	380.15	
6840	Property Taxes	40	-	38.96	38.96	40.00	-	-	38.96	1.04	
6850	Fees & Licenses	8,370	54.00	5,354.53	5,300.53	8,370.00	64%	-	5,354.53	3,015.47	
6852	Finger Printing	6,750	330.00	6,718.90	6,388.90	6,750.00	100%	-	6,718.90	31.10	
6860	Depreciation Expense	-	-	-	-	-	-	-	-	-	-
6875	Employee Health & Welfare	28,706	16,217.92	22,949.28	6,731.36	28,706.00	80%	3,813.11	26,762.39	1,943.61	
7110	Parent Activities	2,113	-	1,211.01	1,211.01	2,113.00	57%	-	1,211.01	901.99	
7111	Parent Mileage	302	24.64	236.19	211.55	302.00	78%	-	236.19	65.81	
7112	Parent Involvement	1,110	-	858.24	858.24	1,110.00	77%	-	858.24	251.76	
7114	PPC Allowance	2,788	180.00	2,135.03	1,955.03	2,788.00	77%	-	2,135.03	652.97	
7116	PPC Food Allowance	1,185	-	956.15	956.15	1,185.00	81%	-	956.15	228.85	
8110	In-Kind Salaries	320,252	34,217.36	715,723.76	681,506.40	320,252.00	223%	-	715,723.76	(395,471.76)	
8120	In-Kind Rent	120,682	9,351.00	112,212.00	102,861.00	120,682.00	93%	-	112,212.00	8,470.00	
8130	In-Kind Other	1,020	250.00	350.00	100.00	1,020.00	34%	-	350.00	670.00	
9010	In-Direct Cost Allocation	467,210	50,046.80	429,891.68	379,844.88	467,210.00	92%	40,071.47	469,963.15	(2,753.15)	
Total Expenses		6,074,897	643,830.00	5,982,261.88	5,338,431.88	6,074,897.00	98%	515,701.42	6,497,963.30	(423,066.30)	
Excess Revenue Over		-	-	-	-	-	-	-	-	-	
Total Expenses w/o In Kind		5,632,943	600,011.64	5,153,976.12	4,553,964.48				5,669,677.54	0.93	
In-Kind		441,954							100.65%		

ADMINISTRATION BUDGET LIMIT	\$668,797
YEAR-TO DATE ADMIN EXP.	\$585,046
PERCENT OF TOTAL EXPENSES	8.31%
ADMINIISTRATION LIMIT IS 9.5%	

ID Cost Calc. @ 9.1%	429,891.68
	429,891.68

Fresno Migrant Head Start
Budget to Actual (331 Basic)
Period Ending February-23

Account Description	Grant Budget	Current	Current Mth	Prior Mth	Current vs Budget	YTD	% Spent	Encumbered	YTD Actual +	Budget Balance
		Period	YTD	YTD	YTD	Budget			Encumbered	
REVENUES										
4110 GRANT INCOME-FEDERAL	4,803,310.00	196,307.47	2,002,428.55	1,806,121.08	6,067.42	1,996,361.13	41.69%	68,782.35	2,071,210.90	(2,732,099.10)
4130 GRANT INCOME-AREA		0.00			-		0.00%	0.00	0.00	0.00
4210 DONATIONS		0.00			-		0.00%	0.00	0.00	0.00
4220 IN KIND CONTRIBUTIONS	666,273.00	74,180.27	357,461.49	283,281.22	88,879.49	268,582.00	53.65%	0.00	357,461.49	(308,811.51)
4330- SALE OF ASSETS		0.00			-		0.00%	0.00	0.00	0.00
4390 MISC INCOME		0.00			-		0.00%	0.00	0.00	0.00
TOTAL REVENUES	5,469,583.00	270,487.74	2,345,266.21	2,091,749.94	94,946.91	2,264,943.13	42.88%	68,782.35	2,428,672.39	(3,040,910.61)
5010 SALARIES & WAGES	6A 2,802,858.00	80,981.79	1,082,262.43	1,001,280.64	(31,199.57)	1,113,462.00	38.61%	0.00	1,082,262.43	(1,720,595.57)
5012- DIRECTOR'S SALARY	6A	0.00			-		0.00%	0.00	0.00	0.00
5019- SALARIES & WAGES C19	6A	0.00			-		0.00%	0.00	0.00	0.00
5020 ACCRUED VACATION PAY	6A 179,760.00	5,091.01	68,231.98	63,140.97	(3,179.54)	71,411.52	37.96%	0.00	68,231.98	(111,528.02)
5112 HEALTH INSURANCE	6B 227,216.00	7,965.43	89,382.20	81,416.77	(12,902.80)	102,285.00	39.34%	0.00	89,382.20	(137,833.80)
5114 WORKER'S COMPENSATION	6B 112,519.00	2,404.01	39,731.42	37,327.41	(4,970.58)	44,702.00	35.31%	0.00	39,731.42	(72,787.58)
5115- Worker's Compensation C19	6B	0.00			-		0.00%	0.00	0.00	0.00
5116 PENSION	6B 185,105.00	3,995.42	72,296.77	68,301.35	(162.23)	72,459.00	39.06%	0.00	72,296.77	(112,808.23)
5117- Pension C19	6B	0.00			-		0.00%	0.00	0.00	0.00
5121- FICA C19	6B	0.00			-		0.00%	0.00	0.00	0.00
5122 FICA	6B 209,654.00	6,213.96	94,376.54	88,162.58	11,087.54	83,289.00	45.02%	0.00	94,376.54	(115,277.46)
5124 SUI	6B 41,928.00	3,101.60	8,110.95	5,009.35	(7,809.67)	15,920.62	19.34%	0.00	8,110.95	(33,817.05)
5125- DIRECTOR'S FRINGE	6B	0.00			-		0.00%	0.00	0.00	0.00
5130 ACCRUED VACATION FRINGE	6B 13,302.00	389.45	5,222.50	4,833.05	(59.50)	5,282.00	39.26%	0.00	5,222.50	(8,079.50)
6714 STAFF TRAVEL-OUT OF AREA	6C	0.00			-		0.00%	0.00	0.00	0.00
6722 PER DIEM - STAFF	6C	0.00			-		0.00%	0.00	0.00	0.00
6221 EQUIPMENT OVER > \$5000	6D	0.00			-		0.00%	0.00	0.00	0.00
6110 OFFICE SUPPLIES	6E 14,580.00	634.39	2,832.97	2,198.58	(4,457.03)	7,290.00	19.43%	1,025.91	3,858.88	(10,721.12)
6112 DATA PROCESSING SUPPLIES	6E 10,000.00	4,865.21	25,495.54	20,630.33	20,488.54	5,007.00	254.96%	14,021.07	39,516.61	29,516.61
6121 FOOD	6E 20,000.00	0.00	2,518.22	2,518.22	(7,477.78)	9,996.00	12.59%	0.00	2,518.22	(17,481.78)
6122 KITCHEN SUPPLIES	6E 1,050.00	0.00	0.00	0.00	-	0.00	0.00%	372.09	372.09	(677.91)
6130 PROGRAM SUPPLIES	6E 50,000.00	4,026.38	19,959.38	15,933.00	(5,041.62)	25,001.00	39.92%	17,728.80	37,688.18	(12,311.82)
6134 INSTRUCTIONAL SUPPLIES	6E 1,050.00	0.00	2,156.84	2,156.84	1,631.84	525.00	205.41%	4,672.50	6,829.34	5,779.34
6140 CUSTODIAL SUPPLIES	6E 20,400.00	464.71	6,875.98	6,411.27	(3,324.02)	10,200.00	33.71%	0.00	6,875.98	(13,524.02)
6142 LINEN/LAUNDRY	6E	0.00			-		0.00%	0.00	0.00	0.00
6170 POSTAGE & SHIPPING	6E 1,500.00	29.45	213.83	184.38	(536.17)	750.00	14.26%	0.00	213.83	(1,286.17)
6132 MEDICAL & DENTAL SUPPLIES	6H 175.00	0.00	0.00	0.00	-	0.00	0.00%	0.00	0.00	(175.00)
6150 UNIFORM RENTAL/PURCHASE	6H	0.00	146.13	146.13	146.13	0.00	0.00%	0.00	146.13	146.13
6180 EQUIPMENT RENTAL	6H 33,876.00	3,341.38	17,684.32	14,342.94	746.32	16,938.00	52.20%	0.00	17,684.32	(16,191.68)
6181 EQUIPMENT MAINTENANCE	6H 18,576.00	1,906.25	11,885.27	9,979.02	2,597.27	9,288.00	63.98%	839.71	12,724.98	(5,851.02)
6212 EQUIPMENT PURCHASES < \$500	6H	0.00			-		0.00%	0.00	0.00	0.00
6214 EQUIPMENT OVER > 500	6H	0.00			-		0.00%	0.00	0.00	0.00
6216 EQUIPMENT OVER > \$1000	6H	0.00			-		0.00%	0.00	0.00	0.00
6231 BUILDING RENOVATION	6H	0.00			-		0.00%	0.00	0.00	0.00
6232 BUILDING IMPROVEMENTS	6H	0.00			-		0.00%	0.00	0.00	0.00
6310 PRINTING & PUBLICATIONS	6H 5,010.00	0.00	2,468.17	2,468.17	(36.83)	2,505.00	49.26%	2,483.98	4,952.15	(57.85)
6312 ADVERTISING & PROMOTION	6H 240.00	0.00	0.00	0.00	(120.00)	120.00	0.00%	0.00	0.00	(240.00)
6320 TELEPHONE	6H 74,868.00	14,386.19	90,229.57	75,843.38	52,795.57	37,434.00	120.52%	0.00	90,229.57	15,361.57
6410 RENT	6H 102,175.00	7,156.16	44,748.77	37,592.61	(6,342.23)	51,091.00	43.80%	0.00	44,748.77	(57,426.23)
6420 UTILITIES/ DISPOSAL	6H 78,000.00	6,968.23	37,129.80	30,161.57	(1,870.20)	39,000.00	47.60%	0.00	37,129.80	(40,870.20)
6432 BUILDING REPAIRS/ MAINT	6H 32,000.00	1,394.32	36,388.56	34,994.24	20,372.56	16,016.00	113.71%	2,864.32	39,252.88	7,252.88
6433 GROUNDS MAINTENANCE	6H 21,000.00	1,798.19	21,414.94	19,616.75	10,914.94	10,500.00	101.98%	4,690.17	26,105.11	5,105.11
6436 PEST CONTROL	6H 6,600.00	575.14	3,625.84	3,050.70	325.84	3,300.00	54.94%	0.00	3,625.84	(2,974.16)
6437 BURGLAR & FIRE ALARM	6H 6,512.00	961.21	2,653.93	1,692.72	(602.07)	3,256.00	40.75%	0.00	2,653.93	(3,858.07)
6440 PROPERTY INSURANCE	6H 13,600.00	6,879.95	6,879.95	0.00	79.95	6,800.00	50.59%	0.00	6,879.95	(6,720.05)
6520 CONSULTANTS	6H 18,520.00	527.80	2,335.54	1,807.74	(6,920.46)	9,256.00	12.61%	14,346.68	16,682.22	(1,837.78)
6522 CONSULTANT EXPENSES	6H 378.00	49.78	49.78	0.00	(139.22)	189.00	13.17%	0.00	49.78	(328.22)
6524 CONTRACTS	6H 13,700.00	0.00	0.00	0.00	(6,849.00)	6,849.00	0.00%	0.00	0.00	(13,700.00)
6530 LEGAL	6H 6,000.00	0.00	625.00	625.00	(2,375.00)	3,000.00	10.42%	0.00	625.00	(5,375.00)

Fresno Migrant Head Start
 Budget to Actual (331 Basic)
 Period Ending February-23

Account Description	Grant Budget	Current Period	Current Mth YTD	Prior Mth YTD	Current vs Budget YTD	YTD Budget	% Spent	Encumbered	YTD Actual + Encumbered	Budget Balance	
6540 CUSTODIAL SERVICES	6H	4,776.00	481.00	2,471.00	1,990.00	83.00	2,388.00	51.74%	0.00	2,471.00	(2,305.00)
6555 MEDICAL SCREENING/DEAT/S	6H	1,000.00	0.00	885.00	885.00	885.00	0.00	88.50%	0.00	885.00	(115.00)
6562 MEDICAL EXAM	6H		0.00			-		0.00%	0.00	0.00	0.00
6564 MEDICAL FOLLOW-UP	6H		0.00			-		0.00%	0.00	0.00	0.00
6566 DENTAL EXAM	6H		0.00			-		0.00%	0.00	0.00	0.00
6568 DENTAL FOLLOW-UP	6H		0.00			-		0.00%	0.00	0.00	0.00
6610 GAS & OIL	6H	12,500.00	666.48	6,932.56	6,266.08	684.56	6,248.00	55.46%	0.00	6,932.56	(5,567.44)
6620 VEHICLE INSURANCE	6H	19,800.00	10,800.98	10,800.98	0.00	900.98	9,900.00	54.55%	0.00	10,800.98	(8,999.02)
6630 VEHICLE LICENSE AND FEES	6H		0.00			-		0.00%	0.00	0.00	0.00
6640 VEHICLE REPAIR & MAINTENANCE	6H	9,996.00	396.65	6,921.29	6,524.64	1,923.29	4,998.00	69.24%	0.00	6,921.29	(3,074.71)
6712 STAFF TRAVEL-LOCAL	6H	3,930.00	217.46	3,313.12	3,095.66	1,348.12	1,965.00	84.30%	0.00	3,313.12	(616.88)
6724 PER DIEM - PARENT	6H		0.00			-		0.00%	0.00	0.00	0.00
6730 VOLUNTEER TRAVEL	6H		0.00			-		0.00%	0.00	0.00	0.00
6742 TRAINING - STAFF	6H		233.74	233.74	0.00	233.74	0.00	0.00%	0.00	233.74	233.74
6744 TRAINING - VOLUNTEER	6H		0.00			-		0.00%	0.00	0.00	0.00
6745 TRAINING - PARTICIPANTS/CLIENTS	6H		0.00			-		0.00%	0.00	0.00	0.00
6746 TRAINING - PARENT	6H		0.00			-		0.00%	0.00	0.00	0.00
6748 EDUCATION REIMBURSEMENT	6H		0.00			-		0.00%	0.00	0.00	0.00
6750 FIELD TRIPS	6H		0.00			-		0.00%	0.00	0.00	0.00
6820 INTEREST EXPENSE	6H		0.00			-		0.00%	0.00	0.00	0.00
6832 LIABILITY INSURANCE	6H	432.00	225.12	225.12	0.00	9.12	216.00	52.11%	0.00	225.12	(206.88)
6834 STUDENT ACTIVITY INSURAN	6H	1,140.00	729.48	729.48	0.00	159.48	570.00	63.99%	0.00	729.48	(410.52)
6840 PROPERTY TAXES	6H	5,800.00	0.00	(2,060.82)	(2,060.82)	(7,860.82)	5,800.00	-35.53%	0.00	(2,060.82)	(7,860.82)
6850 FEES & LICENSES	6H	10,500.00	45.20	4,204.03	4,158.83	(1,045.96)	5,249.99	40.04%	0.00	4,204.03	(6,295.97)
6851 CPR FEES	6H	240.00	0.00	0.00	0.00	(120.00)	120.00	0.00%	0.00	0.00	(240.00)
6852 FINGER PRINTING	6H	500.00	0.00	185.50	185.50	35.50	150.00	37.10%	0.00	185.50	(314.50)
6860 DEPRECIATION EXPENSE	6H		0.00			-		0.00%	0.00	0.00	0.00
6870 EMPLOYEE RECOGNITION	6H		0.00			-		0.00%	0.00	0.00	0.00
6875- EMPLOYEE HEALTH & WELFARE	6H	8,475.00	0.00	2,482.43	2,482.43	(5,992.57)	8,475.00	29.29%	0.00	2,482.43	(5,992.57)
6892 CASH SHORT/OVER	6H		0.00			-		0.00%	0.00	0.00	0.00
7110 PARENT ACTIVITIES	6H	700.00	0.00	0.00	0.00	(280.00)	280.00	0.00%	0.00	0.00	(700.00)
7111- PARENT MILEAGE	6H	126.00	0.00	0.00	0.00	(63.00)	63.00	0.00%	0.00	0.00	(126.00)
7112 PARENT INVOLVEMENT	6H		0.00			-		0.00%	0.00	0.00	0.00
7114 PC ALLOWANCE	6H		30.00	150.00	120.00	150.00	0.00	0.00%	0.00	150.00	150.00
7116 PC FOOD	6H	600.00	0.00	0.00	0.00	(300.00)	300.00	0.00%	0.00	0.00	(600.00)
8110 INKIND SALARIES		451,921.00	44,364.77	268,014.99	223,650.22	85,839.99	182,175.00	59.31%	0.00	268,014.99	(183,906.01)
8120 INKIND RENT		210,665.00	29,815.50	89,446.50	59,631.00	4,525.50	84,921.00	42.46%	0.00	89,446.50	(121,218.50)
8130 INKIND OTHER		3,687.00	0.00	-	0.00	(1,486.00)	1,486.00	0.00%	0.00	0.00	(3,687.00)
9010 INDIRECT EXPENSE	6J	400,643.00	16,373.95	167,022.00	150,648.05	506.00	166,516.00	41.69%	5,737.12	172,759.12	(227,883.88)
TOTAL EXPENSES		5,469,583.00	270,487.74	2,345,266.21	2,091,749.94	94,946.91	2,264,943.13	42.88%	68,782.35	2,428,672.39	(3,040,910.61)
CHANGE IN NET ASSETS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

TOTAL YTD	9.1%		
INDIRECT EXP	INDIRECT EXP		
Prior Mth	1,657,820.67	150,861.68	(213.63)
Curr Mth	1,820,782.72	165,691.23	1,330.77

Administrative	
YTD Expense	2,021,645.47
YTD Inkind	357,461.49
	<u>2,379,106.96</u>
YTD Admin	195,597.00
YTD %	8.22%

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2022 to 2/28/2023

	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
330 0 HEAD START-FRESNO MIGRANT T&TA								
Revenues								
4110- GRANT INCOME-FEDERAL	0.00	8,933.11	19,216.92	0.00	0.00	0.00	19,216.92	(19,216.92)
Total Revenues	<u>0.00</u>	<u>8,933.11</u>	<u>19,216.92</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>19,216.92</u>	<u>(19,216.92)</u>
Expenses								
6714- STAFF TRAVEL-OUT OF AREA	0.00	0.00	4,863.32	0.00	0.00	0.00	4,863.32	(4,863.32)
6742- TRAINING - STAFF	0.00	4,411.95	11,255.56	0.00	0.00	0.00	11,255.56	(11,255.56)
6851- CPR FEES	0.00	0.00	715.00	0.00	0.00	0.00	715.00	(715.00)
6875- EMPLOYEE HEALTH & WELFARE	0.00	416.43	780.16	0.00	0.00	73.11	853.27	(853.27)
9010- INDIRECT COST ALLOCATION	0.00	745.11	1,602.88	0.00	0.00	0.00	1,602.88	(1,602.88)
Total Expenses	<u>0.00</u>	<u>5,573.49</u>	<u>19,216.92</u>	<u>0.00</u>	<u>0.00</u>	<u>73.11</u>	<u>19,290.03</u>	<u>(19,290.03)</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>3,359.62</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(73.11)</u>	<u>(73.11)</u>	<u>73.11</u>
Beginning Net Assets - Unrestricted	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Board Designated	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Ending Net Assets	<u>0.00</u>	<u>3,359.62</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(73.11)</u>	<u>(73.11)</u>	<u>73.11</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2022 to 2/28/2023

331 0 HEAD START-FRESNO MIGRANT	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	4,803,310.00	196,307.47	2,002,428.55	1,996,361.13	(0.42)	0.00	2,002,428.55	2,800,881.45
4220- IN KIND CONTRIBUTIONS	666,273.00	0.00	342,837.66	268,582.00	(0.51)	0.00	342,837.66	323,435.34
Total Revenues	5,469,583.00	196,307.47	2,345,266.21	2,264,943.13	(0.43)	0.00	2,345,266.21	3,124,316.79
Expenses								
5010- SALARIES & WAGES	2,802,858.00	81,512.48	1,082,262.43	1,113,462.00	0.39	0.00	1,082,262.43	1,720,595.57
5020- ACCRUED VACATION PAY	179,760.00	5,091.01	68,231.98	71,411.52	0.38	0.00	68,231.98	111,528.02
5112- HEALTH INSURANCE	227,216.00	7,412.49	89,382.20	102,285.00	0.39	0.00	89,382.20	137,833.80
5114- WORKER'S COMPENSATION	112,519.00	2,404.01	39,731.42	44,702.00	0.35	0.00	39,731.42	72,787.58
5116- PENSION	185,105.00	3,995.42	72,296.77	72,459.00	0.39	0.00	72,296.77	112,808.23
5122- FICA	209,654.00	6,213.96	94,376.54	83,289.00	0.45	0.00	94,376.54	115,277.46
5124- SUI	41,928.00	3,101.60	8,110.95	15,920.62	0.19	0.00	8,110.95	33,817.05
5130- ACCRUED VACATION FICA	13,302.00	389.45	5,222.50	5,282.00	0.39	0.00	5,222.50	8,079.50
6110- OFFICE SUPPLIES	14,580.00	25.95	2,832.97	7,290.00	0.19	1,025.91	3,858.88	10,721.12
6112- DATA PROCESSING SUPPLIES	10,000.00	4,865.21	25,495.54	5,007.00	2.55	14,021.07	39,516.61	(29,516.61)
6121- FOOD	20,000.00	0.00	2,518.22	9,996.00	0.13	0.00	2,518.22	17,481.78
6122- KITCHEN SUPPLIES	1,050.00	0.00	0.00	0.00	0.00	372.09	372.09	677.91
6130- PROGRAM SUPPLIES	50,000.00	1,927.19	19,959.38	25,001.00	0.40	17,728.80	37,688.18	12,311.82
6132- MEDICAL & DENTAL SUPPLIES	175.00	0.00	0.00	0.00	0.00	0.00	0.00	175.00
6134- INSTRUCTIONAL SUPPLIES	1,050.00	0.00	2,156.84	525.00	2.05	4,672.50	6,829.34	(5,779.34)
6140- CUSTODIAL SUPPLIES	20,400.00	0.00	6,875.98	10,200.00	0.34	0.00	6,875.98	13,524.02
6150- UNIFORM RENTAL/PURCHASE	0.00	0.00	146.13	0.00	0.00	0.00	146.13	(146.13)
6170- POSTAGE & SHIPPING	1,500.00	23.53	213.83	750.00	0.14	0.00	213.83	1,286.17
6180- EQUIPMENT RENTAL	33,876.00	3,341.38	17,684.32	16,938.00	0.52	0.00	17,684.32	16,191.68
6181- EQUIPMENT MAINTENANCE	18,576.00	0.00	11,885.27	9,288.00	0.64	839.71	12,724.98	5,851.02
6310- PRINTING & PUBLICATIONS	5,010.00	0.00	2,468.17	2,505.00	0.49	2,483.98	4,952.15	57.85
6312- ADVERTISING & PROMOTION	240.00	0.00	0.00	120.00	0.00	0.00	0.00	240.00
6320- TELEPHONE	74,868.00	14,386.19	90,229.57	37,434.00	1.21	0.00	90,229.57	(15,361.57)
6410- RENT	102,175.00	7,156.16	44,748.77	51,091.00	0.44	0.00	44,748.77	57,426.23
6420- UTILITIES/ DISPOSAL	78,000.00	2,973.13	37,129.80	39,000.00	0.48	0.00	37,129.80	40,870.20
6432- BUILDING REPAIRS/ MAINTENANCE	32,000.00	623.19	36,388.56	16,016.00	1.14	2,864.32	39,252.88	(7,252.88)
6433- GROUNDS MAINTENANCE	21,000.00	232.46	21,414.94	10,500.00	1.02	4,690.17	26,105.11	(5,105.11)
6436- PEST CONTROL	6,600.00	575.14	3,625.84	3,300.00	0.55	0.00	3,625.84	2,974.16
6437- BURGLAR & FIRE ALARM	6,512.00	686.21	2,653.93	3,256.00	0.41	0.00	2,653.93	3,858.07
6440- PROPERTY INSURANCE	13,600.00	1,375.99	6,879.95	6,800.00	0.51	0.00	6,879.95	6,720.05
6520- CONSULTANTS	18,520.00	0.00	2,335.54	9,256.00	0.13	14,346.68	16,682.22	1,837.78
6522- CONSULTANT EXPENSES	378.00	0.00	49.78	189.00	0.13	0.00	49.78	328.22
6524- CONTRACTS	13,700.00	0.00	0.00	6,849.00	0.00	0.00	0.00	13,700.00
6530- LEGAL	6,000.00	0.00	625.00	3,000.00	0.10	0.00	625.00	5,375.00
6540- CUSTODIAL SERVICES	4,776.00	481.00	2,471.00	2,388.00	0.52	0.00	2,471.00	2,305.00
6555- MEDICAL SCREENING/DEAT/STAFF	1,000.00	0.00	885.00	0.00	0.89	0.00	885.00	115.00
6610- GAS & OIL	12,500.00	186.07	6,932.56	6,248.00	0.55	0.00	6,932.56	5,567.44
6620- VEHICLE INSURANCE	19,800.00	2,084.76	10,800.98	9,900.00	0.55	0.00	10,800.98	8,999.02
6640- VEHICLE REPAIR & MAINTENANCE	9,996.00	0.00	6,921.29	4,998.00	0.69	0.00	6,921.29	3,074.71

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2022 to 2/28/2023

	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
331 0 HEAD START-FRESNO MIGRANT								
6712- STAFF TRAVEL-LOCAL	3,930.00	0.00	3,313.12	1,965.00	0.84	0.00	3,313.12	616.88
6742- TRAINING - STAFF	0.00	0.00	233.74	0.00	0.00	0.00	233.74	(233.74)
6832- LIABILITY INSURANCE	432.00	37.52	225.12	216.00	0.52	0.00	225.12	206.88
6834- STUDENT ACTIVITY INSURANCE	1,140.00	32.36	729.48	570.00	0.64	0.00	729.48	410.52
6840- PROPERTY TAXES	5,800.00	0.00	(2,060.82)	5,800.00	(0.36)	0.00	(2,060.82)	7,860.82
6850- FEES & LICENSES	10,500.00	45.20	4,204.03	5,249.99	0.40	0.00	4,204.03	6,295.97
6851- CPR FEES	240.00	0.00	0.00	120.00	0.00	0.00	0.00	240.00
6852- FINGERPRINT	500.00	0.00	185.50	150.00	0.37	0.00	185.50	314.50
6875- EMPLOYEE HEALTH & WELFARE	8,475.00	0.00	2,482.43	8,475.00	0.29	0.00	2,482.43	5,992.57
7110- PARENT ACTIVITIES	700.00	0.00	0.00	280.00	0.00	0.00	0.00	700.00
7111- PARENT MILEAGE	126.00	0.00	0.00	63.00	0.00	0.00	0.00	126.00
7114- PC ALLOWANCE	0.00	30.00	150.00	0.00	0.00	0.00	150.00	(150.00)
7116- POLICY COUNCIL FOOD ALLOWANCE	600.00	0.00	0.00	300.00	0.00	0.00	0.00	600.00
8110- IN KIND SALARIES	451,921.00	0.00	268,298.91	182,175.00	0.59	0.00	268,298.91	183,622.09
8120- IN KIND RENT	210,665.00	0.00	74,538.75	84,921.00	0.35	0.00	74,538.75	136,126.25
8130- IN KIND - OTHER	3,687.00	0.00	0.00	1,486.00	0.00	0.00	0.00	3,687.00
9010- INDIRECT COST ALLOCATION	400,643.00	16,373.95	167,022.00	166,516.00	0.42	0.00	167,022.00	233,621.00
Total Expenses	<u>5,469,583.00</u>	<u>167,583.01</u>	<u>2,345,266.21</u>	<u>2,264,943.13</u>	<u>0.43</u>	<u>63,045.23</u>	<u>2,408,311.44</u>	<u>3,061,271.56</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>28,724.46</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(63,045.23)</u>	<u>(63,045.23)</u>	<u>63,045.23</u>
Beginning Net Assets - Unrestricted	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Board Designated	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Ending Net Assets	<u>0.00</u>	<u>28,724.46</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(63,045.23)</u>	<u>(63,045.23)</u>	<u>63,045.23</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2022 to 2/28/2023

	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
351 0 FRESNO COE 1-TIME FUND								
Revenues								
4120- GRANT INCOME-STATE	288,435.74	0.00	288,435.74	0.00	(1.00)	0.00	288,435.74	0.00
Total Revenues	<u>288,435.74</u>	<u>0.00</u>	<u>288,435.74</u>	<u>0.00</u>	<u>(1.00)</u>	<u>0.00</u>	<u>288,435.74</u>	<u>0.00</u>
Expenses								
6110- OFFICE SUPPLIES	15,000.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00
6130- PROGRAM SUPPLIES	249,377.40	0.00	0.00	0.00	0.00	0.00	0.00	249,377.40
9010- INDIRECT COST ALLOCATION	24,058.34	0.00	0.00	0.00	0.00	0.00	0.00	24,058.34
Total Expenses	<u>288,435.74</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>288,435.74</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>0.00</u>	<u>288,435.74</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>288,435.74</u>	<u>(288,435.74)</u>
Beginning Net Assets - Unrestricted	0.00	56,112.32	56,112.32	0.00	0.00	0.00	56,112.32	(56,112.32)
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>56,112.32</u>	<u>344,548.06</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>344,548.06</u>	<u>(344,548.06)</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2022 to 2/28/2023

	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
831 0 COVID-19 CARES - FRESNO MHS								
Revenues								
4110- GRANT INCOME-FEDERAL	141,154.00	0.00	141,154.00	0.00	(1.00)	0.00	141,154.00	0.00
Total Revenues	<u>141,154.00</u>	<u>0.00</u>	<u>141,154.00</u>	<u>0.00</u>	<u>(1.00)</u>	<u>0.00</u>	<u>141,154.00</u>	<u>0.00</u>
Expenses								
5010- SALARIES & WAGES	96,747.00	0.00	80,898.34	0.00	0.84	0.00	80,898.34	15,848.66
5020- ACCRUED VACATION PAY	6,512.00	0.00	4,204.83	0.00	0.65	0.00	4,204.83	2,307.17
5112- HEALTH INSURANCE	8,629.00	0.00	7,024.67	0.00	0.81	0.00	7,024.67	1,604.33
5114- WORKER'S COMPENSATION	3,849.00	0.00	3,137.88	0.00	0.82	0.00	3,137.88	711.12
5116- PENSION	5,858.00	0.00	5,308.62	0.00	0.91	0.00	5,308.62	549.38
5122- FICA	7,786.00	0.00	6,674.32	0.00	0.86	0.00	6,674.32	1,111.68
5124- SUI	0.00	0.00	546.40	0.00	0.00	0.00	546.40	(546.40)
5130- ACCRUED VACATION FRINGE	0.00	0.00	321.70	0.00	0.00	0.00	321.70	(321.70)
6130- PROGRAM SUPPLIES	0.00	4,485.70	14,875.72	0.00	0.00	6,375.52	21,251.24	(21,251.24)
6850- FEES & LICENSES	0.00	0.00	13.00	0.00	0.00	0.00	13.00	(13.00)
9010- INDIRECT COST ALLOCATION	11,773.00	0.00	11,773.00	0.00	1.00	0.00	11,773.00	0.00
Total Expenses	<u>141,154.00</u>	<u>4,485.70</u>	<u>134,778.48</u>	<u>0.00</u>	<u>0.95</u>	<u>6,375.52</u>	<u>141,154.00</u>	<u>0.00</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>(4,485.70)</u>	<u>6,375.52</u>	<u>0.00</u>	<u>0.00</u>	<u>(6,375.52)</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u><u>0.00</u></u>	<u><u>(4,485.70)</u></u>	<u><u>6,375.52</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>(6,375.52)</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2022 to 2/28/2023

838 0 COVID-19 ARP - FRESNO MHS	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	65,396.63	0.00	65,396.63	0.00	(1.00)	0.00	65,396.63	0.00
Total Revenues	<u>65,396.63</u>	<u>0.00</u>	<u>65,396.63</u>	<u>0.00</u>	<u>(1.00)</u>	<u>0.00</u>	<u>65,396.63</u>	<u>0.00</u>
Expenses								
5010- SALARIES & WAGES	25,950.03	0.00	12,575.87	0.00	0.48	0.00	12,575.87	13,374.16
5020- ACCRUED VACATION PAY	583.25	0.00	837.32	0.00	1.44	0.00	837.32	(254.07)
5112- HEALTH INSURANCE	2,121.41	0.00	3,061.62	0.00	1.44	0.00	3,061.62	(940.21)
5114- WORKER'S COMPENSATION	909.82	0.00	473.80	0.00	0.52	0.00	473.80	436.02
5116- PENSION	1,819.00	0.00	677.81	0.00	0.37	0.00	677.81	1,141.19
5122- FICA	1,956.61	0.00	886.26	0.00	0.45	0.00	886.26	1,070.35
5124- SUI	364.35	0.00	208.91	0.00	0.57	0.00	208.91	155.44
5130- ACCRUED VACATION FICA	44.61	0.00	56.18	0.00	1.26	0.00	56.18	(11.57)
6121- FOOD	0.00	0.00	2,317.97	0.00	0.00	0.00	2,317.97	(2,317.97)
6130- PROGRAM SUPPLIES	0.00	10,499.12	12,636.36	0.00	0.00	0.00	12,636.36	(12,636.36)
6221- EQUIPMENT OVER > \$5000	28,815.00	0.00	28,815.85	0.00	1.00	0.00	28,815.85	(0.85)
6850- FEES & LICENSES	0.00	0.00	16.13	0.00	0.00	0.00	16.13	(16.13)
9010- INDIRECT COST ALLOCATION	2,832.55	0.00	2,832.55	0.00	1.00	0.00	2,832.55	0.00
Total Expenses	<u>65,396.63</u>	<u>10,499.12</u>	<u>65,396.63</u>	<u>0.00</u>	<u>1.00</u>	<u>0.00</u>	<u>65,396.63</u>	<u>0.00</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>(10,499.12)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>0.00</u>	<u>(10,499.12)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2022 to 2/28/2023

Report Recap	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
Revenues								
4110- GRANT INCOME-FEDERAL	5,009,860.63	205,240.58	2,228,196.10	1,996,361.13	(0.44)	0.00	2,228,196.10	2,781,664.53
4120- GRANT INCOME-STATE	288,435.74	0.00	288,435.74	0.00	(1.00)	0.00	288,435.74	0.00
4220- IN KIND CONTRIBUTIONS	666,273.00	0.00	342,837.66	268,582.00	(0.51)	0.00	342,837.66	323,435.34
Total Revenues	5,964,569.37	205,240.58	2,859,469.50	2,264,943.13	(0.48)	0.00	2,859,469.50	3,105,099.87
Expenses								
5010- SALARIES & WAGES	2,925,555.03	81,512.48	1,175,736.64	1,113,462.00	0.40	0.00	1,175,736.64	1,749,818.39
5020- ACCRUED VACATION PAY	186,855.25	5,091.01	73,274.13	71,411.52	0.39	0.00	73,274.13	113,581.12
5112- HEALTH INSURANCE	237,966.41	7,412.49	99,468.49	102,285.00	0.42	0.00	99,468.49	138,497.92
5114- WORKER'S COMPENSATION	117,277.82	2,404.01	43,343.10	44,702.00	0.37	0.00	43,343.10	73,934.72
5116- PENSION	192,782.00	3,995.42	78,283.20	72,459.00	0.41	0.00	78,283.20	114,498.80
5122- FICA	219,396.61	6,213.96	101,937.12	83,289.00	0.46	0.00	101,937.12	117,459.49
5124- SUI	42,292.35	3,101.60	8,866.26	15,920.62	0.21	0.00	8,866.26	33,426.09
5130- ACCRUED VACATION FICA	13,346.61	389.45	5,600.38	5,282.00	0.42	0.00	5,600.38	7,746.23
6110- OFFICE SUPPLIES	29,580.00	25.95	2,832.97	7,290.00	0.10	1,025.91	3,858.88	25,721.12
6112- DATA PROCESSING SUPPLIES	10,000.00	4,865.21	25,495.54	5,007.00	2.55	14,021.07	39,516.61	(29,516.61)
6121- FOOD	20,000.00	0.00	4,836.19	9,996.00	0.24	0.00	4,836.19	15,163.81
6122- KITCHEN SUPPLIES	1,050.00	0.00	0.00	0.00	0.00	372.09	372.09	677.91
6130- PROGRAM SUPPLIES	299,377.40	16,912.01	47,471.46	25,001.00	0.16	24,104.32	71,575.78	227,801.62
6132- MEDICAL & DENTAL SUPPLIES	175.00	0.00	0.00	0.00	0.00	0.00	0.00	175.00
6134- INSTRUCTIONAL SUPPLIES	1,050.00	0.00	2,156.84	525.00	2.05	4,672.50	6,829.34	(5,779.34)
6140- CUSTODIAL SUPPLIES	20,400.00	0.00	6,875.98	10,200.00	0.34	0.00	6,875.98	13,524.02
6150- UNIFORM RENTAL/PURCHASE	0.00	0.00	146.13	0.00	0.00	0.00	146.13	(146.13)
6170- POSTAGE & SHIPPING	1,500.00	23.53	213.83	750.00	0.14	0.00	213.83	1,286.17
6180- EQUIPMENT RENTAL	33,876.00	3,341.38	17,684.32	16,938.00	0.52	0.00	17,684.32	16,191.68
6181- EQUIPMENT MAINTENANCE	18,576.00	0.00	11,885.27	9,288.00	0.64	839.71	12,724.98	5,851.02
6221- EQUIPMENT OVER > \$5000	28,815.00	0.00	28,815.85	0.00	1.00	0.00	28,815.85	(0.85)
6310- PRINTING & PUBLICATIONS	5,010.00	0.00	2,468.17	2,505.00	0.49	2,483.98	4,952.15	57.85
6312- ADVERTISING & PROMOTION	240.00	0.00	0.00	120.00	0.00	0.00	0.00	240.00
6320- TELEPHONE	74,868.00	14,386.19	90,229.57	37,434.00	1.21	0.00	90,229.57	(15,361.57)
6410- RENT	102,175.00	7,156.16	44,748.77	51,091.00	0.44	0.00	44,748.77	57,426.23
6420- UTILITIES/ DISPOSAL	78,000.00	2,973.13	37,129.80	39,000.00	0.48	0.00	37,129.80	40,870.20
6432- BUILDING REPAIRS/ MAINTENANCE	32,000.00	623.19	36,388.56	16,016.00	1.14	2,864.32	39,252.88	(7,252.88)
6433- GROUNDS MAINTENANCE	21,000.00	232.46	21,414.94	10,500.00	1.02	4,690.17	26,105.11	(5,105.11)
6436- PEST CONTROL	6,600.00	575.14	3,625.84	3,300.00	0.55	0.00	3,625.84	2,974.16
6437- BURGLAR & FIRE ALARM	6,512.00	686.21	2,653.93	3,256.00	0.41	0.00	2,653.93	3,858.07
6440- PROPERTY INSURANCE	13,600.00	1,375.99	6,879.95	6,800.00	0.51	0.00	6,879.95	6,720.05
6520- CONSULTANTS	18,520.00	0.00	2,335.54	9,256.00	0.13	14,346.68	16,682.22	1,837.78
6522- CONSULTANT EXPENSES	378.00	0.00	49.78	189.00	0.13	0.00	49.78	328.22
6524- CONTRACTS	13,700.00	0.00	0.00	6,849.00	0.00	0.00	0.00	13,700.00
6530- LEGAL	6,000.00	0.00	625.00	3,000.00	0.10	0.00	625.00	5,375.00
6540- CUSTODIAL SERVICES	4,776.00	481.00	2,471.00	2,388.00	0.52	0.00	2,471.00	2,305.00
6555- MEDICAL SCREENING/DEAT/STAFF	1,000.00	0.00	885.00	0.00	0.89	0.00	885.00	115.00
6610- GAS & OIL	12,500.00	186.07	6,932.56	6,248.00	0.55	0.00	6,932.56	5,567.44

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Revenue & Expense with Encumbrances

From 9/01/2022 to 2/28/2023

Report Recap	Grant Budget	Current Month Actual	YTD Actual February 28, 2023	YTD Budget February 28, 2023	% Spent	YTD Encumbrance	Actual Plus Encumbrance	Budget Balance
6620- VEHICLE INSURANCE	19,800.00	2,084.76	10,800.98	9,900.00	0.55	0.00	10,800.98	8,999.02
6640- VEHICLE REPAIR & MAINTENANCE	9,996.00	0.00	6,921.29	4,998.00	0.69	0.00	6,921.29	3,074.71
6712- STAFF TRAVEL-LOCAL	3,930.00	0.00	3,313.12	1,965.00	0.84	0.00	3,313.12	616.88
6714- STAFF TRAVEL-OUT OF AREA	0.00	0.00	4,863.32	0.00	0.00	0.00	4,863.32	(4,863.32)
6742- TRAINING - STAFF	0.00	4,411.95	11,489.30	0.00	0.00	0.00	11,489.30	(11,489.30)
6832- LIABILITY INSURANCE	432.00	37.52	225.12	216.00	0.52	0.00	225.12	206.88
6834- STUDENT ACTIVITY INSURANCE	1,140.00	32.36	729.48	570.00	0.64	0.00	729.48	410.52
6840- PROPERTY TAXES	5,800.00	0.00	(2,060.82)	5,800.00	(0.36)	0.00	(2,060.82)	7,860.82
6850- FEES & LICENSES	10,500.00	45.20	4,233.16	5,249.99	0.40	0.00	4,233.16	6,266.84
6851- CPR FEES	240.00	0.00	715.00	120.00	2.98	0.00	715.00	(475.00)
6852- FINGERPRINT	500.00	0.00	185.50	150.00	0.37	0.00	185.50	314.50
6875- EMPLOYEE HEALTH & WELFARE	8,475.00	416.43	3,262.59	8,475.00	0.38	73.11	3,335.70	5,139.30
7110- PARENT ACTIVITIES	700.00	0.00	0.00	280.00	0.00	0.00	0.00	700.00
7111- PARENT MILEAGE	126.00	0.00	0.00	63.00	0.00	0.00	0.00	126.00
7114- PC ALLOWANCE	0.00	30.00	150.00	0.00	0.00	0.00	150.00	(150.00)
7116- POLICY COUNCIL FOOD ALLOWANCE	600.00	0.00	0.00	300.00	0.00	0.00	0.00	600.00
8110- IN KIND SALARIES	451,921.00	0.00	268,298.91	182,175.00	0.59	0.00	268,298.91	183,622.09
8120- IN KIND RENT	210,665.00	0.00	74,538.75	84,921.00	0.35	0.00	74,538.75	136,126.25
8130- IN KIND - OTHER	3,687.00	0.00	0.00	1,486.00	0.00	0.00	0.00	3,687.00
9010- INDIRECT COST ALLOCATION	<u>439,306.89</u>	<u>17,119.06</u>	<u>183,230.43</u>	<u>166,516.00</u>	<u>0.42</u>	<u>0.00</u>	<u>183,230.43</u>	<u>256,076.46</u>
Total Expenses	<u>5,964,569.37</u>	<u>188,141.32</u>	<u>2,564,658.24</u>	<u>2,264,943.13</u>	<u>0.43</u>	<u>69,493.86</u>	<u>2,634,152.10</u>	<u>3,330,417.27</u>
Excess Revenue Over (Under) Expenditures	<u>0.00</u>	<u>17,099.26</u>	<u>294,811.26</u>	<u>0.00</u>	<u>0.00</u>	<u>(69,493.86)</u>	<u>225,317.40</u>	<u>(225,317.40)</u>
Beginning Net Assets - Unrestricted	<u>0.00</u>	<u>56,112.32</u>	<u>56,112.32</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>56,112.32</u>	<u>(56,112.32)</u>
Beginning Net Assets - Board Designated	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Ending Net Assets	<u>0.00</u>	<u>73,211.58</u>	<u>350,923.58</u>	<u>0.00</u>	<u>0.00</u>	<u>(69,493.86)</u>	<u>281,429.72</u>	<u>(281,429.72)</u>

Madera Migrant Head Start
Budget to Actual

		For the Period Ending <u>2/28/2023</u>						Start Date	3/1/2022	
						Current	Current	Previous	Current Mnth	12.00
						PTD	Actual YTD	Actual YTD	100%	
Account	Description	Budget	Current	Current	Previous	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
REVENUES										
4110	GRANT INCOME-	5,632,943	600,011.64	5,117,240.65	4,517,229.01	5,632,943.00	91%	515,701.42	5,632,942.07	0.93
4220	IN KIND CONTRIBUTIONS	441,954	43,818.36	828,285.76	784,467.40	441,954.00	187%	-	828,285.76	(386,331.76)
4120	GRANT INCOME-STATE	-	-	-	-	-	-	-	-	-
4390	MISCELLANEOUS	-	-	36,735.47	36,735.47	-	-	-	36,735.47	(36,735.47)
	TOTAL REVENUES	6,074,897	643,830.00	5,982,261.88	5,338,431.88	6,074,897.00	98%	515,701.42	6,497,963.30	(423,066.30)
EXPENDITURES										
5010	Salaries & Wages	2,737,617	294,023.27	2,731,303.77	2,437,280.50	2,737,617.00	100%	-	2,731,303.77	6,313.23
5020	Accrued Vacation Pay	157,535	17,365.82	155,308.18	137,942.36	157,535.00	99%	-	155,308.18	2,226.82
5112	Health Insurance	322,608	24,908.59	323,122.77	298,214.18	322,608.00	100%	-	323,122.77	(514.77)
5114	Worker's Compensation	96,341	11,076.47	96,949.36	85,872.89	96,341.00	101%	-	96,949.36	(608.36)
5116	Pension	153,656	17,954.26	154,174.97	136,220.71	153,656.00	100%	-	154,174.97	(518.97)
5122	FICA	224,486	25,850.01	225,403.45	199,553.44	224,486.00	100%	-	225,403.45	(917.45)
5124	SUI	26,548	10,625.79	26,944.85	16,319.06	26,548.00	101%	-	26,944.85	(396.85)
5130	Accrued Vacation Fringe	11,765	1,352.84	11,794.86	10,442.02	11,765.00	100%	-	11,794.86	(29.86)
6110	Office supplies	22,213	403.78	11,487.37	11,083.59	22,213.00	52%	15,452.09	26,939.46	(4,726.46)
6112	Data Processing Supplies	72,570	17,775.82	64,353.85	46,578.03	72,570.00	89%	27,414.57	91,768.42	(19,198.42)
6121	Food	30,800	1,450.00	29,588.44	28,138.44	30,800.00	96%	-	29,588.44	1,211.56
6122	Kitchen Supplies	7,351	-	500.78	500.78	7,351.00	7%	5,900.72	6,401.50	949.50
6130	Program Supplies	89,322	3,426.74	67,364.80	63,938.06	89,322.00	75%	23,505.79	90,870.59	(1,548.59)
6132	Medical & Dental Supplies	19,900	2,754.08	19,761.27	17,007.19	19,900.00	99%	181.32	19,942.59	(42.59)
6134	Instructional Supplies	47,260	15,370.72	31,669.51	16,298.79	47,260.00	67%	15,900.11	47,569.62	(309.62)
6140	Custodial Supplies	18,872	(378.50)	15,077.46	15,455.96	18,872.00	80%	2,928.19	18,005.65	866.35
6142	Linen / Laundry	-	-	-	-	-	-	-	-	-
6143	Furnishing	21,330	12,375.06	19,560.63	7,185.57	21,330.00	-	3,049.33	22,609.96	(1,279.96)
6150	Uniform Rental / Purchases	306	-	150.00	150.00	306.00	49%	-	150.00	156.00
6170	Postage & Shipping	500	71.46	413.34	341.88	500.00	83%	-	413.34	86.66
6221	Equipment Over > \$5,000	34,823	-	-	-	34,823.00	-	35,284.07	35,284.07	(461.07)
6233	Land Improvements	-	-	-	-	-	-	-	-	-
6180	Equipment Rental	20,005	1,991.56	19,407.25	17,415.69	20,005.00	97%	-	19,407.25	597.75
6181	Equipment Maintenance	15,814	3,591.34	15,775.61	12,184.27	15,814.00	100%	-	15,775.61	38.39
6310	Printing & Publications	9,150	-	7,344.50	7,344.50	9,150.00	80%	1,645.42	8,989.92	160.08
6312	Advertising & Promotion	100	-	91.63	91.63	100.00	-	-	91.63	8.37
6320	Telephone	117,940	11,767.86	151,548.11	139,780.25	117,940.00	129%	-	151,548.11	(33,608.11)
6410	Rent	199,182	17,285.56	199,166.68	181,881.12	199,182.00	100%	-	199,166.68	15.32
6420	Utilities / Disposal	136,682	11,468.47	126,408.60	114,940.13	136,682.00	92%	5,365.59	131,774.19	4,907.81
6432	Building Repairs / Maintenan	366,610	2,196.40	48,312.32	46,115.92	366,610.00	13%	318,164.54	366,476.86	133.14
6433	Grounds Maintenance	39,340	4,618.17	23,217.72	18,599.55	39,340.00	59%	14,950.00	38,167.72	1,172.28
6436	Pest Control	6,150	323.61	6,076.48	5,752.87	6,150.00	99%	-	6,076.48	73.52
6437	Burglar & Fire Alarm	6,734	49.67	5,408.26	5,358.59	6,734.00	80%	1,284.66	6,692.92	41.08
6440	Property Insurance	19,735	9,468.35	19,581.00	10,112.65	19,735.00	99%	-	19,581.00	154.00
6521 / 6520	Consultants	5,907	895.05	5,016.78	4,121.73	5,907.00	85%	-	5,016.78	890.22
6522	Consultants Expense	275	70.20	250.94	180.74	275.00	91%	-	250.94	24.06
6524	Contracts	-	-	-	-	-	-	-	-	-
6530	Legal	2,691	-	2,062.50	2,062.50	2,691.00	77%	-	2,062.50	628.50
6540	Custodial Services	10,501	962.00	10,496.35	9,534.35	10,501.00	100%	-	10,496.35	4.65
6555	Medical Screening / DEAT / Staff	1,106	-	805.00	805.00	1,106.00	73%	-	805.00	301.00
6562	Medical Exam	-	-	-	-	-	-	-	-	-

Account	Description	Budget	Current PTD	Current Actual YTD	Previous Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance	100%
6564	Medical Follow-up	-	-	-	-	-	-	-	-	-	-
6566	Dental Exam	-	-	-	-	-	-	-	-	-	-
6568	Dental Follow-up	-	-	-	-	-	-	-	-	-	-
6610	Gas & Oil	11,350	444.12	10,782.37	10,338.25	11,350.00	95%	655.44	11,437.81	(87.81)	
6620	Vehicle Insurance	19,870	10,043.98	19,833.78	9,789.80	19,870.00	100%	-	19,833.78	36.22	
6630	Vehicle License & Fees	-	-	-	-	-	-	-	-	-	-
6640	Vehicle Repair & Maintenanc	11,030	-	11,008.62	11,008.62	11,030.00	100%	-	11,008.62	21.38	
6712	Staff Travel-Local	1,133	-	909.47	909.47	1,133.00	80%	-	909.47	223.53	
6714	Staff Travel-Out of Area	325	-	176.96	176.96	325.00	-	-	176.96	148.04	
6722	Per Diem-Staff	-	-	-	-	-	-	-	-	-	-
6724	Per Diem-Parent	-	-	-	-	-	-	-	-	-	-
6730	Volunteer Travel	-	-	-	-	-	-	-	-	-	-
6742	Training - Staff	12,238	-	12,100.89	12,100.89	12,238.00	-	135.00	12,235.89	2.11	
6746	Training - Parent	-	-	-	-	-	-	-	-	-	-
6748	Education Reimbursement	1,300	-	-	-	1,300.00	-	-	-	1,300.00	
6750	Field Trips	-	-	-	-	-	-	-	-	-	-
6810	Bank Charges	-	-	-	-	-	-	-	-	-	-
6820	Interest Expense	-	-	-	-	-	-	-	-	-	-
6832	Liability Insurance	565	310.96	461.82	150.86	565.00	82%	-	461.82	103.18	
6834	Student Activity Insurance	2,833	1,264.77	2,452.85	1,188.08	2,833.00	87%	-	2,452.85	380.15	
6840	Property Taxes	40	-	38.96	38.96	40.00	-	-	38.96	1.04	
6850	Fees & Licenses	8,370	54.00	5,354.53	5,300.53	8,370.00	64%	-	5,354.53	3,015.47	
6852	Finger Printing	6,750	330.00	6,718.90	6,388.90	6,750.00	100%	-	6,718.90	31.10	
6860	Depreciation Expense	-	-	-	-	-	-	-	-	-	-
6875	Employee Health & Welfare	28,706	16,217.92	22,949.28	6,731.36	28,706.00	80%	3,813.11	26,762.39	1,943.61	
7110	Parent Activities	2,113	-	1,211.01	1,211.01	2,113.00	57%	-	1,211.01	901.99	
7111	Parent Mileage	302	24.64	236.19	211.55	302.00	78%	-	236.19	65.81	
7112	Parent Involvement	1,110	-	858.24	858.24	1,110.00	77%	-	858.24	251.76	
7114	PPC Allowance	2,788	180.00	2,135.03	1,955.03	2,788.00	77%	-	2,135.03	652.97	
7116	PPC Food Allowance	1,185	-	956.15	956.15	1,185.00	81%	-	956.15	228.85	
8110	In-Kind Salaries	320,252	34,217.36	715,723.76	681,506.40	320,252.00	223%	-	715,723.76	(395,471.76)	
8120	In-Kind Rent	120,682	9,351.00	112,212.00	102,861.00	120,682.00	93%	-	112,212.00	8,470.00	
8130	In-Kind Other	1,020	250.00	350.00	100.00	1,020.00	34%	-	350.00	670.00	
9010	In-Direct Cost Allocation	467,210	50,046.80	429,891.68	379,844.88	467,210.00	92%	40,071.47	469,963.15	(2,753.15)	
Total Expenses		6,074,897	643,830.00	5,982,261.88	5,338,431.88	6,074,897.00	98%	515,701.42	6,497,963.30	(423,066.30)	
Excess Revenue Over		-	-	-	-	-	-	-	-	-	
Total Expenses w/o In Kind		5,632,943	600,011.64	5,153,976.12	4,553,964.48				5,669,677.54	0.93	
In-Kind		441,954							100.65%		

ADMINISTRATION BUDGET LIMIT	\$668,797
YEAR-TO DATE ADMIN EXP.	\$585,046
PERCENT OF TOTAL EXPENSES	8.31%
ADMINIISTRATION LIMIT IS 9.5%	

ID Cost Calc. @ 9.1%	429,891.68
	429,891.68

CAPMC
Work Related Injuries Report - February 2023
BOARD OF DIRECTORS

Recordable Injuries

Position/Program	Injury Location	Type of Injury	DOI	TOI	Description	Loss Days	Outcomes
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Medcor: Self Treat First Aid

Position/Program	Injury Location	Type of Injury	DOI	TOI	Description	Loss Days	Outcomes
Food Service Worker I	Pomona	Abrasion	2/3/2023	9:30 AM	EE was grabbing the cambros to transport food, when one cambro slipped off the cart and hit her lower left leg; causing a scrape.	0	02/03/23:EE reported incident to Medcor and elected self treat/first aid.
Instructional Aide II/ Janitor	Sierra Vista	Contusion	2/7/2023	9:40 AM	EE was with then children during outdoor play. A child threw a hula hoop and hit EE on right causing bruise, swelling and a lump to right ring finger, right middle finger and right index finger.	0	02/07/23: EE reported incident to Medcor and elected self treat/first aid.
Site Supervisor/Teacher	Eastside	Contusion	2/15/2023	10:30 AM	EE was holding a child's hand on the playground when the child bit EE's left forearm causing a bruise.	0	2/15/23: EE reported incident to Medcor and elected self treat/first aid.
Food Service/Head Cook	Chowchilla	Contusion	2/23/2023	12:00 PM	EE was serving lunch to children, when a child grab the tongs and pinched EE on the buttocks causing a contusion.	0	3/2/23: EE reported incident to Medcor and elected self treat/ first aid.

Claims

Position/Program	Injury Location	Type of Injury	DOI	TOI	Description	Loss Days	Outcomes
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Up To Date Injuries: January 2023 to December 2023

(2) Hand Injuries	() Feet Injuries	() Chest Injuries					
(1) Back Injuries	() Eye Injuries	() Neck Injuries	(1) Bottom				
(1) Knee Injuries	(2) Leg Injuries	() Head Injuries	() Hip				
(1) Arm Injuries	() Wrist Injuries	() Ankle Injuries					
() Elbow Injuries	() Burn Injuries	() Respiratory Injuries					
() Shoulder Injuries	() Abdomen Injuries	() Face Injuries					
		DOI: DATE OF INJURY					
		TOI: TIME OF INJURY					

CAPMC
Work Related Injuries Report - March 2023
BOARD OF DIRECTORS

Recordable Injuries

Position/Program	Injury Location	Type of Injury	DOI	TOI	Description	Loss Days	Outcomes
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Medcor: Self Treat First Aid

Position/Program	Injury Location	Type of Injury	DOI	TOI	Description	Loss Days	Outcomes
Associate Teacher	Chowchilla	Bite	3/16/2023	11:30 AM	EE tried to stop a child from hitting another child and the child bit EE on the left hand causing a closed blister.	0	3/16/23: EE called Medcor and elected to self treat/first aid.

Claims

Position/Program	Injury Location	Type of Injury	DOI	TOI	Description	Loss Days	Outcomes
Advocate III	Valley West	Strain	3/7/2023	7:45 AM	EE was typing and writing in files when she felt pain in left hand and wrist.	1	03/14/23: EE reported injury (late reporting). EE went to Concentra for treatment. EE was placed off work 03/15/23 and released to return 3/16/23 on modified duties. The Agency is able to accommodate the modified duty.

Up To Date Injuries: January 2023 to December 2023

(3) Hand Injuries	() Feet Injuries	() Chest Injuries		
(1) Back Injuries	() Eye Injuries	() Neck Injuries	(1) Bottom	
(1) Knee Injuries	(2) Leg Injuries	() Head Injuries	() Hip	
(1) Arm Injuries	(1) Wrist Injuries	() Ankle Injuries		
() Elbow Injuries	() Burn Injuries	() Respiratory Injuries		
() Shoulder Injuries	() Abdomen Injuries	() Face Injuries		

DOI: DATE OF INJURY

TOI: TIME OF INJURY



BOARD OF DIRECTORS 2023 ATTENDANCE

Director	Area Represented	January	February	March	April	May	June	July	August	September	October	November	December
Public Officials													
Deborah Martinez A: Sharon Diaz	Department of Social Services	P	P										
David Hernandez <i>Vice-Chairperson</i>	Madera Unified School District	P	X										
Leticia Gonzalez A: Robert Poythress	Madera County Board of Supervisors	P	P										
Steve Montes A: Artemio Villegas	Madera City Council	P	P										
Jeff Troost	Chowchilla City Council	P	P										
Private Sector Officials													
Debi Bray	Madera Chamber of Commerce	P	P	MEETING CANCELED									
Trainice Lee Trainice Lee <i>(Effective October 2022)</i>	Head Start Policy Council	P	P										
Donald Holley	Community Affairs	P	P										
Eric LiCalsi <i>Chairperson</i>	Attorney at Law	P	P										
Vicki Bandy	Early Childhood Education & Development	X	X										
Low-Income Target Area Officials													
Martha Garcia A: Joann Lorange	Central Madera/Alpha	P	P										
Tyson Pogue <i>Secretary/Treasurer</i>	Eastern Madera County	X	P										
Richard Gutierrez	Eastside/Parksdale	P	P										
Molly Hernandez	Fairmead/Chowchilla	P	P										
Aurora Flores A: Octavio Pineda	Monroe/Washington	P	P										
<i>Total Directors</i>		13/15	13/15	0/0									

P = Primary Present | A = Alternate Present | X = Absent

STAFFING CHANGES
February 1, 2023 - April 4, 2023
BOARD OF DIRECTORS

NON-HEAD START DEPARTMENTS

NEW HIRES

Identification Number	Position	Location	Effective Date	Hours	Justification
60480	Specialty Advocate	Yosemite - Victim Services	2/2/2023	80	Open Position
61387	Housing Case Worker	Gill - Community Services	2/16/2023	80	Open Position
61390	Shelter Resident Aide	Martha Diaz - Victim Services	3/10/2023	40	Open Position
61393	Specialty Advocate	Yosemite - Victim Services	3/14/2023	80	Open Position

SUBSTITUTES

Identification Number	Position	Location	Effective Date	Hours	Justification

VOLUNTARY RESIGNATIONS

Identification Number	Position	Location	Effective Date	Hours	Justification
61045	R&R Childcare Initiative Project Coordinator	Gill - Alternative Payment Program/Resource & Referral	2/7/2023	80	Resignation
61098	Advocate II/Victim Services	Yosemite - Victim Services	2/10/2023	80	Resignation
60480	Specialty Advocate	Yosemite - Victim Services	2/24/2023	80	Resignation
61274	Shelter Resident Aide	Martha Diaz - Victim Services	2/26/2023	80	Resignation
61390	Shelter Resident Aide	Martha Diaz - Victim Services	3/15/2023	40	Resignation
61393	Specialty Advocate	Yosemite - Victim Services	3/22/2023	80	Resignation

TERMINATION

Identification Number	Position	Location	Effective Date	Hours	Justification
61382	Homeless Outreach Worker	Gill - Community Services	2/16/2023	80	Termination - 310 Probationary Period

HEAD START DEPARTMENTS

NEW HIRES

Identification Number	Position	Location	Effective Date	Hours	Justification
60786	Teacher	Sierra Vista - Madera Migrant Head Start	2/3/2023	80	Open Position
61388	Nutrition Services Content Specialist	Jacquelyn - Fresno Migrant Head Start	2/28/2023	80	Open Position
61389	Child Care Program Assistant	Pine - Madera Regional Head Start	2/28/2023	40	Open Position
61391	Instructional Aide II / Janitor	Fairmead - Madera Regional Head Start	3/13/2023	80	Open Position
61392	Instructional Aide I / Janitor	Mis Tesoros - Madera Regional Head Start	3/13/2023	80	Open Position
61394	Family Skills Instructor	Pine - Madera Regional Head Start	3/20/2023	80	Open Position
61375	Site Supervisor / Teacher	Oakhurst - Madera Regional Head Start	4/3/2023	80	Open Position
61304	Food Services Worker	Fairmead - Madera Regional Head Start	3/31/2023	80	Open Position

SUBSTITUTES

Identification Number	Position	Location	Effective Date	Hours	Justification

VOLUNTARY RESIGNATIONS

Identification Number	Position	Location	Effective Date	Hours	Justification
61111	Advocate II	Verdell - Madera Regional Head Start	3/14/2023	80	Resignation

TERMINATION

Identification Number	Position	Location	Effective Date	Hours	Justification
60684	Teacher	Sierra Vista - Madera Migrant Head Start	3/4/2023	80	Termination - 1005.09.01 Removal from Recall List
61313	Instructional Aide III	Mis Angelitos - Madera Migrant Head Start	3/4/2023	80	Termination - 1005.09.01 Removal from Recall List

16TH ANNUAL

WALK A MILE IN HER SHOES



APRIL 14, 2023

**JOIN CAPMC - VICTIM SERVICES IN THE MARCH AGAINST
SEXUAL ASSAULT.**

REGISTER IN PERSON AT VICTIM SERVICES

812 WEST YOSEMITE AVE. SUITE #101 MADERA, CA. 93637

OR USING THE QR CODE

\$10 T-SHIRT FEE

MADERA COURTHOUSE PARK

210 W. YOSEMITE AVE. MADERA CA, 93637

CHECK IN/REGISTRATION AT 5:00 PM

OPENING CEREMONY & WALK

COMMENCES AT 5:45 PM



National Crime Victims' Rights Week
April 23–29, 2023

Community Action Partnership of Madera County-Victim Services

Victim Memorial Display

Sunday, April 23, 2023
from 2:00 pm to 5:00 pm
&

Thursday, April 27, 2023
From 5:00 pm to 8:00 pm

***Awards and Memorial Celebration**

Location:

1225 Gill Ave Madera, CA 93637



2023 Award Recipients

Jeff Dupras

Madera County District Attorney's Office

Janet Hudec

Madera County Superior Court

Olga Grosh

Pasifika Immigration Law Group, LLP

Michaela Plummer

Madera County Sheriff's Office



For more information contact Maritza Mata at (559) 675-5704 or mmata@maderacap.org

Las voces
de los
sobrevivientes

Elevan. Captan.
Efectúan cambios.

Semana Nacional de los Derechos para las Víctimas del Crimen
Abril 23-29, 2023

Community Action Partnership of Madera County-Victim Services

Exhibición Memorial de Víctimas

Domingo, 23 de abril del 2023

de 2:00 pm a 5:00 pm

y

Jueves, 27 de abril del 2023

de 5:00 pm a 8:00 pm

*Premios y celebración conmemorativa

Ubicacion:

1225 Gill Ave Madera, CA 93637



Recipientes del año 2023

Jeff Dupras

Madera County District Attorney's Office

Janet Hudec

Madera County Superior Court

Olga Grosh

Pasifika Immigration Law Group, LLP

Michaela Plummer

Madera County Sheriff's Office



Para mas Informacion contacte a Maritza Mata al (559) 675-5704 o mmata@maderacap.org

NUNCA HAY
EXCUSA
NI INVITACION
PARA UNA
VIOLACION

**DENIM
DAY**
EST. 1999

THERE IS NO
EXCUSE
AND NEVER
AN INVITATION
TO RAPE



APRIL 26, 2023

**MAKE A STATEMENT
WITH YOUR CLOTHES
WEAR JEANS
WITH A PURPOSE**

Administration for Children and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES	
	1. Log No. ACF-IM-HS-23-01	2. Issuance Date: 03/28/2023
	3. Originating Office: Office of Head Start	
	4. Key Word: Lead Poisoning Prevention; Drinking Water; Testing and Screening for Lead; Effects of Lead Exposure; Funding Support	

INFORMATION MEMORANDUM

TO: All Head Start and Early Head Start Grant Recipients

SUBJECT: The Role of Head Start Programs in Addressing Lead in Water

INFORMATION:

Lead is a toxic metal and there is no safe blood lead level for children.¹ Because their bodies are still developing, children under the age of 6 are at greatest risk for significant and potentially lifelong health problems as a result of exposure. They are more likely to come into contact with lead through paint or dust since young children often put their hands or objects in their mouths. However, lead in drinking water can also be a significant contributor to overall exposure to lead. This is particularly true for infants whose diet consists of food and liquids made with water, such as baby food or formula. The adverse health effects of lead exposure can be both physical and behavioral. Even low levels of lead in children can lead to anemia, behavior and learning problems, and other concerns.

Head Start programs have a critical role to play in [preventing lead poisoning in children](#). Programs are required to maintain a facility that is free from pollutants, hazards, and toxins that are accessible to children and could endanger their safety — and that includes lead in water and paint. As part of Head Start monitoring, programs can expect to be asked about their processes to identify lead hazards and mitigate them. This Information Memorandum highlights available resources for programs to address lead in water specifically.

Testing for and Addressing Lead in Water

The [U.S. Environmental Protection Agency \(EPA\)](#) has developed a number of resources to guide programs to test and remediate for lead in water.

There are no specific funds designated for the purpose of lead assessments in Head Start programs. However, grant recipients may budget program funds to address lead in water, including necessary minor renovations to facilities. Allowable uses of program funds may include:

- Testing for lead in water
- Remediation actions such as purchasing, installing, and maintaining point-of-use devices for lead removal, such as water filters
- Replacing water fixtures and plumbing, including lead service linesⁱⁱ

As programs consider their needs related to addressing lead in water in Head Start facilities, the Administration for Children and Families encourages grant recipients to submit one-time funding applications for facility needs not supported by operations funding. Note these one-time requests are addressed by priority and subject to availability of funds.

Other Federal Funding Sources

Head Start programs may be able to leverage [EPA funding](#) to eliminate lead in their facilities. The Bipartisan Infrastructure Law, 2022, authorized increased funding of \$700 million over 5-years across two grant programs:

- [Voluntary School and Child Care Lead Testing and Reduction Grant Program](#)
- [Reducing Lead in Drinking Water Grant Program](#)

These programs aim to address lead in water through testing, remediation, and infrastructure improvements, including in child care and school settings. Grant recipients should reach out to their respective [state agency](#) to learn more about the EPA programs and other available resources.

Partnering with Families to Promote Children’s Healthy Development

Head Start programs are already working closely with families and health care providers to make sure children are [screened](#) for lead poisoning ([45 CFR §1302.46](#)). These screenings align with the Centers for Medicare and Medicaid Services (CMS) universal blood lead screening requirement for all Medicaid-eligible children, under their states’ [Early and Periodic Screening, Diagnostic and Testing](#) schedule.ⁱⁱⁱ The Office of Head Start (OHS) applauds programs’ ongoing efforts to partner with [parents and caregivers](#) to make sure all enrolled children receive required blood screening.

OHS continues to encourage programs to leverage [available resources](#) in discussing with families how to prevent and address lead exposure in the home, such as through:

- Testing for lead in paint hazards and in water
- Minimizing children and pregnant persons’ exposure to paint hazards, especially in homes built before 1978
- Creating barriers between living or play areas and possible lead hazards
- Cleaning and hygiene practices, such as regularly mopping and washing hands and toys

To learn more about the role Head Start programs play in keeping children safe and supporting families to prevent lead poisoning, visit the [Early Childhood Learning and Knowledge Center](#) and [Office of Early Childhood Development](#) websites.

Thank you for the work you do on behalf of children and families.

Sincerely,

/ Khari Garvin /

Khari Garvin
Director
Office of Head Start

ⁱ The Centers for Disease Control and Prevention has established a blood lead “reference value” that serves as a screening tool to identify children with higher levels of lead in their blood compared with most children. However, no safe blood lead level in children has been identified: <https://www.cdc.gov/nceh/features/leadpoisoning/index.html>

ⁱⁱ As long as total costs for any proposed plumbing improvements, such as replacing water fixtures and lead service lines, are less than \$250,000, they would be considered minor renovations and allowable expenditures with program funds. If costs are anticipated to exceed \$250,000, programs should contact their regional office to determine appropriate next steps.

ⁱⁱⁱ Arizona is currently the only state approved by CMS to implement a targeted lead screening program.

ACF Administration for Children and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES	
	1. Log No. ACF-PI-HS-23-02	2. Issuance Date: 02/21/2023
	3. Originating Office: Office of Head Start	
	4. Key Words: Consolidated Appropriations Act; Appropriations; Fiscal Year 2023; Funding Increase; Cost of Living Adjustment; Quality Improvement	

PROGRAM INSTRUCTION

SUBJECT: FY 2023 Head Start Funding Increase

INSTRUCTION:

President Biden signed the Consolidated Appropriations Act, 2023, into law on December 29, 2022. The funding level for programs under the Head Start Act (the Act) is \$11,996,820,000, an increase of \$960 million over fiscal year (FY) 2022. This increase includes \$596 million to provide all Head Start, Early Head Start, and Early Head Start-Child Care (EHS-CC) Partnership grant recipients a 5.6% cost-of-living adjustment (COLA), \$262 million for quality improvement, and \$100 million for expansion of Head Start, Early Head Start, and EHS-CC Partnership programs. The total appropriation also includes \$8 million for Tribal College and University Head Start (TCU-HS) Partnership programs, of which \$2 million is an increase over the FY 2022 funding level.

This Program Instruction (PI) primarily provides information about COLA and quality improvement funds available to all Head Start, Early Head Start, and EHS-CC Partnership grant recipients. Grant recipients subject to competition for continued funding through the Designation Renewal System (DRS) are entitled to COLA funds through the end of their current award. However, the Administration for Children and Families reserves the right to delay decisions on quality improvement funding until DRS competition decisions are final. State collaboration grants are not eligible for COLA or quality improvement funding due to the statutory cap on their funding in the Head Start Act.

FY 2023 Quality Improvement

Each grant recipient will be allocated an amount of quality improvement funding proportionate to their federal funded enrollment — approximately \$280 for each Head Start funded enrollment slot and \$420 for each Early Head Start funded enrollment slot. There will be a minimum floor established to ensure all recipients are able to make a meaningful investment in quality, consistent with [Sec. 640\(a\)\(4\)\(C\)](#) of the Act.

A program may apply to use quality improvement funds for activities consistent with Sec. 640(a)(5), as outlined in [Attachment A](#), except that any amount of these funds may be used on any of the activities specified in such section. In other words, programs are not bound by the requirement in Sec. 640(a)(5)(A) that at least 50% of quality improvement funds be used for staff compensation or the requirement in Sec. 640(a)(5)(B)(vii) that no more than 10% of quality improvement funds be used on transportation. However, the Office of Head Start (OHS) strongly encourages grant recipients to

prioritize quality improvement funding to increase compensation for staff (wages and benefits) to help recruit and retain a qualified Head Start workforce. OHS also strongly encourages recipients to consider investments to support and strengthen the mental health of children, families, and staff in the program.

A well-compensated staff is integral to delivering high-quality services for children and families. The Head Start workforce plays a critical role in fulfilling the Head Start mission by supporting the holistic development of children and economic stability for families. While staff qualifications have steadily increased in the last 10 years, compensation and benefits have not followed suit. Many Head Start programs have struggled to recruit and retain qualified staff with the ongoing early care and education workforce shortage. High-quality services for children and families are disrupted by high turnover rates and a shortage of frontline staff, particularly teachers, assistant teachers, home visitors, family child care providers, family service workers, transportation staff, and staff who provide mental and behavioral health services. Increasing compensation is a key strategy to promote recruitment and retention of qualified staff and ensure programs are competitive employers in their local communities. Improved retention of staff also helps to ensure high-quality classroom and home learning environments, promote healthy developmental outcomes for children, and strengthen relationships with families. In September 2022, OHS released Information Memorandum [ACF-IM-HS-22-06](#) directing Head Start grant recipients to permanently increase salaries for the purposes of recruiting and retaining staff. Head Start grant recipients are strongly encouraged to use quality funds to advance a strategy to permanently increase wages and benefits.

OHS recognizes that many Head Start grant recipients are serving children and families with enhanced mental health needs. Increased symptoms of anxiety and depression, coupled with the impact of trauma, grief, and loss during the pandemic, has elevated the importance of supporting children's social and emotional well-being, as well as the mental well-being of adults who care for them. It is essential that children, staff, and families receive necessary supports for mental health and wellness as an integral part of program services. OHS strongly encourages programs to consider ways to use quality improvement funding to invest in mental health supports at all levels of the program, including mental health consultation to support Head Start teachers in managing challenging behavior and supporting children.

Examples of investments that would reflect these OHS priorities and also align with allowable uses of quality improvement funding as specified in the Act may include, but are not limited to, the following:

- Increase compensation, particularly for positions that are not receiving competitive wages and benefits (including consideration of elementary school compensation), experiencing higher rates of turnover, challenging to fill, or preventing programs from reaching full enrollment.
- Increase career opportunities for entry level staff through support for increased credentials and commensurate compensation increases, including through scholarships, mentors, and coaches.
- Support staff wellness with regularly scheduled breaks and access to employee assistance services.
- Improve preventive mental health screening, assessment, and interventions.
- Enhance mental health consultation — including hiring of additional mental health professionals — to better support staff and improve the organizational approach to identifying mental health needs and integrating supports and services for children, families, and staff.
- Hire additional qualified classroom staff or floaters to lower ratios, enhance adult-child relationships, and ensure staff can have breaks during the day.
- Hire additional qualified family services staff or home visitors to decrease caseloads and enhance family-staff relationships and improve quality of responsive, individualized services.
- Provide ongoing coaching and support to staff to address stress, burnout, and related turnover.

- Provide training on trauma-informed approaches to all staff, governing boards, and Policy Councils, and ensure training is accompanied with coaching and opportunities for reflective practice and supervision.
- Enhance transportation services to promote more regular participation by children and families in services designed to support development and learning and address trauma.

Finally, while grant recipients should prioritize ongoing, sustained investments in quality improvements, OHS does acknowledge that one-time investments in FY 2023 may be necessary. Grant recipients encountering one-time program improvement needs that cannot be addressed with existing program funds are invited to apply for supplemental funding. See below for further discussion on one-time program improvement funding requests.

FY 2023 COLA

Each grant recipient may apply for a COLA increase of 5.6% of the FY 2022 base funding level. Base funding excludes training and technical assistance funds and any one-time funding received during FY 2022.

Programs must use COLA funds to permanently increase the salaries of Head Start staff. This includes salaries of current staff and unfilled vacancies. Programs may consider a permanent uniform percent increase to the Head Start pay scale or differential COLA increases to the pay scale across position types within the program. For instance, in some programs, higher paid positions may already be receiving wages competitive with comparable positions in the community. In these instances, programs may choose to provide a smaller COLA to these positions. Programs could also think about providing a larger COLA to lower paid positions that are not currently receiving a wage sufficient to cover costs of living, or that are very challenging to fill due to low wages. Such positions may need more of an increase to support more competitive wages that are comparable with similar jobs in the community, including the consideration of salaries paid to staff in local elementary schools. If a grant recipient chooses to apply COLA differentially across positions, they must explain this choice in their application.

Sections [653](#) and [640\(j\)](#) of the Act provide further guidance on the uses and limitations of COLA funds. Sec. 653 restricts compensation to a Head Start employee that is higher than the average rate of compensation paid for substantially comparable services in the area where the program is operating. Any grant recipient concerned that they cannot increase salaries for staff due to wage comparability issues should ensure public school salaries for elementary school staff are included in their considerations. Sec. 653 also prohibits any Head Start employee from being compensated at a rate that exceeds that of an Executive Schedule Level II position, including employees being paid through indirect costs. Sec. 640(j) of the Act requires that compensation of Head Start employees be improved regardless of whether the agency has the ability to improve the compensation of staff employed by the agency that do not provide Head Start services. Head Start grant recipients must provide delegate agencies and other partners an equivalent increase to adjust salaries and wages scales. If a grant recipient proposes to apply differential COLA increases between delegates or partners, they must justify this in their application. COLA funds must be applied from the start of a recipient's FY 2023 budget period, which may need to be retroactively applied.

As specified in [45 CFR §1302.90](#), each grant recipient is required to establish written personnel policies and procedures that are approved by the governing body and Policy Council. They must be

made available to all staff. Personnel policies and procedures should be reviewed as they may contain information relevant to this COLA.

Any remaining funds may be applied to fringe benefits costs or used to offset increased operating costs in other areas of the budget. This includes increased costs in rent, utilities, facilities maintenance and insurance, contractual arrangements, vehicle fuel and maintenance, and supplies.

Application Requirements for COLA and Quality Improvement Funding

Grant recipients must request COLA and quality improvement funds through an application in the Head Start Enterprise System. A funding guidance letter will be issued shortly to specify each funding level and additional instructions on how to apply for these funds.

Expansion of Head Start, Early Head Start, and EHS-CC Partnerships

One hundred million dollars is available to support new grants for Head Start, Early Head Start, and EHS-CC Partnership programs to increase access to high-quality early education services. Funding will be awarded by September 2024. A notice of funding opportunity is expected in fall 2023. More information on this opportunity will be available later this year.

TCU-HS Partnership Program Funding

Two million dollars is available to support TCU-HS partnership programs. Per [Sec. 648\(g\)](#) of the Head Start Act, such funding is intended to support tribal colleges and universities to implement efforts to strengthen career pathways and degree obtainment for Head Start staff, in partnership with American Indian and Alaska Native Head Start agencies. A competitive funding opportunity will be posted in spring or summer 2023. Funding will be awarded by the end of September 2023.

One-time Program Improvement Funding Requests

Grant recipients encountering program improvement needs related to health and safety should contact their Regional Office and submit supplemental applications throughout the year as needs emerge. Programs must plan for major costs and should not be reliant on supplemental requests for major maintenance and purchases. Supplemental requests are intended for pressing program improvement needs that cannot be addressed with existing operational funds through careful planning, for instance if a recipient has an unexpected facility issue due to harsh climate or unexpected loss of equipment. These applications are addressed by priority and there is no guarantee on the availability of funds for supplemental requests.

Please direct any questions regarding this PI to your regional office.

Thank you for your work on behalf of children and families.

/ Tala Hooban /

Tala Hooban
Acting Director
Office of Head Start

ACF Administration for Children and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES	
	1. Log No. ACF-PI-HS-23-03	2. Issuance Date: 03/15/2023
	3. Originating Office: Office of Head Start	
	4. Key Words: Hurricanes Fiona and Ian; Natural Disaster; Disaster Relief; Response and Recovery Efforts; Disaster Assistance	

PROGRAM INSTRUCTION

TO: Head Start and Early Head Start Programs Impacted by Hurricanes Fiona and Ian

SUBJECT: Hurricanes Fiona and Ian Disaster Recovery Funds

INSTRUCTION:

This Program Instruction (PI) outlines the process to request disaster recovery funds for Head Start and Early Head Start programs, including replacement of damaged or destroyed property and facilities following Hurricanes Fiona and Ian. The PI is also intended to assist governing bodies and key management staff in determining the types of assistance and amount of recovery funds that are needed.

President Biden signed the Consolidated Appropriations Act, 2023 ([H.R. 2617](#)), into law on December 29, 2022. The Act provides \$345,000,000 in emergency funding “for necessary expenses directly related to the consequences of Hurricanes Fiona and Ian, including activities authorized under section 319(a) of the Public Health Service Act.”

The Administration for Children and Families (ACF) has the authority to award funds through September 30, 2027 but is subject to end when all funds have been awarded.

The extent of service interruption and damage to properties as a consequence of these disasters varies dramatically. The Office of Head Start (OHS) recognizes we cannot anticipate all of the circumstances in which disaster funds may be needed to ensure services are restored. Disaster recovery needs may not fully reflect how services were delivered prior to the disasters but will be responsive to the current community needs.

OHS reminds grant recipients that even if facilities are inoperable, program staff can support families in meeting their basic needs, including nutrition, health, and mental health support, and alternative care for their children ([ACF-IM-HS-19-01](#)). Programs that have operable facilities are encouraged to allow displaced Head Start families supervised access to those facilities, including kitchens, rest/napping areas, computer labs, bathrooms, laundry, and power sources for recharging phones and other communication devices. Grant recipients are encouraged to support families in accessing local, state, and federal relief and leveraging their community partnerships and resources to support other relief efforts.

Funding Requests

Grant recipients should engage in a comprehensive assessment of programmatic and community needs that considers the immediate, interim, and long-term impacts and associated costs resulting from these disasters. Application narratives must clearly define which of the following categories of funding are included in the request:

1. Facilities
2. Materials, Supplies, and Equipment
3. Program Operations
4. Additional Health, Mental Health, Dental, and Nutrition Services
5. Training and Technical Assistance (TTA)
6. Disaster Recovery Expenses Incurred Prior to Availability of Funds Under the Act

Each proposed grant activity should have a clear timeline for execution and completion. Project completion timelines, including major activities within each phase, need to be clearly stated in the application. We have provided a brief description of each area to assist programs in preparing funding requests.

1. Facilities

Disaster recovery funds may be requested to cover costs associated with repairs, renovations, purchase, and construction of facilities. Requests for funds to cover planning costs, including assessments, architectural and engineering services, and requests for bids may also be submitted. Grant recipients should make a thorough assessment of their temporary and long-term facility needs, including outdoor play areas. Structural damage and environmental problems not properly identified and addressed can create hazards and health risks months after initial damage occurs. We encourage programs to consider obtaining the services of a structural engineer, architect, and environmental consultant during the assessment phase so all costs necessary, such as those for remediation of molds and moisture-related problems, can be identified to ensure full restoration. These funds should be used to make infrastructure improvements and upgrades that promote climate-resilient facilities in the event of future disasters.

Programs should consider the costs of meeting current building codes. All facilities work within the scope of Head Start Program Performance Standards (HSPPS) at [Facilities, 45 CFR §1303 Subpart E](#) must be supported by an application, as required, and all projects must comply with applicable local building regulations, requirements, and codes. Grant recipients must not use requested funds for costs reimbursed by the [Federal Emergency Management Agency \(FEMA\)](#), under a contract for insurance, or by self-insurance.

Please note: ACF grant recipients that purchase, construct, or renovate facilities with Head Start funds are required to submit the SF-429 Real Property Status Report and attachments. As such, in addition to the 1303 application for the disaster recovery funds request, the SF-429-B Request to Acquire, Improve, or Furnish must be submitted in the Online Data Collection system. See [Discretionary Post-Award Requirements, ACF-PI-HS-17-03 Electronic Submission of Real Property Standard Form \(SF\)-429 and Attachments](#), and the applicable administrative requirements at 45 CFR [§75.318](#) and [§75.343](#) for additional information. Also, before a grant

recipient can apply for funds to purchase, construct, or renovate a facility under [45 CFR §1303.44](#), it must establish, among other things, that the proposed purchase, construction, or major renovation is necessary because of a lack of suitable facilities in the grant recipient's service area will inhibit the operation of the program ([45 CFR §1303.42\(a\)\(1\),\(b\)](#)).

2. Materials, Supplies, and Equipment

Some grant recipients have reported losses in materials, supplies, furnishings, and equipment. Programs should conduct a thorough review of each impacted center to ensure funding requests cover all costs necessary to replace lost or damaged vehicles, equipment, materials, furnishings, and supplies. Reviews of program losses should include outdoor play areas, kitchens, program and administrative offices, and any other service areas. Programs may also request vehicles, equipment, materials, furnishings, and supplies needed to support the delivery of temporary services or facilities activities until program services can be fully restored. Equipment purchases as defined in [45 CFR §75.2](#) require prior written approval under [45 CFR §75.308\(c\)\(1\)\(xi\)](#).

3. Program Operations

Some families may have relocated as a consequence of Hurricanes Fiona and Ian. Others remained in their community but may be displaced from their homes. Many more families may be experiencing homelessness than before the hurricanes. Programs should make every effort to assess the immediate and ongoing service needs of communities in their service area.

Programs may consider home-based services, double sessions, and increasing hours per day or days per year to meet community needs. For example, offering double sessions can serve more children on a temporary basis, but longer days and summer services may better meet the continuity needs of children who are experiencing homelessness or in temporary housing. Lowering teacher-child ratios to temporarily increase the number of teachers per classroom may also be needed to safely support evolving program schedules, transitions in services, or to more adequately respond to the needs of children and families who need additional support. Programs should consider the full range of services and supports for families that are necessary to support or supplement program operations, including providing transportation for children if they do not do so already.

4. Additional Health, Mental Health, Dental, and Nutrition Services

Children, families, and staff have endured significant disruption and stress as a result of Hurricanes Fiona and Ian. In some areas, homes may still be without power or safe drinking water. Families may not be able to fully meet their health and nutritional needs under such circumstances. Post-disaster conditions also enhance the risk of infection and the spread of diseases. Programs must consider actions they can take in collaboration with community partners to address health, mental health, dental, and nutritional needs resulting from the disasters. This could include hiring or contracting with qualified practitioners who can work in centers directly with children, families, and staff. Programs may also determine they need to hire additional staff, such as consultants, family workers, or other classroom staff, who can deliver short-term specialized health, mental health, dental, and nutrition services to support recovery post-disaster for children, families, and staff.

5. Training and Technical Assistance (TTA)

OHS recognizes that each program has learned a lot as a result of experiencing recent disasters, including Hurricanes Fiona and Ian. Programs have identified actions and strategies needed to strengthen and build emergency response procedures, staff capacity, facilities, and professional development. This is an opportunity for local programs to collaborate with relief organizations and other early childhood programs in their communities. If requesting TTA funding in accordance with the Head Start Act [Sec. 648\(d\)](#), grant recipients should clearly state the activities for which this funding will be used.

6. Disaster Recovery Expenses Incurred Prior to Availability of Funds Under the Act

OHS provides flexibility for grant recipients to modify their operating budgets to use operating funds to initiate disaster recovery activities. Grant recipients may apply for disaster recovery funds to reimburse the cost of necessary expenses directly related to the consequences of the disasters that were previously paid with operating funds if those funds are needed for current year program operations. Disaster recovery funds paid as reimbursements are not unrestricted funds and must be used for allowable program or disaster recovery expenditures.

When submitting requests for disaster recovery funding, grant recipients must explain how the funds relate to a consequence of the disaster. They also must provide assurance that requested funds will not be used for costs reimbursed by FEMA, under a contract for insurance, or by self-insurance.

Award Information and Restrictions

Eligible grant recipients will receive disaster recovery funds as a separate grant award from their base Head Start and Early Head Start operations grants. Disaster recovery awards are not included in the calculation of a grant recipient's base grant for the subsequent fiscal year. They are also not subject to the allocation requirement of [Sec. 640\(a\)](#) of the Head Start Act. Disaster recovery funds must be awarded by OHS no later than September 30, 2027. During the period of funding availability, grant recipients may request needed disaster recovery funds all at once or make subsequent requests for needed funds.

Unless a waiver has been approved by the Office of Management and Budget and a longer project period is issued for a specific grant by OHS, all disaster recovery funds must be expended by grant recipients within 36 months of their award date. Any funds not expended must be returned to the U.S. Department of Health and Human Services.

If OHS disaster recovery funds are used to fund an eligible expense subsequently paid by FEMA, commercial insurance, or self-insurance, the receipt of proceeds must be reported to OHS and the payment received must be repaid to OHS.

OHS will closely monitor disaster recovery grant awards. Reporting content and frequency requirements will be established by OHS, and on-site visits may be required prior to expenditure of certain funded activities. Financial and programmatic reporting of disaster recovery-funded activities and expenses will be required of all grant recipients.

In addition to all the information included in this PI, grant recipients must also comply with all award terms and conditions.

Submission of Funding Applications

All requests for disaster recovery funding will be made through the Head Start Enterprise System (HSES). First, grant recipients that intend to apply for disaster recovery funding should make a request under the Correspondence tab of their regular grant in HSES for the system to create a temporary grant number. The HSES Help Desk will notify recipients when their temporary grant number has been created. Grant recipients will then submit their requests for disaster recovery funding through the Application tab under this new temporary grant number. Once awarded, the temporary grant will convert to a permanent grant in HSES. Grant recipients are not limited to a single application and may request additional temporary grant numbers if needed.

Disaster recovery funding requests require the following [standard forms](#) and backup documents:

- **SF-424 Application for Federal Assistance**
- **SF-424-A Budget Information—Non-Construction Programs**
- A narrative that describes the proposed use of funds. All activities and projects must identify the relationship to a covered disaster and include a timeline clearly indicating when significant project milestones or activities will be executed or occur and when the overall project or activity will be completed.
- Governing body and Policy Council decision, including meeting minutes.
- If you are requesting funds for major renovation, construction, or purchase of facilities, you must also submit:
 - **SF-429 Real Property Status Report—Cover Page with Attachment B**
 - Read the [submission instructions](#).
 - An application fully compliant with the requirements under HSPPS [Facilities, 45 CFR §1303 Subpart E](#).

Non-federal Match is not required for these Disaster Recovery funds. SF-424-A Section C, Non-Federal Resources, should state \$0. Additional project or activity information may be required depending on the proposed use of funds.

More information about the process for submitting a funding application will be forthcoming in early April. In the interim, please contact OHSDisasterRecovery@acf.hhs.gov along with your program and grant specialists. We are committed to supporting you throughout this rebuilding and restoration period.

Thank you for your work on behalf of children and families.

/ Khari M. Garvin /

Khari M. Garvin
Director
Office of Head Start