



Early Learning Coalition of Broward County, Inc.

FINANCE Committee Meeting Agenda – November 9, 2021 –2:30 pm

Virtual Meeting

Meeting Call-In Number: 1 (872)240-3412 Access Code: 534-097-765

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Members are reminded of conflict of interest provisions. In declaring a conflict, please refrain from voting or discussion and declare the following information: 1) Your name and position on the Board, 2) The nature of the conflict and 3) Who will gain or lose as a result of the conflict. Please also fill out form 8B prior to the meeting.

		PAGE	
I.	Call to Order		Cindy Arenberg-Seltzer, Finance Chair
II.	Roll Call		Melody Martinez, Executive Assistant
III.	Finance Committee Consent Agenda a. Approve August 31, 2021 Finance Committee meeting minutes	2	Cindy Arenberg-Seltzer, Finance Chair
IV.	Finance Committee Regular Business a. FIN222RB1 – Approve September Interim Financials b. FIN222RB2 – Approve Budget Amendment #2 c. FIN222RB3 – Approve Request to Initiate Procurements	5 12 21	Cindy Arenberg-Seltzer, Finance Chair Christine Klima, CAO
VII.	FYI • FYI-1 Cash Disbursements August 2021 • FYI-2 Cash Disbursements September 2021 • FYI-3 Match Funding Raising Chart • FYI-4 Exec/Finance Attendance Chart	22 24 25 26	
VIII.	Unfinished Business New Business Matters from the Board Matters from the CEO Matters from our Partners Public Comment Next Finance Committee: December 7, 2021 @ 1:30 PM Adjourn		

Please Note: Agenda subject to revisions and additions per the discretion of the Chair of the Coalition. Notification will be sent of any such revisions or additions.
Members of the Public: Please sign up at the entry desk for public comments to be made on particular agenda items no later than five minutes after the Coalition meeting has been called to order.

Early Learning Coalition of Broward County, Inc.
Finance Committee Meeting Minutes
August 31, 2021 at 1:00 pm directly following the Executive Committee Meeting
 Virtual Meeting

Members in Attendance	Cindy Arenberg-Seltzer; Laurie Sallarulo; Twan Russell; Renee Podolsky
Members Absent	Zachary Talbot
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Hubert Cesar, CIO; Howard Bakalar, CPO; Judith Merritt, COO, Reiner Potts, Financial Analyst; Sandra Paul; Keisha Dunn-Pettis; Allison Metsch, Director of Education & Quality Initiatives; Pablo Calvo; Elsy Silvestre, Contract Administrator; Melody Martinez, Board Liaison; Nancy Hennagan, Executive Assistant; Amy Palma, Interim Communications Manager
Others in Attendance	Jacob Jackson, General Counsel; Monica King; Cara Cerchione; Dawn Liberta, Richard Campillo; Khalil Zeinieh; Michael Asseff

Item	Action/Discussion
Welcome & Call to Order	<p>Committee Chair Cindy Arenberg Seltzer called the Finance Committee Meeting to order at 1:03 PM. Roll was called and a quorum was not established.</p> <p>Because a quorum was not reached, Committee Chair suggested that CAO discuss regular business.</p> <p>A second roll call was taken and a quorum was established when Laurie Sallarulo arrived, all motions were conducted once the quorum was established.</p>
CONSENT AGENDA a. Approve June 01, 2021 Finance Committee meeting minutes	<p>There was a Motion to move the Consent Agenda by Laurie Salarullo. and Seconded by Twan Russell. Unanimously approved. Motion Passes.</p>
REGULAR BUSINESS: a. FIN221RB1 Preliminary FY 21 Financial Results- FYI Only	<p><u>Approve July 2021 Interim Financials</u></p> <p>Committee Chair made emphasis that this is preliminary only and not intended as a final report.</p> <p>Financial Highlights of Fiscal Year 20-21 include:</p> <ul style="list-style-type: none"> • More than \$32 million in new Pandemic Relief Support Paid Directly to Providers and Families • School Readiness slot expenditures were nearly on par with prior year 97%. This was due to the combined effect of pandemic emergency waivers winding down by December 2020 and ongoing waitlist enrollment throughout the year. • Howard Bakalar, CPO spoke about Broward book worms stating that it was very successful with 6K families interested to stay in contact with us. • VPK slots were sharply lower (-31%) than prior year due to low enrollments during the pandemic.

<p>b. FIN221RB2 Approve July Interim Financial Statements</p>	<ul style="list-style-type: none"> Locally fund slots for Vulnerable Population and Special Needs slots were sharply lower than prior year. <p>Christine Klima, CAO presented the following highlights for the July 2021 Interim Financial statements:</p> <ul style="list-style-type: none"> ELC had 12,000 children enrolled within the 8 months of open enrollment which began last November and will continue through fiscal year 2022. School readiness expenditures are slightly above the 8.33% target for the month by .5%. DEL will be making new allocations to the Coalitions from a \$72 million Statewide funding pool sometime after October to help Coalitions continue enroll new children from the waiting list. Last year it was \$60M and we receive \$9.8M out of that. DEL will be allocating \$100M in onetime funds to Coalitions statewide to fully fund an increase to provider rates that went into effect during FY21. In January 2021, DEL implemented a Statewide rate increase that raised the Infant reimbursement rate up to the Federal target and other non-school aged rates up to 75-85% of the target. Last year we received \$2M this year we expecting to get \$4M for the whole year. <p>Laurie Salarullo raised two concerns, one of them is that the waitlist is not all that accurate because how do we make sure that every one of those families knows about the services, and that we get them to enroll or get on the waitlist. The second is what other data can we use that would really give us the full picture of the situation.</p> <p>CEO said that we are in the beginning process of doing a new community assessment and we will also gather data from previous years so that we can make assumptions.</p> <p>There was a Motion to Approve April 2021 Interim Financial Statements, pending approval of an annual audit performed by a qualified independent certified public accountant by Renee Podolsky and Seconded by Laurie Salarullo. Unanimously approved. Motion Passes.</p>
<p>c. FIN221RB3 Approve FY22 Budget Amendment #1</p>	<p><u>Approve FY21 Budget Amendment #1</u></p> <p>CAO went over the financials and budget amendment, noting an \$218, 796 Net decrease to DEL funding allocations for FY22. DEL reduced Broward’s proportionate share allocation from the Statewide Match funding pool by approximately \$109K after Miami-Dade and Palm Beach submitted significantly increased match fund applications for FY22. Broward’s allowable carry-forward balance for FY21 Pre School Development Program for Mental Health training for providers was reduced by \$59K following reconciliation of expenditures in FY21.</p> <p>Staff Request Budget Authority for the following proposed ECE workforce relief expenditures. \$178,312 Increase in DEL CCDF funding to Children’s Forum Annual Sub Recipient Funding to fully fund and expand the INCENTIVE\$ wage supplement program</p>

<p>d. FIN221RB4 Approve Purchases over \$35,000</p>	<p>for individual ECE educators</p> <p>There was a Motion to Approve FY21 Budget Amendment #1 by Twan Russell and Seconded by Laurie Sallarulo. Unanimously approved. Motion Passes.</p> <p><u>Approve Purchases over \$35,000</u></p> <p>CAO discussed fiscal policy requiring the ELC Finance Committee review all purchases costing more than \$35,000 per fiscal year to be approved, the two purchases are the following:</p> <ul style="list-style-type: none"> • \$83,309 Revation LLC Voice Over Internet Phone System Configuration and 9 months FY22 service fee. • \$60,000 Racial Equity Institute, LLC Agreement for FY22 Racial Equity Training for ELC staff and Board members. <p>There was a Motion to Approve FY22 Vendor Purchases over \$35k by Twan Russell and Seconded by Laurie Sallarulo. Unanimously approved. Motion Passes.</p>
<p>NEW BUSINESS</p>	<p>There was no discussion.</p>
<p>MATTERS FROM CHAIR</p>	<p>Cindy Arenberg Seltzer informed committee members that we need more members to attend as the committee is too small.</p>
<p>MATTERS FROM COMMITTEES</p>	<p>There was no discussion.</p>
<p>PUBLIC COMMENT</p>	<p>There was no comment.</p>
<p>NEXT MEETING DATE</p>	<p>November 9, 2021 @ 2:30pm</p>
<p>ADJOURN</p>	<p>Meeting adjourned at 2:15PM</p>

These minutes contain the action items of the Board meeting of the Early Learning Coalition of Broward. They do not include all the Committee's discussions or comments on each matter or issue raised during the meeting. A tape recording of the meeting is held in the Coalition office. Corrections from the Committee will be taken prior to approval at the next meeting.

ITEM#/MEETING	FIN222RB1 / FINANCE
MEETING DATE:	November 19, 2021
SUBJECT:	September 2021 Interim Financial Statements
FOR ACTION:	YES
RECOMMENDED ACTION:	Approve September 2021 Interim Financial Statements, Pending Approval of an Annual Audit Performed by a Qualified Independent Certified Public Accountant
FINANCIAL IMPACT:	None
AS RECOMMENDED	None

Background Information:

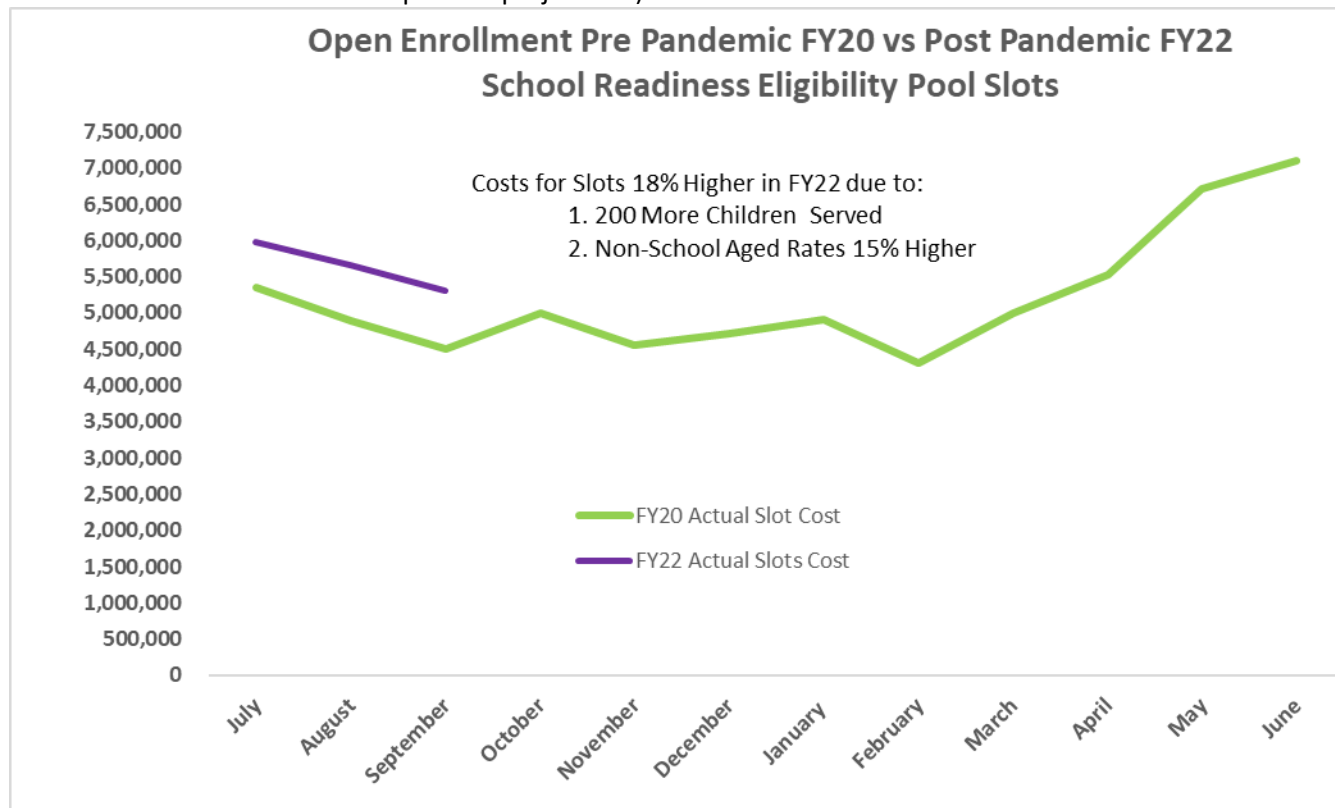
The Interim Financial Statements for the three-month period ending September 30, 2021 are attached for review. Financial Highlights are as follows:

Overall

During the first quarter of fiscal year 2021-2022 ELC continued on a full enrollment trajectory for School Readiness, with a brisk slot expenditure pace and higher-than normal child enrollment patterns during the summer vacation months. VPK expenditures were lower than expected for a normal year, but higher than they were at this time last year (which was the peak of the pandemic).

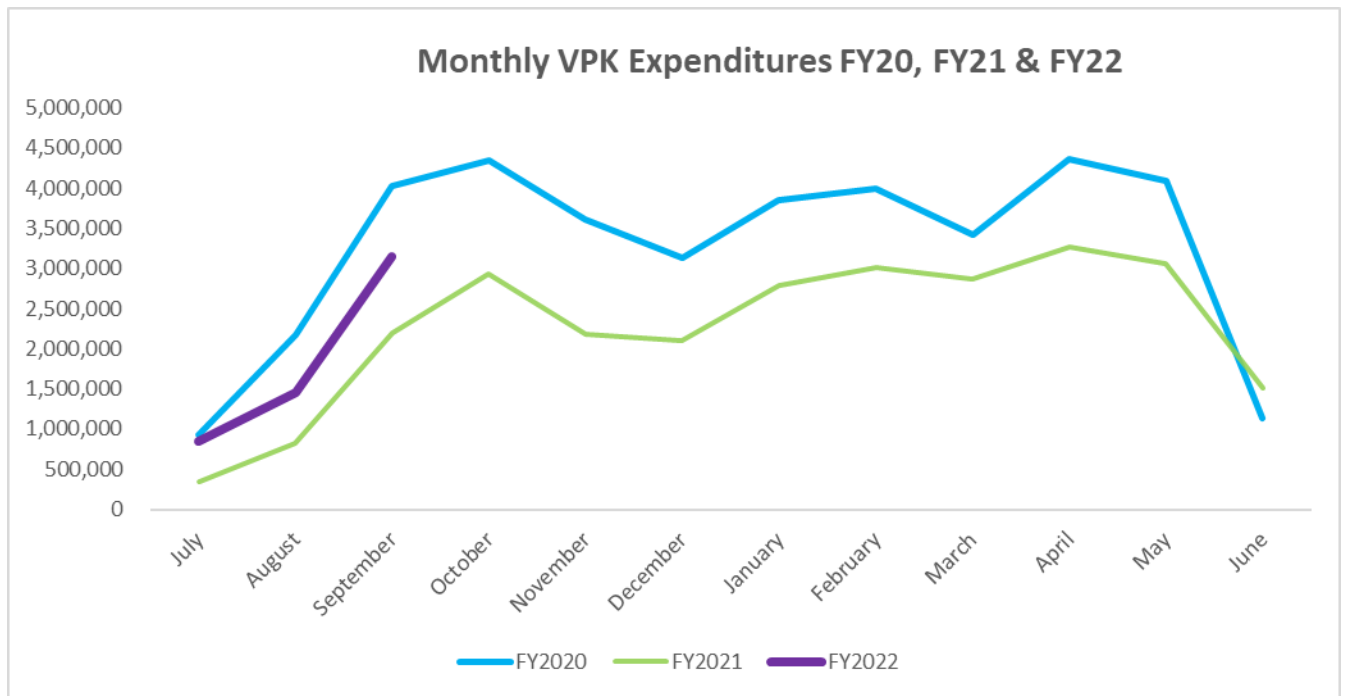
School Readiness

School Readiness slot expenditures were 1% above the 25% target based on ELC’s original “flat-funded” FY2022 budget and accounted for 84% of all School Readiness year-to-date costs. ELC Staff continue to vigorously call new children from the waitlist with the goal of minimizing or eliminating waiting time going forward. Slot costs are currently averaging approximately 18% higher than they were during the last full year of open enrollment in FY 2020. The increase is primarily due to two provider rate increases implemented in January and July 2021 and approximately 200 more children served (net) as staff continue to call families from the waitlist. In October DEL awarded ELC Broward with approximately \$8 million more than previously budgeted to address the waitlist and maintain higher reimbursement rates. This will help us to continue to aggressively enroll. (See Proposed Budget Amendment #2 and utilization report for projections)



VPK

VPK Program expenditures continue to ramp up for the year but remain approximately 4% below the 18% target that would be expected at this stage during a normal year due to lingering parental health concerns that arose during the course of the pandemic and/or staffing shortages. VPK programs begin in August and expenditures typically increase during the school year. VPK is funded by DEL to match actual usage each year and allocations are determined for each county by the State based on demographic analysis at an annual Statewide estimating conference.



Summary:

Staff recommend that the Finance Committee approve the September 2021 interim financial statements.

Supporting Documents:

- September 2021 Interim Financial Statements



Early Learning Coalition of Broward County, Inc.

INTERIM FINANCIAL STATEMENTS

FISCAL YEAR 2021-2022

For The Three Months Ended September 30, 2021

Submitted to the Finance Committee

November 9, 2021

Early Learning Coalition of Broward County, Inc.
FY 2021-2022 Statement of Financial Position
As of September 30, 2021

	September 30, 2021	September 30, 2020
Assets:		
Cash	\$ 3,005,780	\$ 3,936,953
Grants Receivable	18,444,783	21,943,172
Accounts Receivable	1,013,288	820,842
Due From Providers	1,663,645	2,573,944
Prepaid Expense	311,016	257,927
Fixed Assets	13,262	17,178
Total Assets	\$ 24,451,774	\$ 29,550,016
 Liabilities:		
Accounts Payable	\$ 354,775	\$ 454,702
Salary & Benefits Payable	(7,833)	(2,028)
Compensated Absences	394,749	303,467
Rent Abatement	179,386	141,554
Due to Providers	8,783,998	10,560,558
Due to Other Agencies	1,724,806	2,559,296
Deferred Revenue	12,703,259	15,075,883
Total Liabilities	\$ 24,133,139	\$ 29,093,431
 Net Assets		
Unrestricted	318,635	456,585
Total Net Assets	318,635	456,585
 Total Liabilities and Net Assets	 \$ 24,451,774	 \$ 29,550,016

Early Learning Coalition of Broward County, Inc.
FY 2021-2022 Statement of Activities
For The Month Ending September 30, 2021

	Sep 2021 Actual	FY 2022 YTD Actual	FY 2021 YTD Actual
Revenue			
DEL School Readiness	\$ 5,044,933	\$ 16,722,286	\$ 17,421,746
DEL School Readiness Match Pool	448,836	1,361,614	659,208
DEL Preschool Development Grant	4,550	18,350	-
DEL-CARES/CRRSA Pandemic Relief	-	-	10,008,406
DEL - Voluntary Pre-K	3,144,374	5,445,723	3,362,926
DEL - VPK Monitoring & Outreach	-	-	2,104
CSC - Income Eligible	656,562	1,149,893	1,058,780
CSC - Vulnerable Populations	183,087	535,045	681,148
Broward County- Match	236,594	638,076	512,663
Broward County - Special Needs	17,048	60,161	110,808
Univ of Florida Lastinger Ctr	-	-	335
Local Match: United Way & Cities	10,833	59,350	46,500
BECE & Misc	670	809	286,000
Total Revenue	\$ 9,747,487	\$ 25,991,306	\$ 34,150,623
Expenses			
Child Care Slots and Incentives:			
DEL School Readiness	\$ 3,998,012	\$ 13,850,610	\$ 15,360,588
DEL School Readiness Match Pool	448,836	1,361,614	659,208
DEL-CARES/CRRSA Pandemic Relief	-	-	5,454,399
DEL - Voluntary Pre-K	3,132,161	5,312,354	3,127,428
CSC - Income Eligible	644,212	1,110,195	956,861
CSC - Vulnerable Populations	175,755	494,837	608,573
Broward County- Income Eligible	210,306	567,179	455,700
Broward County - Special Needs	15,153	53,476	98,496
Local Match: United Way & Cities	10,833	59,350	46,530
Learning Pods Collaborative	-	-	152,180
Stipends and Grants to Providers	33,835	98,491	4,428,596
Total Child Care Slots and Incentives	\$ 8,669,104	\$ 22,908,105	\$ 31,348,559
Sub Recipient Expense			
School Board of Broward County	\$ -	\$ -	\$ -
Nova Southeastern University	-	-	-
Children's Forum	5,845	14,181	12,503
211 Broward	35,106	104,132	102,335
Total Sub Recipient Expense	\$ 40,951	\$ 118,313	\$ 114,838
ELC Expense			
Salaries & Benefits	\$ 866,881	\$ 2,523,974	\$ 2,209,813
Attorneys	7,961	17,252	15,485
Auditors	-	-	-
Temporary Staff	831	17,560	-
Consultants	23,499	46,953	22,750
Staff & Board Travel	3,970	9,747	1,370
Insurance	3,740	11,220	8,314
Office Rent & Maintenance	39,485	123,359	103,014
Office Machines & Storage	503	1,657	2,731
Software Licenses	17,916	60,411	48,814
Internet, Email, Website, Phones	13,977	39,881	25,045
Cell Phones	4,383	13,148	14,182
Sponsorships & Memberships	2,646	7,629	6,337
Books for Kids	-	740	11,152
Other Operating Costs	40,284	71,124	74,518
Computer Equipment & Software	-	23,572	7,645
Furniture & Fixtures	-	675	1,026
Depreciation	-	-	-
Total ELC Expense	\$ 1,026,078	\$ 2,968,902	\$ 2,552,196
Total Expenses	\$ 9,736,132	\$ 25,995,320	\$ 34,015,594
Change in net assets	\$ 11,355	\$ (4,014)	\$ 135,029
Net assets, beginning of year		322,649	321,556
Net assets, end of the period		\$ 318,635	\$ 456,585

Early Learning Coalition of Broward County, Inc.
FY 2021-2022 Annual Budget to Actual by Month
For The Period Ending September 30, 2021
Detail

	FY 2022 Budget	YTD Actual	Balance	% of Budget	Notes
Revenue:					
DEL School Readiness	\$ 66,273,494	\$ 16,722,286	\$ 49,551,208	25%	Addl Allocations Pending
DEL School Readiness Match Pool	5,380,330	1,361,614	4,018,716	25%	Addl Allocations Pending
DEL Preschool Development Grant	101,000	18,350	82,650	18%	Addl Allocations Pending
DEL-CARES/CRRSA Pandemic Relief	-	-	-	0%	Allocations Pending
DEL - Voluntary Pre-K	40,290,903	5,445,723	34,845,180	14%	4% Lower than Normal due to Pandemic
CSC - Income Eligible	5,592,850	1,149,893	4,442,957	21%	
CSC - Vulnerable Populations	2,968,621	535,045	2,433,576	18%	
Broward County- SR Match	2,198,564	638,076	1,560,488	29%	
Broward County - Special Needs	665,231	60,161	605,070	9%	Enrolling
Univ of Florida Lastinger Ctr	35,000	-	35,000	0%	Intermittent Expenditures
SR Local Match: United Way & Cities	500,000	59,350	440,650	12%	
BECE & Miscellaneous	100,000	809	99,191	1%	
Total Revenue	\$ 124,105,993	\$ 25,991,307	\$ 98,114,686	21%	
Expense					
Child Care Slots and Incentives					
DEL School Readiness	\$ 53,766,097	\$ 13,850,610	\$ 39,915,487	26%	SR + Match 84% of Total Expenditures
DEL School Readiness Match	5,380,330	1,361,614	4,018,716	25%	(78% Required)
DEL-CARES/CRRSA Pandemic Relief	-	-	-	0%	Allocations Pending
DEL - Voluntary Pre-K	38,741,253	5,312,354	33,428,899	14%	4% Lower than Normal due to Pandemic
CSC - Income Eligible	5,033,565	1,110,195	3,923,370	22%	
CSC - Vulnerable Populations	2,374,897	494,837	1,880,060	21%	
Broward County- SR Match	1,954,279	567,179	1,387,100	29%	
Broward County - Special Needs	591,316	53,476	537,840	9%	
Municipalities-SR Local Match	500,000	59,350	440,650	12%	
Grants & Stipends to Providers	825,000	98,491	726,509	12%	
Total Child Care Slots and Incentives	\$ 109,166,737	\$ 22,908,105	\$ 86,258,632	21%	
Sub Recipient Expense					
School Board of Broward County	\$ -	\$ -	\$ -	0%	
Children's Forum	139,212	14,181	125,031	10%	Invoices Lag 1-2 months behind
211 Broward	462,000	104,132	357,868	23%	
Total Sub Recipient Expense	\$ 601,212	\$ 118,313	\$ 482,899	20%	
ELC Expense					
Salaries & Benefits	\$ 11,976,253	\$ 2,523,974	\$ 9,452,279	21%	
Attorneys	99,000	17,252	81,748	17%	
Auditors	42,500	-	42,500	0%	
Temporary Staff	50,000	17,560	32,440	35%	Intermittent Expenditures
Consultants	399,888	46,953	352,935	12%	CLASS & BLI Ramping up
Staff & Board Travel & Training	75,000	9,747	65,253	13%	
Insurance	42,418	11,220	31,198	26%	
Office Rent & Maintenance	461,490	123,359	338,131	27%	
Office Machines & Storage	10,085	1,657	8,428	16%	Storage cost declining
Software Licenses	230,154	60,411	169,743	26%	
Internet, Email, Website, Phones	119,954	39,881	80,073	33%	Phone, Email Server Vendor Transitions
Cell Phones	50,000	13,148	36,852	26%	
Sponsorships & Memberships	47,950	7,629	40,321	16%	Intermittent Expenditures
Books for Kids	250,000	740	249,260	0%	Intermittent Expenditures
Other Operating Costs	233,804	71,124	162,680	30%	Intermittent Expenditures
Computer Equipment & Software	58,916	23,572	35,344	40%	Intermittent Expenditures
Furniture & Fixtures	11,542	675	10,867	6%	Intermittent Expenditures
Unallocated (Budget Only)	179,091	-	179,091	0%	
Total ELC Expense	\$ 14,338,044	\$ 2,968,902	\$ 11,369,142	21%	
Total Non-Slot Expense	\$ 14,939,256	\$ 3,087,215	\$ 11,852,041	21%	
Total Expense	\$ 124,105,993	\$ 25,995,320	\$ 98,110,673	21%	

Early Learning Coalition of Broward County, Inc.
FY 2021-2022 Annual Budget to Actual YTD
For The Period Ending September 30, 2021
Summary

	FY 2022 Budget	YTD Actual	Balance	% of Budget	Notes
Revenue:					
DEL School Readiness	\$ 66,273,494	\$ 16,722,286	\$ 49,551,208	25%	Addl Allocations Pending
DEL School Readiness Match Pool	5,380,330	1,361,614	4,018,716	25%	Addl Allocations Pending
DEL Preschool Development Grant	101,000	18,350	82,650	18%	Addl Allocations Pending
DEL-CARES/CRRSA Pandemic Relief	-	-	-	0%	Allocations Pending
DEL - Voluntary Pre-K	40,290,903	5,445,723	34,845,180	14%	4% Lower than Normal due to Pandemic
CSC - Income Eligible	5,592,850	1,149,893	4,442,957	21%	
CSC - Vulnerable Populations	2,968,621	535,045	2,433,576	18%	
Broward County- SR Match	2,198,564	638,076	1,560,488	29%	
Broward County - Special Needs	665,231	60,161	605,070	9%	Enrolling
Univ of Florida Lastinger Ctr	35,000	-	35,000	0%	Intermittent Expenditures
SR Local Match: United Way & Cities	500,000	59,350	440,650	12%	
BECE & Miscellaneous	100,000	809	99,191	1%	
Total Revenue	\$ 124,105,993	\$ 25,991,307	\$ 98,114,686	21%	
Expense					
Child Care Slots and Incentives					
OEL School Readiness	\$ 53,766,097	\$ 13,850,610	\$ 39,915,487	26%	SR + Match 84% of Total Expenditures (78% Required)
OEL School Readiness Match	5,380,330	1,361,614	4,018,716	25%	
DEL-CARES/CRRSA Pandemic Relief	-	-	-	0%	Allocations Pending
OEL - Voluntary Pre-K	38,741,253	5,312,354	33,428,899	14%	4% Lower than Normal due to Pandemic
CSC - Income Eligible	5,033,565	1,110,195	3,923,370	22%	
CSC - Vulnerable Populations	2,374,897	494,837	1,880,060	21%	
Broward County- SR Match	1,954,279	567,179	1,387,100	29%	
Broward County - Special Needs	591,316	53,476	537,840	9%	
Municipalities-SR Local Match	500,000	59,350	440,650	12%	
Learning Pods, 3Ts, BECE & Misc	-	-	-	0%	
Grants & Stipends to Providers	825,000	98,491	726,509	12%	
Total Child Care Slots and Incentives	\$ 109,166,737	\$ 22,908,105	\$ 86,258,632	21%	
Program Expense					
Children's Forum	107,712	10,943	96,769	10%	Invoices Lag 1-2 months behind
211 Broward	337,000	72,942	264,058	22%	
Eligibility, Payments & CCR&R	6,984,015	1,499,515	5,484,500	21%	
Quality & Education	3,229,786	661,530	2,568,256	20%	
Total Program Expense	\$ 10,658,513	\$ 2,244,931	\$ 8,413,582	21%	
Administrative Expense					
Children's Forum	31,500	3,238	28,262	10%	Invoices Lag 1-2 months behind
211 Broward	125,000	31,190	93,810	25%	
ELC Administration	4,124,243	807,856	3,316,387	20%	3.1% of Revenues (ELC Only)
Total Administrative Expense	\$ 4,280,743	\$ 842,284	\$ 3,438,459	20%	3.2% of Revenues (All Admin)
Total Expenses	\$ 124,105,993	\$ 25,995,320	\$ 98,110,673	21%	

ITEM#/MEETING	FIN222RB2 / FINANCE
MEETING DATE:	November 9, 2021
SUBJECT:	FY 2022 Budget Amendment #2
FOR ACTION:	YES
RECOMMENDED ACTION:	Approve FY2022 Budget Amendment #2
AS RECOMMENDED BY:	Finance Committee
FINANCIAL IMPACT:	\$36,794,064 Net Increase to Revenue and Expense

Background Information:

In June 2021, the Board approved a preliminary annual budget that reflected estimated revenues and expenditures pending receipt of actual grant award letters from funders. In September, the Board approved amendment #1 after the Division of Early Learning (DEL) issued some, but not all of the expected notices of award for FY2022. In October, DEL issued 4 more of the expected notices of award for FY2022. The annual budget has been amended to reflect these and other significant proposed changes.

Current Status: Key changes and updates Included in FY2022 Budget Amendment #2 are as follows:

1. New Revenue:

\$9,000,961 net increase to School Readiness and Preschool Development Grant funding allocations for FY22

- *\$16,086,198 from a 72 million Statewide legislative appropriations specifically for continued waitlist enrollment, adding \$6,246,995 to the SR revenue budget:*

This allocation is follow-on funding for \$9,839,203 received in the prior fiscal year for the same purpose. The nearly \$10 million FY21 was already included in the FY22 “flat” budget that was approved by the Board in June and the Board affirmed ELC’s commitment to continue the ongoing and vigorous drive to eliminating enrollment waiting time by calling families/children off of the waitlist as quickly as possible. With more than \$6 million more added to the budget for this effort, staff will have sufficient funding to dedicate at least 82% of Broward’s total School Readiness allocation to slots (4% above the 78% required minimum) and to continue enrolling at this accelerated pace throughout the year. Please see the attached September Utilization report for an updated projection. In a meeting with DEL’s new Chancellor, staff also raised the issue of ensuring sustainable funding to eliminate waiting time in future years, helping to spur a Statewide discussion of possible funding options. Since November 2020, nearly 3,200 children have been enrolled from the waitlist.

- *\$6,650,150 from a \$100 million Statewide legislative appropriation specifically for continued support of Statewide provider rate increase that was implemented by DEL in January 2021, adding \$2,650,15 to the SR revenue budget:*

\$4 million of this follow-on funding was already included in the FY22 “flat” budget that was approved by the Board in June. DEL added an additional \$2.7 million to this amount after recalculating the numbers of children currently being served in the non-school aged care levels that were affected by the increase. In June 2021, DEL also approved our request to use a portion of Broward’s overall School Readiness allocation to further increase provider rates starting July 1, 2021. These two increases between January and July brought our maximum provider reimbursement rates for infants to 100% of the 2019 Federal target level for Broward and all other non-school-aged rates to 90% of the target. With the mid-year financials, staff will analyze the feasibility and cost of another increase to potentially raise the maximum reimbursement rate for all non-school aged children to 100% of the 2019 Federal target in Broward’s on-going commitment to support quality child care through higher reimbursement rates every year.

- \$583,532 total Preschool Development Grant allocation for FY22 Provider and Family Mental Health Supports, adding \$482,513 to the PDG revenue budget

This allocation is follow-on funding for \$307,002 awarded in December 2020 for this same purpose during FY21. The new grant is comprised of \$131,381 remaining from FY21 that was carried over to FY22 and a new allocation of \$452,151 for similar activities (pending DEL approval of a continuance plan). While this follow-on allocation is set to expire on December 30, 2021 (after being issued at the end of September), DEL has indicated that a no-cost extension through June 30 is almost certain to be approved. The allocation will provide continuous support for trainings including:

- Trauma Informed Care
- Infant Mental Health Supports
- Family Engagement in Mental Health Supports
- The Growing Brain Series
- The FLIP IT Series

\$28,032,779 in new CRRSA Federal Stimulus Funding for Grants to Providers and Workforce Support Initiatives Awarded October 29 for FY22 as follows:

- \$25,170,608 for Phase VI Infrastructure Supports Grants:

The sixth and largest of the Federal stimulus support grants for providers to date. Providers apply for the funds online using ELC’s CRM system and awards are granted to all currently operating providers in good standing based on licensed capacity. Providers are encouraged to use the funds for payroll supports, hiring & background screen costs and other on-going operating costs needed to support business continuity, quality care and ease the economic strain caused by the COVID-19 pandemic. More than 471 providers received grants in the last round of CRRSA provider grants and more are expected for this round as a large number of after-school programs become eligible as they re-open for the school year. Staff will launch the application for providers online as soon as DEL finalizes grant guidance that is needed to proceed. Staff anticipate being able to actually issue the grants by the end of November. A summary of all pass through initiatives for pandemic relief that have been funded to date is included below. In January 2022, DEL will issue more, larger ARP-funded stabilization grants to providers that will be the first in a series (of quarterly grants) expected through September 2023.

Pandemic Relief Special Pass Through Initiatives	FY20	FY21	FY22	Total to Date
Stipends & Grants (CARES & CRRSA) Statewide Initiatives	\$ 462,645	\$ 12,981,868	\$ 25,107,608	\$ 38,552,121
First Responders Slots & Other Support (CARES) Statewide Initiative	2,562,400	12,794,220		15,356,620
Stipends & Grants (CCDF) Local Broward Initiatives	1,784,103	6,177,835		7,961,938
Books for Kids (Bookworms & others) Local Broward Initiatives	3,917	280,982	250,000	534,899
Total	\$ 4,813,065	\$ 32,234,905	\$25,357,608	\$ 62,405,578

- \$2,396,605 for Coalition Workforce Initiatives (subject to DEL approval)

This funding presents a much needed opportunity to strengthen, support and build a more equitable and accessible child care system that meets families’ needs and preferences, professionalizes and appropriately compensates child care staff, and supports high-quality experiences that improve the school readiness of young children. Items listed below from the Workforce Relief Plan presented at the September Board meeting and the Workforce Workgroup may now be covered in whole or in part by this new allocation. To access the funding DEL

requires each Coalition to submit its action plan for prior approval through an interactive process in which DEL may request updates or changes to the types of expenditures they will cover. A survey to gauge specific provider needs in this area has been incorporated into the Phase VI online grant application process and will be included in our application to access this award.

Workforce Initiative Items that may be covered by this funding:

- **Child Care Small Business Salary Increase Grants**
- **ELC Trainings for New Child Care Staff.**
- **Registration Fee Costs for Required 40 Hour Training and Related Competency Exams**
- **Career Coaching and/or Business Planning/Development Training for Providers**

- *\$337,479 for Coalition Program Outreach, Awareness and Family Supports*

This funding may be used at Coalition discretion for outreach to encourage families to sign up for subsidized services, promote early education as a profession and raise awareness with families and providers about all the services offered by ELC. Outreach campaigns will include expenditures for print, social media, television and other outlets to get the word out across Broward County.

- *\$128,086 for the cost of COVID-related VPK closure days as needed:*

This supplemental funding closes a gap in VPK program rules that prevented some providers from getting reimbursed for pandemic related closure days. Funds will be issued as needed through monthly provider reimbursement payments

2. Other Items of Note:

- *\$177K VPK allocation adjustment to correct actual award amount*
- *\$234K for additional CLASS Observer Contractors and Mental Health Trainers*
- *\$10K Museum of Science and Discovery STEMobile Sponsorship*
- *\$41K CLASS instructional materials*
- *\$1.3M Unallocated available for future staffing needs, supplemental workforce initiatives or as a supplement in support of an SR reimbursement rate increase*

3. Supporting Documents:

- Draft FY2021 Budget Amendment #2 with comparison to last three years and current year actuals
- September Utilization Projections

FY2022 Budget by Business Activity As Amended (Proposed)



Revenue:

	FY 2022	FY 2022	FY 2022	FY 2022	FY 2022
	Child Care Slots	Program Support Subsidized Child Care & CCR&R	Quality and Education Activities	Administration	Total Budget
DEL School Readiness	\$ 60,770,917	\$ 5,536,000	\$ 4,451,411	\$ 4,033,614	\$ 74,791,942
DEL School Readiness Match	5,380,330	-	-	-	5,380,330
DEL Preschool Development Grant	-	-	554,337	29,176	583,513
DEL-CARES	128,086	-	27,904,693	-	28,032,779
DEL - Voluntary Pre-K	38,571,079	1,157,132	-	385,711	40,113,923
DEL - VPK Monitoring & Outreach	-	-	-	-	-
CSC - Income Eligible	4,135,077	344,590	-	114,863	4,594,530
CSC - Vulnerable Populations	2,671,759	222,647	-	74,216	2,968,621
Broward County- Income Eligible	1,685,555	158,021	-	52,674	1,896,249
Broward County - Special Needs	496,963	46,590	-	15,530	559,084
DCF Entrant	-	-	-	-	-
Univ of Florida Lastinger Ctr	-	-	35,000	-	35,000
Local Match: United Way & Cities	500,000	-	-	-	500,000
Learning Pods, 3 Ts, BECE & Misc	-	-	50,000	0	50,000
Total Revenue	\$ 114,339,767	\$ 7,464,980	\$ 32,995,442	\$ 4,705,783	\$ 159,505,971

Expense:

Child Care Slots & Incentives

DEL - School Readiness	\$ 60,770,917				\$ 60,770,917
DEL - School Readiness Match	5,380,330				5,380,330
DEL - CARES First Responders	128,086				128,086
DEL - Voluntary Pre-K	38,571,079				38,571,079
CSC - Income Eligible	4,135,077				4,135,077
CSC - Vulnerable Populations	2,671,759				2,671,759
Broward County-Income	1,685,555				1,685,555
Broward County - Special Needs	496,963				496,963
DCF Entrant	-				-
Local Match: United Way & Cities	500,000				500,000
Learning Pods Collaborative	-				-
Stipends & Grants to Providers	-		28,464,693		28,464,693
Total Child Care Slots & Incentives	\$ 114,339,767	\$ -	\$ 28,464,693	\$ -	\$ 142,804,460

Sub Recipient Operating Expenses

Nova Southeastern University	-		\$ 175,000	-	\$ 175,000
Children's Forum	-		107,712	\$ 31,500	139,212
211 Broward	-	\$ 337,000	-	125,000	462,000
Total Sub Recipient Operating	\$ -	\$ 337,000	\$ 282,712	\$ 156,500	\$ 776,212

ELC Operating Expenses

Staff Costs		\$ 6,620,701	\$ 2,433,846	\$ 2,921,706	\$ 11,976,253
Attorneys		-	-	99,000	99,000
Auditors		-	-	42,500	42,500
Temporary Staff		9,344	-	40,656	50,000
Consultants		23,300	448,050	162,650	634,000
Staff & Board Travel		-	3,520	71,480	75,000
Insurance		27,090	7,486	7,842	42,418
Office Rent & Utilities		291,718	80,606	96,445	468,769
Office Machines & Storage		0	0	10,085	10,085
Software Licenses		34,381	45,925	149,848	230,154
Phones/Internet/Web Page		76,609	21,168	22,176	119,954
Cell Phones		-	-	50,000	50,000
Sponsorships & Memberships		-	-	59,115	59,115
Books for Kids		-	250,000	-	250,000
Instructional Materials		-	41,434	-	41,434
Fees, Supplies & Other Costs		11	4,740	229,052	233,803
Computers & Software		-	-	58,916	58,916
Furniture & Fixtures		-	-	11,542	11,542
Unallocated Budget Only		44,825	911,262	516,269	1,472,356
Total ELC Operating	\$ -	\$ 7,127,980	\$ 4,248,037	\$ 4,549,283	\$ 15,925,299

Total ELC & Sub Recipient

	\$ -	\$ 7,464,980	\$ 4,530,749	\$ 4,705,783	\$ 16,701,511
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Total Expense	\$ 114,339,767	\$ 7,464,980	\$ 32,995,442	\$ 4,705,783	\$ 159,505,971
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Revenue Over Expense	\$ -	\$ -	\$ -	\$ -	\$ -
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Percent Total Expenses	71.68%	4.68%	20.69%	2.95%	100.00%
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Proposed FY2022 Budget Amendment #2 Three Year Comparison



	FY2020	FY21	FY22	FY22	FY22	+/-	
	FY2020 Actual	FY2021 Actual (Unaudited)	FY22 Preliminary Approved June 2021	FY22 Amendment #1 Approved September 2021	FY22 Proposed Amendment #2	Change FY22 over FY21	
Revenue:							
DEL School Readiness	\$ 60,326,862	\$ 64,093,701	\$ 66,273,494	\$ 66,273,494	\$ 74,791,942	\$ 8,518,448	Waitlist Enrollment (82% to slots)
DEL School Readiness Match Pool	5,185,466	5,489,725	5,489,738	5,380,330	5,380,330	-	
DEL Preschool Development Grant	265,519	872,970	160,000	101,000	583,513	482,513	PDG Mental Health
DEL-CARES Pandemic Relief	2,954,519	27,543,012	-	-	28,032,779	28,032,779	CRRSA Provider Supports
DEL - Voluntary Pre-K	39,044,851	27,089,027	40,290,903	40,290,903	40,113,923	(176,980)	Adjust to Match Actual Award
DEL - VPK Monitoring & Outreach	72,455	50,388	50,388	-	-	-	
CSC - Income Eligible	5,725,342	4,502,338	5,592,850	5,592,850	4,594,530	(998,320)	CSC FY End Close Out
CSC - Vulnerable Populations	3,951,231	1,725,958	4,242,850	2,968,621	2,968,621	-	
Broward County- Income Eligible	2,141,397	1,902,157	2,198,564	2,198,564	1,896,249	(302,315)	County FY End Close Out
Broward County - Special Needs	495,025	303,639	665,231	665,231	559,084	(106,147)	County FY End Close Out
DCF Entrant	184,057	-	-	-	-	-	
Univ of Florida Lastinger Ctr	38,530	49,900	35,000	35,000	35,000	-	
Local Match: United Way & Cities	523,313	371,301	500,000	500,000	500,000	-	
BECE & Misc	73,671	291,208	100,000	100,000	50,000	(50,000)	Revised Projection
Total Revenue	\$ 120,982,237	\$ 134,285,324	\$ 125,599,018	\$ 124,105,993	\$ 159,505,971	\$ 35,399,978	
Expense:							
Child Care Slots & Incentives							
DEL School Readiness	\$ 49,831,906	\$ 49,029,070	\$ 53,766,096	\$ 53,766,097	\$ 60,770,917	\$ 7,004,820	
DEL School Readiness Match Pool	5,185,466	5,489,725	5,489,738	5,380,330	5,380,330	-	
DEL-CARES Pandemic Relief	2,562,400	12,861,548	-	-	128,086	128,086	
DEL - Voluntary Pre-K	37,543,126	26,047,263	38,741,253	38,741,253	38,571,079	(170,173)	
CSC - Income Eligible	5,103,427	3,981,297	5,033,565	5,033,565	4,135,077	(898,488)	
CSC - Vulnerable Populations	3,610,433	1,552,987	4,157,993	2,374,897	2,671,759	296,862	
Broward County- Income Eligible	1,925,666	1,690,800	1,954,279	1,954,279	1,685,555	(268,724)	
Broward County - Special Needs	469,544	269,901	591,316	591,316	496,963	(94,353)	
DCF Entrant Refugee Program	162,911	-	-	-	-	-	
Local Match: United Way & Cities	523,312	371,341	500,000	500,000	500,000	-	
Learning Pods Collaborative	-	206,000	-	-	-	-	
Stipends and Grants to Providers	2,576,747	19,009,243	420,000	825,000	28,464,693	27,639,693	
Total Child Care Slots & Incentives	\$ 109,494,938	\$ 120,509,176	\$ 110,654,241	\$ 109,166,737	\$ 142,804,460	\$ 33,637,723	
Sub Recipient Expense							
School Board of Broward County	-	1,192,800	-	-	-	\$ -	
Nova Southeastern University	-	-	-	-	175,000	175,000	DCF Training Fees for Educators
Children's Forum	\$ 88,903	72,739	100,900	139,212	139,212	-	
211-Broward	427,750	455,193	462,000	462,000	462,000	-	
Total Sub Recipient Expense	\$ 516,653	\$ 1,720,732	\$ 562,900	\$ 601,212	\$ 776,212	\$ 175,000	
ELC Expense							
Salaries & Benefits	\$ 9,335,956	\$ 10,279,570	\$ 11,976,253	\$ 11,976,253	\$ 11,976,253	\$ -	
Attorneys	68,400	62,127	90,000	99,000	99,000	-	
Auditors	33,480	37,500	42,500	42,500	42,500	-	
Temporary Staff	12,085	2,697	-	50,000	50,000	-	
Consultants	155,781	185,427	399,888	399,888	634,000	234,112	Addl CLASS Obs & MH Trainings
Staff & Board Travel	64,739	10,465	75,000	75,000	75,000	-	
Insurance	19,833	33,492	31,693	42,418	42,418	-	
Office Rent & Utilities	428,257	432,396	445,680	461,490	468,769	7,279	Revised Electric & Janitorial
Office Machines & Storage	12,152	8,545	10,085	10,085	10,085	-	
Software Licenses	142,271	194,325	230,154	230,154	230,154	-	
Internet & Phones	88,514	101,141	103,954	119,954	119,954	-	
Cell Phones	63,104	55,444	50,000	50,000	50,000	-	
Sponsorships & Memberships	49,680	46,984	47,950	47,950	59,115	11,165	IACET Accreditation & STEMobile
Books for Kids	44,117	280,982	250,000	250,000	250,000	-	
Intructional Materials	75,978	27,436	-	-	41,434	41,434	CLASS Training Curricula
Other Operating Costs	260,489	254,987	233,803	233,803	233,803	-	
Computer Equipment & Software	75,952	35,013	58,916	58,916	58,916	-	
Furniture & Fixtures	19,525	6,773	11,542	11,542	11,542	-	
Depreciation	3,916	3,916	-	-	-	-	
Unallocated (Budget Only)	-	-	324,459	179,091	1,472,356	1,293,265	
Total ELC Expense	\$ 10,954,227	\$ 12,059,221	\$ 14,381,877	\$ 14,338,044	\$ 15,925,299	\$ 1,587,255	
Total Non-Slot Expense	\$ 11,470,880	\$ 13,779,953	\$ 14,944,777	\$ 14,939,256	\$ 16,701,511	\$ 1,762,255	
Total Expense	\$ 120,965,818	\$ 134,289,129	\$ 125,599,018	\$ 124,105,993	\$ 159,505,971	\$ 35,399,978	
Revenue over Expense	\$ 16,419	\$ (3,804)	\$ -	\$ 0	\$ -	\$ (0)	

Proposed FY22 Amendment #2 vs Year to Date Actual



	FY22	September	Balance	%	
	FY22 Proposed Amendment #2	YTD Actual	Remaining Balance	% YTD Expenditures	Notes
Revenue:					
DEL School Readiness	\$ 74,791,942	\$ 16,722,286	\$ 58,069,656	22%	Waitlist Funds Awarded October
DEL School Readiness Match Pool	5,380,330	1,361,614	4,018,716	25%	
DEL Preschool Development Grant	583,513	18,350	565,163	3%	Mental Health Funds Awarded October
DEL-CARES Pandemic Relief	28,032,779	-	28,032,779	0%	CRRSA Grant Funds Awarded October
DEL - Voluntary Pre-K	40,113,923	5,445,723	34,668,199	14%	Lower usage due to pandemic
CSC - Income Eligible	4,594,530	1,149,893	3,444,638	25%	
CSC - Vulnerable Populations	2,968,621	535,045	2,433,576	18%	Enrolling
Broward County- Income Eligible	1,896,249	638,076	1,258,173	34%	County Year end closeout
Broward County - Special Needs	559,084	60,161	498,923	11%	Enrolling
Univ of Florida Lastinger Ctr	35,000	-	35,000	0%	Fall Stipend Funds Awarded October
Local Match: United Way & Cities	500,000	59,350	440,650	12%	
BECE & Misc	50,000	809	49,191	2%	
Total Revenue	\$ 159,505,971	\$ 25,991,307	\$ 133,514,665	16%	
Expense:					
Child Care Slots & Incentives					
DEL School Readiness	\$ 60,770,917	\$ 13,850,610	46,920,307	23%	84% of total SR Expenditures
DEL School Readiness Match Pool	5,380,330	1,361,614	4,018,716	25%	(SR + SR Match) 78% Required
DEL-CARES Pandemic Relief	128,086	-	128,086	0%	VPK Closure Funds Awarded October
DEL - Voluntary Pre-K	38,571,079	5,312,354	33,258,726	14%	Lower usage due to pandemic
CSC - Income Eligible	4,135,077	1,110,195	3,024,882	27%	
CSC - Vulnerable Populations	2,671,759	494,837	2,176,922	19%	Enrolling
Broward County- Income Eligible	1,685,555	567,179	1,118,376	34%	
Broward County - Special Needs	496,963	53,476	443,487	11%	Enrolling
Local Match: United Way & Cities	500,000	59,350	440,650	12%	
Stipends and Grants to Providers	28,464,693	98,491	28,366,202	0%	CRRSA Phase VI Grants In Progress
Total Child Care Slots & Incentives	\$ 142,804,460	\$ 22,908,105	\$ 119,896,355	16%	
Sub Recipient Expense					
Children's Forum	139,212	14,181	125,031	10%	Billing Lags 1-2 months behind
211-Broward	462,000	104,132	357,868	23%	
Total Sub Recipient Expense	\$ 601,212	\$ 118,313	\$ 482,899	20%	
ELC Expense					
Salaries & Benefits	\$ 11,976,253	\$ 2,523,974	\$ 9,452,279	21%	
Attorneys	99,000	17,252	81,748	17%	Expenditures as need only
Auditors	42,500	-	42,500	0%	Periodic Expenditures
Temporary Staff	50,000	17,560	32,440	35%	Periodic Expenditures
Consultants	634,000	46,953	587,047	7%	CLASS & BLI Activities ramping up
Staff & Board Travel	75,000	9,747	65,253	13%	
Insurance	42,418	11,220	31,198	26%	
Office Rent & Utilities	468,769	123,359	345,410	26%	
Office Machines & Storage	10,085	1,657	8,428	16%	Storage needs declining
Software Licenses	230,154	60,411	169,743	26%	
Internet & Phones	119,954	39,881	80,073	33%	Phone & Internet vendor transitions
Cell Phones	50,000	13,148	36,853	26%	
Sponsorships & Memberships	59,115	7,629	51,486	13%	Periodic Expenditures
Books for Kids	250,000	740	249,260	0%	Periodic Expenditures
Instructional Materials	41,434	-	41,434	0%	Periodic Expenditures
Other Operating Costs	233,803	71,124	162,679	30%	
Computer Equipment & Software	58,916	23,572	35,344	40%	
Furniture & Fixtures	11,542	675	10,867	6%	Expenditures as need only
Unallocated (Budget Only)	1,472,356	-	1,472,356	0%	
Total ELC Expense	\$ 15,925,299	\$ 2,968,902	\$ 12,956,397	19%	
Total Non-Slot Expense	\$ 16,526,511	\$ 3,087,215	\$ 13,439,296	19%	
Total Expense	\$ 159,330,971	\$ 25,995,320	\$ 133,335,651	16%	

SCHOOL READINESS 2 YEAR UTILIZATION FY 2021 -2022

New Enrollments from Waitlist:

Enrollment based on 1,000 invitations per month

Funding Changes:

Final FY22 SR Allocation Issued October 2021

Assumptions:

Daily Average Cost forecast reflects current actual trends.
Rate increase to 90% of Target eff July 1



Fiscal Year 2020-21

Act or Proj	Month	Days of Care	Percent Days Used	Children Served	Children Served +/-	Ave Cost Per Day	School Readiness	Children's Services Council	Total Slots	Match	Net Billable
A	Jul-20	23	101%	11,173	-145	\$25.29	6,347,721	152,458	6,500,180	(43,871)	6,456,309
A	Aug-20	21	93%	11,345	+172	\$23.37	5,567,577	-	5,567,577	(48,565)	5,519,012
A	Sep-20	22	98%	10,923	-422	\$20.08	4,022,405	803,539	4,825,944	(50,627)	4,775,317
A	Oct-20	22	95%	10,557	-366	18.68	4,200,907	138,151	4,339,059	(40,649)	4,298,409
A	Nov-20	21	87%	10,070	-487	19.85	3,818,306	379,151	4,197,458	(47,479)	4,149,979
A	Dec-20	23	91%	10,099	+29	19.82	4,227,848	376,151	4,603,999	(38,641)	4,565,358
A	Jan-21	21	84%	10,007	-92	17.83	3,459,409	286,708	3,746,117	(28,079)	3,718,039
A	Feb-21	20	79%	10,251	+244	21.97	4,309,646	194,345	4,503,991	(33,513)	4,470,478
A	Mar-21	23	93%	10,893	+642	20.45	4,869,831	253,357	5,123,188	(41,995)	5,081,193
A	Apr-21	22	95%	11,063	+170	19.89	4,587,047	253,357	4,840,404	(52,575)	4,787,829
A	May-21	21	92%	11,257	+194	19.87	4,568,185	129,896	4,698,081	(34,779)	4,663,303
A	Jun-21	22	98%	11,653	+396	20.72	5,226,517	85,093	5,311,610	(47,191)	5,264,419
Average Enrollments (Baseline)				10,774						Projected Total	\$ 57,749,644
Increase to baseline FY21 over FY20				(579)						Budget	57,749,644
										Surplus(Deficit)	\$ -
Increase to baseline FY21 over FY17				1,378	(FY17 Baseline= 9,396)					CSC Carry-Over	\$ -
										Surplus(Deficit)	\$ -

Fiscal Year 2021-22

Act or Proj	Month	Days of Care	Percent Days Used	Children Served	Children Served +/-	Ave Cost Per Day	School Readiness	Children's Services Council	Total Slots	Match	Net Billable
A	Jul-21	23	94%	11,538	-115	\$22.60	5,765,895	230,544	5,996,439	(43,029)	5,953,411
A	Aug-21	22	94%	11,795	+257	21.37	5,310,203	233,987	5,544,190	(35,188)	5,509,002
A	Sep-21	21	94%	11,710	-85	21.48	4,638,950	644,212	5,283,163	(35,198)	5,247,965
P	Oct-21	23	94%	11,906	+196	21.93	5,816,163	189,000	6,005,163	(39,627)	5,965,536
P	Nov-21	21	94%	12,048	+142	22.01	5,378,983	189,000	5,567,983	(36,182)	5,531,801
P	Dec-21	22	94%	12,204	+156	21.94	5,702,299	189,000	5,891,299	(37,904)	5,853,395
P	Jan-22	23	94%	12,355	+151	21.89	6,029,892	189,000	6,218,892	(39,627)	6,179,264
P	Feb-22	20	94%	12,583	+228	22.00	5,347,809	189,000	5,536,809	(34,459)	5,502,351
P	Mar-22	22	94%	12,790	+207	21.88	5,968,140	189,000	6,157,140	(37,904)	6,119,236
P	Apr-22	22	94%	13,078	+288	21.85	6,098,407	189,000	6,287,407	(37,904)	6,249,503
P	May-22	21	94%	13,321	+243	22.30	6,050,191	189,000	6,239,191	(36,964)	6,202,227
P	Jun-22	22	94%	13,586	+265	23.00	6,685,016	189,000	6,874,016	(41,182)	6,832,834
Average Enrollments (Baseline)				12,409						Projected Total	\$ 71,146,524
Increase to baseline FY21 over FY20				1,635						Budget	71,146,546
										Surplus(Deficit)	\$ 22
Increase to baseline FY21 over FY17				3,013	(FY17 Baseline= 9,396)					CSC Carry-Over	\$ -
										Surplus(Deficit)	\$ 22

Fiscal Year 2022-23

Act or Proj	Month	Days of Care	Percent Days Used	Children Served	Children Served +/-	Ave Cost Per Day	School Readiness	Children's Services Council	Total Slots	Match	Net Billable
P	Jul-21	21	94%	12,410	-1,176	\$22.66	5,462,499	441,778	5,904,277	(36,816)	5,867,461
P	Aug-21	23	94%	12,411	+1	22.53	5,989,530	441,778	6,431,308	(40,322)	6,390,986
P	Sep-21	22	94%	12,411	+1	22.52	5,707,508	441,778	6,149,285	(38,569)	6,110,716
P	Oct-21	22	94%	12,412	+1	22.64	5,623,542	559,263	6,182,805	(38,569)	6,144,236
P	Nov-21	22	94%	12,412	+1	22.64	5,623,778	559,263	6,183,041	(38,569)	6,144,472
P	Dec-21	22	94%	12,413	+1	22.64	5,624,014	559,263	6,183,277	(38,569)	6,144,708
P	Jan-22	22	94%	12,413	+1	22.64	5,624,250	559,263	6,183,513	(38,569)	6,144,944
P	Feb-22	20	94%	12,414	+1	22.71	5,078,332	559,263	5,637,594	(35,063)	5,602,531
P	Mar-22	23	94%	12,414	+1	22.62	5,898,175	559,263	6,457,438	(40,322)	6,417,116
P	Apr-22	20	94%	12,415	+1	22.71	5,078,761	559,263	5,638,024	(35,063)	5,602,961
P	May-22	23	94%	12,415	+1	22.87	5,970,246	559,263	6,529,509	(41,179)	6,488,330
P	Jun-22	22	94%	12,416	+1	23.61	5,890,281	559,263	6,449,544	(41,847)	6,407,696
Average Enrollments (Baseline)				12,413						Projected Total	\$ 73,466,155
Increase to baseline FY21 over FY20				3						Budget	71,368,656
										Surplus(Deficit)	\$ (2,097,499)
Increase to baseline FY21 over FY17				3,017	(FY17 Baseline= 9,396)					CSC Carry-Over	\$ -
										Surplus(Deficit)	\$ (2,097,499)

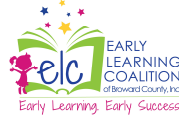
SCHOOL READINESS UTILIZATION FY 2021-2022

Children Services Council Vulnerable Population Contracts

New Enrollments from Waitlist:

Enroll per Mo: 25
 Transfer to Sr/ Mo. 5 Avg
 Age Out/Exit Care: 7 Avg
 Rate Incr Effective 7/1/21

Funding Changes:



Assumptions:

Daily Average Cost forecast reflects current actual trends.
 All currently requested rate increases approved

Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day		Total Slots	Adjustments	Net Billable
A	Oct-20	22	197	-57	25.33		109,761		109,761
A	Nov-20	22	205	+8	21.85		98,552		98,552
A	Dec-20	21	185	-20	25.31		98,332		98,332
A	Jan-21	23	148	-37	22.93		78,062		78,062
A	Feb-21	20	162	+14	27.90		90,404		90,404
A	Mar-21	22	157	-5	27.62		95,413		95,413
A	Apr-21	21	168	+11	28.82		101,673		101,673
A	May-21	23	203	+35	25.12		117,272		117,272
A	Jun-21	21	231	+28	29.15		141,411		141,411
							Projected Total		\$ 930,879
							FY21 CSC Contract Year Bud		\$ 2,712,049
							Surplus(Deficit) End of ELC FY21		\$ 1,781,170
A	Jul-21	22	251	+20	28.88		159,452		159,452
A	Aug-21	21	275	+24	30.71		177,365		177,365
A	Sep-21	20	281	+6	31.22		175,445		175,445
							Projected Total		\$ 512,262
							FY21 CSC Contract Year Bud		904,016
							Surplus(Deficit) ELC FY22 Quarter 1		\$ 391,754
							Total Surplus(Deficit) Life of Contract		\$ 2,172,925
P	Oct-21	22	295	+14	31.22		202,604		202,604
P	Nov-21	22	307	+12	31.22		210,846		210,846
P	Dec-21	21	320	+13	31.22		209,784		209,784
							Projected Total		\$ 623,234
							FY21 CSC Contract Extension		2,172,925
							Surplus(Deficit) ELC FY22 Quarter 2		\$ 1,549,691
							Total Surplus(Deficit) Life of Contract		\$ 1,549,691
P	Jan-22	23	334	+14	32.22		247,498		247,498
P	Feb-22	20	345	+11	31.22		215,403		215,403
P	Mar-22	22	357	+12	31.22		245,185		245,185
P	Apr-22	21	372	+15	31.22		243,874		243,874
P	May-22	23	385	+13	31.97		283,076		283,076
P	Jun-22	21	401	+16	32.22		271,307		271,307
							Projected Total		\$ 1,506,343
							FY22 CSC Contract Year Bud		\$ 1,549,691
							Surplus(Deficit) End of ELC FY22		\$ 43,347
P	Jul-22	22	414	+13	32.22		293,441		293,441
P	Aug-22	21	426	+12	31.22		279,275		279,275
P	Sep-22	20	440	+14	31.22		274,717		274,717
							Projected Total		\$ 847,433
									\$ 2,353,777
							FY22 CSC Contract Year Bud		1,549,691
							Surplus(Deficit) ELC FY23 Quarter 1		\$ (804,086.14)

SCHOOL READINESS UTILIZATION FY 2021-2022

Broward County Children Services Board Special Need Contract (COSPN)

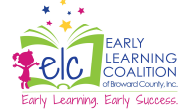
New Enrollments from Waitlist:

Rate Incr Effective 7/1/21

Funding Changes:

FY21- \$350K Transferred to SubSided Contract

Assumptions:



Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day	Total Slots	Adjustments	Net Billable
A	Oct-20	22	41	-8	27.07	24,415		24,415
A	Nov-20	22	30	-11	31.22	20,603		20,603
A	Dec-20	21	30	+	28.65	18,047		18,047
A	Jan-21	23	25	-5	25.63	14,739		14,739
A	Feb-21	20	20	-5	32.94	13,175		13,175
A	Mar-21	22	22	+2	36.77	17,799		17,799
A	Apr-21	21	26	+4	37.15	20,283		20,283
A	May-21	23	25	-1	36.60	21,048		21,048
A	Jun-21	21	27	+2	37.56	21,297		21,297
							Projected Total	\$ 171,405
							FY20 SPN Contract Year Bud	\$ 206,455
							Surplus(Deficit) End of ELC FY20	\$ 35,050
A	Jul-21	22	28	+3	36.21	22,305		22,305
A	Aug-21	21	26	-2	29.26	15,978		15,978
A	Sep-21	20	20	-6	36.49	14,597		14,597
							Projected Total	\$ 52,880
							FY20 SPN Contract Year Bud	\$ 68,818
							Surplus(Deficit) ELC Quarter 1 FY21	\$ 15,938
							Total Surplus(Deficit) Life of Contract	\$ 50,988
P	Oct-21	22	27	+1	36.49	21,677		21,677
P	Nov-21	22	34	+7	36.49	27,297		27,297
P	Dec-21	21	41	+7	36.49	31,421		31,421
P	Jan-22	23	48	+7	36.49	40,289		40,289
P	Feb-22	20	55	+7	36.49	40,143		40,143
P	Mar-22	22	62	+7	36.49	49,777		49,777
P	Apr-22	21	69	+7	36.49	52,879		52,879
P	May-22	23	76	+7	36.49	63,791		63,791
P	Jun-22	21	83	+7	36.49	63,608		63,608
							Projected Total	\$ 390,882
							FY20 SPN Contract Year Bud	\$ 390,882
							Surplus(Deficit) End of ELC FY20	\$ -
P	Jul-22	22	90	+7	36.49	72,257		72,257
P	Aug-22	21	97	+7	36.49	74,337		74,337
P	Sep-22	20	104	+7	36.49	75,907		75,907
							Projected Total	\$ 222,501
							FY20 SPN Contract Year Bud	\$ 274,348.59
							Surplus(Deficit) ELC Quarter 1 FY21	\$ 51,847
							Total Surplus(Deficit) Life of Contract	\$ 51,847

ITEM#/MEETING	FIN222RB3 / FINANCE
MEETING DATE:	November 9, 2021
SUBJECT:	Request to Initiate FY22 Operating Expense Procurements over \$35K
FOR ACTION:	Yes
RECOMMENDED ACTION:	Approve Request to Initiate FY22 Operating Expense Procurements over \$35K
FINANCIAL IMPACT:	TBD FY22
AS RECOMMENDED	Finance Committee

Background Information:

Fiscal Policies require Board approval for all individual expenditures in excess of \$35K each fiscal year.

Current Status:

As part of an on-going effort to bring all ELC Operating Vendor Relationships into compliance with State funding requirements and also as a best practice that promotes healthy vendor relationships in general, staff request authority to proceed with the following vendor procurements for operating expenditures that are expected to trigger procurement requirements before the end of the fiscal year. The results and recommendations will be presented for final approval at the Board meeting that follows each procurement as they are completed.

Expense/Purchase	Current Vendor	Reason for Procurement Now	Estimated Cost
Cell Phone Vendor	ATT	Legacy Vendor not Previously Procured	\$40-\$70K, depending on features
Online Recruitment Vendor	Indeed	Legacy Vendor not Previously Procured.	Up to \$40K
Employee Benefits Broker Services	Brown & Brown	March 2022	None, Commission Only
Temporary Staffing Vendor	Robert Half	July 1 Start Date Legacy Vendor not Previously Procured.	\$40-\$50K, depending on scope of services

FYI 1 – Cash Disbursements

In accordance with ELC Cash Disbursement Policy Approved September 12, 2019 cash disbursements issued by ELC in amounts greater than \$1,000 and less than \$35,000 are submitted to the ELC Board for review monthly.

Cash disbursement for August 2021

Vendor Name	Amount	Purpose
ADP, Inc.	1,979.89	July 2021 Processing Charges for 7/10/21 & 7/24/21
Association of Early Learning Coalitions, Inc.	22,150.00	Annual Renewal FY21-22
AT&T Mobility	4,382.52	cell Phone and Data Charges for August 2021
Bluejean Software, Inc.	1,481.25	Cloud Hosting & Maintenance & Support July 2021
Business Card	859.00	Bank of America Ops purchases C. Klima (No Individual Items > \$1,000)
Business Card- Intermedia	3,691.55	Emailing Hosting for August 2021
Business Card- Survey Monkey	2,400.00	Team Account Advantage Annual 8/1/21 - 7/31/22
Business Card- Amazon	6,639.92	Dell Laptops for New Staff in Customer Service and Eligibility Department
Colonial Life & Accident Insurance Company	7,011.08	July 2021 Employee Health Benefits
Colonial Life & Accident Insurance Company	4,756.22	August 2021 Employee Health Benefits
Crown Castle Fiber, LLC.	1,050.00	Internet Charges for 8/01/21 - 08/31/21
Fort Lauderdale Crown Center, LLC.	33,767.84	August 2021 Rent Ste. 301
Fort Lauderdale Crown Center, LLC.	33,767.84	September 2021 Rent Ste. 301
Guardian	10,118.13	August 2021 Employee Health Benefits
Guardian	11,423.30	September 2021 Employee Health Benefits
Humana Insurance Co.	1,018.64	August 2021 Employee Health Benefits
Humana Insurance Co.	1,089.83	September 2021 Employee Health Benefits
Indeed	4,689.73	July 2021 Job Posting
Insight Public Sector	7,561.58	Tableau Desktop License 7/2/21 - 7/1/22
Internal Revenue Service	24,523.26	Levy Payment for School of Excellence
IACET	5,385.00	Membership Dues & Application for Accreditation
Jacob C. Jackson, P.A.	6,308.00	Legal Services for July 2021
Kimesha House	3,150.00	July 2021 Class Observer
LogMeIn USA, Inc.	8,275.80	(10)Rescue Subscription 6/27/21-6/26/22 (3) Rescue Subscription 6/10/21-6/09/22
Mitel Cloud Services	4,400.37	Telephone Services for August 2021
Mitel Cloud Services	4,399.21	Telephone Services for September 2021
Monica Adams	1,309.53	M. Adams Paychecks for PE 8/7/21
Robert Half DBA OfficeTeam	1,680.00	Accounting Temp-J. Hudson 7/17-7/23/21
Robert Half DBA OfficeTeam	1,680.00	Accounting Temp- J. Hudson 7/24/21 - 7/30/21
Robert Half DBA OfficeTeam	1,680.00	Accounting Temp-J.Hudson 7/31-8/6/21
Robert Half DBA OfficeTeam	1,169.75	Provider Relations Temp M. Francis 7/31/21 - 8/6/21
Robert Half DBA OfficeTeam	1,168.00	Provider Relations Temp-V. Vixamar 7/24-7/30/21
Robert Half DBA OfficeTeam	1,680.00	Accounting Temp-J. Hudson 8/14-8/20/21
Robert Half DBA OfficeTeam	1,680.00	Accounting Temp-J. Hudson 8/7-8/13/21
Robert Half DBA OfficeTeam	1,168.00	HR Assistant Temp- S. Bhimsingh 7/31 - 8/05/21
Robert Half DBA OfficeTeam	1,139.68	Provider Relations Temp-M. Francis 8/7-8/13/21
Robert Half DBA OfficeTeam	1,179.83	Provider Relations Temp-M.Francis 8/14-8/20/21
Robert Half DBA OfficeTeam	1,168.00	Provider Relations Temp-V. Vixamar 8/07-8/13/21
Robert Half DBA OfficeTeam	1,168.00	Provider Relations Temp-V. Vixamar 8/14-8/20/21
The Children's Forum	29,583.14	May 2021 Invoice

The Hartford	13,241.00	Hartford Worker's Comp 9/10/21 - 9/10/22
The Lincoln National Life Ins. Co.	7,301.43	August 2021 Employee Health Benefits
The Lincoln National Life Ins. Co.	7,303.08	September 2021 Employee Health Benefits
Travelers Casualty and Surety Co.	15,359.00	D&O and EPLI 7/1/21 - 7/1/22
Teaching Strategies, LLC	19,425.00	APT Renewal:Implementing GOLD: Exploring My Teach. Strat
Webauthor.com LLC	<u>5,000.00</u>	CRM Software License & Hosting August 2021

FYI 2 – Cash Disbursements

In accordance with ELC Cash Disbursement Policy Approved September 12, 2019 cash disbursements issued by ELC in amounts greater than \$1,000 and less than \$35,000 are submitted to the ELC Board for review monthly.

Cash disbursement for September 2021

Vendor Name	Amount	Purpose
211 Broward	32,894.42	August 2021 Invoice
ADP, Inc.	3,070.66	August 2021 Processing Charges for 8/07/21 & 8/21/21
Ann Marie Calderon	1,750.00	Class Observations for August 2021
AT&T Mobility	4,382.52	Cell phone and data charges for September 2021
Bluejean Software, Inc.	1,275.00	Cloud Hosting & Maintenance & Support for August 2021
Business Card	2,815.90	Bank of America Ops purchases C. Klima (No Individual Items > \$1,000)
Business Card- Intermedia	3,958.26	Email Hosting for September 2021
CDW Government, Inc	2,287.08	MIC Headset, Wireless Presenter, & Rolling Notebook Case
Chris Becerra Consulting	10,000.00	Trauma Informed Care Sessions 1-3 (8/1-17/21)
Dell Marketing L.P.	16,931.62	Data Server hard Drive, 10 Dell Laptops, & (40)Dell Monitors
Guardian	11,308.33	October 2021 Employee Health Benefits
The Journey Institute, Inc.	3,800.00	Mental Health Support Training for Childcare Providers/Family
Humana Insurance Co.	1,107.61	October 2021 Employee Health Benefits
Indeed	3,562.47	August 2021 Job Posting
Jacob C. Jackson, P.A.	2,983.00	Legal Services for August 2021
Keefe McCullough	5,000.00	Audit of the Plan's Financial Statement as of & Year End 12/31/20
Keefe McCullough	1,500.00	Conference, researches & Correspondence re IRS 1099 COR
Kimesha House	1,050.00	Class Observation August 2021
Lianne Betancourt	1,750.00	Class Observation August 2021
Revation Systems, Inc.	18,000.00	Professional Fees (Project Management; Onsite Training; Implementation Svc)
Robert Half International	1,680.00	Accounting Temp- J. Hudson 8/21/21 - 8/27/21
Robert Half International	1,141.43	Provider Relations Temp - M. Francis 8/21-8/27/21
Robert Half International	5,521.35	J. Hudson from Temp to Permanent Hire
Robert Half International	1,207.86	M. Francis 8/28/21 - 9/3/21
Staples, Inc.	2,151.34	Restock of Office Supplies for Staff Use
Teachstone Training LLC	2,000.00	Pre-K Observation Kit
The Children's Forum	5,810.04	August 2021 Invoice
The Lincoln National Life Ins.	7,415.15	October 2021 Employee Health Benefits
Webauthor.com LLC	5,000.00	Sept 2021 CRM License & Hosting

ELC Match YTD Match Fundraising Report FY22

Funder	Response	Amount
Coconut Creek	Approved	\$ 25,684
Cooper City	Funding Not Available	-
Coral Springs (Community Chest)	Pending Response	5,000
Dania Beach	Funding Not Available	-
Davie	Funding Not Available	-
Deerfield Beach	Approved	5,000
Ft. Lauderdale	Approved	50,000
Hallandale Beach	Approved	10,000
Hollywood	Approved	7,611
Lauderdale By The Sea	Approved	2,000
Lighthouse Point	Approved	1,000
Lauderdale Lakes	Not Approved	
Lauderhill	Not Approved	
Margate	Approved	1,000
Miramar	Approved	5,000
North Lauderdale	Approved	5,000
Oakland Park	Pending Response	10,000
Parkland	Approved	3,000
Pembroke Park (Town)	Not Approved	
Pembroke Pines	Approved	35,000
Plantation	Approved	21,900
Pompano Beach	Approved	22,500
Tamarac	Pending Response	10,000
Sunrise	Approved	55,890
Southwest Ranches	Not Approved	
West Park	Not Approved	
Weston	Application in December	10,000
Wilton Manors	Not Approved	-
Total Municipalities		\$ 285,585
United Way	Contract Executed	130,000
Child Care Providers	Commitments Received	300,000
Broward County	Contract Executed	1,896,249
CSC	Contract Executed	2,768,496
Total All Match		\$ 5,380,330



Executive Finance Committee Attendance Chart FY 2021-2022

QUORUM # NEEDED: 5

Member	Position	Term Started	Term Exp	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
EXECUTIVE															
1 Laurie Sallarulo - CHAIR	Chair				V			P							
2 Dawn Liberta	First Vice Chair	June 2020	June 2023		V			V							
3 Twan Russell	Second Vice Chair	June 2020	June 2023		V			V							
4 Cindy Arenberg Seltzer	Treasurer	June 2020	June 2023		V			V							
5 Monica King	Secretary	June 2020	June 2023		V			V							
6 Khalil Zeinieh	Program Rev. Chair	June 2020	June 2023		V			ABS							
7 Michael Asseff	Nominating Chair	June 2020	June 2023		V			V							
8 Richard Campillo	Audit Chair	July 2018	June 2023		V			V							
FINANCE															
QUORUM # NEEDED: 4															
1 Cindy Arenberg Seltzer					V										
2 Renee Podolsky					P										
3 Laurie Sallarulo					V										
4 Twan Russell					V										
5 Zachary Talbot					ABS										
6 Khalil Zeinieh		August 2021													
7 Dawn Liberta		August 2021													
V - Virtual present at meeting															
ABS - Absent from Meeting															
FM First Meeting LM Last Meeting															
C- Confirmed Attendance															
P - Via Phone attendance															
Shaded areas - no meeting scheduled															
O:\Board\Board and Committee Meetings\Executive Finance Committee Packets\FY 2021-2022 Exec Finance Committee															

Except for Chair an Officers term is for two years
 No officer may hold the same elected position for more than (1) term of two years