

Early Learning Coalition of Broward County, Inc.

Finance Meeting Agenda

June 6, 2023, at 1:30 PM

Zoom Meeting

Meeting ID: 864 3880 4582 Passcode: 304851

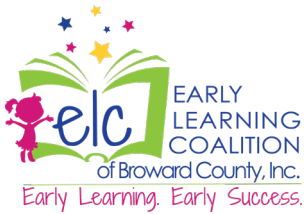
<https://us06web.zoom.us/j/86438804582?pwd=T1lyTlJaMHhWanJLTvlttdEFGb2UrQT09>

Members are reminded of conflict-of-interest provisions. In declaring a conflict, please refrain from voting or discussing 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		
1.	Call to Order	Cindy Arenberg-Seltzer, Finance Chair
2.	Roll Call	Melody Martinez, Board Liaison
3.	Finance Committee Consent Agenda 1. Approve March 28, 2023, Committee meeting minutes	2 Cindy Arenberg-Seltzer, Finance Chair
4.	Finance Committee Regular Business 1. FIN236RB1 – Approve April Interim Financial Statements 2. FIN236RB2 – Approve Proposed FY 23 Budget Amendment #5 3. FIN236RB3 – Approve FY 24 Preliminary Budget 4. FIN236RB4 – Approve FY 24 Purchases over \$35,000	4 14 18 26 Cindy Arenberg-Seltzer, Finance Chair Christine Klima, CAO
5.	FYI o FYI-1 May Cash Disbursements o FYI-2 FY23 Match Fundraising Report o FYI-3 FY 22-23 Exec/Finance attendance Chart	28 29 30
6.	Unfinished Business New Business Matters from the Board Matters from the CEO Matters from the Committee Matters from our Partners Public Comment	
7.	Next ELC Finance Meeting: <u>August 29, 2023</u>	
8.	Adjourn	

Please Note: Agenda is subject to revisions and additions at 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 any particular agenda items no later than five minutes after the Coalition meeting has been called to order.

“As per [§286.0105, Fla. Stat.](#) Any person who decides to appeal any decision of the Board with respect to any matter considered at this meeting will need a record of the proceedings and for such purpose, may need to ensure that a verbatim record of the proceedings is made which record includes testimony and evidence upon which the appeal is to be based.”



Early Learning Coalition of Broward County, Inc.
Finance Committee Meeting Minutes
March 28, 2023, at 1:30 PM
Virtual Meeting

Members in Attendance	Chair Cindy Arenberg-Seltzer; Dawn Liberta; Renee Podolsky; Twan Russell; Laurie Sallarulo; Zachary Talbot
Members Absent	
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Judith Merritt, COO; Howard Bakalar, CPO; Hubert Cesar, CIO; Melody Martinez, Board Liaison; Lizbeth Juan, Executive Assistant; Reinier Potts, Financial Analyst; Kasey Lafrance, Contracts Administration Manager; Megan DeGraaf, Purchasing and Procurement Specialist; Sandra Paul, Senior Director of Provider Reimbursements; Stephanie Landreville, Controller; Allison Metsch, Senior Director of Education & Quality; Ancel Pratt III, Senior Director of Communications; Samantha Dempsey, Accountant
Others in Attendance	Kristina West; Monica King; Julie Klahr, Legal Counsel

Item	Action/Discussion
Welcome & Call to Order	Chair Cindy Arenberg-Seltzer called the meeting to order at 1:32 PM. The roll was called, and a quorum was established.
Consent Agenda a. Approve January 31, 2023, meeting minutes	There was a Motion to move the Consent Agenda by Dawn Liberta and Seconded by Twan Russell. Unanimously approved. Motion Passes.
Regular Committee a. FIN235RB1 – Approve February 2023 Interim Financial Statements	<p>CAO went over the financials and budget amendment.</p> <p><u>February Interim Financials</u></p> <p>There was a Motion to Approve February 2023 Interim Financial Statements, Pending Approval of an Annual Audit Performed by a Qualified Independent Certified Public Accountant by Renee Podolsky and Seconded by Laurie Sallarulo. Unanimously approved. Motion Passes.</p> <p>There was a discussion regarding next year’s budget and enrollment.</p> <p>Renee Podolsky asked if we know what the allocation would be? CAO said no, the only thing that is in legislation is our original base allocation which is around \$70M and is possible to increase since we need more than that for current enrollment levels.</p> <p>Chair Cindy Arenberg-Seltzer suggested that if the funding formula considers how many children you have enrolled, that would certainly change how that formula would come out. DEL may have yet to do that and may have just repeated what they had last year. If we have all those numbers, it will strengthen our hand and say that under the funding formula, this is what we need.</p>

Unfinished Business	None
New Business	<p>Chair Cindy Arenberg-Seltzer, while she was going over the budget for school health and the past few years, we've had some underspent money with Ciara Lifecare, and we allowed them to serve the Childcare centers. We again have some underspent money this year, and staff will reach out to you to see if you could use it in screening and assessment.</p> <p>CPO informed Chair that they have not reached out. He will talk to Maria and Allison and thanked Cindy. We will get a focus group with some directors together and see what their needs might be.</p> <p>Chair Cindy Arenberg-Seltzer asked Renee Podolsky if they would be able to do immunizations.</p> <p>Renee Podolsky replied that only if they have had training for that.</p> <p>Chair Cindy Arenberg-Seltzer added that we will be recommending to the Board in May that they leave the subsidized childcare level but add more money to the vulnerable pop contract, which is currently fully utilized.</p> <p>Renee Podolsky added that her staff will be reaching out to CPO to educate early childhood providers on how to educate families on pool safety. If anyone else is interested, please let me know, and we would love to work with your providers and have a presentation.</p> <p>Chair Cindy Arenberg-Seltzer asked if a notice was sent out to providers to inform families that have Medicaid that they need to make sure that their information is up to date because the public health emergency is ending, and they could lose their insurance if they don't fill out their forms.</p> <p>CEO and CPO would confirm if we sent it out and will send again.</p> <p>Renee Podolsky added to please send out information regarding KidCare. If you need flyers, let me know. Families who are coming off Medicaid can be eligible for KidCare.</p>
Matters from the Chair	None
Public Comments	There was no discussion.
Next Meeting	<u>May 2, 2023</u>
Adjourn	Meeting adjourned at 2:28 PM.

These minutes contain the action items of the Board meeting of the Early Learning Coalition of Broward. They do not include all of 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 before approval at the next meeting.

ITEM#/MEETING	FIN236RB1 / Finance Committee
MEETING DATE:	June 6, 2023
SUBJECT:	April 2023 Interim Financial Statements
FOR ACTION:	YES
RECOMMENDED ACTION:	Approve April 2023 Interim Financial Statements, Pending Approval of an Annual Audit Performed by a Qualified Independent Certified Public Accountant
FINANCIAL IMPACT:	None

Background Information:

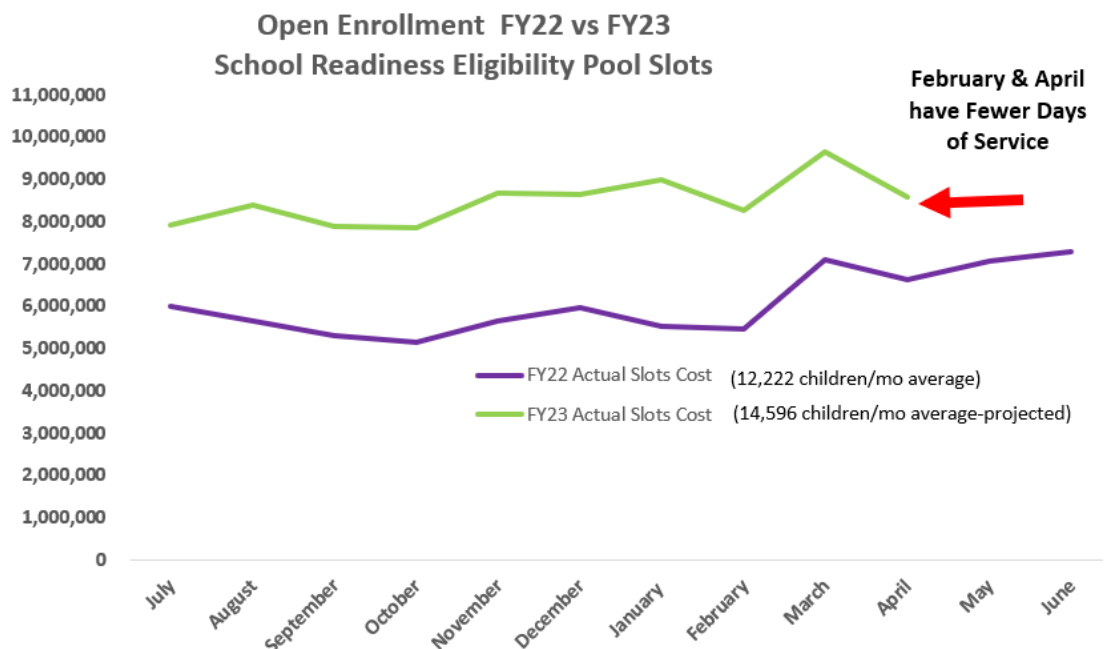
The Interim Financial Statements for the ten-month period ending April 30, 2023, are attached for review. Financial Highlights for the period are as follows:

1. Overall

- School Readiness expenditures remain at an all-time high following more than two years of open enrollment that began in November 2020. DEL is in the process of issuing an updated allocation to cover the higher cost.
- VPK expenditures have rebounded due to high reimbursement rates, but enrollments remain below pre-pandemic levels.
- Non-Recurring Stimulus Program expenditures are on track to be expended in accordance with DEL rules and requirements.

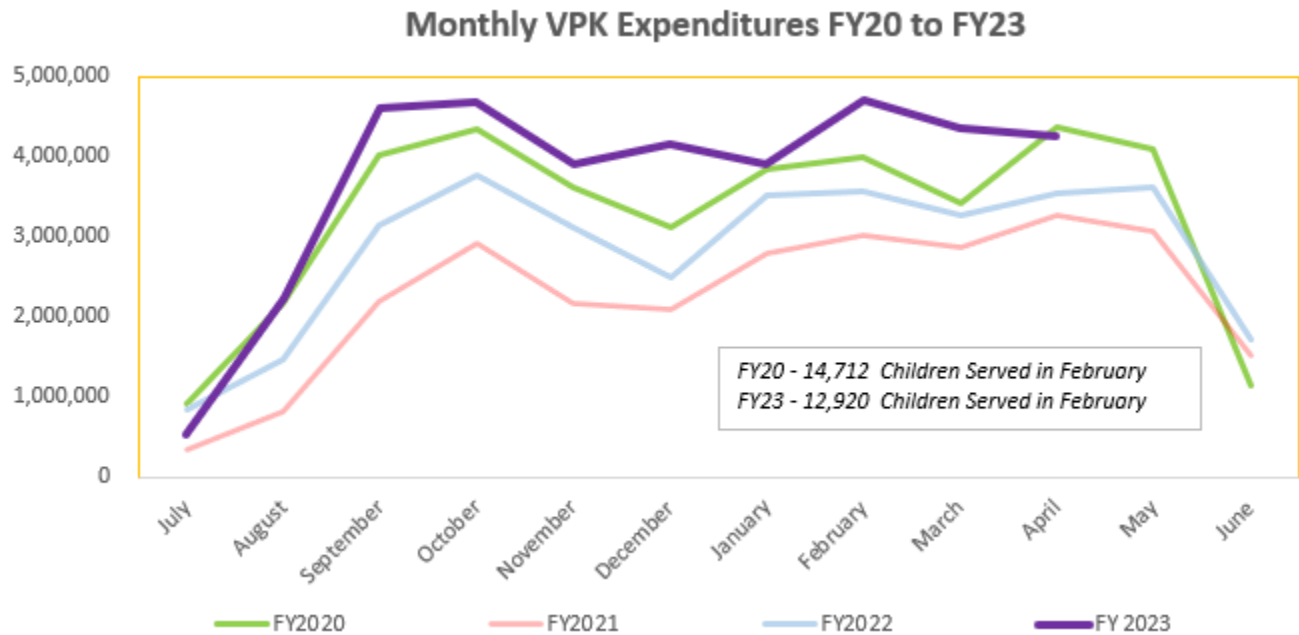
• School Readiness

- Slot expenditures remain at an all-time high for the fiscal year. 15,176 children received services in April, which is 18% or 2,400 children more than the prior year. Slot expenditures currently account for 86% of total DEL SR spending.
- DEL will allocate \$11.5 million in additional SR base funding this week to cover the cost of higher enrollments for the balance of FY23. The non-recurring allocation will likely also include an estimated \$1.8 million to pay corresponding costs for gold seal and other rate differentials for qualifying child care centers. The \$11.5 million allocation is the second increase received this fiscal year, bringing the total additional to \$19.5 million.



2. VPK Expenditures

VPK April expenditures are still on track to exceed the pre-pandemic levels from FY20. This is primarily due to Statewide increase to reimbursement rates. Enrollment levels have increased since the pandemic has subsided, but they remain below pre-pandemic levels by approximately 2,000 children.



3. Stipends and Grants

Stipends and Grant Expense as of April 30, 2023		
Type	Paid	In Process FY23
ARPA Stabilization Grants	\$ 74,447,409	\$ 32,675,000
ARPA World Class Workforce Stipends	2,407,341	4,600,000
Broward Above & Beyond Stipends	1,800,925	1,200,000
INCENTIVE\$ Program Wage Supplements	565,903	250,000
University of Florida Training Stipends	79,560	5,000
Total	\$ 79,301,139	\$ 38,730,000

- The final round of ARPA stabilization grants will be issued after DEL finalizes its guidance and issues additional funding allocations as needed to all the Coalitions. Broward has \$32.6 million already available for this purpose and is ready to pay as soon as we know what the award formula will be.
- Staff continue to provide required trainings to educators and issue stipends weekly for the ARPA Build a World Class Workforce Program as participants complete milestones. Staff expect to fully expend the \$7 million allocation by year end.
- Stipends and provider bonus grants under the Broward Above and Beyond program are also in progress and all \$3 million earmarked for this are expected to be fully expended by year end.

Recommended Action:

Approve April 2023 Interim Financial Statements, Pending Approval of an Annual Audit Performed by a Qualified Independent Certified Public Accountant

Supporting Documents:

- April 2023 Interim Financial Statements
- April 2023 Utilization Report



Early Learning Coalition of Broward County, Inc.

INTERIM FINANCIAL STATEMENTS FISCAL YEAR 2022-2023 For The Ten Months Ended April 30, 2023

Submitted to the Finance Committee

June 6, 2023

Early Learning Coalition of Broward County, Inc.
FY 2022-2023 Statement of Financial Position
As of April 30, 2023

	April 30, 2023	April 30, 2022
Assets:		
Cash	\$ 32,490,204	\$ 32,368,037
Grants Receivable	11,071,939	12,399,199
Accounts Receivable	1,252,191	705,537
Due From Providers	106,926	293,728
Prepaid Expense	316,130	223,164
Fixed Assets	11,484	13,262
Total Assets	\$ 45,248,874	\$ 46,002,927
 Liabilities:		
Accounts Payable	\$ 1,015,511	\$ 365,290
Salary & Benefits Payable	476,842	367,917
Compensated Absences	393,550	394,749
Rent Abatement	225,281	206,298
Due to Providers	12,687,342	9,729,544
Due to Other Agencies	1,625,045	1,332,642
Deferred Revenue	28,484,803	33,270,011
Total Liabilities	\$ 44,908,374	\$ 45,666,450
 Net Assets		
Unrestricted	340,500	336,477
Total Net Assets	340,500	336,477
 Total Liabilities and Net Assets	 \$ 45,248,874	 \$ 46,002,927

Early Learning Coalition of Broward County, Inc.
FY 2022-2023 Statement of Activities
For The Ten Months Ended April 30, 2023

	<u>Apr 2023</u> Actual	<u>FY 2023</u> YTD Actual	<u>FY 2022</u> YTD Actual
Revenue			
Recurring			
DEL School Readiness	\$ 8,026,823	\$ 74,757,349	\$ 53,052,879
DEL School Readiness Match Pool	400,189	4,330,288	4,491,876
DEL School Readiness Rate Differentials	1,205,465	11,021,553	6,873,536
DEL - School Readiness Program Assessments	109,289	408,206	
DEL - Voluntary Pre-K	3,722,057	32,807,732	28,775,561
CSC - Income Eligible	253,858	4,360,189	2,712,751
CSC - Vulnerable Populations	239,257	2,353,150	1,877,325
Broward County- SR Match	125,625	2,001,900	1,750,994
Univ of Florida Lastinger Ctr	3,250	79,560	31,690
Local Match: United Way & Cities	16,458	320,092	377,204
Miscellaneous Grants & Program Income	11,541	86,446	12,297
Subtotal Recurring Revenue	14,113,812	132,526,466	99,956,114
Non-Recurring Pandemic Relief			
DEL Preschool Development Grant		377,076	204,218
DEL - CARES/CRRSA Pandemic Relief	772,407	5,227,204	21,773,259
DEL-ARPA Pandemic Relief	1,500,353	78,553,110	10,599,595
DEL - ARPA VPK \$15/hr Wage Incentive	537,296	4,538,097	-
Subtotal Pandemic Relief	2,810,056	88,695,487	32,372,854
Total All Revenue	\$ 16,923,868	\$ 221,221,953	\$ 132,328,969
Expenses			
Child Care Slots and Incentives:			
DEL School Readiness	\$ 6,610,532	\$ 63,362,005	\$ 42,746,717
DEL School Readiness Match Pool	400,189	4,330,288	4,491,876
DEL School Readiness Rate Differentials	1,205,465	11,021,553	6,873,536
DEL - Voluntary Pre-K	3,575,799	31,486,920	27,548,805
DEL - ARPA VPK \$15/hr Wage Incentive	537,296	4,538,097	
CSC - Income Eligible	232,060	3,968,555	2,434,301
CSC - Vulnerable Populations	211,560	2,208,633	1,702,683
Broward County- Income Eligible	111,667	1,779,467	1,556,439
Municipalities-SR Local Match	16,458	320,092	376,788
Stipends and Grants to Providers	1,886,834	79,301,139	32,575,924
Subtotal Child Care Slots and Incentives	\$ 14,787,860	\$ 202,316,749	\$ 120,307,069
Sub Recipient Expense			
Children's Forum	18,330	146,151	65,695
211 Broward	33,459	317,405	359,497
Subtotal Sub Recipient Expense	\$ 51,789	\$ 463,556	\$ 425,192
ELC Operating Expense			
Salaries & Benefits	\$ 1,768,558	\$ 12,889,816	\$ 9,917,407
Attorneys	4,650	52,204	37,212
Auditors	-	32,000	36,500
Temporary Staff	-	1,232	32,287
Consultants	50,450	436,179	418,010
Staff & Board Travel	6,652	47,293	56,198
Insurance	4,295	43,067	37,628
Office Rent & Maintenance	40,299	391,582	461,046
Office Machines & Storage	401	10,766	6,504
Software Licenses	25,907	211,113	190,018
Internet, Email, Website, Phones	12,077	114,485	188,028
Cell Phones	15,978	89,449	39,367
Sponsorships & Memberships	6,407	65,868	60,242
Books for Kids	4,899	287,609	14,760
Instructional Materials	109,208	3,404,499	-
Other Operating Costs	28,010	241,198	227,654
Computer Equipment & Software	4,941	120,797	68,298
Furniture & Fixtures	-	790	675
Subtotal ELC Operating Expense	\$ 2,082,731	\$ 18,439,945	\$ 11,791,832
Total Expenses	\$ 16,922,380	\$ 221,220,249	\$ 132,524,093
Change in net assets	\$ 1,488	\$ 1,703	\$ (195,124)
Net assets, beginning of year		338,797	317,763
Net assets, end of the period		\$ 340,500	\$ 122,639

Early Learning Coalition of Broward County, Inc.
FY 2022-2023 Annual Budget to Actual by Month
For The Period Ending April 30, 2023
Detail

	FY 2023 Budget Amendment 4	YTD Actual	Balance	% of Budget	Notes
Revenue:					
Recurring					
DEL School Readiness	\$ 79,944,515	\$ 74,757,349	\$ 5,187,166	94%	High enrollments, addl allocation pending
DEL School Readiness Match Pool	5,124,438	4,330,288	794,150	85%	
DEL School Readiness Rate Differentials	13,092,311	11,021,553	2,070,758	84%	
DEL - School Readiness Program Assessments	620,191	408,206	211,985	66%	CLASS Observations in process
DEL - Voluntary Pre-K	43,973,704	32,807,732	11,165,972	75%	Expenditures Vary Over School Year
CSC - Income Eligible	4,923,314	4,360,189	563,125	89%	Different fiscal year, will even out Jul-Sep
CSC - Vulnerable Populations	2,485,992	2,353,150	132,842	95%	Additional allocation requested
Broward County- SR Match	3,256,496	2,001,900	1,254,595	61%	Different fiscal year, will even out Jul-Sep
Univ of Florida Lastinger Ctr	70,000	79,560	(9,560)	114%	Additional allocation awarded
Local Match: United Way & Cities	400,000	320,092	79,908	80%	
Miscellaneous Grants & Program Income	50,000	86,446	(36,446)	173%	Miscellaneous Program Income
Subtotal Recurring Revenue	153,940,961	132,526,466	21,414,495	86%	
Non-Recurring Pandemic Relief					
DEL Preschool Development Grant	387,496	377,076	10,420	97%	Mental Health Supports Program Ended Dec
DEL - CARES/CRRSA Pandemic Relief	8,053,271	5,227,204	2,826,067	65%	Final rounds of stipends pending
DEL-ARPA Pandemic Relief	115,968,498	78,553,110	37,415,388	68%	Final rounds of stipends/grants pending
DEL - ARPA VPK \$15/hr Wage Incentive	7,758,624	4,538,097	3,220,527	58%	Not all VPK provider participating
Subtotal Pandemic Relief	132,167,889	88,695,487	43,472,402	67%	
Total All Revenue	\$ 440,049,810	\$ 353,748,419	\$ 86,301,392	80%	
Expense					
Child Care Slots and Incentives					
DEL School Readiness	\$ 66,457,448	\$ 63,362,005	\$ 3,095,443	95%	High enrollments, addl allocation pending
DEL School Readiness Match Pool	5,124,438	4,330,288	794,150	85%	
DEL School Readiness Rate Differentials	13,092,311	11,021,553	2,070,758	84%	
DEL - Voluntary Pre-K	42,397,263	31,486,920	10,910,343	74%	Expenditures Vary Over School Year
DEL - ARPA VPK \$15/hr Wage Incentive	7,758,624	4,538,097	3,220,527	58%	Expenditures Vary Over School Year
CSC - Income Eligible	4,430,983	3,968,555	462,428	90%	Different fiscal year, will even out Jul-Sep
CSC - Vulnerable Populations	2,237,393	2,208,633	28,760	99%	Different fiscal year, will even out Jul-Sep
Broward County- Income Eligible	2,894,663	1,779,467	1,115,196	61%	
Local Match: United Way & Cities	400,000	320,092	79,908	80%	
Stipends and Grants to Providers	116,575,801	79,301,139	37,274,663	68%	
Subtotal Child Care Slots and Incentives	\$ 261,368,924	\$ 202,316,749	\$ 59,052,175	77%	
Sub Recipient Expense					
Children's Forum	237,308	\$ 146,151	91,157	62%	
211 Broward	462,000	317,405	144,595	69%	
Subtotal Sub Recipient Expense	\$ 699,308	\$ 463,556	\$ 235,753	66%	
ELC Operating Expense					
Salaries & Benefits	\$ 16,323,014	\$ 12,889,816	\$ 3,433,198	79%	
Attorneys	109,000	52,204	56,796	48%	Intermittent Expenditures
Auditors	42,500	32,000	10,500	75%	
Temporary Staff	50,000	1,232	48,768	2%	Intermittent Expenditures
Consultants	556,488	436,179	120,309	78%	
Staff & Board Travel & Training	75,000	47,293	27,707	63%	Intermittent Expenditures
Insurance	52,418	43,067	9,351	82%	
Office Rent & Maintenance	471,989	391,582	80,407	83%	
Office Machines & Storage	6,332	10,766	(4,434)	170%	Storage for Teachstone Training Material
Software Licenses	230,154	211,113	19,041	92%	Office 365 Vendor transition in process
Internet, Email, Website, Phones	131,866	114,485	17,380	87%	
Cell Phones	93,900	89,449	4,451	95%	Additional staff conducting site visits
Sponsorships & Memberships	61,285	65,868	(4,583)	107%	Intermittent Expenditures
Books for Kids	550,000	287,609	262,391	52%	Intermittent Expenditures
Instructional Materials	4,822,841	3,404,499	1,418,342	71%	
Other Operating Costs	273,803	241,198	32,605	88%	
Computer Equipment & Software	107,967	120,797	(12,830)	112%	Intermittent Expenditures
Furniture & Fixtures	11,542	790	10,752	7%	Intermittent Expenditures
Unallocated (Budget Only)	70,521	-	70,521	0%	
Subtotal ELC Operating Expense	\$ 24,040,617	\$ 18,439,945	\$ 5,600,672	77%	
Total Expense	\$ 286,108,849	\$ 221,220,249	\$ 64,888,600	77%	

Early Learning Coalition of Broward County, Inc.
FY 2021-2022 Annual Budget to Actual YTD
For The Period Ending April 30, 2023
Summary

	FY 2023 Budget Amendment 4	YTD Actual	Balance	% of Budget	Notes
Revenue:					
Recurring					
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Local Match: United Way & Cities	400,000	320,092	79,908	80%	
Miscellaneous Grants & Program Income	50,000	86,446	(36,446)	173%	Miscellaneous Program Income
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Non-Recurring Pandemic Relief					
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Expense					
Child Care Slots and Incentives					
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Total Child Care Slots and Incentives	\$ 261,368,924	\$ 202,316,749	\$ 59,052,175	77%	
Program Expense					
Children's Forum	\$ 183,375	\$ 127,409	\$ 55,966	69%	Staff Turnover
211 Broward	337,000	214,716	122,284	64%	Staff Turnover
Eligibility, Payments & CCR&R	7,859,045	7,010,844	848,200	89%	
Quality & Education	10,486,505	7,371,669	3,114,836	70%	ARPA trainings in 4th Quarter
Total Program Expense	\$ 18,865,925	\$ 14,724,638	\$ 4,141,287	78%	
Administrative Expense					
Children's Forum	53,933	18,742	35,191	35%	Staff Turnover
211 Broward	125,000	102,689	22,311	82%	
ELC Administration	5,695,068	4,057,431	1,637,636	71%	1.1% of Revenues (ELC Only)
Total Administrative Expense	\$ 5,874,001	\$ 4,178,862	\$ 1,695,139	71%	1.2% of Revenues (All Admin)
Total Expenses	\$ 286,108,850	\$ 221,220,249	\$ 64,888,600	77%	

SCHOOL READINESS 3 YEAR UTILIZATION FY 2022 -2024

New Enrollments from Waitlist: Funding Changes:

Enrollment based on	Adtl SR Alloc:	\$ 8,000,000
zero waiting time eff April	Adtl QPI Alloc:	\$ 2,135,000

Assumptions:

Daily Average Cost forecast reflects current actual trends.
 Rate Increases effective 7/1/21 & 3/31/22
 Provider Reimbursement at ELC Max Rates Eff 7/1/22
 (Affecting Approximately 374 Providers)



FY24: Flat Funding and Flat Net Enrollments

Fiscal Year 2022-23

Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day	School Readiness Base	School Readiness Gold Seal/QPI	Children's Services Council	Broward County	Total Slot Costs	Match	Net Billable	
A	Jul-22	21	13,240	-97	\$28.87	5,808,769	962,619	810,496	443,833	8,025,717	(35,015)	7,990,702	
A	Aug-22	23	13,891	+651	26.16	6,216,877	1,055,288	642,374	444,483	8,359,022	(34,400)	8,324,622	
A	Sep-22	22	13,817	-74	25.95	5,806,552	1,016,552	620,873	444,483	7,888,461	(28,557)	7,859,904	
A	Oct-22	21	14,260	+443	26.11	6,445,089	959,400	413,244		7,817,732	(30,693)	7,787,039	
A	Nov-22	22	14,453	+193	27.56	7,290,470	1,059,000	413,717		8,763,187	(28,975)	8,734,212	
A	Dec-22	22	14,676	+223	26.71	7,373,526	1,137,425	111,667		8,622,618	(36,876)	8,585,742	
A	Jan-23	22	14,967	+291	27.38	7,517,693	1,127,466	258,938	111,667	9,015,763	(38,924)	8,976,840	
A	Feb-23	20	15,000	+33	27.56	6,785,498	1,137,596	231,935	111,667	8,266,696	(37,139)	8,229,556	
A	Mar-23	23	15,099	+99	27.78	8,001,009	1,301,178	231,935	111,667	9,645,789	(43,568)	9,602,221	
A	Apr-23	20	15,176	+77	28.26	7,194,778	1,040,579	231,935	111,667	8,578,958	(41,996)	8,536,962	
P	May-23	23	15,251	+75	27.78	8,031,341	1,370,301	231,935	111,667	9,745,243	(48,413)	9,696,830	
P	Jun-23	22	15,326	+75	28.73	7,713,485	1,628,538	231,935	111,667	9,685,625	(48,486)	9,637,139	
Ave Enrollments (FY23 Baseline)			14,596		\$27.40	Proj Total	\$ 84,185,085	\$ 13,795,942	\$ 4,430,983	\$ 2,002,800	\$ 104,414,810	\$ (453,042)	\$ 103,961,768
Baseline FY23 over FY22			2,374			Budget	71,981,886	13,092,311	4,430,983	2,002,800	91,961,022	(453,042)	91,507,980
						Surplus(Deficit)	(12,203,199)	(703,631)	-	-	(12,453,788)	-	\$ (12,453,788)
Baseline FY23 over FY17			5,200	(FY17 Baseline= 9,396)		Carry-Over	-	-	-	-	-	-	-
Avg Cost FY23 over FY17			\$ 8.78	(FY17 Baseline = \$18.62)		Surplus(Deficit)	\$ (12,203,199)	\$ (703,631)	\$ -	\$ -	\$ (12,453,788)	\$ -	\$ (12,453,788)

Fiscal Year 2023-24

Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day	School Readiness	School Readiness Gold Seal/QPI	Children's Services Council	Broward County	Total Slot Costs	Match	Net Billable	
P	Jul-23	21	15,215	-111	\$27.43	7,231,274	1,059,935	269,495	202,464	8,763,168	(43,653)	8,719,515	
P	Aug-23	23	15,234	+20	27.40	7,991,487	1,136,474	269,495	202,464	9,599,920	(47,810)	9,552,110	
P	Sep-23	21	15,254	+20	27.42	7,245,964	1,067,071	269,495	202,464	8,784,994	(43,653)	8,741,341	
P	Oct-23	22	15,274	+20	27.40	7,550,565	1,259,105	269,495	127,745	9,206,911	(45,732)	9,161,179	
P	Nov-23	22	15,294	+20	27.40	7,507,020	1,314,458	269,495	127,745	9,218,719	(45,732)	9,172,987	
P	Dec-23	21	15,314	+20	27.37	7,067,829	1,337,229	269,495	127,745	8,802,298	(43,653)	8,758,645	
P	Jan-24	23	15,334	+20	27.35	7,877,049	1,371,947	269,495	127,745	9,646,236	(47,810)	9,598,426	
P	Feb-24	21	15,354	+20	27.37	7,067,106	1,360,494	269,495	127,745	8,824,840	(43,653)	8,781,187	
P	Mar-24	21	15,374	+20	27.43	7,204,800	1,252,689	269,495	127,745	8,854,729	(43,653)	8,811,076	
P	Apr-24	22	15,394	+20	27.41	7,579,765	1,306,898	269,495	127,745	9,283,904	(45,732)	9,238,172	
P	May-24	23	15,414	+20	27.83	8,106,470	1,363,130	269,495	127,745	9,866,840	(48,569)	9,818,270	
P	Jun-24	20	15,434	+20	28.85	7,293,678	1,215,963	269,495	127,745	8,906,882	(44,214)	8,862,668	
Average Enrollments (Ba			15,324		\$27.56	Proj Total	\$ 89,723,006	\$ 15,045,394	\$ 3,233,944	\$ 1,757,096	\$ 109,759,440	\$ (543,863)	\$ 109,215,577
Increase to baseline FY2			728			Budget	63,981,886	15,045,394	3,233,944	1,757,096	84,018,321	(543,863)	83,474,458
						Surplus(Deficit)	(25,741,119)	-	-	-	(25,741,119)	-	\$ (25,741,119)
Increase to baseline FY2			5,928	(FY17 Baseline= 9,396)		Carry-Over	-	-	-	-	-	-	-
Increase in Avg Cost ove			\$ 8.94	(FY17 Baseline = \$18.62)		Surplus(Deficit)	\$ (25,741,119)	\$ -	\$ -	\$ -	\$ (25,741,119)	\$ -	\$ (25,741,119)

SCHOOL READINESS UTILIZATION FY 2021-2023

Children Services Council Vulnerable Population Contract

New Enrollments from Waitlist:

Enroll per Mo: 39
 Transfer to Sr/ Mo. 30 Avg
 Age Out/Exit Care: 5 Avg
 Rate Incr Effective 7/1/21 & 3/1/22

Funding Changes:

Assumptions:

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

Contract Year 2021-22 (CONTRACT EXTENSION)

Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day	Total Slot Costs	Adjustments	Net Billable
A	Oct-21	22	276	-5	27.74	168,431		168,431
A	Nov-21	22	274	-2	26.44	159,352		159,352
A	Dec-21	21	255	-19	30.62	163,954		163,954
A	Jan-22	23	250	-5	26.18	150,542		150,542
A	Feb-22	20	263	+13	29.93	157,427		157,427
A	Mar-22	22	276	+13	34.78	211,165		211,165
A	Apr-22	21	278	+2	33.18	193,695		193,695
A	May-22	23	288	+10	30.90	204,660		204,660
A	Jun-22	21	273	-15	32.60	186,872		186,872
A	Jul-22	22	268	-5	32.49	191,550		191,550
A	Aug-22	21	305	+37	36.79	235,662		235,662
A	Sep-22	20	310	+5	40.06	248,356		248,356

Projected Total	\$	2,271,665
FY2022 CSC Contract Extension		2,271,665
Surplus(Deficit) CSC Contract Year	\$	-

Contract Year 2022-23

Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day	Total Slot Costs	Adjustments	Net Billable
A	Oct-22	21	314	+4	35.90	236,755		236,755
A	Nov-22	22	285	-29	37.66	236,135		236,135
A	Dec-22	22	275	-10	36.17	218,800		218,800
A	Jan-23	22	270	-5	33.73	200,340		200,340
A	Feb-23	20	258	-12	37.51	193,568		193,568
A	Mar-23	23	279	+21	36.23	232,463		232,463
A	Apr-23	20	278	-1	37.95	211,017		211,017
P	May-23	23	281	+3	35.92	232,138		232,138
P	Jun-23	22	284	+3	35.92	224,416		224,416
P	Jul-23	21	287	+3	35.92	216,478		216,478
P	Aug-23	23	290	+3	35.92	239,573		239,573
P	Sep-23	21	293	+3	35.92	221,004		221,004

Projected Total	\$	2,662,686
FY23 CSC Contract Year Bud	\$	2,190,668
Surplus(Deficit) CSC Contract Year	\$	(472,018)

Contract Year 2023-24

Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day	Total Slot Costs	Adjustments	Net Billable
P	Oct-22	22	293	+3	35.92	231,528		231,528
P	Nov-22	22	293	+	35.92	231,528		231,528
P	Dec-22	21	293	+	35.92	221,004		221,004
P	Jan-23	23	293	+	36.92	248,791		248,791
P	Feb-23	21	293	+	35.92	221,004		221,004
P	Mar-23	21	293	+	35.92	221,004		221,004
P	Apr-23	22	293	+	35.92	231,528		231,528
P	May-23	23	293	+	35.92	242,052		242,052
P	Jun-23	20	293	+	35.92	210,480		210,480
P	Jul-23	23	297	+4	35.92	245,356		245,356
P	Aug-23	22	302	+5	35.92	238,639		238,639
P	Sep-23	21	307	+5	35.92	231,564		231,564

Projected Total	\$	2,774,475
FY23 CSC Contract Year Bud	\$	2,190,668
Surplus(Deficit) CSC Contract Year	\$	(583,807)

ITEM#/MEETING	FIN236RB2 / Finance Committee
MEETING DATE:	June 6, 2023
SUBJECT:	FY 2023 Budget Amendment #5
FOR ACTION:	YES
RECOMMENDED ACTION:	Approve FY2023 Budget Amendment #5 as presented
FINANCIAL IMPACT:	\$14,401,616 Increase in Revenue and Expenditure

Background Information:

In June 2022, 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 Budget Amendment #1, which included updated amounts from those actual awards. In November, the Board Approved Amendment #2, which further updated the awards with large allocations pending further guidance. In December, the Board Approved Amendment #3 which reallocated funds in accordance with DEL guidance for fiscal year 2023. In February, the Board Approved Amendment #4 which primarily reflected an \$8 million increase to SR base funding for slot expenditures. In June, staff expect to receive an additional increase to SR base funding and propose budget amendment #5

Current Status: Key changes and updates Included in FY2023 Budget Amendment #5 are as follows:

1. \$13,892,000 Additional Allocation for School Readiness Child Care:

Staff estimate that DEL will award an additional \$11,500,000 for School Readiness base and \$1,892,000 for associated rate differentials during the week of June 5, 2023. 100% of these newly allocated funds will be applied for slots. ELC's SR child care costs are at an all-time high after a 2.5-year push by DEL to clear waiting lists Statewide with extra funding. While it remains unclear whether DEL will continue to fund current enrollment levels next year, FY23 results have shown how much the need for child care services in Broward exceeds historical allocations from the State.

2. \$1,834,616 Additional Allocation for ARPA Building a World Class Workforce Program

In May 2023 DEL awarded ELC a \$1 million supplement to Broward's existing ARPA allocation for educator stipends bringing the total pool to \$7.4 million. The ARPA educator stipend program will sunset on June 30. The remaining \$892K allocation is earmarked for other ARPA workforce support activities that DEL will probably roll over for expenditure in FY24.

3. \$15,000 Additional Allocation for University of Florida Online Learning Training Stipends.

Recommendations:

- Approve FY 23 budget amendment #5 as presented.

Supporting Documents:

- Draft FY2023 Budget Amendment #5, comparison to two prior years, and comparison to current year actuals

FY2023 Budget Amendment #5 by Business Activity (Proposed)

	FY 2023	FY 2023	FY 2023	FY 2023	FY 2023
	Child Care Slots	Program Support Subsidized Child Care & CCR&R	Education & Quality Services	Administration	Total Budget
Revenue:					
Recurring					
DEL School Readiness	\$ 77,957,449	\$ 6,060,500	\$ 2,598,119	\$ 4,828,448	\$ 91,444,515
DEL School Readiness Match	5,124,438	-	-	-	5,124,438
DEL School Readiness Rate Differentials	14,984,311	-	-	-	14,984,311
DEL Program Assessments	-	-	620,191	-	620,191
DEL - Voluntary Pre-K	42,282,408	1,268,472	-	422,824	43,973,704
CSC - Income Eligible	4,430,983	369,249	-	123,083	4,923,314
CSC - Vulnerable Populations	2,237,393	186,449	-	62,150	2,485,992
Broward County- Income Eligible	2,894,663	271,375	-	90,458	3,256,496
Univ of Florida Lastinger Ctr	-	-	85,000	-	85,000
Local Match: United Way & Cities	400,000	-	-	-	400,000
Miscellaneous Grants & Program Income	-	-	50,000	-	50,000
Subtotal Recurring Revenue	\$ 150,311,644	\$ 8,156,045	\$ 3,353,310	\$ 5,526,963	\$ 167,347,961
Non-Recurring Pandemic Relief					
DEL Preschool Development Grant	-	-	368,121	19,375	387,496
DEL-CARES/CRRSA Pandemic Relief	114,855	-	7,535,752	402,664	8,053,271
DEL - ARPA Stabilization & Workforce	-	-	117,303,114	500,000	117,803,114
DEL - ARPA VPK \$15/hr Wage Incentive	7,758,624	-	-	-	7,758,624
Subtotal Pandemic Relief	\$ 7,873,479	\$ -	\$ 125,206,988	\$ 922,038	\$ 134,002,505
Total All Revenue	\$ 158,185,123	\$ 8,156,045	\$ 128,560,297	\$ 6,449,001	\$ 301,350,466
Expense:					
Child Care Slots & Incentives					
DEL School Readiness	\$ 77,957,449	-	-	-	\$ 77,957,449
DEL School Readiness Match Pool	5,124,438	-	-	-	5,124,438
DEL School Readiness Rate Differentials	14,984,311	-	-	-	14,984,311
DEL - Voluntary Pre-K	42,397,263	-	-	-	42,397,263
DEL - ARPA VPK \$15/hr Wage Incentive	7,758,624	-	-	-	7,758,624
CSC - Income Eligible	4,430,983	-	-	-	4,430,983
CSC - Vulnerable Populations	2,237,393	-	-	-	2,237,393
Broward County- Income Eligible	2,894,663	-	-	-	2,894,663
Local Match: United Way & Cities	400,000	-	-	-	400,000
Stipends and Grants to Providers	-	-	118,030,405	-	118,030,405
Total Child Care Slots & Incentives	\$ 158,185,123	\$ -	\$ 118,030,405	\$ -	\$ 276,215,528
Sub Recipient Expense					
Children's Forum	-	-	183,375	\$ 53,933	237,308
211-Broward	-	337,000	-	\$ 125,000	462,000
Total Sub Recipient Expense	\$ -	\$ 337,000	\$ 183,375	\$ 178,933	\$ 699,308
ELC Operating Expense					
Salaries & Benefits	-	\$ 7,615,325	\$ 5,092,501	\$ 3,615,188	\$ 16,323,014
Attorneys	-	-	-	109,000	109,000
Auditors	-	-	-	42,500	42,500
Temporary Staff	-	-	-	50,000	50,000
Consultants	-	27,250	277,750	251,488	556,488
Staff & Board Travel	-	-	18,274	56,726	75,000
Insurance	-	27,642	16,821	7,955	52,418
Office Rent & Utilities	-	255,992	146,630	69,367	471,989
Office Machines & Storage	-	-	-	11,410	11,410
Software Licenses	-	18,785	12,950	198,419	230,154
Internet & Phones	-	83,725	50,664	(2,523)	131,866
Cell Phones	-	-	2,700	91,200	93,900
Sponsorships & Memberships	-	-	-	66,285	66,285
Books for Kids	-	-	550,000	-	550,000
Intructional Materials	-	-	4,822,841	-	4,822,841
Other Operating Costs	-	4,000	14,633	255,170	273,803
Computer Equipment & Software	-	59,846	44,965	23,156	127,967
Furniture & Fixtures	-	-	-	11,542	11,542
Unallocated (Budget Only)	-	(273,521)	(704,211)	1,413,185	435,454
Total ELC Operating Expense	\$ -	\$ 7,819,045	\$ 10,346,517	\$ 6,270,068	\$ 24,435,630
Total Expense	\$ 158,185,123	\$ 8,156,045	\$ 128,560,297	\$ 6,449,001	\$ 301,350,466
Revenue over Expense	\$ -	\$ -	\$ -	\$ -	\$ -

Percent Total Expenses

52.49%

2.71%

42.66%

2.14%

100.00%

Proposed FY2023 Amended Budget Three Year Comparison Amendment #5



	FY21	FY22	FY23	FY23	+/-	
	FY2021 Actual	FY2022 Actual	FY2023 Amendment 4 Approved February 2023	FY2023 Amendment 5 Proposed	Change Amendment 5 over Amendment 4	Reason for Change
Revenue:						
Recurring						
DEL School Readiness	\$ 54,284,918	\$ 66,402,097	\$ 79,944,515	\$ 91,444,515	\$ 11,500,000	Allocation Pending
DEL School Readiness Match	5,489,725	5,331,414	5,124,438	5,124,438	-	
DEL School Readiness Rate Differentials	9,808,783	8,561,947	13,092,311	14,984,311	1,892,000	Allocation Pending
DEL Program Assessments		403,260	620,191	620,191	-	
DEL - Voluntary Pre-K	27,139,415	34,068,364	43,973,704	43,973,704	-	
CSC - Income Eligible	4,502,338	3,514,532	4,923,314	4,923,314	-	
CSC - Vulnerable Populations	1,725,958	2,313,271	2,485,992	2,485,992	-	
Broward County- Income Eligible	2,205,796	2,037,895	3,256,496	3,256,496	-	
Univ of Florida Lastinger Ctr	49,900	72,785	70,000	85,000	15,000	Additional Allocation for Stipends
Local Match: United Way & Cities	371,301	406,881	400,000	400,000	-	
Miscellaneous Grants & Program Income	291,221	13,103	50,000	50,000	-	
Subtotal Recurring Revenue	\$ 105,869,354	\$ 123,125,548	\$ 153,940,961	\$ 167,347,961	\$ 13,407,000	
Non-Recurring Pandemic Relief						
DEL Preschool Development Grant	872,970	256,437	387,496	387,496	-	
DEL-CARES/CRRSA Pandemic Relief	27,543,012	22,051,941	8,053,271	8,053,271	-	
DEL - ARPA Stabilization & Workforce		21,245,313	115,968,498	117,803,114	1,834,616	Additional Allocation for Stipends
DEL - ARPA VPK \$15/hr Wage Incentive			7,758,624	7,758,624	-	
Subtotal Pandemic Relief	\$ 28,415,982	\$ 43,553,691	\$ 132,167,889	\$ 134,002,505	\$ 1,834,616	
Total All Revenue	\$ 134,285,336	\$ 166,679,239	\$ 286,108,850	\$ 301,350,466	\$ 15,241,616	
Expense:						
Child Care Slots & Incentives						
DEL School Readiness	\$ 52,081,835	\$ 53,570,539	\$ 66,457,448	\$ 77,957,449	\$ 11,500,000	Allocation Pending
DEL School Readiness Match Pool	5,489,725	5,331,414	5,124,438	5,124,438	-	
DEL School Readiness Rate Differentials	9,808,783	8,561,947	13,092,311	14,984,311	1,892,000	Allocation Pending
DEL - Voluntary Pre-K	26,047,263	32,774,267	42,397,263	42,397,263	-	
DEL - ARPA VPK \$15/hr Wage Incentive			7,758,624	7,758,624	-	
CSC - Income Eligible	3,981,297	3,170,100	4,430,983	4,430,983	-	
CSC - Vulnerable Populations	1,552,987	2,095,651	2,237,393	2,237,393	-	
Broward County- Income Eligible	1,960,701	1,811,462	2,894,663	2,894,663	-	
Local Match: United Way & Cities	371,341	406,885	400,000	400,000	-	
Stipends and Grants to Providers	19,215,243	43,687,281	116,575,801	118,030,405	1,454,604	Additional Allocation for Stipends
Total Child Care Slots & Incentives	\$ 120,509,175	\$ 151,409,546	\$ 261,368,924	\$ 276,215,528	\$ 14,846,604	
Sub Recipient Expense						
School Board of Broward County	1,192,800	-	-	-	-	
Children's Forum	72,739	112,098	237,308	237,308	-	
211-Broward	455,193	447,355	462,000	462,000	-	
Total Sub Recipient Expense	\$ 1,720,732	\$ 559,453	\$ 699,308	\$ 699,308	\$ -	
ELC Operating Expense						
Salaries & Benefits	\$ 10,279,570	\$ 12,137,603	\$ 16,323,014	\$ 16,323,014	\$ -	
Attorneys	62,127	46,613	109,000	109,000	-	
Auditors	37,500	46,800	42,500	42,500	-	
Temporary Staff	2,697	46,637	50,000	50,000	-	
Consultants	185,427	536,852	556,488	556,488	-	
Staff & Board Travel	10,465	93,930	75,000	75,000	-	
Insurance	33,492	42,105	52,418	52,418	-	
Office Rent & Utilities	432,396	460,797	471,989	471,989	-	
Office Machines & Storage	8,545	7,005	6,332	11,410	5,079	Storage for CLASS training material
Software Licenses	194,325	221,725	230,154	230,154	-	
Internet & Phones	101,141	147,324	131,866	131,866	-	
Cell Phones	55,444	59,449	93,900	93,900	-	
Sponsorships & Memberships	46,984	65,525	61,285	66,285	5,000	Books, Bucks & Backpacks Table
Books for Kids	280,982	249,260	550,000	550,000	-	
Intructional Materials	27,436	111,766	4,822,841	4,822,841	-	
Other Operating Costs	254,987	328,025	273,803	273,803	-	
Computer Equipment & Software	35,013	90,253	107,967	127,967	20,000	New Server & Replacement Laptops
Furniture & Fixtures	6,773	675	11,542	11,542	-	
Depreciation	3,916	1,778	-	-	-	
Unallocated (Budget Only)	-	-	70,521	435,454	364,933	Unallocated
Total ELC Operating Expense	\$ 12,059,221	\$ 14,694,122	\$ 24,040,617	\$ 24,435,630	\$ 395,012	
Total Expense	\$ 134,289,128	\$ 166,663,121	\$ 286,108,850	\$ 301,350,466	\$ 15,241,616	
Revenue over Expense	\$ (3,792)	\$ 16,118	\$ -	\$ -	\$ -	

Proposed FY23 Amendment #5 vs Year to Date Actual



	FY23	FY23	FY23	FY23	
	FY23 Amendment 5 Proposed	YTD Actual April 2023	Balance	Percent Spent	Notes
Revenue:					
Recurring					
DEL School Readiness	\$ 91,444,515	\$ 74,757,349	\$ 16,687,166	82%	
DEL School Readiness Match	5,124,438	4,330,288	794,150	85%	
DEL School Readiness Rate Differentials	14,984,311	11,021,553	3,962,758	74%	
DEL Program Assessments	620,191	408,206	211,985	66%	CLASS Observations in process
DEL - Voluntary Pre-K	43,973,704	32,807,732	11,165,972	75%	Utilization varies through school year
CSC - Income Eligible	4,923,314	4,360,189	563,125	89%	
CSC - Vulnerable Populations	2,485,992	2,353,150	132,842	95%	Additional allocation requested
Broward County- Income Eligible	3,256,496	2,001,900	1,254,595	61%	
Univ of Florida Lastinger Ctr	85,000	79,560	5,440	94%	Final rounds nearly complete
Local Match: United Way & Cities	400,000	320,092	79,908	80%	
Miscellaneous Grants & Program Income	50,000	86,446	(36,446)	173%	
Subtotal Recurring Revenue	167,347,961	132,526,466	34,821,495	79%	
Non-Recurring Pandemic Relief					
DEL Preschool Development Grant	387,496	377,076	10,420	97%	Mental Health Supports Grant Ended Dec
DEL-CARES/CRRSA Pandemic Relief	8,053,271	5,227,204	2,826,067	65%	Final Rounds of Stipends Pndg
DEL - ARPA Stabilization & Workforce	117,803,114	78,553,110	39,250,004	67%	Final Rounds of Grants & Stipends Pndg
DEL - ARPA VPK \$15/hr Wage Incentive	7,758,624	4,538,097	3,220,527	58%	Not all VPK Providers Participating
Subtotal Pandemic Relief	134,002,505	88,695,487	45,307,018	66%	
Total All Revenue	\$ 301,350,466	\$ 221,221,953	\$ 80,128,513	73%	
Expense:					
Child Care Slots & Incentives					
DEL School Readiness	\$ 77,957,449	\$ 63,362,005	\$ 14,595,444	81%	
DEL School Readiness Match Pool	5,124,438	4,330,288	794,150	85%	
DEL School Readiness Rate Differentials	14,984,311	11,021,553	3,962,758	74%	
DEL - Voluntary Pre-K	42,397,263	31,486,920	10,910,343	74%	Utilization varies through school year
DEL - ARPA VPK \$15/hr Wage Incentive	7,758,624	4,538,097	3,220,527	58%	Not all VPK Providers Participating
CSC - Income Eligible	4,430,983	3,968,555	462,428	90%	On different fiscal year, will even out
Broward County- Income Eligible	2,894,663	1,779,467	1,115,196	61%	On different fiscal year, will ramp up
Local Match: United Way & Cities	400,000	320,092	79,908	80%	
Stipends and Grants to Providers	118,030,405	79,301,139	38,729,266	67%	Final Rounds of Grants & Stipends Pending
Total Child Care Slots & Incentives	\$ 276,215,528	\$ 202,316,749	\$ 73,898,779	73%	
Sub Recipient Expense					
Children's Forum	237,308	146,151	91,157	62%	Staff turnover
211-Broward	462,000	317,405	144,595	69%	Staff turnover
Total Sub Recipient Expense	\$ 699,308	\$ 463,556	\$ 235,753	66%	
ELC Operating Expense					
Salaries & Benefits	\$ 16,323,014	\$ 12,889,816	\$ 3,433,198	79%	
Attorneys	109,000	52,204	56,796	48%	Intermittent Expenditures
Auditors	42,500	32,000	10,500	75%	
Temporary Staff	50,000	1,232	48,768	2%	Intermittent Expenditures
Consultants	556,488	436,179	120,310	78%	
Staff & Board Travel	75,000	47,293	27,707	63%	Intermittent Expenditures
Insurance	52,418	43,067	9,351	82%	
Office Rent & Utilities	471,989	391,582	80,407	83%	
Office Machines & Storage	11,410	10,766	645	94%	One time storage in 4th Quarter
Software Licenses	230,154	211,113	19,041	92%	Office 365 Vendor transition in process
Internet & Phones	131,866	114,485	17,380	87%	
Cell Phones	93,900	89,449	4,451	95%	Additional staff conducting site visits
Sponsorships & Memberships	66,285	65,868	417	99%	Intermittent Expenditures
Books for Kids	550,000	287,609	262,391	52%	Intermittent Expenditures
Instructional Materials	4,822,841	3,404,499	1,418,342	71%	
Other Operating Costs	273,803	241,198	32,605	88%	
Computer Equipment & Software	127,967	120,797	7,170	94%	Intermittent Expenditures
Furniture & Fixtures	11,542	790	10,752	7%	Intermittent Expenditures
Unallocated (Budget Only)	435,454	-	435,454		
Total ELC Operating Expense	\$ 24,435,630	\$ 18,439,945	\$ 5,995,685	75%	
Total Expense	\$ 301,350,466	\$ 221,220,249	\$ 80,130,216	73%	
Revenue over Expense	\$ -	\$ 1,703	\$ (1,703)		



ITEM#/MEETING	FIN236RB3 / Finance Committee
MEETING DATE:	June 6, 2023
SUBJECT:	Preliminary FY 2024 Budget
FOR ACTION:	Yes
RECOMMENDED ACTION:	Approve Preliminary FY 2024 Budget
FINANCIAL IMPACT:	\$141,971,684 FY 2024 Revenue and Expense
ELC STAFF LEAD	C. Klima

Background Information:

Each year ELC estimates revenues and expenses for the upcoming fiscal year using preliminary allocation information from the State Legislature and the Florida Department of Education Division of Early Learning (DEL), as well as prior year spending patterns and future year program needs. The preliminary budget is used as a basis to complete new agreements and contract renewals for ELC’s vendors and to ensure continuity of service pending the Governor’s signature on the Budget Act and receipt of formal award letters from DEL.

At the first FY 2024 Finance Committee and Board meetings currently scheduled for August/September 2023, staff will update the budget as appropriate with the actual amounts of the awards received. It is also possible that DEL will provide more information between the time of the finance Committee meetings and our upcoming Board meeting on June 14. We, along with other Coalitions continue to urge DEL to share allocation information earlier rather than later to prevent disruption and facilitate informed decision-making.

Current Status:

ELC staff will go into fiscal year 2024 hopeful that we can sustain and build on the extraordinary gains we made in fiscal year 2023 expanding services for children, families and child care providers.

The wish-list for the budget is long and ambitious:

- Maintain our enrollment levels at or as near as possible to the all-time highs we achieved after more than two feverish years working to clear (and then keep clear) our School Readiness waiting list.
- Continue working face to face with the early care workforce to help recruit, retain and upskill individual educators through Broward Above and Beyond.
- Expand our critically needed inclusion services.
- Offer more in-house training and certification opportunities.
- Continue to get the word out about ELC services and expand our reach in the community.
- Keep leveraging technology to operate better, faster, and smarter.
- Launch new pilots and projects to take ELC into new territory.
- And much more...

Meanwhile, the framework for expenditures remains the same as prior year with 97% of all funds earmarked for Direct Services to Families and Providers and Program Support.

FY24 Expense Allocation Framework		
Child Care & Grants to Providers	\$ 123,360,074	87%
Program Support	14,424,583	10%
Subtotal Direct Service & Support	\$ 137,784,657	97%
Administration	4,720,528	3%
Total	\$ 142,505,184	100%

Unfortunately, however, the State of Florida’s budget process and DEL’s lengthy timeline for awarding certain allocations have left important elements of our budget picture incomplete. This means our preliminary budget proposal must temporarily account for funding gaps to balance expenses with confirmed allocated revenue while waiting for DEL to finalize the certain funding pools under their control. In particular, while DEL deliberates about allocation methodologies and timing, we must grapple with two key (but hopefully temporary) funding gaps totaling more than \$23 million that affect how many children we can enroll and business continuity for the Broward Above and Beyond Program:

Key FY24 Revenue Gaps

Revenue Item	FY23	FY24	Gap	Available Funding at DEL
DEL School Readiness Base (Including DEL SR Match)	\$91,444,515	\$76,088,524	(\$15,355,991)	\$77,000,000
Stimulus Funds for Local Workforce Support	\$8,053,271	\$0	(\$8,053,271)	\$315,000,000
Total	\$ 99,497,786	\$76,088,524	(\$23,409,262)	\$392,000,000

To address these temporary shortfalls in our preliminary budget, we offer the following assumptions and recommendations to create a balanced budget that will preserve our services and capacity as much as possible in the interim while still affording us the flexibility to act on new allocation information as soon as it becomes available. The plan consists of the following key elements that will be discussed in more detail below and during the presentation at the Committee meeting:

1. Temporary pause on new School Readiness Enrollments pending the availability of increased stimulus funding.
2. Prioritize applying new funds set to be allocated in September/October to slots to the extent possible and re-start a modest pace of enrollments as appropriate.
3. Cross-train certain staff so we can quickly adjust job assignments in step with new funding information as soon it becomes available.
4. Eliminate 20 vacant staff positions that were previously funded with stimulus dollars.
5. Defer contract for some vendor services pending the availability of new stimulus funding.
6. Continue to advocate Statewide for timely allocations of all funding and for finding equitable solutions to funding formula flaws.

1. Temporary pause on new School Readiness Enrollments pending the availability of increased stimulus funding:
 Given that we will start fiscal year 2024 with more than 15,000 children receiving subsidized services each month but our currently secured School Readiness base funding allocation (including match and local) can only cover costs for an estimated average of 11,000 children per month, we recommend a temporary pause to new enrollment until we receive additional funding for slots from DEL. Such a pause will:

- a. Reduce enrollment by an estimated 350 children per month (approximately 4,200 over the full year)
- b. Save an estimated \$5 million in slot costs by September (or an estimated total of \$13,250 ,000over the full year)¹
- c. Allow us to avoid disenrollment in the worst-case scenario.

¹ Cost savings from attrition are highest in the early months of the year because we realize 10-12 months of cost savings per child dropped vs only 1-3 months of cost savings toward the end of the year.

- d. Allow us time to re-start enrollments and bring service levels back up in the best-case scenario.
- e. Allow a potential \$7M deficit at year end to be managed through carryback from FY25.

2. *Prioritize applying new funds set to be allocated between July and October to slots to the extent possible and re-start a modest pace of enrollments as appropriate.*

In an effort to maintain the hard-won gains we've made in recent years, meeting the large unmet need for services in Broward County, staff will allocate new funding for slots whenever possible to alleviate the need for drops through attrition. This means we must maintain staff capacity for enrollment and redetermination while we wait for additional funding. Out of the \$77 million that the state has available for filling School Readiness funding gaps, an allocation of approximately \$8 million or more would allow us to begin enrolling again to slow the pace of monthly attrition. This represents approximately 10% of the total available pool and is in alignment with DEL's funding allocation methods in the past, making it a highly likely funding scenario.

3. *Cross-train certain staff so management may quickly adjust job assignments in step with new funding information as soon it becomes available.*

As DEL's ARPA stipend program sunsets and we wait for information about our specific allocation of the \$315 million in newly appropriated ARPA discretionary funding (for similar purposes), we have encouraged grant-funded staff that processed stipends to fill vacant positions on the Eligibility team. This will allow us the flexibility to transfer staff between the School Readiness program and potential new ARPA-funded workforce support initiatives that may also include stipend processing. Such flexibility permits us to lower eligibility staff costs if needed by transferring staff to other funding and it preserves our capacity to quickly launch a new stipend program when new funding is finally awarded.

4. *Eliminate 20 vacant staff positions that sunset with DEL's ARPA stipend program. \$261,098 net savings. Staffing plan assumptions for FY24 are as follows:*

- a. \$650,000 reduction to staff costs by eliminating twenty (20) now vacant 6-month roles that were previously approved for CRRSA and ARPA workforce support activities. See the attached revised organizational chart and the proposed staffing plan amendment below.
- b. \$388,902 Merit increase pool calculation based on 3.5% average increase in accordance with existing salary administration policy.
- c. $\$650,000 - 388,902 = \$261,098$ net savings

FY 2024 Proposed Amended Staffing Plan

Business Unit	FY 2023 Approved December	FY 2024 Proposed	Proposed FTE Change	Notes	
CEO & Support	2.0	2.0	0.0	Eliminate 1 Vacant ARPA Stipend Role	
Finance & Contracts	13.0	12.0	(1.0)		
Operations	12.0	12.0	0.0		
IT	7.0	7.0	0.0		
CPO & Communications	4.0	4.0	0.0		
Total Admin FTE	38.0	37.0	(1.0)		
Provider Payments	15.0	15.0	0.0		Eliminate 19 Vacant ARPA Stipend Roles
Provider Relations	13.0	13.0	0.0		
Eligibility	74.0	74.0	0.0		
Customer Service & CCR&R	22.0	22.0	0.0		
Quality & Education	72.0	53.0	(19.0)		
Total Program FTE	196.0	177.0	(19.0)		
Total Budget FTE	234.0	214.0	(20.0)		

5. *Defer contracting for some vendor services pending the availability of new stimulus funding. \$1,245 deferred pending available new funding:*

Vendor	Service	Budget	Reason for Deferral	New Start Date
Scholastic	Bookworms	\$300,000	Amount Flexible. Program Easily Starts and Stops	October
BLI	Business Training for Child Care Center Operators	\$50,000	Program begins in September	September
Children's Forum	INCENTIVE\$ Wage Supplements	\$500,000	Currently funded for \$575K, Supplemental funding tied to ARPA funding	October
One Beat	CPR training for Providers	\$20,000	Currently funded for \$20K, Supplemental funding tied to ARPA funding	October
Multiple	Professional Development Training and Coaching for Staff	\$75,000	Flexible Scheduling Available	October
M Network	Communications and Outreach for Programs	\$300,000	Amount Flixible. Hold for ARPA funding	August
Total Deferrals		\$1,245,000		

6. *Continue to advocate Statewide for timely allocations of all funding and for finding equitable solutions to funding formula flaws.*

Given the degree to which open enrollment has made clear that historical funding allocations fall far short of meeting the need for services in Broward and the disruptive impact on business operations and services when allocations are awarded inconsistently and often several months into the new fiscal year, staff remain committed to advocating for change. Staff continue to energetically educate legislator and regulators about the business consequences of:

- a. A funding formula that does not consider un-met need,
- b. A slow and inconsistent allocation process for DEL-controlled funding pools; and
- c. The lack of clear philosophical guidance about how the State views the balance between enrollments, provider reimbursement rates and the existence of waiting lists for School Readiness services.

7. Other FY24 Revenue Updates:

- a. ELC's FY24 VPK base funding allocation is approximately \$3 million lower than the previous year due to State Estimating Conference Projections showing a decrease in the number of participating 4-year-olds in Broward. The State has also opted not to renew the stimulus funded VPK rate premium available to Providers that pay \$15/hr or higher for their VPK teaching staff.
- b. DEL adjusts allocations for School Readiness rate differentials paid to qualifying providers based on their estimate of ELC's need under program rules. Rate differential allocations relate only to provider service qualifications during reimbursement calculation, and they have no effect on the number of children the Coalition can enroll.
- c. Children's Services Council has awarded ELC an additional \$1 million for FY24 to cover increased usage and higher costs for the Vulnerable Populations program now that the pandemic has subsided. The additional funds offset a net reduction of a similar amount in the Financially Assisted Child Care program that the Council approved last year but will not be realized until July 2023.
- d. Broward County has elected to increase funding for School Readiness match with another one-time funding award of \$900,000 for July to September 2023. Broward County has elected to increase funding for School Readiness match with another one-time funding award of \$900,000 for July to September 2023. The additional award will keep their funding level with prior year.
- e. DEL's large pandemic relief grants through the Preschool Development Grant (PDG), the Coronavirus Response and Relief Act (CRRSA), and the American Rescue Plan Act (ARPA) funds are all scheduled to sunset as of June 30, 2023. However, follow on funding from a \$315 million pool of residual ARPA funds is widely expected to be allocated by October for one final year of stimulus funded system support. DEL will provide guidance to the Coalitions about how these new funds may be spent.
- f. The A. D. Henderson Foundation recently awarded \$160,000 to fund two new Peer Navigator roles to assist and encourage parents to follow up on screenings (ASQs) that help to identify children with potential special needs.

Supporting Documentation:

- Preliminary FY 2024 Budget Detail and Comparative Chart
- ELC Organizational Chart

FY2024 Preliminary Budget by Business Activity (Proposed)

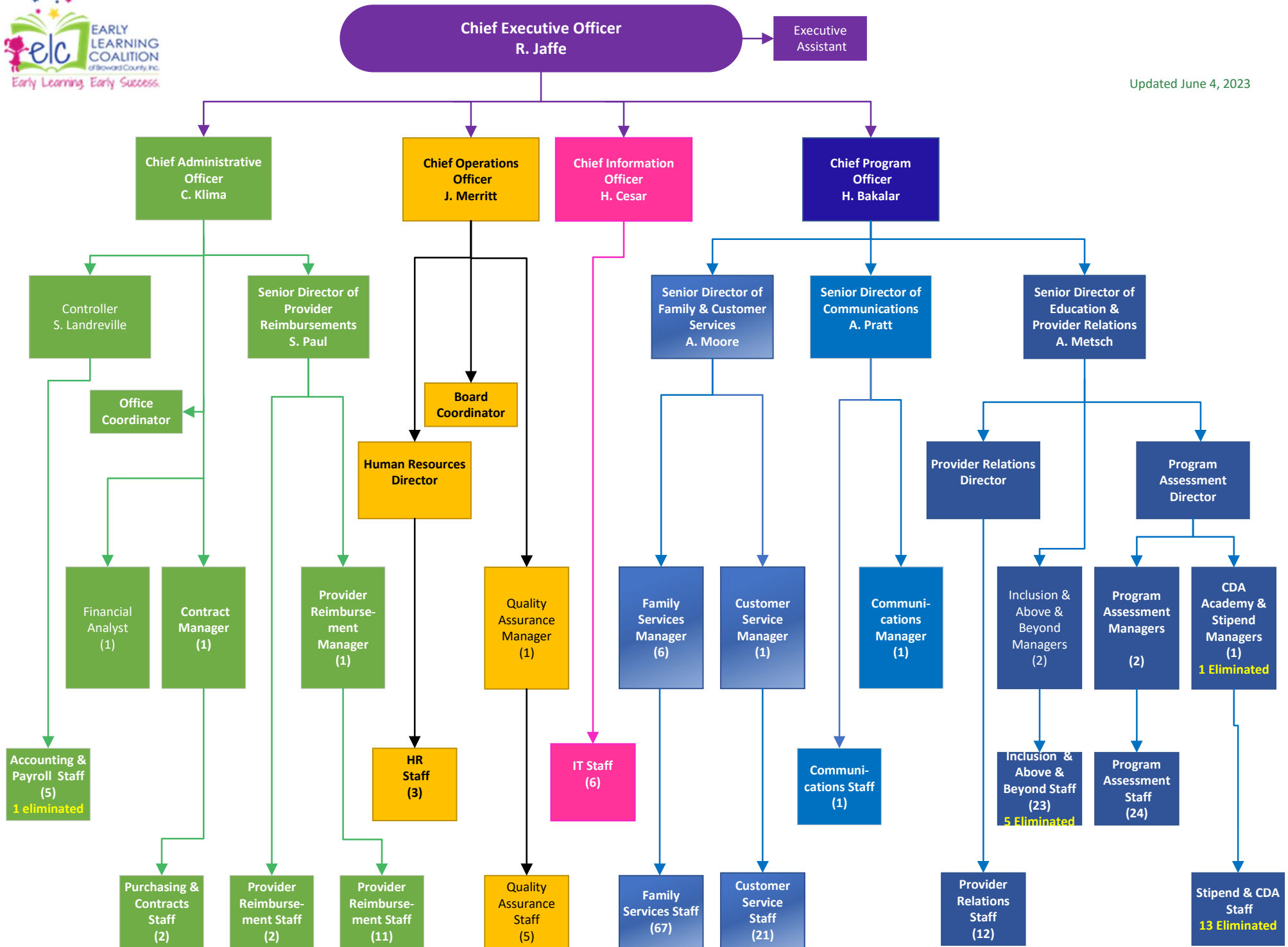


	Child Care Slots	Program Support Subsidized Child Care & CCR&R	Education & Quality Services	Administration	Total Budget
Revenue:					
Recurring					
DEL School Readiness	\$ 59,845,932	\$ 7,025,000	\$ 5,156,944	\$ 4,060,648	\$ 76,088,524
DEL School Readiness Match	5,124,438	-	-	-	5,124,438
DEL School Readiness Rate Differentials	9,745,555	-	-	-	9,745,555
DEL Program Assessments	-	-	-	-	-
DEL - Voluntary Pre-K	38,445,028	1,153,351	-	384,450	39,982,829
CSC - Income Eligible	3,233,565	269,464	-	89,821	3,592,850
CSC - Vulnerable Populations	3,137,393	261,449	-	87,150	3,485,992
Broward County- Income Eligible	2,894,663	271,375	-	90,458	3,256,496
Univ of Florida Lastinger Ctr	-	-	85,000	-	85,000
Local Match: United Way & Cities	400,000	-	-	-	400,000
Miscellaneous Grants & Program Income	-	-	202,000	8,000	210,000
Total Recurring	\$ 122,826,573	\$ 8,980,639	\$ 5,443,944	\$ 4,720,528	\$ 141,971,684
Non-Recurring Pandemic Relief					
DEL Preschool Development Grant	-	-	-	-	-
DEL-CARES/CRRSA Pandemic Relief	-	-	-	-	-
DEL - ARPA Stabilization & Workforce	-	-	-	-	-
DEL - ARPA VPK \$15/hr Wage Incentive	-	-	-	-	-
Total Non-Recurring Pandemic Relief	\$ -	\$ -	\$ -	\$ -	\$ -
Total All Revenue	\$ 122,826,573	\$ 8,980,639	\$ 5,443,944	\$ 4,720,528	\$ 141,971,684
Expense:					
Child Care Slots					
DEL School Readiness	\$ 59,845,932	\$ -	\$ -	\$ -	\$ 59,845,932
DEL School Readiness Match Pool	5,124,438	-	-	-	5,124,438
DEL School Readiness Rate Differentials	9,745,555	-	-	-	9,745,555
DEL - Voluntary Pre-K	38,445,028	-	-	-	38,445,028
CSC - Income Eligible	3,233,565	-	-	-	3,233,565
CSC - Vulnerable Populations	3,137,393	-	-	-	3,137,393
Broward County- Income Eligible	2,894,663	-	-	-	2,894,663
Local Match: United Way & Cities	400,000	-	-	-	400,000
Grants/Stipends	-	-	533,501	-	533,501
Total Slots & Grants/Stipends	\$ 122,826,573	\$ -	\$ 533,501	\$ -	\$ 123,360,074
Sub Recipient Expense					
Children's Forum	-	-	97,750	20,000	117,750
211-Broward	-	337,000	-	125,000	462,000
Total Sub Recipient Expense	\$ -	\$ 337,000	\$ 97,750	\$ 145,000	\$ 579,750
ELC Operating Expense					
Staff Costs	\$ -	\$ 8,160,048	\$ 4,206,788	\$ 3,695,080	\$ 16,061,916
Attorneys	-	-	-	109,000	109,000
Auditors	-	-	-	43,100	43,100
Temporary Staff	-	-	-	-	-
Consultants	-	6,250	87,900	70,000	164,150
Staff & Board Travel	-	-	60,000	15,000	75,000
Insurance	-	41,124	16,173	11,703	69,000
Office Rent & Utilities	-	286,549	107,588	77,852	471,989
Office Machines & Storage	-	-	-	4,806	4,806
Software Licenses	-	21,240	14,900	159,004	195,144
Phones/Internet/Web Page	-	95,523	37,567	29,584	162,674
Cell Phones	-	-	2,700	91,200	93,900
Sponsorships & Memberships	-	25,000	-	36,285	61,285
Books for Kids	-	-	50,000	-	50,000
Instructional Materials	-	-	50,000	-	50,000
Fees, Supplies & Other Misc Ops Costs	-	4,000	25,947	219,098	249,045
Computer Equipment	-	1,879	34,965	13,156	50,000
Furniture & Fixtures	-	-	-	-	-
Unallocated (Budget Only)	-	2,026	118,165	659	120,851
Total ELC Expense	\$ -	\$ 8,643,639	\$ 4,812,694	\$ 4,575,528	\$ 18,031,860

Proposed FY2024 Preliminary Budget Three Year Comparison



	FY2022 Actual	FY2023 Amendment 5 Proposed	FY2024 Preliminary Proposed	Change (Preliminary FY24 over FY23)	
Revenue:					
Recurring					
DEL School Readiness	\$ 66,402,097	\$ 91,444,515	\$ 76,088,524	\$ (15,355,991)	Additional Allocation Pending
DEL School Readiness Match	5,331,414	5,124,438	5,124,438	-	
DEL School Readiness Rate Differentials	8,561,947	14,984,311	9,745,555	(5,238,756)	Additional Allocation Pending
DEL Program Assessments	403,260	620,191	-	(620,191)	Allocation Pending
DEL - Voluntary Pre-K	34,068,364	43,973,704	39,982,829	(3,990,875)	Fewer 4-Year olds FY24 (DEL Estimate)
CSC - Income Eligible	3,514,532	4,923,314	3,592,850	(1,330,464)	Prior year reduction realized FY24
CSC - Vulnerable Populations	2,313,271	2,485,992	3,485,992	1,000,000	Additional funding awarded FY24
Broward County- Income Eligible	2,037,895	3,256,496	3,256,496	-	
Univ of Florida Lastinger Ctr	72,785	85,000	85,000	-	
Local Match: United Way & Cities	406,881	400,000	400,000	-	
Miscellaneous Grants & Program Income	13,103	50,000	210,000	160,000	AD Henderson Peer Navigator Program
Subtotal Recurring Revenue	\$ 123,125,548	\$ 167,347,961	\$ 141,971,684	\$ (25,376,277)	
Non-Recurring Pandemic Relief					
DEL Preschool Development Grant	256,437	387,496	-	(387,496)	Non-Recurring Pandemic Relief Funding
DEL-CARES/CRRSA Pandemic Relief	22,051,941	8,053,271	-	(8,053,271)	Non-Recurring Pandemic Relief Funding
DEL - ARPA Stabilization & Workforce	21,245,313	117,803,114	-	(117,803,114)	Non-Recurring Pandemic Relief Funding
DEL - ARPA VPK \$15/hr Wage Incentive	-	7,758,624	-	(7,758,624)	Non-Recurring Pandemic Relief Funding
Subtotal Pandemic Relief	\$ 43,553,691	\$ 134,002,505	\$ -	\$ (134,002,505)	
Total All Revenue	\$ 166,679,239	\$ 301,350,466	\$ 141,971,684	\$ (159,378,782)	
Expense:					
Child Care Slots & Grants/Stipends					
DEL School Readiness	\$ 53,570,539	\$ 77,957,449	\$ 59,845,932	\$ (18,111,517)	Additional Allocation Pending
DEL School Readiness Match Pool	5,331,414	5,124,438	5,124,438	-	
DEL School Readiness Rate Differentials	8,561,947	14,984,311	9,745,555	(5,238,756)	Additional Allocation Pending
DEL - Voluntary Pre-K	32,774,267	42,397,263	38,445,028	(3,952,235)	Fewer 4-Year olds FY24 (DEL Estimate)
DEL - ARPA VPK \$15/hr Wage Incentive	-	7,758,624	-	(7,758,624)	Non-Recurring Rate Incentive Ended
CSC - Income Eligible	3,170,100	4,430,983	3,233,565	(1,197,418)	Prior year reduction realized FY24
CSC - Vulnerable Populations	2,095,651	2,237,393	3,137,393	900,000	\$1M New funding awarded/90% to Slots
Broward County- Income Eligible	1,811,462	2,894,663	2,894,663	-	
Local Match: United Way & Cities	406,885	400,000	400,000	-	
Grants/Stipends	43,687,281	118,030,405	533,501	(117,496,904)	Non-Recurring Pandemic Relief Pgms Ended
Total Slots & Grants/Stipends	\$ 151,409,546	\$ 276,215,528	\$ 123,360,074	\$ (152,855,454)	
Sub Recipient Expense					
Children's Forum	112,098	237,308	117,750	\$ (119,558)	Non-Recurring Pandemic Relief Pgms Ended
211-Broward	447,355	462,000	462,000	-	
Total Sub Recipient Expense	\$ 559,453	\$ 699,308	\$ 579,750	\$ (119,558)	
ELC Operating Expense					
Staff Costs	\$ 12,137,603	\$ 16,323,014	\$ 16,061,916	\$ (261,098)	Non-Recurring Pandemic Relief Pgms Ended
Attorneys	46,613	109,000	109,000	-	
Auditors	46,800	42,500	43,100	600	
Temporary Staff	46,637	50,000	-	(50,000)	Not needed FY24
Consultants	536,852	556,488	164,150	(392,338)	Non-Recurring Pandemic Relief Pgms Ended
Staff & Board Travel	93,930	75,000	75,000	-	
Insurance	42,105	52,418	69,000	16,582	FY24 Renewal premium increases
Office Rent & Utilities	460,797	471,989	471,989	-	
Office Machines & Storage	7,005	11,410	4,806	(6,604)	Storage units now closed
Software Licenses	221,725	230,154	195,144	(35,010)	Eliminate GoToMeeting license package
Phones/Internet/Web Page	147,324	131,866	162,674	30,808	Add'l security features Office365/email FY24
Cell Phones	59,449	93,900	93,900	-	
Sponsorships & Memberships	65,525	66,285	61,285	(5,000)	
Books for Kids	249,260	550,000	50,000	(500,000)	Bookworms on hold pending allocations
Instructional Materials	111,766	4,822,841	50,000	(4,772,841)	Non-Recurring Pandemic Relief Pgms Ended
Fees, Supplies & Other Misc Ops Costs	328,025	273,803	249,045	(24,758)	Misc expense reductions
Computer Equipment	90,253	127,967	50,000	(77,967)	Fewer equip replacements needed
Furniture & Fixtures	675	11,542	-	(11,542)	Misc expense reductions
Depreciation	1,778	-	-	-	
Unallocated (Budget Only)	-	435,454	120,851	(314,603)	
Total ELC Operating Expense	\$ 14,694,122	\$ 24,435,630	\$ 18,031,860	\$ (6,403,770)	
Total Non-Slot Expense	\$ 15,253,575	\$ 25,134,938	\$ 18,611,610	\$ (6,523,328)	
Total Expense	\$ 166,663,121	\$ 301,350,466	\$ 141,971,684	\$ (159,378,782)	
Revenue over Expense	\$ 16,118	\$ -	\$ -	\$ -	





ITEM#/MEETING	FIN236RB4 / Finance Committee
MEETING DATE:	June 6, 2023
SUBJECT:	FY 2024 Purchases over \$35,000
FOR ACTION:	Yes
RECOMMENDED ACTION:	Approve FY 2024 Purchases over \$35,000
FINANCIAL IMPACT:	\$1,979,064
ELC STAFF LEAD	C. Klima

Background Information:

In accordance with ELC Fiscal Policy adopted in September 2019, all ELC Vendor Purchases over \$35,000 require prior approval from the Board. Contracts for the purchases will be presented to the Executive Committee

Current Status:

Program Purchases over \$35,000 for approval

Item	Vendor	Amount	Purpose	Renewal Status	Services
a.	Children's Forum	\$575,000	INCENTIVES® Wage Supplement Program	<ul style="list-style-type: none"> • Sole Sourced • Subrecipient agreement • Budget increase in FY23 • Reprocured in FY23 	<ul style="list-style-type: none"> • Provide wage supplements to educators that meet educational & professional milestones • \$448,500 stipends • 97,750 program support • 28,750 admin
b.	First Call for Help 211 Broward	\$462,000	Community Referral Services	<ul style="list-style-type: none"> • Sole Sourced • Subrecipient agreement • Reprocured in FY23 	<ul style="list-style-type: none"> • Provides Directory of Broward County Services • Referrals to ELC for CCR&R • Call Center Back Up & Emergency Coverage • Customer Service Training for ELC Call Center
d.	Business Leadership Institute	\$50,000	Business Development	<ul style="list-style-type: none"> • Procured FY20 • FY24 = Year 5 • Contract on hold pending funding 	<ul style="list-style-type: none"> • Business Leadership Training for Child Care Center Operators • Content promotes business resiliency & staff retention

Operating Purchases Over \$35,000 for Approval

Item	Vendor	Amount	Purpose	Renewal Status	Services
a.	Goren, Cherof, Doody & Ezrol PA	\$100,000	Legal Services	<ul style="list-style-type: none"> • Procured FY22 • FY24 = Year 2 • 3 Remaining Renewals 	<ul style="list-style-type: none"> • General Counsel Services Est. 400 hrs @ 250/hr= \$100,000
b.	AT&T	\$93,900	Cell Phones & Data	<ul style="list-style-type: none"> • Procured FY22 • FY24 = Year 2 • 3 Remaining Renewals 	<ul style="list-style-type: none"> • 110 Cell phones@ \$50/phone/mo = \$5,500 X 12: \$66,000 • <u>60 Hot spots @\$35/device/mo = 2,100 x 12: 25,200</u> TOTAL Annualized \$93,900
c.	Webauthor	\$75,000	CRM Software	<ul style="list-style-type: none"> • Procured FY20 • FY24 = Year 4 • 1 Remaining Renewal 	<ul style="list-style-type: none"> • Unlimited User Licenses \$5,000/month x 12 = \$60,000 • <u>Customization: 1,00 hours @ \$150/hour =15,000</u> TOTAL Not to Exceed \$75,000
d.	Keefe McCullough, LLP	\$43,100	External Audit	<ul style="list-style-type: none"> • Procured FY20 • FY24 = Year4 • 1 Remaining Renewal 	<ul style="list-style-type: none"> • Financial Audit of Fiscal Year 2022 \$27,750 • Financial Audit ELC Retirement Plan Year 2022 10,600 • Preparation of Annual IRS Form 990 2,750 • <u>Preparation of Annual IRS Form 5500 2,000</u> TOTAL Not to Exceed \$43,100
g.	Office365 Licenses and related services	\$75,000	Microsoft services	<ul style="list-style-type: none"> • Procurement Pending 	<ul style="list-style-type: none"> • Office 365 E3 Nonprofit Staff Pricing – 215 seats • Office 365 E5 Nonprofit Staff Pricing – 10 seats • Backup for Microsoft 365 Quota – 276 seats • Azure Active Directory Premium P2 – 225 seats • <u>Microsoft Intune Nonprofit – 225 seats</u> Total cost not to exceed \$75,000
h.	Revation Systems, Inc	\$96,972	Voice Over Internet Phone (VOIP) Services	<ul style="list-style-type: none"> • Procured FY 21 • FY24 = Year 3 • 3 year agreement 	<ul style="list-style-type: none"> • Monthly charge - \$7,255.17 x 12 = \$87,062.04 • <u>Livelinek Text feature = \$9,910</u> Total cost not to exceed \$96,972
i.	TBD	\$5,000	Employee, Board & Volunteer Recognition Purchases	<ul style="list-style-type: none"> • Grant Agreement Requires Board Approval 	<ul style="list-style-type: none"> • Plaques or Mementos recognizing service • Not to exceed \$100 per Item • Not to Exceed \$5,000 within a fiscal year

Recommended Action:

- Approve FY 2024 Vendor Purchases over \$35,000



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 May 2023

Vendor Name	Amount	Purpose
211 Broward	33,458.87	April 2023 Invoice
ADP, Inc.	2623.99	April 2023 Processing Charges
ADP, Inc.	1250.80	April 2023 Time & Attendance
AT&T Mobility	15,978.33	April 2023 Cell phones and Mobile hot spot
AT&T Mobility	9644.02	May 2023 Cell Phone & Data Charges
Blue Jean Software, Inc.	1,000.00	April 2023 Hosting & Maintenance & Support
Boyd Richard Parker & Colonnelli	1,312.50	February 2023 Legal Services
Boyd Richard Parker & Colonnelli	2531.50	March 2023 Legal Services
Business Card	10,441.86	Bank of America Ops Purchase C Klima (no individual items > \$1,000.00)
Business Card- Intermedia.NET INC	3,423.21	April 2023 Office 365
Business Card- ONTIMETELDIALMYCALLS	2,800.00	Broadcast credit Plan -Dial My Call
Business Card- Amazon.com	1,642.19	IT Equipment for Education Department
Business Card- Sun-Sentinel Company	1,500.00	April 2023 Top Workplace 2023 Package
Business Card- Intermedia.NET Inc	3,177.19	May 2023 Office 365
Business Leadership Institute for Early L	6,250.00	May 2023 Professional Development Training
Business Leadership Institute for Early L	6,250.00	April 2023 Professional Development Training
Carmen Nicholas	5,950.00	Class Observations for April 2023
Colonial Life & Accident Insurance Comp	5,759.60	May 2023 Employee Benefits
Council For Professional Recognition	10,498.00	CDA Value Package Standard Book For Children
Dell Marketing L.P.	5,360.00	Mobile Precision 7780
Florida Department of Education-Division	4,240.84	Fy21-22 SR KinderCare OP Due to DEL
Goren Cherof, Doody, & Ezrol, PA	7,352.10	March 2023 Legal Services
Goren, Cherof, Doody, & Ezrol, PA	4,650.00	April 2023 Legal Services
Hawks Agency LLC	5,750.00	May 2023 Keynote Speaker for Board Retreat
Internal Revenue Service	27,877.56	Levy Payment School for School of Excellence
Keefe McCullough	2,750.00	Services Through February 27, 2023
No More Mondays, LLC	8,100.00	April 2023 Training and Virtual Consultation
Paul Anthony Leboffe DBA Leboffe & Ass.	8,300.00	Executive Coaching Services
Pro-Tech International Security Inc	3,770.00	Install Access Control System
Rachel Polakoff	1,796.80	R. Polakoff Paycheck for PE 5/13/23
Revation System, Inc	7,255.17	April 2023 Services
Scholastic Inc.	4,996.70	Pre-School Appropriate Books
Sharity, Inc	11,000.00	May 2023 Milestone 3: Facilitation of 2023 Board Retreat
Staples, Inv. DBA Staples Contract	1,540.71	April 2023 Cart 16X18X15 Black/Red
Staples, Inv. DBA Staples Contract	1,053.13	April 2023 Office Supplies
Sun Life Assurance Company of Canada	24,161.77	May 2023 Employee Benefits
The Audio-Visual Group	3,299.00	Dukane ImagePro 662WL/Installation Projector
The Children's Forum	18,329.67	April 2023 Services
The M Network	5,000.00	April 2023 Communication & Outreach
The School Board of Broward County	1,020.00	May 2023 Gulfstream Lease & Custodial Fees
ThreatTrack Security, Inc, DBA VIPRE SeC	4,340.00	VIPRE Antivirus Renewal 03/30/23-03/29/24
United Training Commercial, LLC	2,500.00	Tine Management-4HRS May 23. 2023
United Training Commercial, LLC	2,500.00	Tine Management-4HRS May 25. 2023
Webauthor.Com LLC	5,000.00	May 2023 CRM Software License &AWS
Weauthor.Com LLC	1,500.00	April, May, June, CRM Software Licenses
Yvette Veras	2,450.00	Class Observation for April 2023



FY23 Match Fundraising Report

Funder	Status	Amount
Coconut Creek	Approved	\$ 25,690
Cooper City	No funding available	-
Coral Springs (Community Chest)	Approved	2,500
Dania Beach	No funding available	-
Davie	No funding available	-
Deerfield Beach	Approved	15,000
Ft. Lauderdale	Pending response	50,000
Hallandale Beach	Approved	10,000
Hollywood	Approved	10,000
Lauderdale By The Sea	Approved	2,000
Lighthouse Point	No Response	-
Lauderdale Lakes	No Response	-
Lauderhill	Approved	3,000
Margate	Approved	1,000
Miramar	Approved	5,000
North Lauderdale	Approved	5,000
Oakland Park	Not Approved	-
Parkland	Approved	3,000
Pembroke Park (Town)	No funding available	1,000
Pembroke Pines	Approved	35,000
Plantation	Approved	21,900
Pompano Beach	Approved	21,500
Tamarac	No Response	-
Sunrise	Approved	55,890
Southwest Ranches	No Response	-
West Park	No Response	-
Weston	Approved	5,893
Wilton Manors	Approved	5,000
		\$ 278,373
United Way	Committed as of July 1, 2022	130,000
Child Care Providers	Committed as of July 1, 2022	500,000
Broward County	Committed as of February 2023	2,894,662
CSC	Committed as of October 1, 2022	1,321,403
	Total SR Match	\$ 5,124,438



**Early Learning Coalition of Broward County
Finance & Executive Committee Attendance Chart FY 2022-2023**

QUORUM # NEEDED: 4

	FINANCE	Position	Term Started	Term Exp	Aug-30	Nov-01	Dec-06	Jan-31	Mar-28	Jun-06	TOTAL FY ABSENCES
1	Cindy Arenberg Seltzer	Chair	Jun-20	Jun-24	V	ABS	V	V	V		1
2	Dawn Liberta	Member	Aug-21		V	V	V	V	V		0
3	Renee Podolsky	Member			V	V	ABS	V	V		1
4	Twan Russell	Member			V	V	V	V	V		0
5	Laurie Sallarulo	Member			V	V	P	ABS	V		1
6	Zachary Talbot	Member	Jun-20		V	V	ABS	ABS	V		2

QUORUM # NEEDED: 4

	EXECUTIVE	Position	Term Started	Term Exp	Aug-30	Nov-01	Dec-06	Jan-31	Mar-28	Jun-06	TOTAL FY ABSENCES
1	Laurie Sallarulo	Chair			V	V	V	ABS	V		1
2	Dawn Liberta	First Vice Chair	Jun-20	Jun-24	V	V	V	V	V		0
3	Twan Russell	Second Vice Chair	Jun-20	Jun-24	V	V	V	V	V		0
4	Monica King	Secretary/PRC Chair	Jun-20	Jun-24	ABS	ABS	V	V	V		2
5	Cindy Arenberg Seltzer	Treasurer	Jun-20	Jun-24	V	ABS	V	V	V		1
6	Michael Asseff	Nominating Chair			V	V	V	V	V		0
7	Renee Podolsky	Audit Chair			V	V	ABS	V	V		1

Members who left During FY 22 - 23	Position	Term Started	Last Day							
Term										
V= Virtual Meeting										
X= Present at meeting										
ABS= Absent from Meeting										
P= phone attendance										
FM= First Meeting LM= Last Meeting										
Shaded areas - no meeting scheduled										
O:\Board\Board- Committee & Board Meetings\Board\FY 2022-2023										

Except for Chair an Officers term is for two years
No officer may hold the same elected position for more than (2) term of two years