

Head Start

Financial Report for the month of June 2021

(May 2021 Expenditures)

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
<i>12 month program ending 11-30-2021</i>							
Personnel	\$2,275,326.00	\$175,533.96	\$1,093,405.51	\$1,181,920.49	\$189,610.50	\$1,137,663.00	\$44,257.49
Fringe Benefits	\$568,831.00	\$46,402.37	\$281,753.96	\$287,077.04	\$47,402.58	\$284,415.50	\$2,661.54
Travel (4120)	\$10,000.00	\$0.00	\$247.09	\$9,752.91	\$833.33	\$5,000.00	\$4,752.91
Equipment	\$93,000.00	\$0.00	\$0.00	\$93,000.00	\$7,750.00	\$46,500.00	\$46,500.00
Supplies	\$200,250.00	\$14,963.36	\$40,324.88	\$159,925.12	\$16,687.50	\$100,125.00	\$59,800.12
Contractual	\$227,370.00	\$0.00	\$0.00	\$227,370.00	\$18,947.50	\$113,685.00	\$113,685.00
Facilities / Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (C5)	\$137,527.00	\$3,774.57	\$3,774.57	\$133,752.43	\$11,460.58	\$68,763.50	\$64,988.93
Other (C6)	\$546,741.00	\$0.00	\$0.00	\$546,741.00	\$45,561.75	\$273,370.50	\$273,370.50
Other (4120)	\$30,381.00	\$1,291.49	\$14,762.94	\$15,618.06	\$2,531.75	\$15,190.50	\$427.56
Other (4122)	\$506,863.00	\$56,972.71	\$309,202.26	\$197,660.74	\$42,238.58	\$253,431.50	(\$55,770.76)
Total	\$4,596,289.00	\$298,938.46	\$1,743,471.21	\$2,852,817.79	\$383,024.08	\$2,298,144.50	\$554,673.29
T&TA	\$40,381.00	\$1,291.49	\$15,010.03	\$25,370.97	\$3,365.08	\$20,190.50	\$5,180.47
Total							
USDA Reimbursements through April 2021							\$68,637.54
Estimated USDA Reimbursement for May 2021							\$12,664.04
							<u>\$635,974.87</u>
							Resulting (over)/under with USDA

* Total Over/Under without USDA

Accruals: \$4.00
 Actual year end payroll accrual \$70,000.00

Further Analysis	
Number of children	465
Number of classrooms	26

	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
Per Classroom	\$176,780.35	\$11,497.63	\$67,056.59	\$14,731.70	\$88,390.17	\$21,333.59
Per Child	\$9,884.49	\$642.88	\$3,749.40	\$823.71	\$4,942.25	\$1,192.85

IN-KIND (Non-Federal Share)				
	<u>Needed</u>	<u>This month</u>	<u>Total</u>	<u>Still need</u>
	\$978,006.00	\$117,591.74	\$776,589.75	\$201,416.25

Early Head Start

Financial Report for the month of June 2021

(May 2021 Expenditures)

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
<i>12 month program ending 11-30-2020</i>							
Personnel	\$144,990.00	\$10,845.17	\$61,815.68	\$83,174.32	\$12,082.50	\$72,495.00	\$10,679.32
Fringe Benefits	\$36,247.00	\$2,636.92	\$16,825.88	\$19,421.12	\$3,020.58	\$18,123.50	\$1,297.62
Travel (4120)	\$2,190.00	\$0.00	\$0.00	\$2,190.00	\$182.50	\$1,095.00	\$1,095.00
Equipment	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$500.00	\$3,000.00	\$3,000.00
Supplies	\$18,857.00	\$18.47	\$4,835.96	\$14,021.04	\$1,571.42	\$9,428.50	\$4,592.54
Contractual	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Facilities / Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (C5)	\$7,239.00	\$57.75	\$57.75	\$7,181.25	\$603.25	\$3,619.50	\$3,561.75
Other (C6)	\$28,776.00	\$0.00	\$0.00	\$28,776.00	\$2,398.00	\$14,388.00	\$14,388.00
Other (4120)	\$3,067.00	\$4.50	\$239.58	\$2,827.42	\$255.58	\$1,533.50	\$1,293.92
Other (4122)	\$22,453.00	\$1,400.64	\$6,717.67	\$15,735.33	\$1,871.08	\$11,226.50	\$4,508.83
Total	\$269,819.00	\$14,963.45	\$90,492.52	\$179,326.48	\$22,484.92	\$134,909.50	\$44,416.98
T&TA	\$5,257.00	\$4.50	\$239.58	\$5,017.42	\$438.08	\$2,628.50	\$2,388.92
Total							\$5,086.45
USDA Reimbursements through April 2021							\$1,747.22
Estimated USDA Reimbursement for May 2021							\$51,250.65
							Resulting (over)/under with USDA

* Total Over/Under without USDA

Accruals:
Actual year end payroll accrual \$5,000.00

	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
Per Classroom	\$134,909.50	\$7,481.73	\$45,246.26	\$11,242.46	\$67,454.75	\$22,208.49
Per Child	\$16,863.69	\$935.22	\$5,655.78	\$1,405.31	\$8,431.84	\$2,776.06

Further Analysis	
Number of children	16
Number of classrooms	2

IN-KIND (Non-Federal Share)				
	<u>Needed</u>	<u>This month</u>	<u>Total</u>	<u>Still need</u>
	\$58,451.00	\$1,992.33	\$10,991.12	\$47,459.88

Community Services of Northeast Texas, Inc.
Credit Usage Report

Board Report - June 2021

Sam's Club

Purchases for				-
Payment due by		Paid on		-
Balance				-

Line of Credit

Program	CSBG A	CSBG Cares	CEAP A	CEAP CARES
Highest May 2021 Balance	18,400.00	15,760.00	19,100.00	5,650.00
Current balance	12,500.00	4,350.00	-	-
Exp pay off date	7/31/2021	7/31/2021		

In House Line of Credit

Program	CSBG A	CSBG CARES	CEAP A	CEAP CARES
Highest May 2021 Balance	31,220.00	8,400.00	39,000.00	
Current balance	8,420.00	8,400.00		
Exp pay off date	7/31/2021	7/31/2021		

U.S. SMALL BUSINESS ADMINISTRATION LOAN

\$150,000

HEAD START and EHS NUTRITION PROGRAM

June 2021 Financial Report

For the month of May 2021

CACFP

	<u>Expenditures</u>	<u>Total To Date</u>
Operating Labor	\$ 7,541.56	54,341.12
Administrative Labor	1,609.50	10,795.45
Food	8,657.82	69,671.37
Supplies & Equipment	829.61	12,621.25
Purchased Services	-	0.00
Financial Costs	-	0.00
Media Costs	-	0.00
Operating Org Cost	316.00	316.00
Other	-	0.00
Total	<u>\$ 18,954.49</u>	<u>\$ 147,745.19</u>

TDHS REVENUE 14,411.26 113,823.25 (Income Starts October 2020)

CSNT Head Start Monthly Report

Program Year 02 2021 06CH011282/02

2021

Data Month **May**

CSNT HS Report
Revised 1/8/21

Head Start Attendance/Enrollment

Report Month	December	January	February	March	April	May	June	July	August	September	October	November
Funded Enrollment HS	465	465	465	465	465	465						
# additional students (partnerships)	-34	-17	-18	-18	-14	-22						
% with Special Needs	6%	6%	7%	9%	10%	11%						
ADA Funded Enrolled* (465)	84%	84%	87%	87%	87%	83%						
Enrollment (acutal students)	92%	90%	92%	92%	92%	88%						
Present/ Absent	393/38	391/57	408/39	417/35	444/36	386/57						
* If below 85% (Why) -	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

Non-Federal Share

\$978,005 **\$201,416** \$776,589 Needed **Grant Total** 75.08% Received **\$787,580**

	December	January	February	March	April	May	June	July	August	September	October	November
\$ 776,589	\$ 129,455	\$ 132,664	\$ 131,993	\$132,799	\$ 132,086	\$ 117,592						

Adimin Expenditures (including non-federal share)

*Grant Should not be above 15%	December	January	February	March	April	May	June	July	August	September	October	November
HS Total 11%	\$ 30,433	\$ 75,492	\$ 128,470	\$ 172,150	\$ 230,893	\$ 239,930						
Grant Total 11%	NA	NA	\$ 1,174,169	\$ 1,588,737	\$ 2,103,531	\$ 2,188,059						

Meals/Reimbursements

\$ 81,297	December	January	February	March	April	May	June	July	August	September	October	November
# of service days	16	18	15	22	20	21						
# of meals served	5,056	5,960	5,470	7,072	7,243	5,629						
CACFP Reimbursement	\$ 11,339	\$ 13,264	\$ 12,149	\$ 15,792	\$ 16,088	\$ 12,664						

Program Monitoring

	December	January	February	March	April	May	June	July	August	September	October	November
# Child Files Reviewed	102	68	158	237	340	22						
# Classrooms Observed	54	31	51	79	56	22						
Incomes Verified	10	10	10	10	50	0						
# Parents Interviewed	53	0	0	19	3	5						
# of Staff interviewed	2	17	12	12	11	0						
# Bus Routes Observed	0	0	0	0	0	5						
# Staff Files Reviewed	0	6	0	0	0	22						
# Community Contacts	38	40	63	40	78	0						
# of Findings	24	49	28	32	14	28						

Annual Self-Assessment Findings

Date: **Week of 2/18/2020 Completed 3/10/2021**

	December	January	February	March	April	May	June	July	August	September	October	November
# of findings	2	2	2	3	3	3						
# findings corrected	2	2	2	0	0	0						
# findings remaining	0	0	0	3	3	3						

Annual Detailed Monitoring Findings

Week of 12/1/2020 Completed 2/8/2021

	December	January	February	March	April	May	June	July	August	September	October	November
# of findings	7	6	6	6	6	6						
# findings corrected	7	0	4	4	6	6						
# findings remaining	0	6	2	2	0	0						

Program Updates

Preparing for New School Year
ACF-PI-HS-21-04 Office of Head Start Expectations for Head Start Programs in Program Year 2021–2022
ACF-PI-HS-21-03 FY 2021 American Rescue Plan Funding Increase for Head Start Programs

CSNT Early Head Start Monthly Report

Program Year 02 2021 06CH011282/02

2021

Data Month **March**

CSNT Early HS Report
Revised 1/8/21

Early Head Start Attendance/Enrollment

Report Month	December	January	February	March	April	May	June	July	August	September	October	November
Funded Enrollment EHS	16/16	16	16	16	16	16						
Over/Under Enrollment EHS	NA	-2	-1	0	0	0						
% with Special Needs	NA	14%	14%	19%	19%	19%						
ADA Funded Enrolled* (516)	NA	60%	70%	80%	90%	84%						
Enrollment (acutal students)	NA	80%	80%	92%	90%	84%						
Present/ Absent	NA	14/11	14/11	16/14	16/14	16/13						
* If below 85% (Why) -	NA	Sickness	Sickness	NA	NA	ISD Out						

Non-Federal Share

\$58,451 **\$47,460** \$10,991 81% Needed **Grant Total** 75.08% Received **\$787,580**

	December	January	February	March	April	May	June	July	August	September	October	November
\$ 10,991	\$ 1,052	\$ 1,052	\$ 1,052	\$ 2,158	\$ 3,684	\$ 1,992						

Adimin Expenditures (including non-federal share)

*Grant Should not be above 15%	December	January	February	March	April	May	June	July	August	September	October	November
EHS Total 10%	\$ 1,515	\$ 4,873	\$ 7,368	\$ 8,117	\$ 9,037	\$ 9,818						
Grant Total 11%	NA	NA	\$ 45,883	\$ 61,623	\$ 84,258	\$ 101,484						

Meals/Reimbursements

\$ 6,834	December	January	February	March	April	May	June	July	August	September	October	November
# of service days	0	9	14	17	20	20						
# of meals served	0	295	484	674	844	784						
CACFP Reimbursement	\$ -	\$ 654	\$ 1,073	\$ 1,491	\$ 1,869	\$ 1,747						

Program Monitoring

	December	January	February	March	April	May	June	July	August	September	October	November
# Child Files Reviewed	NA	0	6	6	6	0						
# Classrooms Observed	NA	1	6	6	7	1						
Incomes Verified	NA	14	14	0	0	0						
# Parents Interviewed	NA	0	0	1	1	0						
# of Staff interviewed	NA	0	0	0	0	0						
# Bus Routes Observed	NA	0	NA	NA	NA	0						
# Staff Files Reviewed	NA	0	0	0	0	0						
# Community Contacts	NA	1	0	5	5	0						
# of Findings/# Corrected	NA	2	3	0	0	1						

Annual Self-Assessment Findings

Date: **Week of 2/18/2020** **Completed 3/8/2021**

	December	January	February	March	April	May	June	July	August	September	October	November
# of findings	NA	NA	NA	3	3	3						
# findings corrected	NA	NA	NA	0	0	0						
# findings remaining	NA	NA	NA	3	3	3						

Annual Detailed Monitoring Findings

Week of 2/8/2021 **Completed NA**

	December	January	February	March	April	May	June	July	August	September	October	November
# of findings	NA	6	6	6	6	6						
# findings corrected	NA	0	4	4	6	6						
# findings remaining	NA	6	2	2	0	0						

Program Updates

EHS is Enrolling for New School Year
Preparing for End of School Activities