

**REQUEST FOR BUDGET REVISION OF 2023 UNOBLIGATED FUNDS  
HEAD START PROGRAM - GRANT NO. 09CH010862-5**

Community Services Bureau (CSB) is submitting this request for a budget revision of existing federal funding from Administration for Children and Families (ACF), Office of Head Start 2023 unobligated funds. CSB is requesting use of the unobligated funds in Construction and Other to support program needs for Personnel, Benefits and Contractual costs. These planned uses of unobligated funds are necessary to meet program requirements, to ensure successful implementation of the HS Program and to comply with federal rating requirements. The table below identifies the intended uses of these unobligated HS funds.

<b>DESCRIPTION</b>	<b>AMOUNT</b>
a. PERSONNEL	\$ 876,417
b. FRINGE BENEFITS	\$ 1,522,730
c. TRAVEL	\$ -0-
d. EQUIPMENT	\$ -0-
e. SUPPLIES	\$ -0-
f. CONTRACTUAL	\$ 561,046
g. CONSTRUCTION	\$ -500,000
h. OTHER	\$ -2,467,393
j. INDIRECT COSTS	\$ -0-
<b>I. TOTAL BUDGET REVISION</b>	<b>\$ -0-</b>

**(6a) PERSONNEL** **\$ 876,417**

**Permanent Salaries** **\$571,085**

The eight (8) month 2023 budget extension will leave a budget shortfall in permanent salaries. This increase will bridge the gap and allow the program to have sufficient funding for all staff for the remainder of the 2023 contract period.

**Temporary Salaries** **\$305,332**

Additional funds are needed in temporary salaries to cover costs for substitute teachers, student interns, account clerks and on policy council translator.

**(6b) FRINGE BENEFITS** **\$ 1,522,730**

**Regular Personnel Fringe Benefit** **\$1,484,838**

Percentage of fringe benefits based on the County Budget is as follows:

<b>Fringe Benefits</b>	<b>%</b>	<b>Regular HS Staff</b>
Social Security (FICA), State	11.37%	\$252,167
Disability, Unemployment(FUTA)	0.17%	3,770
Stat and Workers Comp	1.41%	31,271
Health/Dental/Life Insurance	26.68%	591,717
Retirement	25.70%	569,984
Other (Supplemental)	1.62%	35,929
<b>Total Fringe Benefits</b>	<b>66.95%</b>	<b>\$1,484,838</b>

**County temporary positions (non-permanent)** **\$37,892**

<b>Fringe Benefits</b>	<b>%</b>	<b>Temporary Staff</b>
Social Security (FICA), State	7.94%	\$24,243
Disability, Unemployment(FUTA)	0.8%	2,443
Stat and Workers Comp	3.67%	11,2056
<b>Total Fringe Benefits</b>	<b>12.41%</b>	<b>\$37,892</b>

**(6c) TRAVEL** **\$ -0-**

**(6d) EQUIPMENT** **\$ -0-**

**(6e) SUPPLIES** **\$ -0-**

**(6f) CONTRACTUAL** **\$ 561,046**

**OneSolution Technology** **\$151,530**

This contract increase will fund custom database enhancement to support program needs including improvements for collecting and reporting of Child Outcomes and Family Outcomes data.

**Other Contracts** **\$409,516**

CSB requires additional contractual funds to continue funding partners through August 2024.

**(6f) CONSTRUCTION** **\$-500,000**

Major renovation projects will not be completed by the end of the contract and unobligated funds have been re-budgeted to the contractual budget.

**(6h) OTHER** **\$-2,467,393**

Unobligated funds from the following categories will be re-budgeted to Personnel, Benefits and Contractual costs.

<b>Bldg. Maintenance/Repair &amp; Other Occupancy</b>	<b>-\$966,348</b>
<b>Incidental Alterations/Renovations</b>	<b>-\$450,000</b>
<b>Staff Trainings/Dev. Conf. Registrations/Memberships</b>	<b>-\$100,000</b>
<b>Mental Health, Disabilities, Health and Safety Trainings/Wellness</b>	<b>-\$100,000</b>
<b>Comprehensive Services with State Child Development Program</b>	<b>-\$751,045</b>

<b>FEDERAL 2023 HEAD START BUDGET REVISION REQUEST</b>	<b>\$-0-</b>
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<b>NON FEDERAL MATCH</b>	<b>\$-0-</b>
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