



# Mercer County Head Start Celina Public Preschool

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## Budget Revision Proposal

Mercer County Head Start has an aged bus fleet. On the very last student day of program year 16/17, the engine to Bus #34 quit working and over the summer months had to be “rebuilt”. This repair cost the grantee approximately \$8,700. While the Director ensures that the budget is designed to absorb unexpected costs such as repairs to transportation, it is in the best interest of the program to be proactive and not reactive.

In reviewing the budget for Fiscal Year 16/17, which ends on November 30<sup>th</sup>, the Director and Treasurer found unexpended dollars available to utilize towards the purchase of a new bus. These dollars are currently allocated to the Personnel, Fringe, and Supply line items.

Through assessing the expenditures throughout the program year, Mercer County Head Start averaged \$48,830 on personnel costs, \$26,974 on fringe & benefits, and \$4,758 on supplies monthly. This allowed for an estimated unspent amount of \$58,091 in personnel, \$17,655 in fringe & benefits, and \$14,336 in supplies. An estimated \$90,082 is available to be reallocated into the Equipment line item in the FY 16/17, Head Start budget.

Unexpended dollars in the Personnel and Fringe categories are a product of not immediately filling positions that were vacated by staff who placed bids available in the district, per contract language. Unexpended dollars in the Supply category are a result of the move to the Educational Complex and not purchasing items that had been earmarked for the Franklin facility.

The Head Start Director is asking for approval to reallocate unspent funds from the Personnel, Fringe, and Supply line items to the Equipment line item for the purchase of a 48 passenger, handicap – accessible bus for the Head Start program.

Respectfully submitted,

Amy Esser  
Director, Mercer County Head Start

HEAD START - 2017 GRANT

REVENUE

FEDERAL BUDGET	OTHER SOURCES	TOTAL REVENUES	REVENUE RECEIVED	REMAINING FUNDING
1,270,106.00	88,230.00	1,270,106.00	916,000.00	354,106.00
-	-	88,230.00	50,083.28	38,146.72
-	-	-	1,910.02	(1,910.02) (This was auction proceeds)
-	-	-	-	-
<b>Total</b>	<b>88,230.00</b>	<b>1,358,336.00</b>	<b>967,993.30</b>	<b>390,342.70</b>

EXPENSES

	FEDERAL BUDGET	OTHER SOURCES	TOTAL BUDGET	ACTUAL EXPENDED	EXPENDABLE BALANCE	ENCUMBERED/ REQUISITIONS	REMAINING BALANCE	ANTICIPATED ACCRUAL
Salary	644,051.00	-	644,051.00	537,130.48	106,920.52	-	106,920.52	-
Fringe Benefits	341,347.00	-	341,347.00	286,718.32	44,628.68	-	44,628.68	-
Programming	141,109.00	4,230.00	145,339.00	51,460.49	93,878.51	15,677.25	78,201.26	-
Supplies	102,774.00	84,000.00	186,774.00	52,336.25	134,437.75	36,101.89	98,335.86	-
Capital Outlay	-	-	-	-	-	-	-	-
Other Expenditures	8,500.00	-	8,500.00	1,942.00	6,558.00	1,029.00	5,529.00	-
<b>PA22 subtotal</b>	<b>1,237,781.00</b>	<b>88,230.00</b>	<b>1,326,011.00</b>	<b>939,587.54</b>	<b>386,423.46</b>	<b>52,808.14</b>	<b>333,615.32</b>	<b>-</b>
<b>Training &amp; Technical Services</b>	<b>419</b>							
Training & technical serv (job code 400)	11,648.00	-	11,648.00	17,764.43	(6,116.43)	100.00	(6,216.43)	-
Staff out of town travel	7,584.00	-	7,584.00	9,496.22	(1,912.22)	3,244.00	(5,156.22)	-
<b>Subtotal Purch Service</b>	<b>19,232.00</b>	<b>-</b>	<b>19,232.00</b>	<b>27,260.65</b>	<b>(8,028.65)</b>	<b>3,344.00</b>	<b>(11,372.65)</b>	<b>-</b>
Training & Tech Supplies	13,093.00	-	13,093.00	991.69	12,101.31	-	12,101.31	-
T&TA -PA20	13,093.00	-	13,093.00	991.69	12,101.31	-	12,101.31	-
Return of Board Advance	32,325.00	-	32,325.00	28,252.34	4,072.66	3,344.00	728.66	-
<b>TOTALS</b>	<b>1,270,106.00</b>	<b>88,230.00</b>	<b>1,358,336.00</b>	<b>967,839.88</b>	<b>390,496.12</b>	<b>56,152.14</b>	<b>334,343.98</b>	<b>-</b>

TOTAL REVENUE OVERUNDER TOTAL EXPENDITURES 153.42