



FINANCE COMMITTEE MEETING
April 30, 2020, 10:00 am
Zoom Meeting, Meeting ID: 944 3161 1249

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|------|--|-----------|
| I. | Welcome & Introductions | Bob Eadie |
| II. | Approval of Minutes | Bob Eadie |
| | A. Motion to approve minutes for March 2020 | |
| III. | Financial Statements | Bob Eadie |
| | A. School Readiness/VPK | |
| | B. Early Head Start | |
| IV. | Resolutions | Bob Eadie |
| | A. Resolution 04302020-01 - Authorize the President and CEO to negotiate and execute the contracts listed within the background section of this resolution, adding all funding sources and shared services as allowed under funder's guidelines. | |
| | B. Resolution 04302020-02 - Authorize the President and CEO to apply to, negotiate, execute and receive funds from the grantors listed in the background section of this resolution. | |
| | C. Resolution 04302020-03 - Authorize the President and CEO to approve the Initial Budget and approve the allocation and expenditure of funds for fiscal year 2020-2021. | |
| | D. Resolution 04302020-04 - Authorize the President and CEO to submit supplemental applications and receive the Early Head Start funds for the Cost-of-Living Adjustment (COLA) and Quality Improvement (QI), as well as COVID-19 Impact Supplement under the Coronavirus Aid Relief and Economic Security (C.A.R.E.S.) Act. | |
| V. | Information Items | Bob Eadie |
| | A. Update on EFS Modernization | |
| | B. Reconciliation Project | |
| | C. EHS Credit Card Report | |
| | D. Slot Utilization | |
| | • Miami Dade County | |
| | • Monroe County | |
| | • Title V | |
| VI. | Public Comments | Bob Eadie |

Mission: To promote high-quality school readiness, voluntary pre-kindergarten and after school programs, thus increasing all children's chances of achieving future educational success and becoming productive members of society. The Coalition seeks to further the physical, social, emotional and intellectual needs of Miami-Dade and Monroe County children with a priority toward the ages before birth through age 5.

VII. Meeting Adjourn

Bob Eadie

Mission: To promote high-quality school readiness, voluntary pre-kindergarten and after school programs, thus increasing all children's chances of achieving future educational success and becoming productive members of society. The Coalition seeks to further the physical, social, emotional and intellectual needs of Miami-Dade and Monroe County children with a priority toward the ages before birth through age 5.



Finance Committee Meeting
March 26, 2020; 10:00 AM
Via Conference Call

Committee Attendees: Adrian Alfonso; Bob Eadie; Gilda Ferradaz; Chuck Mohr

Absent Committee: Alex Soto

Staff Attendees: Evelio Torres; Alex Sanchez; Sandra Gonzalez; Angelo Parrino; Miguel Alfonso; Cassie Alaniz; Lisney Badillo; Lissandra Curbelo; Adelina Gross; Mercy Castiglione; Vanessa Aguilera; Fiorella Altare-Christie

I. Welcome and Introductions **Bob Eadie**

- B. Eadie called the meeting to order and welcomed everyone. Quorum was established.

II. Approval of Minutes **Bob Eadie**

- Motion to approve minutes by A. Alfonso.
- Motion seconded by G. Ferradaz.
- Motion unanimously passed.

III. Financial Statements **Bob Eadie**

- A. Sanchez reviewed the financials and stated that they were in line with prior years, business as usual. A. Sanchez stated that the budget was reflecting a surplus in School Readiness to offset the surplus the ELC has eliminated the wait list, will be holding a quality fair and will increase the provider's rates. A. Sanchez stated that VPK is also reflecting a surplus but the ELC was able to pay Miami Dade County Public Schools, which was approximately 8 million, and this should bridge the gap. A. Sanchez stated that Early Head Start was reflecting a deficit. A. Parrino stated that to offset this deficit they have implemented different programs to save on costs, allocation was aligned to partially pay employees through School Readiness, new contracts were renegotiated, have stopped relying so much on dual enrollment, have frozen hiring, and have requested supplemental monies to finish playgrounds.
- B. Eadie asked if they were having some sense of what are true finance are. M. Castiglione stated that they were no longer working on estimates but with EFS mod reports. M. Castiglione stated that they were more comfortable with these current reports and did not think that they would have to go back and reconcile. M. Castiglione stated that she was not sure if these reports were 100% accurate because there were still some glitches



in the system. C. Mohr asked if it was possible to hold some money in contingency to offset the cost of the reconciliation process. M. Castiglione responded that unfortunately that could not be done because the ELC was a cost reimbursement program. B. Eadie asked if there would be an impact on budget due to the COVID19. E. Torres responded that there were approximately 700 providers closed now, they continue to receive payment whether opened or closed on full enrollment. E. Torres stated that the expectation was that they would continue to pay the teachers but it would be difficult because of private pay; the providers have lost a lot of money and may not be able to pay full salaries. E. Torres stated that the current situation should not have a huge impact on the ELC. E. Torres stated that they would be waiving all parent fees. A. Alfonso suggested sending out information to the providers about the stimulus bill, as this would be beneficial to providers to pay employees through grants. E. Torres stated that 3.5 billion in grants and that childcare was included, also companies that have less than 500 employees can apply for the loan. G. Ferradaz asked if they are paying providers based on enrollment and not attendance. E. Torres responded yes. A. Parrino stated that on March 16, they began paying providers regardless of attendance and April 1 they would begin to waive parent fee.

IV. Resolutions

Bob Eadie

- Resolution 0326020-01 - Approval of the Evaluation Committee's recommendation to award contracts for RFP#ELCMDM2020-01 (Quality Materials for Miami-Dade and Monroe Counties), and authorize the President and CEO to negotiate and execute contracts with the selected vendors.
- B. Eadie suggested taking a block vote on resolution 01-05. C. Mohr asked if there was protection in these contracts to adjust for the consequences of the coronavirus. A. Alfonso recommend getting counsel from the attorney Bob de la Fuente. E. Torres suggested reviewing the resolutions one at a time to identify the high-risk ones. L. Badillo stated that there was an indemnity clause in the contracts and that this was the beginning stage next, they would go through the negotiation processes. G. Ferradaz stated that there was a large span in the ratings; and ask if the ELC will contract with the higher rated first? L. Badillo stated that the highest rated was an existing vendors but all will be selected. E. Torres stated that this was for the quality fair and the providers would select the items not the ELC.
 - Motion to approve resolution by A. Alfonso.
 - Motion seconded by G. Ferradaz.
 - Motion unanimously passed.
- Resolution 03262020-02 - Approval of the Evaluation Committee's recommendation to award contracts for RFP#ELCMDM2020-02 (Curriculum Materials for Miami-Dade and Monroe Counties), and authorize the President and CEO to negotiate and execute contracts with the selected vendors.



- Motion to approve resolution by G. Ferradaz.
 - Motion seconded by A. Alfonso.
 - Motion unanimously passed.

- Resolution 03262020-03 - Approval of the Evaluation Committee's recommendation to award a contract for RFP#ELCMDM2020-03 (Enterprise Network Support and Hosting Services), and authorize the President and CEO to negotiate and execute a contract with the selected vendor.

- E. Torres stated that this would be high-risk contract and should be sent to board counsel.
 - Motion to approve resolution by A. Alfonso.
 - Motion seconded by C. Mohr.
 - Motion unanimously passed.

- Resolution 03262020-04 - Approval of the Evaluation Committee's recommendation to award a contract for RFP#ELCMDM2020-04 (Provider Portal Hosting and Dashboard Services), and authorize the President and CEO to negotiate and execute a contract with the selected vendor.

- - Motion to approve resolution by A. Alfonso.
 - Motion seconded by G. Ferradaz.
 - Motion unanimously passed.

- Resolution 03262020-05 - Approval of the Evaluation Committee's recommendation to award contracts for RFP#ELCMDM2020-02 (Curriculum Materials for Miami-Dade and Monroe Counties), and authorize the President and CEO to negotiate and execute contracts with the selected vendors.
 - Motion to approve resolution by G. Ferradaz.
 - Motion seconded by A. Alfonso.
 - Motion unanimously passed.

- Resolution 03262020-02 - Approval of the Evaluation Committee's recommendation to award contracts for RFP#ELCMDM2020-02 (Curriculum Materials for Miami-Dade and Monroe Counties), and authorize the President and CEO to negotiate and execute contracts with the selected vendors.
 - Motion to approve resolution by G. Ferradaz.
 - Motion seconded by A. Alfonso.
 - Motion unanimously passed.



V. Information Items

Bob Eadie

- B. Eadie stated that the EHS credit card report was in the packet for the board members to review.
- S. Gonzalez presented the snapshots and stated that there was 485 children on the School Readiness wait list and that Monroe County's remained at 0.

VI. Public Comment

Bob Eadie

VII. Adjourn

bob Eadie

DRAFT

Early Learning Coalition of Miami-Dade and Monroe Counties

Statement of Financial Position

(In thousands \$000)

	Unaudited As of 3/31/2020
Assets	
Cash & Cash Equivalents	12,682
Grants Receivable	22,602
VPK Prepayment	16,574
Property and Equipment, Net	357
Other Assets	190
 Total Assets	 \$ 52,405
Liabilities	
Accounts Payable	12,096
Advances Due to OEL & Other	13,105
VPK Prepayment	12,387
Accrued Expenses & Other Liabilities	13,709
 Total Liabilities	 51,297
Net Assets	
Unrestricted	660
Temporarily Restricted	448
Total Net Assets	1,108
 Total Liabilities and Net Assets	 \$ 52,405

Early Learning Coalition of Miami-Dade and Monroe Counties

Statement of Activities
(In thousands \$000)

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>3/31/2020</u>
Support and revenues			
Grants	\$ 85	\$ 133,660	\$ 133,745
Contributions and Other	0	(5)	(5)
Net Assets Released from Restrictions	<u>133,748</u>	<u>(133,748)</u>	<u>0</u>
 Total Support and Revenues	 133,832	 (92)	 133,740
 Expenses			
Early Education Services	128,464		128,464
Administration	<u>5,284</u>		<u>5,284</u>
 Total Expenses	 <u>133,748</u>	 <u>0</u>	 <u>133,748</u>
 Change in Net Assets	 85	 (92)	 (8)
 Beginning Net Assets	 575	 540	 1,116
 Ending Net Assets	 <u>\$ 660</u>	 <u>\$ 448</u>	 <u>\$ 1,108</u>

Early Learning Coalition of Miami-Dade and Monroe Counties
Statement of Functional Expenses
(In thousands \$000)

	<u>Early Education Services</u>	<u>Administration</u>	<u>Preliminary YTD 3/31/2020</u>
Expenses:			
Payroll & Employee Benefits	10,816	3,487	14,303
Direct Child Care Services	114,788	0	114,788
Contracted Services-Subrecipients	569	5	574
Dues & Subscriptions	5	4	9
Occupancy Costs	1,007	226	1,233
Telephone & Communications	160	234	395
Equipment Repair & Maintenance	2	3	6
Postage & Freight	3	26	29
Printing	48	7	55
Professional Fees	102	695	798
Travel & Transportation Expenses	93	40	133
Program Supplies	620	25	644
Meetings & Conferences	23	8	31
Insurance-General & Liability	98	8	106
Office	0	488	488
Other Administrative Costs	128	27	155
Total Expenses	\$ 128,464	5,284	133,748

Early Learning Coalition of Miami-Dade and Monroe Counties
Statement of Cash Flows
(In thousands \$000)

	Preliminary YTD 3/31/2020
Cash Flows From Operating Activities	
Change In Net Assets	(8)
Adjustments to reconcile change in net cash provided by	
Depreciation Expense	0
(Increase) Decrease in Assets:	
Grants Receivables	(16,259)
Other Assets	(87)
VPK Prepayment	(16,574)
Increase (Decrease) in Liabilities:	
Accounts Payable-Vendors	(5,319)
Other Accrued Expenses & Other Payables	12,774
Advances Due to OEL	24,566
Advances Due to Other Grantors	(394)
Deferred Revenues	0
Total Adjustments	(1,293)
Net Cash Flows From Operating Activities	(1,301)
Cash Flows from Investing Activities:	
Purchase of furniture and equipment	
Net Cash Flows From Investing Activities	
Change in Cash	(1,301)
Cash - Beginning of Period	13,983
Cash Balance End of Period	\$ 12,682



BUDGET VARIANCE
March
2020
In 000'S

School Readiness					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	138,159	7,563	77,359	44.01%	25.00%
EXPENDITURES					
Salary and Fringe	15,855	1,104	10,931	31.06%	
Child Care Services	110,501	6,172	62,886	43.09%	
Contractual Services	3,204	57	1,070	66.62%	
Occupancy	1,585	159	1,428	9.92%	
Travel/Conf/Dev	338	6	119	64.72%	
Program Activity	6,024	7	484	91.96%	
IT	326	17	277	15.18%	
Other	326	40	217	33.60%	
TOTAL EXP	138,159	7,563	77,411	43.97%	25.00%

VPK					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	55,987	5,299	39,495	29.46%	25.00%
EXPENDITURES					
Salary and Fringe	1,437	66	486	66.18%	
Child Care Services	53,834	5,271	38,545	28.40%	
Contractual Services	71	3	26	63.16%	
Occupancy	124	6	72	41.49%	
Travel/Conf/Dev	13	1	5	57.24%	
Program Activity	372		15	95.95%	
IT	64	1	12	80.74%	
Other	73	4	350	-381.81%	
TOTAL EXP	55,987	5,352	39,512	29.43%	25.00%

EARLY HEAD START					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
Office of Head Start	10,211	829	7,971	21.94%	25.00%
EXPENDITURES					
Salary and Fringe	3,186	185	2,264	28.93%	
Child Care Services	6,042	577	4,934	18.34%	
Contractual Services	409	8	189	53.79%	
Occupancy	167	25	263	-57.69%	
Travel/Conf/Dev	90	21	120	-34.27%	
Program Activity	110	6	123	-11.76%	
IT	6	3	7	-17.94%	
Other	203	6	71	65.18%	
TOTAL EXP	10,211	829	7,971	21.94%	25.00%

TCT and OTHER					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
The Children's Trust	13,230	1,194	8,596	35.03%	
Other	260	1	360	-38.49%	
Refugee	883	69	610	30.92%	
Teen Parent	545			100.00%	
	14,918	1,264	9,566	35.88%	25.00%
EXPENDITURES					
Salary and Fringe	2,078	12	495	76.19%	
Child Care Services	11,538	1,246	8,733	24.32%	
Contractual Services	517	1	87	83.20%	
Occupancy	60	1	49	18.96%	
Travel/Conf/Dev	101		9	91.29%	
Program Activity	573	-2	77	86.58%	
IT	31	3	44	-41.40%	
Other	20		12	41.08%	
TOTAL EXP	14,918	1,261	9,504	36.29%	25.00%
NET		3	61		

TOTAL	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	194,147	12,862	116,854	39.81%	
Office of Head Start	10,211	829	7,971	21.94%	
The Children's Trust	13,230	1,194	8,596	35.03%	
Other	260	1	360	-38.49%	
Refugee	883	69	610	30.92%	
Teen Parent	545			100.00%	
TOTAL REVENUE	219,276	14,955	134,390	38.71%	25.00%
EXPENDITURES					
Salary and Fringe	22,556	1,367	14,175	37.15%	
Child Care Services	181,915	13,266	115,098	36.73%	
Contractual Services	4,201	69	1,372	67.35%	
Occupancy	1,936	191	1,812	6.38%	
Travel/Conf/Dev	541	26	254	53.09%	
Program Activity	7,079	11	699	90.13%	
IT	427	23	339	20.48%	
Other	622	51	649	-4.40%	
TOTAL EXP	219,276	15,004	134,398	38.71%	25.00%
NET		-49	-8		



Early Learning Coalition Finance Committee Meeting

April 30, 2020

Resolution: 04302020-01

Action Requested: Authorize the President and CEO to negotiate and execute the contracts listed within the background section of this resolution, adding all funding sources and shared services as allowed under funder's guidelines.

Fiscal Impact: An approximate amount of \$2,775,010.00 for fiscal year 2020-2021 which is subject to the availability of funding.

Funding Source: Department of Health and Human Services, Administration for Children and Families, Florida Department of Children and Families, Florida Department of Education Office of Early Learning Miami-Dade and Monroe (School Readiness Services, Voluntary Prekindergarten Services), Ocean Reef Community Foundation, Monroe County School District, Teen Parent Program, The Children's Trust.

Strategic Goal:

<input checked="" type="checkbox"/> Neediest Children	<input checked="" type="checkbox"/> Providers
<input checked="" type="checkbox"/> Youngest Children	<input checked="" type="checkbox"/> Internal Capacity
<input checked="" type="checkbox"/> Educate All	<input type="checkbox"/> Funding

RESOLUTION: 04302020-01

AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE THE CONTRACTS LISTED WITHIN THE BACKGROUND SECTION OF THIS RESOLUTION, ADDING ALL FUNDING SOURCES AND SHARED SERVICES AS ALLOWED UNDER FUNDER'S GUIDELINES.

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Executive Committee of the Early Learning Coalition of Miami-Dade/Monroe, Inc., and shall recommend that the Executive Committee approve this action at the next Executive Committee Meeting.

Background:

CONTRACTS FY 2020-2021				
PROGRAM SERVICES				
Contractor/Grantor	Program/Services	Funding Source	Term	Proposed FY 2020-2021
Citrus Health Network, Inc.	Developmental Screening Follow up and Individualized Support	SR	July 1, 2020 -June 30, 2021	\$770,000.00
NON-PROGRAMATIC SERVICES				
Contractor/Grantor	Program/Services			Amount
Verdeja, De Armas & Trujillo, LLP	External Audit Services	APOOL*	July 1, 2020 -June 30, 2021	\$75,000.00
CDW Government, LLC	Information Technology Equipment	APOOL*		\$1,300,000.00
PROFESSIONAL SERVICE AGREEMENTS				
Contractor/Grantor	Program/Services			Amount
Miami- Dade Family Learning Partnership, Inc.	Infant/Toddler Parent Support Services	SR	July 1, 2020 -June 30, 2021	\$65,000.00
SoFla Voice and Data Inc.	Phone Service, Maintenance & Support	APOOL*		\$267,510.00
Lehtinen Schultz, PLLC	Legal Services	APOOL*		\$62,500.00
Teachstone Training, LLC	Professional Development & Resources for Positive Adult/Child Interactions	SR		\$60,000.00
Miami Janitorial Supplies, Inc.	Cleaning/Janitorial	APOOL*		\$90,000.00
WebAuthor, LLC	Procurement Software	APOOL*		\$85,000.00
			Total	\$2,775,010.00

*APOOL (Specific Funding Sources): Department of Health and Human Services, Administration for Children and Families, Florida Department of Children and Families, Florida Department of Education Office of Early Learning Miami-Dade and Monroe (School Readiness Services, Voluntary Prekindergarten Services), Ocean Reef Community Foundation, Monroe County School District, Teen Parent Program, The Children's Trust.



Early Learning Coalition Finance Committee Meeting

April 30, 2020

Resolution: 04302020-02

Action Requested: Authorize the President and CEO to apply to, negotiate, execute and receive funds from the grantors listed in the background section of this resolution.

Fiscal Impact: An approximate amount of \$215,490,076.00 for fiscal year 2020-2021, which is subject to the availability of funding.

Funding Source: Florida Department of Education Office of Early Learning, Department of Health and Human Services, Administration for Children and Families, Monroe County School Board Teenage Parent Program (TAP), The Children's Trust, Florida Department of Children and Families, Ocean Reef, University of Florida Lastinger Center

Strategic Goal:

<input checked="" type="checkbox"/> Neediest Children	<input checked="" type="checkbox"/> Providers
<input checked="" type="checkbox"/> Youngest Children	<input checked="" type="checkbox"/> Internal Capacity
<input checked="" type="checkbox"/> Educate All	<input checked="" type="checkbox"/> Funding

RESOLUTION: 04302020-02

AUTHORIZE THE PRESIDENT AND CEO TO APPLY TO, NEGOTIATE, EXECUTE AND RECEIVE FUNDS FROM THE GRANTORS LISTED IN THE BACKGROUND SECTION OF THIS RESOLUTION.

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Executive Committee of the Early Learning Coalition of Miami-Dade/Monroe, Inc., and shall recommend that the Executive Committee approve this action at the next Executive Committee Meeting.

Background:

Authorize the President and CEO to apply to, negotiate, execute and receive funds from the grantors listed below. This resolution is for a total amount of approximately \$215,490,076.00, which is subject to the availability of funding.

The following table describes the grants for fiscal year 2020-2021:

Grants FY 2020-2021			
Grant	Program	Term	Proposed FY 2020-2021 Amount
Florida Department of Education Office of Early Learning	School Readiness	FY 2020-2021	\$136,719,527.00 (yearly)
Florida Department of Education Office of Early Learning	Program Assessment		\$855,283.00 (yearly)
Florida Department of Education Office of Early Learning	Voluntary Prekindergarten		\$55,987,176.00 (yearly)
Florida Department of Education Office of Early Learning	Voluntary Prekindergarten Outreach & Awareness and Monitoring Initiative		\$105,293.00 (yearly)
Florida Department of Education Office of Early Learning	Preschool Development Grant Services		\$584,681.00 (yearly)
The Children's Trust-The Office of Early Learning Match Program (Florida Child Care Executive Partnership) Match #1913-1650	Match		\$1,230,000.00 (yearly)
The Children's Trust-Early Learning Performance Funding Project #1911-1650	Childcare Quality Improvements		\$8,000,000.00 (yearly)
Ocean Reef-Monroe	Monroe County Providers		\$8,000.00 (yearly)
University of Florida Lastinger	Professional Development Project		\$90,000.00 (yearly)
Teenage Parent Program (TAP) Monroe	Educational Services		\$45,000.00 (yearly)
Florida Department of Children and Families Refugees	Refugees		\$529,730.00 (yearly)
Department of Health and Human Services	Early Head Start		\$10,685,386.00 (yearly)
The Children's Trust	Early Head Start-Match		\$650,000.00 (yearly)
Total:			\$215,490,076.00



Early Learning Coalition Finance Committee Meeting

April 30, 2020

Resolution: 04302020-03

Action Requested: Authorize the President and CEO to approve the Initial Budget and approve the allocation and expenditure of funds for fiscal year 2020-2021.

Fiscal Impact: An approximate amount of \$215,490,076 for fiscal year 2020-2021, which is subject to the availability of funding.

Funding Source: Department of Health and Human Services, Administration for Children and Families, Florida Department of Children and Families, Department of Education Office of Early Learning Miami-Dade and Monroe (School Readiness Services, Voluntary Prekindergarten Services), Ocean Reef Community Foundation, Monroe County School District, Teen Parent Program, The Children's Trust.

Strategic Goal:

<input type="checkbox"/> Neediest Children	<input type="checkbox"/> Providers
<input type="checkbox"/> Youngest Children	<input type="checkbox"/> Internal Capacity
<input type="checkbox"/> Educate All	<input checked="" type="checkbox"/> Funding

RESOLUTION: 04302020-03

AUTHORIZE THE PRESIDENT AND CEO TO APPROVE THE INITIAL BUDGET AND APPROVE THE ALLOCATION AND EXPENDITURE OF FUNDS FOR FISCAL YEAR 2020-2021.

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Executive Committee of the Early Learning Coalition of Miami-Dade/Monroe, Inc., and shall recommend that the Executive Committee approve this action at the next Executive Committee Meeting.

Background:

The Early Learning Coalition’s fiscal year begins July 1, 2020. The Final Notice of Award will not be issued by the Office of Early Learning (“OEL”) until the end of June and current year grant closeouts will not be finalized until July 2020. Once the Final Notice of Award is received, we will be presenting the First Amendment to the Budget for the fiscal year 2020-2021.

SCHOOL READINESS		VPK		EARLY HEAD START		TCT		Other		TOTAL	
Category	Forecast	Category	Forecast	Category	Forecast	Category	Forecast	Category	Forecast	Category	Forecast
REVENUE:	138,159,491	REVENUE:	55,987,176	REVENUE:	10,685,386	REVENUE:	9,880,000				
								Refugee	529,730	State of Florida	194,146,667
								Teen Parent	45,000	Office of Head Start	10,685,386
								* Other	203,293	The Children's Trust	9,880,000
								REVENUE:	778,023	Refugee	529,730
										Teen Parent	45,000
										Other	203,293
										TOTAL REVENUE:	215,490,076
EXPENDITURES		EXPENDITURES		EXPENDITURES		EXPENDITURES		EXPENDITURES		EXPENDITURES	
Salary and Fringe	15,854,980	Salary and Fringe	1,437,360	Salary and Fringe	3,385,084	Salary and Fringe	400	Salary and Fringe	71,132	Salary and Fringe	21,148,557
Child Care Services	110,500,935	Child Care Services	53,833,824	Child Care Services	6,042,182	Child Care Services	9,380	Child Care Services	476,052	Child Care Services	180,232,993
Contractual Services	3,204,260	Contractual Services	71,187	Contractual Services	408,841	Contractual Services		Contractual Services		Contractual Services	3,684,288
Occupancy	1,584,843	Occupancy	123,601	Occupancy	167,103	Occupancy	100	Occupancy	29,803	Occupancy	2,005,350
Travel/Conf/Dev	337,609	Travel/Conf/Dev	12,665	Travel/Conf/Dev	89,604	Travel/Conf/Dev		Travel/Conf/Dev		Travel/Conf/Dev	439,878
Program Activity	6,024,179	Program Activity	371,921	Program Activity	384,497	Program Activity		Program Activity	201,036	Program Activity	6,981,633
IT	326,270	IT	63,962	IT	5,522	IT		IT		IT	395,754
Other	326,414	Other	72,657	Other	202,553	Other		Other		Other	601,624
TOTAL EXP	138,159,491	TOTAL EXP	55,987,176	TOTAL EXP	10,685,386	TOTAL EXP	9,880,000	TOTAL EXP	778,023	TOTAL EXP	215,490,076
SR	136,719,527										
PDC	584,681										
Assessment-OEL	855,283										
Total:	138,159,491										
						OIS TCT:	8,000,000	University of Florida Lastinger	90,000		
						BHS:	650,000	ORNewLargo	8,000		
						CCEP:	1,230,000	VPK OAMI	105,293		
						Total:	9,880,000	Total:	203,293		



Early Learning Coalition Finance Committee Meeting

April 30, 2020

Resolution: 04302020-04

Action Requested: Authorize the President and CEO to submit supplemental applications and receive the Early Head Start funds for the Cost-of-Living Adjustment (COLA) and Quality Improvement (QI), as well as COVID-19 Impact Supplement under the Coronavirus Aid Relief and Economic Security (C.A.R.E.S.) Act.

Fiscal Impact: The total award is approximately \$199,579.00 for COLA, \$274,500.00 for Quality Improvement, and COVID-19 is to be determined based on the maximum amount allocated by the United States Department of Health and Human Services.

Funding Source: Department of Health and Human Services, Administration for Children and Families.

Strategic Goal:

<input checked="" type="checkbox"/> Neediest Children	<input checked="" type="checkbox"/> Providers
<input checked="" type="checkbox"/> Youngest Children	<input type="checkbox"/> Internal Capacity
<input type="checkbox"/> Educate All	<input checked="" type="checkbox"/> Funding

RESOLUTION: 04302020-04

AUTHORIZE THE PRESIDENT AND CEO TO SUBMIT SUPPLEMENTAL APPLICATIONS AND RECEIVE THE EARLY HEAD START FUNDS FOR THE COST-OF-LIVING ADJUSTMENT (COLA) AND QUALITY IMPROVEMENT (QI), AS WELL AS COVID-19 IMPACT SUPPLEMENT UNDER THE CORONAVIRUS AID RELIEF AND ECONOMIC SECURITY (C.A.R.E.S.) ACT.

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Executive Committee of the Early Learning Coalition of Miami-Dade/Monroe, Inc., and shall recommend that the Executive Committee approve this action at the next Executive Committee Meeting.

Background:

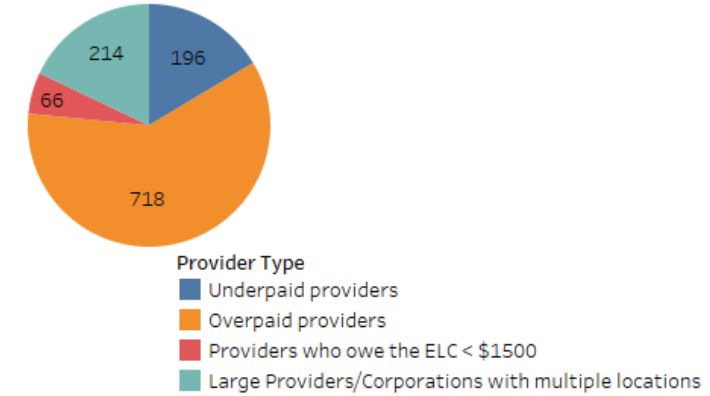
On December 20, 2019, President Trump signed Public Law 116-94 which included a \$550 million increase for Head Start and Early Head Start Programs over the 2019 fiscal year funding level. On March 11, 2020, the United States Department of Health released a communication (ACF-PI-HS-20-2) earmarking the funds for Cost-of-Living Adjustment (COLA) and Quality Improvement (QI), both of which would be a permanent increase in the program's budget. On March 13, 2020, the Early Learning Coalition of Miami-Dade/Monroe, Inc. received a funding letter advising the program that they could apply for a total of \$474,079.00 (\$199,579.00 for COLA and \$274,500.00 for QI).

Additionally, in response to the world-wide pandemic and as a part of the C.A.R.E.S. Act, the Office of Head Start first informed Head Start and Early Head Start programs in an April 6, 2020 webinar that additional funds were available for programs to use as a one-time supplement. The COVID-19 Impact Supplement funds are to be used to support preventive, preparedness, and responsive activities during the coronavirus pandemic. The Office of Head Start will be providing guidance regarding the amount allotted to each program.

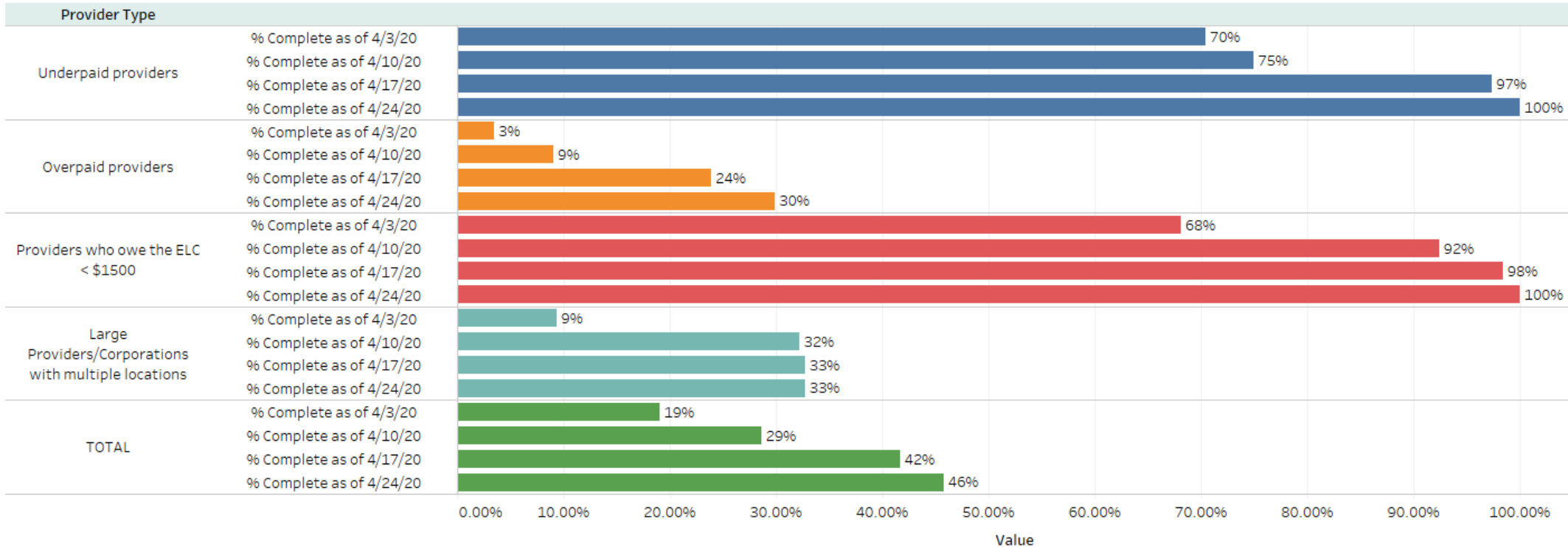
2018- 2019 Provider Reconciliations Snapshot 04/24/2020

Total Complete by Week

Provider Type	Total Providers	Complete as of 4/3/20	Complete as of 4/10/20	Complete as of 4/17/20	Complete as of 4/24/20	Remaining as of 4/24/20
Underpaid providers	196	138	147	191	196	0
Overpaid providers	718	25	65	172	215	503
Providers who owe the ELC < \$1500	66	45	61	65	66	0
Large Providers/Corporations with multiple locations	214	20	69	70	70	144
TOTAL	1194	228	342	498	547	647



Percent Complete by Week



Trans. Date	AMEX Description	Traveler
03/06/20	DoubleTree by Hilton at the Entrance of Universal	Sandrina Seraphin
03/06/20	DoubleTree by Hilton at the Entrance of Universal	Otilia Gonzalez-Varese

MARCH 2020 BTA AMEX

ELC Description	Amount	Dist Code
Lodging for Sandrina Seraphin to attend the FHSA Conference, Orlando, FL March 3-6	\$459.00	520EHT
Lodging for Otilia Gonzalez-Varese to attend the FHSA Conference, Orlando, FL March 3-6	\$459.00	520EHT
Total EHS Credit Card Expenses	\$918.00	

Early Learning Coalition of Miami-Dade/Monroe

School Readiness Slot Utilization Snapshot - Miami-Dade

March 2020

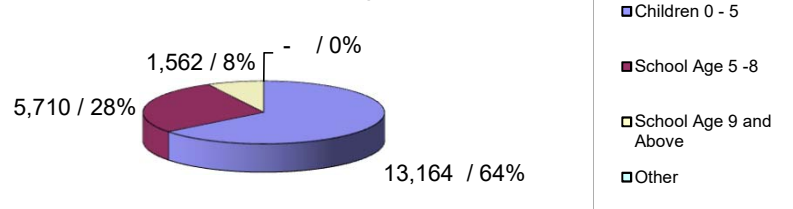
as of 4/24/2020

(all dollar amounts in thousands '000)

Children Served	Amount
Total actual paid - YTD	24,653
Total actual paid - March 2020	19,487
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 6,624
Total cost (in thousands) (incl match)	\$ 7,467
Change month over month	
Total Net Increase(decrease) children	362
Monthly Activity	Amount
Beginning Census	19,125
NET Increase/(Decrease)	362
Total	19,487
Current Data	
Enrolled As of Apr 24, 2020	18,205
Projected Paid for April (96% of enrolled)	17,477
Waitlist	
Ages 0-5	49
Ages 6-9	9
Ages 10-13	2
VPK Enrolled As of Apr 24, 2020	
Regular	20,681
Summer	-
SISP	-
VPK Total Actual Paid - March 2020	
SISP	14
Regular	20,925
Summer	20
VPK Total Actual Paid - YTD	
SISP	54
Regular	22,103
Summer	314

Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving Service	% of Total	Amount*	% of Total
Type				
AT Risk (BG1)	2,067	10.51%	\$920.20	12.32%
Income Eligible (BG8)	16,637	84.55%	\$6,166.87	82.59%
Florida One Parent	-	0.00%	\$-	0.00%
Transitional Child Care (BG5)	482	2.45%	\$190.93	2.56%
Work Force Development (BG3x)	488	2.48%	\$188.93	2.53%
CCEP (Purchasing Pool) (CCPP)	2	0.01%	\$0.00	0.00%
ARRA	-	0.00%	\$-	0.00%
BGSNT	-	0.00%	\$-	0.00%
BGCSD&BGCSO	-	0.00%	\$0.00	0.00%
Total	19,676	100%	\$7,466.92	100%
Minus 189 Overlap	19,487			
GOLD SEAL			\$842.86	11.29%
			\$-	
			\$-	
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving Service	% of Total	Amount-\$	% of Total
Infant	2,373	12.18%	\$1,144.49	15.33%
Toddler	2,513	12.90%	\$1,151.13	15.42%
Three Year Old	3,264	16.75%	\$1,391.01	18.63%
Pre-School	5,014	25.73%	\$1,857.91	24.88%
<i>Sub-Total</i>	<i>13,164</i>	<i>67.55%</i>	<i>\$5,544.54</i>	<i>74.25%</i>
School Age: 6 yrs	1,871	15.32%	\$496.06	6.64%
School Age: 7 yrs	1,533	12.55%	\$397.47	5.32%
School Age: 8 yrs	1,254	10.27%	\$325.84	4.36%
Unduplicated School Age: 5 - 8 yrs**	5,710	46.75%	\$1,536.87	20.58%
School Age: 9 yrs and above	1,562	12.79%	\$385.51	5.16%
School Age (Duplicated)	0	0.00%	\$0.00	0.00%
School Age (Unduplicated)	7,272	37.32%	\$1,922.38	25.75%
Other	-	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	<i>7,272</i>	<i>37.32%</i>	<i>\$1,922.38</i>	<i>25.75%</i>
Total	19,487	105%	\$7,466.92	100%

Children By Age Group



**There are 1,052 5-year-old within this count.

Children Paid by BG Group



Note: Legends with too small percentage are not shown on the pie chart.

Early Learning Coalition of Miami-Dade/Monroe

School Readiness Slot Utilization Snapshot - Monroe

March 2020

(all dollar amounts in thousands '000)

as of 4/24/2020

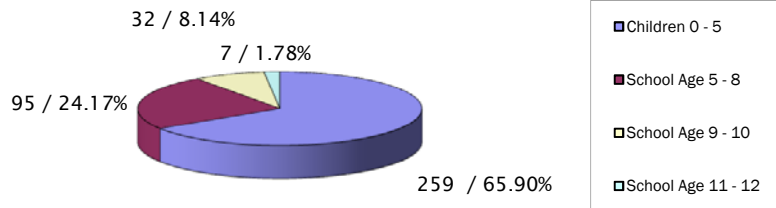
Children Served	Amount
Total actual paid - March 2020	378
Net Slot Payment and Gold Seal	\$ 140
Match (BG8 and CCEP)	\$ 0
Total cost (in thousands) (incl match)	\$ 149
Change month over month	
Total Net Increase(decrease) children	8
Monthly Activity	
Beginning Census	370
Net Increase/(Decrease)	8
Total	378

Current Data	
Enrolled As of Apr 24, 2020	299
Projected Paid for April (96% of enrolled)	287
Waitlist	
Ages 0-5	0
Ages 6-9	0
Ages 10-13	0
VPK Enrolled as of Apr 24, 2020	426
VPK Total Actual Paid - March 2020	393

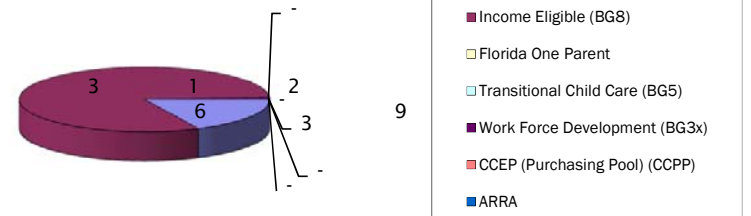
Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving % of Service	Total	Amount	% of Total
Type				
AT Risk (BG1)	69	17.97%	\$27.24	18.33%
Income Eligible (BG8)	312	81.25%	\$120.24	80.92%
Florida One Parent	-	0.00%	\$ -	0.00%
Transitional Child Care (BG5)	-	0.00%	\$0.00	0.00%
Work Force Development (BG3x)	3	0.78%	\$1.12	0.75%
CCEP (Purchasing Pool) (CCPP)	-	0.00%	\$0.00	0.00%
ARRA	-	0.00%	\$0.00	0.00%
Total	384	100%	\$148.60	100%
Minus 6 Overlap	378			
GOLD SEAL	-	-	\$8.47	5.70%
BGCSD+BGCSO	-	0.00%	-	0.00%
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving % of Service	Total	Amount-\$	% of Total
Infant	51	12.98%	\$26.99	18.16%
Toddler	65	16.54%	\$34.46	23.19%
Three Year Old	58	14.76%	\$26.64	17.93%
Pre-School	85	21.63%	\$29.19	19.64%
<i>Sub-Total</i>	<i>259</i>	<i>65.90%</i>	<i>\$117.28</i>	<i>78.93%</i>
School Age: 6	36	9.16%	\$9.40	6.32%
School Age: 7	25	6.36%	\$6.23	4.20%
School Age: 8	21	5.34%	\$3.55	2.39%
School Age: 5 - 8**	95	24.17%	\$22.09	14.87%
School Age: 9 - 10	32	8.14%	\$7.19	4.84%
School Age: 11 - 12	7	1.78%	\$2.03	1.37%
School Age: Other Age	0	0.00%	\$0.00	0.00%
School Age Total	134	34.10%	\$31.32	21.07%
Other	-	0.00%	\$ -	0.00%
<i>Sub-Total</i>	<i>134</i>	<i>34.10%</i>	<i>\$31.32</i>	<i>21.07%</i>
Total	393	100%	\$148.60	100%
Minus 15 Overlap	378			

**There are 13 5-year-old within this count.

Children By Age Group



Children Paid by BG Group



Early Learning Coalition of Miami-Dade/Monroe

DCF Title V Slot Utilization Snapshot - Miami-Dade

March 2020

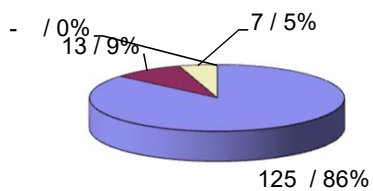
as of 4/24/2020

(all dollar amounts in thousands '000)

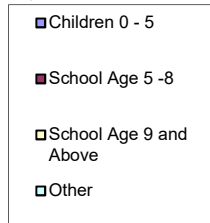
Children Served	Amount
Total actual paid - YTD	275
Total actual paid - March 2020	132
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 57
	\$ -
Total cost (in thousands) (incl match)	\$ 63
Change month over month	
Total Net Increase(decrease) children	(11)
Monthly Activity	Amount
Beginning Census	143
NET Increase/(Decrease)	(11)
Total	132
Current Data	
Enrolled As of Apr 24, 2020	105
Projected Paid for April (96% of enrolled)	101

Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving Service	% of Total	Amount*	% of Total
V	132	100.00%	\$62.88	100.00%
Total	132	100%	\$62.88	100%
Minus 0 Overlap	132			
GOLD SEAL			\$6.15	9.77%
	-		\$ -	
			\$ -	
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving Service	% of Total	Amount-\$	% of Total
Infant	72	49.66%	\$35.45	56.38%
Toddler	29	20.00%	\$12.29	19.55%
Three Year Old	15	10.34%	\$6.66	10.58%
Pre-School	9	6.21%	\$3.86	6.14%
<i>Sub-Total</i>	<i>125</i>	<i>86.21%</i>	<i>\$58.26</i>	<i>92.66%</i>
School Age: 6 yrs	5	3.45%	\$0.84	1.34%
School Age: 7 yrs	2	1.38%	\$0.49	0.79%
School Age: 8 yrs	4	2.76%	\$1.04	1.66%
Unduplicated School Age: 5 - 8 yrs**	13	8.97%	\$2.79	4.44%
School Age: 9 yrs and above	7	4.83%	\$1.83	2.91%
School Age Total Includes 0 Overlap	20	13.79%	\$4.62	7.34%
School Age (Unduplicated)	20	13.79%	\$4.62	7.34%
Other	-	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	<i>20</i>	<i>13.79%</i>	<i>\$4.62</i>	<i>7.34%</i>
Total	145	100%	\$62.88	100%
Minus 13 Overlap	132			

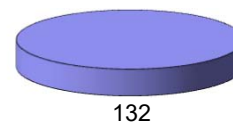
Children By Age Group



**There are 2 5-year-old within this count.



Children Paid by BG Group



Note: Legends with too small percentage are not shown on the pie chart.