

Budget & Funding Streams Early Learning Hubs

TECHNICAL ASSISTANCE WEBINAR

2014

**PRESENTED BY
Rhonda Nelson**

Agenda



**HUB OVERVIEW
PRESENTATION
QUESTIONS & ANSWERS
UPCOMING WEBINARS
CONTACT INFORMATION**

Heidi McGowan
Webinar Facilitator

Early Learning Council Goals

THE GOALS

- Children ready for success in kindergarten when they arrive.
- Children raised in stable and attached families.
- Services that are integrated and aligned into one early learning system focused on results.

Early Learning Hubs

WHAT IS AN EARLY LEARNING HUB?

- A self-organized community-based coordinating body created to provide a “system approach” to early childhood education that works to improve efficiency and outcomes for our youngest children.

Early Learning Hubs

EARLY LEARNING HUB WILL

- Build on existing community resources and assets
- Ask tough questions about what could be done differently to get better results, especially for at risk children
- Communities have the option to define their own strategies and service areas to achieve the outcomes
- Under the community based leadership of Early Learning Hubs bring public schools, early learning providers, health care, social services and the private sector together around shared outcomes, for the first time in Oregon's history.

Presentation by
Rhonda Nelson

BUDGET & FUNDING STREAMS

EARLY LEARNING HUBS

Budget Agenda

- Comprehensive Children's Budget
- Two Year Hub Budget
- Hub Funding Formula
- Hub Service Delivery Funds
- Five Year Hub Budget
- Administrative Overhead

What is a Comprehensive Children's Budget?

STATUTORY DEFINITION (HB 4165):

- A budget for the total amount identified by the Early Learning Council as being necessary to deliver, manage and coordinate quality early childhood education and development programs and services for children to ensure that children enter school ready to learn.

Comprehensive Children's Budget Worksheet

- The comprehensive children's budget worksheet provides the Hub and the Early Learning Division with information regarding the potential programs and # of children within specific communities that may be in need of service coordination.
- The Early Learning Division will provide each hub applicant with a list of current state-funded early learning programs by county once the hub applications are available.
- Include the following information in your worksheet:
 - Current early learning programs within your communities
 - Number of children served in each program
 - Amount of funding available for each program

Comprehensive Children's Budget Worksheet Example

	Number of Children Covered	Total Currently Funded Annual Budget	State Funds (includes all funding received from the state)	Federal Funds (includes all funding received from Federal Government)	Local Funds (could be local county tax revenue)	All Other (could be fundraising, private party billing, etc)
Early Learning Program						
Early Learning Hub Funding and Hub Administered Programs						
Healthy Families Oregon	200	\$ 476,866	\$ 476,866	\$ -	\$ -	\$ -
Great Start	800	\$ 22,960	\$ 22,960	\$ -	\$ -	\$ -
Family Preservation and Support (Title IV-B2)	1,500	\$ 48,748	\$ 48,748	\$ -	\$ -	\$ -
Hub Start up and Coordination Funding	-	\$ 417,106	\$ 167,106	\$ -	\$ -	\$ 250,000
		Subtotal	\$ 965,680	\$ 715,680	\$ -	\$ 250,000
Local Early Learning Programs - linked to Hub but funding not transferred through Hub						
Early Childhood Special Education	216	\$ 1,505,556	\$ 1,505,556	\$ -	\$ -	\$ -
Oregon Head Start Pre-kindergarten	203	\$ 1,696,389	\$ 1,696,389	\$ -	\$ -	\$ -
Relief Nurseries	250	\$ 1,946,709	\$ 696,709	\$ -	\$ -	\$ 1,250,000
		Subtotal	\$ 16,057,484	\$ 13,257,697	\$ 1,549,787	\$ 1,250,000
Local Services to Children and Families with Shared Outcomes						
Oregon Health Plan (Health Programs)	7,565	\$ 22,422,660	\$ 22,422,660	\$ -	\$ -	\$ -
Supplemental Nutrition Assistance Program Funding (SNAP)	3,277	\$ 15,770,394	\$ 15,770,394	\$ -	\$ -	\$ -
		Subtotal	\$ 47,478,210	\$ 44,078,210	\$ 250,000	\$ 3,150,000
		TOTAL	\$ 64,501,374	\$ 58,051,587	\$ 1,549,787	\$ 4,650,000

Two Year Hub Budget Worksheet

- The two year hub budget worksheet provides the Early Learning Division with information regarding the revenues and expenditures your Hub is expecting through June 30, 2015.
- Include the following information in your worksheet:
 - Resources
 - Expenditures
 - Assumptions
 - In-Kind Expenditures

Two Year Hub Budget Worksheet Example: Resources

	<u>Fiscal Year 1</u> <u>July 2013- June 2014</u>	<u>Fiscal Year 2</u> <u>July 2014-June 2015</u>	<u>Two Year Budget</u>
Resources			
Beginning Balance		\$ 22,250	
Revenues (Note: fill out assumptions below)			
State Resources			
Dept. of Education - Early Learning Division Hub Coordination	\$ -	\$ 167,106	\$ 167,106
Dept. of Education - Early Learning Division Service Delivery	\$ -	\$ 548,574	\$ 548,574
Dept. of Education - Other Grants	\$ -	\$ 125,000	\$ 125,000
Dept of Human Services	\$ -	\$ 50,000	\$ 50,000
Oregon Health Authority	\$ -	\$ 20,000	\$ 20,000
Subtotal	\$ -	\$ 910,680	\$ 910,680
Federal Resources			
Head Start	\$ -	\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -
Local Public Government Resources			
County funding	\$ 100,000	\$ 100,000	\$ 200,000
City funding	\$ -	\$ -	\$ -
Subtotal	\$ 100,000	\$ 100,000	\$ 200,000
Other Resources			
Fundraising		\$ 500,000	\$ 500,000
Subtotal	\$ -	\$ 565,000	\$ 565,000
Total Resources	\$ 100,000	\$ 1,597,930	\$ 1,675,680

Two Year Hub Budget Worksheet Example: Expenditures

	<u>Fiscal Year 1</u> July 2013-June 2014	<u>Fiscal Year 2</u> July 2014-June 2015	<u>Two Year</u> <u>Budget</u>
Expenditures (Note: fill out assumptions below)			
Personnel Costs			
Personnel	\$ 36,250	\$ 175,000	\$ 211,250
Fringe Benefits	\$ 14,500	\$ 70,000	\$ 84,500
Total Employee Costs	\$ 50,750	\$ 245,000	\$ 295,750
Internal Supplies & Contracts			
Travel		\$ 25,000	\$ 25,000
Equipment	\$ 10,000	\$ 3,000	\$ 13,000
Supplies	\$ 7,000	\$ 2,000	\$ 9,000
Consultants and Contracts	\$ 10,000	\$ 40,000	\$ 50,000
Other Costs (please specify below)	\$ -	\$ -	\$ -
Total Internal Supplies & Contracts Costs	\$ 27,000	\$ 70,000	\$ 97,000
Service Delivery Contracts - please list specific contracts below			
Home Visit Services		\$ 576,866	\$ 576,866
Health Related Services	\$ -	\$ 200,000	\$ 200,000
Early Childhood Development Services		\$ 436,708	\$ 436,708
Total Service Delivery Contracts	\$ -	\$ 1,213,574	\$ 1,213,574
Total Expenditures	\$ 77,750	\$ 1,528,574	\$ 1,606,324

Two Year Hub
Budget Worksheet
Example:
Assumptions

BUDGET ASSUMPTIONS:

- Revenue Assumptions
- Expenditure Assumptions
- In-Kind Expenditures

Early Learning Hub Coordination Funds

CALCULATING YOUR HUB COORDINATION FUNDS:

- All awarded hubs will receive one-time start up funds of \$50,000
- All awarded hubs will receive a monthly amount to coordinate services after providing a monthly progress report to the Early Learning Division
- Monthly Coordination Amount Calculation:
 - Determine # of at-risk children you expect to coordinate services for
 - Multiply # of children by the per child amount of \$1.29
- Additional Information:
 - Hub Coordination Funds are not allowed to be used to purchase or build Capital Infrastructure.
 - A definition of at-risk children can be found at OAR 414-900-0010.

Early Learning Hub Funding Formula

Early Learning Hub Funding Formula				
Available Funds for Early Learning Hub Administration and Coordination for Round 2				
The per child amount should be calculated at \$1.29 per month for 12 months.				
Hub	Ages 0 - 6 At Risk Population Year 2	Start Up	Per Quarter Funding	2013-15 Hub Startup Funding
Hub 7	30,000	\$50,000	\$115,977	\$513,910
Hub 8	20,000	\$50,000	\$77,318	\$359,273
Hub 9	15,000	\$50,000	\$57,989	\$281,955
Hub 10	12,000	\$50,000	\$46,391	\$235,564
Hub 11	10,000	\$50,000	\$38,659	\$204,637
Hub 12	9,000	\$50,000	\$34,793	\$189,173
Hub 13	7,000	\$50,000	\$27,061	\$158,246
Hub 14	5,000	\$50,000	\$19,330	\$127,318
Hub 15	3,000	\$50,000	\$11,598	\$96,391
Hub 16	2,260	\$50,000	\$8,737	\$84,948
Total Population & Funding:	113,260	\$500,000	\$437,854	\$2,251,414
Hub Coordination Funds per Child per month:	\$1.29		Discretionary Funds:	414,519
Hub Coordination Funds per Child per Year:	\$15.46		Hub Startup:	2,665,933

Early Learning Division Service Delivery Funds

AVAILABLE EARLY LEARNING SERVICE DELIVERY FUNDS:

- Healthy Families Oregon - General Fund and Federal Title IV-B2 funds used for the Healthy Families Oregon program.
- Great Start – General Fund used for children 0 to 6 to provide outcomes related to the Early Learning Council’s main outcomes: Kindergarten Readiness, Stable and Attached Families, and/or Service Intergration.
- Family Preservation & Support Funds – Federal Title IV-B2 funds. Used for children 0 to 6 to provide outcomes related to the Early Learning Council’s main outcomes and in accordance with the “Family Support Services” definition provided in CFR 45, Part 1357.10.
- The Early Learning Division can provide each hub applicant with a list of estimated service delivery funds by county, if requested.
- Other Possible Hub Grants:
 - Early Literacy Grants
 - Kindergarten Partnership & Innovation Grants

Five Year Hub Budget Worksheet

- The five year hub budget worksheet allows a hub to estimate what the financial future of the hub may look like after the first few years of building relationships and infrastructure within the community.
- Include the following information in your worksheet :
 - Resources
 - Expenditures
 - Assumptions

Five Year Hub Budget Worksheet Example

<<HUB NAME>>					
Early Learning Hub - Five Year Projections					
EXAMPLE - the numbers included are for example only					
	<u>Fiscal Year 1</u>	<u>Fiscal Year 2</u>	<u>Fiscal Year 3</u>	<u>Fiscal Year 4</u>	<u>Fiscal Year 5</u>
	<u>July 2013-June 2014</u>	<u>July 2014-June 2015</u>	<u>July 2015-June 2016</u>	<u>July 2016-June 2017</u>	<u>July 2017-June 2018</u>
Beginning Balance	\$ -	\$ 22,250	\$ 69,356	\$ 196,389	\$ 284,851
Total State Revenues	\$ -	\$ 910,680	\$ 1,061,214	\$ 1,114,275	\$ 1,169,988
Total Federal Revenues	\$ -	\$ -	\$ 105,000	\$ 105,000	\$ 105,000
Total Local Public Revenues	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Total Other Revenues	\$ -	\$ 565,000	\$ 649,750	\$ 747,213	\$ 859,294
Total Resouces	\$ 100,000	\$ 1,597,930	\$ 1,985,320	\$ 2,262,876	\$ 2,519,134
Personnel Expenditures	\$ 50,750	\$ 245,000	\$ 352,000	\$ 387,200	\$ 425,920
Internal Supplies & Contracts Expenditures	\$ 27,000	\$ 70,000	\$ 102,000	\$ 122,400	\$ 146,880
Service Delivery Contract Expenditures	\$ -	\$ 1,213,574	\$ 1,334,931	\$ 1,468,425	\$ 1,615,267
Total Expenditures	\$ 77,750	\$ 1,528,574	\$ 1,788,931	\$ 1,978,025	\$ 2,188,067
Ending Balance	\$ 22,250	\$ 69,356	\$ 196,389	\$ 284,851	\$ 331,067

Administrative Overhead Worksheet

- The administrative overhead worksheet allows the Hub and the Early Learning Division to certify that the hub is staying at or below the statutorily required 15 % administrative overhead cap.
- Administrative Overhead definition:
 - Any dollar that is not spent directly on services for children or on preparing and evaluating services for children. This is the cost of operating administrative functions within the Hub and its subcontractors and may include staff duties such as payroll processing and data entry and non-program related costs including space, supplies and phones (OAR 414-900-0010).
- Include the following information in your worksheet:
 - All expenditures that could be considered administrative overhead (including sub-contract administrative costs)

Administrative Overhead Worksheet Example

<<HUB NAME>>							
Early Learning Hub - Two Year Administrative Overhead Budget							
EXAMPLE - the numbers included are for example only							
	<u>Fiscal Year 1</u> <u>July 2013- June</u> <u>2014</u>	<u>Fiscal Year 2</u> <u>July 2014- June</u> <u>2015</u>	<u>Two Year</u> <u>Budget</u>	<u>Percent of</u> <u>Admin</u> <u>Overhead</u>	<u>Overhead</u> <u>Costs-</u> <u>Fiscal Year 1</u>	<u>Overhead</u> <u>Costs-</u> <u>Fiscal Year 2</u>	
Expenditures							
Personnel Costs							
Position 1 (Program Director)	\$ 28,000	\$ 112,000	\$ 140,000	50%	\$ 14,000	\$ 56,000	
Position 2 (Program Manager)	\$ 22,750	\$ 91,000	\$ 113,750	15%	\$ 3,413	\$ 13,650	
Position 3 (Executive Assistant)		\$ 42,000	\$ 42,000	80%	\$ -	\$ 33,600	
Total Employee Costs	\$ 50,750	\$ 245,000	\$ 295,750		\$ 17,413	\$ 103,250	
Internal Supplies & Contracts							
Travel	\$ -	\$ 25,000	\$ 25,000	50%	\$ -	\$ 12,500	
Equipment	\$ 10,000	\$ 3,000	\$ 13,000	100%	\$ 10,000	\$ 3,000	
Supplies	\$ 7,000	\$ 2,000	\$ 9,000	100%	\$ 7,000	\$ 2,000	
Consultants and Contracts							
Consultant 1 Administrative Overhead	\$ 10,000	\$ 20,000	\$ 30,000	15%	\$ 1,500	\$ 3,000	
Other Consultants & Contracts	\$ -	\$ -	\$ -	100%	\$ -	\$ -	
Total Internal Supplies & Contracts Costs	\$ 27,000	\$ 70,000	\$ 97,000		\$ 18,500	\$ 23,500	
Service Delivery Contracts - list specific contracts below							
Home Visit Services							
Contractor 1 Administrative Overhead	\$ -	\$ 200,000	\$ 200,000	15%	\$ -	\$ 30,000	
Health Related Services							
Contractor 1 Administrative Overhead	\$ -	\$ 200,000	\$ 200,000	5%	\$ -	\$ 10,000	
Early Childhood Development Services							
Contractor 1 Administrative Overhead	\$ -	\$ 236,708	\$ 236,708	5%	\$ -	\$ 11,835	
Total Service Delivery Contracts	\$ -	\$ 1,213,574	\$ 1,213,574		\$ -	\$ 109,522	
Total Expenditures	\$ 77,750	\$ 1,528,574	\$ 1,606,324		\$ 35,913	\$ 236,272	
Administrative Overhead as a Percent of Budget					46%	15%	

Webinars

- March 19th
10:00-11:00 am
Building a Strong K-3 Connection
- March 27th
10:00-11:00 am
Oregon's QRIS
- March 31st
12:00-1:00 pm
Building a Strong Health Care Connection

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