

COLLABORATION FOR EARLY CHILDHOOD CARE AND EDUCATION

Budget vs. Actuals: Collaboration 2019-20 Budget

July - June, 2020 (Post Audit)

	YTD Actual	Budget	% of Budget
Revenue			
4000 Public Support			
4010 Individual Contributions	87,766.52	85,000.00	103.25%
4020 Grants & Foundations	23,000.00	21,000.00	109.52%
4030 Corporate Income	7,714.00	6,500.00	118.68%
4040 Organizational Donations	14,210.00	15,000.00	94.73%
4060 Program Activity Registrations	16,767.28	12,800.00	130.99%
4080 Fundraising Event	0.00	12,000.00	0.00%
4095 Donated Services	0.00	1,350.00	0.00%
Total 4000 Public Support	\$ 149,457.80	\$ 153,650.00	97.27%
4200 Government Contracts			
4210 Village of Oak Park	296,015.00	355,216.00	83.33%
4220 Oak Park Township	0.00	0.00	0.00%
4230 District 97	427,575.00	513,090.00	83.33%
4240 District 200	372,760.00	447,310.00	83.33%
4250 Park District of Oak Park	7,000.00	7,000.00	100.00%
4260 Oak Park Library	1,500.00	1,500.00	100.00%
4280 Illinois Dept of Public Health	13,286.00	13,475.00	98.60%
Total 4200 Government Contracts	\$ 1,118,136.00	\$ 1,337,591.00	83.59%
4800 Bank Interest	327.82	600.00	54.64%
4910 Misc Income	6,561.02	250.00	2624.41%
Total Revenue	\$ 1,274,482.64	\$ 1,492,091.00	85.42%
Gross Profit	\$ 1,274,482.64	\$ 1,492,091.00	85.42%
Expenditures			
5000 Wages			
Total 5000 Wages	\$ 496,902.72	\$ 527,838.00	94.14%
5100 Contracted Services			
5110 Training Specialist	10,000.00	22,000.00	45.45%
5115 Home Visiting Program	340,252.94	364,757.00	93.28%
5116 Home Visiting Fidelity	1,312.50	850.00	154.41%
5130 Bookkeeper	9,338.00	12,000.00	77.82%
5140 Outreach Worker	0.00	0.00	0.00%
5170 Donor Development	63,350.00	57,500.00	110.17%
5175 Parent Support	35,208.59	65,000.00	54.17%
5180 Coordinated Intake Consultant	10,000.00	10,000.00	100.00%
5210 Program Facilitators & Mentors	15,400.00	30,400.00	50.66%
5215 Database Development/Analyst	63,687.22	124,950.00	50.97%
5220 Accounting/Audit	10,797.50	12,000.00	89.98%
5230 General Consulting	6,670.00	9,700.00	68.76%
5245 Technology Services	9,170.00	16,704.00	54.90%
5250 Legal Fees	0.00	12,000.00	0.00%
5270 Vision & Hearing Screening Technician	13,785.63	17,200.00	80.15%
5285 Graphic Design	8,062.50	10,750.00	75.00%
5290 Communications	9,379.00	9,000.00	104.21%
Total 5100 Contracted Services	\$ 606,413.88	\$ 774,811.00	78.27%

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5300 Insurance			
5305 General Liability	7,059.00	8,158.00	86.53%
5310 Directors and Officers	1,514.04	1,500.00	100.94%
5312 Workers Comp Insurance	1,522.60	2,000.00	76.13%
5313 Unemployment Insur Prg Fees	975.00	2,000.00	48.75%
5314 Volunteer Accident Insurance	411.95	450.00	91.54%
5315 Dishonesty Assurity	420.53	500.00	84.11%
Total 5300 Insurance	\$ 11,903.12	\$ 14,608.00	81.48%
5500 Operating Expenses			
5501 Service Charges	1,167.30	900.00	129.70%
5503 Activity Supplies	35,535.92	28,025.00	126.80%
5504 Activity Food	12,194.44	18,000.00	67.75%
5505 Office Supplies	4,903.89	5,200.00	94.31%
5506 Site Rental	1,960.00	3,650.00	53.70%
5508 Office Equipment	13,511.97	21,200.00	63.74%
5509 Payroll Processing	637.20	600.00	106.20%
5511 Childcare for Programs	2,602.50	3,500.00	74.36%
5540 Utilities	1,466.15	0.00	0.00%
6100 Telephone/Telecommunications			
6101 Telephone	5,674.07	5,095.00	111.37%
6103 Webhosting	795.00	1,800.00	44.17%
6105 Internet	2,915.89	2,690.00	108.40%
Total 6100 Telephone/Telecommunications	\$ 9,384.96	\$ 9,585.00	97.91%
6201 Postage and Delivery	1,222.61	1,640.00	74.55%
6250 Printed/Online Materials			
6251 Printing & Materials	11,831.90	11,730.00	100.87%
6252 Subscriptions & Dues	5,604.47	6,500.00	86.22%
Total 6250 Printed/Online Materials	\$ 17,436.37	\$ 18,230.00	95.65%
6400 Licenses and Filing Fees	125.00	25.00	500.00%
6500 Agency Advertising	1,898.17	3,700.00	51.30%
Total 5500 Operating Expenses	\$ 104,046.48	\$ 114,255.00	91.07%
6290 Rent	19,338.44	19,624.00	98.54%
6291 Computer Hardware & Software	8,088.38	6,800.00	118.95%
6300 Staff Volunteer Development			
6310 Staff/Volunteer Travel	3,017.32	3,800.00	79.40%
6320 Staff/volunteer Training	2,743.81	15,000.00	18.29%
6340 Staff/Volunteer Recognition	1,203.19	2,600.00	46.28%
Total 6300 Staff Volunteer Development	\$ 6,964.32	\$ 21,400.00	32.54%
6600 Special Event Costs	0.00	7,000.00	0.00%
6900 Miscellaneous Expense	6,165.74	5,755.00	107.14%
6901 Depreciation Expense	8,644.00	0.00	
Total Expenditures	\$ 1,268,467.08	\$ 1,492,091.00	85.01%
Net Operating Revenue	\$ 6,015.56	\$ 0.00	
Net Revenue	\$ 6,015.56	\$ 0.00	

IGA PAYMENTS

Per the Contract for Early Childhood Services, the Collaboration can bill the IGA six times a year in installments of \$219,266 each. We bill in line with expenses so that we do not return any funds after the fiscal year ends. This year, our expenses were \$223,634 less than expected and so we requested five of the six payments.

The preliminary audit contains details on the Collaboration's restricted net assets.

Explanation of line items with a 10% or more variance:

REVENUE

-Corporate Income was higher than expected due to sponsorships for the film *No Small Matter*.

-Program Activity Registrations included ticket sales from *No Small Matter* and the Symposium.

-A Fundraising Event did not take place this year. The board elected to forego a fundraising event as it was not generating contributions that much exceeded the cost to conduct it.

-Donated Services were accounted for outside of the budget and were estimated to be \$7,380.

-Village of Oak Park / District 200 / District 97 were invoiced for five of the six possible IGA payments.

-Bank Interest rates changed when Community Bank became Byline Bank.

-Misc Income includes reimbursements from D97 for Teaching Strategies licenses. This payment (\$4780) happens close to the fiscal year turnover, and payment was expected in the prior year.

EXPENSES

-Wages and Benefits were lower due to the timing of the Communications Coordinator position and benefits tied to staffing.

-Training Specialist (Early Childhood Mental Health consultant) logged fewer hours than expected, in part due to COVID-19 and her inability to visit classrooms. Some of her time was used to engage in virtual work.

-Home Visiting Program was under budget by 7% because Easterseals had a .5 FTE opening this year. Conversely, some of the family needs increased, because of COVID-19.

-Bookkeeper billed actual hours worked.

-Donor Development included the addition of a new fundraising strategy consultation for the coming year.

-Parent Support transitioned seamlessly to virtual work, offering additional support to families in our community during COVID-19. COFI, CPP, and WTF all added offerings virtually.

-Program Facilitators were intended to include KRT testing that did not occur due to COVID-19 and the ASQ Training of Trainers that was reconfigured, resulting in a lower cost.

-Database Development costs were lower primarily due to how data collection in the Spring was affected by COVID-19.

-Accounting was slightly lower since we did not have a need for additional outside expertise around the audit.

-General Consulting held some funds in reserve for strategic planning, which did not occur during this fiscal year. Some of those funds were carried over to the current fiscal year.

-Technology Services were lower since wiring the new office came in under budget, and website costs (which were budgeted for FY20) extended into FY21.

-Legal Fees were not incurred in FY20.

-Vision & Hearing Screening was lower due to COVID-19, the inability of the vision and hearing technician to enter classrooms, and classroom closures.

-Graphic Design costs expected in the later part of FY20 were moved to FY21 to coincide with the new Communications Coordinator.

-Insurance costs are estimated by the broker and vary based on actual staffing and rate changes.

-Service Charges fluctuate based on the program registrations and online donations received (from *No Small Matter*, online donations, and Symposium registrations).

-Activity Supplies were lower due to lower training costs, social distancing, and COVID-19.

-Activity Food was lower due to lower training costs, social distancing, and COVID-19.

-Site Rental was lower due to our inability to have in-person events during COVID-19.

-Office Equipment included items to furnish the new 171 S. Oak Park office space. This process was delayed (specifically, the purchase of larger items) while we determined whether or not modifications to the environment were necessary due to COVID-19 recommendations.

-Child Care costs (supplied to workshop participants) were lower due to our inability to host in-person training events during COVID-19.

-Telephone costs were close to their estimated budget.

-Webhosting costs were lower due to a hosting change.

-Postage costs vary naturally from year to year.

-Subscriptions & Dues vary somewhat based on usage each month.

-Licenses and Filing Fees were higher due to a late fee.

-Advertising was lower due to fewer ads placed for open job positions.

-Computer Hardware & Software was higher to connect the new 171 S. Oak Park Ave. office and to purchase software (GotoWebinar, Zoom, DocuSign, etc) to enable our team to work seamlessly from remote locations (due to COVID-19).

-Staff Travel & Training was lower due to our inability to travel and attend in-person events during COVID-19.

-Staff Recognition costs vary year to year.

-Special Event costs were not incurred this year since there was not a fundraising event.