

COLLABORATION FOR EARLY CHILDHOOD CARE AND EDUCATION

Budget vs. Actuals: FY_2018-2019

July 2018 - June 2019

	June	Actual	Total Budget	% of Budget
Revenue				
4000 Public Support				
4010 Individual Contributions	2,213.00	72,241.39	85,000.00	84.99%
4020 Grants & Foundations	25,000.00	28,730.00	21,500.00	133.63%
4030 Corporate Income	750.00	1,750.00	3,000.00	58.33%
4040 Organizational Donations	308.10	19,663.10	18,000.00	109.24%
4060 Fees	0.00	13,833.70	12,000.00	115.28%
4080 Fundraising Event	0.00	0.00	12,000.00	0.00%
Total 4000 Public Support	\$ 28,271.10	\$ 136,218.19	\$ 151,500.00	89.91%
4200 Government Contracts				
4210 Village of Oak Park	0.00	236,812.00	355,216.00	66.67%
4220 Oak Park Township	0.00	0.00	10,500.00	0.00%
4230 District 97	0.00	342,060.00	513,090.00	66.67%
4240 District 200	0.00	298,208.00	447,310.00	66.67%
4250 Park District of Oak Park	0.00	6,650.00	6,650.00	100.00%
4260 Oak Park Library	1,500.00	1,500.00	1,500.00	100.00%
4280 Illinois Dept of Public Health	13,475.00	13,475.00	5,800.00	232.33%
Total 4200 Government Contracts	\$ 14,975.00	\$ 898,705.00	\$ 1,340,066.00	67.06%
4800 Bank Interest	47.00	654.97	600.00	109.16%
4910 Misc Income	2,692.19	4,492.19	3,500.00	128.35%
Total Revenue	\$ 45,985.29	\$ 1,040,070.35	\$ 1,495,666.00	69.54%
Gross Profit	\$ 45,985.29	\$ 1,040,070.35	\$ 1,495,666.00	69.54%
Expenditures				
5000 Wages				
5005 Payroll Expenses-Taxes	2,037.96	25,238.92	28,709.00	87.91%
5006 Employee Benefits	1,563.39	21,690.47	52,000.00	41.71%
Total 5000 Wages	\$ 50,647.43	\$ 384,992.80	\$ 455,991.00	84.43%
5100 Contracted Services				
5110 Training Specialist	5,072.50	55,706.36	60,000.00	92.84%
5115 Home Visiting Program	49,016.15	293,022.55	380,000.00	77.11%
5130 Bookkeeper	989.00	9,924.50	11,000.00	90.22%
5140 Outreach Worker	0.00	509.00		
5170 Donor Development	6,220.00	34,119.09	45,000.00	75.82%
5175 Parent Support	17,356.67	51,855.45	120,000.00	43.21%
5180 Coordinated Intake Consultant	5,850.00	7,500.00	10,000.00	75.00%
5210 Program Facilitators & Mentors	125.00	11,917.50	13,000.00	91.67%
5215 Database Development/Analyst	7,061.83	95,643.10	110,000.00	86.95%
5220 Accounting/Audit	0.00	11,140.00	13,000.00	85.69%
5230 General Consulting	2,192.79	23,309.79	16,000.00	145.69%
5245 Technology Services	3,030.00	8,014.72	8,000.00	100.18%
5250 Legal Fees	0.00	0.00	12,000.00	0.00%
5270 Vision & Hearing Screening Technician	0.00	17,926.05	17,200.00	104.22%
5285 Graphic Design	150.00	6,569.00	6,000.00	109.48%

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Budget vs. Actuals: FY_2018-2019

July 2018 - June 2019

5290 Communications	2,300.00	3,250.00	5,000.00	65.00%
5295 Donated Services	0.00	-350.00	0.00	
Total 5100 Contracted Services	\$ 99,363.94	\$ 630,057.11	\$ 826,200.00	76.26%
5300 Insurance				
5305 General Liability	489.65	7,610.90	7,412.00	102.68%
5310 Directors and Officers	126.17	1,514.04	1,600.00	94.63%
5312 Workers Comp Insurance	329.31	2,536.55	2,000.00	126.83%
5313 Unemployment Insur Prg Fees	0.00	862.50	1,000.00	86.25%
5314 Volunteer Accident Insurance	35.00	420.00	475.00	88.42%
5315 Dishonesty Assurity	38.23	458.76	485.00	94.59%
Total 5300 Insurance	\$ 1,018.36	\$ 13,402.75	\$ 12,972.00	103.32%
5500 Operating Expenses				
5501 Service Charges	10.58	710.75	1,100.00	64.61%
5503 Activity Supplies	2,441.35	14,177.79	17,500.00	81.02%
5504 Activity Food	2,698.21	15,652.66	17,000.00	92.07%
5505 Office Supplies	876.11	2,736.28	2,500.00	109.45%
5506 Site Rental	25.00	2,355.00	2,500.00	94.20%
5508 Office Equipment	0.00	0.00	2,300.00	0.00%
5509 Payroll Processing	24.50	281.75	250.00	112.70%
5511 Childcare for Programs	153.75	1,065.00	1,500.00	71.00%
6100 Telephone/Telecommunications				
6101 Telephone	1,042.89	5,537.56	6,000.00	92.29%
6103 Webhosting	238.50	603.58	800.00	75.45%
6105 Internet	148.62	1,759.93	1,740.00	101.15%
Total 6100 Telephone/Telecommunications	\$ 1,430.01	\$ 7,901.07	\$ 8,540.00	92.52%
6201 Postage and Delivery	221.80	1,464.84	1,500.00	97.66%
6250 Printed/Online Materials				
6251 Printing & Materials	176.20	8,684.99	9,000.00	96.50%
6252 Subscriptions & Dues	6,744.50	9,032.21	6,200.00	145.68%
Total 6250 Printed/Online Materials	\$ 6,920.70	\$ 17,717.20	\$ 15,200.00	116.56%
6400 Licenses and Filing Fees	\$ 0.00	30.00	50.00	60.00%
6500 Agency Advertising	\$ 0.00	965.00	3,000.00	32.17%
Total 5500 Operating Expenses	\$ 14,802.01	\$ 65,057.34	\$ 72,940.00	89.19%
6290 Rent	367.00	4,374.60	4,404.00	99.33%
6291 Computer Hardware & Software	382.37	6,223.28	6,000.00	103.72%
6300 Staff Volunteer Development				
6310 Staff/Volunteer Travel	6,925.36	12,464.38	5,500.00	226.63%
6320 Staff/volunteer Training	0.00	4,468.52	8,000.00	55.86%
6340 Staff/Volunteer Recognition	80.00	2,312.13	2,000.00	115.61%
Total 6300 Staff Volunteer Development	\$ 7,005.36	\$ 19,245.03	\$ 15,500.00	124.16%
6600 Special Event Costs	0.00	0.00	7,000.00	0.00%
6900 Miscellaneous Expense	22.62	2,272.88	2,500.00	90.92%
6901 Depreciation	17,535.63	17,535.63	0.00	
Total Expenditures	\$ 191,144.72	\$ 1,143,161.42	\$ 1,403,507.00	81.45%

COLLABORATION FOR EARLY CHILDHOOD CARE AND EDUCATION

Budget vs. Actuals: FY_2018-2019

July 2018 - June 2019

Net Operating Revenue	-\$	145,159.43	-\$	103,091.07	\$	92,159.00	-111.86%
Other Revenue							
4994 Unrealzd gains (losses) on Invm				1,513.86		0.00	100.00%
Total Other Revenue		\$		1,513.86	\$	0.00	100.00%
Net Other Revenue		\$		1,513.86	\$	0.00	100.00%
Net Revenue	-\$	145,159.43	-\$	101,577.21	\$	92,159.00	-110.22%

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COLLABORATION FOR EARLY CHILDHOOD	
End of Fiscal Year 2018-2019	
Notes on Each Item on Budget vs. Actuals: July 2018 - June 2019	
REVENUE	
4010 Individual Contributions	Although we sent our appeals as we have in the past, individual donations were down this year.
4020 Grants & Foundations	The successful proposal to Grand Victoria Foundation was for an amount higher than originally anticipated. Also includes giving from three family foundations.
4030 Corporate Income	This was anticipated as part of the Karaoke4Kids event, which did not occur.
4040 Organizational Donations	This was one contribution from the Oak Park Runners' Club from proceeds from the Good Life Race.
4060 Fees	These are all Symposium registration fees and are based on attendance.
4080 Fundraising Event	The board decided not to hold the Karaoke4Kids event this year. Income from the June fundraising event was credited to individual and corporate donors.
4210 Village of Oak Park	The Collaboration invoiced below the contracted amounts for the Contract for Early Childhood Educational Services with Districts 97 and 200 and the Village of Oak Park. This was because expenditures in several line items were significantly below budget as programs continue to be developed and grow. The Board of Directors provided direction to align revenue from this contract with expenses in order to reduce the amount of funds that would need to be returned.
4220 Oak Park Township	The Collaboration did not receive funds anticipated from the Township, which were based on past commitments.
4230 District 97	The Collaboration invoiced below the contracted amounts for the Contract for Early Childhood Educational Services with Districts 97 and 200 and the Village of Oak Park. This was because expenditures in several line items were significantly below budget as programs continue to be developed and grow. The Board of Directors provided direction to align revenue from this contract with expenses in order to reduce the amount of funds that would need to be returned.
4240 District 200	The Collaboration invoiced below the contracted amounts for the Contract for Early Childhood Educational Services with Districts 97 and 200 and the Village of Oak Park. This was because expenditures in several line items were significantly below budget as programs continue to be developed and grow. The Board of Directors provided direction to align revenue from this contract with expenses in order to reduce the amount of funds that would need to be returned.
4250 Park District of Oak Park	This was in line with expected revenue.
4260 Oak Park Library	This was in line with expected revenue.
4280 Illinois Dept of Public Health	IDPH increased the amount of their vision and hearing screening grant based on the successful history of this program.
4800 Bank Interest	This was in line with expected revenue.
4910 Misc Income	Includes ASQ screening reimbursements, payment for ICAPP certificates for the Physicians' Network Breakfast, plus \$2,692 from credit card points rewards.
EXPENDITURES	
5001 Executive Director	There was transition in the Executive Director role, resulting in a change in salary.
5002 Administrator	The Administrator role was vacated in February and replaced with a contract position for the remainder of the fiscal year.
5003 Prof. Development Coordinator	The Professional Development Coordinator role was vacant until the new Director of Early Learning started part-time in February. She came on full-time in June.
5005 Payroll Expenses-Taxes	Taxes are based on actual salaries.
5006 Employee Benefits	Benefits are budgeted for a full staff load, although not all staff are enrolled in the health insurance plan.

5007 Developmental Screening Coordinator	This role was fully staffed for the year.
5008 Parenting Resource Program Coordinator	This role was fully staffed for the year.
5010 Parent Ambassador	These roles were budgeted at 3 people for a full year. We have 2 Parent Ambassadors who have completed the training program and they came on in the Fall.
5011 Director of Operations	This role was fully staffed for the year.
5110 Training Specialist	Included professional development coverage during the transition of the Professional Development/Early Learning role, coordination of the equity training series, PFA coordinated intake, and early childhood mental health consultation.
5115 Home Visiting Program	Includes \$288,497 to Easterseals for home visiting services, out of a budget of \$328,596. In addition, this line includes \$4,000 to the Chicago Parent Program, and \$525 to Ounce of Prevention. Additional funds were anticipated for separate program expansion activities that did not take place.
5130 Bookkeeper	Includes weekly accounting services.
5140 Outreach Worker	Includes 2 months of time for 2 Parent Ambassadors, who came on as part-time staff members in the Fall.
5170 Donor Development	Primarily time for AltruNext to provide consultation for individual donor cultivation, grant writing, and advice on events. It was anticipated that additional time would be needed during the transition to a new Executive Director.
5175 Parent Support	The new Parenting Resource Program was budgeted at a high level to allow for program expansion as needs were identified. The 12 month parenting workshop series, COFI trainings, PFA coordinated intake, Chicago Parent Program training, fatherhood pilot, and related activities were included here.
5180 Coordinated Intake Consultant	The VOP Public Health Nurse position was not fully staffed this year.
5210 Program Facilitators	Includes Symposium workshop presenter fees and keynote fee, plus Kindergarten Readiness Test screeners for PFA programs.
5215 Database Development/Analyst	This is all to Chapin Hall for services relating to the longitudinal database project. Their last billing cycle occurs after our fiscal year closes and would bring this close to 100% of budget.
5220 Accounting/Audit	The audit and general financial consulting was less than anticipated.
5230 General Consulting	Includes 1/4 of the payments to the executive search firm, consultation from the previous Executive Director, and five months of Administrative support time to replace a vacant staff position.
5245 Compu Consultant/Tech Support	We have switched to a flat-fee contract for tech support. Includes phase 1 of website enhancements and tech support during the Symposium.
5250 Legal Fees	We did not incur any legal fees.
5270 Audiology Technician	Our hearing and vision screener invoices by the number of screenings she performs.
5285 Graphic Design	Includes design and creation of flyers and other materials for all program areas. Also includes rebranding the Program Services Model and related visuals.
5290 Communications	Included photography and illustration services. It was anticipated that some writing services would be utilized, but they were not.
5295 Donated Services	An unanticipated in-kind donation was received from the Symposium photographer.
5305 General Liability	The renewal on this insurance was on par with what was expected.
5310 Directors and Officers	The renewal on this insurance was on par with what was expected.
5312 Workers Comp Insurance	This is tied to salary levels.
5313 Unemployment Insur Prg Fees	The renewal on this insurance was on par with what was expected.
5314 Volunteer Accident Insurance	The renewal on this insurance was on par with what was expected.
5315 Dishonesty Assurity	The renewal on this insurance was on par with what was expected.
5501 Service Charges	These are entirely credit card processing fees, which are taken from online donations and registrations. We did not take online donations for the fundraising event.
5503 Program or Workshop Supplies	Includes all supplies for program-related activities, with purchasing around events, trainings, and workshops. The equity training series did not have supply costs in the same vein as past professional development training series.
5504 Program Food	Food for all program-related activities were in line with original estimates.

5505 Office Supplies	Office supplies were in line with original estimates.
5506 Site Rental	Rental of space for outreach events was in line with original estimates.
5508 Office Equipment	The lease for the copy machine is reflected on the balance sheet as a lease payment.
5509 Payroll Processing	This is tied to the actual staffing levels.
5511 Childcare for Programs	We ensure child care can be provided based on demand. It is offered during workshops and trainings for parents/guardians.
6101 Telephone	Includes the office phone system and reimbursement for staff cell phone use, which was lower due to staffing levels.
6103 Webhosting	Mid-year we changed our webhosting service for part of the longitudinal database project.
6105 Internet	Costs were in line with what was anticipated.
6201 Postage and Delivery	Postage was in line with original estimates.
6251 Printing/Film Development	Printing costs were in line with original estimates.
6252 Subscriptions & Dues	This includes Teaching Strategies Gold, which is purchased in June for the coming school year. We then bill PFA programs and will receive \$5,418 in the next fiscal year.
6290 Rent	Rent for office space and an off-site storage unit were in line with estimates.
6291 Computer Hardware & Software	Computer purchasing was as expected and included one new staff laptop.
6310 Staff/Volunteer Travel	The travel and training lines were used together since they are closely related. Includes local transport, hotels and airfare for conferences, and costs for the Symposium keynote speaker. This year 6 staff members attended an out-of-town conference together at a discounted rate.
6320 Staff/volunteer Training	Training also includes registrations to the following conferences: ICAAP, Envisioning Equity, Stanford Social Innovation Review Online, National Diversity & Inclusion Best Practices, Golden Corridor AEYC, board boot camp, GlobalMinded, and Collective Impact Forum. Some conferences did not have registration fees but did incur travel costs.
6340 Staff/Volunteer Recognition	Recognition costs were higher than expected due to staff and board member turnover.
6400 Licenses and Filing Fees	Licensing and filing costs were on par with what was anticipated.
6500 Agency Advertising	The budget was based on costs from previous years, and this year saw less advertising for open positions.
6600 Special Event Costs	The board decided to not hold the annual fundraiser, Karaoke4Kids.
6900 Miscellaneous Expense	Miscellaneous expenses include items such as keys, fees to partner events, custodial fees, and CEUs for the Physicians' Network Breakfast.
6901 Depreciation	Depreciation is calculated by the auditors after the fiscal year books close on a straight-line basis through the auditor's software.

COLLABORATION FOR EARLY CHILDHOOD CARE AND EDUCATION
Statement of Financial Position
As of June 30, 2019

	<u>Total</u>
ASSETS	
Current Assets	
Bank Accounts	
1100 Cash	0.00
1125 Byline Bank Non-Prof Checkg	137,498.71
1151 Byline Bank Money Mkt	524,577.81
1152 PayPal	823.82
Total 1100 Cash	<u>\$ 662,900.34</u>
Total Bank Accounts	<u>\$ 662,900.34</u>
Accounts Receivable	
1500 Accounts Receivable	4,254.83
1600 Pledge Receivable	10,000.00
1610 Discounted Pledge Receivable	-622.20
Total 1600 Pledge Receivable	<u>\$ 9,377.80</u>
Total Accounts Receivable	<u>\$ 13,632.63</u>
Other Current Assets	
1130 Charles Schwab Account	26,193.95
1190 Investments	29,241.62
Total 1130 Charles Schwab Account	<u>\$ 55,435.57</u>
1310 Prepaid Insurance	271.82
1311 Workman's Comp	162.62
1312 D&O Insurance	956.43
1313 Gen Liability	-20.99
Total 1310 Prepaid Insurance	<u>\$ 1,369.88</u>
1499 Undeposited Funds	0.00
1510 Grants Receivable	25,000.00
Total Other Current Assets	<u>\$ 81,805.45</u>
Total Current Assets	<u>\$ 758,338.42</u>
Fixed Assets	
1400 Furniture & Fixtures	871.15
1401 Office & Computer Equipment	16,623.50
1402 Database Asset	125,117.09
1410 Less Accumulated Depreciation	-129,332.12
Total Fixed Assets	<u>\$ 13,279.62</u>
Other Assets	
1153 First NonProfit	
1154 Unemployment Insurance Fund	6,000.00
1155 Unemployment Insurance Reserves	1,500.00
1156 First Nonprofit Investment Inc.	346.02
Total 1153 First NonProfit	<u>\$ 7,846.02</u>
1700 Database	0.00
Total Other Assets	<u>\$ 7,846.02</u>
TOTAL ASSETS	<u>\$ 779,464.06</u>

COLLABORATION FOR EARLY CHILDHOOD CARE AND EDUCATION
Statement of Financial Position
As of June 30, 2019

LIABILITIES AND EQUITY

Liabilities

Current Liabilities

Accounts Payable

2000 Accounts Payable		77,486.79
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Total Accounts Payable	\$	77,486.79
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Credit Cards

2160 Chase Credit Card		8,135.67
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2160-2 CC J. Borrero		867.35
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2160-3 CC L. Crawford		4,179.48
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Total 2160 Chase Credit Card	\$	13,182.50
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Total Credit Cards	\$	13,182.50
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Other Current Liabilities

2100 Payroll Liabilities		-50.00
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2110 Direct Deposit Liabilities		0.00
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2120 Accrued Vacation (1)		10,512.98
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2150 Accrued Wages		14,223.10
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2210 Return of Unspnt Contract Funds		0.00
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Total Other Current Liabilities	\$	24,686.08
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Total Current Liabilities	\$	115,355.37
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Long-Term Liabilities

2125 Lexmark Copier/Printer Lease		4,088.15
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Total Long-Term Liabilities	\$	4,088.15
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Total Liabilities	\$	119,443.52
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Equity

1110 Unrestricted Net Assets (R/E) (2)		632,263.94
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1110-01 Unrestr Net Ass/Rel fr TempRest		0.00
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1140 Designated Health Insurance		25,000.00
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1150 Board Designated Legal Fund		29,000.00
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1160 Designated Database Funds		0.00
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1170 Home Visiting Fund		10,000.00
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1502 Temporarily Restr Net Assets (2)		65,333.81
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3000 Opening Bal Equity		0.00
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Net Revenue		-101,577.21
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Total Equity	\$	660,020.54
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TOTAL LIABILITIES AND EQUITY	\$	779,464.06
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1. The auditors calculate the value of accrued vacation.

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Statement of Financial Position
As of June 30, 2019

2. The reclassifying journal entry made between Unrestricted and Temporarily Restricted Net Assets was to bring the Temporarily Restricted balance to the calculated amount. This is based off the prior year balance of \$59,805 in temp restricted, plus new grants/pledges of \$38,475 (Grand Victoria and IDPH), less current year releases of \$32,946.19 (Grand Victoria FY18, IDPH, Good Heart Work Smart Foundation). This brings the calculated balance to \$65,333.81, which the reclassifying entry achieves.