

BUDGET FOR FY'18

ANTICIPATED REVENUES	PRESCHOOL/CHILD CARE	STATE	FEDERAL	TOTAL
Enrollment Fees/Tuition	291,500.00	31,500.00		323,000.00
<p>This portion of the budget reflects tuition and registration fees based on enrollment of children, ages birth through 12.</p> <p>The preschool educational program operates nine months of the year. Child Care services are provided twelve months of the year for working parents. Includes Head Start Contract (\$25,132) PS/CC (\$12,566), State (\$12,566) Also includes anticipated Hulett Preschool and Moorcroft Preschool Tuition (\$18,934) Enrollment Fee \$50.00 per Family (\$2,500)</p>				
Fund Raisers/Donations (\$16,000) Festival of the Trees (\$15,000)	31,000.00	-0-	-0-	31,000.00
<p>This amount reflects anticipated revenue from fund raising activities.</p>				
City Funding	-0-	15,500.00	-0-	15,500.00
<p>These funds are a portion of a 3% local match which is a requirement of receiving State revenue for special education, physical therapy, occupational therapy, speech/language therapy and related services for birth to school age children.. Newcastle - \$9,000 Sundance - \$1,500, Moorcroft - \$3,000, Hulett \$2,000</p>				
Crook and Weston Counties	-0-	20,750.00	-0-	20,750.00
<p>This source of funding is also a portion of a 10% local match. Weston - \$12,750 Crook - \$8,000</p>				
State & Federal Revenue	-0-	873,493.00	71,656.00	945,149.00
<p>The WY Dept. of Health, Behavioral Health Division contracts with Region III Developmental Services to provide special education and related services for eligible 3 through 5 year old children in Crook and Weston Counties Total amount based on the Nov. 2016 Child Count 105 x \$8,318.98 per child.(\$873,493) Also includes Federal Part B 619 and 611 revenue 105 x \$682.44 per child. (\$71,656)</p>				

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ANTICIPATED REVENUES Cont...	PRESCHOOL	STATE	FEDERAL	TOTAL
State & Federal Cont....	-0-	159,353.00	38,104.00	197,457.00
Family Support Services This amount reflects Grant Funds available for Early Intervention Family Support Service -case management services to infants, toddlers and families while referring and consulting with interagency professionals for developmental assessments and hands on therapy as determined by the Early Intervention Team. Direct Services – Total amount based on Nov.'16 birth to 3 child count (20 x \$7,967.66 per child) Also includes Federal Part C revenue (\$38,104)				
School Districts	-0-	19,994.00	-0-	19,994.00
Each school district is responsible for Child Find Screenings for birth to school age children who reside within jurisdiction of the school district. The Weston County Children's Center/Region III Developmental Services contracts with School Districts #1 and #7 in both Weston and Crook Counties to conduct Child Find Screenings for children birth to school age. Crook #1 \$9,000.00 Weston #1 \$7,994.00 Weston #7 \$3,000.00				
Food Program	37,000.00	-0-	-0-	37,000.00
Child Care Food Program & Adult Food Program. Child (\$30,000) Adult (\$7,000)				
Other Income	3,000.00	1,750.00		4,750.00
Other income is revenue generated from funding sources that are not guaranteed from year to year. This reflects Region 10 contract for Social/Emotional Services. (\$1,750) Weston County School Dist .#1 Bridges revenue (\$3,000)				
Interest Income	150.00	150.00	-0-	300.00
TANF	-0-	-0-	42,928.00	42,928.00
This amount reflects revenue generated for implementation of the Temporary Assistance for Needy Families preschool program. (\$48,720 – FY'18) (Total award \$97,440 for FY'17 & '18)				
This revenue source is the Early Childhood Community Partnership Grant	25,000.00	-0-	-0-	25,000.00

ANTICIPATED REVENUE	PRESCHOOL	STATE	FEDERAL	TOTAL
Contributions	1,000.00	4,000.00	-0	5,000.00
<p>This amount reflects revenue contributed by public & private donors. (\$1,000) Includes Eva Marie Memorial Scholarship Event (\$4,000)</p>				
Finance Charge Income	1,000.00	-0-	-0-	1,000.00
<p>This amount reflects income collected on past due tuition fees.</p>				
United Fund	3,350.00	-0-	-0-	3,350.00
<p>This source of funding is allocated for preschool supplies and materials that are consumed within a program year. Each classroom teacher is responsible for submitting requisitions of supplies required for their particular age level and classroom.</p>				
Medicaid/Insurance	-0-	58,000.00	-0-	58,000.00
<p>This income source is generated through eligible children receiving OT, PT, speech/language or social/emotional services. (\$58,000)</p>				
TOTAL ANTICIPATED REVENUE	393,000.00	1,184,490.00	152,688.00	1,730,178.00

EXPENDITURES	PRESCHOOL/CHILD CARE	STATE	FEDERAL	TOTAL
Administration	6,750.00	150,850.00	-0-	157,600.00
<p>Administration Staff: Staff members whose job description is focused on activities concerning the overall administration and direction of operations within the program. (\$139,750) Audit: Required by the State of Wyoming (\$11,000) Board Expense: Association dues for the State program & travel incurred by Board Members. (\$100) CDS of WY Dues (\$6,750)</p>				
Salaries & Wages	226,110.00	478,219.00	135,636.00	839,965.00
<p>Each classroom is staffed with one or more classroom teachers who are responsible for the development of lesson plans, day to day activities, and insuring the health, safety, and welfare of each individual child's needs. Teacher's aides are employed depending on the number of children. Staff requirements of the preschool program is mandated by the Wyoming Child Care Licensing Rules. The budget is based on the expected number of children, and must be able to retain staff through minor fluctuations. Special Education must meet all qualifications according to WY Dept. of Education, Chapter 7 Rules, WY Dept. of Health Part C Rules and WY. PTSB Rules governing professional educator certification. Includes Partnership Grant wages (\$8,420)</p>				
Teaching/Supplies & Equipment	500.00	3,500.00	6,000.00	10,000.00
<p>Program supplies & equipment are requisitioned in advance and are materials that will be consumed within a short period of time. Includes \$400 for Hulett and \$500 for Moorcroft supplies and equipment. Supplies from TANF Grant - \$5,000 & Parent Programs (\$1,000 TANF)</p>				
Partnership Grant Expense	12,491.00	-0-	-0-	12,491.00
<p>Reflected here are all Newcastle & Upton Partnership Grant expenditures except wages and benefits.</p>				

EXPENDITURES Cont....	PRESCHOOL	STATE	FEDERAL	TOTAL
Office Supplies & Equipment	1,200.00	23,300.00	-0-	24,500.00
These supplies include office materials, typing supplies, paper for record keeping and general office use, and copying supplies, envelopes, and any items that are needed for maintenance of the office equipment (\$1,400 for bankcard fees \$5,040 IT Support.				
Telephone	300.00	5,100.00	-0-	5,400.00
The cost of telephone is based on a fairly stable rate. This also includes program advertising. The program presently has 14 phones and cell phones for all Center vehicles.				
Postage	400.00	1,000.00	-0-	1,400.00
The bulk of this is spent on postage for special services. The preschool/care care program corresponds with parents via the time cards which are posted in the front office.				
Mileage	-0-	2,700.00	-0-	2,700.00
Represented here is mileage and per diem incurred by staff for staff development. Also represented is mileage paid to parents.				
Travel		1,000.00		1,000.00
Includes meals and lodging expenses for staff travel.				
Internet	-0-	1,200.00	-0-	1,200.00
Cost of purchasing and maintaining access to internet at all Region III sites				
Building Rent	-0-	7,200.00	-0-	7,200.00
This Expenditure represents rent paid for the preschool in Moorcroft (\$600 per month)				
Vehicle Expense	-0-	26,000.00	-0-	26,000.00
Includes expenses of vehicle maintenance (i.e. oil changes, lubrications, tires, batteries) Also reflects vehicle insurance, gasoline and license plates				
Purchased Services	-0-	39,000.00	724.00	39,724.00
This includes contracted professionals and consultants, special education and related services (OT and PT)				

EXPENDITURES Cont...	PRESCHOOL	STATE	FEDERAL	TOTAL
Employee Benefits	55,728.00	232,693.00	6,028.00	294,449.00
<p>Worker's Compensation coverage provided to all employees. FICA Taxes: Mandatory Federal Insurance Contributions Act. (FICA) is based on a percentage of each person's salary as the employer contribution. The Center participates in the Unemployment Compensation Program. Cost is paid based on a percentage of the employee's gross wages while employed by the program. (\$119,983)</p> <p>Medical Insurance: Insurance to staff interested in participating. 80% of employee premium (\$80,000)</p> <p>Staff Development: Professional Growth, conferences conventions, courses and related activities to facilitate professional development. Includes expenditures incurred in meeting DFS Child Care licensing requirements (\$3,000), percentage match required to receive WY Workforce Development Training funds (\$1,000) fees for SLP Licensing and ASHA membership (\$1,000),</p> <p>WY Retirement System: WCCC/Region III participates in the WY Retirement System. Eligible employees contribute 8.25 percent of their total salary to the System and the employer contributes 8.37 percent of the member's total salary. (\$82,666) Adult Meals: (\$6,800)</p>				
Insurance and Bonds	3,000.00	11,700.00	-0-	14,700.00
<p>This expenditure reflects liability insurance for all sites, which includes property and equipment coverage, general liability and an umbrella policy and fidelity bonding insurance. (\$10,000)</p> <p>Professional Liability Insurance is provided to those employees dealing with children in the special ed. program. This policy covers the consequence of negligence, covers bodily injury, expenses of immediate medical relief at the time of an accident, cost of legal defense suits against the Center. (\$2,000)</p> <p>Errors and Omissions insurance to protect against Personal Liability of Board Members & Director. (\$2,700)</p>				

Expenditures Cont....	PRESCHOOL	STATE	FEDERAL	TOTAL
Food Program	54,890.00	54,891.00	-0-	109,781.00
<p>Salary: Represents labor incurred in food preparation, paper work required by the CACFP Child Care Food Program. (\$58,281)</p> <p>Food: The Center provides A.M. & P.M. snacks, and hot lunch, for children and staff. The Center buys food for the most part in bulk to save money and is reimbursed in part by the CACFP Food Program. (\$44,500)</p> <p>Supplies and Equipment: These include paper products, serving dishes, soap, etc. (\$8,000)</p>				
Occupancy: Newcastle	12,185.00	32,494.00	4,300.00	48,979.00
<p>Utilities: Includes natural gas, electricity, water etc. (\$12,600) + (\$4,300 – TANF)</p> <p>Custodial Salary: The Center must maintain a level of health, sanitation and cleanliness not only to meet the state standards, but for the benefit and welfare of the children and staff. (\$23,079)</p> <p>Custodial Equipment: Equipment over \$250, vacuums, professional shampooer etc.</p> <p>Custodial & Maintenance Supplies: Cleaning Supplies and related costs to keep and maintain a clean and healthy facility. (\$9,000)</p> <p>Also includes cost to contract carpet cleaning and annual tile floor refinishing.</p>				
Maintenance	8,467.00	17,458.00	-0-	25,925.00
<p>Maintenance Salary: Service provided through contract for labor for maintaining the building, exterior equipment and snow sidewalk removal. (\$9,824)</p> <p>\$3,000 for Grounds Maintenance Supplies</p> <p>\$3,500 Salary for Grounds Maintenance</p> <p>\$600 Contracted snow removal of parking lots</p> <p>General Repairs: Miscellaneous repairs and maintenance of equipment, such as refrigerator/freezer etc. (\$7,000)</p>				

EXPENDITURES CONT...	PRESCHOOL	STATE	FEDERAL	TOTAL
Child Identification Screenings	-0-	5,100.00	-0-	5,100.00
This amount reflects costs related to Annual Child Find Screenings including wages for non-Region III staff.				
Scholarship	-0-	13,500.00	-0-	13,500.00
This expenditure reflects a portion of State D.D. funds generated through the Behavioral Health Division for children who are identified with special needs and are included in a regular preschool classroom setting. Also includes the Eva Marie Bock Preschool Scholarship. (\$3,000)				
Bad Debts	500.00	-0-	-0-	500.00
The policy of the Children's Center is to attempt to collect fees in advance for preschool tuition. If a parent cannot pay according to this policy they may make arrangements with the business manager. Seldom parents have balances due to the Center with these policies.				
Advertising	500.00	1,500.00	-0-	2,000.00
Public Relations	300.00	400.00	-0-	700.00
Includes expenses of parent/program newsletter, presentations to various organizations in the community, and ongoing communication to the community as a whole.				
Fund Raiser Expenses	9,600.00	-0-	-0-	9,600.00
Miscellaneous	79.00	85.00	-0-	164.00
TOTAL EXPENDITURES	393,000.00	1,108,890.00	152,688.00	1,654,578.00