



Board of Directors’ Report
April 2024
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AGENDA
BOARD OF DIRECTORS MEETING
April 2, 2024 6:30 P.M.
Available via Video Conference or in Person at
118 East Donnell
Crowell, Texas

1. Establish quorum, call to order, invocation and introduction
2. *Seat new members of Board of Directors
3. *Consent Agenda – Items on the Consent Agenda may be removed at the request of any Board member and considered at another appropriate time on this agenda. Placement on the Consent Agenda does not limit the possibility of any presentation, discussion or approval at this meeting.
 - a. Approval of Minutes of the February 6, 2024 regular meeting
 - b. Approval of Agency Reports:
 - i. Clients Served
 - ii. Direct Client Assistance
 - iii. Program Performance Targets
 - iv. Financial Reports
 1. Balance Sheet
 2. Statement of Revenues and Expenditures – Budget to Actual
 3. Statement of Functional Expenditures - Budget to Actual
 4. Summary Grant Activity
 - v. Energy Assistance
 - vi. Water Assistance
 - vii. Veterans Services
 - viii. Weatherization Services
 - ix. SHARP Lines Rural Public Transportation
 - x. Community Services
 - xi. Child Care Assistance
 - xii. Head Start / Early Head Start / Daycare - Enrollment & Attendance by Center
 - xiii. Head Start / Early Head Start / Daycare - Meals Served
 - xiv. Head Start / Early Head Start - Waiting List
 - xv. Head Start / Early Head Start - Health Services
 - xvi. Head Start - Transportation
 - xvii. Head Start / Early Head Start - Family and Community Partnerships

- xviii. Head Start / Early Head Start Correspondence
 - 1. Email regarding closeout of contract # 06HE001321.
 - 2. Funding Guidance Letter for Early Head Start contract # 06HP000265.
 - 3. Email advising Office of Head Start of incident at Wilbarger County Preschool on 3/2/2024.
 - 4. Email advising Office of Head Start of incident at Turner Child Development Center on 3/7/2024.
- xix. Selected Financial Activity by Program
- xx. Credit Card Report

Head Start / Early Head Start

- 4. *Review, discussion and approval of change of scope for Early Head Start contract # 06HP000265 for the grant year 2024 – 2025.
- 5. *Review, discussion and approval of change of scope Head Start contract #06CH012396 for the grant year 2024 – 2025.

Agency

- 6. Executive Director’s Report – Debra Thomas
- 7. Adjourn

Rolling Plains Board of Directors Meeting

Apr 2, 2024, 6:30 – 8:30 PM (America/Chicago)

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* While any item on this agenda may require a board vote after discussions, items indicated with an * are items identified as requiring board approval.

Rolling Plains Management Corporation Board of Directors reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed in the above agenda. If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E, including, but not limited to deliberation on the appointment, employment compensation, evaluations, reassignment, duties, discipline, or dismissal

of employees pursuant to Texas Government Code § 551.074; consultation with attorney regarding potential or contemplated litigation or matters involving attorney client privilege pursuant to Texas Government Code § 551.071; deliberation on the purchase, exchange, lease, or value of real property pursuant to Texas Government Code § 551.072; deliberation regarding gifts and donations pursuant to Texas Government Code § 551.073; deliberation regarding security devises pursuant to Texas Government Code § 551.076; and deliberation regarding Economic Development negotiations pursuant to Texas Government Code § 551.087.

Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

POSTED: March 28, 2024



BOARD OF DIRECTORS MEETING
February 6, 2024 6:30 P.M.
Available via Videoconference or in Person at
118 East Donnell, Crowell, Texas

Agenda Item 1 - Establish quorum, call to order, invocation and introduction.

Board Chair, Mark Christopher, announced a quorum was present and called the meeting to order. The invocation was given by Ronnie Allen. Board members, staff, and guests introduced themselves.

Agenda Item 2 - *Seat new members of Board of Directors.

No new members were seated.

Agenda Item 3 - *Consent Agenda – Items on the Consent Agenda may be removed at the request of any Board member and considered at another appropriate time on this agenda. Placement on the Consent Agenda does not limit the possibility of any presentation, discussion or approval at this meeting.

There was a motion made by Dale Eaton and seconded by Michael Woods. The motion passed unanimously to approve all items on the agenda as follows:

- a. Approval of Minutes of the December 5, 2023 regular meeting
- b. Approval of Agency Reports:
 - i. Clients Served
 - ii. Direct Client Assistance
 - iii. Program Performance Targets
 - iv. Financial Report
 - 1) Balance Sheet
 - 2) Statement of Revenues and Expenditures – Budget to Actual
 - 3) Statement of Functional Expenditures - Budget to Actual
 - 4) Summary Grant Activity
- c. Approval of Program Reports
 - i. Energy Assistance
 - ii. Water Assistance
 - iii. Veterans Assistance
 - iv. Weatherization Services
 - v. SHARP Lines Rural Public Transportation
 - vi. Community Services
 - vii. Child Care Assistance
 - viii. Head Start / Early Head Start / Daycare Enrollment & Attendance by Center
 - ix. Head Start / Early Head Start / Daycare Meals Served
 - x. Head Start / Early Head Start Waiting List
 - xi. Head Start / Early Head Start Health Services

118 North 1st Street, P. O. Box 490, Crowell, Texas 79227 --- Phone (940) 684-1571

Rolling Plains Management Corporation is an equal opportunity employer and provider.

(Consent Agenda continued)

- xii. Head Start Transportation
- xiii. Head Start / Early Head Start Family and Community Partnerships
- xiv. Head Start / Early Head Start Correspondence
 - a. Notice of Proposed Rulemaking (NPRM) on Supporting the Head Start Workforce and Consistent Quality Programming – Public Comment Period – ACF-PI-OHS-23-04
 - b. Federal Reporting of Standard Forms 425 and 428 – ACF-PI-OHS-24-01
- xv. Head Start / Early Head Start Program Reports
 - a. OHS Monitoring Review Report – 06CH010745
 - b. HS/EHS Assessment Report – 2023-2024
 - c. HS/EHS CLASS Report – Fall 2023
 - d. HS/EHS NESS Report – BOY 2023
- xvi. Monitoring Reports
 - a. Texas Department of Transportation – Quarterly/Financial Monitoring
- xvii. Selected Financial Activity by Program
- xviii. Credit Card Report

Agency

Agenda Item 4 - *Review, discussion and approval of changes to Personnel Policies as follows:

- a. Head Start and Early Head Start teaching staff required to obtain certifications will be hired in a provisional status while working to obtain the qualifications. Employees will be classified in the full or part time category as described herein, making them eligible for benefits as also described herein. Provisional staff will be required to complete certification requirements within their first year of employment. Should there be delays out of their control, the Executive Director may extend the provisional period for up to sixty days based on the recommendation of the Head Start Program Director.**

Amy Wade, Human Resources Director, reviewed the proposed changes to the Personnel Policies and explained the benefits of hiring Head Start and Early Head Start teaching staff in a provisional status while they work toward certification. Sherry Ellis and Sarai Meza answered questions regarding the certification process. A motion was made by Dale Eaton and seconded by Michael Woods to approve the changes to the Personnel Policy. The motion passed unanimously.

Agenda Item 5 - *Review, discussion and approval of changes to Financial Procedure including Cost Allocation Plan.

Keren Whitney, Finance Director, presented the updated Financial Procedures including Cost Allocation Plan for review. Keren explained that most of the changes were due to new HR procedures and the use of Paycom for payroll. The remaining changes were to fix grammatical errors and to further outline purchasing procedures. An opportunity for discussion was given. A motion was made by Rick Hardcastle and seconded by Dale Eaton to approve the updated Financial Procedures including Cost Allocation Plan. The motion passed unanimously.

Agenda Item 6 - Review of 2023 including estimated revenues and expenditures.

Debra Thomas, Executive Director, gave the board detailed information on the estimated revenue and expenditures for 2023.

Agenda Item 7 – *Review, discussion and approval of report on annual update for 2023 on the success of specific strategies included in the Community Action plan.

Jessica McLain presented and discussed the Community Action Plan for 2023 and success of specific strategies. A motion was made by Jim Novak and seconded by Ronnie Allen to approve the report on the annual update for 2023 on the success of specific strategies included in the Community Action Plan. The motion passed unanimously.

Agenda Item 8 - Receive an update on progress meeting the goals of the Strategic Plan for 2020 – 2024.

Jessica McLain gave updates on progress meeting goals of the Strategic Plan for 2020 – 2024. A discussion followed regarding survey results and plans for increased communication with community partners.

Agenda Item 9 – 9. * Review, discussion and appointment of Executive Committee for Board of Directors for 2024 to transact business of and/or for the full Board when necessary to ensure the operations of the agency are not disrupted at such times that the Board of Directors cannot be feasibly convened.

Debra Thomas explained that the agency’s bylaws state the Board Chair will appoint committees. Board Chair, Mark Christopher, discussed the need to fill a vacant position and appointed the following members for the 2024 year as follows:

Mark Christopher	Committee Chair
Rusty Stafford	Committee Member
Pam Gosline	Committee Member
David Brinkerhoff	Committee Member
Denise Foster	Committee Member
Michael Dishman	Committee Member
Jim Castagna	Committee Member

Mark Christopher discussed the appointment of Executive Committee to transact business of and/or for the full Board when necessary to ensure the operations of the agency are not disrupted at such times that the Board of Directors cannot be feasibly convened. Following discussion, Dale Eaton made a motion with Rick Hardcastle seconding to appoint the Executive Committee for Board of Directors for 2024 to transact business of and/or for the full Board when necessary to ensure the operations of the agency are not disrupted at such times that the Board of Directors cannot be feasibly convened. Motion passed unanimously.

Agenda Item 10 - Appointment of other Committees for the Board of Directors for 2024 by Board Chair.

Board Chair, Mark Christopher, discussed the appointment of Committees for the Board of Directors for 2024. The Planning Committee will not be appointed at this time. Future planning meetings will be open to the full Board. The Finance Committee for the Board of Directors for 2024 as appointed by Board Chair, Mark Christopher are:

Denise Foster	Committee Chair
Phil McCuiston	Committee Member
Jim Castagna	Committee Member
Ronnie Allen	Committee Member
Karl Holloway	Committee Member
Carolyn Henry	Committee Member
Toby Hines	Committee Member

Head Start / Early Head Start

Agenda Item 11 - Training on Head Start/Early Head Start Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA) policy and procedure updates for 2024 – 2025.

Sarai Meza, Head Start/Early Head Start/Child Care Director, provided training to the Board on the changes to the Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA) policy and procedure updates for 2024 – 2025. Additionally, Sarai advised the Board that the Head Start/Early Head Start programs would be submitting a change of scope request due to reduced need in some communities and increased need in others.

Agenda Item 13 – Updates from Executive Director

a. Update on building projects

Debra Thomas provided an update on the current building projects including expected completion dates.

b. Program Updates

Debra Thomas and Marsha Anderson provided an update to procedures regarding utility assistance applications. Based on current and expected funding, the utility assistance department is going to suspend applications at this time.

c. Updates on legal matters

Debra Thomas advised the Board that the agency is involved in two lawsuits and encouraged anyone with questions to contact her. She stated she would provide them with any information that was public knowledge.

d. Other

Debra Thomas advised the Board that Rodger Brannen had resigned as Mayor of Paducah and was resigning his position on the Board of Directors. Debra thanked Rodger for his service and dedication to the agency.

Agenda Item 16 - *Adjourn

There being no further business, the meeting was adjourned at 8:02 pm by Chair Mark Christopher.

Respectfully submitted,

Debra K. Thomas, Executive Director and Secretary to the Board

<u>Name</u>	<u>Public Sector</u>	<u>Private Sector</u>	<u>Low-Income Sector</u>	<u>Staff/Guest</u>
Karl Holloway	Absent			
Michael Woods	X			
Mark Christopher	X			
Ronnie Allen	X			
Dale Eaton	X			
Cathy Young	Absent			
Pam Gosline	Excused			
Rusty Stafford	Excused			
Lauren Bush	GoToMeeting			
Rodger Brannon	X			
Rick Hardcastle	X			
Chuck Henderson		X		
Jim Castagna		Excused		
David Brinkerhoff		Excused		
Susie Byars		Excused		
Nanette Ashby		Excused		
Dusty R Johnston		Excused		
Jim Novak		X		
Phil McCuistion		X		
Delisa Piper		Excused		
Robert Webb		X		
Juan Hinojosa			X	
Annette Walker			X	
Seth Tabor			X	
Toby Hines			X	
Carolyn Henry			Excused	
Rebecca Hardin			Excused	
Denise Foster			X	
Tamika Toombs			X	
Michael Dishman			X	
Norris Thomas			X	
Patty Hines				X
Chris Pray				X
Rilda Novak				X
Debra Thomas				X
Jessica McLain				X
Mark Halsell				X
Wade Davis				X
Amy Wade				X
Sarai Meza				X
Sherry Ellis				X
Keren Whitney				GoToMeeting
Ashley Larry				GoToMeeting

**Rolling Plains Management Corporation
Clients Served**

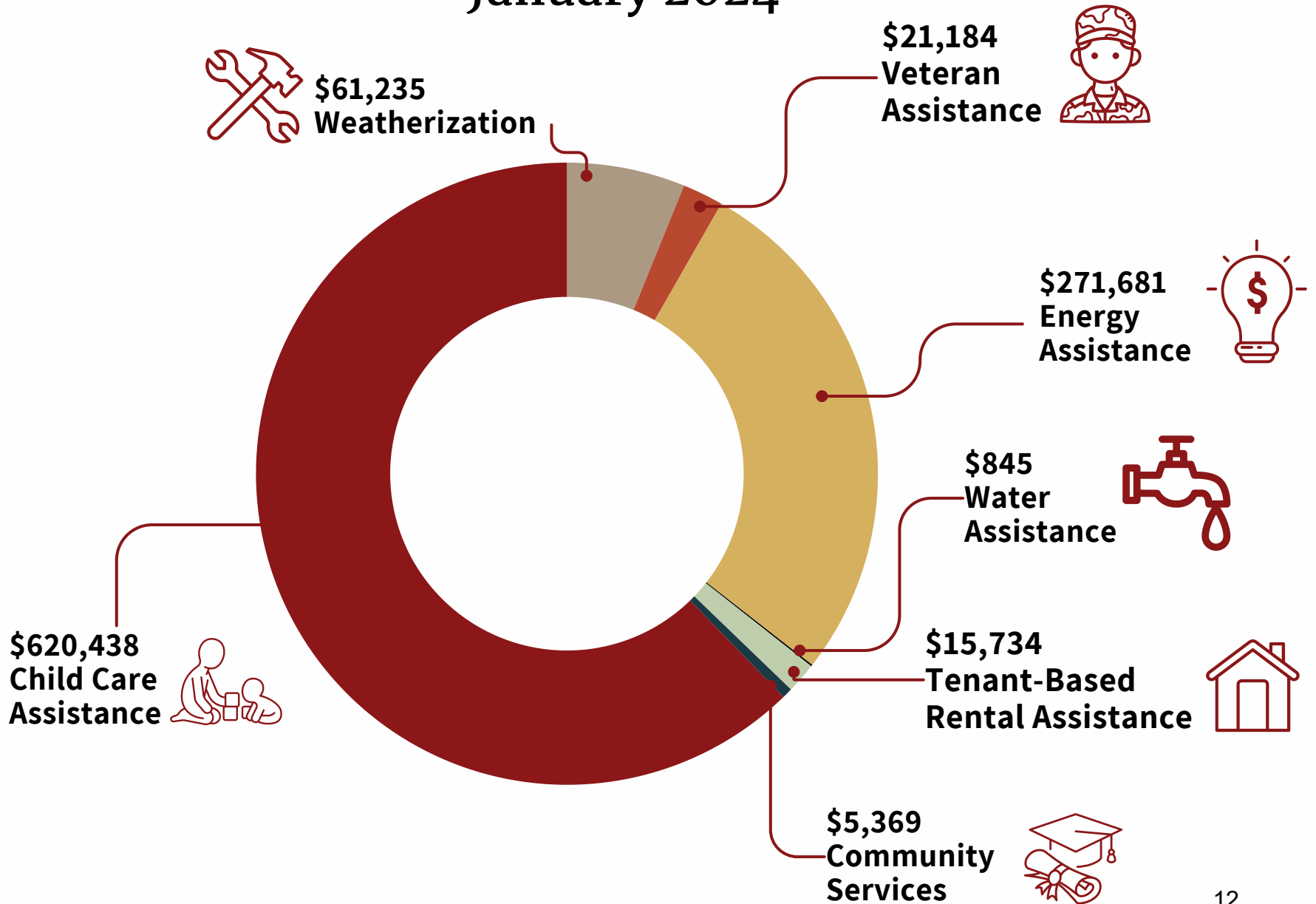
January 2024

Program	People Served in January	People Served YTD	Number of Units Served in January	Units Served YTD	Description of Units
Tenant-Based Rental Assistance (TBRA)	55	55	20	20	Households
Energy Assistance	253	253	131	131	Households
Water Assistance	2	2	1	1	Households
Veteran Services	24	24	14	14	Households
Weatherization	8	8	6	6	Homes
SHARP Lines Rural Public Transportation	570	570	5,899	5,899	Trips
Community Services	29	29	9	9	Households
Child Care Assistance	1,453	1,453			
Head Start	161	161			
Early Head Start	109	109			
Day Care	48	48			

* People/Households may be served in more than one category and therefore counted more than once.

Direct Client Services

January 2024



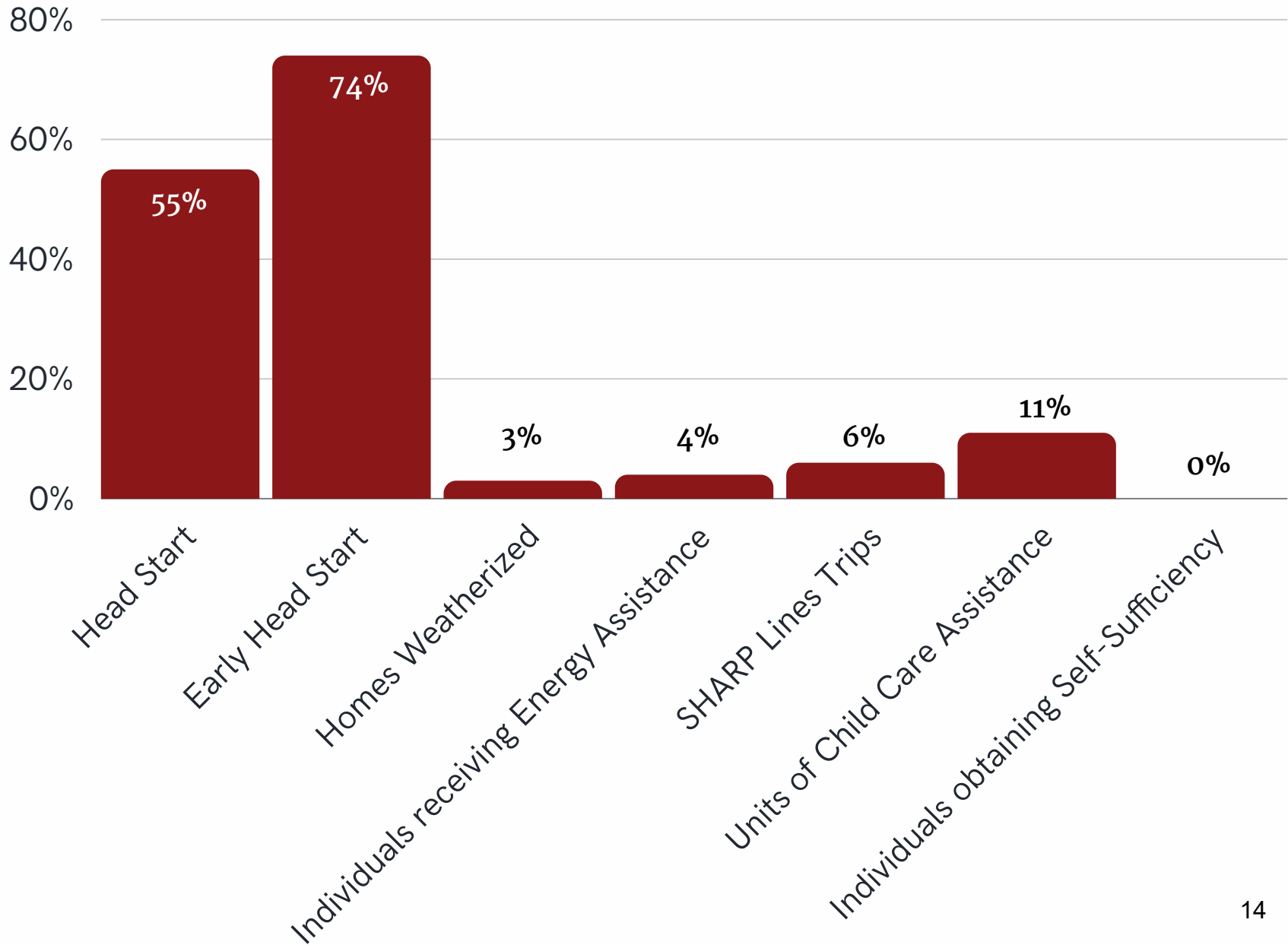
**Rolling Plains Management Corporation
Direct Client Assistance**

January 2024

Program	Expended in January	Expended YTD	Pledged/Projected	Total
Tenant Based Rental Assistance	\$ 15,734.00	\$ 15,734.00	\$ 77,852.00	\$ 93,586.00
Energy Assistance	\$ 271,680.58	\$ 271,680.58	\$ 620,811.07	\$ 892,491.65
Water Assistance	\$ 844.92	\$ 844.92		\$ 844.92
Veterans Assistance	\$ 21,183.97	\$ 21,183.97		\$ 21,183.97
Weatherization	\$ 61,234.74	\$ 61,234.74		\$ 61,234.74
Community Services	\$ 5,369.49	\$ 5,369.49		\$ 5,369.49
Child Care Assistance	\$ 620,437.63	\$ 620,437.63		\$ 620,437.63
TOTAL	\$ 996,485.33	\$ 996,485.33	\$ 698,663.07	\$ 1,695,148.40

Program Performance Report

January 2024



ROLLING PLAINS MANAGEMENT CORPORATION

Balance Sheet - Entire Agency

As of January 31, 2024

Assets

Current Assets

Cash (operating accounts)	3,025,308.96
Other Cash Accounts	
Petty cash	1,000.00
Certificate of Deposit - Interest & Sinking Fund	32,259.61
Certificate of Deposit - Capital Reserve	<u>1,282,259.61</u>
Total Other Cash Accounts	1,315,519.22
Receivables	
Grants receivable	3,335,926.42
Other	<u>258,168.22</u>
Total Receivables	3,594,094.64
Other Assets	
Prepaid expenses	98,550.78
Inventory	<u>4,805.99</u>
Total Inventories	<u>103,356.77</u>
Total Current Assets	8,038,279.59

Long-term Assets

Property & Equipment	
Property, Plant & Equipment	9,667,104.80
Land	65,683.81
Software license	13,500.00
Construction in Progress	2,356,129.41
Accumulanted depreciation	(5,679,730.71)
Total Property & Equipment	<u>6,422,687.31</u>
Total Assets	<u>14,460,966.90</u>

Liabilities

Short-term Liabilities

Accounts Payable	1,318,761.88
Accrued (payroll) liabilities	143,390.67
Other payroll liabilities	8,793.32
Loan - Crowell State Bank	0.00
Deferred Revenue	<u>410,332.01</u>
Total Short-term Liabilities	1,881,277.88

Long-term Liabilities

Loan - USDA	<u>280,932.42</u>
Total Long-term Liabilities	<u>280,932.42</u>
Total Liabilities	2,162,210.30

Net Assets

Beginning Net Assets	12,147,087.65
Current YTD Net Income	<u>151,668.95</u>
Total Net Assets	<u>12,298,756.60</u>

Total Liabilities and Net Assets 14,460,966.90

ROLLING PLAINS MANAGEMENT CORPORATION

Statement of Revenues and Expenditures - Budget to Actual

For the period ended January 31, 2024

Percentage of budget expired 17%

	<u>Approved Budget</u>	<u>Actual</u>		% of
	12/1/2023 to	12/1/2023 to	Remaining	Budget
	<u>11/30/24</u>	<u>01/31/24</u>	<u>in Budget</u>	<u>Expended</u>
Operating Revenue				
<u>Grant Revenue</u>				
Funding - federal	9,140,907.00	1,495,845.06	7,645,061.94	
Funding - state	8,175,675.00	1,190,652.93	6,985,022.07	
Funding - other	<u>9,069,833.00</u>	<u>1,405,547.31</u>	<u>7,664,285.69</u>	
Total Grant Revenue	26,386,415.00	4,092,045.30	22,294,369.70	16%
<u>Contributions</u>				
Donations (cash)	<u>3,000.00</u>	<u>4,700.00</u>	<u>(1,700.00)</u>	
Total Contributions	3,000.00	4,700.00	<u>(1,700.00)</u>	
<u>Program Revenue</u>				
Medical transportation fees	1,840,000.00	235,811.96	1,604,188.04	
Box fares	5,000.00	1,420.00	3,580.00	
Subscription fares	254,000.00	41,535.00	212,465.00	
Parent fees received	0.00	20.00	<u>(20.00)</u>	
Student Fees	210,000.00	17,601.30		
Daycare fees	<u>218,400.00</u>	<u>28,765.18</u>	<u>189,634.82</u>	
Total Program Revenue	2,527,400.00	325,153.44	2,009,847.86	13%
<u>Other Income</u>				
Insurance proceeds	50,000.00	251,295.53	<u>(201,295.53)</u>	
Sale of vehicles	63,195.00	0.00	63,195.00	
Cost of property disposed of	0.00	0.00	0.00	
Miscellaneous	206.00	0.00	206.00	
Interest income	<u>160,332.00</u>	<u>18,160.37</u>	<u>142,171.63</u>	
Total Other Income	<u>273,733.00</u>	<u>269,455.90</u>	<u>4,277.10</u>	
Total Revenue	29,190,548.00	4,691,354.64	24,306,794.66	<u>16%</u>
Expenditures by Program				
<u>Program Services</u>				
Child care assistance	8,679,729.00	1,352,476.92	7,327,252.08	16%
Child development programs	5,193,885.00	810,305.30	4,383,579.70	16%
Transportation	6,818,451.00	1,298,324.36	5,520,126.64	19%
Energy assistance and community services	4,359,533.00	544,147.88	3,815,385.12	12%
Weatherization and home rehabilitation	<u>2,779,105.00</u>	<u>319,325.91</u>	<u>2,459,779.09</u>	11%
Total Program Services	27,830,703.00	4,324,580.37	23,506,122.63	16%
<u>Supporting Services</u>				
Total Expenditures	<u>1,696,481.00</u>	<u>215,105.32</u>	<u>1,481,375.68</u>	13%
Net Revenue Over Expenditures	<u>(336,636.00)</u>	<u>151,668.95</u>		15%

ROLLING PLAINS MANAGEMENT CORPORATION
Statement of Functional Expenditures - Budget to Actual
For the period ended January 31, 2024

	<u>Approved Budget</u> 12/1/2023 to 11/30/24	<u>Actual</u> 12/1/2023 to 01/31/24	Remaining in Budget	Percent of Total Expended
Expenditures				
Personnel Expenses	7,621,409.00	1,115,991.59	6,505,417.41	24.6%
Fringe Benefits & Other Employee Expenses	2,466,282.00	347,684.25	2,118,597.75	7.7%
Direct Client Assistance	12,773,521.00	1,776,381.08	10,997,139.92	39.1%
Other Direct Program Costs	555,175.00	81,812.66	473,362.34	1.8%
Travel	212,994.00	10,217.04	202,776.96	0.2%
Professional Fees	108,733.00	4,798.66	103,934.34	0.1%
Supplies	632,015.00	77,965.61	554,049.39	1.7%
Occupancy	656,717.00	354,065.13	302,651.87	7.8%
Maint, Repairs & Lease of Equipment	576,241.00	75,404.94	500,836.06	1.7%
Purchase of equipment	976,350.00	232,145.98	744,204.02	5.1%
Purchase of land/buildings	0.00	250,775.44	(250,775.44)	5.5%
Major Renovations	2,884,382.00	187,426.35	2,696,955.65	4.1%
Interest	13,000.00	2,139.25	10,860.75	0.0%
Miscellaneous	<u>50,365.00</u>	<u>22,877.71</u>	<u>27,487.29</u>	<u>0.5%</u>
Total Expenditures	<u>29,527,184.00</u>	<u>4,539,685.69</u>	<u>24,987,498.31</u>	<u>100.0%</u>

ROLLING PLAINS MANAGEMENT CORPORATION

Summary of Grant Activity
As of January 31, 2024

<u>Grant</u>	<u>Program Director / Contact</u>	<u>Beginning</u>	<u>Ending</u>	<u>Funding Available</u>	<u>Expended</u>	<u>% of contract expired</u>	<u>% of Funding spent</u>
<u>Child development programs</u>							
Head Start ##	Sarai Meza	12/1/23	11/30/24	\$2,493,672.00	\$366,366.10	17%	15%
Early Head Start	Sarai Meza	8/1/23	7/31/24	\$2,400,847.00	\$982,050.78	50%	41%
Child and Adult Food Program	Sarai Meza	10/1/23	9/30/24	\$ 390,860.84	\$117,663.06	33%	30%
Summer Food Service Program	Sarai Meza	5/1/24	8/31/24	NA	\$0.00		
## This grant was partially funded at \$1,246,837 pending a Fiscal Year 2024 appropriation at later date.							
<u>Transportation</u>							
Texas Dept of Transportation	Donna Moore	9/1/23	8/31/24	\$ 632,006.00	\$1,866.00	42%	0%
Texas Dept of Transportation	Donna Moore	9/1/22	8/31/24	\$ 578,308.00	\$578,308.00	71%	100%
Texas Dept of Transportation	Donna Moore	9/1/23	11/30/24	\$ 208,779.00	\$224,526.00	33%	108%
Texas Dept of Transportation	Donna Moore	9/1/23	11/30/24	\$ 965,554.00	\$404,591.00	33%	42%
Texas Dept of Transportation	Donna Moore	9/1/22	12/31/23	\$ 1,226,726.00	\$1,226,819.00	100%	100%
Texas Dept of Transportation	Thomas/Halsell	9/1/21	3/31/24	\$ 1,810,000.00	\$1,598,565.50	94%	88%
Texas Dept of Transportation	Thomas/Halsell	10/1/22	8/31/24	\$ 249,382.00	\$0.00	70%	0%
Texas Dept of Transportation	Thomas/Halsell	9/1/22	8/31/24	\$ 3,009,970.00	\$1,878,883.00	71%	62%
Texas Dept of Transportation	Donna Moore	9/1/23	8/31/24	\$ 554,157.00	\$554,157.00	42%	100%
<u>Energy assistance and community services</u>							
Tx Veterans Comm - General	Marsha Anderson	7/1/23	6/30/24	\$ 300,000.00	\$221,921.85	58%	74%
Comprehensive Energy Assistance	Marsha Anderson	1/1/24	12/31/24	\$ 181,362.00	\$0.00	8%	0%
Comprehensive Energy Assistance	Marsha Anderson	1/1/24	12/31/24	\$ 3,387,845.00	\$311,982.60	8%	9%
Comprehensive Energy Assistance	Marsha Anderson	1/1/23	12/31/23	\$ 3,742,600.00	\$3,742,600.00	100%	100%
Comprehensive Energy Assistance	Marsha Anderson	1/1/23	12/31/23	\$ 915,338.00	\$915,338.00	100%	100%
Low Income Household Water Assist.	Marsha Anderson	1/1/22	12/31/23	\$ 686,080.00	\$686,080.00	100%	100%
Community Service Block Grant	Jessica McLain	1/1/24	12/31/24	\$ 485,762.00	\$1,140.76	8%	0%
Community Service Block Grant	Jessica McLain	1/1/23	12/31/23	\$ 490,526.00	\$490,526.00	100%	100%
CSBG - Discretionary Grant	Marsha Anderson	11/1/23	8/31/24	\$ 18,965.00	\$0.00	30%	0%
CSBG - Discretionary Grant	Jessica McLain	11/1/23	8/31/24	\$ 6,451.00	\$0.00	30%	0%
Tenant Based Rental Assistance	Marsha Anderson	12/1/23	11/30/24	As needed	\$36,655.00		
Utility Company Energy Funds	Marsha Anderson	1/1/24	12/31/24	\$ 14,152.34	\$3,668.14	NA	26%

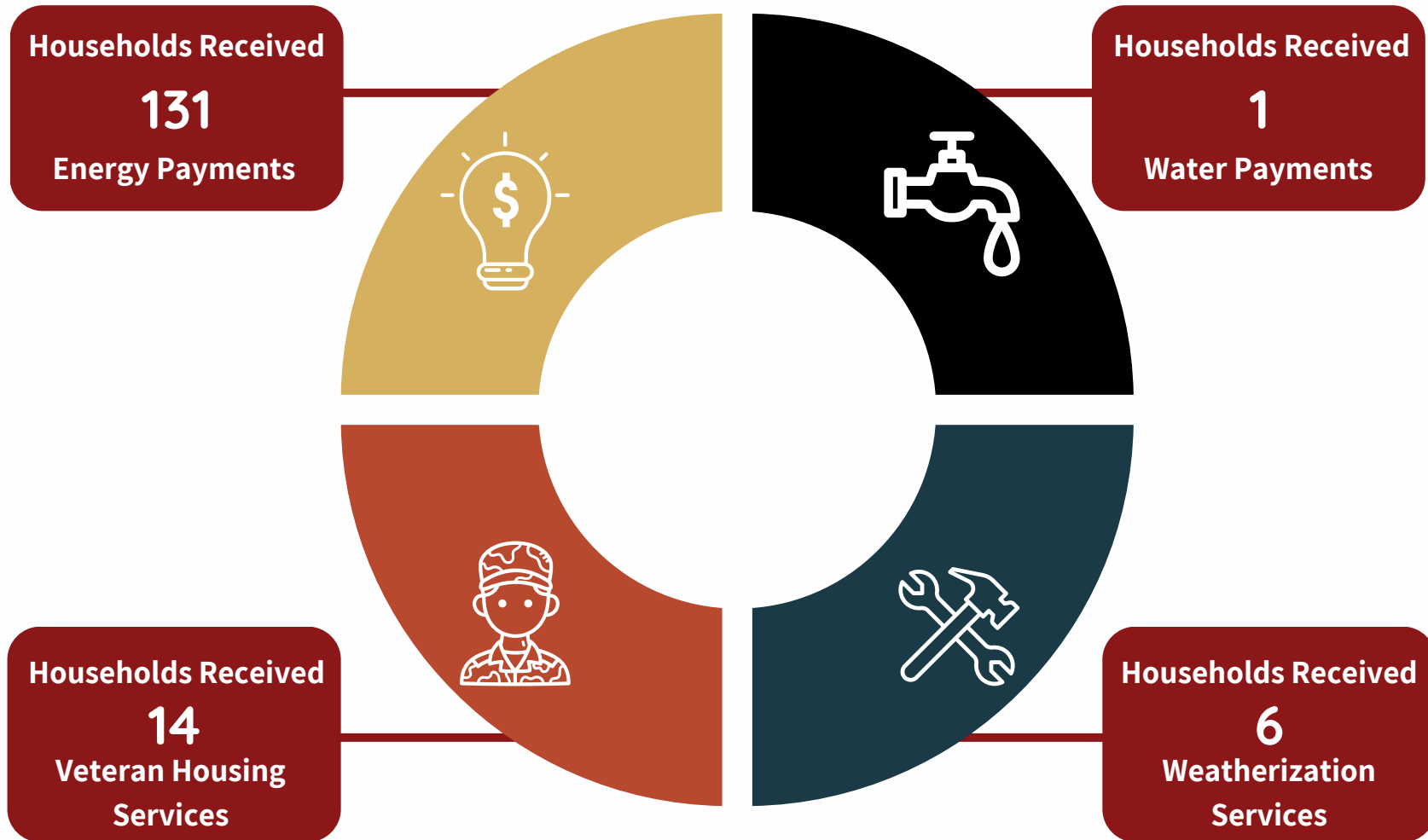
ROLLING PLAINS MANAGEMENT CORPORATION

Summary of Grant Activity
As of January 31, 2024

<u>Grant</u>	<u>Program Director / Contact</u>	<u>Beginning</u>	<u>Ending</u>	<u>Funding Available</u>	<u>Expended</u>	<u>% of contract expired</u>	<u>% of Funding spent</u>
<u>Weatherization and home rehabilitation</u>							
TVC - Housing 4 Texas Heroes	Lacy Tamplen	7/1/23	6/30/24	\$ 200,000.00	\$86,883.66	58%	43%
USDA Housing Preservation Grant	Lacy Tamplen	11/2/23	11/1/24	\$ 150,000.00	\$0.00		0%
USDA Housing Preservation Grant	Lacy Tamplen	11/2/23	11/1/24	\$ 150,000.00	\$0.00		0%
Weatherization - DOE	Lacy Tamplen	7/1/23	6/30/24	\$ 438,569.00	\$260,065.84	58%	59%
Weatherization - DOE BIL	Lacy Tamplen	7/15/23	6/30/26	\$ 1,963,884.00	\$338,151.13	19%	17%
Weatherization - LIHEAP	Lacy Tamplen	1/1/24	12/31/24	\$ 470,468.00	\$21,223.69	8%	5%
Weatherization - LIHEAP	Lacy Tamplen	1/1/23	12/31/23	\$ 684,812.00	\$684,812.00	100%	100%
Weatherization - ONCOR	Lacy Tamplen	1/1/24	10/31/24	\$ 80,000.00	\$0.00	10%	
Weatherization - AEP	Lacy Tamplen	1/1/24	10/31/24	\$ 60,000.00	\$0.00	10%	
<u>Child care assistance</u>							
Child Care Assistance (CPS care)	Donna Adams	9/1/22	8/31/23	\$775,580.00	\$703,103.56	100%	91%
Child Care Assistance (operations/dir)	Donna Adams	10/1/22	10/31/23	\$6,726,550.00	\$6,788,622.57	100%	101%
Child Care Assistance (local match)	Donna Adams	10/1/22	12/31/23	\$591,964.00	\$591,964.00	100%	100%
Child Care Assistance (quality)	Donna Adams	10/1/22	10/31/23	\$656,033.00	\$454,501.03	100%	69%
Child Care Assistance (CPS care)	Donna Adams	9/1/23	8/31/24	\$632,404.55	\$239,117.05	42%	38%
Child Care Assistance (operations/dir)	Donna Adams	10/1/23	10/31/24	\$7,261,626.00	\$1,219,489.63	31%	17%
Child Care Assistance (local match)	Donna Adams	10/1/23	12/31/24	\$585,132.00	\$0.00	27%	0%
Child Care Assistance (quality)	Donna Adams	10/1/23	10/31/24	\$701,443.00	\$82,882.53	31%	12%
<u>Non grant programs</u>							
Administrative /Unrestricted Funds	Debra Thomas	12/1/23	11/30/24	\$ 351,116.52	\$ 229,371.97	\$	121,744.55
Child Care /ISD Partnership	Sarai Meza	12/1/23	11/30/24	\$ 85,518.02	\$ 151,004.85	\$	(65,486.83)
Transportation (excluding grants)	Donna Moore					\$	96,464.37
Other						\$	(1,053.14)
Net Revenue Over Expenditures						\$	<u>151,668.95</u>

Housing Services

January 2024



**Rolling Plains Management Corporation
Energy Assistance**

January 2024

Households Served

Direct Client Dollars (\$)

<u>COUNTY</u>	Households Served		Direct Client Dollars (\$)			
	Households Assisted in January	Households Assisted Year to Date	Expended in January	Expended Year to Date	Pledged through December	Expended and Pledged through December
ARCHER	0	0	\$ -	\$ -	\$ 9,486.70	\$ 9,486.70
BAYLOR	0	0	\$ -	\$ -	\$ 31,379.50	\$ 31,379.50
CLAY	1	1	\$ 1,820.26	\$ 1,820.26	\$ 10,694.63	\$ 12,514.89
COTTLE	1	1	\$ 2,200.00	\$ 2,200.00	\$ 25,949.89	\$ 28,149.89
FOARD	2	2	\$ 4,155.22	\$ 4,155.22	\$ 21,137.52	\$ 25,292.74
HARDEMAN	2	2	\$ 3,034.61	\$ 3,034.61	\$ 48,617.31	\$ 51,651.92
JACK	1	1	\$ 2,982.17	\$ 2,982.17	\$ 11,820.17	\$ 14,802.34
MONTAGUE	0	0	\$ -	\$ -	\$ 21,630.86	\$ 21,630.86
SHACKELFORD	0	0	\$ -	\$ -	\$ 3,400.43	\$ 3,400.43
STEPHENS	5	5	\$ 9,996.94	\$ 9,996.94	\$ 14,316.59	\$ 24,313.53
TAYLOR	38	38	\$ 81,242.70	\$ 81,242.70	\$ 129,938.84	\$ 211,181.54
WICHITA	73	73	\$ 150,501.43	\$ 150,501.43	\$ 172,699.04	\$ 323,200.47
WILBARGER	8	8	\$ 15,747.25	\$ 15,747.25	\$ 91,933.22	\$ 107,680.47
YOUNG	0	0	\$ -	\$ -	\$ 27,806.37	\$ 27,806.37
TOTAL	131	131	\$271,680.58	\$271,680.58	\$620,811.07	\$892,491.65

**Rolling Plains Management Corporation
Water Assistance**

January 2024

COUNTY	Households Served		Direct Client Dollars (\$)	
	Households Assisted in January	Households Assisted Year to Date	Expended in January	Expended Year to Date
ARCHER	-	-	\$ -	\$ -
BAYLOR	-	-	\$ -	\$ -
CLAY	-	-	\$ -	\$ -
COTTLE	-	-	\$ -	\$ -
FOARD	-	-	\$ -	\$ -
HARDEMAN	-	-	\$ -	\$ -
JACK	-	-	\$ -	\$ -
MONTAGUE	-	-	\$ -	\$ -
SHACKELFORD	-	-	\$ -	\$ -
STEPHENS	-	-	\$ -	\$ -
TAYLOR	-	-	\$ -	\$ -
WICHITA	1	1	\$ 844.92	\$ 844.92
WILBARGER	-	-	\$ -	\$ -
YOUNG	-	-	\$ -	\$ -
TOTAL	1	1	\$844.92	\$844.92

**Rolling Plains Management Corporation
Veterans Services**

January 2024

Households Served

Direct Client Dollars (\$)

COUNTY	Households Receiving Rental/ Mortgage Assistance	Households Receiving Utility Assistance	Households Receiving Home Modification Assistance	Total Households Receiving Assistance	Expended in January	Expended Year to Date
ARCHER	-	-	-	-	\$ -	\$ -
BAYLOR	-	-	-	-	\$ -	\$ -
BROWN	-	-	-	-	\$ -	\$ -
CALLAHAN	-	-	-	-	\$ -	\$ -
CLAY	-	-	-	-	\$ -	\$ -
COMMANCHE	-	-	-	-	\$ -	\$ -
COTTLE	-	-	-	-	\$ -	\$ -
EASTLAND	-	-	-	-	\$ -	\$ -
FOARD	-	-	-	-	\$ -	\$ -
HARDEMAN	-	-	-	-	\$ -	\$ -
HASKELL	-	-	-	-	\$ -	\$ -
HOOD	-	-	-	-	\$ -	\$ -
JACK	-	-	-	-	\$ -	\$ -
JONES	-	-	-	-	\$ -	\$ -
KENT	-	-	-	-	\$ -	\$ -
KNOX	-	-	-	-	\$ -	\$ -
MONTAGUE	-	-	-	-	\$ -	\$ -
PALO PINTO	-	-	-	-	\$ -	\$ -
PARKER	-	-	-	-	\$ -	\$ -
SHACKELFORD	-	-	-	-	\$ -	\$ -
STEPHENS	-	-	-	-	\$ -	\$ -
STONEWALL	-	-	-	-	\$ -	\$ -
TAYLOR	7	1	-	8	\$ 3,380.70	\$ 3,380.70
THROCKMORTON	-	-	-	-	\$ -	\$ -
WICHITA	3	-	1	4	\$ 11,954.15	\$ 11,954.15
WILBARGER	-	2	1	2	\$ 5,849.12	\$ 5,849.12
WISE	-	-	-	-	\$ -	\$ -
YOUNG	-	-	-	-	\$ -	\$ -
TOTAL	10	3	2	14	\$ 21,183.97	\$ 21,183.97

Comment:

Rolling Plains Management Corporation Weatherization

January 2024

Households Served

Direct Client Dollars (\$)

COUNTY	Homes Weatherized in January	Homes Weatherized Year to Date	Expended in January	Expended Year to Date	Average Cost per Home
ARCHER	-	-	\$ -	\$ -	\$ -
BAYLOR	-	-	\$ -	\$ -	\$ -
BROWN	-	-	\$ -	\$ -	\$ -
CALLAHAN	-	-	\$ -	\$ -	\$ -
CLAY	-	-	\$ -	\$ -	\$ -
COMANCHE	-	-	\$ -	\$ -	\$ -
COTTLE	-	-	\$ -	\$ -	\$ -
EASTLAND	-	-	\$ -	\$ -	\$ -
FOARD	-	-	\$ -	\$ -	\$ -
HARDEMAN	-	-	\$ -	\$ -	\$ -
HASKELL	-	-	\$ -	\$ -	\$ -
HOOD	1	1	\$ 4,641.00	\$ 4,641.00	\$ 4,641.00
JACK	-	-	\$ -	\$ -	\$ -
JONES	-	-	\$ -	\$ -	\$ -
KENT	-	-	\$ -	\$ -	\$ -
KNOX	-	-	\$ -	\$ -	\$ -
MONTAGUE	-	-	\$ -	\$ -	\$ -
PALO PINTO	-	-	\$ -	\$ -	\$ -
PARKER	-	-	\$ -	\$ -	\$ -
SHACKELFORD	-	-	\$ -	\$ -	\$ -
STEPHENS	-	-	\$ -	\$ -	\$ -
STONEWALL	-	-	\$ -	\$ -	\$ -
TAYLOR	3	3	\$ 33,224.64	\$ 33,224.64	\$ 11,074.88
THROCKMORTON	-	-	\$ -	\$ -	\$ -
WICHITA	2	2	\$ 23,369.10	\$ 23,369.10	\$ 11,684.55
WILBARGER	-	-	\$ -	\$ -	\$ -
WISE	-	-	\$ -	\$ -	\$ -
YOUNG	-	-	\$ -	\$ -	\$ -
TOTAL	6	6	\$ 61,234.74	\$ 61,234.74	\$ 10,205.79
COMMENTS:					

Supportive Services

January 2024



Individuals Received

570

Transportation



Individuals Received

9

Self-Sufficiency
Services



Children Received

1,453

Childcare

**Rolling Plains Management Corporation
SHARP Lines Rural Public Transportation**

January 2024

Trips Provided

COUNTY	Trips Provided in the Month of January	Trips Provided YTD
ARCHER	86	86
BAYLOR	571	571
COTTLE	86	86
FOARD	93	93
HARDEMAN	247	247
JACK	730	730
WICHITA	2,574	2,574
CLAY, MONTAGUE, & WISE	298	298
WILBARGER	652	652
YOUNG	562	562
TOTAL	5,899	5,899
Comment:		

**Rolling Plains Management Corporation
Community Services**

January 2024

Households Served

Direct Client Dollars (\$)

COUNTY	Households Served				Direct Client Dollars (\$)	
	Households Receiving Rental Assistance	Households Receiving Other Emergency Assistance	Households Receiving Self-Sufficiency Assistance	Total Households Receiving Assistance	Expended in January	Expended Year to Date
ARCHER	-	-	-	-	\$ -	\$ -
BAYLOR	-	-	-	-	\$ -	\$ -
CLAY	-	-	-	-	\$ -	\$ -
COTTLE	-	-	-	-	\$ -	\$ -
FOARD	-	-	-	-	\$ -	\$ -
HARDEMAN	-	-	-	-	\$ -	\$ -
JACK	-	-	-	-	\$ -	\$ -
MONTAGUE	-	-	-	-	\$ -	\$ -
SHACKELFORD	-	-	-	-	\$ -	\$ -
STEPHENS	-	-	-	-	\$ -	\$ -
TAYLOR	-	-	2	2	\$ 379.25	\$ 379.25
WICHITA	2	-	5	5	\$ 3,402.28	\$ 3,402.28
WILBARGER	-	-	2	2	\$ 1,587.96	\$ 1,587.96
YOUNG	-	-	-	-		\$ -
TOTAL	2	-	9	9	\$ 5,369.49	\$ 5,369.49

*Includes households who are enrolled in case management

Case Management Clients Obtaining Self-Sufficiency		
Households Enrolled in Case Management	Individuals Obtaining Self-Sufficiency	Individuals Obtaining Self-Sufficiency in
January	January	Year to Date
12	12	-

Rolling Plains Management Corporation
Child Care Assistance
Operated through: Workforce Solutions North Texas

January 2024

People Served

Contracted Providers

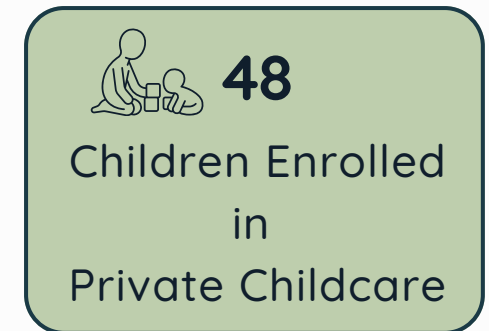
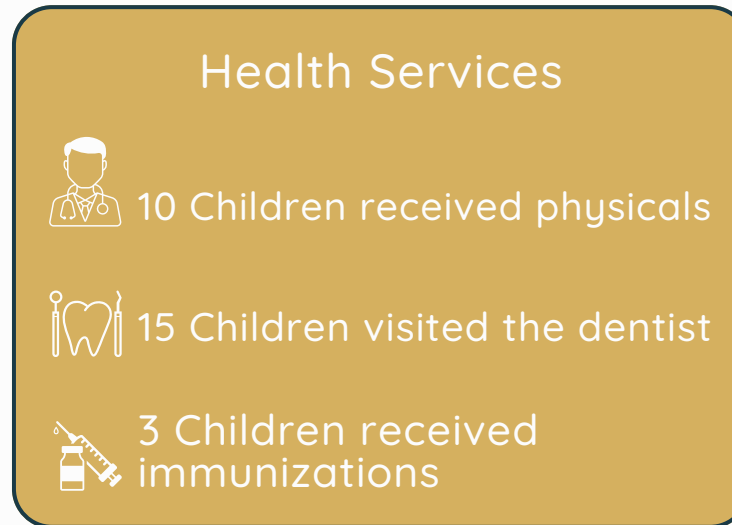
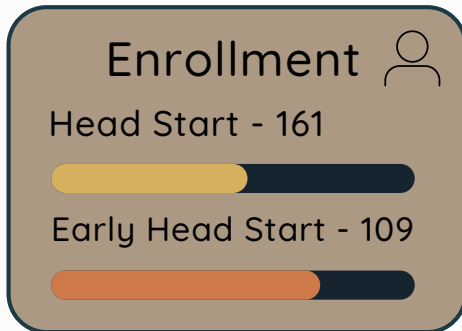
<u>COUNTY</u>	Children in Care in January	Childern in Care Year to Date	Children on the Wait list at the end of January	<u>Licenced Centers</u>		<u>Licensed Child Care Home</u>		<u>Registered Child Care Home</u>	
				TRS	Other	TRS	Other	TRS	Other
				ARCHER	15	15	7		1
BAYLOR	3	3	1		2				
CLAY	32	32	5		1				
COTTLE	0	0	0	1					
FOARD	2	2	0	1					
HARDEMAN	12	12	1	1	1				
JACK	31	31	7	3					
MONTAGUE	42	42	12	1	3				
WICHITA	1189	1189	359	26	22	3	3		2
WILBARGER	31	31	18	1	3	2			
YOUNG	96	96	20	3	2				
TOTAL	1453	1453	430	37	35	6	3	0	2

Comment:



Head Start Monthly Report

January 2024



Rolling Plains Management Corporation
Head Start /Day Care Monthly Enrollment & Attendance by Center

January 2024

Head Start		Actual	Funded	Attendance
County	Center	Enrollment	Enrollment	ADA %
ARCHER	Archer City Child Development Center	2	17	93%
ARCHER	Charles Finnell Child Dev. Center	3	17	96%
BAYLOR	Seymour Child Development Center	17	17	88%
COTTLE	Paducah Child Development Center	2	15	83%
FOARD	Crowell Child Development Center	11	17	87%
HARDEMAN	Chillicothe Child Development Center	12	17	85%
HARDEMAN	Turner Child Development Center	13	17	82%
KNOX	Knox City Child Development Center	10	34	84%
KNOX	Munday Child Development Center	12	17	89%
WILBARGER	Wilbarger County Preschool	38	54	92%
YOUNG	Graham Child Development Center	17	35	82%
YOUNG	Olney Child Development Center	24	37	81%
TOTAL		161	294	86%

Childcare		Actual	Funded	Attendance
County	Center	Enrollment	Enrollment	ADA %
COTTLE	Paducah Child Development Center	1		
FOARD	Crowell Child Development Center	16		
HARDEMAN	Turner Child Development Center	17		
YOUNG	Olney Child Development Center	14		
TOTAL		48		

COMMENTS:

**Rolling Plains Management Corporation
Early Head Start Monthly Enrollment & Attendance by Center**

January 2024

Early Head Start		Actual	Funded	Attendance
County	Center	Enrollment	Enrollment	ADA %
ARCHER	Archer City Child Development Center	5	8	85%
ARCHER	Charles Finnell Child Dev. Center	5	8	94%
COTTLE	Paducah Child Development Center	7	7	84%
FOARD	Crowell Child Development Center	7	6	89%
HARDEMAN	Turner Child Development Center	21	28	87%
WILBARGER	Wilbarger County Preschool	43	55	78%
YOUNG	Olney Child Development Center	21	30	76%
TOTAL		109	142	82%

**Rolling Plains Management Corporation
Head Start / Early Head Start / Day Care Meals Served**

January 2024

Head Start

County	Center	Children Enrolled				Attendance Total for Month	Meals Served		
		Total	Free	Reduced	Paid		Breakfast	Lunch	Snack
ARCHER	Archer City Child Development Center	2	2			28	28	28	0
ARCHER	Charles Finnell Child Dev. Center	3	3			46	46	45	0
BAYLOR	Seymour Day Care	17	17			285	279	285	
COTTLE	Paducah Child Development Center	2	2			33	33	33	33
FOARD	Crowell Child Development Center	12	12			162	160	161	0
HARDEMAN	Chillicothe Child Development Center	12	12			195	195	192	195
HARDEMAN	Turner Child Development Center	12	12			176	170	176	170
KNOX	Knox City Child Development Center	10	10			134	134	133	130
KNOX	Munday Child Development Center	17	13	2	2	248	248	244	228
WILBARGER	Wilbarger County Preschool	39	39			487	471	484	448
YOUNG	Graham Child Development Center	17	17			194	189	191	150
YOUNG	Olney Child Development Center	25	25			345	320	339	335
TOTAL		168	164	2	2	2333	2273	2311	1689

Daycare

County	Center	Children Enrolled				Attendance Total for Month	Meals Served		
		Total	Free	Reduced	Paid		Breakfast	Lunch	Snack
COTTLE	Paducah Child Development Center	1	0	0	1	19	19	19	19
FOARD	Crowell Child Development Center	16	4	3	9	250	96	99	97
HARDEMAN	Turner Child Development Center	17	4	0	13	291	219	227	225
YOUNG	Olney Child Development Center	10	0	0	10	165	108	107	105
TOTAL		44	8	3	33	725	442	452	446

**Rolling Plains Management Corporation
Head Start / Early Head Start / Day Care Meals Served (continued)**

January 2024

Early Head Start

County	Center	Children Enrolled				Attendance Total for Month	Meals Served		
		Total	Free	Reduced	Paid		Breakfast	Lunch	Snack
ARCHER	Archer City Child Development Center	5	5			85	85	81	77
ARCHER	Charles Finnell Child Dev. Center	5	5			94	92	94	91
COTTLE	Paducah Child Development Center	7	7			113	97	113	113
FOARD	Crowell Child Development Center	7	7			117	114	115	111
HARDEMAN	Turner Child Development Center	22	22			340	334	336	327
WILBARGER	Wilbarger County Preschool	47	47			683	658	671	639
YOUNG	Olney Child Development Center	22	22			301	284	295	285
TOTAL		115	115	0	0	1733	1664	1705	1643
TOTAL FOR ALL PROGRAMS ALL LOCATIONS		327	287	5	35	4791	4379	4468	3778

Comment:

Rolling Plains Management Corporation Head Start / Early Head Start Waiting List

January 2024

Head Start

Children on Wait list		
<u>County</u>	<u>Center</u>	Total
ARCHER	Archer City Child Development Center	1
ARCHER	Charles Finnell Child Dev. Center	3
BAYLOR	Seymour Day Care	4
COTTLE	Paducah Child Development Center	3
FOARD	Crowell Child Development Center	17
HARDEMAN	Chillicothe Child Development Center	4
HARDEMAN	Turner Child Development Center	4
KNOX	Knox City Child Development Center	7
KNOX	Munday Child Development Center	8
WILBARGER	Wilbarger County Preschool	5
YOUNG	Graham Child Development Center	10
YOUNG	Olney Child Development Center	3
TOTAL		69

Early Head Start

Children on Wait list		
<u>County</u>	<u>Center</u>	Total
ARCHER	Archer City Child Development Center	1
ARCHER	Charles Finnell Child Dev. Center	1
COTTLE	Paducah Child Development Center	0
FOARD	Crowell Child Development Center	2
HARDEMAN	Turner Child Development Center	3
WILBARGER	Wilbarger County Preschool	16
YOUNG	Olney Child Development Center	4
TOTAL		27
TOTAL FOR ALL PROGRAMS ALL LOCATIONS		96
COMMENTS: Waitlist as of 2/1/2024.		

Rolling Plains Management Corporation Head Start / Early Head Start

Report: Health Services
Report Month: January 2024
Report Year: August 2023 - July 2024

Head Start

County	Center	Children Enrolled	Children receiving services this Month				
			Physicals		Dentals		Immunizations in January
			Initial Visit & Follow-ups in January	Children receiving Services YTD	Initial Visit & Follow-ups in January	Children receiving Services YTD	
ARCHER	Archer City Child Development Center	3	0	3	0	2	0
ARCHER	Holliday Child Development Center	3	2	8	0	3	0
BAYLOR	Seymour Day Care	17	0	16	0	8	0
COTTLE	Paducah Child Development Center	2	0	0	0	0	0
FOARD	Foard County Neighborhood Center	11	0	10	0	12	0
HARDEMAN	Chillicothe Child Development Center	12	1	6	6	15	0
HARDEMAN	Turner Child Development Center	13	1	12	2	14	0
KNOX	Knox City Child Development Center	10	1	9	1	6	0
KNOX	Munday Child Development Center	12	1	6	4	10	0
WILBARGER	Wilbarger County Preschool	38	1	30	1	30	0
YOUNG	Graham Child Development Center	17	0	6	0	11	1
YOUNG	Olney Child Development Center	27	3	20	1	16	2
TOTAL		165	10	73	15	127	3

Early Head Start

ARCHER	Archer City Child Development Center	5	0	4	0	0	0
ARCHER	Holliday Child Development Centet	5	2	8	0	2	0
COTTLE	Paducah Child Development Center	7	0	4	0	2	2
FOARD	Foard County Neighborhood Center	7	0	2	0	8	0
HARDEMAN	Turner Child Development Center	21	1	11	2	16	2
WILBARGER	Wilbarger County Preschool	43	2	39	1	31	3
YOUNG	Olney Child Development Center	16	2	7	3	28	7
TOTAL		104	7	75	6	87	14
TOTAL FOR ALL PROGRAMS ALL LOCATIONS		269	17	148	21	214	17

**Rolling Plains Management Corporation
Head Start Transportation**

January 2024

Head Start

<u>County</u>	<u>Center</u>	Children enrolled in transportation services
WILBARGER	Wilbarger County Preschool	19
TOTAL		19

COMMENT:

Rolling Plains Management Corporation Head Start / Early Head Start

Report: Family and Community Partnership
Report Month: January 2024

Head Start/Early Head Start

County	Center	Unduplicated Volunteers	Volunteer Hours		Parent Meeting Participants	Father Engagement Activity	
			Low-Income Hours	Total Hours		Father Figures	Children of Participants
ARCHER	Archer City Child Development Center	0	1	3	1	0	0
ARCHER	Charles Finnell Child Dev. Center	2	2	6	2	0	0
BAYLOR	Seymour Child Development Center	0	9	9	4	0	0
COTTLE	Paducah Child Development Center	2	3	4	0	0	0
FOARD	Crowell Child Development Center	0	0	0	0	0	0
HARDEMAN	Chillicothe Child Development Center	0	0	0	0	0	0
HARDEMAN	Turner Child Development Center	1	0	3	1	0	0
KNOX	Knox City Child Development Center	0	4	21	0	0	0
KNOX	Munday Child Development Center	0	4	4	4	0	0
WILBARGER	Wilbarger County Preschool	2	15	18	4	0	0
YOUNG	Graham Child Development Center	0	11	12	2	0	0
YOUNG	Olney Child Development Center	7	15	21	12	0	0
TOTAL		14	64	101	30	0	0

Community Organizations/Businesses Utilitized for Parent Trainings, Referrals, ...

County	Center	Community Partner
ARCHER	Archer City Child Development Center	
ARCHER	Holliday Child Development Center	Denta Quest
BAYLOR	Seymour Child Development Center	
COTTLE	Paducah Child Development Center	
FOARD	Crowell Child Development Center	
HARDEMAN	Chillicothe Child Development Center	
HARDEMAN	Turner Child Development Center	
KNOX	Knox City Child Development Center	
KNOX	Munday Child Development Center	Knox County Extension Agent
WILBARGER	Wilbarger County Preschool	
YOUNG	Graham Child Development Center	
YOUNG	Olney Child Development Center	Olney Fire Department

FW: HSES Grantee - 06HE001321 - SF-428 forms for closeout

Debra Thomas <Debra.Thomas@rollingplains.org>

Wed 3/27/2024 8:31 AM

To: Jessica McLain <Jessica.McLain@rollingplains.org>

From: HSES - DO NOT REPLY <no-reply@hsesinfo.org>

Sent: Thursday, February 1, 2024 6:04 PM

To: Sarai Meza <Sarai.Meza@rollingplains.org>; Mark Christopher <judge@foardcounty.texas.gov>; Debra Thomas <Debra.Thomas@rollingplains.org>; Keren Whitney <Keren.Whitney@rollingplains.org>; Sheri Harmon <sheri.harmon@acf.hhs.gov>; Jennifer Cobbs <Jennifer.Cobbs@acf.hhs.gov>

Cc: Sheri Harmon <sheri.harmon@acf.hhs.gov>

Subject: HSES Grantee - 06HE001321 - SF-428 forms for closeout

From: Sheri Harmon (sheri.harmon@acf.hhs.gov)

Grant Number: 06HE001321

Grantee Name: Rolling Plains Management Corporation

Good Afternoon,

In preparation for closeout of grant 06HE001321, please complete the SF-428, SF-428-B, and SF-428-S (if needed) and upload them in GrantSolutions Grant Notes no later than February 9, 2024.

I attached the forms and guides for reference. The SF-428 forms can also be downloaded from grants.gov/forms/forms-repository/post-award-reporting-forms.

You may contact me if you have any questions or need assistance.

Respectfully,

Sheri Harmon, Grants Management Specialist

sheri.harmon@acf.hhs.gov, 206-615-2558

Attachments: There are (6) attachment(s) related to this message available to be viewed or downloaded in HSES.

Please login to HSES (<https://hses.ohs.acf.hhs.gov/>) to view and respond.

To be able to log in and respond to a message in HSES under the Correspondence tab, you will need an account. If you do not yet have one, please contact the HSES Help Desk to obtain a user ID and password.

This message was sent by the Head Start Enterprise System (<https://hses.ohs.acf.hhs.gov/>). For assistance, please contact the HSES Help Desk at help@hsesinfo.org or call 1-866-771-4737 (toll-free) or 1-571-429-4858 (local), Monday - Friday, 8 a.m. - 7 p.m. EST (not available on weekends or federal holidays). Reference ID: [1371131]



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | 330 C St., SW, 4th Floor, Washington DC 20201 | eclkc.ohs.acf.hhs.gov

February 07, 2024

Grant No. 06HP000265

Dear Head Start Grant Recipient:

An application for funding for the upcoming budget period must be submitted by May 1, 2024.

The following table reflects the annual funding and enrollment levels available to apply for:

Funding Type	Early Head Start
Program Operations	\$2,429,776
Training and Technical Assistance	\$47,535
Total Funding	\$2,477,311

Program	Early Head Start
Federal Funded Enrollment	142

Period of Funding: 08/01/2024 - 07/31/2025

Application Submission Requirements

The application must be prepared and submitted in accordance with the *Head Start Grant Application Instructions with Guidance, Version 3 (Application Instructions)* for a baseline application. It must be submitted on behalf of the Authorizing Official registered in the HSES.

Incomplete applications will not be processed.

Application Instructions are available on the home page of HSES. Please review the instructions carefully prior to preparing the application. Submission guidance can be found in the “Resources” section of the HSES.

Please contact Jennifer Cobbs, Head Start Program Specialist, at 214-767-2976 or Jennifer.Cobbs@acf.hhs.gov or Sheri Harmon, Grants Management Specialist, at 206-615-2558 or sheri.harmon@acf.hhs.gov with questions regarding the *Application Instructions*.

For assistance submitting the application in HSES, contact help@hsesinfo.org or 1-866-771-4737.

Funding is contingent upon the availability of federal funds and satisfactory performance under the terms and conditions of the Head Start grant in the current budget period.

Program Improvement (One-Time) Requests

Grant recipients encountering program improvement needs that cannot be supported by the agency budgets or other resources are invited to apply for one-time funding. This funding must be applied for separately through the appropriate supplemental amendment type in HSES. Program Improvement requests generally include but not limited to facility projects (construction, purchase, or major renovations requiring 1303 applications or minor repairs and enhancements). Program improvement requests are prioritized and funded based on funding availability, and may require additional time before a final decision. For questions regarding program improvement needs and requests, please contact the regional office.

Thank you for your cooperation and timely submission of the grant application.

Sincerely,

/Kenneth Gilbert/

Kenneth Gilbert
Regional Program Manager
Office of Head Start



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | 330 C St., SW, 4th Floor, Washington DC 20201 | eclkc.ohs.acf.hhs.gov

From: Sarai Meza (sarai.meza@rollingplains.org)

Grant Number: 06CH012396

Grantee Name: Rolling Plains Management Corporation

March 2, 2024

Jennifer,

I am writing to inform you of an incident at Wilbarger County Preschool where a child received medical treatment. You will find the incident report attached.

If you have additional questions, please let me know.

Thank you.

Sarai Meza

Head Start/Early Head Start Program Director

Attachments: There are (1) attachment(s) related to this message available to be viewed or downloaded in HSES.

Please login to HSES (<https://hses.ohs.acf.hhs.gov/>) to view and respond.

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ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | 330 C St., SW, 4th Floor, Washington DC 20201 | eclkc.ohs.acf.hhs.gov

From: Sarai Meza (sarai.meza@rollingplains.org)

Grant Number: 06CH012396

Grantee Name: Rolling Plains Management Corporation

March 7, 2024

Jennifer,

I am writing to inform you of an incident at Turner Child Development Center in which a child received medical treatment. The incident report is attached.

If you have additional questions, please let me know.

Thank you,
Sarai Meza
HS/EHS Program Director

Attachments: There are (1) attachment(s) related to this message available to be viewed or downloaded in HSES.

Please login to HSES (<https://hses.ohs.acf.hhs.gov/>) to view and respond.

To be able to log in and respond to a message in HSES under the Correspondence tab, you will need an account. If you do not yet have one, please contact the HSES Help Desk to obtain a user ID and password.

ROLLING PLAINS MANAGEMENT CORPORATION

Statement of Receipts and Disbursements

Administrative and Unrestricted Funds
 Percentage of budget expired 17%

	Budget 12/1/2023 to <u>11/30/2024</u>	<u>Actual</u> 12/1/2023 to <u>1/31/2024</u>	Remaining in Budget / <u>(over budget)</u>	Percent of % of Budget <u>Expended</u>
Received as of report date				
Funding - other	0.00	0.00	0.00	
Donations (cash)	3,000.00	4,700.00	(1,700.00)	
Insurance proceeds	0.00	102,333.38	(102,333.38)	
Program support received	92,000.00	11,790.60	80,209.40	13%
Indirect Cost Contribution	1,544,514.00	211,667.90	1,332,846.10	14%
Depreciation allocation	12,323.00	2,476.05	9,846.95	20%
Miscellaneous receipts	0.00	0.00	0.00	
Interest income	210,000.00	18,148.59	191,851.41	9%
Sale of equipment (net of costs)	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
Total Received as of report date	<u>1,861,837.00</u>	<u>351,116.52</u>	<u>1,510,720.48</u>	19%
Expenses paid through report date				
Personnel Expenses	890,533.00	146,308.38	744,224.62	16%
Fringe Benefits & Other Employee Expenses	249,544.00	36,454.00	213,090.00	15%
Direct Client Assistance	10,000.00	(1.00)	10,001.00	0%
Other Direct Program Costs	9,600.00	866.74	8,733.26	9%
Travel	33,000.00	943.50	32,056.50	3%
Professional Fees	51,600.00	385.87	51,214.13	1%
Supplies	26,800.00	2,285.71	24,514.29	9%
Occupancy	42,463.00	18,737.68	23,725.32	44%
Maintenance, Repairs & Lease of Equip	75,356.00	17,496.60	57,859.40	23%
Purchase of Equipment	0.00	0.00	0.00	
Purchase of land/buildings	0.00	0.00	0.00	
Major Renovations	300,000.00	0.00	300,000.00	0%
Interest	13,000.00	2,139.25	10,860.75	16%
Miscellaneous	19,396.00	3,501.65	15,894.35	18%
Program support of programs	<u>79,510.00</u>	<u>253.59</u>	<u>79,256.41</u>	0%
Total	1,800,802.00	229,371.97	1,571,430.03	13%
Receipts over (under) disbursements	<u>61,035.00</u>	<u>121,744.55</u>		

ROLLING PLAINS MANAGEMENT CORPORATION

Statement of Receipts and Expenditures

Child Care /ISD Partnership

(Non grant funded)

Percentage of budget expired 17%

	Budget 12/1/2023 to <u>11/30/2024</u>	<u>Actual</u> 12/1/2023 to <u>1/31/2024</u>	Remaining in Budget / <u>(over budget)</u>	% of Budget <u>Expended</u>
Received as of report date				
Daycare fees	218,400.00	28,765.18	189,634.82	13%
Write off of bad debts	0.00	0.00	0.00	
Donations	0.00	0.00	0.00	
Program support received	159,510.00	0.00	159,510.00	0%
Grant funding	0.00	0.00	0.00	
Student Fees	210,000.00	36,101.30	173,898.70	27%
Misc receipts/Insurance proceeds	0.00	20,639.76	(20,639.76)	
Interest income	<u>20.00</u>	<u>11.78</u>	<u>8.22</u>	
Total Received as of report date	<u>587,930.00</u>	<u>85,518.02</u>	<u>502,411.98</u>	15%
Expenses paid through report date				
<u>Program Costs</u>				
Personnel Expenses	336,581.00	61,765.98	274,815.02	18%
Fringe Benefits & Other Employee	113,002.00	19,271.44	93,730.56	17%
Direct Client Assistance	500.00	31.18	468.82	6%
Other Direct Program Costs	7,300.00	538.12	6,761.88	7%
Travel	1,075.00	884.38	190.62	82%
Professional Fees	3,450.00	258.40	3,191.60	7%
Supplies	13,485.00	3,622.37	9,862.63	27%
Occupancy	32,372.00	2,812.92	29,559.08	9%
Maint, Repairs & Lease of Equipment	20,054.00	2,917.09	17,136.91	15%
Purchase of equipment	0.00	0.00	0.00	
Major Renovations	0.00	42,066.00	(42,066.00)	
Interest	0.00	0.00	0.00	
Miscellaneous	3,080.00	337.97	2,742.03	11%
Cost of meals (Food program)	<u>25,917.00</u>	<u>7,289.53</u>	<u>18,627.47</u>	28%
	556,816.00	141,795.38	415,020.62	25%
<u>Administrative Costs</u>	<u>31,114.00</u>	<u>9,209.47</u>	<u>21,904.53</u>	30%
Total expenses as of report date	<u>587,930.00</u>	<u>151,004.85</u>	<u>436,925.15</u>	26%
Receipts over (under) expenditures	<u>0.00</u>	<u>(65,486.83)</u>		

ROLLING PLAINS MANAGEMENT CORPORATION

Statement of Revenues and Expenditures

Head Start (Regular funding)

Award Number: 06CH012396-01-00

Percentage of budget expired: 17%

	<u>Budget</u>	<u>Actual</u>	<u>Remaining</u>	<u>Percentage</u>
	<u>12/1/2023 to</u>	<u>12/1/2023 to</u>	<u>in budget</u>	<u>of Budget</u>
	<u>11/30/2024</u>	<u>1/31/2024</u>		<u>Used</u>
<u>Direct Program Expenses</u>				
Salaries	\$1,387,128.00	\$181,977.70	\$1,205,150.30	13%
Fringe	\$438,040.00	\$64,843.03	373,196.97	15%
Out of town travel	\$12,960.00	\$2,005.98	10,954.02	15%
Equipment	\$0.00	\$0.00	0.00	
Supplies	\$92,566.00	\$20,758.75	71,807.25	22%
Audit and contractual	\$52,708.00	\$6,661.05	46,046.95	13%
Facilities / Construction	\$0.00	\$0.00	0.00	0%
Other	\$295,898.00	\$58,792.60	237,105.40	20%
Total Direct Costs	2,279,300.00	335,039.11	1,944,260.89	15%
<u>Indirect Administrative Costs</u>				
Total Cost	214,372.00	31,326.99	183,045.01	15%
Total Cost	2,493,672.00	366,366.10	2,127,305.90	15%
Less: Program income	0.00	0.00	0.00	
Total expenses (net of program income)	\$2,493,672.00	\$366,366.10	\$2,127,305.90	15%
Non-Federal Cost Sharing or Match Required	\$0.00			

This grant was partially funded at \$1,246,837 pending a Fiscal Year 2024 appropriation at later date.

ROLLING PLAINS MANAGEMENT CORPORATION

Statement of Revenues and Expenditures

Early Head Start (Regular Funding)

Award Number: 06HP000265-05-01

Percentage of budget expired: 50%

	<u>Budget</u>	<u>Actual</u>	<u>Remaining</u>	<u>Percentage</u>
	<u>8/1/2023 to</u>	<u>8/1/2023 to</u>	<u>in budget</u>	<u>of Budget</u>
	<u>7/31/2024</u>	<u>1/31/2024</u>		<u>Used</u>
<u>Program expense</u>				
Salaries	\$1,390,239.00	\$550,739.09	\$839,499.91	40%
Fringe	452,163.00	161,870.35	290,292.65	36%
Out of town travel	12,715.00	2,639.76	10,075.24	21%
Equipment	0.00	0.00	0.00	
Supplies	86,102.00	46,364.28	39,737.72	54%
Audit and contractual	29,096.00	13,579.23	15,516.77	47%
Facilities / Construction	0.00	701.88	(701.88)	
Other	216,542.00	119,658.12	96,883.88	55%
Total Direct Costs	2,186,857.00	895,552.71	1,291,304.29	41%
<u>Indirect Administrative Costs</u>	213,990.00	86,498.07	127,491.93	
Total Cost	2,400,847.00	982,050.78	1,418,796.22	41%
Less: Program income	0.00	0.00	0.00	
Total expenses (net of program income)	\$2,400,847.00	\$982,050.78	\$1,418,796.22	41%
Non-Federal Cost Sharing or Match Required	\$0.00	\$141,277.77		

Rolling Plains Management Corporation

Charges by credit card account

Charges due in : January 2024

<u>Credit Company</u>	<u>Amount</u>
Alon	\$ 3,174.58
Global Fleet	\$ 17,611.74
Office Depot	\$ 3,200.98
Sam's Club	\$ 4,858.67
United Supermarkets	\$ 5,211.30
Master Card	\$ 17,961.45
Walmart	\$ 1,366.11
	<u><u>\$53,384.83</u></u>

RPMC HEAD START/EARLY HEAD START PROGRAM SERVICE REVIEW AND DECISION-MAKING MATRIX

Program Name & Service Description	Location	Funded Slots	Avg. Enrollment	Current Enrollment	Challenges	Future Plans
Head Start Only - The program operates part-time and follows their local ISD Calendar. Total Classrooms - 9	Archer City Crowell Holliday Olney(HS1) Paducah Quanah Vernon	158	81	86	Meeting funded enrollment targets, families' preference for elementary schools, full-day Pre-K for 4-year-olds, declining population, income exceeding 130% FPG, staffing challenges including recruitment, retention, and collaboration issues with ISD due to differing guidelines on employment and eligibility.	112 HS slots will be reduced—conversion of HS slots to 15 EHS slots between Chillicothe and Vernon—closure of HS classrooms in Archer City, Holliday, Paducah, and 1 HS classroom in Graham. Open a 4th classroom in Vernon.
Head Start/Pre-K Partnerships - Head Start/ISD Pre-K Partnerships follow their local ISD school calendars & hrs. of operation. Olney operates 1 FD/FY classroom. Total Classrooms - 8	Chillicothe Graham Knox City Munday Olney(HS2)	136	78	86	Meeting enrollment targets, ISD/Pre-K vs. HS eligibility, income verification, declining population, and staffing challenges, including recruitment, retention, and collaboration issues with ISD due to differing guidelines on employment and eligibility.	
Early Head Start —All Early Head Start programs operate 8-hour days for 46 weeks of the year. This option is for working parents. There are a total of 19 classrooms.	Archer City Crowell Holliday Olney Paducah Quanah Vernon	142	109	116	Meeting funded enrollment numbers, families' income above 130% FPG, staff retention, lack of applicants, and hiring qualified subs.	

PROGRAM SERVICE REVIEW AND DECISION MAKING MATRIX/COUNTY

ARCHER COUNTY

Program Name & Service Description	Location	Funded Slots	Avg. Enrollment	Current Enrollment	Challenges	Future Plans
Archer City CDC – Head Start Classroom - 1	Leased (ISD) Stand alone site	17	3	3	Meeting enrollment targets, full-day Pre-K for 4-year-olds, families with income exceeding 130% FPG, unsuccessful ISD partnership due to low enrollment of 3-year-olds in 2023-2024.	Reduction of 17 slots. Phase out HS classroom.
Archer City CDC – Early Head Start Classroom - 1	Leased (ISD) Stand alone site	8	5	5	Meeting funded enrollment numbers, families' income above 130% FPG, staff retention, lack of applicants, and hiring qualified subs.	Maintain
Charles Finnell CDC (Holliday) – Head Start Classroom - 1	Stand-alone site	18	3	3	Meeting enrollment targets, full-day Pre-K for 4-year-olds, families with income exceeding 130% FPG, unsuccessful ISD partnership due to low enrollment of 3-year-olds in 2023-2024.	Reduction of 18 slots. Phase out HS classroom.
Charles Finnell CDC (Holliday) – Early Head Start Classroom-1	Stand-alone site	8	5	5	Meeting funded enrollment numbers, families' income above 130% FPG, staff retention, lack of applicants, and hiring qualified subs.	Maintain

BAYLOR COUNTY

Program Name & Service Description	Location	Funded Slots	Avg. Enrollment	Current Enrollment	Challenges	Future Plans
Seymour CDC – Head Start Classroom - 1	Stand-alone site	17	16	17	Hiring qualified subs.	Reduction of 3 slots.

COTTLE COUNTY

Program Name & Service Description	Location	Funded Slots	Avg. Enrollment	Current Enrollment	Challenges	Future Plans
Paducah CDC – Head Start Classroom - 1	Stand-alone site	15	3	3	Meeting enrollment goals, families' incomes above 130% FPG, families' preference for elementary schools, full-day Pre-K for 4-year-olds, and population decline.Lack of applications.	Reduction of 15 slots. Phase out HS classroom.
Paducah CDC - Early Head Start Classroom- 1	Stand-alone site	8	6	8	Families' incomes are above the 130% FPG. Population decline.Hiring qualified subs.	Maintain

FOARD COUNTY

Program Name & Service Description	Location	Funded Slots	Avg. Enrollment	Current Enrollment	Challenges	Future Plans
Crowell CDC – Head Start Classroom - 1	Crowell Elementary	20	12	11	Meeting enrollment targets, ISD/Pre-K eligibility compared to HS eligibility, income verification, families above 130% FPG, staff retention, challenging collaboration with ISD due to differing guidelines on staff, and hiring qualified substitutes.	Reduction of 6 slots.

Crowell CDC- Early Head Start Classroom - 2	Crowell Elementary	11	7	7	Meeting funded enrollment numbers, families' income above 130% FPG, staff retention, lack of applicants, and hiring qualified subs.	Close 2 nd EHS classroom. Reduction of 1 slot.
HARDEMAN COUNTY						
Program Name & Service Description	Location	Funded Slots	Avg. Enrollment	Current Enrollment	Challenges	Future Plans
Chillicothe CDC – Head Start Classroom - 1	Chillicothe Elementary	17	12	12	Meeting enrollment targets, ISD/Pre-K eligibility compared to HS eligibility, income verification, families above 130% FPG, staff retention, and hiring qualified substitutes	Reduction of 3 slots.
Chillicothe CDC- Early Head Start *Conversion of HS Slots*	Chillicothe Elementary	+8			Finding qualified staff.	*Conversion of HS Slots to 8 EHS slots/ adding 1 Early Head Start classroom.*
Turner CDC (Quanah) – Head Start Classroom - 1	Stand-alone site	17	12	13	Meeting enrollment targets, ISD/Pre-K eligibility compared to HS eligibility, income verification, families above 130% FPG, staff retention, challenging collaboration with ISD due to differing guidelines on staff, and hiring qualified substitutes.	Reduction of 3 slots.
Turner CDC (Quanah) – Early Head Start Classroom-4	Stand-alone site	29	19	22	Meeting funded enrollment numbers, families' income above 130% FPG, staff retention, lack of applicants, and hiring qualified subs.	Reduction of 10 slots. Close 4 th classroom.
KNOX COUNTY						
Program Name & Service Description	Location	Funded Slots	Avg. Enrollment	Current Enrollment	Challenges	Future Plans
Knox City CDC – Head Start Classroom - 2	Knox City Elementary	34	11	12	Meeting funded enrollment numbers. Families' income above the 130% FPG.	Relocate the 2 nd HS Classroom to Vernon—reduction of 3 slots.
Munday CDC – Head Start Classroom - 1	Stand-alone site	17	12	14	Meeting funded enrollment numbers. Families' income above the 130% FPG. Staff retention. Hiring qualified subs.	Reduction of 3 slots.
WILBARGER COUNTY						
Program Name & Service Description	Location	Funded Slots	Avg. Enrollment	Current Enrollment	Challenges	Future Plans
Wilbarger County Preschool (Vernon) – Head Start Classroom - 3	Stand-alone site	54	39	39	Staff retention. Hiring enough subs.	Opening the 4 th HS Classroom will increase enrollment by 2 slots. Reduce classroom-child ratio to 14:2 for a total of 56 children.
Wilbarger County Preschool (Vernon) – Early Head Start – 5 Classrooms	Stand-alone site	47	69	67	Staff retention. Finding qualified staff.	Reduction of 2 slots.
Wilbarger County Preschool (Vernon) – *Conversion of HS Slots*	Stand-alone site	+7			Staff retention. Hiring qualified staff.	*Conversion of HS Slots to 7 EHS slots/ adding 1 Early Head Start classroom.*
McCord EHS CDC (Vernon) – Early Head Start Classroom - 1	Stand-alone site (McCord Elementary)	8	8	8	Staff retention. Finding qualified staff.	Reduction of 2 slots.
YOUNG COUNTY						
Program Name & Service Description	Location	Funded Slots	Avg. Enrollment	Current Enrollment	Challenges	Future Plans
Graham CDC – Head Start Classroom - 2	Leased land/Stand-alone site	34	17	17	Meeting funded enrollment numbers. Families' income above the 130% FPG. Staff retention. Hiring qualified subs.	Reduction of 20 slots. Phase out 2 nd HS classroom.
Olney CDC – Head Start Classroom - 2	Stand-alone site	34	22	28	Finding qualified staff. Staff retention. Hiring qualified staff and subs.	Reduction of 6 slots.
Olney CDC- Early Head Start – 4 Classrooms	Stand-alone site	30	21	24	Finding qualified staff. Staff retention. Hiring qualified staff and subs.	Reduction of 2 slots.

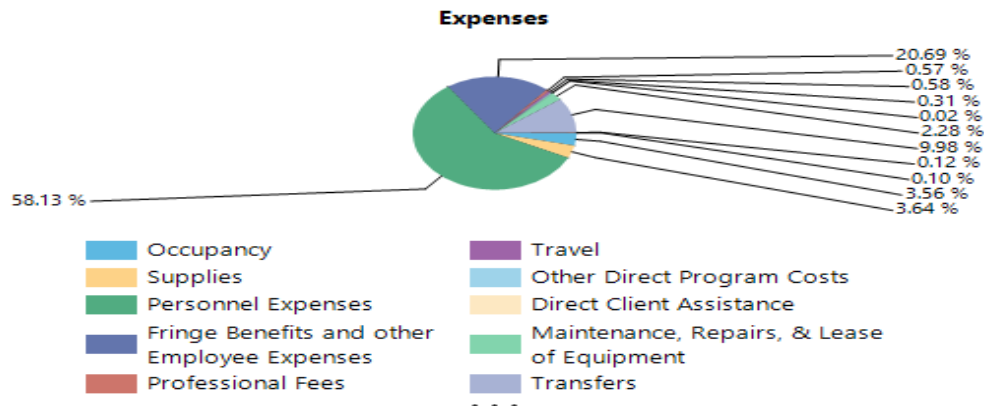
Early Head Start Proposed Change of Scope Budget

25 - Early Head Start

2025 Budget Details

GL Accounts		2025 Budget
Revenues		
Total Grant Revenue		2,477,311
Expenses		
Personnel Expenses		
6000 -	Salaries	1,415,268
6060 -	Substitutes	24,902
Total		1,440,170
Fringe Benefits and other Employee Expenses		
6100 -	Social security expense	110,173
6110 -	State unemployment tax	2,428
6120 -	Health insurance	282,044
6130 -	Dental insurance	8,417
6140 -	Life insurance	648
6145 -	Vision Insurance	2,653
6150 -	Retirement	59,665
6160 -	Workers compensation insurance	14,894
6200 -	Staff licenses, dues & fees	8,850
6220 -	Staff development and training	15,280
6230 -	Staff development- Supplies & Books	300
6240 -	Staff tuition /conference /reg fees	7,275
Total		512,629
Total Travel		14,400
Total Direct Client Assistance		600
Total Occupancy		88,305
Total Depreciation		2,900
Maintenance, Repairs, & Lease of Equipment		
Total Maintenance, Repairs, & Lease of Equipment		56,605
Total Other Direct Program Costs		7,650
Total Professional Fees		14,225
Total Supplies		90,055
Total Miscellaneous		2,475
Transfers		
8480 -	Program Support- Indirect Cost	195,297
8488 -	Program Support-Food Costs	52,000
Total Transfers		247,297
Total Expenses		2,477,311
Net Total		(0)

Budget Pie Charts



Head Start Proposed Change of Scope Budget

22 - Head Start

2025 Budget Details

	GL Accounts	2025 Budget
Revenues		
Total Grant Revenue		2,493,672
Expenses		
Personnel Expenses		
	6000 - Salaries	1,419,219
	6060 - Substitutes	23,154
Total		1,442,374
Fringe Benefits and other Employee Expenses		
	6100 - Social security expense	110,342
	6110 - State unemployment tax	2,290
	6120 - Health insurance	270,237
	6130 - Dental insurance	8,315
	6140 - Life insurance	641
	6145 - Vision Insurance	2,621
	6150 - Retirement	65,357
	6160 - Workers compensation insurance	14,629
	6200 - Staff licenses, dues & fees	8,000
	6220 - Staff development and training	13,718
	6240 - Staff tuition /conference /reg fees	5,000
Total		501,150
Total Travel		20,275
Total Direct Client Assistance		1,200
Total Occupancy		109,140
Total Depreciation		4,200
Total Maintenance Repairs & Lease of Equipment		69,160
Total Other Direct Program Costs		14,000
Total Professional Fees		15,825
Total Supplies		67,225
Total Miscellaneous		4,500
	8480 - Program Support- Indirect Cost	154,774
	8488 - Program Support-Food Costs	89,850
Total Transfers		244,624
Total Expenses		2,493,672
Net Total		(0)

Budget Pie Charts

