



Hidalgo County Head Start Program

Policy Council Agenda

DATE: November 19, 2008

SUBJECT: Discussion/Approval of Program Financial Report

RATIONALE/NEED: Approval is needed to comply with the Head Start Performance Standard 1304.51(h)(1).

RECOMMENDATION: Administration recommends approval.

COST: N/A

RELATED INFORMATION INCLUDES: Financial Report - September

INITIATED BY: Elma Keller, Finance Director *EC*

REVIEWED BY: Edmundo Garcia, Assistant Program Director *EG*

EXECUTIVE DIRECTOR'S APPROVAL: *Teresa Flores*

Hidalgo County Head Start Program
 Encumbrance Budget Report - 2008 POLICY COUNCIL BUDGET
 From 9/1/2008 Through 9/30/2008

| Account Code | Account Title | Total Budget | YTD Actual | YTD Encumbrance | Total Budget Balance | Percent Total Budget Remaining | Current Actual |
|--------------|--------------------|----------------------|----------------------|-------------------|----------------------|--------------------------------|---------------------|
| 01 | SALARIES | 15,099,275.04 | 10,354,923.24 | 0.00 | 4,744,351.80 | 31.42% | 1,078,361.28 |
| 02 | FRINGE BENEFITS | 5,564,297.06 | 3,894,030.04 | 0.00 | 1,670,267.02 | 30.02% | 416,571.68 |
| 03 | OUT OF TOWN TRAVEL | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 100.00% | 0.00 |
| 04 | EQUIPMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 |
| 05 | SUPPLIES | 826,302.60 | 704,724.83 | 114,907.66 | 6,670.11 | 0.81% | 157,437.23 |
| 06 | OTHER COST | <u>1,828,015.30</u> | <u>1,511,247.75</u> | <u>107,304.22</u> | <u>209,463.33</u> | <u>11.46%</u> | <u>161,972.47</u> |
| Report Total | | <u>23,327,890.00</u> | <u>16,464,925.86</u> | <u>222,211.88</u> | <u>6,640,752.26</u> | <u>28.47%</u> | <u>1,814,342.66</u> |

Hidalgo County Head Start Program
 Encumbrance Budget Report - 2008 POLICY COUNCIL BUDGET
 From 10/1/2008 Through 10/31/2008

| Account Code | Account Title | Total Budget | YTD Actual | YTD | | Percent Total Budget Remaining | Current Actual |
|--------------|--------------------|----------------------|----------------------|-------------------|----------------------|--------------------------------|---------------------|
| | | | | Encumbrance | Total Budget Balance | | |
| 01 | SALARIES | 15,099,275.04 | 11,447,076.96 | 0.00 | 3,652,198.08 | 24.00% | 1,092,153.72 |
| 02 | FRINGE BENEFITS | 5,564,297.06 | 4,314,608.48 | 0.00 | 1,249,688.58 | 22.00% | 420,578.44 |
| 03 | OUT OF TOWN TRAVEL | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 100.00% | 0.00 |
| 04 | EQUIPMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 |
| 05 | SUPPLIES | 826,302.60 | 896,246.52 | 51,254.28 | *(121,198.20) | -15.00% | 121,521.69 |
| 06 | OTHER COST | <u>1,828,015.30</u> | <u>1,674,721.30</u> | <u>72,908.83</u> | <u>80,385.17</u> | <u>4.00%</u> | <u>233,485.09</u> |
| Report Total | | <u>23,327,890.00</u> | <u>18,332,653.26</u> | <u>124,163.11</u> | <u>4,871,073.63</u> | <u>21.00%</u> | <u>1,867,738.94</u> |

***Supplies Line item shows a negative variance due to the purchase of additional supplies over budgeted amount. It is an annual occurrence that is absorbed by the budget excess in the Salary line item.**