



Hidalgo County Head Start Program

Policy Council Agenda

DATE: January 21, 2009

SUBJECT: Discussion/Approval of Program Financial Reports

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 Reports -
November/December 2008

INITIATED BY: Elma Keller, Finance Director *E. Keller*

REVIEWED BY: Edmundo Garcia, Assistant Program Director *E. Garcia*

EXECUTIVE DIRECTOR'S APPROVAL: *Leres Flores*

Hidalgo County Head Start Program
 Encumbrance Budget Report - 2008 POLICY COUNCIL BUDGET
 From 11/1/2008 Through 11/30/2008

Account Code	Account Title	Total Budget	YTD Actual	YTD Encumbrance	Total Budget Balance	Percent Budget Remaining	Current Actual
01	SALARIES	15,099,275.04	12,545,214.38	0.00	2,554,060.66	17.00%	1,098,137.42
02	FRINGE BENEFITS	5,564,297.06	4,756,608.72	0.00	807,688.34	15.00%	442,000.24
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	948,853.01	40,553.61	*(163,104.02)	-20.00%	52,606.49
06	OTHER COST	<u>1,828,015.30</u>	<u>1,804,965.19</u>	<u>77,615.58</u>	<u>*(54,565.47)</u>	<u>-3.00%</u>	<u>130,243.89</u>
Report Total		<u>23,327,890.00</u>	<u>20,055,641.30</u>	<u>118,169.19</u>	<u>3,154,079.51</u>	<u>14.00%</u>	<u>1,722,988.04</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.

* Other Cost Line item includes a negative variance due to higher utility bills

Hidalgo County Head Start Program
 Encumbrance Budget Report - 2008 POLICY COUNCIL BUDGET
 From 12/1/2008 Through 12/31/2008

Account Code	Account Title	Total Budget	YTD Actual	YTD Encumbrance	Total Budget Balance	Percent Total Budget Remaining - Revised	Current Actual
01	SALARIES	15,099,275.04	14,534,194.17	0.00	565,080.87	0.04%	1,988,979.79
02	FRINGE BENEFITS	5,564,297.06	5,336,847.21	0.00	227,449.85	0.04%	580,238.49
03	OUT OF TOWN TRAVEL	10,000.00	0.00	0.00	10,000.00	1.00%	0.00
04	EQUIPMENT	0.00	0.00	0.00	0.00	0.00%	0.00
05	SUPPLIES **	826,302.60	1,021,791.90	122,802.37	(318,291.67)	(0.39)%	55,341.42
06	OTHER COST ***	1,828,015.30	1,956,445.32	51,252.07	(179,682.09)	(0.10)%	134,428.08
Report Total		<u>23,327,890.00</u>	<u>22,849,278.60</u>	<u>174,054.44</u>	<u>304,556.96</u>	<u>0.01%</u>	<u>2,758,987.78</u>

** Supplies line item shows a negative balance 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.

*** Other cost line item shows a negative balance due to higher utility bills.

<i>PAYROLL ACCRUAL - 3 DAYS & 4TH QUARTER PENSION ADMINIST. COSTS</i>	224,500.00
<i>UTILITIES FOR DECEMBER HAVEN'T ALL BEEN REC'D - WAITING TO PAY</i>	80,056.96