

Hidalgo County Head Start Program

Policy Council Regular Agenda

DATE: September 15, 2021

SUBJECT: Discussion/Approval to Submit the Following 2022 Budget Applications:
a. Department of Health and Human Services (DHHS)
b. Texas Department of Agriculture (TDA)

RATIONALE/NEED: Every year the Program must submit the Department of Health and Human Services Continuation Budget Application and the Texas Department of Agriculture budget application in order for the Program to continue providing comprehensive services to the children and their families.

RECOMMENDATION: Administration recommends approval.

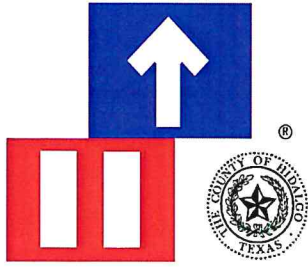
COST: N/A

RELATED INFORMATION INCLUDES: DHHS and TDA Budgets Information

INITIATED BY: Elma Carrera, Chief Financial Officer *all*

REVIEWED BY: Edmundo Garcia, Assistant Director for Operations *Edmundo Garcia*

EXECUTIVE DIRECTOR'S APPROVAL: *Teresa Flores*



Hidalgo County Head Start 2022 Budget

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A. Letter from the Administration of Children
and Families, Office of Head Start,
Department of Health and Human Services



ADMINISTRATION FOR
CHILDREN & FAMILIES

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

August 04, 2021

Grant No. 06CH010420

Dear Head Start Grantee:

An application for funding for the upcoming budget period must be submitted by October 1, 2021.

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

Funding Type	Head Start
Program Operations	\$29,271,945
Training and Technical Assistance	\$322,586
Total Funding	\$29,594,531

Program	Head Start
Federal Funded Enrollment	3,690

Period of Funding: 01/01/2022 - 12/31/2022

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 Monica Flores, Head Start Program Specialist, at 214-767-8856 or Monica.flores@acf.hhs.gov or Heather Colwell, Grants Management Specialist, at 214-767-8850 or heather.colwell@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 current budget period.

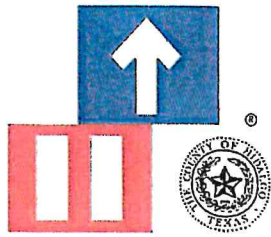
Thank you for your cooperation and timely submission of the grant application.

Sincerely,

/Kenneth Gilbert/

Kenneth Gilbert
Regional Program Manager
Office of Head Start

B. Budget Memorandum to Hidalgo County
Policy Council and Commissioners' Court
(Grantee Board): (Pages 1-4)



MEMORANDUM

Date: September 9, 2021

To: Hidalgo County Policy Council
Hidalgo County Commissioners' Court

From: Elma P. Carrera, Chief Financial Officer

Thru: Teresa Flores, Executive Director *Teresa Flores*

C.C: Edmundo Garcia, Assistant Program Director
Nora Muñoz, Assistant Program Director

Subject: 2022 Budget - Head Start (Department of Health and Human Services)
2022 Budget - Nutrition (Texas Department of Agriculture)

The Hidalgo County Head Start Program is submitting a Continuation Funding Application for the budget period of 01/01/2022 to 12/31/2022 under Grant No. 06CH010420 to the Administration for Children and Families, Department of Health and Human Services in the amount of **\$29,594,531**. The Program has also prepared the reimbursement grant under the Child and Adult Care Food Program to the Texas Department of Agriculture totaling **\$3,738,614** for Child Nutrition Services.

Head Start - (Department of Health and Human Services)

The attached Head Start Program Budget for 2022 reflects the Program's commitment to deliver high quality Head Start services in accordance to Head Start Federal Performance Standards and the Head Start Act. This funding will make it possible for the Hidalgo County Head Start Program to continue to serve 3,690 children and families throughout the County of Hidalgo. All costs are reasonable and conform to 45CFR Part 75 Uniform Administrative Requirements, Cost Principles and Audit Requirements for HHS Awards and to the Head Start Program Performance Standards 45 CFR Part 1303 Financial and Administrative Requirements.

The Head Start Grant requires a twenty percent (20%) non-federal match, as in the past, will be met through In-Kind contributions derived from services provided by community partnerships allowable under the Head Start Act. This year's required non-federal match contribution is \$7,398,633. Local school districts are currently providing 112 public school teachers, certified in Early Childhood Education, to co-teach with Head Start classroom staff. These teachers are paid by the school districts and will generate approximately \$5.3 million in non-federal match contributions. An additional \$3.9 million will be posted as non-federal match as a result of free classroom spaces and real property provided by local school districts and community partnerships respectively.

This year, in keeping with the County's Budget Office recommendation, our 2022 Budget must be prepared to absorb an increase of 5% or \$251,367 in Health Insurance costs. This budget will also reflect minor operational adjustments that occur throughout the year in Fringes Benefits including Unemployment Benefits, Worker's Compensation, the Pension Plan, Medicare costs and stipends paid to Center Managers and Teachers totaling \$54,496. Correspondingly, an increase of \$74,000 for the General Liability Insurance calculated based on the Head Start grant is included. The total impact on

the Program’s Budget for Fiscal Year 2022 will be \$379,863.

Since our appropriation from Head Start is fixed for the year and we have no other revenue sources, we rely on meeting estimated budget increases by reducing budget line items to levels less than desirable. Fortunately, as it has been our practice, we are able to meet all under budgeted line items with funds remaining as a result of unfilled vacancies throughout the year. Our staff turnover rates have ranged from 13% to 21% over the past three years. We are able to accommodate this additional increase by streamlining operations, shifting, reducing, and postponing planned expenses. In addition COVID funds have contributed to meeting unexpected and other operating expenses. Listed below are actions Administration is proposing to take to be able to cover the anticipated increase in expenses for FY2022.

Administration is proposing to delete one vacant Assistant Bookkeeper position within the Finance Department. This position is no longer essential to the Department since the Program has been able to strengthen policies, operating procedures, and maximized automation of data to reduce the margin of error and the amount of time spend in performing tasks manually. The presence of 3 staff with appropriate professional credentials and experience in finance or accounting has improved operations significantly. As we move forward, we will continue to streamline and strengthen the processes to meet the job responsibilities and functions of the department at an optimal level of performance. This change would realize a total net savings of \$40,450 in the “Salary” and “Fringe Benefits” categories. Through our very successful School Readiness Partnerships, we have relocated classrooms from two older Head Start facilities (Western Road and Alton Centers) to newer school district elementary campuses in the La Joya Independent School district (5 classrooms) and the Mission Consolidated Independent School District (7 classrooms). Closing the two facilities will yield a yearly savings of approximately \$22,000 in utility costs. Administration is also proposing to reduce \$43,344 for other Utility Costs, \$10,000 for Equipment Repairs, \$40,899 for Maintenance Supplies and \$223,170 in Classroom Supplies to cover the negative impact on the Program’s Budget. The Program will use Supplemental COVID-19 Funds as allowed by the Office of Head Start to cover the reduction in these line item costs. The illustration below shows the anticipated budget increases and the proposed budget adjustments discussed in this memorandum.

2022 Proposed Budget Adjustments/Initiatives

Anticipated Budget Increases	Amount
5% Increase in Health Insurance Costs	\$251,367
Increase in Fringe Benefits/Stipends	\$54,496
Increase in General Liability Insurance	\$74,000
Total Budget Increases	\$379,863

Proposed Budget Adjustments	Amount
Delete Bookkeeper Position	\$40,450
Reduce Utilities for 2 Closed Centers	\$22,000
Reduce Other Utility Expenses	\$43,344
Reduce Equipment Repairs Expense	\$10,000
Reduce Maintenance Supplies Expenses	\$40,899
Reduce Classroom Supplies Expenses	\$223,170
Total Budget Decreases	\$379,863

The proposed cost adjustments will allow the Hidalgo County Head Start Program to continue to provide high quality services uninterrupted and address the shortfall described above.

Please refer to the budget line item costs and description listed below:

Salaries \$19,099,218 - In this category, program staff has reviewed and analyzed the proposed

budget allocations and proposes the changes in positions listed above for a net savings \$40,450.

Administration is proposing to utilize part of our Training and Technical Assistance funds to pay for 40% of the salaries and fringe benefits for the 3 Education Area Directors and 3 Education Coordinators as well as 100% of the salaries and fringe benefits for 1 Staff Development Coordinator. The Directors and Coordinators utilize more than 50% of their time in planning, preparing and delivering professional development sessions and training for the classroom and center staff. In addition, they must also address the needs of the 112 public school teachers in our classrooms. Our Practice Based Coaching Plan also requires these staff members to provide one on one activities as we seek to strengthen our teaching staff based on CLASS performance. The Staff Development Coordinator responsibilities are all in the area of T&TA. This action will enable us to decrease the Salaries category by \$237,506. Training and Technical Assistance funds are authorized by Head Start for participation in internal or external professional development/trainings.

There are no salary increases reflected in this proposed budget.

The salaries cost category reflects salaries for seven hundred twenty eight (728) Head Start positions. Please refer to the "Budgeted Positions" and the "Salary Scale" attached.

Fringe Benefits \$8,437,607 - In this category, the medical/health benefits for all Head Start employees under Health and Human Services reflects an annual premium increase of 5% totaling \$251,367 and an increase in the amount of \$54,496 for other fringe benefits, i.e., FICA, Unemployment, Worker's Compensation, Medicare, Pension costs, and stipends reflecting a total net increase of \$305,863.

Equipment \$0 - No equipment purchases are planned for FY2022.

Out of Town Travel \$0 - No out of town travel expenses in this Budget Category for FY2022.

Supplies \$523,822 - This category reflects costs for office, classroom, maintenance, janitorial, medical and operational supplies. Historically, the Program is able to purchase supplies at the end of the year, due primarily, to unexpended funds for budgeted positions that remained vacant. In this category, the Program proposes to reduce costs for Classroom Supplies and Maintenance Supplies in the amount of \$264,069 as described above. COVID funds will also be used for supplies and materials.

Other \$1,533,884 - This category includes costs for Classroom rental space, Telephone, Utilities, Local Travel, Professional Services, Children's Dental Services, Children's Disability Services, Children's Mental Health Services, Children's Health Services, Printing Costs, General Liability Insurance, Vehicle Maintenance, Fuel, Equipment Repairs, Small Equipment and Training and Technical Assistance. In this category, the Program proposes to decrease costs for Utilities and Equipment Repairs Costs in the amount of \$75,344 and increase the General Liability Insurance Costs by \$74,000 as explained above.

Please refer to Attachment I "2022 Budget" for more information.

Total Budget Allocation from Health and Human Services	\$29,594,531
Total Non-Federal Match Required	<u>\$ 7,398,633</u>
Total Budget	<u>\$36,993,164</u>

Nutrition – (Texas Department of Agriculture)

The attached Texas Department of Agriculture (TDA) Budget for food services reimbursement for the fiscal year 2021-2022 (10/1/2021 to 9/30/2022) under The Child and Adult Care Food Program is in the amount of \$3,738,614. This budget reflects an estimated increase of \$154,645 due to an upward adjustment in the rate of reimbursement from \$6.605 to \$6.89 per child/per day.

In summary, the major costs categories for the Child Nutrition TDA 2022 budget are listed below for your review. Please also see Attachment II "2021-2022 Budget" for more information.

Salaries \$1,195,831 - This line item reflects the same number of positions as in FY 2022. The increase of \$8,729 when compared to FY 2021 is a result of the 1.59% Cost of Living Adjustment (COLA) approved in 2021.

Fringe Benefits \$599,987 - All fringe benefits are comparable with County benefits. The increase of \$16,658 is a result of the 5% anticipated increase in medical premiums.

Total Operating Expenses \$1,942,796 - This category includes expenses for the following: Food, Vehicles, Equipment, Small Equipment, Non-Food Supplies, Office Supplies, Rent, Equipment Maintenance, Vehicle Maintenance, Vehicle Fuel, Utilities, Telephone, Subscriptions, Printing, Local Travel and T & TA.

More detailed changes impacting all other line items are reflected in the attached Budget Analysis for review and discussion.

Total Reimbursements from TDA

\$3,738,614

C. Attachment I:
2022 Head Start Budget

Hidalgo County Head Start Program

2022 Budget

Attachment I

Description	2022 Budget Amount
Salaries/Fringes	
Salaries	19,336,724
Fringes/Pension Costs	8,437,607
T&TA Costs	(237,506)
Total Salaries/Fringes	27,536,825
Out of Town Travel/T&TA	-
Equipment (Over \$5,000)	
Equipment	-
Vehicles	-
Total Equipment	-
Supplies	
Office	67,104
Classroom	225,600
Maintenance	100,000
Janitorial	62,237
Medical	5,398
Operational	63,483
Total Supplies	523,822
Other	
Center Space	69,724
Telephone	304,436
Utilities	166,529
Local Travel	48,250
Professional Services	72,550
Dental Serv	1,050
Disability Serv	4,000
Mental Health	28,500
Health Services	4,000
Printing Center	30,100
Insurance	271,000
Vehicle Maintenance	95,000
Fuel	85,000
Equip. Repair/Maintenance	12,000
Small Equipment	19,160
T & T A /Out of Town	322,586
Building Repairs	-
Total Other	1,533,884
Total Budget (Per attached funding letter)	29,594,531

D. Attachment II:
2021-2022 TDA (Nutrition) Budget

Texas Department of Agriculture (TDA)
2021 - 2022 Nutrition Budget
Attachment II

Description	2021-2022
Salaries/Fringes	
Salaries	1,195,831
Fringes/Pension Adm Costs	599,987
Total Salaries/Fringes	1,795,818
Food	1,532,832
Supplies and Equipment	
Vehicles	30,000
Equipment	75,386
Non-Food Supplies	113,078
Office Supplies	10,000
Purchased Services	
Rent	6,000
Equipment Maintenance	40,000
Vehicle Maintenance	11,000
Vehicle Fuel	12,000
Utilities	65,000
Telephone	26,000
Subscriptions	-
Printing	5,000
Media Costs	
Organization Costs	
Local Travel	4,000
T & TA	12,500
Total Operating Expenses	1,942,796
Total Budget	3,738,614

Meal Reimbursement Formula:

173 Service Days x 3,690 Children x 85% ADA x \$6.89 Reimbursement Rate = \$3,738,614 (Total Budget)

Reimbursement Rate is Calculated as follows:

Breakfast	1.97
Lunch	3.66
Snack	1.00
Cash-in-Lieu of Commodities:	0.26
Reimbursement Rate	6.89

E. Attachment III:
2022 Employee Salary Scale

2022 Hidalgo County Head Start Program Salary Scale - Attachment III

Position - Title	# of Positions	2022 Annual Salary
Administrator for Education - Masters	1	\$78,395.20
Administrator for Human Resources - Masters	1	\$78,395.20
Assistant Administrator for Human Resources	1	\$68,910.40
Assistant Bookkeeper (Procurement & Finance)	2	\$27,955.20
Assistant Chief Financial Officer	1	\$61,360.00
Assistant Program Director - Bachelors	1	\$95,305.60
Assistant Program Director - Masters	1	\$96,824.00
Assistant Teacher	185	\$23,233.60
Bookkeeper - Finance	1	\$33,841.60
Bus Aide/Substitute	15	\$23,233.60
Bus Driver/Maintenance	23	\$23,358.40
Center Manager - Associates	29	\$35,755.20
Center Manager - Masters	1	\$42,806.40
Center Manager - Bachelors	7	\$41,475.20
Chief Financial Officer - Bachelors	1	\$78,312.00
Coordinator - Associates (Health LVN's & Transportation)	3	\$40,892.80
Coordinator - Bachelors	10	\$44,740.80
Coordinator - Masters	2	\$46,467.20
Courier (Warehouse)	3	\$23,129.60
Crew Leader- Non Degree	3	\$32,968.00
Custodian (Administration & Centers)	49	\$23,129.60
Department Director - Non Degree (Field Operations)	1	\$68,286.40
Department Director - Non Degree (MIS)	1	\$65,915.20
Director - Bachelors	5	\$67,142.40
Director - Masters	5	\$68,910.40
Disability Classroom Assistant	18	\$23,233.60
Electrician Technician	1	\$35,276.80
Executive Director - Masters	1	\$117,187.20
Executive Secretary	1	\$42,099.20
Executive Secretary	1	\$44,532.80
Facilitator - Associates (MIS & Community Partnerships)	2	\$35,276.80
Facilitator - Non Degree (MIS)	1	\$32,968.00
Field Operations Manager - Bachelors	1	\$52,270.40
Health & Safety Coordinator	1	\$54,225.60
Maintenance Worker	9	\$23,129.60
Mental Health Counselor	2	\$55,598.40
Nurse (RN) - Bachelors	1	\$54,225.60
Secretary	9	\$23,836.80
Secretary	1	\$26,041.60
Network Manager	1	\$52,270.40
Support Service Facilitator - A.A. (Centers)	3	\$35,276.80
Support Service Facilitator - Non Degree (Centers)	1	\$30,971.20
Support Service Assistants	75	\$23,129.60
Teacher - Associates	92	\$31,532.80
Teacher - Bachelors	93	\$35,713.60
Part Time Bus Aide/Classroom (PTE's)	8	\$9,422.40
Substitute Teachers (Daily Rate)	54	\$81.28/daily
Total Number of Positions	728	

2022 Texas Department of Agriculture (TDA) Salary Scale

Position - Title	# of Positions	2022 Annual Salary
TDA - Assistant Cook	2	\$23,129.60
TDA - Bookkeeper	1	\$33,841.60
TDA - Coordinator - Bachelors	2	\$44,740.80
TDA - Director - Bachelors	1	\$67,142.40
TDA - Food Driver	8	\$23,129.60
TDA - Head Cook	2	\$31,179.20
TDA - Kitchen Helper	10	\$23,129.60
TDA - Secretary	1	\$23,836.80
Total Number of TDA Positions	27	

F. Attachment IV:

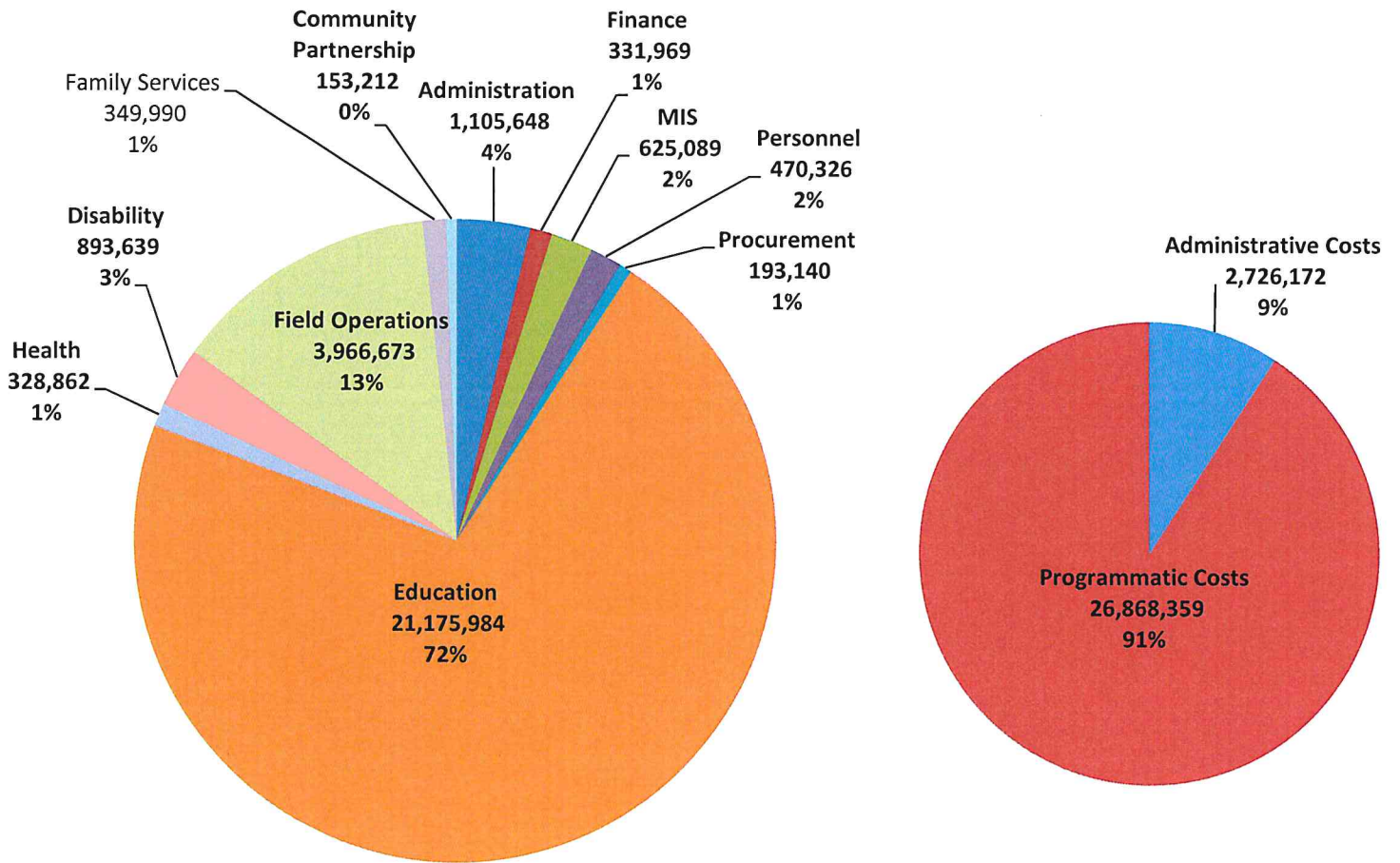
Graph: 2022 Budget by Department - Head Start

Graph: 2021-2022 Budget by Department - TDA (Nutrition)

Hidalgo County Head Start Program 2022 Budget by Department - Head Start

Attachment IV

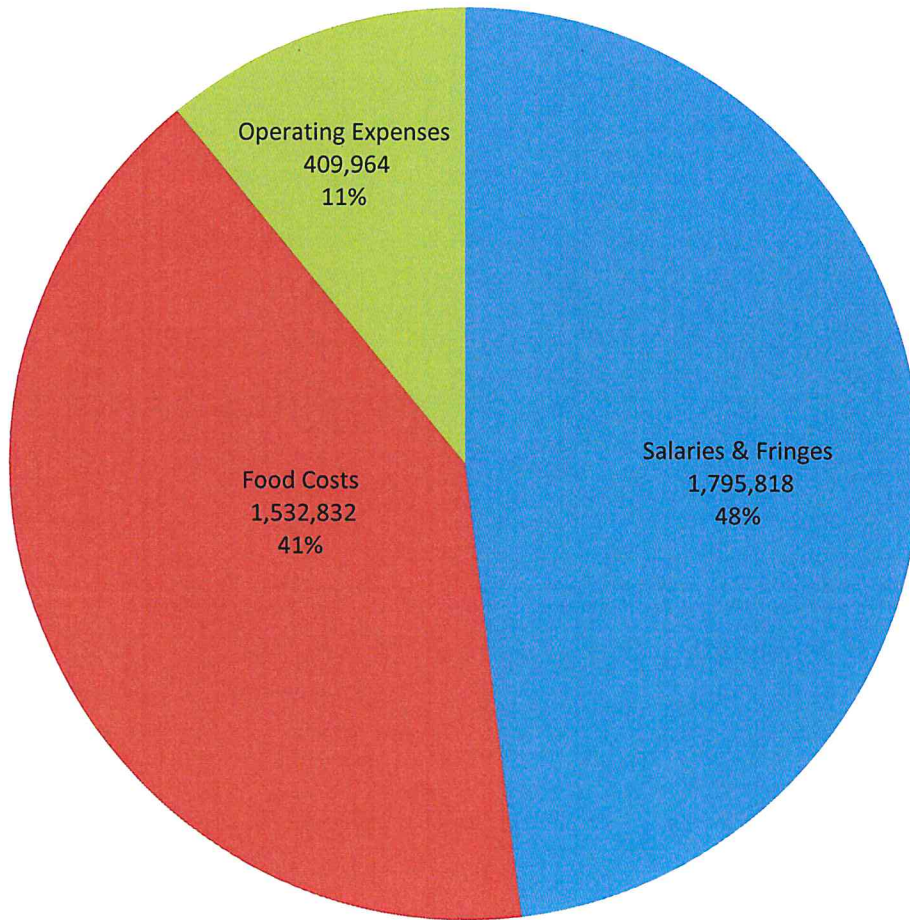
Department:	Salaries	Fringes	Supplies	Other	Totals
Administration	434,986	119,700	26,754	524,208	1,105,648
Finance	246,210	79,009	5,500	1,250	331,969
MIS	186,430	62,100	60,683	315,876	625,089
Personnel	319,987	107,539	15,000	27,800	470,326
Procurement	139,838	46,351	3,450	3,500	193,140
Education	14,378,328	6,429,938	225,000	142,718	21,175,984
Health	228,758	77,314	6,880	15,910	328,862
Disability	598,666	275,153	8,600	11,220	893,639
Field Operations	2,236,668	1,132,035	165,487	432,483	3,966,673
Family Services	226,928	76,034	4,018	43,010	349,990
Community Partnership	102,419	32,432	2,450	15,910	153,212
Totals	19,099,218	8,437,607	523,822	1,533,884	29,594,531
<i>Percentage in categories</i>	64.5%	28.5%	1.8%	5.2%	100.0%



Hidalgo County Head Start Program
2021-2022 Budget by Department - TDA (Nutrition)

Attachment IV

Description:	Budget Amount
Salaries & Fringes	1,795,818
Food Costs	1,532,832
Operating Expenses	409,964
Totals	3,738,614



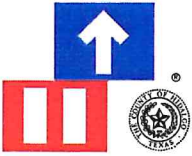
G. Attachment V:
Budgeted Positions by Department

**Hidalgo County HeadStart Program (HS) & Texas Department of Agriculture (TDA)
Budgeted Positions by Department (January 1, 2022 through December 31, 2022)**

Attachment V

Administration (105)		Finance (110)		MIS (115)		Personnel (120)		Procurement (125)	
Positions:	No:	Positions:	No:	Positions:	No:	Positions:	No:	Positions:	No:
Executive Director	1	Chief Financial Officer	1	Director	1	Administrator for HR	1	Director	1
Assistant Program Director	2	Assistant Chief Financial Officer	1	MIS Facilitator Tech I	2	Assistant Admin for HR	1	Coordinator	1
Executive Secretary	2	Coordinator	1	Records Specialist	1	Coordinator	2	Assistant Bookkeeper	1
Secretary	1	Bookkeeper	1			Secretary	3		
		Assistant Bookkeeper	1						
	6		5		4		7		3
Education (205)		Health (305)		Disability (405)		Family Serv (605)		Community Partnership (610)	
Positions:	No:	Positions:	No:	Positions:	No:	Positions:	No:	Positions:	No:
Administrator for Education	1	Director	1	Director	1	Director	1	Director	1
Area Director	3	Registered Nurse	1	Coordinator	2	Coordinator	3	Facilitator	1
Compliance Monitor	1	Coordinator/LVN	2	Secretary	1	Secretary	1		
Secretary	2	Secretary	1	Disability Aide	18				
Center Manager	37								
Teacher	185								
Assistant Teacher	185								
SS Facilitator	4								
SS Assistant	75								
Staff Development Coord.	1								
Education Coordinator	3								
	497		5		22		5		2
Field Operations (505)		Mental Health (205)		Part Time Positions		TDA (705)		Total # of Budgeted Positions	
Positions:	No:	Positions:	No:	Positions:	No:	Positions:	No:		
Director	1	Mental Health Director	1	Field Oper Bus Aides	8	Director	1	Head Start	
Field Operations Manager	1	Mental Health Counselor	2	Substitute Teachers	54	Coordinator	2	HS Budgeted Positions	666
Transportation Coordinator	1					Bookkeeper	1	Field Operations Bus Aides	8
Electrician Technician	1					Secretary	1	Education Substitute Teachers	54
Crew Leader	3					Head Cook	2	# of HS Positions	728
Bus Driver Maintenance	23					Assistant Cook	2		
Bus Aide Substitute	15					Kitchen Helper	10	TDA	
Maintenance Worker	9					Food Driver	8	# of TDA Positions	27
Custodian	49								
Courier	3							Grand Total of:	755
Secretary	1								
	107		3		62		27		

H. Attachment VI:
Yearly Budgeted Positions



Hidalgo County Head Start Program

P.O. Box 0117 Edinburg, Texas 78540-0117 (956) 383-0706

TO: Policy Council Members and Commissioners' Court Members
FROM: Teresa Flores, Executive Director *Teresa Flores*
DATE: September 13, 2021
SUBJ: Budget Comparison

Attached is a comparison in the allocation of funds between the 2021 Budget and the 2022 Budget.

**Hidalgo County Head Start Program
Budget Comparison**

	2021	2022		
Description	Budget	Proposed Budget	Variance	Comments/Notes
Salaries/Fringes				
Salaries	19,325,363	19,336,724	(11,361)	Net change in salaries
Fringes/Pension Costs	8,177,393	8,437,607	(260,214)	5% Increase for Health Ins & anticipated rate increase U/E by .0006
T&TA Costs	(231,554)	(237,506)	5,952	Salaries budgeted from T&TA
Total Salaries/Fringes	27,271,202	27,536,825	(265,623)	
Out of Town Travel/T&TA	-	-	-	
Equipment (Over \$5,000)				
Equipment	-	-	-	
Vehicles	96,320	-	96,320	Carryover of funds from FY 2020 to FY 2021
Total Equipment	96,320	-	96,320	
Supplies				
Office	67,104	67,104	-	
Classroom	448,770	225,600	223,170	Costs will expensed using COVID funds as allowed by the Office of HS
Maintenance	140,899	100,000	40,899	Costs will expensed using COVID funds as allowed by the Office of HS
Janitorial	62,237	62,237	-	
Medical	5,398	5,398	-	
Operational	63,483	63,483	-	
Total Supplies	787,891	523,822	264,069	
Other				
Center Space	69,684	69,724	(40)	Realigned line item with actual expenditures
Telephone	304,436	304,436	-	
Utilities	231,872	166,529	65,344	Relocated Alton & Western Rd to public school/Annual Utilities savings
Local Travel	48,500	48,250	250	Realigned line item with actual expenditures
Professional Services	72,550	72,550	-	
Dental Serv	1,050	1,050	-	
Disability Serv	4,000	4,000	-	
Mental Health	28,500	28,500	-	
Health Services	4,000	4,000	-	
Printing Center	30,100	30,100	-	
Insurance	197,000	271,000	(74,000)	Annual increase in general liability insurance as per County Budget office
Vehicle Maintenance	95,000	95,000	-	
Fuel	85,000	85,000	-	
Equip. Repair/Maintenance	22,000	12,000	10,000	Public schools are now covering some equipment repair costs
Small Equipment	19,160	19,160	-	
T & T A /Out of Town	322,586	322,586	-	
Building Repairs	-	-	-	
Total Other	1,535,438	1,533,884	1,554	
Total Budget (Per attached funding letter)	29,690,851	29,594,531	96,320	