

Finance and Administration Committee

August 10, 2023

9:00 am

Via Zoom Conference Call

Join Zoom Meeting at:

<https://us06web.zoom.us/j/89124283875?pwd=NXFJa0RhVlhkRkxkT3pZYjg1TUJXZz09>

AGENDA

1. Welcome: Chairman:
 - A. Introductions

2. For Information and Review:
 - A. First Steps State Office
 1. FY 2023 Finance Report Template
 2. FY 2024 YTD Updated Finance Report Template with Donations
 3. Other Budget Summary Reports
 - B. State Budget Update
 - C. Local Partnerships
 1. Update on corrective actions and investigations
 2. Update on Act 81 Implementation
 - D. 4K Program Update
 1. New Tuition Amounts
 2. Additional classrooms and students
 - E. Other Program Information

As of:

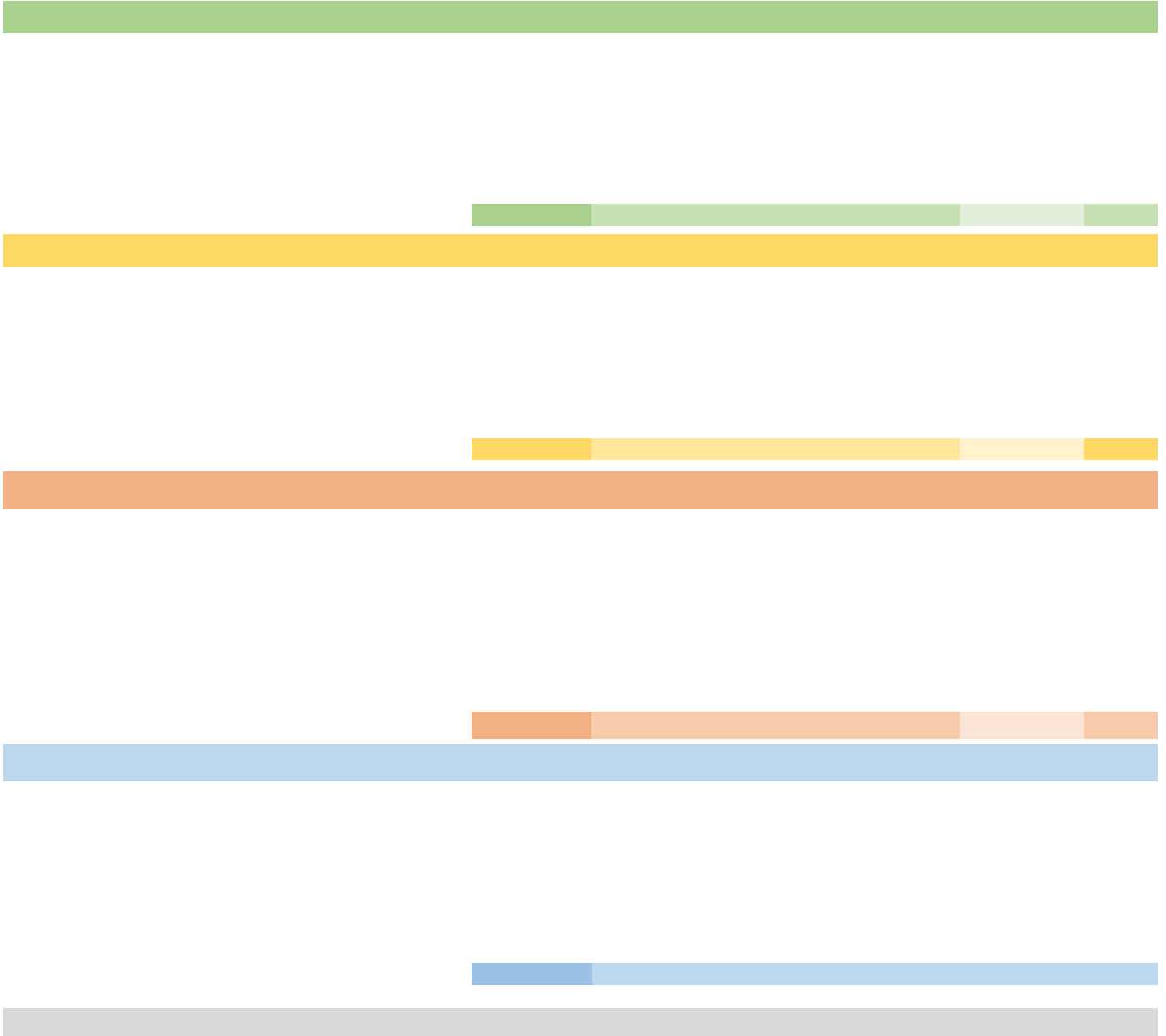
Projected
SpendingRate

8%

FY23 Total
Exps.

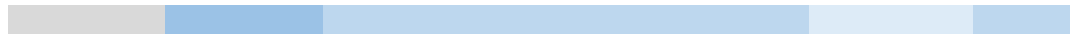
FY24 Budget

FY24



	FY21 Total Exps	FY24 Budget	FY24 Expenditures	FY24 Commitments	FY24 Exps.& Commitments	FY24 Balance	Usage%
Salaries & Wages	4,636,080	5,720,721	460,432		460,432	5,260,289	8%
Fringe	1,962,752	2,547,247	155,796		155,796	2,391,452	6%
Contractual	3,857,694	5,700,318	2,249		2,249	5,698,069	0%
Supplies & Materials	822,435	1,304,931		r	r	1,304,931	0%
Rental/Leases	433,682	524,903	2,264		2,264	522,639	0%
Travel	251,741	390,577		r	r	390,577	0%
Equipment	137,861	313,000				313,000	0%
Direct Allocations	18,903,587	27,704,946		r	r	27,704,946	0%
Private Sector	23,500,000	34,368,931	5,000,000		5,000,000	29,368,931	15%
Indirect Costs	1,382	21,364					0%
Total	54,507,213	78,596,939	5,620,740		r 5,620,740	72,954,834	7%

	FY20 Total Exps	FY24 Budget	FY24 Expenditures	FY24 Commitments	FY24 Exps.& Commitments	FY24 Balance	Usage%
E.I.A	39,911,631	39,911,631	5,508,749		5,508,749	34,402,882	14%
E.I.A Carry Over	858,898	7,155,165				7,155,165	0%



South Carolina First Steps
Budget Period: July 01, 2023 - June 30, 2024 (SFY)

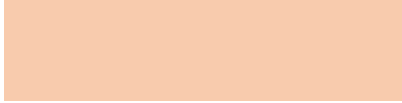
FY24 Budget Summary:

Policy & Accountability	3,287,221	
4K	40,229,245	
Local Partnerships	30,938,916	
ECAC	4,141,555	
	Total	78,596,939

Fund Source:

	State EIA	39,911,631	
	EIA Carry Forward	7,155,165	
	General Funds	14,944,982	
			62,011,778
	Federal Funds PDG	2,536,368	
	Federal Funds ESSER	10,931,960	
	Federal AmeriCorp	427,523	
	Federal SLDS	266,194	
	Federal VISTA	50,000	
			14,212,054
Private Grants	Doris Duke	801,778	
	Duke Endowment	1,206,680	
	Pritzker	100,000	
	Alliance	75,000	
			2,183,458
Other	SCFS	189,648	
			189,648
	Total		78,596,939

* ESSER funds not finalized for FY2023



Projected
Actual

PROGRAMS OPERATIONS												
Description	Budget	Expended	Balance	Budget	Expended	Balance	Budget	Expended	Balance	Budget	Expended	Balance
LOCAL PARTNERSHIPS	17,345,228	15,992,901	1,352,327	2,612,457	2,811,796	\$ (199,339)				r 19,957,685	18,804,697	\$ 1,152,988
LOCAL PARTNERSHIPS SUPPORT & TECHNICAL ASST.	2,151,504	1,866,369	285,135			\$	1,495,624	50,000	1,445,624	3,647,128	1,916,369	\$ 1,730,759
PRIVATE CONTRACTING	32,496,679	27,419,184	5,077,495	1,873,457		1,873,457	142,058		142,058	34,512,194	27,419,184	\$ 7,093,010
EARLY CHILDHOOD ADVISORY COUNCIL	176,000	13,611	162,389	4,289,918	3,801,853	488,065				r 4,465,918	3,815,464	\$ 650,454
AMERICORPS				326,703	291,333	35,370				r 326,703	291,333	\$ 35,370
POLICY & ACCOUNTABILITY	2,774,872	2,190,857	584,015	260,103		260,103	1,400,000	1,217,757	182,243	4,434,975	3,408,615	\$ 1,026,360
GRAND TOTAL:	54,944,283	47,482,922	7,461,361	9,362,638	6,904,982	2,457,656	3,037,682	1,267,757	1,769,925	67,344,603	55,655,662	\$ 11,688,941

Notes:

1) Local Partnerships:

- a. Funding Sources Education Improvement Act (EIA) Funds
 - b. Formula allocation cash advances are disbursed on a quarterly basis
 - c. Expenditures reflect disbursements from SC First Steps (state level)
 - d. Does not include local level actual expenses to staff and vendors
- 2) Private budgets based on Projected Fund Raising and income & prior year cash.



3) LPS Support & Technical Assistance

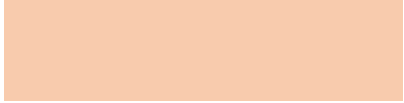
- a. Contracted accounting firm (Manley Garvin, LLC)
- b. Accounting Software network support & Data Housing
- c. Programmatic data housing & network support

Federal Funds:

AmeriCorps: 326,703

3) LPS Support & Technical Assistance (cont.)

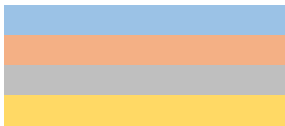
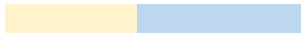
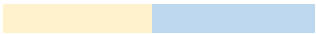
- d. Workers' compensation insurance coverage
- e. External programmatic evaluation
- f. Financial audits annually each LP
- g. Does not include local level actual expenses to staff and vendors
- h. OFS program & finance staff (payroll, rent, contractual, supplies, travel, etc)



Projected
Actual

PROGRAMS OPERATIONS

Description	Budget	Expended	Balance	Budget	Expended	Balance	Budget	Expended	Balance	Budget	Expended	Balance
LOCAL PARTNERSHIPS	21,108,982	196,878	20,912,104	7,809,475		7,809,475	2,020,458	4,027	2,016,431	30,938,915	200,905	30,738,010
PRIVATE	37,096,751	5,187,059	31,909,692	3,132,494		3,132,494				40,229,245	5,187,059	35,042,186
EARLY CHILDHOOD ADVISOR COUNCIL	1,160,993		1,160,993	2,802,562	44,027	-7,9498 -1.3182	TD90300030000	TD .0011 Tc <0003000.3182	TD90300030000	TD .0011 Tc 189.0011 498		--6.7(229,



Donations

FY 2023

As of June 30, 2023

DATE RECEIVED	GENERAL	DONOR/PAYOR	FUNDS	PURPOSE / COMMENTS
Jul 12, 2022	\$ 120	Jennifer Humphries-NFG	Restricted	Cherokee County First Steps
Jul 12, 2022	\$ 10,000	DSS	Restricted	Summit Sponsorship-SC First Steps
Jul 14, 2022	\$ 10,000	Childrens Trust	Restricted	Summit Sponsorship-SC First Steps
Aug 2, 2022	\$ 500	Sisters of Charity	Restricted	Summit Sponsorship-SC First Steps
Aug 2, 2022	\$ 1,000	Head Start Collaboration-SCDSS	Restricted	Summit Sponsorship-SC First Steps
Aug 11, 2022	\$ 2,000	Enterprise Holdings Foundation	Restricted	SC First Steps
Aug 18, 2022	\$ 2,000	Enterprise Holdings Foundation	Restricted	SC First Steps
Sep 8, 2022	\$ 2,500	Institute for Child Success	Restricted	Summit Sponsorship-SC First Steps
Sep 8, 2022	\$ 2,500	Kaplan Early Learning Co.	Restricted	Summit Sponsorship-SC First Steps
Oct 24, 2022	\$ 15,500	Enterprise holdings	Restricted	SC First Steps
Nov 3, 2022	\$ 1,500	SCDDSN	Restricted	Summit Sponsorship-SC First Steps
Nov 9, 2022	\$ 200	SCIMHA	Restricted	Summit Sponsorship-SC First Steps
Nov 14, 2022	\$ 200	SC Legal Services	Restricted	Summit Sponsorship-SC First Steps
Nov 15, 2022	\$ 158.44	Spartanburg Comm. College	Restricted	Summit Sponsorship-SC First Steps
Nov 15, 2022	\$ 600	Children's Trust	Restricted	Summit Sponsorship-SC First Steps
		NFG - Replacement Check 1/22		
Nov 22, 2022	\$ 1,485	Donations	Unrestricted	SC First Steps
Nov 22, 2022	\$ 1,275	USC-Columbia	Restricted	Summit Sponsorship-SC First Steps
Nov 22, 2022	\$ 200	Palmetto Shared Alliance	Restricted	Summit Sponsorship-SC First Steps
Nov 22, 2022	\$ 250	NFG-Rosemary Paterson	Restricted	Laurens County FS
Nov 22, 2022	\$ 50	NFG-Erin Hall	Unrestricted	SC First Steps
Nov 22, 2022	\$ 100	NFG-Mary Dell Hayes	Unrestricted	SC First Steps
Nov 22, 2022	\$ 25	NFG-Elizabeth Dudek	Unrestricted	SC First Steps
Nov 22, 2022	\$ 100	NFG-Dana Ritchie	Unrestricted	SC First Steps
Nov 22, 2022	\$ 25	NFG-Joseph Knapp	Unrestricted	SC First Steps
Nov 30, 2022	\$ 500	USC-Columbia	Restricted	Summit Sponsorship-SC First Steps
Nov 30, 2022	\$ 25	NFG-Joe Nation	Unrestricted	SC First Steps
Nov 30, 2022	\$ 25	NFG-Elizabeth Dudek	Unrestricted	SC First Steps
Nov 30, 2022	\$ 25	Mary Lee Arthur	Restricted	Lee County FS
Nov 30, 2022	\$ 10,000	Dave & Cheryl Morley	Unrestricted	SC First Steps
Dec 5, 2022	\$ 200	Newberry Family Literacy	Restricted	Summit Sponsorship-SC First Steps
Dec 6, 2022	\$ 100	Mary Lynne Diggs	Unrestricted	SC First Steps
Dec 13, 2022	\$ 50	Jacob Baker	Unrestricted	SC First Steps
Dec 13, 2022	\$ 250	American Endowment Foundation	Unrestricted	SC First Steps
Dec 14, 2022	\$ 2,500	Summit Sponsorship	Restricted	Summit Sponsorship-SC First Steps
Dec 19, 2022	\$ 7	Summit Sponsorship	Restricted	Summit Sponsorship-SC First Steps

Mar 13, 2023	\$	100	Karen Oliver	Restricted	A Night to Celebrate
Mar 13, 2023	\$	250	Ronald and Marilyn Artz	Unrestricted	SCFS
Mar 16, 2023	\$	2,500	Shelley Canright-Schwab Charitable	Unrestricted	SCFS
Mar 16, 2023	\$	1,000	Robinson Gray Stepp & Liffitte	Restricted	A Night to Celebrate
Mar 20, 2023	\$	2,500	Founders Fed.Cr.Union	Restricted	A Night to Celebrate
Mar 20, 2023	\$	1,000	Spinks Family Foundation	Unrestricted	SCFS
Mar 21, 2023	\$	1,250	Riley, Pope and Laney, LLC	Restricted	A Night to Celebrate
Mar 21, 2023	\$	1,000	AmeriHealth Caritas Svcs, LLC	Restricted	A Night to Celebrate
Mar 29, 2023	\$	1,000	Molina Health Care	Restricted	A Night to Celebrate
Mar 29, 2023	\$	5,000	Palmetto Citizens FCU	Restricted	A Night to Celebrate
Mar 29, 2023	\$	200	J. Gregory Hembree	Restricted	A Night to Celebrate
Mar 31, 2023	\$	25	NFG-Joe Nation	Restricted	Lexington County FS
Mar 31, 2023	\$	110	NFG-Lauren Cunliffe	Unrestricted	SCFS
Mar 31, 2023	\$	50	NFG-Barbara Scott	Restricted	Richland County FS
Apr 3, 2023	\$	100	Martha Strickland	Restricted	A Night to Celebrate
Apr 10, 2023	\$	1,250	Riley, Pope and Laney, LLC	Restricted	A Night to Celebrate
Apr 14, 2023	\$	5,000	Dave & Cheryl Morley	Restricted	A Night to Celebrate
Apr 14, 2023	\$	200	Mark Robertson	Restricted	A Night to Celebrate
Apr 19, 2023	\$	5,000	Aflac	Restricted	A Night to Celebrate
Apr 19, 2023	\$	1,000	Humana	Restricted	A Night to Celebrate
Apr 18, 2023	\$	2,500			

Donations

FY 2024

As of July 31, 2023

DATE RECEIVED	GENERAL	DONOR/PAYOR	FUNDS	PURPOSE / COMMENTS
Jul 7, 2023	\$ 1,000	SC Head Start	Restricted	2023 Summit
Jul 24, 2023	\$ 2,500	DHEC	Restricted	2023 Summit
	<u>\$ 3,500</u>			