

# Strong Beginnings

## QuickStart Guide Section 14: Budgets and Financial Guidelines

### Introduction is similar.

- There are three Strong Beginnings budgets and FERs required; (1) classroom start-up costs; (2) program operation including classroom and Family Partnership Process; and (3) transportation. All requests and reports are submitted to CCRESA.

### Systems used for reporting are different.

- All ISD budgets, invoices and FERs are completed in and/or uploaded to folders shared between the ISD and CCRESA on Google drive.
- Budgets and FERs are submitted on Excel spreadsheets with line numbers, items and explanations the same as those utilized by GSRP. Additional Strong Beginnings items have been added. Signature pages will be required and program provider budgets and FERs approved by the ISD will be uploaded for data analysis purposes only.
- For invoices, amounts expensed in each line item will be entered on an Excel spreadsheet to track spending. Signature pages and a general ledger summary with backup for each of the submitted expenses are also required. Once yearly, ISDs will be requested to submit general ledgers from their program providers that detail expenses for payments made to them.

### Budget guidelines are similar.

- The Strong Beginnings fiscal year is July 1 through June 30.
- Funds may also be used to pay for a variety of costs associated with the Family Partnership Program including staff salary and benefits, reflective supervision and professional learning, travel, and material and supplies. They may also cover any diapering/toileting supplies needed for children learning to toilet.

### Use of Transportation Funding is very similar.

There is a transportation funding pool of \$200 per child in Strong Beginnings for Cohort 1 and \$300 per child in Strong Beginnings for Cohort 2.

### Payments to Program Providers are different.

- All funding may be sent to the program providers on a reimbursement basis or up to 50% of the funding may be sent to the program providers in four equal monthly payments beginning in November 2020 for cohort

1. During the last four months of the fiscal year, payments to program providers must be made on a reimbursement basis.

**Carryover is different.**

- No Strong Beginnings funds are eligible for carryover.

**The Following Sections of the Budget and Financial Guidelines are very similar.**

- ISD Budget Detail
- Program and Family Partnership Process Subcontractor Budget Detail
- 4% Administrative Costs, Personnel Rules, Bonuses and Incentive Payments and Outreach and Recruiting
- Use of Federal Food Programs
- Capital Outlay and Budget Amendments
- Final Expense Reports