AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: Grant Application; Temple Hoyne Buell Foundation;

Action Requested: County Manager Signature

Parties to the Agreement: Temple Hoyne Buell Foundation

Term Begins: September 1, 2017 **Term Ends:** 8/31/2018 **Grant Contract #:**

Summary:

Approval for Temple Hoyne Buell grant application for operating costs associated with the Gunnison Hinsdale Early Childhood Council.

Fiscal Impact: $15,000

Submitted by: Margaret Wacker **Submitter's Email Address:** mwacker@gunnisoncounty.org

Finance Review: (●) Required ( ) Not Required

Comments:
Continued funding for ongoing programs, no concerns is included in the 2017 adopted budget. ln

Reviewed by: GUNCOUNTY1\lNienhueser Discharge Date: 4/19/2017

County Attorney Review: (●) Required ( ) Not Required

Comments:
ok - gs

Reveiwed by: GUNCOUNTY1\gstuhr Discharge Date: 4/19/2017 Certificate of Insurance Required Yes ( ) No (●)

County Manager Review:

Comments:

Reveiwed by: GUNCOUNTY1\mbirnie Discharge Date: 4/20/2017

(●) Consent Agenda ( ) Regular Agenda ( ) Worksession Time Allotted: 0

Agenda Date: 5/2/2017

Revised April 2015

Gunnison County
COLORADO

MATTHEW BIRNIE, COUNTY MANAGER
Phone: (970) 641–0248 • Fax: (970) 641–3061
Email: mbirnie@gunnisoncounty.org
Website: www.GunnisonCounty.org

April 24, 2017

Temple Hoyne Buell Foundation
1666 South University Blvd., Suite B
Denver, CO 80210

RE: Gunnison-Hinsdale Early Childhood Council Grant Application

Dear Board of Directors,

Gunnison County supports the Gunnison-Hinsdale Early Childhood Council's attached grant application in the amount of $15,000. The Council strives to expand and improve quality early childhood services and educational opportunities for early childhood professionals and families in Gunnison and Hinsdale Counties, and this funding will support the Council's mission. Through the program's efforts, the team is also able to support families by connecting them to other helpful resources in our communities.

Please give this grant application your full consideration.

Sincerely,

Matthew Birnie
County Manager

Gunnison County
COLORADO

HEALTH AND HUMAN SERVICES DEPARTMENTS
Human Services Phone: (970) 641-3244 Fax: (970) 641-3738
Public Health Phone: (970) 641-0209 Fax: (970) 641-8346
225 N Pine, Gunnison, CO 81230
Website: www.GunnisonCounty.org

April 15, 2017

Gunnison-Hinsdale Early Childhood Council
Public Health Division
Department of Health and Human Services
225 North Pine Street, Suite E
Gunnison, CO 81230

Temple Hoyne Buell Foundation
1666 South University Boulevard Suite B
Denver, Colorado 80210

Board of Directors;

The Gunnison-Hinsdale Early Childhood Council is requesting funding to support the council's work expanding and improving quality early childhood services and education opportunities for families in Gunnison and Hinsdale Counties. The council plays a vital role in providing professional development opportunities and increasing resources for early childhood professionals in Gunnison and Hinsdale counties. Along with providing support to all licensed care providers in the area, the council also focuses on increasing access to family support, parent education, and social-emotional mental health resources.

Funding from your foundation will allow us to continue the comprehensive work of the council. We appreciate all the support the foundation has provided to the council over the years.

Sincerely,

Carol Worrall, RN, BSN
Public Health Director
Department of Health and Human Services

SUMMARY SHEET FORM

Legal Name of Organization:

Gunnison County

DBA (if applicable): Gunnison Hinsdale Early Childhood Council (GHECC)

Mailing Address (and Physical Address if it is different and not confidential):

225 N. Pine St.
Gunnison, CO 81230

Phone: (970) 641-7913 **Fax:** (970) 641-8346 **EIN:** 84-6000770

Website: www.gunnisoncounty.org

Organization Email Address: mwacker@gunnisoncounty.org

Name of CEO or Executive Director: Matthew Birnie

Phone: (970) 641-7602 **Email:** mbirnie@gunnisoncounty.org

Application Contact & Title (if *not* the CEO or Executive Director):

Margaret Wacker, GHECC Coordinator

Phone: (970) 641-7913 **Email:** mwacker@gunnisoncounty.org

Organization Information

Year Founded: 2007

Mission Statement:

Our mission is to expand and improve quality early childhood services and educational opportunities for families in Gunnison and Hinsdale Counties.

Geographic Area Served (specific to this proposal):

Gunnison and Hinsdale Counties of Colorado

Tax Exemption Status:

☐ 501(c)(3)

☐ Using a fiscal agent/fiscal sponsor

Name of fiscal agent/sponsor:

X Other than 501(c)(3), describe:

Government entity

Number of Employees: Full-time: **Part-time:** 3

Grant Request Information

Type of Grant Requested (select one): **Amount of Request:** **$15,000**

X General Operating Support

☐ Program or Project Support
Name of Program or Project:

☐ Capital Request (Check with the grantmaker as to whether they prefer the CGA-Capital)

☐ Other

Describe what the grant will be used for:

This grant will be used for general operating costs associated with running a three person staff, 25-30 member council for Gunnison and Hinsdale Counties, and implementing the current strategic plan addressing the 3 domains of the Early Childhood Colorado Framework.

Financial Information

Budget numbers should match the numbers presented in Attachments 1(a) & (b).

Organization's Current Budget for Fiscal Year Ending: 12/31/2016

Income: 91,329.04 **Expenses:** 91,329.04

AND, if other than a general operating request,

Program or Project Budget: **Dates: from:** __/__/__ **to:** __/__/__

Income: **Expenses:**

By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge.

CEO/Executive Director **Date** 4/24/17

ATTACHMENTS

Label each attachment and provide in the order listed.

Financial Attachments

Note: Provide explanations for items that may raise questions in any of the attached financial documents. The explanations can be written onto the documents themselves or included as an additional page.

1. **BUDGETS.** Include revenues and expenses.

   a) The organization's operating budget for the current fiscal year. If available, also include the budget for the upcoming fiscal year.

   If the request is for a program or project, also include:

   b) Program or project budget for the program period.

2. **CURRENT (YEAR-TO-DATE) FINANCIAL STATEMENTS.** Include a Statement of Financial Position (Balance Sheet) and Statement of Activities (Income and Expense Statement) through the most recently completed operating month available (must be within the past three months). Provide the Statement of Activities in a budget-to-actual format if the organization uses that format.

3. **YEAR-END FINANCIAL STATEMENTS, AUDIT, AND SOURCES OF INCOME.** Include the most recent fiscal year-end financial statements, audited if available. If the organization has an audit, but it is not available for the most recent fiscal year-end, also include the most recent audit.

   Sources of Income Table Complete the table below for the organization as a whole, based on the most recently completed fiscal year. Categories may be modified to fit your organization's funding sources.

Percentage	Funding Source
89 %	Government grants (federal, state, county, local)
%	Government contracts
11 %	Foundations
%	Business
%	Events (include event sponsorships)
%	Individual contributions
%	Fees/earned income
%	Workplace giving campaigns
%	In-kind contributions (optional)
%	Other
100 %	**TOTAL (must equal 100%.)**

4. **MAJOR CONTRIBUTORS.** For the previous two fiscal years, list major contributors (foundations, businesses, government, individuals) with amounts. Do not include names of individual donors.
5. **IN-KIND CONTRIBUTIONS.** Summary of significant in-kind donations (donated goods and professional services) received by the organization for the last fiscal year.

Other Attachments

6. **BOARD OF DIRECTORS LIST**. Include the following information for each board member:
   - Position(s) on the board (officer and committee positions)
   - Occupation and name of employer and/or affiliation(s)
   - City or county of residence
   - Term end date for each board member
7. **PROOF OF IRS FEDERAL TAX-EXEMPT STATUS**, also called a Letter of Determination. This letter must be dated within the last five years.
8. **ANTI-DISCRIMINATION STATEMENT** adopted by the board of directors.
9. **LIST OF NAMES AND QUALIFICATIONS OF KEY STAFF**, including length of service with the organization. *Do not* include job descriptions or resumes.
10. **ANNUAL REPORT**, if available.
11. **EVALUATION RESULTS (optional):** Provide the organization's most recent evaluation results or findings, relevant to this request.

Additional Attachments for Fiscal Agents/Fiscal Sponsors

Note: Many grantmakers do not accept proposals from organizations using a fiscal agent/fiscal sponsor. Therefore, be sure to check each funder's guidelines prior to submitting a proposal.

1. **THE MEMORANDUM OF UNDERSTANDING** or the contract between the organization and the fiscal agent/fiscal sponsor.
2. **FINANCIAL ATTACHMENTS** 1(a), 2, & 3 for the fiscal agent/fiscal sponsor.
3. **PROOF OF IRS FEDERAL TAX-EXEMPT STATUS** for the fiscal agent/fiscal sponsor, dated within the last five years.
4. **BOARD OF DIRECTORS LIST** for the fiscal agent/fiscal sponsor.

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Attachment 1(a) pg. 1

Gunnison County
COLORADO

Monthly Revenue/Expense Report - Department

Fiscal year thru period ending 03/31/2017

Health & Human Services

D55

Description	Actual PTD 3/31/2017	Actual YTD 3/31/2017	Budget	Budget Variance	% Budget Used
340 Self-Sufficiency Dev	.00	29,949.58	214,700.00	(184,750.42)	13.95
350 Program Support	.00	194,493.59	1,339,511.00	(1,145,017.41)	14.52
360 Chldrn & Fam Svcs	.00	141,890.30	846,966.00	(705,075.70)	16.75
365 Child Support Services	.00	12,159.11	83,020.00	(70,860.89)	14.65
380 Public Assistance	.00	336,794.14	2,099,684.00	(1,762,889.86)	16.04
530 Senior Resources	.00	.00	379,590.00	(379,590.00)	.00
550 Child & Family Health	.00	1,886.98	282,354.00	(280,467.02)	.67
555 Community Health Services	.00	58,679.48	533,455.00	(474,775.52)	11.00
560 Family Planning	.00	3,230.61	163,717.00	(160,486.39)	1.97
Total Revenue	.00	779,083.79	5,942,997.00	(5,163,913.21)	13.11
340 Self-Sufficiency Dev	12,720.60	48,439.88	273,641.00	225,201.12	17.70
350 Program Support	71,185.13	224,479.67	1,138,538.00	914,058.33	19.72
360 Chldrn & Fam Svcs	37,301.53	205,154.98	1,009,530.00	804,375.02	20.32
365 Child Support Services	14,906.95	30,773.79	112,345.00	81,571.21	27.39
380 Public Assistance	13,119.05	347,980.70	2,104,367.00	1,756,386.30	16.54
530 Senior Resources	13,252.20	63,374.29	366,495.00	303,120.71	17.29
550 Child & Family Health	15,479.83	45,127.52	276,758.00	231,630.48	16.31
555 Community Health Services	23,361.94	108,194.00	554,262.60	446,068.60	19.52
560 Family Planning	5,748.10	27,172.93	152,713.00	125,540.07	17.79
Total Expenditure	207,075.33	1,100,697.76	5,988,649.60	4,887,951.84	18.38
Net revenue over (under) expenses	(207,075.33)	(321,613.97)	(45,652.60)	(275,961.37)	704.48

Attachment 1(a) pg. 2

Gunnison County
COLORADO

Monthly Revenue/Expense Report - Department

Fiscal year thru period ending 03/31/2017

Health & Human Services

D55

Description	Actual PTD 3/31/2017	Actual YTD 3/31/2017	Budget	Budget Variance	% Budget Used
Taxes	.00	94,167.78	562,875.00	(468,707.22)	16.73
Intergovernmental	.00	623,285.88	4,873,973.00	(4,250,687.12)	12.79
Charges for Services	.00	43,926.61	87,375.00	(43,448.39)	50.27
Contributions and Other Grants	.00	255.00	30,400.00	(30,145.00)	.84
Fines & Forfeitures	.00	.00	9,300.00	(9,300.00)	.00
Investment Income	.00	1,798.31	7,000.00	(5,201.69)	25.69
Transfers In	.00	8,500.00	268,245.00	(259,745.00)	3.17
Other Financing Sources/Misc	.00	7,150.21	103,829.00	(96,678.79)	6.89
Total Revenue	.00	779,083.79	5,942,997.00	(5,163,913.21)	13.11
Personnel	184,304.97	550,714.47	2,393,032.00	1,842,317.53	23.01
Supplies	819.09	23,996.42	223,553.00	199,556.58	10.73
Purchased Services	21,951.27	114,664.41	735,831.60	621,167.19	15.58
Community Prgms/Contributions	.00	371,922.61	2,399,538.00	2,027,615.39	15.50
Transfers Out	.00	37,004.85	239,136.00	202,131.15	15.47
Capital Outlay	.00	2,395.00	1,000.00	(1,395.00)	239.50
Miscellaneous	.00	.00	(3,441.00)	(3,441.00)	.00
Total Expenditure	207,075.33	1,100,697.76	5,988,649.60	4,887,951.84	18.38
Net revenue over (under) expenses	(207,075.33)	(321,613.97)	(45,652.60)	(275,961.37)	704.48

Attachment 1(b) pg 1

Gunnison County
COLORADO

Monthly Revenue/Expense Report - Cost Centers

Fiscal year thru period ending 03/31/2017

Early Childhood Council

01 550-00 710-0

Description	Actual PTD 3/31/2017	Actual YTD 3/31/2017	Budget	Budget Variance	% Budget Used
4240 CO Dept of Human Svcs (DHS)	.00	.00	59,202.00	(59,202.00)	.00
4398 Fees	.00	150.00	.00	150.00	.00
Total Revenue	.00	150.00	59,202.00	(59,052.00)	.25
5111 Salaries-Full Time	2,506.93	7,074.68	26,972.00	19,897.32	26.23
5112 Salaries-Part Time	780.20	2,984.94	11,464.00	8,479.06	26.04
5210 Payroll Tax -FICA	162.05	604.53	2,398.00	1,793.47	25.21
5220 Health Insurance	967.05	2,693.72	9,937.00	7,243.28	27.11
5230 Retirement	164.34	556.60	1,921.00	1,364.40	28.97
5240 Unemployment Insurance	4.92	16.67	57.00	40.33	29.25
5250 Workmans' Comp Insurance	16.22	48.94	208.00	159.06	23.53
5260 Employee Assistance Premium	2.54	7.92	27.00	19.08	29.33
6120 Operating Supplies	.00	.00	62.00	62.00	.00
6180 Photocopy	.00	18.48	.00	(18.48)	.00
7310 Travel - Transportation	.00	.00	50.00	50.00	.00
7311 Travel - Motor Pool	.00	223.56	350.00	126.44	63.87
7312 Travel - Meals	.00	9.00	200.00	191.00	4.50
7313 Travel - Lodging	.00	238.00	500.00	262.00	47.60
7329 Other Professional Services	.00	.00	500.00	500.00	.00
7330 Meetings-Supplies	.00	.00	155.00	155.00	.00
7331 Meetings-Meals	.00	.00	200.00	200.00	.00
7491 Computer Services	.00	283.34	1,700.00	1,416.66	16.67
7500 Contributions	.00	.00	500.00	500.00	.00
Total Expenditure	4,604.25	14,760.38	57,201.00	42,440.62	25.80
Net revenue over (under) expenses	(4,604.25)	(14,610.38)	2,001.00	(16,611.38)	(730.15)

Attachment 1(b) pg 2

Gunnison County COLORADO

Monthly Revenue/Expense Report - Cost Centers

Fiscal year thru period ending 03/31/2017

Race to the Top

01 550-00 710-1

Description	Actual PTD 3/31/2017	Actual YTD 3/31/2017	Budget	Budget Variance	% Budget Used
4240 CO Dept of Human Svcs (DHS)	.00	.00	25,718.00	(25,718.00)	.00
Total Revenue	.00	.00	25,718.00	(25,718.00)	.00
5111 Salaries-Full Time	120.09	364.96	1,442.00	1,077.04	25.31
5112 Salaries-Part Time	282.61	1,006.53	6,847.00	5,840.47	14.70
5210 Payroll Tax -FICA	26.51	93.37	656.00	562.63	14.23
5220 Health Insurance	46.32	125.33	500.00	374.67	25.07
5230 Retirement	6.00	18.25	162.00	143.75	11.27
5240 Unemployment Insurance	.60	2.04	14.00	11.96	14.57
5250 Workmans' Comp Insurance	1.31	4.28	16.00	11.72	26.75
5260 Employee Assistance Premium	.70	2.54	8.00	5.46	31.75
6110 Office Supplies	.00	.00	1,225.00	1,225.00	.00
6120 Operating Supplies	.00	.00	8,071.00	8,071.00	.00
6180 Photocopy	.00	.00	35.00	35.00	.00
7311 Travel - Motor Pool	.00	.00	1,400.00	1,400.00	.00
7312 Travel - Meals	.00	.00	700.00	700.00	.00
7313 Travel - Lodging	.00	.00	660.00	660.00	.00
7329 Other Professional Services	.00	.00	2,700.00	2,700.00	.00
7332 Meetings-Registrations	.00	350.00	.00	(350.00)	.00
7361 Books & Subscriptions	.00	.00	57.00	57.00	.00
7500 Contributions	275.00	275.00	.00	(275.00)	.00
Total Expenditure	759.14	2,242.30	24,493.00	22,250.70	9.15
Net revenue over (under) expenses	(759.14)	(2,242.30)	1,225.00	(3,467.30)	(183.04)

Attachment 1(b) pg 3

Gunnison County
COLORADO

Monthly Revenue/Expense Report - Cost Centers

Fiscal year thru period ending 03/31/2017

Temple Hoyne Buell

01 550-00 710-2

Description	Actual PTD 3/31/2017	Actual YTD 3/31/2017	Budget	Budget Variance	% Budget Used
4497 Other Private Grants	.00	.00	10,000.00	(10,000.00)	.00
Total Revenue	.00	.00	10,000.00	(10,000.00)	.00
5111 Salaries-Full Time	.00	.00	2,500.00	2,500.00	.00
5112 Salaries-Part Time	.00	793.49	.00	(793.49)	.00
5210 Payroll Tax -FICA	.00	60.69	.00	(60.69)	.00
5240 Unemployment Insurance	.00	1.19	.00	(1.19)	.00
5250 Workmans' Comp Insurance	.00	1.97	.00	(1.97)	.00
5260 Employee Assistance Premium	.00	1.72	.00	(1.72)	.00
6110 Office Supplies	.00	21.26	.00	(21.26)	.00
6120 Operating Supplies	.00	.00	1,079.00	1,079.00	.00
6170 Postage	.00	.00	7.00	7.00	.00
6180 Photocopy	.00	.00	64.00	64.00	.00
6630 Education/Promotion	.00	99.50	.00	(99.50)	.00
7311 Travel - Motor Pool	.00	220.86	102.00	(118.86)	216.53
7312 Travel - Meals	.00	66.70	50.00	(16.70)	133.40
7313 Travel - Lodging	.00	356.00	.00	(356.00)	.00
7329 Other Professional Services	.00	25.00	.00	(25.00)	.00
7331 Meetings-Meals	.00	.00	160.00	160.00	.00
7361 Books & Subscriptions	.00	.00	2.00	2.00	.00
7430 Dues & Memberships	.00	500.00	500.00	.00	100.00
7470 Insurance & Bonds	.00	.00	36.00	36.00	.00
7500 Contributions	1,129.99	2,429.99	5,500.00	3,070.01	44.18
Total Expenditure	1,129.99	4,578.37	10,000.00	5,421.63	45.78
Net revenue over (under) expenses	(1,129.99)	(4,578.37)	.00	(4,578.37)	.00

Attachment 1 (b) pg 4

Gunnison County
COLORADO

Monthly Revenue/Expense Report - Cost Centers

Fiscal year thru period ending 03/31/2017

EQIT

01 550-00 710-3

Description	Actual PTD 3/31/2017	Actual YTD 3/31/2017	Budget	Budget Variance	% Budget Used
4246 CO Dept of Education	.00	.00	5,894.00	(5,894.00)	.00
4398 Fees	.00	.00	210.00	(210.00)	.00
Total Revenue	.00	.00	6,104.00	(6,104.00)	.00
5111 Salaries-Full Time	105.09	606.22	2,929.00	2,322.78	20.70
5112 Salaries-Part Time	292.82	655.12	1,765.00	1,109.88	37.12
5210 Payroll Tax -FICA	26.71	79.05	349.00	269.95	22.65
5220 Health Insurance	40.57	190.73	504.00	313.27	37.84
5230 Retirement	5.27	30.34	83.00	52.66	36.55
5240 Unemployment Insurance	.60	1.90	7.00	5.10	27.14
5250 Workmans' Comp Insurance	1.26	3.95	10.00	6.05	39.50
5260 Employee Assistance Premium	.73	1.67	3.00	1.33	55.67
6120 Operating Supplies	.00	5.88	100.00	94.12	5.88
6630 Education/Promotion	.00	.00	50.00	50.00	.00
7310 Travel - Transportation	.00	.00	220.00	220.00	.00
7330 Meetings-Supplies	.00	.00	50.00	50.00	.00
7331 Meetings-Meals	.00	.00	34.00	34.00	.00
Total Expenditure	473.05	1,574.86	6,104.00	4,529.14	25.80
Net revenue over (under) expenses	(473.05)	(1,574.86)	.00	(1,574.86)	.00

Attachment 2 pg 1

Gunnison County
COLORADO

Monthly Revenue/Expense Report - Department

Fiscal year thru period ending 12/31/2016

Health & Human Services

D55

Description	Actual PTD 12/31/2016	Actual YTD 12/31/2016	Budget	Budget Variance	% Budget Used
340 Self-Sufficiency Dev	11,654.48	154,726.75	258,438.00	(103,711.25)	59.87
350 Program Support	106,698.83	1,180,245.22	1,326,857.00	(146,611.78)	88.95
360 Chldrn & Fam Svcs	58,351.83 *	796,389.14	835,426.00	(39,036.86)	95.33
365 Child Support Services	6,047.70	72,302.86	69,782.00	2,520.86	103.61
380 Public Assistance	164,817.82	1,846,024.50	2,146,803.00	(300,778.50)	85.99
530 Senior Resources	79,277.15	383,269.47	377,798.00	5,471.47	101.45
550 Child & Family Health	49,320.28	296,460.07	399,292.00	(102,831.93)	74.25
555 Community Health Services	102,589.22	445,217.00	430,040.56	15,176.44	103.53
560 Family Planning	40,022.69	170,641.38	166,865.00	3,776.38	102.26
Total Revenue	618,780.00	5,345,276.39	6,011,301.56	(666,025.17)	88.92
340 Self-Sufficiency Dev	19,494.79	208,974.19	238,276.00	29,301.81	87.70
350 Program Support	90,605.06	1,014,517.36	1,035,081.00	20,563.64	98.01
360 Chldrn & Fam Svcs	71,685.53	967,191.91	1,022,889.00	55,697.09	94.55
365 Child Support Services	7,669.50	93,424.99	102,386.00	8,961.01	91.25
380 Public Assistance	161,860.65	1,849,037.11	2,152,233.00	303,195.89	85.91
530 Senior Resources	36,054.61	368,913.72	438,269.00	69,355.28	84.18
550 Child & Family Health	16,161.28	317,000.13	389,769.34	72,769.21	81.33
555 Community Health Services	37,468.76	399,325.73	447,150.00	47,824.27	89.30
560 Family Planning	17,727.21	168,861.41	169,399.00	537.59	99.68
Total Expenditure	458,727.39	5,387,246.55	5,995,452.34	608,205.79	89.86
Net revenue over (under) expenses	160,052.61	(41,970.16)	15,849.22	(57,819.38)	(264.81)

Attachment 2 pg 2

Gunnison County
COLORADO

Monthly Revenue/Expense Report - Department

Fiscal year thru period ending 12/31/2016

Health & Human Services

D55

Description	Actual PTD 12/31/2016	Actual YTD 12/31/2016	Budget	Budget Variance	% Budget Used
Taxes	43,989.19	551,156.32	553,875.00	(2,718.68)	99.51
Intergovernmental	529,961.34	4,405,892.54	4,937,645.56	(531,753.02)	89.23
Charges for Services	17,777.33	47,993.34	36,190.00	11,803.34	132.61
Contributions and Other Grants	(966.60)	39,475.69	103,941.00	(64,465.31)	37.98
Investment Income	(2,363.28)	5,599.39	.00	5,599.39	.00
Transfers In	7,500.00	198,600.00	272,900.00	(74,300.00)	72.77
Other Financing Sources/Misc	22,882.02	96,559.11	106,750.00	(10,190.89)	90.45
Total Revenue	618,780.00	5,345,276.39	6,011,301.56	(666,025.17)	88.92
Personnel	185,774.31	2,146,168.99	2,229,828.00	83,659.01	96.25
Supplies	12,960.36	223,973.37	266,700.75	42,727.38	83.98
Purchased Services	54,154.13	601,952.90	695,274.59	93,321.69	86.58
Community Prgms/Contributions	184,144.64	2,129,342.38	2,451,829.00	322,486.62	86.85
Financing Costs	.00	11.06	.00	(11.06)	.00
Transfers Out	15,998.95	212,423.67	251,900.00	39,476.33	84.33
Capital Outlay	5,695.00	73,374.18	99,000.00	25,625.82	74.12
Miscellaneous	.00	.00	920.00	920.00	.00
Total Expenditure	458,727.39	5,387,246.55	5,995,452.34	608,205.79	89.86
Net revenue over (under) expenses	160,052.61	(41,970.16)	15,849.22	(57,819.38)	(264.81)

Attachment 2 (pg 3)

Gunnison County COLORADO

Monthly Revenue/Expense Report - Cost Centers

Fiscal year thru period ending 12/31/2016

Early Childhood Council

01 550-00 710-0

Description	Actual PTD 12/31/2016	Actual YTD 12/31/2016	Budget	Budget Variance	% Budget Used
4240 CO Dept of Human Svcs (DHS)	13,129.48	52,922.76	59,202.00	(6,279.24)	89.39
4398 Fees	.00	.00	2,000.00	(2,000.00)	.00
Total Revenue	13,129.48	52,922.76	61,202.00	(8,279.24)	86.47
5111 Salaries-Full Time	1,765.31	24,260.92	26,862.00	2,601.08	90.32
5112 Salaries-Part Time	804.24	8,678.44	9,997.00	1,318.56	86.81
5210 Payroll Tax -FICA	83.82	1,709.67	2,239.00	529.33	76.36
5220 Health Insurance	394.06	9,581.27	9,509.00	(72.27)	100.76
5230 Retirement	74.78	1,624.28	1,843.00	218.72	88.13
5240 Unemployment Insurance	2.23	48.65	55.00	6.35	88.45
5250 Workmans' Comp Insurance	7.10	156.51	203.00	46.49	77.10
5260 Employee Assistance Premium	1.20	24.08	28.00	3.92	86.00
6110 Office Supplies	.00	7.00	.00	(7.00)	.00
6120 Operating Supplies	.00	.00	41.00	41.00	.00
6180 Photocopy	.00	29.44	.00	(29.44)	.00
7310 Travel - Transportation	.00	14.56	.00	(14.56)	.00
7311 Travel - Motor Pool	200.00	1,026.98	1,000.00	(26.98)	102.70
7312 Travel - Meals	59.20	169.41	400.00	230.59	42.35
7313 Travel - Lodging	.00	831.93	1,400.00	568.07	59.42
7329 Other Professional Services	.00	25.00	500.00	475.00	5.00
7330 Meetings-Supplies	.00	.00	600.00	600.00	.00
7331 Meetings-Meals	.00	358.42	300.00	(58.42)	119.47
7341 Rental - Buildings and Land	.00	400.00	450.00	50.00	88.89
7410 Advertising & Legal Notices	.00	.00	400.00	400.00	.00
7470 Insurance & Bonds	.00	.00	36.00	36.00	.00
7491 Computer Services	141.67	1,700.04	1,020.00	(680.04)	166.67
7500 Contributions	.00	800.00	1,500.00	700.00	53.33
Total Expenditure	3,533.61	51,446.60	58,383.00	6,936.40	88.12
Net revenue over (under) expenses	9,595.87	1,476.16	2,819.00	(1,342.84)	52.36

Attachment 2(pg 4)

Gunnison County
COLORADO

Monthly Revenue/Expense Report - Cost Centers

Fiscal year thru period ending 12/31/2016

Race to the Top

01 550-00 710-1

Description	Actual PTD 12/31/2016	Actual YTD 12/31/2016	Budget	Budget Variance	% Budget Used
4240 CO Dept of Human Svcs (DHS)	8,767.57	22,395.81	25,718.00	(3,322.19)	87.08
Total Revenue	8,767.57	22,395.81	25,718.00	(3,322.19)	87.08
5111 Salaries-Full Time	107.69	2,189.49	.00	(2,189.49)	.00
5112 Salaries-Part Time	1,079.96	8,466.27	1,111.00	(7,355.27)	762.04
5210 Payroll Tax -FICA	87.55	752.22	87.00	(665.22)	864.62
5220 Health Insurance	42.64	782.68	.00	(782.68)	.00
5230 Retirement	5.40	107.43	56.00	(51.43)	191.84
5240 Unemployment Insurance	1.78	15.98	2.00	(13.98)	799.00
5250 Workmans' Comp Insurance	2.22	20.09	3.00	(17.09)	669.67
5260 Employee Assistance Premium	1.77	14.03	1.00	(13.03)	1,403.00
6110 Office Supplies	.00	15.00	1,505.00	1,490.00	1.00
6120 Operating Supplies	.00	552.92	6,630.00	6,077.08	8.34
6180 Photocopy	.00	34.64	.00	(34.64)	.00
6610 Equipment & Furn. under $4,000	630.08	1,414.68	200.00	(1,214.68)	707.34
6620 Software under $1000	.00	.00	863.00	863.00	.00
7311 Travel - Motor Pool	.00	257.58	1,400.00	1,142.42	18.40
7312 Travel - Meals	.00	.00	700.00	700.00	.00
7313 Travel - Lodging	.00	406.00	660.00	254.00	61.52
7329 Other Professional Services	.00	2,697.98	12,000.00	9,302.02	22.48
7332 Meetings-Registrations	.00	480.00	500.00	20.00	96.00
7361 Books & Subscriptions	.00	57.44	.00	(57.44)	.00
7500 Contributions	522.94	3,435.94	.00	(3,435.94)	.00
Total Expenditure	2,482.03	21,700.37	25,718.00	4,017.63	84.38
Net revenue over (under) expenses	6,285.54	695.44	.00	695.44	.00

Attachment 2 (pg 5)

Gunnison County
COLORADO

Monthly Revenue/Expense Report - Cost Centers

Fiscal year thru period ending 12/31/2016

Temple Hoyne Buell

01 550-00 710-2

Description	Actual PTD 12/31/2016	Actual YTD 12/31/2016	Budget	Budget Variance	% Budget Used
4398 Fees	1,436.00	1,436.00	.00	1,436.00	.00
4497 Other Private Grants	.00	10,000.00	10,000.00	.00	100.00
Total Revenue	1,436.00	11,436.00	10,000.00	1,436.00	114.36
5111 Salaries-Full Time	.00	988.59	.00	(988.59)	.00
5112 Salaries-Part Time	200.10	1,192.85	.00	(1,192.85)	.00
5210 Payroll Tax -FICA	15.31	150.42	.00	(150.42)	.00
5220 Health Insurance	.00	249.02	.00	(249.02)	.00
5230 Retirement	.00	67.24	.00	(67.24)	.00
5240 Unemployment Insurance	.30	3.35	.00	(3.35)	.00
5250 Workmans' Comp Insurance	.29	7.32	.00	(7.32)	.00
5260 Employee Assistance Premium	.32	2.03	.00	(2.03)	.00
6110 Office Supplies	.00	33.89	.00	(33.89)	.00
6120 Operating Supplies	.00	125.98	.00	(125.98)	.00
6170 Postage	.00	6.80	.00	(6.80)	.00
6180 Photocopy	65.52	129.44	.00	(129.44)	.00
6610 Equipment & Furn. under $4,000	.00	121.32	.00	(121.32)	.00
6611 Computer Equipment under $1000	.00	98.34	.00	(98.34)	.00
6630 Education/Promotion	.00	99.00	177.00	78.00	55.93
7310 Travel - Transportation	.00	.00	78.00	78.00	.00
7311 Travel - Motor Pool	60.82	162.64	228.00	65.36	71.33
7312 Travel - Meals	.00	142.48	53.00	(89.48)	268.83
7313 Travel - Lodging	.00	436.00	460.00	24.00	94.78
7329 Other Professional Services	.00	3,535.00	.00	(3,535.00)	.00
7330 Meetings-Supplies	.00	7.00	.00	(7.00)	.00
7331 Meetings-Meals	60.56	624.43	324.00	(300.43)	192.73
7332 Meetings-Registrations	.00	.00	75.00	75.00	.00
7361 Books & Subscriptions	.00	51.43	.00	(51.43)	.00
7410 Advertising & Legal Notices	.00	.00	90.00	90.00	.00
7470 Insurance & Bonds	.00	36.00	.00	(36.00)	.00
7500 Contributions	.00	2,752.50	8,515.00	5,762.50	32.33
Total Expenditure	403.22	11,023.07	10,000.00	(1,023.07)	110.23
Net revenue over (under) expenses	1,032.78	412.93	.00	412.93	.00

Attachment 2 (pg 6)

Gunnison County
COLORADO

Monthly Revenue/Expense Report - Cost Centers

Fiscal year thru period ending 12/31/2016

EQIT

01 550-00 710-3

Description	Actual PTD 12/31/2016	Actual YTD 12/31/2016	Budget	Budget Variance	% Budget Used
4246 CO Dept of Education	.00	7,159.00	7,159.00	.00	100.00
4398 Fees	.00	90.00	90.00	.00	100.00
Total Revenue	.00	7,249.00	7,249.00	.00	100.00
5111 Salaries-Full Time	.00	897.93	897.93	.00	100.00
5112 Salaries-Part Time	.00	4,139.10	4,139.10	.00	100.00
5210 Payroll Tax -FICA	.00	357.08	357.08	.00	100.00
5220 Health Insurance	.00	348.82	348.82	.00	100.00
5230 Retirement	.00	44.91	44.91	.00	100.00
5240 Unemployment Insurance	.00	7.58	7.58	.00	100.00
5250 Workmans' Comp Insurance	.00	4.83	4.83	.00	100.00
5260 Employee Assistance Premium	.00	5.75	5.75	.00	100.00
6120 Operating Supplies	.00	599.37	22.71	(576.66)	2,639.23
6611 Computer Equipment under $1000	.00	30.13	30.13	.00	100.00
6630 Education/Promotion	.00	77.91	77.91	.00	100.00
7330 Meetings-Supplies	.00	372.91	372.91	.00	100.00
7331 Meetings-Meals	.00	22.68	22.68	.00	100.00
7500 Contributions	.00	250.00	250.00	.00	100.00
Total Expenditure	.00	7,159.00	6,582.34	(576.66)	108.76
Net revenue over (under) expenses	.00	90.00	666.66	(576.66)	13.50

Attachment 3

Year End Financial Statements, Audit and Sources of Income Table

See Attachments 1(a) and 1(b) for Year End Statements

See < http://www.gunnisoncounty.org/documentcenter/view/4789> for Gunnison County 2015 Audit

Attachment 4

Major Contributors- Gunnison –Hinsdale Early Childhood Council

2016

Colorado Department of Health and Human Services (CDHS)	$59,202
CDHS Race to the Top	$21,635
Expanding Quality in Infant and Toddler Care	$5,694
Temple Hoyne Buell Foundation	$10,000

2015

Colorado Department of Health and Human Services (CDHS)	$59,202
CDHS Race to the Top	$25,720
Expanding Quality in Infant and Toddler Care	$7,159
Temple Hoyne Buell Foundation	$10,000

2014

Colorado Department of Health and Human Services (CDHS)	$59,202
CDHS Race to the Top	$15,000
CDHS Race to the Top (Communication around Colorado Early Learning and Developmental Guidelines)	$10,000
Temple Hoyne Buell Foundation	$10,000

2013

Colorado Department of Health and Human Services (CDHS)	$59,202
Temple Hoyne Buell Foundation	$10,000

Attachment 6

Board of Directors – Gunnison County

The Gunnison-Hinsdale Early Childhood Council is hosted by the Department of Health and Human Services Public Health Division which is governed by the Gunnison County Board of County Commissioners.

1. Johnathan Houck
    a. Gunnison Resident
    b. Former City Council Member and Mayor
    c. Retired School Teacher
    d. Former NPP Facilitator
    e. 2017-2021

2. John Messner
    a. Commissioner
    b. Gunnison Resident
    c. Business Owner
    d. 2017-2021

3. Phil Chamberland
    a. Commissioner
    b. Gunnison Resident
    c. Business Owner
    d. 2011-2019

Attachment 7

Gunnison County
COLORADO

Finance Department
PHONE 970.641.2203 FAX 970.641.7643

April 1, 2014

To Whom It May Concern:

Gunnison County, Colorado is granted authority to act as a political subdivision of the Colorado State Government pursuant §30-5-129 of the Colorado Revised Statutes. It has been granted the legal capacity and functions of other counties in the State of Colorado according to Title 30 of the Statutes, including tax exemption for State and Local Sales and Use Taxes or Federal Excise Tax. Gunnison County was established March 9, 1877.

The Internal Revenue Service Employer Identification Number for Gunnison County is 84-6000770 and the State of Colorado Tax Exemption number is 98-02498-000.

If you have any questions or require additional information, please contact me at (970) 641-2203.

Sincerely,

Ben Cowan
Assistant Finance Director

: bc

200 East Virginia Avenue ♦ Gunnison, CO 81230

2. YOUR RIGHTS & RESPONSIBILITIES UNDER FEDERAL LAW

2-1 **Equal Employment Opportunity.** Gunnison County is dedicated to the principles of equal employment opportunity in any term, condition or privilege of employment. We do not discriminate against applicants or employees on the basis of age (40 and over), race, sex, color, religion, national origin, disability, genetic information, sexual orientation, political affiliation, or any other status protected by federal, state or local law.

2-2 **Unlawful EEO Harassment.** This prohibition includes unlawful harassment based on any of the above protected classes. Unlawful harassment includes verbal or physical conduct which has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive work environment. This policy applies to all employees including managers, supervisors and co-workers.

Gunnison County will also take appropriate measures to protect employees from unlawful harassment by non-employees.

2-3 **ADA Accommodation.** After reviewing the appropriate job description, Gunnison County will make reasonable accommodation for qualified individuals with known disabilities, unless doing so would result in an undue hardship to the County. This policy governs all aspects of employment, including selection, job assignment, compensation, discipline, termination, and access to benefits. Employees needing such accommodation are instructed to contact their supervisor or Human Resources immediately.

2-4 **Sexual Harassment.** Gunnison County strongly opposes sexual harassment and inappropriate sexual conduct. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, when:

- Submission to such conduct is made explicitly or implicitly a term or condition of employment;
- Submission to or rejection of such conduct is used as the basis for decisions affecting an individual's employment;
- Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive work environment.

All employees are expected to conduct themselves in a professional and businesslike manner at all times. Inappropriate sexual conduct that could lead to a claim of sexual harassment is expressly prohibited by this policy. Such conduct includes, but is not limited to, sexually implicit or explicit communications whether in:

- Written form, such as cartoons, posters, calendars, notes, letters, e-mail;
- Verbal form, such as comments, jokes, foul or obscene language of a sexual nature, gossiping or questions about another's sex life, or repeated unwanted requests for dates;
- Physical gestures and other nonverbal behavior, such as unwelcome touching, grabbing, fondling, kissing, massaging, and brushing up against another's body.

2-5 **Filing a Complaint.** If you believe there has been a violation of the EEO, ADA, or ADEA policy; or that harassment based on the protected classes outlined above has occurred, including sexual harassment, please use the Complaint Process, Section 11-1 of these policies. Gunnison County expects employees to make a timely complaint to enable the County to promptly investigate and correct any behavior that may be in violation of the above policies.

Report the incident to the Human Resources Director or any member of management so the matter can be promptly investigated. Your complaint, as well as any information collected from others participating in the investigation, will be kept as confidential as practicable.

If Gunnison County determines that an employee's behavior is in violation of these policies, appropriate disciplinary action will be taken against the offending employee, up to and including termination of employment.

2-6 **Workplace Violence.** It is the commitment of Gunnison County to strive to maintain a work environment that is free from violent behavior. The County will not tolerate violent behavior or the threat of violent behavior involving an employee or a member of the public at any County worksite or against any County worksite. Such behavior will result in corrective and/or disciplinary action and potential criminal charges.

Attachment 9

Key Staff – Gunnison-Hinsdale Early Childhood Council

Margaret Wacker

- Gunnison-Hinsdale Early Childhood Council Coordinator
- 11 years with DHHS
- Masters in Public Health

Carol Worrall

- Director of Public Health for Gunnison County Department of Health and Human Services (DHHS) and NPP Supervisor
- 16 Years with DHHS and 9 years with GHECC
- RN, BSN, 40 years of experience as a Registered Nurse

Joni Reynolds

- Director of Gunnison County's Department of Health and Human Services
- 15 years working for the Colorado Department of Public Health and Environment and five years as the CDPHE Public Health Programs Director
- 25-year career in public and community health education

Attachment 11

GUNNISON-HINSDALE EARLY CHILDHOOD COUNCIL

Nurturing the Young Child

WESTERN STATE COLORADO UNIVERSITY EXTENDED STUDIES

Participant Evaluation of Nurturing the Young Child Conference

November 5th 2016

A = Strongly Agree B = Agree C = Neither Disagree or Agree D = Disagree F = Strongly Disagree

THIS CONFERENCE…

Fulfilled my expectations/met my needs	**41%** Strongly Agree, **51%** Agree, **8%** Neither Agree/Disagree
Was well organized	**69%** Strongly Agree, **28%** Agree, 3% Neither Agree/Disagree
Included enough opportunity for discussion	**38%** Strongly Agree, **51%** Agree, **3%** Neither Agree/Disagree **6%** Disagree
Included relevant activities	**38%** Strongly Agree, **59%** Agree, **10%** Neither Agree/Disagree
Was taught @ appropriate level of difficulty	**46%** Strongly Agree, **38%** Agree, **3%** Neither Agree or Disagree

THE INSTRUCTORS WERE…

Friendly and personable	**85%** Strongly Agree, **15%** Agree
Knowledgeable about the subject	**82%** Strongly Agree, **18%** Agree
Responsive to questions	**90%** Strongly Agree, **10%** Agree,

Would you attend this conference again? **100%** said Yes

CONFERENCE STAFF…..

Was friendly and helpful	**77%** Strongly Agree, **23%** Agree
Registration/payment processed accurately	**62%**Strongly Agree, **26%**Agree, **3%**Neither Agree/Disagree **3%**Disagree \ **6%** provided no answer

COURSES

What was your favorite session(s)? Creative Environment, Power of Play, Developmental Milestones, Choosy, Nurturing Yourself, Friendship Skills, Parents and Teachers Partners in Education, Guiding Strategies,- Promote Gratitude

TOP THREE – The Power of Play, Creative Environment, CHOOSY

What was your least favorite session?

Standard Precautions, Colorado Shines ELDG, CHOOSY

What other sessions/trainings would you like to see offered?

Hands-on activities, classroom management, early literacy and math, Project Learning Tree/Project Wild, special needs music and movement, love and logic, creative curriculum, writing strategies, play based learning, benefits of free play, nutrition, creative curriculum, yoga with kids.

Are your educational needs being met through the courses offered? **91% said yes 9% said no or didn't reply**

What time of year would be best for future trainings? November, avoid parent/teacher conference week

Would it be helpful to have the required trainings (standard precautions, safe sleep, medication administration) at a separate event?

31% said yes, 28% said no, 15% provided no response

ADVERTISING

How did you hear about this conference?

Email, Program Staff/Faculty, Center Director

What is the best method to let you know about future programs? **Center Directors, E-mail, Posters**

Is there anything we can improve on? More hands-on sessions, different concept or style (keynote speaker in AM workshops in afternoon), not all admin courses at the same time, center on name tags, more networking opportunities, introductions with the centers people work at, greater variety in sessions