

COUNCIL ACTION FORM

**SUBJECT: REQUEST TO MODIFY FY 2017/18 ASSET ALLOCATION TO
CHILDSERVE**

BACKGROUND:

ChildServe has submitted a request to the City to modify its FY 2017/18 ASSET allocation by moving \$1,841.98 from the Day Care-Children to the Day Care-Infant service area. Childserve has completely exhausted its allocation of funds for the Day Care-Infant program due to higher than anticipated utilization of that program. It has funds remaining undrawn in its Day Care-Children program due to lower than anticipated utilization.

Childserve was originally allocated \$6,000 for its infant program and \$15,000 for its children program. The revised allocations appear in the table below.

Service	Original Allocation	Change	Revised Allocation
Day Care-Infant	\$ 6,000	+ \$1,842	\$ 7,842
Day Care-Children	15,000	- \$1,842	13,158
TOTAL	\$21,000		\$21,000

If the request to transfer funds to the Infant program is approved, the approved unit costs of both programs will remain unchanged. The number of units purchased will increase for the infant program and decrease for the children program. **Additionally,** Childserve would be eligible to draw down for any infant units already provided during this fiscal year, but which have not been paid because City funds have been exhausted for the Infant category.

It should be noted the City's financial records differ from Childserve's letter in the amounts remaining undrawn for each of their services. City records show \$1,827 remaining in the Infant program and \$2,984 remaining in the Children program. Approval of the request would result in a balance of \$3,669 in the Infant Program and \$1,142 in the Children Program.

Childserve made similar requests to transfer City funds during the 2012/13, 2014/15, and 2016/17 fiscal years. This type of request is not unusual for an organization such as Childserve, as the number of clients with children requiring assistance fluctuates. Childserve staff indicates that because it develops its ASSET budget requests so far in advance of when the funds are available, modifications such as the one requested are sometimes necessary.

ALTERNATIVES:

1. Approve the request to modify the City's FY 2017/18 contract with ChildServe to transfer \$1,841.98 in funds from Day Care-Children to Day Care-Infant.
2. Do not approve the request.

MANAGER'S RECOMMENDED ACTION:

ChildServe submits its budget to ASSET based on estimates of the number of children and infants needing assistance. Due to the increased demand for infant care this fiscal year, ChildServe is requesting that funds be moved from children to infant so ASSET dollars can be completely utilized by those in need of assistance.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the request to modify the City's FY 2017/18 contract with ChildServe to transfer \$1,841.98 in funds from Day Care-Children to Day Care-Infant.



April 18, 2018

City Managers Office
515 Clark Avenue
Ames, Iowa 50010

To whom this may concern:

I am writing to request a change in the allocation for ASSET funds approved for day care services. City funds have been used as follows from July 2017 through February 2018.

Service	\$Approved	\$ Spent	\$Balance
Day Care-Infant	\$6,000.00	\$6,137.39	-\$137.39
Day Care-children	\$15,000.00	\$11,721.36	\$3,278.64

We have experienced higher than anticipated utilization for infants and lower than anticipated for children ages 2-5 years. As a result I am requesting that \$1,841.98 be reallocated from Day Care-Children to Day Care-Infant to assure that funds are available through the end of the fiscal year for the children using the city ASSET funds. This does not change the total amount of funds requested and approved. We will have expended the funds approved for Day Care Children from the other ASSET funding agencies by the end of the year.

We currently continue to serve 4 Day Care-Children who will need funding from March through June 2018. All of these children reside in Story County.

Thank you for your consideration of this request.

Sincerely,

Rachelle Flory
Ames Program Manager

CITY MANAGER'S OFFICE

APR 23 2018

CITY OF AMES, IOWA