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Two-Day Fiscal Training for CSPP

- Contract and Payments
- Policy Updates
- Rules and Requirements for Attendance and Fiscal Reporting
- CPARIS Overview
- CSPP Prior Written Approvals and Data Reporting Requirements

Master Agreements and Amendments continued...

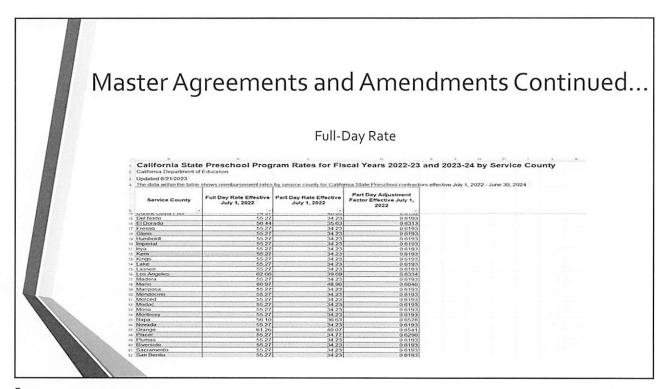


- Any continued funding applications approved, the contractors will not need to sign and return for each new fiscal year.
- Not all budget amendments require a signature.
- Full Day vs Part-Day Rates
- Maximum Reimbursable Amount (MRA) Calculations
- Minimum Days of Operation (MDO)
- Child Days of Enrollment (cdes)
- How many children can be served with our MRA.

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Master Agreements and Amendments Continued...

- Cdes/MDO = # of FTE Children
- MRA -\$1,041,010
- Full-Day Rate \$55.27
- MRA/Full-Day Rate = child days of enrollment (cdes)
 - \$1,041,010 / \$55.27 = 18,834.99 cdes
- Cdes/MDO = # of FTE Children
 - 18,834.99 / 244 = 77.19 FTE



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Master Agreements and Amendments Continued... CPARIS https://cparis.cde.ca.gov/cparis Quarterly Reporting Reports are due by the 20th of the month following the end of the reporting period. January 20th – Due date for all Contracts for quarter ended 12/31/2023 which includes the months of Oct, Nov, and Dec.

· Prior year audit submittal Quarterly reports submittal • 90 day + delinquent AP to CDE Missed Deadlines- Effects on Apportionment Jul, Aug, Sep 25% of MRA 16.6% MRA · Oct, Nov · Dec, Jan 16.7% MRA Apportionment Schedule • Feb, Mar 16.7% MRA · Apr, May 16.6% MRA June 8.4% MRA 100% MRA

Policy Updates

- Hold Harmless has been extended from July 1, 2023 to September 30, 2025.
 - Spend all the dollars we can
 - Only good for the next two years

- Family Fee
 - Waived through Sep 30, 2023.
 - Beginning Oct 1, 2023 fee scheduled reformed to:
 - 1% of family's monthly income
 - Remove fee for families adj monthly income below 75% of state medium income.
 - Forgives CSPP family fee debt accrued but remained uncollected prior to 10/01/2023.

Policy Updates Continued...

- Dual Language Learners
 - · Conduct the Family Language and Interest interview
- Early Childhood Mental Health Consultation Services
 - Costs related to ECMHC are reimbursable if conditions are met pursuant to EC Sec 8243
- Funded Enrollment set aside for Children with Disabilities (Active IEP & receiving services)
- 07/01/2025 increasing to at least 7.5% of funded enrollment reserved for children with exceptional needs.
- 07/01/2026 increasing to at least 10% of funded enrollment reserved for children with exceptional needs.
- CDE strongly encourages us to continue to work toward the 7.5% requirement during the extension.

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Rules and Requirements for CSPP Attendance and Fiscal Reporting

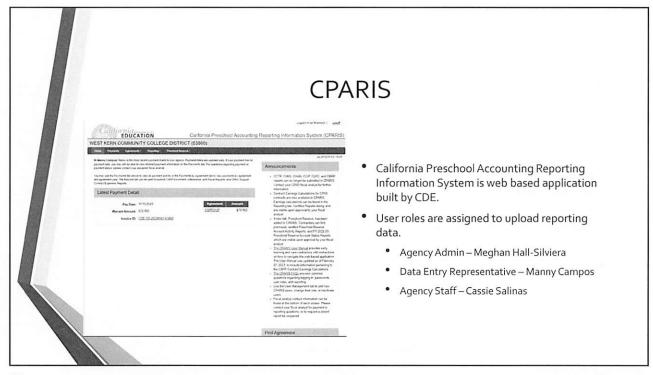
Excused Absences

Days of Best Interest

Closure Beyond Contractor's Control

- Full time vs. Part Time Enrollment
 - >=30 total hours per week Full time
 - <30 Part Time</p>
 - Adjustment factors vary depending on if child had exceptional needs or is Full time vs Part time.

Rules and Requirements for CSPP Attendance and Fiscal Reporting Continued... Equipment Bidding All equipment purchases, replacements, and improvements not performed by the contractor's staff exceeding \$5,000, including tax, must have three (3) bids or estimates. > 310,000 pre approval required from CDE in writing. Submitted on Equipment Purchase Approval Request (EPAR) form along with bids, justification letter 30 calendar days a copy will be returned (one copy kept by CDE) with approval indirect Costs Maximum inclinect costs allowed is active to the 1000-5000 budget Indirect Costs Maximum inclinect costs allowed is active to the 1000-5000 budget Advantage in the contracting Maximum inclinect costs allowed is active to the 1000-5000 budget * Subcontracting MOU allowed and do not require a written subcontract nor are subject to 5 CCR, Section 27/9) Maintenance * Maintenance * Subcontracting * Maintenance * Security * Pood Service



Prior Written Approval and Data Reporting Requirements for CSPP Contractors

- Prior Written Approval Requirements:
 - · Program narrative changes
 - Optional staff training days (2) per contract period
 - Changes to Minimum Days of Operations (MDO)
 - Program Narrative
 - Calendar

- California Preschool Accounting Reporting Information System is web based application built by CDE.
- User roles are assigned to upload reporting data.
 - Agency Admin Meghan Hall-Silviera
 - Data Entry Representative Manny Campos
 - Agency Staff Cassie Salinas