

CITY OF SAN ANTONIO  
INTERDEPARTMENTAL MEMORANDUM  
DEPARTMENT OF COMMUNITY INITIATIVES

**TO:** Mayor and City Council

**FROM:** Dennis J. Campa, Director, Department of Community Initiatives

**THROUGH:** Terry M. Brechtel, City Manager

**COPIES TO:** Frances A. Gonzalez, Assistant to the City Manager; City Attorney's Office; Finance Department; File

**SUBJECT:** 2002-2003 CCDS and QIA Contract Modifications

**DATE:** November 6, 2003

**SUMMARY AND RECOMMENDATION**

This ordinance acknowledges unilateral modifications to the Alamo Child Care Delivery System (CCDS) and Quality Improvement Activities (QIA) contracts with Alamo Workforce Development, Inc. (AWD), transferring funds in the amount of \$460,722 from the City of San Antonio (COSA) CCDS contract to the COSA QIA contract to meet Texas Workforce Commission fiscal requirements that will allow for the carry-forward of CCDS funds. This ordinance also authorizes acceptance of said funds for the period September 1, 2002 through August 31, 2003, and adopts revised CCDS and QIA program budgets.

Staff recommends approval of this ordinance.

**BACKGROUND INFORMATION**

The Texas Workforce Commission (TWC) is responsible for administering the State's childcare program. TWC contracts with local workforce development boards throughout the state that are responsible for the integrated delivery of TWC programs which include childcare services. AWD is the local workforce board that serves Bexar and the 11 surrounding counties. AWD contracts with the Department of Community Initiatives' (DCI) Children's Resources Division (CRD) operate the Alamo CCDS and QIA programs. For Program Year (PY) 2002-2003, AWD funded the programs through separate contracts.

TWC allocates QIA and CCDS funds to AWD. AWD awards the majority of these funds to the City. AWD retains a portion of these funds in their budget. As part of AWD's normal FY 2002-2003 budget closing process, they identified \$460,722 in funds available for reprogramming. To spend down these funds, AWD issued a unilateral modification to the City's QIA and CCDS budgets. AWD's budget modification will allow the City to carry forward \$460,722 to support direct childcare in FY 2003-2004.

**POLICY ANALYSIS**

Through Ordinance Nos. 94646 and 94647, passed and approved on September 27, 2001, City Council authorized the continued operation of the Alamo CCDS and QIA Programs from September 1, 2001 to August 31, 2003. These transferred funds from direct care to quality initiatives satisfy TWC budgetary funding requirements necessary for CCDS eligible carry-forward balances that will allow additional children to be served in the current program year.

This ordinance continues existing City policy to administer the CCDS and QIA Programs, in order to offer services that support human development initiatives. This action also supports the goal of building a high quality early childhood education system as outlined in the Early Care and Education Strategic Plan.

The Texas Legislative Budget Board sets accountability measures for programs administered through TWC and the Local Workforce Development Boards. Attachment A reflects accountability measures and standards assigned to the Alamo CCDS program.

### **FISCAL IMPACT**

This ordinance acknowledges unilateral modifications to the Alamo CCDS and QIA contracts. This ordinance also authorizes the acceptance of quality initiatives funding from AWD in the amount of \$460,722. This action requires no additional General Fund commitment and also adopts a 14<sup>th</sup> budget revision to the CCDS program and a second revision to the QIA program budget. Attachment B reflects budget revisions to both programs during the contract period.

### **COORDINATION**

The Department of Community Initiatives coordinated activities with the Alamo Workforce Development, Inc., City Attorney's Office, and the Finance Department.

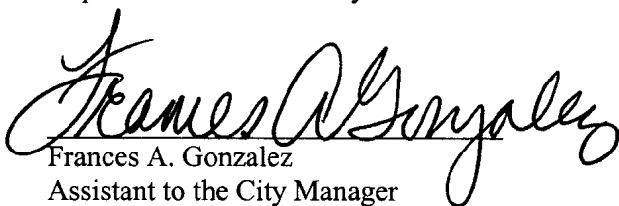
### **SUPPLEMENTARY COMMENTS**

Provisions of the Ethics Ordinance do not apply.

- Policy Analysis - Attachment A
- Fiscal Impact - Attachment B



Dennis J. Campa, Director  
Department of Community Initiatives



Frances A. Gonzalez  
Assistant to the City Manager

Approved:



Terry M. Brechtel  
City Manager

**Attachment A**

**Alamo CCDS Accountability Measures**

<b>Accountability Measures</b>	<b>FY 2002 – 2003 Target</b>	<b>FY 2002- 2003 Ending</b>	<b>FY 2003- 2004 Target</b>
No. of Child Care Providers Trained	3,545	14,898	873
Ratio of Texas Rising Star Vendors To Non-Texas Rising Star Vendors (Texas Rising Star Providers /Non-Texas Rising Star Providers)	39%	47.28%	17%
Avg. No. Children Served Daily	8,618	9,108*	9,133

**\*As of July 2003. August 2003 not yet available.**

## Attachment B

### CCDS Program Year Budget 2002-2003

Budget Revision No.	Description	Budget Revision Amount	Revised Total Budget
Budget Established	Initial CCDS Award Amount Plus Federal Match Operations Carry Forward of \$651,000	--	\$ 31,819,089
1	General Fund Transfer plus Federal Match Quality Carry Forward of \$650,000	\$ 1,850,000	\$ 33,669,089
2	Delegate Agency Allocations	\$ 0	\$ 33,669,089
3	FY 2003 Child Care Local Initiatives (CCLI) Federal Match	\$ 530,309	\$ 34,199,398
4	FY 2003 CCLI Federal Match	\$ 664,478	\$ 34,863,876
5	FY 2003 CCLI Federal Match	\$ 61,475	\$ 34,925,351
6	Federal Match Carry Forward	\$ 7,140,971	\$ 42,066,322
7	WtW, PRS, and Incentive Award Funds	\$ 1,776,860*	\$ 43,843,182*
8	Early Care RFP D.A. Allocations	\$ 0	\$ 43,843,182*
9	Additional Funds	\$ 1,044,951	\$ 44,888,133*
10	Single Portal of Entry Allocations	\$ 0	\$ 44,888,133*
11	FSE&T de-obligation/ Additional 2003 CCLI Federal Match	\$100,033	\$44,988,166*
12	WtW de-obligation/Additional Operations	\$234,163	\$45,222,329*
13	Federal Match Carry-forward	\$63,342	\$45,285,671*
14	Reallocated Funds to QIA Program	(\$460,722)	\$44,824,949*

\*Includes an estimated \$1,637,778 of PRS funds for child care services provided, based upon historical reimbursement rates.

### Quality Improvement Activities (QIA) Program Year Budget 2002-2003

Budget Revision No.	Description	Budget Revision Amount	Revised Total Budget
Budget Established	Initial Quality Improvement Activities (QIA) Amount	--	\$1,257,795
1	Additional Allocation of QIA funds	\$350,000	\$1,607,795
2	Reallocated funds/QIA	\$460,722	\$2,068,517