

**FAMILY PLANNING COUNCIL OF IOWA
FINANCE COMMITTEE MEETING NOTICE
MONDAY MAY 18, 2020
3:30 – 4:15 PM
108 3rd Street, Suite 220
Des Moines, IA**

AGENDA

- I. Call to order
- II. Approval of Minutes – December 19, 2019 Attachment A
- III. Proposed FY2021 Title X Attachment B
- IV. FPCI Fiscal Year Proposal
- V. Other Business
- VI. Adjourn

**CALL IN INFORMATION: 1-800-882-3610
PASSCODE: 9466920#**

**FAMILY PLANNING COUNCIL OF IOWA
FINANCE COMMITTEE MEETING MINUTES
DECEMBER 19, 2019**

Present: Patrice Sayre Ann Fields Steve Harms

Staff: Rachel Goss Michelle Farmer

- I. Call to order**
The meeting was called to order at 4:09 pm by Steve Harms, Chair.

- II. Approval of Minutes, November 12, 2019**
Patrice Sayre moved to approve the minutes of the November 12, 2019 meeting as presented.
Ann Fields seconded. **M/P/U**

- III. Proposed FY2021 Title X Grant Application Budget**
Rachel Goss presented proposed FY2021 Title X Grant Application Budget. Ms. Goss reported that this budget needs to be approved to be submitted with FPCI's FY2021 Non-Competing grant application. There was discussion about the changes to the proposed budget. Patrice Sayre moved to approve the proposed FY2021 Title X Grant Application Budget. Ann Fields seconded. **M/P/U**

- IV. Title X Change in Scope**
Rachel Goss provided an explanation on what the Title X Change in Scope will entail. There was discussion. Ann Fields moved to approve the Title X Change in Scope as presented. Patrice Sayre seconded. **M/P/U**

- V. Other Business**
There was no other business.

- VI. Adjourn**
The meeting adjourned at 4:25 pm.

Minutes submitted by
Michelle Farmer

Attachment B

FINAL FY2021 TITLE X BUDGET

5/4/2020

REVENUE	TX SERV 21	-	TOT TX 21	CBSS-21	NONTX-21	TOT NTX 21	FY2021-TOTAL
GRANTS	\$2,705,300	\$0	\$2,705,300	\$103,052	\$0	\$103,052	\$2,808,352
DONATIONS	\$0	\$0	\$0	\$0	\$3,200	\$3,200	\$3,200
MISC	\$0	\$0	\$0	\$0	\$700	\$700	\$700
INTEREST	\$0	\$0	\$0	\$0	\$650	\$650	\$650
UPDATE/TRAIN	\$0	\$0	\$0	\$0	\$7,000	\$7,000	\$7,000
RESERVE FUNDS	\$0	\$0	\$0	\$0	\$439	\$439	\$439
TOTAL REVENUE	\$2,705,300	\$0	\$2,705,300	\$103,052	\$11,989	\$115,041	\$2,820,341
OPER. EXPENSES	TX SERV 21	-	TOT TX 21	CBSS-21	NONTX-21	TOT NTX 21	FY2021-TOTAL
FPCI PERSONNEL:							
SALARIES	\$323,797	\$0	\$323,797	\$65,917	\$3,264	\$69,181	\$392,978
TEMP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SAL/FRIN. POOL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FRINGES	\$100,747	\$0	\$100,747	\$19,723	\$1,107	\$20,830	\$121,577
SUBTOTAL	\$424,544	\$0	\$424,544	\$85,640	\$4,371	\$90,011	\$514,555
TRAVEL:							
IN-STATE	\$8,000	\$0	\$8,000	\$900	\$100	\$1,000	\$9,000
OUT-STATE	\$12,080	\$0	\$12,080	\$2,105	\$0	\$2,105	\$14,185
BOARD	\$3,200	\$0	\$3,200	\$0	\$100	\$100	\$3,300
SUBTOTAL	\$23,280	\$0	\$23,280	\$3,005	\$200	\$3,205	\$26,485

SUPPLIES:	TX SERV 21	-	TOT TX 21	CBSS-21	NONTX-21	TOT NTX 21	FY2021-TOTAL
OFFICE	\$3,120	\$0	\$3,120	\$500	\$25	\$525	\$3,645
POSTAGE	\$400	\$0	\$400	\$50	\$25	\$75	\$475
PRO. REFERENC	\$410	\$0	\$410	\$0	\$0	\$0	\$410
DUES	\$9,635	\$0	\$9,635	\$0	\$0	\$0	\$9,635
PRINTING	\$500	\$0	\$500	\$190	\$0	\$190	\$690
ADVERTIS/RECR	\$500	\$0	\$500	\$0	\$0	\$0	\$500
MISC	\$1,500	\$0	\$1,500	\$0	\$150	\$150	\$1,650
SUBTOTAL	\$16,065	\$0	\$16,065	\$740	\$200	\$940	\$17,005
EQUIPMENT:							
MISC EQUIP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUBTOTAL:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OVERHEAD:							
RENT (INC. UTIL)	\$44,255	\$0	\$44,255	\$7,700	\$450	\$8,150	\$52,405
INSURANCE	\$3,895	\$0	\$3,895	\$690	\$15	\$705	\$4,600
TELEPHONE	\$7,000	\$0	\$7,000	\$800	\$45	\$845	\$7,845
MEETING ACCOM	\$2,500	\$0	\$2,500	\$0	\$75	\$75	\$2,575
SUBTOTAL	\$57,650	\$0	\$57,650	\$9,190	\$585	\$9,775	\$67,425
TRAINING:							
GENERAL-FPCI	\$5,600	\$0	\$5,600	\$2,150	\$320	\$2,470	\$8,070
UPDATE/TRAININ	\$6,000	\$0	\$6,000	\$0	\$7,000	\$7,000	\$13,000
FPCI OUTREACH	\$4,000	\$0	\$4,000	\$0	\$0	\$0	\$4,000
COMM. EDUC.	\$6,000	\$0	\$6,000	\$0	\$0	\$0	\$6,000
SUB STAFF TRNC	\$5,000	\$0	\$5,000	\$0	\$0	\$0	\$5,000
SUBTOTAL	\$26,600	\$0	\$26,600	\$2,150	\$7,320	\$9,470	\$36,070

	TX SERV 21	-	TOT TX 21	CBSS-21	NONTX-21	TOT NTX 21	FY2021-TOTAL
CONTRACTUAL/OTHER:							
AUDIT	\$9,375	\$0	\$9,375	\$150	\$25	\$175	\$9,550
SERVICE CONTR	\$10,065	\$0	\$10,065	\$1,550	\$100	\$1,650	\$11,715
ATTORNEY	\$5,500	\$0	\$5,500	\$0	\$0	\$0	\$5,500
CONSULTANTS	\$2,000	\$0	\$2,000	\$0	\$0	\$0	\$2,000
FISCAL MGT	\$25,704	\$0	\$25,704	\$225	\$30	\$255	\$25,959
MEDICAL DIRECT	\$3,000	\$0	\$3,000	\$0	\$0	\$0	\$3,000
SUBTOTAL	\$55,644	\$0	\$55,644	\$1,925	\$155	\$2,080	\$57,724
OTHER:							
SPEC PROJECT	\$13,254	\$0	\$13,254	\$402	\$0	\$402	\$13,656
OUTREACH	\$4,800	\$0	\$4,800	\$0	\$0	\$0	\$4,800
PAYPAL	\$0	\$0	\$0	\$0	\$65	\$65	\$65
SUBTOTAL	\$18,054	\$0	\$18,054	\$402	\$65	\$467	\$18,521
FPCI OPER. EXPEN	\$621,837	\$0	\$621,837	\$103,052	\$12,896	\$115,948	\$737,785
SUBCONTRACTS:							
FP SERVICES	\$1,993,713	\$0	\$1,993,713	\$0	\$0	\$0	\$1,993,713
TX-SUPPL	\$89,750	\$0	\$89,750	\$0	\$0	\$0	\$89,750
TX-HIT	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TX-HIV SVCS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TX-HIEP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CCSP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUBTOTAL	\$2,083,463	\$0	\$2,083,463	\$0	\$0	\$0	\$2,083,463
GRAND TOTAL	\$2,705,300	\$0	\$2,705,300	\$103,052	\$12,896	\$115,948	\$2,821,248
REVENUE/EXPENS	\$0	\$0	\$0	\$0	(\$907)	(\$907)	(\$907) *

*Note: Reserve funds will be used to cover any deficit spending

Title X Svcs Break Basic Svcs
 \$2,705,300 Basic Svcs
 \$0
 \$0
 \$0
 \$0 FPCI Reserve Funds

\$2,705,300 Subtotal Basic Services

\$0 HIV Integration
 \$0 HIV No Cost Extension
 \$0 HIT
 \$0 HIEP

\$0 TX Special Projects

\$2,705,300 **Total Title X**

Non -Title X Grants

\$99,420 **CBSS**
 \$3,632 **CBSS ELC**
 \$0 **CERVICAL CANCER PROGRAM**

\$103,052 TOTAL

\$2,808,352