



TRIBAL MANAGEMENT INSTITUTE

Tuesday, March 19 – Friday, March 22, 2019
 Kansas City Marriott Downtown
 Kansas City, MO



Budget Activity – Session #5 – Fiscal Operations – Part I

Budget Activity

Item	Description	Amount
Total Fiscal Year (FY) 2019 Child Care and Development Fund (CCDF) allocation	Mandatory funds (per child amount):	\$ _____
	+ Discretionary base amount:	\$30,000
	+ Discretionary per-child amount:	\$ _____
	= Total FY 2019 CCDF allocation:	\$ _____
Total mandatory and discretionary per-child amount	Total FY 2019 CCDF allocation:	\$ _____
	- Discretionary base amount:	\$30,000
	= Total mandatory and discretionary per-child amount:	\$ _____
Maximum administrative costs*	Total mandatory and discretionary per-child amount:	\$ _____
	x Maximum percentage that can be spent on administrative costs:	15 %
	= Maximum CCDF funds that can be spent on administrative costs:	\$ _____
45 C.F.R. § 98.83(i)		
Minimum quality expenditure calculation for FY 2019*	Total mandatory and discretionary per-child amount:	\$ _____
	x Minimum percentage that must be spent on quality activities:	7 %
	= Minimum CCDF funds that must be spent on quality activities:	\$ _____
45 C.F.R. § 98.83(g)		





Item	Description	Amount
Minimum infant and toddler quality expenditure calculation for FY 2019 (applies medium and large allocations)	Total mandatory and discretionary per-child amount:	\$ _____
	x Minimum percentage that must be spent on infant and toddler quality activities:	3 %
	= Minimum CCDF funds that must be spent on infant and toddler quality activities:	\$ _____
45 C.F.R. § 98.83(g)		
Remainder of CCDF funds after administrative cap and quality expenditures are deducted, to be used on direct services, non-direct services, and quality activities	Total FY 2019 CCDF allocation:	\$ _____
	- Maximum CCDF funds that can be spent on administrative costs (15%):	\$ _____
	- Minimum CCDF funds that must be spent on quality activities (7%):	\$ _____
	- For medium and large allocations, minimum CCDF funds that must be spent on infant and toddler quality activities (3%):	\$ _____
	= Remaining CCDF funds (including base amount):	\$ _____
Minimum discretionary funds for direct services (applies medium and large allocations)	Discretionary per-child amount:	\$ _____
	- Discretionary funds spent for administrative costs (no more than 15%):	\$ _____
	- Discretionary funds minimum for quality activities (7%):	\$ _____
45 C.F.R. § 98.50(f)	- Discretionary funds minimum for infant and toddler quality activities (3%):	\$ _____
	= Remaining discretionary funds:	\$ _____
	x Minimum percentage of remaining discretionary funds that must be spent on direct services:	70 %
	= Minimum discretionary funds to be spent on direct services:	\$ _____

*The administrative cap and minimum quality expenditure requirements apply to total CCDF funds *expended* (excluding the base amount), not total funds *allocated*. This example assumes that the AI/AN CCDF grantee expends its total allocation.