

FINANCE COMMITTEE MEETING

Date: May 14, 2025

Time: 5:00 PM

Location: 1920 Mariposa Street, Suite 310 Fresno, CA 93721

AGENDA

ITEM	SUBJECT	PRESENTER	ACTION
1.	CALL TO ORDER	Garabedian, Committee Chair	
2. Page 2	ROLL CALL A. Monthly Attendance Record		
3. Page 3	APRIL 2, 2025, FINANCE COMMITTEE MEETING MINUTES	Garabedian, Committee Chair	Approve
4. Page 6	AGENCY FINANCIAL AND HEAD START FINANCIAL STATUS REPORT MARCH 2025 A. Supporting Document - CSBG Organizational Standard 8.7	Riofrio, Staff	Accept
5. Page 12	HEALTH INSURANCE REPORT A. Supporting Document	Warnes, Staff	Information
6. Page 14	ACCOUNTING PAYABLE SYSTEM CHANGE: PAPERSAVE A. Supporting Document	Erwin, Staff	Approve
7. Page 36	VARIANCE REPORTS A. Administration B. Transit Systems (This item will be introduced during the meeting)	Riofrio/Dulin, Staff	Information
8. Page 50	AGENCY FUNDING LIST MAY 2025 A. Supporting Document	Riofrio, Staff	Information
9.	PUBLIC COMMENTS <i>(This is an opportunity for the members of the public to address the Board on any matter related to the Commission that is not listed on the agenda. Limit two minutes per speaker.)</i>		
10.	COMMISSIONERS' COMMENT	Garabedian, Chair	
11.	EXECUTIVE SESSION		
12.	ADJOURNMENT	Garabedian, Chair	
Note:	NEXT COMMITTEE MEETING: Wednesday, June 11, 2025, at 5:00 p.m. at the Fresno EOC Board Room.		



**Finance Committee Meeting
Monthly Attendance Record
2025**

Charles Garabedian
Debra Mckenzie
Manuel Romero
Alysia Bonner
Rey Leon

January	19-Feb	12-Mar	2-Apr	14-May	11-Jun	9-Jul	13-Aug	10-Sep	8-Oct	12-Nov	10-Dec	Attended
	O	O	O									3/11
	O	O	O									3/11
	O	T	T									3/11
	O	O	X									2/11
	T	X	X									1/11

O-Present X-Absent T-Teleconference

FINANCE COMMITTEE MEETING

Date: April 2, 2025

Time: 5:00 PM

Location: 1920 Mariposa Street, Suite 310 Fresno, CA 93721

MINUTES

1. **CALL TO ORDER**

Charles Garabedian, Chair, called the meeting to order at 5:03 p.m.

2. **ROLL CALL**

Roll was called and a quorum was established.

Committee Members:

Charles Garabedian
Debra McKenzie

Staff:

Salam Nalia
Jack Lazzarini
Nelson Dibie
(T) Greg Streets
(T) Sherry Neil
Angela Riofrio
Steve Warnes
Ana Medina
Patrick Turner

Chris Erwin

Amalia Martinez
Brandy Tarquino
Mai Chang
(T) Misty Gattie-Blanco
Elionora Vivanco

Teleconference:

Manuel Romero

Absent:

Rey Leon
Alysia Bonner

Chair Garabedian amended the agenda to add an Executive Session as item #9.

3. **MARCH 12, 2025, FINANCE COMMITTEE MEETING MINUTES**

Public Comment: None heard.

Motion by: Romero **Second by:** McKenzie

Ayes: All in favor.

Nays: None heard

4. **AGENCY FINANCIAL AND HEAD START FINANCIAL STATUS REPORT FEBRUARY 2025**

Angela Riofrio, Finance Director, provided an overview report of the Agency Financial Statements and the Head Start Financial Status Report as of February 28, 2025, with a revenue of \$19,442,100 and a total of \$20,449,685 in expenditures, which is 15% of the budget. The total net difference between revenues and expenditure is approximately (\$1,007,585) deficit. Transit grant asset depreciation is \$13,438, increasing the agency's net deficit to (\$1,021,023).

The Committee engaged in further discussion regarding the budget, The Staff answered the Committee's questions.

Commissioner Romero inquired about further discussion on how to increase donations for the agency.

Public Comment: None heard.

Motion by: McKenzie **Second by:** Romero

Ayes: All in favor.

Nays: None heard

5. UPDATE: AGENCY REQUEST FOR LOAN

This item has been moved to Item #9 for further discussion during the Executive Session.

Public Comment: None heard.

Motion by: McKenzie **Second by:** Romero

Ayes: All in favor.

Nays: None heard

6. VARIANCE REPORTS

Patrick Turner, Training & Employment Services Director, presented a detailed variance report for the Training & Employment and Valley Apprenticeship Connections programs. No questions were asked by the committee.

Public Comment: None heard.

No action required.

7. PUBLIC COMMENTS

Public Comment: None heard.

No action required.


8. COMMISSIONERS' COMMENT

Public Comment: None heard.

No action required.

9. EXECUTIVE SESSION

Public Comment: None heard.



No action required.

10.. ADJOURNMENT

The meeting adjourned at 6:17 p.m.

FINANCE COMMITTEE MEETING

Date: May 14, 2025	Program: Finance
Agenda Item #: 4	Director: Angela Riofrio
Subject: Agency Financials and Head Start Financial Status Report March 2025	Officer: Salam M. Nalia

Recommended Action

Staff recommends Committee acceptance for full Board consideration of the interim consolidated Agency Financial Statements as of March 31, 2025, and Head Start 0 to 5.

CSBG Organizational Standard

The governing board receives financial reports at each regular meeting that include the following per Category 8, Standard 8.7:

1. Organization-wide report on revenue and expenditures that compares budget to actual, categorized by program; and
2. Balance sheet/statement of financial position.

Background

In accordance with the Agency’s bylaws, this item is intended to keep commissioners apprised of the agency’s financial situation as March 31, 2025, (25% of the year) and to provide an opportunity to discuss and review financial statements for each meeting of the Board of Commissioners. Enclosed are the monthly financials for Fresno EOC (consolidated) and Head Start for review and approval.

Fiscal Impact

(A) Agency Statement of Activities and Statement of Financial Position:

The following are key points of the attached financials for context.

Revenues: \$39,274,698(21% recorded)

- In-kind Contributions is recorded at \$9,601,545 – Majority of the contributions are the Head Start 0 to 5 parents volunteering in the classroom.
- Donation revenue stands at \$14,691

Expenditures: \$40,237,401 (22% of budget expensed)

The staffing changes in the Administration Department and the overall change in spending habits of the agency have resulted in a reduction in the agency deficit in the amount of \$38,162.

The total net difference between operating revenue and expenditure is (\$962,704) deficit year-to-date. Transit grant asset depreciation is \$20,157, increasing the agency net deficit to (\$982,861).





















(B) Head Start 0-5 Financial Status Report as of Year-to-Date March 31, 2025

This is also represented in the following percentages.

Program Area	% of budget	Notes
Head Start – Basic	24%	
Head Start – Training & Technical Assistance (T&TA)	22%	Training planned for later this year.

Program Area	% of budget	Notes
Early Head Start – Basic	19%	
Early Head Start – Training & Technical Assistance (T&TA)	20%	Training planned for later this year.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION
STATEMENT OF ACTIVITIES
Period Ending March 31, 2025 (25% Variance)**

	A	B	A - B	C	D	B - D	
	BUDGET JAN - DEC 2025	ACTUAL March 2025	BUDGET VARIANCE (TARGET 25%)	BUDGET BALANCE REMAINING	ACTUAL JAN - DEC 2024	ACTUAL March 2024	ACTUAL 2025 vs 2024 Differences
REVENUES AND SUPPORT							
GRANT REVENUE <i>(includes CSBG)</i>	\$ 108,425,773	\$ 22,460,739	 21%	\$ 85,965,034	\$ 87,308,462	\$ 22,477,801	\$ (17,062)
FEE FOR SERVICE REVENUE	\$ 26,278,082	\$ 5,979,206	 23%	\$ 20,298,876	\$ 25,811,831	\$ 6,804,647	\$ (825,441)
OTHER REVENUE	\$ 3,202,765	\$ 1,218,517	 38%	\$ 1,984,249	\$ 6,771,912	\$ 1,046,830	\$ 171,686
DONATION CONTRIBUTIONS	\$ -	\$ 14,691	0%	\$ (14,691)	\$ 73,690	\$ 13,322	\$ 1,369
TOTAL CASH REVENUE	\$ 137,906,619	\$ 29,673,153	 22%	\$ 108,233,467	\$ 119,965,895	\$ 30,342,600	\$ (669,447)
IN KIND REVENUE	\$ 44,778,191	\$ 9,601,545	 21%	\$ 35,176,646	\$ 49,822,605	\$ 15,332,959	\$ (5,731,414)
TOTAL REVENUE & SUPPORT	\$ 182,684,810	\$ 39,274,698	 21%	\$ 143,410,113	\$ 169,788,500	\$ 45,675,559	\$ (6,400,862)
EXPENDITURES							
PERSONNEL COSTS	\$ 79,013,871	\$ 19,555,744	 25%	\$ 59,458,127	\$ 74,638,227	\$ 19,719,312	\$ (163,568)
ADMIN SERVICES	\$ 8,770,546	\$ 1,964,178	 22%	\$ 6,806,368	\$ 7,751,664	\$ 1,892,979	\$ 71,200
CONTRACT SERVICES	\$ 12,456,815	\$ 2,974,123	 24%	\$ 9,482,693	\$ 11,943,822	\$ 3,499,758	\$ (525,635)
FACILITY COSTS	\$ 10,035,412	\$ 1,619,813	 16%	\$ 8,415,599	\$ 6,913,881	\$ 1,864,517	\$ (244,705)
TRAVEL, MILEAGE, VEHICLE COSTS	\$ 3,585,864	\$ 498,778	 14%	\$ 3,087,086	\$ 3,304,981	\$ 896,022	\$ (397,243)
EQUIPMENT COSTS <i>(minus depreciation)</i>	\$ 6,046,313	\$ 264,207	 4%	\$ 5,782,106	\$ 1,805,239	\$ 270,907	\$ (6,700)
DEPRECIATION - AGENCY FUNDED	\$ 296,000	\$ 54,709	 18%	\$ 241,291	\$ 276,375	\$ 78,285	\$ (23,576)
OFFICE EXPENSE	\$ 2,057,100	\$ 921,264	 45%	\$ 1,135,836	\$ 3,338,895	\$ 710,176	\$ 211,089
INSURANCE	\$ 1,033,068	\$ 310,809	 30%	\$ 722,259	\$ 1,090,473	\$ 272,352	\$ 38,456
PROGRAM SUPPLIES & CLIENT COSTS	\$ 10,899,300	\$ 2,455,466	 23%	\$ 8,443,834	\$ 9,488,732	\$ 2,295,713	\$ 159,753
OTHER COSTS	\$ 2,877,597	\$ 16,765	 1%	\$ 2,860,832	\$ 706,678	\$ 198,658	\$ (181,893)
TOTAL CASH EXPENDITURES	\$ 137,071,885	\$ 30,635,857	 22%	\$ 106,436,029	\$ 121,258,969	\$ 31,698,679	\$ (1,062,822)
IN KIND EXPENSES	\$ 44,778,191	\$ 9,601,545	 21%	\$ 35,176,646	\$ 49,822,605	\$ 15,332,959	\$ (5,731,414)
TOTAL EXPENDITURES	\$ 181,850,076	\$ 40,237,401	 22%	\$ 141,612,676	\$ 171,081,574	\$ 47,031,638	\$ (6,794,236)
OPERATING SURPLUS (DEFICIT)	\$ 834,734	\$ (962,704)		\$ 1,797,438	\$ (1,293,074)	\$ (1,356,078)	\$ 393,375
OTHER INCOME / EXPENSE							
TRANSIT GRANT ASSET DEPRECIATION		20,157		(20,157)	162,965	46,845	(26,688)
NET SURPLUS (DEFICIT)	\$ 834,734	\$ (982,861)		\$ 1,817,595	\$ (1,456,039)	\$ (1,402,924)	\$ 420,063

FRESNO ECONOMIC OPPORTUNITIES COMMISSION
STATEMENT OF FINANCIAL POSITION
as of March 31, 2025

	2025	2024	Differences
ASSETS			
CASH & INVESTMENTS	\$ 1,807,532	\$ 6,616,988	\$ (4,809,456)
ACCOUNTS RECEIVABLE	\$ 13,516,101	13,049,414	466,687
PREPAIDS/DEPOSITS	\$ 540,228	433,995	106,233
INVENTORIES	\$ 178,681	181,315	(2,634)
PROPERTY, PLANT & EQUIPMENT	\$ 13,402,179	13,646,224	(244,045)
NOTES RECEIVABLE (net)	\$ (0)	314,637	(314,637)
TOTAL ASSETS	\$ 29,444,721	\$ 34,242,573	\$ (4,797,852)
LIABILITIES			
ACCOUNTS PAYABLE	\$ 4,376,397	\$ 4,640,741	\$ (264,345)
ACCRUED PAYROLL LIABILITIES	\$ 5,914,480	5,066,816	847,665
DEFERRED REVENUE	\$ 4,768,262	3,710,221	1,058,042
NOTES PAYABLE	\$ 755,279	2,846,900	(2,091,621)
HEALTH INSURANCE RESERVE	\$ 4,472,797	7,398,478	(2,925,681)
OTHER LIABILITIES	\$ 830,397	950,669	(120,273)
TOTAL LIABILITIES	\$ 21,117,612	\$ 24,613,826	\$ (3,496,214)
FUND BALANCE			
CURRENT OPERATING EARNINGS (YTD)	\$ (962,704)	\$ (1,356,078)	\$ 393,375
UNRESTRICTED NET ASSETS	\$ (1,601,245)	241,278	(1,842,523)
REVOLVING LOAN FUND	\$ 556,268	556,268	0
INVESTMENT IN GENERAL FIXED ASSETS	\$ 10,334,789	10,187,279	147,510
TOTAL FUND BALANCE	\$ 8,327,109	\$ 9,628,747	\$ (1,301,638)
TOTAL LIABILITIES AND FUND BALANCE	\$ 29,444,721	\$ 34,242,573	\$ (4,797,852)

Fresno Economic Opportunities Commission
 Head Start/Early Head Start Financial Status
 Monthly Report
 March 31, 2025

Description	Head Start - Basic				Head Start - T & TA			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$19,633,565	\$1,671,909	\$5,058,113	\$14,575,452	-	-	-	-
Fringe Benefits	7,856,139	\$560,074	\$1,783,373	6,072,766	-	-	-	-
Total Personnel	\$27,489,704	2,231,982.64	\$6,841,485	\$20,648,219	-	-	-	-
Travel	-	-	-	-	71,440	4,276	8,392	63,048
Equipment	200,000	-	-	200,000	-	-	-	-
Supplies	473,752	48,583	124,766	348,986	4,000	196	1,467	2,533
Contractual	2,410,983	62,424	108,632	2,302,351	-	-	-	-
Facilities /Construction								
Other:								
Food Cost	858,503	(107,764)	427,597	430,906				
Transportation	638,844	27,253	143,028	495,816				
Staff Mileage	71,893	14,773	28,436	43,457				
Field Trips, including Transportation	6,045	1,281	1,613	4,432				
Space	716,627	38,381	114,909	601,718				
Utilities / Telephone / Internet	787,680	109,065	204,676	583,004				
Ground Maintenance / Janitorial	745,200	76,616	181,488	563,712				
Security Services	144,000	5,769	12,447	131,553				
Repair/Maintenance Building	100,000	13,999	52,310	47,690				
Repair/Maintenance Equipment	21,078	(12,761)	(12,729)	33,807				
Property & Liability Insurance	130,000	19,107	55,476	74,524				
Parent Involvement / CWPC	37,000	2,202	7,746	29,254				
Other Costs*	161,330	17,990	44,949	116,381				
Staff & Parent Training	11,200	878	1,157	10,043	218,948	24,197	56,000	162,948
Total Direct Charges	\$35,003,839	2,549,777.61	\$8,337,986	\$26,665,853	294,388	28,668	65,859	228,529
Total Indirect Charges	\$3,500,384	548,469.00	\$833,799	\$2,666,585	\$29,439	4,427.00	\$6,586	\$22,853
Total Federal Expenditures	\$38,504,223	3,098,246.61	\$9,171,785	\$29,332,438	\$323,827	33,095	72,445	\$251,382
% of Annual Budget Expended to Date			24%				22%	
Non-Federal Share	\$9,626,056	749,418.05	\$1,223,348	\$8,402,708	\$80,957	\$7,884	\$18,111	\$62,845

13%

*Other Costs Include:
 DEPRECIATION EXPENSE
 DUES - ORGANIZATIONS
 RECRUITMENT
 MEETING COSTS - INTERNAL
 EMPLOYEE EVENT
 CONTRACT SERVICES - PHYSICALS
 FIRST AID (INCLUDES WORKERS COMP)
 FINGERPRINTING / BACKGROUND CHECK
 ADVERTISEMENT - RECRUITMENT
 POSTAGE/EXPRESS MAIL
 PRINTING
 LINENS / LAUNDRY

Credit Card Expenses: Credit card statement dated 3/1/25-3/31/25			
March 2025 expenses:			
Staff Training	\$	500	Teachstone - CLASS Training
Program Supplies - Kitchen	\$	1,156	Home Depot - Dishwasher Replacement for HS Site
Staff Training	\$	54	Clovis Veterans Memorial - Final Payment for Preservice Venue
CWPC - Other	\$	673	Dicicos - Catering for County Wide Meeting
Program Supplies - Kitchen	\$	219	Walmart - Microwave, Toaster Oven Replacement for Central Office
Field Trips	\$	170	Fresno Discovery Center - Field Trip
Recruitment	\$	102	Office Depot - SD Card for Video Cameras
Employee Event	\$	83	Smart And Final - Snacks for Employee Event
Contract Services - Facility Repair	\$	1,355	City Of Firebaugh - Playground Permit
Field Trips	\$	64	The Jungle Party House - Field Trip
Telephone	\$	1,779	Frontier Communication & Comcast - Telephone Service
Internet	\$	1,332	Frontier Communication & Comcast - Internet Service
	\$	7,488	

Fresno Economic Opportunities Commission
Head Start/Early Head Start Financial Status
Monthly Report
March 31, 2025

Description	Early Head Start - Basic				Early Head Start - T & TA			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$5,152,890	\$304,638	\$900,727	\$4,252,163	-	-	-	-
Fringe Benefits	1,529,340	\$92,363	\$295,274	1,234,066	-	-	-	-
Total Personnel	6,682,230	397,000.81	\$1,196,001	\$5,486,229	-	-	-	-
Travel	-	-	-	-	17,160	1,430	2,140	15,020
Equipment	50,000	-	-	50,000	-	-	-	-
Supplies	131,044	73,851	85,973	45,071	1,000	40	368	632
Contractual	204,519	11,124	15,152	189,367	4,000	-	-	4,000
Facilities / Construction								
Other:								
Food Cost	32,905	(15,208)	19,102	13,803				
Transportation	7,310	206	829	6,481				
Staff Mileage	16,101	4,930	12,041	4,060				
Field Trips, including Transportation	455	-	-	455				
Space	174,911	10,551	31,981	142,930				
Utilities / Telephone / Internet	166,920	19,168	39,180	127,740				
Ground Maintenance / Janitorial	148,208	12,109	30,307	117,901				
Security Services	36,000	1,755	2,882	33,118				
Repair/Maintenance Building	50,000	5,761	14,017	35,983				
Repair/Maintenance Equipment	5,787	2,513	2,518	3,269				
Property & Liability Insurance	47,700	3,123	8,106	39,594				
Parent Involvement / CWPC	7,440	1,364	3,196	4,244				
Other Costs*	33,525	3,924	8,570	24,955				
Staff & Parent Training	2,800	220	277	2,523	135,450	10,005	28,917	106,533
Total Direct Charges	7,797,855	135,389	\$1,470,133	6,327,722	157,610	11,475	31,425	\$126,185
Total Indirect Charges	\$779,785	\$53,239	\$147,013	\$632,772	\$15,761	\$1,148	\$3,143	\$12,618
Total Federal Expenditures	\$8,577,640	188,628	\$1,617,146	\$6,960,494	\$173,371	12,623	\$34,568	\$138,803
% of Annual Budget Expended to Date			19%				20%	
Non-Federal Share	\$2,144,410	\$225,074	\$470,722	\$1,673,688	\$43,343	\$3,156	\$8,642	\$34,701

22%

*Other Costs Include:
DEPRECIATION EXPENSE
DUES - ORGANIZATIONS
RECRUITMENT
MEETING COSTS - INTERNAL
EMPLOYEE EVENT
CONTRACT SERVICES - PHYSICALS
FIRST AID (INCLUDES WORKERS COMP)
FINGERPRINTING / BACKGROUND CHECK
ADVERTISEMENT - RECRUITMENT
POSTAGE/EXPRESS MAIL
PRINTING
LINENS / LAUNDRY

Credit Card Expenses: Credit card statement dated 3/1/25-3/31/25		
March 2025 expenses:		
Program Supplies - Kitchen	\$ 379	Walmart - Kitchen Supplies for EHS Sites
Staff Training	\$ 14	Clovis Veterans Memorial - Final Payment for Preservice Venue
CWPC - Other	\$ 168	Diciccos - Catering for County Wide Meeting
Recruitment	\$ 26	Office Depot - SD Card for Video Cameras
Employee Event	\$ 21	Smart And Final - Snacks for Employee Event
Telephone	\$ 318	Frontier Communication & Comcast - Telephone Service
Internet	\$ 186	Frontier Communication & Comcast - Internet Service
	\$ 1,110	

FINANCE COMMITTEE MEETING

Date: May 14, 2025	Program: Finance
Agenda Item #: 5	Director: Steven Warnes
Subject: Health Insurance Report	Officer: Salam Nalia

Recommended Action

The information is presented to keep the Committee apprised on the fiscal status of the Health Plan benefit offered to full-time employees.

Background

The health insurance reserve of \$4.4 million will cover approximately 5.0 months of average expenditures. Contributions from programs and employees for 2025 total \$2,932,315 while the Fund paid out \$2,659,886 in expenses

Changes to the health insurance plan in 2022 through 2025 include:

- Effective January 2022: Tele-health service was added and 1% increase in Program premiums and an average 8% increase to Employee premiums.
- Effective January 2023: Restructured the wellness program to include more employees; replaced wellness discounted premium by an incentive program available to all employees. 5.5% increase in Program premiums.
- Effective January 2024: Kaiser HMO plan offered as an alternative to our existing PPO plan. Program and Employee premiums will increase by 8%.
- Effective January 2025: Employee premiums were unchanged, Program premiums were increased by 4%.

This table presents a sample of the monthly health insurance premium rates for 2025. Rates vary depending on the level of coverage selected. Rates for the PPO and HMO options are shown however, a high-deductible option is available at a 40% lower cost to the employee.

	Agency	Employee	Total Premium
Employee Only	\$720	\$162	\$882
EE +Child(ren)	\$1,300	\$291	\$1,591
EE + Family	\$1,725	\$387	\$2,112
EE + Spouse	\$1,445	\$324	\$1,769

Fresno County Economic Opportunities Commission

Health Insurance Fund report

	12/31/2023	12/31/2024	03/31/2025
Beg Fund Balance	\$5,493,910	\$7,066,973	\$4,203,324
Plan Income			
01-2501 HI RESERVE-AGENCY CONTRIBUTIONS	\$8,638,643	\$9,360,639	\$2,354,395
01-2502 HI RESERVE-EMPLOYEE CONTRIBUTIONS	\$1,863,131	\$2,149,144	\$577,936
01-2508 HI STOP LOSS CLAIMS	\$63,636	\$972,913	\$0
Total Plan Income	<u>\$10,565,410</u>	<u>\$12,482,696</u>	<u>\$2,932,331</u>
Plan Expenses			
01-2503 HI HEALTH CLAIMS PAID	(\$4,647,314)	(\$6,661,503)	(\$1,143,733)
01-2504 HI DENTAL CLAIMS PAID	(\$527,020)	(\$540,701)	(\$121,107)
01-2505 HI PRESCRIPTIONS PAID	(\$1,778,042)	(\$1,956,813)	(\$548,356)
01-2506 HI VISION CLAIMS PAID	(\$79,637)	(\$68,392)	(\$12,109)
01-2507 HI STOP LOSS PREMIUMS	(\$1,247,950)	(\$1,160,745)	(\$269,470)
01-2509 HI LIFE INSURANCE PREMIUMS	(\$106,188)	(\$117,630)	(\$20,802)
01-2511 HI CLAIMS ADMINISTRATION	(\$160,775)	(\$146,539)	(\$33,940)
01-2512 HI BLUE CROSS/KAISER PREMIUMS	(\$165,827)	(\$1,396,770)	(\$442,593)
01-2513 HI CONSULTANT SERVICES	(\$145,000)	(\$145,000)	(\$36,250)
01-2514 HI EMPLOYEE ASSISTANCE PROGRAM	(\$56,475)	(\$56,881)	(\$14,220)
01-2515 HI PREFERRED CHIRO PREMIUMS	(\$10,443)	(\$9,159)	(\$2,026)
01-2516 HI TELEDOC FEES	(\$41,326)	(\$47,627)	(\$17,708)
01-2517 HI OTHER EXPENSES	(\$26,351)	(\$3,038,586)	(\$545)
Total Plan Expenses	<u>(\$8,992,347)</u>	<u>(\$15,346,345)</u>	<u>(\$2,662,858)</u>
End Fund Balance	\$7,066,973	\$4,203,324	\$4,472,797

FINANCE COMMITTEE MEETING

Date: May 14, 2025	Program: Finance
Agenda Item #: 6	Director: Angela Riofrio
Subject: Accounting Payable System Change: PaperSave	Officer: Salam M. Nalia

Recommended Action

Staff recommends Committee approval for full Board consideration of a 3-year agreement with PairSoft for the Papersave system, software license, and implementation.

Background

The contract for our current system for managing invoices and payments, Coupa, will expire on December 31, 2025. The Coupa platform is extremely expensive, costing \$159,843 annually in subscription and integration fees for the core system, and requires complex API integrations with Blackbaud FENXT. This lack of native integration results in inefficiencies due to maintaining two databases, manual data entry, delays in invoice processing, and a lack of real-time visibility into accounts payable. Staff collected quotes for replacement solutions, considering Blackbaud Expense Management, Pairsoft's Papersave, and continuing with Coupa. Pairsoft's Papersave system was selected due to its affordability, robust AP automation features, and seamless integration with Blackbaud, which will streamline processes, reduce errors, and improve reporting.

Fiscal Impact

The 3-year agreement with Pairsoft provides the Papersave software suite, encompassing procurement and payment processing, licensed for \$51,620 in year one, \$47,900 in year two, and \$50,295 in year three:

Software	Name		
Year	Coupa	Papersave	Total
2023	\$242,151		\$242,151
2024	\$229,988		\$229,988
2025	\$219,593	\$51,705	\$271,298
2026		\$47,900	\$47,900
2027		\$50,295	\$50,295
Grand Total	\$691,732	\$149,900	\$399,118

Note: Coupa expenses include subscription fees, additional modules, consulting and annual maintenance costs.

- **Coupa:** While Coupa is a robust procurement platform, its lack of native integration with our existing Blackbaud environment presents challenges. Maintaining separate systems for procurement and AP leads to inefficiencies and potential data discrepancies. The annual subscription and integration fees for Coupa are \$159,843, with approximately \$25,000 in additional annual maintenance expenses due to complex API integrations with Blackbaud FENXT. Since 2020, the agency has spent over \$100,000 on Coupa implementation and consulting, with total Coupa expenses projected to reach \$1.1 million by the end of 2025. This represents a significant ongoing cost that the proposed Papersave implementation aims to reduce..
- **Blackbaud Expense Management:** Blackbaud Expense Management primarily focuses on expense reporting. While it offers a valuable and affordable solution for managing employee expenses, it does not address the full scope of our AP workflow needs. The costs are \$7,000 per year for Expense Management, \$4,000 per year for Web Purchasing, and \$336 per year for a 10-pack of Non-Financial User Licenses. Specifically, its PO approval workflows are limited, and procurement capabilities are only partially available through the separate Web Purchasing module. Therefore, it does not provide the comprehensive invoice processing and payment automation capabilities required by the agency.

Key financial considerations:

- By securing the current discount, the agency avoids \$21,415 in implementation expenses, limiting the initial investment in Papersave to \$6,085.
- Pairsoft's solution provides a more comprehensive suite of AP automation features than Expense Management modules from Blackbaud.
- Pairsoft Pay offers the potential for rebates on electronic payments. An analysis of our payment data projects a potential annual rebate of \$25,000, with \$18,000 achievable from day one. These rebates will further offset the cost of the Papersave system and generate additional revenue.
- Pairsoft implementation will automate the payment process and greatly reduce our labor intensive manual processes. We will no longer continue printing 80% of our vendor payments, requiring manual print and mail process.

1920 Mariposa St., Suite 330
Fresno, CA 93721

FRESNO ECONOMIC OPPORTUNITIES COMMISSION
Written Request for Quote
For Purchases - \$10,000.00 to \$149,999

DAVIS BACON: No. Public Funds are not being used or this is not a project related to construction, repair, remodel, or redecorating.
 COST CODE: 5190
 PROJECT: 01000
 TASK/ ITEM: Replacing Coupa with Papersave

VENDOR

1.	Vendor's Name:	Blackbaud Expense Management
	A. Address	65 Fairchild Street, Charleston, SC 29492
	B. Contact	James Fleshman (James.Fleshman@blackbaud.com)
	C. Unit Price	Y1: \$13,592, Y2: 11,672, Y3: 11,672
2.	Vendor's Name:	Pairsoft Papersave
	A. Address	382 NE 191st St. PMB 58356 Miami, Florida 33179
	B. Contact	Tosh Samkange (tsamkange@pairsoft.com)
	C. Unit Price	Y1: \$51,620, Y2: 47,900, Y3: 50,295
3.	Vendor's Name:	Coupa Software Inc.
	A. Address	1855 S. Grant Street, San Mateo, CA 94402
	B. Contact	Rachel Petraglia (rachel.petraglia@coupa.com)
	C. Unit Price	Y1: \$146,613, Y2: 146,613, Y3: 146,613

JUSTIFICATION

JUSTIFICATION***PLEASE CHECK ALL APPROPRIATE REASONS AND ATTACH WRITTEN BIDS RECEIVED FROM VENDORS***

Vendor chosen: **Pairsoft Papersave**

Primary reason for choosing vendor: More Beneficial Service(s)

Justification Narrative *can be bulleted, numbered list, or paragraph format.

The primary reason for this selection is that Pairsoft Papersave offers a more deeply integrated suite of services that strategically leverages our existing Blackbaud FENXT investment, delivering significant and quantifiable cost-saving benefits, enhanced operational efficiency, and payment automation with annual rebates.

Pairsoft's solution excels in several key areas:

- **Blackbaud Integration:** Pairsoft provides native, out-of-the-box integration with Blackbaud. This is a significant advantage as it streamlines data management by using Blackbaud as the single source of data for vendor and chart of account information. This eliminates the inefficiencies, integration fees, and potential errors associated with maintaining data in multiple systems, a problem we currently face.
- **Workflow Automation:** The system handles both PO-backed and non-PO invoices, automates routing and approvals based on various criteria (e.g., dollar amount, GL account), and provides a clear audit trail of actions. OCR technology automates the extraction of data from invoices, reducing the need for manual data entry, saving time, and minimizing the risk of human error.
- **Payment Processing:** Pairsoft offers an integrated payment processing module that can completely automate payments and provide valuable insights, fully integrated into Blackbaud FENXT. The Pay module will automate the payment process and greatly reduce our labor-intensive manual processes. We will no longer continue printing 80% of our vendor payments, requiring a manual print and mail process.
- **Pairsoft Pay Rebates:** The Pay module also provides rebates on electronic payments, effectively generating revenue for the organization. An analysis of our payment file indicates a potential rebate of \$25,000 per year, with \$18,000 achievable from day one.

Reasons for not selecting other vendors

- **Coupa:** While Coupa is a robust and elaborate procurement platform, it lacks the level of integration needed with our existing Blackbaud environment. Maintaining separate systems for procurement and AP leads to inefficiencies and potential data discrepancies. Total annual subscription and integration fees: \$159,843. Complex API integrations with Blackbaud FENXT, leading to high maintenance expenses (approx. \$25,000 annually). Over \$100,000 has been spent on Coupa implementation and consulting since 2020. Total expenses from December 2020 to the end of 2025: \$1.1 million.
- **Blackbaud Expense Management:** Blackbaud Expense Management primarily addresses expense reporting. While it offers a valuable and affordable solution for managing employee expenses, its PO approval workflows are limited, and procurement capabilities are only partially available through a separate module called Web Purchasing. Consequently, it does not fully meet the scope of our AP workflow requirements, particularly in the critical areas of comprehensive invoice processing and automated payment functionalities. Expense Management: \$7,000 per year. Web Purchasing: \$4,000 per year. Non-Financial User Licenses: \$336 per year for a 10-pack.



ORDER FORM

Client

Fresno Economic Opportunities Commission
Brian Angus
1920 Mariposa Mall Ste 300
Fresno, California 93721
brian.angus@fresnoeoc.org

Sales Point of Contact

Tosh Samkange
Account Executive
PairSoft
tsamkange@pairsoft.com

This Order Form (**Order Form**) is between the Client identified above and Paramount Technologies, Inc., d/b/a PairSoft (**PairSoft**). This Order Form is subject to and governed by the PairSoft Master Software and Services Agreement [set forth at <https://pairsoft.com/MSSA/PairSoftMSSA-v2.1.htm>]. If the MSSA refers to ATPs, this Order Form shall be deemed an ATP.

SOLUTIONS; FEES

Client hereby subscribes to the following Solutions from PairSoft and shall pay PairSoft the following fees:

Solutions 36-month term (5/14/2025-5/13/2028)	Units	Year 1	Year 2	Year 3
PaperSaveCloud for FE - Premier	1	\$17,500.00	\$19,280.00	\$21,150.00
Included Unlimited Users for PaperSave Cloud	1	\$0.00	\$0.00	\$0.00
Included Unlimited Storage for PaperSave Cloud	1	\$0.00	\$0.00	\$0.00
PaperSave Cloud Full Workflow Engine	1	\$0.00	\$0.00	\$0.00
PaperSave Cloud for Forms Recapture	1	\$0.00	\$0.00	\$0.00
PaperSave Cloud for Smart Forms	1	\$0.00	\$0.00	\$0.00
Analytics	1	\$0.00	\$0.00	\$0.00
Data Redaction Tool	1	\$0.00	\$0.00	\$0.00
PaperSave Cloud Procurement	1	\$0.00	\$0.00	\$0.00
Blackbaud NXT Connector Fee	1	\$400.00	\$400.00	\$400.00
PaperSave Document Usage - 60,000 documents per year	1	\$17,720.00	\$17,720.00	\$17,720.00
PairSoft Pay Subscription Fee	1	\$10,000.00	\$10,500.00	\$11,025.00

Total annual subscription fees		\$45,620.00	\$47,900.00	\$50,295.00
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As applicable, if Fresno Economic Opportunities Commission (Fresno EOC) exceeds the then-current contracted volume of documents, Pairsoft will invoice Fresno Economic Opportunities Commission (Fresno EOC) \$0.50 for each additional document uploaded beyond the licensed amount during the subscription term or provide the option to increase their document tier. Fresno Economic

Opportunities Commission (Fresno EOC) may choose to add additional documents at the then-current list pricing at any time during the subscription term.

Professional Services (if applicable and as outlined in the attached Exhibit A (Statement of Work))	Type	Estimated Hours	Rate / Hour	Total Fees
Swift Non-PO AP for FE (SKY API) - See Attached SOW as Exhibit A	Fixed Price			\$6,000.00
PaperSave Consulting Services - See Attached SOW as Exhibit A	Fixed Price			\$5,000.00
PaperSave Procurement Workflow	Fixed Price			\$6,500.00
PairSoft Pay Setup Fee - See Attached SOW as Exhibit B	Fixed Price			\$10,000.00
Discounts (valid through 5/20/25)				\$21,415.00
Total Professional Services fees				\$6,085.00

STANDARD SUPPORT

PairSoft will maintain a Support Center to assist in the use and operation of the Solutions and to handle service requests / inquiries when facing an issue. PairSoft’s Support Center will be available during regular business hours. The PairSoft Support Center can be contacted by creating a case via the Customer Portal (click Register for first login).

TERM

Upon receiving the Order Form signed on behalf of Fresno Economic Opportunities Commission (Fresno EOC), invoices will be created for 50% of the total services fee (**\$3,042.50**). This service deposit invoice is due upon receipt and prior to the start of any of the services.

INVOICING

PairSoft may invoice Client the annual subscription fees annually in advance beginning upon the **Effective Date**.

Professional services fees, if applicable, will be invoiced as follows:

- Fixed fee projects: 50% of fee invoiced upon the **Effective Date** and 50% invoiced upon the beginning of user-acceptance testing.
- Time and materials projects: Billable hours will be invoiced monthly in arrears.

IMPLEMENTATION SERVICES

PairSoft will deliver a standardized implementation to Fresno Economic Opportunities Commission (Fresno EOC) as part of this agreement, and is incorporated by reference and available below. This SOW sets forth the standardized work activities and deliverables associated with implementing PairSoft, and will govern the interactions between the two companies for this implementation project.

PAIRSOFT PAY FEES AND SPECIAL TERMS

PairSoft Pay is subject to the additional fees and rebates (if applicable) as outlined in Exhibit B: PairSoft Pay Fees. Such fees will be invoiced as incurred in the following month.

All amounts due by PairSoft to Client shall be offset by any amounts due to PairSoft under this Order Form.

Should Client be in a net position where PairSoft owes the Client funds for a period of three consecutive months, PairSoft will settle any amounts due to Client in the next month.

For the avoidance of doubt, PairSoft Pay is a Third-Party Product powered by Bottomline Technologies, Inc.'s ("Bottomline") Notwithstanding section 1.e of the MSSA, Client shall pay PairSoft the license fees for PairSoft Pay. Client's use of PairSoft Pay shall be subject to the additional Bottomline Technologies, Inc.'s ("Bottomline") terms and conditions set forth at <https://www.bottomline.com/us/legal/paymode-x-id-operating-rules>

GENERAL

The individual signing below represents s/he has the necessary authority to execute this Order Form on behalf of Client and that his/her signature is sufficient to make this Order Form the binding and enforceable obligation of Client.

FRESNO ECONOMIC
OPPORTUNITIES COMMISSION
(FRESNO EOC)

PAIRSOFT

Authorized Signature

Authorized Signature

Printed name

Printed name

Title

Title

Date

Date

Invoice contact for Fresno Economic Opportunities Commission (Fresno EOC)

Print name and email address

EXHIBIT B: PAIRSOFT PAY FEES

	Item	Type	Price
Transaction Banking Fees	ACH Payment	Per Item	\$0.50
	Checks (Paper & Electronic)	Per Item	\$0.75
	Basic ACH Set up	One time Per Payer-Vendor relationship	\$50.00
	Item	Type	Rate
Rebates	Virtual Card*	Cash Back	-0.650%
	Premium ACH*	Cash Back	-0.150%

***Note:** The Services outlined in Exhibit B are standard services provided by the PairSoft Pay program. Any custom layouts or services can be scoped and priced separately at the Client's request. Since the Pay program leverages the Client's banking relationship, the Client should refer to the terms and conditions of their banking institution to determine if any additional fees or terms apply.

Transactions processed via Virtual Card are eligible to participate in the PairSoft Pay rebate program. Such rebates will be provided to Client at an estimated rate of 0.65% (65 bps) of the \$ amount of transactions successfully completed. Transactions processed via Premium ACH also generate a rebate of 0.15% (15 bps) of the \$ amount of transactions successfully completed. Any transactions considered as large ticket items will qualify for a rebate of 0.35% (35 bps) unless otherwise specified. Postage and shipping will be directly passed as charged paid by PairSoft.

STATEMENT OF WORK

INTRODUCTION

The purpose of this document is to describe the approach PairSoft and Client will follow to provision a basic implementation of PaperSave with transaction automation to support Client's accounts payable processes. The implementation will be done with a prefabricated workflow template: the template cannot be modified and will be directly integrated with Client's FE NXT application.

SCOPE

Description	Scope
Implementation of PairSoft SaaS Solution	<ul style="list-style-type: none"> • PaperSave 7 • PaperSave Native OCR • PaperSave Auto Entry • Accounts Payable Dashboard (if included in ATP)
Configuration of standard workflows and Auto Entry	<ul style="list-style-type: none"> • One Non-Purchase Order Invoice Automation Workflow template <ul style="list-style-type: none"> ○ Workflow is unchanged ○ Unlimited reviewers ○ Unlimited approval thresholds and approvers ○ Only one escalation for each reviewer / approver ○ Five ERP companies ○ Three drop points (scan, email, drag & drop)
Modifications to the standard workflow	<ul style="list-style-type: none"> • Add new fields to view more information

	<ul style="list-style-type: none"> · Add or exclude reviewer steps
Configuration of standard Native OCR	<ul style="list-style-type: none"> • Out-of-the-box using the standard, unmodified North American invoice template (see supported fields for each workflow) • Data capture for only the out-of-the-box fields PaperSave supports for ERP as listed in product documentation (see User Guide)
Custom Tables	<ul style="list-style-type: none"> • Use of two custom tables within PaperSave to accomplish no more than three (3) of the following: <ul style="list-style-type: none"> · Custom field lookups · Custom filters for existing field lookups · Custom validations
Auto Entry	<ul style="list-style-type: none"> • To be used in the workflow described above • Profile fields supported out-of-the-box as listed in product documentation
Dashboards (if licensed; see ATP)	<ul style="list-style-type: none"> • KPI for Accounts Payable • AP Invoice Managerial
SmartForms (if licensed)	<ul style="list-style-type: none"> • PairSoft standard PaperSave Swift SmartForm unchanged

PROJECT OVERVIEW AND RESPONSIBILITIES

MILESTONE 1: PREPARATION & LAUNCH		
Conduct technical planning meeting <ul style="list-style-type: none"> - Review the implementation process and scope of work in detail - Review the previously submitted prerequisite documentation - Review the PaperSave 7 deployment whitepaper - Create the project timeline - Provide answers to questions 	PairSoft	
Provision PaperSave 7 environment	PairSoft	
Test PaperSave components <ul style="list-style-type: none"> - Native OCR, Auto Entry, and may include SmartForm - Implementation of workstation components is not a critical path 	PairSoft	Client
Install and test any applicable PaperSave Client components on all other workstations and/or terminal servers <ul style="list-style-type: none"> - PairSoft will provide Client's designated system administrator / technical support liaison with these instructions 	PairSoft	Client
MILESTONE 2: SOFTWARE SETUP		
Deploy and test the workflow template	PairSoft	
Prepare and review design document <ul style="list-style-type: none"> • Review to include configuring reviewers, approvers, approval thresholds, and approval assignments using the admin console in the PaperSave software 	PairSoft	Client
Setup drop points <ul style="list-style-type: none"> • PairSoft guides the setup of the drop points; Client executes the setup of drop points 	PairSoft	Client
MILESTONE 3: TRAIN & TEST		
Conduct remote training (approximately 4 hours)	PairSoft	Client

<ul style="list-style-type: none"> Topics covered: PaperSave Essentials, PaperSave Native OCR, Workflow end-user, and Administrator trainings 		
Conduct User Acceptance Testing (UAT) <ul style="list-style-type: none"> Only test documents should be processed in PaperSave during this phase UAT serves to validate the configuration and enhance the understanding of the Solution 		Client
Complete the testing plan and report any defects to PairSoft within 10 business days <ul style="list-style-type: none"> During the UAT process, it is possible that new PaperSave product defects may be exposed or known product defects encountered. If a workaround is implemented by PairSoft, the defect will not delay the acceptance of the application. 		Client
Provide support to UAT users <ul style="list-style-type: none"> PairSoft will monitor UAT and provide support to answer questions and resolve issues PairSoft will implement any necessary workarounds 	PairSoft	

MILESTONE 4: GO-LIVE		
Remove test items and launch ("Go-Live")	PairSoft	Client
Provide hypercare support (for up to 2 weeks) <ul style="list-style-type: none"> The Project team will conduct an introduction to support call 	PairSoft	
Deliver Project Closure and Support Transition Document <ul style="list-style-type: none"> The document will provide transition resources and instructions to utilize PairSoft's PaperSave customer support organization, as well as the PairSoft client portal 	PairSoft	
Acceptance: If PairSoft does not receive timely written notification of any defects during the UAT, the project shall be deemed accepted. If the application is placed into production and invoices are being processed, the project shall be deemed accepted and will be closed.		

PROJECT GOVERNANCE

PROJECT MANAGEMENT

The consultant assigned to the project will also serve as the project manager. Client will assign a project manager, as well. The responsibility of the project managers will be to manage the implementation activities of the effort and to report status and progress against plan.

PROJECT GOVERNANCE

The PairSoft project manager will maintain the task plan for the project. If there are any changes to the plan, the PairSoft consultant will create an email report to describe the change(s) and the reasons, as well as the impact on the project's schedule and financials. If necessary, the two project managers will conduct a call to review status and to resolve any issues.

CHANGES

If the parties agree to any changes to this SOW, they shall execute an amendment to this SOW effecting such changes ("**SOW Amendment**"). No additions or other changes to this SOW shall be effective unless such changes are in writing and signed by both parties in the form of a SOW Amendment.

OUT OF SCOPE

Any services and/or activities not listed in the tables above are out of scope and excluded from the Professional Services project.

ASSUMPTIONS

Client shall provide PairSoft with all information relevant to the services to be performed and shall cooperate and provide PairSoft with all assistance as may reasonably be required for PairSoft to perform the services. Client grants PairSoft employees' access to their data and environment to provide the scoped solutions outlined in the SOW.

EXCLUSIONS OF PAIRSOFT RESPONSIBILITY

- Installation and / or configuration of third-party products including but not limited to Microsoft Office and SharePoint
- Hardware procurement or licensing
- Configuration of any hardware components including desktop and multi-function scanners
- Network configuration or troubleshooting, including permissions for file sharing or access
- Support for users across multiple domains
- Development of Client specific documentation such as Client test plans, implementation plans, custom Client training materials, and Client specific system documentation
- Weekend work or after-hour deployments are excluded from the delivery methodology

STATEMENT OF WORK

INTRODUCTION

Fresno Economic Opportunities Commission ("Client") will work with PairSoft to configure a basic implementation of PaperSave with transaction automation to support the Client's accounts payable processes. The implementation will be done with a prefabricated workflow template: the template cannot be modified and will be directly integrated with Client's Blackbaud's FE NXT application using Blackbaud's Sky API.

The implementation also includes invoice data capture using the PaperSave Native OCR product plus direct integration with the Client's ERP using the Auto Entry module, and the services to enable making payments through the PairSoft Pay portal.

SCOPE

Description	Scope
Implementation of PairSoft SaaS Solution	<ul style="list-style-type: none"> • PaperSave 7 with Sky API • PaperSave Native OCR • PaperSave Auto Entry • Accounts Payable Dashboard (if included in ATP)
Process Workflow	<ul style="list-style-type: none"> • One Non-Purchase Order Invoice Automation Workflow template <ul style="list-style-type: none"> ○ Workflow is unchanged ○ Unlimited reviewers ○ Unlimited approval thresholds and approvers ○ Only one escalation for each reviewer / approver ○ Five ERP companies ○ Three drop points (scan, email, drag & drop)
PairSoft Pay	<ul style="list-style-type: none"> • Payment processing for use with standard, prefabricated invoice automation workflow. Client is given an option to send invoice for payment with or without approval • Upon invoice processing, payment data will be transferred to the portal for validation and then payment processing

PaperSave Native OCR	<ul style="list-style-type: none"> • Out-of-the-box using the standard, unmodified North American invoice template (see supported fields for each workflow) • Data capture for only the out-of-the-box fields PaperSave supports for ERP as listed in product documentation (see User Guide)
Auto Entry	<ul style="list-style-type: none"> • To be used in the workflow described above • Profile fields supported out-of-the-box as listed in product documentation
Dashboards (if licensed; see ATP)	<ul style="list-style-type: none"> • KPI for Accounts Payable • AP Invoice Managerial
SmartForms	<ul style="list-style-type: none"> • PairSoft standard PaperSave Swift SmartForm unchanged

PROJECT OVERVIEW AND RESPONSIBILITIES

MILESTONE 1: PREPARATION & LAUNCH		
Conduct technical planning meeting <ul style="list-style-type: none"> - Review the implementation process and scope of work in detail - Review the previously submitted prerequisite documentation - Review the PaperSave 7 deployment whitepaper - Create the project timeline - Provide answers to questions 	PairSoft	
Provision PaperSave 7 environment	PairSoft	
Test PaperSave components <ul style="list-style-type: none"> - Native OCR, Auto Entry, and may include SmartForm - Implementation of workstation components is not a critical path 	PairSoft	Client
Install and test applicable PaperSave Client components on all other workstations and/or terminal servers <ul style="list-style-type: none"> - PairSoft will provide Client's designated system administrator / technical support liaison with these instructions 	PairSoft	Client
PairSoft Pay; Supplier data clean-up and asset collection <ul style="list-style-type: none"> - Clean up supplier data and remove out of scope suppliers • Complete documentation on assets and templates 	PairSoft	Client

MILESTONE 2: SOFTWARE SETUP		
Deploy and test the workflow template	PairSoft	
Prepare and review design document <ul style="list-style-type: none"> • Review to include configuring reviewers, approvers, approval thresholds, and approval assignments using the admin console in the PaperSave software 	PairSoft	Client
PairSoft Pay; Extract Supplier data It is the client's responsibility to follow the instructions to extract the data and provide it to PairSoft		Client
PairSoft Pay; Analyze and digest supplier data; share and review	PairSoft	
PairSoft Pay <ul style="list-style-type: none"> - Education on payment method(s) • Supplier Communication planning 	PairSoft	Client
Setup drop points <ul style="list-style-type: none"> • PairSoft guides the setup of the drop points; Client executes the setup of drop points 	PairSoft	Client

MILESTONE 3: TRAIN & TEST		
Conduct remote training (approximately 4 hours) <ul style="list-style-type: none"> • Topics covered: PaperSave Essentials, PaperSave Native OCR, Workflow end-user, and Administrator trainings 	PairSoft	Client
PairSoft Pay: Supplier outreach and enrollment		Client
PairSoft Pay: Integration testing and live 'Penny' tests	PairSoft	Client
Conduct User Acceptance Testing (UAT) <ul style="list-style-type: none"> • Only test documents should be processed in PaperSave during this phase • UAT serves to validate the configuration and enhance the understanding of the Solution 		Client
Complete the testing plan and report any defects to PairSoft within 10 business days <ul style="list-style-type: none"> • During the UAT process, it is possible that new PaperSave product defects may be exposed or known product defects encountered. If a workaround is implemented by PairSoft, the defect will not delay the acceptance of the application 		Client
Provide support to UAT users <ul style="list-style-type: none"> • PairSoft will monitor UAT and provide support to answer questions and resolve issues • PairSoft will implement any necessary workarounds 	PairSoft	

MILESTONE 4: GO-LIVE		
Remove test items and launch ("Go-Live")	PairSoft	Client
Provide hypercare support (for up to 2 weeks) <ul style="list-style-type: none"> - The Project team will conduct an introduction to support call 	PairSoft	
<ul style="list-style-type: none"> • Deliver Project Closure and Support Transition Document - The document will provide transition resources and instructions to utilize PairSoft's PaperSave customer support organization, as well as the PairSoft client portal 	PairSoft	
Acceptance: If PairSoft does not receive timely written notification of any defects during the UAT, the project shall be deemed accepted. If the application is placed into production and invoices are being processed, the project shall be deemed accepted and will be closed.		

PROJECT GOVERNANCE

PROJECT MANAGEMENT

The consultant assigned to the project will also serve as the project manager. Client will assign a project manager, as well. The project managers are responsible for managing the implementation activities of the effort and to report the status and progress against the plan.

PROJECT GOVERNANCE

The PairSoft project manager will maintain the task plan for the project. If there are any changes to the plan, the PairSoft consultant will create an email report to describe the change(s) and the reasons, as well as the impact on the project's schedule and financials. If necessary, the two project managers will conduct a call to review status and to resolve any issues.

CHANGES

If the parties agree to any changes to this SOW, they shall execute an amendment to this SOW effecting such changes ("**SOW Amendment**"). No additions or other changes to this SOW shall be effective unless such changes are in writing and signed by both parties in the form of a SOW Amendment.

OUT OF SCOPE

Any services and/or activities not listed in the tables above are out of scope and excluded from the Professional Services project.

ASSUMPTIONS

Client shall provide PairSoft with all information relevant to the services to be performed and shall cooperate and provide PairSoft with all assistance as may reasonably be required for PairSoft to perform the services. Client grants employees of PairSoft access to their data and environment to provide scoped solutions.

EXCLUSIONS OF PAIRSOFT RESPONSIBILITY

- Installation and / or configuration of third-party products including but not limited to Microsoft Office and SharePoint
- Hardware procurement or licensing
- Configuration of any hardware components including desktop and multi-function scanners
- Network configuration or troubleshooting, including permissions for file sharing or access
- Support for users across multiple domains
- Development of Client specific documentation such as Client test plans, implementation plans, custom Client training materials, and Client specific system documentation
- Weekend work or after-hour deployments are excluded from the delivery methodology

STATEMENT OF WORK (PROCUREMENT)

INTRODUCTION

This statement of work ("SOW") describes the approach PairSoft and Fresno Economic Opportunities Commission . ("Client") will follow to implement PaperSave Procurement and to train personnel. The Project will be a mutual effort designed to facilitate a transfer of knowledge through the implementation process, formal training sessions, and informal interactions between PairSoft and the Client.

Client is responsible for the set up and configuration of its Procurement environment. PairSoft will provide Client with installation, training, consultative guidance, and best practices through Client's implementation and deployment project.

SCOPE

Description	Scope
Implementation of PairSoft SaaS Solution	<ul style="list-style-type: none">• One Invoice Processing workflow template (Client selects one of two standard versions)<ul style="list-style-type: none">○ Workflow is unchanged○ Unlimited reviewers○ Unlimited approval thresholds and approvers○ One company○ Three drop points (scan, email, drag & drop)

	<ul style="list-style-type: none"> • Lead interaction sessions to design the system and then coach customer to configure the system. Consultant will iteratively coach and review configuration. <p>Sessions should be limited to the system owner or super user who will maintain and manage the user and configuration settings after Procurement is in production.</p> <ul style="list-style-type: none"> • Training sessions are recorded and distributed to Client for future reference. • Topics covered: <ul style="list-style-type: none"> - Requisition Entry and Requisition Approval - Approval Policy configuration - Purchase Order Processing - Catalog and Punchout - Master Data ERP Sync and Master Data setup • Conduct functional training
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PROJECT OVERVIEW AND RESPONSIBILITIES

MILESTONE 1: PREPARATION and INSTALLATION		
Conduct kick-off and technical planning meeting <ul style="list-style-type: none"> - Review the implementation process and scope of work in detail - Review the PaperSave 7 deployment whitepaper - Create the project timeline - Provide answers to questions 	PairSoft	
Provision PaperSave 7 environment	PairSoft	
Test PaperSave Procurement components	PairSoft	Client

MILESTONE 2: TRAINING & TESTING		
Conduct interactive configuration sessions <ul style="list-style-type: none"> - Topics covered: administration, set up, and configuration of PaperSave Procurement - Provide configuration best practices and guidance - Train-the-trainer: Client's project team members responsible for end-user training 	PairSoft	Client
Review configuration deliverables	PairSoft	
Provide support to UAT users <ul style="list-style-type: none"> - PairSoft will monitor UAT and provide support to answer questions and resolve issues - PairSoft will implement any necessary workarounds 	PairSoft	
Complete the testing plan and report any defects to PairSoft within ten (10) business days <ul style="list-style-type: none"> - During the UAT process, it is possible that new product defects may be exposed or known product defects encountered. - If a workaround is implemented by PairSoft, the defect will not delay the acceptance of the application. 		Client
Perform end-to-end walk-through with Client to verify system configuration	PairSoft	

Sign-off on UAT		Client
MILESTONE 3: GO-LIVE		
Remove test items (if applicable) and launch ('Go-Live')	PairSoft	Client
Provide hypercare support (for up to 2 weeks) - The Project team will conduct an introduction to Support call	PairSoft	
Deliver Project Closure and Support Transition Document - The document will provide transition resources and instructions to utilize the PairSoft PaperSave customer support organization, as well as the PairSoft client portal	PairSoft	
Acceptance: If PairSoft does not receive timely written notification of any defects during the UAT, the project shall be deemed accepted. If the application is placed into production and invoices are being processed, the project shall be deemed accepted and will be closed.		

PROJECT GOVERNANCE

PROJECT MANAGEMENT

The consultant assigned to the project will also serve as the project manager. Client will assign a project manager, as well. The project managers will lead implementation activities and report status and progress against the plan.

PROJECT GOVERNANCE

The PairSoft project manager will maintain the task plan. If there are any changes to the plan, the PairSoft consultant will create an email report to describe the change(s) and the reasons, as well as the impact on the schedule and financials. If necessary, the project managers will conduct a call to review status and resolve issues.

CHANGES

If the parties agree to any changes to this SOW, they shall execute an amendment to this SOW effecting such changes ("**SOW Amendment**"). No additions or other changes to this SOW shall be effective unless such changes are in writing and signed by both parties in the form of a SOW Amendment.

OUT OF SCOPE

Any services and/or activities not described above are out of scope and excluded from the project.

- Implementation of PaperSave Invoice Automation or Gift Donation
- Other modules licensed by PairSoft including OCR, Auto Entry, or SmartForms

ASSUMPTIONS

The client shall provide PairSoft with all information relevant to the services to be performed and shall cooperate and provide PairSoft with all assistance as may be required for PairSoft to perform the services.

- Client grants PairSoft employees' access to their data and environment to provide the solutions outlined
- Client is responsible for the verification of all work and verification will take place within five (5) days of delivery of the work
- If required, Client will not use the PaperSave workflow during the agreed-upon time when PairSoft is completing the services described in this SOW
- Remote accessibility will be made available to PairSoft during normal business hours
- No other changes will be made other than those described in the scope, above
- PairSoft may incur and bill up to an additional 15% of the estimated hours without a written change order
- The Client's access or use of PairSoft products, and, if applicable, services is subject to and governed by the PairSoft Master Software and Services Agreement set forth at <https://pairsoft.com/MSSA/PairSoftMSSA-v2.1.htm>

EXCLUSIONS OF PAIRSOFT RESPONSIBILITY

- Installation and / or configuration of third-party products including but not limited to Microsoft Office and SharePoint
- Hardware procurement or licensing
- Configuration of any hardware components including desktop and multi-function
- Network configuration or troubleshooting, including permissions for file sharing or access
- Support for users across multiple domains
- Development of Client specific documentation such as Client test plans, implementation plans, custom Client training materials, and Client-specific system documentation
- Training services other than those specified in this statement of work
- Weekend or after-hour deployments



Order Form

Customer Account Name:	Fresno Economic Opportunity Commission	Coupa Order ID:	71386
Customer Designated Contact:	Chris Erwin	Customer Sales Contact:	Yasmir Williams
Customer Address:	1920 Mariposa Mall, Ste 300 Fresno, CA 93721 United States	Subscription Start Date:	31 Dec, 2022
		Subscription End Date:	30 Dec, 2025
Customer Designated Email:	chris.erwin@fresnoeoc.org	Payment Method:	Invoice, Annual in Advance
Customer Phone Number:		Payment Terms:	Net 30
Customer Instance Name:		Pricing Guarantee Expires:	16 Dec, 2022
Instance Hosting Location:	USA		
Customer Coupa Admin:			
Customer Coupa Admin Email:			

Product Name	Description	Qty.	Total Subscription Fee
P2P (Procurement + Invoicing)	Subscription to Coupa P2P (Procurement + Invoicing) for up to the stated number of users. Coupa Procurement provides capabilities for an organization to create a consumer-like shopping experience for their employees, allowing them to requisition and purchase goods and services. Coupa Invoicing provides organizations with a solution for managing their accounts payable (AP) processes through efficient, accurate, and automated invoice processing. - Coupa Compliant eInvoicing and Signatures, in identified countries only (if enabled, includes additional subprocessing by TrustWeaver AB www.trustweaver.com)	220	USD 439,839.00
Pay - Virtual Cards	Subscription to Coupa Pay - Virtual Cards. Coupa Virtual Cards let customers pay suppliers with a unique virtual card issued by their bank. (add subprocessing by Conferma Ltd, if enabled)	1	Included in the Above Total
Sourcing	Subscription to Coupa Sourcing. Coupa Sourcing allows organizations to create, host and manage sourcing events. - Create sourcing events from templates, link events to sourcing projects - Request company and bid information in various formats - Run a variety of events such as reverse auctions, two envelope bidding, open public sourcing events, reverse dutch auctions, etc.	1	Included in the Above Total
InvoiceSmash	Subscription to Coupa InvoiceSmash for eligible suppliers only. Invoice Smash provides customers with an extraction method to capture invoice data. - Automatically extract invoice data from digital PDF - Intake invoices from non-digital suppliers through the Coupa Open Business Network™	1	Included in the Above Total



Order Form

Product Name	Description	Qty.	Total Subscription Fee
Platform Standard	Subscription to the Coupa Business Spend Management Platform, includes: - One Sandbox Instance - Community: Intelligence, Collaboration, Coupa Advantage - Extensible: Process Builder, Custom Fields, CoupaLink - Functional: Reporting and Insights, Contracts, Compliance, Workflow, Budgets, Artificial Intelligence, Open Buy - Foundational: Master Data, Infrastructure & Security, UX, Administration, Integration, SSO, Mobility	1	Included in the Above Total
Premium Support	Subscription to Coupa Success Plan Level: "Premium" - Maintenance, Support and Product Updates - Support Hours: 24x7 - Initial response 30mins - Sev1 / Customer update 1hr - Sev1 (SLTs*) - Ten (10) delegated support contacts - Infrastructure Hosting & Disaster Recovery	1	Included in the Above Total

Total Year 1 Fee:	USD 146,613.00
Total Year 2 Fee:	USD 146,613.00
Total Year 3 Fee:	USD 146,613.00
Total Fee:	USD 439,839.00



65 Fairchild Street, Charleston, SC 29492

Order Form

Site ID: 15294
Order Number: Q-633539
PO Number:

Bill To:

Thelma Harrison
Fresno County Economic
Opportunities Commission
1920 Mariposa Street Ste 330
Fresno,CA 93721-2504 USA

Purchased By:

Chris Erwin
Fresno County Economic
Opportunities Commission
1920 Mariposa Street Ste 330
Fresno,CA 93721-2504 USA

Quoted Fees Valid 03/28/2025
Until:
Effective Date:
Currency: USD
Payment Terms: Net 15

Subscriptions

Net Selling Price

FE NXT Add On Offer

1 Each
Included: FE NXT Expense Management

Price: \$7,000.00
Billed: Annual
Contract term: 36 months

Year 1: \$7,000.00
Year 2: \$7,000.00
Year 3: \$7,000.00

FENXT Non-Financial User 10-pack

1 Each @ \$1,008.00/Each
Price: \$336.00
Billed: Annual
Contract term: 36 months

Year 1: \$336.00
Year 2: \$336.00
Year 3: \$336.00

FENXT Non-Financial User 10-pack

1 Each @ \$1,008.00/Each
Price: \$336.00
Billed: Annual
Contract term: 36 months

Year 1: \$336.00
Year 2: \$336.00
Year 3: \$336.00

FE NXT Web Purchasing

Price: \$4,000.00
Billed: Annual
Contract term: 36 months

Year 1: \$4,000.00
Year 2: \$4,000.00
Year 3: \$4,000.00

Services

Net Selling Price

FE NXT Web Purchasing Hosting Setup

\$0.00

FE NXT Web Purchasing Implementation

\$1,920.00

Price: \$1,920.00

Billed: 50% Up Front/ 50% in 90 Days

Total Annual Investment:	Year 1:	\$13,592.00
	Year 2:	\$11,672.00
	Year 3:	\$11,672.00

General Terms

Enter text here to overwrite the above PO Number or add a note to the invoice:

The term of your Subscription commences on the day you execute this Order Form and continues for the duration set forth in the applicable line item above. Subscriptions are billed according to the schedule set forth above.

The fees and terms on this Order Form are valid if executed by You on or before 03/28/2025. This Order Form is governed by the Blackbaud Solutions Agreement and by all other applicable terms and conditions in the Online Terms and Conditions Center. By signing this Order Form, you agree to these terms.

Renewals

Unless You notify Blackbaud in writing of Your desire to cancel on or before the deadline of forty-five (45) days prior to the start of the upcoming renewal term, (i) Your Subscription shall renew for consecutive terms of at least thirty-six (36) months; or (ii) if You are on a term greater than thirty-six (36) months, Your Subscription shall renew for a term equal to your current term. Recurring fees are subject to an annual adjustment. A Renewal Notice, including any changes to recurring fees, will be sent to You at least ninety (90) days prior to the start of the upcoming renewal term.

Expenses, Invoicing and Payment:

- a. Expenses. If Blackbaud incurs reasonable travel and living expenses to perform Your Services, You are required to reimburse Blackbaud for such expenses pursuant to Blackbaud’s then-current travel policy, available to You upon request.
- b. Invoices. Blackbaud has the right to invoice You for Your initial Subscription term immediately following Order Form signature. Blackbaud’s process is to issue all annual invoices for Subscription fees according to the payment terms on this Order Form. For example, if Your net payment terms are the standard 30 days, Your invoice is issued 30 days before it is due. All invoices for Services will be issued in accordance with the applicable SOW.
- c. Payments and Late Payments. Payment is due as stated in this Order Form. All payments are non-refundable except in the event of Our uncured material default under this agreement. If You believe an invoice is inaccurate, You must notify Blackbaud in writing within thirty (30) days from the date of such invoice. Except for amounts subject to a good faith dispute, We may invoice You an interest rate allowable under applicable laws for any outstanding invoice not paid when due.

Our records indicate that you are taxable. Blackbaud may charge sales tax on all or a portion of this purchase, depending on state law. If you provide a valid exemption certificate at a later date, you will not receive a credit for sales tax billed prior to receipt of the exemption certificate.

Scopes of Work

The Professional and Consulting services charges listed on this Order Form are for this purchase only and are subject to the Professional and Consulting Services General Terms. Information specific to the Professional and Consulting services project, or work, can be found in the applicable Statement(s) of Work (SOW).

Project Contact Name

Enter text here to overwrite the above Project Contact Name:

Project Contact Email

Enter text here to overwrite the above Project Contact Email:

FE NXT Web Purchasing Implementation

Scope of Work

Signatures:

IN WITNESS WHEREOF, the parties have caused this Order Form to be executed by their duly authorized representatives.

AGREED:

Client: Fresno County Economic
Opportunities Commission
By:

Blackbaud Inc.



Name:

Name: David Benjamin

Title:

Title: EVP, Chief Commercial Officer

Date:

Date: 03/04/2025

All proposed modifications, variations, edits, or additions to this Order Form are objected to and deemed material unless otherwise mutually agreed to in writing.

FINANCE COMMITTEE MEETING

Date: May 14, 2025	Program: Finance
Agenda Item #: 7_A	Director: Angela Riofrio
Subject: Administration Variance Reports	Officer: Brian Angus/Salam Nalia

Recommended Action

The information is presented to keep the Committee apprised on the fiscal status of selected program(s) within the Agency that are routinely shared with Program Directors and Executive staff.

Background

The prepared financial analysis reports and/or requested updates for the Administration Department are included for informational purposes. Significant changes have been made to staffing to combat the existing deficit and contracts are being reviewed for necessity.

Fiscal Impact

Unfunded Projects

Percentage Of Time Lapsed:	25%
Funding Period:	January 1, 2025 – December 31, 2025
Total Budget:	\$0
Total Revenue YTD	\$50,503
Total Expenditures YTD	\$50,503

Finance Comments: Department currently solvent. None of these projects have secured funding and come directly from our administrative income.

These Projects are comprised of various agency obligations:

- AMOR Center – Fresno EOC leased and subleased to various programs and outside tenants. The lease agreement was terminated in April 2025.
- LED Lighting Project – An obligation which began in October 2021 and has a monthly payment of \$7,546. The payment schedule will be fulfilled September 2028.
- 2625 E Shields – Fresno EOC owned property facility costs to maintain keep the land clean.
- Franklin Renovation Project – An obligation which began July 2021 and has a monthly payment of \$10,103. The payment schedule will be fulfilled in June 2025.
- Pride Park – Fresno EOC owned property facility costs to maintain keep the land clean.

- 925 N. Abby Street – Fresno EOC property purchase. The previous owner currently carries the note on this property. Payments on interest in the amount of \$1,916 monthly. Balance of \$328,500 due June 2025.
- R Street – Fresno EOC in the process of purchasing R street property. Deposit of \$160,000 and subsequent payments will also be recorded here. Monthly payments will be \$9,174.

Communications

Percentage Of Time Lapsed:	25%
Funding Period:	January 1, 2025 – December 31, 2025
Total Budget:	\$367,123
Total Revenue YTD	\$95,442/26%
Total Expenditures YTD	\$114,006/31%

Finance Comments: Department is currently at a \$18,564 deficit.

Executive Office

Percentage Of Time Lapsed:	25%
Funding Period:	January 1, 2025 – December 31, 2025
Total Budget:	\$1,694,423
Total Revenue YTD	\$432,032/25%
Total Expenditures YTD	\$510,300/32%

Finance Comments: Department is currently at a \$78,269 deficit.

Fresno Executive Plaza

Percentage Of Time Lapsed:	25%
Funding Period:	January 1, 2025 – December 31, 2025
Total Budget:	\$1,652,955
Total Revenue YTD	\$114,818/7%
Total Expenditures YTD	\$129,294/9%

Finance Comments: Department is currently at a \$14,476 deficit.

Finance

Percentage Of Time Lapsed:	25%
Funding Period:	January 1, 2025 – December 31, 2025
Total Budget:	\$2,668,527
Total Revenue YTD	\$687,785/26%
Total Expenditures YTD	\$822,887/31%

Finance Comments: Finance Comments: Department is currently at a \$135,102 deficit. This is largely due to the accounting software (Coupa at 242k per year) annual subscription for the agency paid in January 2025.

Department Comments: The Finance staff are working diligently to find another accounting software which will be more economical for our agency while still providing the services needed for our agency users.

Human Resources

Percentage Of Time Lapsed:	25%
Funding Period:	January 1, 2025 - December 31, 2025
Total Budget:	\$1,784,458
Total Revenue YTD	\$463,546/26%
Total Expenditures YTD	\$555,584/36%

Finance Comments: Department is currently at a \$92,039 deficit.

Internal Audit

Percentage Of Time Lapsed:	25%
Funding Period:	January 1, 2025 - December 31, 2025
Total Budget:	\$201,668
Total Revenue YTD	\$52,994/26%
Total Expenditures YTD	\$62,556/15%

Finance Comments: Department is currently at a \$9,572 deficit. At the conclusion of March, the Internal Audit Director position is vacant.

Information Technology

Percentage Of Time Lapsed:	25%
Funding Period:	January 1, 2025 - December 31, 2025
Total Budget:	\$925,530
Total Revenue YTD	\$235,647/25%
Total Expenditures YTD	\$269,665/20%

Finance Comments: Department is currently at a \$34,018 deficit. There are 2 full-time staff covered by CSBG revenue.

Planning & Evaluation

Percentage Of Time Lapsed:	25%
Funding Period:	January 1, 2025 - December 31, 2025
Total Budget:	\$568,284
Total Revenue YTD	\$131,575/23%
Total Expenditures YTD	\$139,866/26%

Finance Comments: Department is currently at a \$8,292 deficit. There are 2.75 full-time staff covered by CSBG revenue.

Conclusion

This item is for informational purposes only.

Consolidated Administration
2025 Budget vs. Actuals March 31, 2025
25% Variance

	Budget	Unfunded Projects	Comms	Executive	FEP	Finance	HR	Int Audit	IT	P&E	Total Actuals	Remaining	YTD Variance
Revenues and Support													
Grant Revenue	\$ 7,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,000	0%
Other Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45	\$ -	\$ 9,000	\$ -	\$ 9,045	\$ (9,045)	0%
CSBG	\$ 1,392,130	\$ -	\$ 2,713	\$ 30,748	\$ -	\$ 17,209	\$ 7,765	\$ 5,595	\$ 53,571	\$ 90,517	\$ 208,118	\$ 1,184,012	15%
Admin Income	\$ 7,452,000	\$ 31,425	\$ 91,922	\$ 387,554	\$ 71,679	\$ 668,967	\$ 455,736	\$ 47,399	\$ 168,440	\$ 41,057	\$ 1,964,178	\$ 5,487,822	26%
Parking Revenue	\$ 59,000	\$ -	\$ -	\$ -	\$ 25,020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,020	\$ 33,980	42%
Interest Income	\$ -	\$ 1,490	\$ -	\$ -	\$ -	\$ 1,610	\$ -	\$ -	\$ -	\$ -	\$ 3,100	\$ (3,100)	0%
Rental Income	\$ 1,317,588	\$ 17,099	\$ -	\$ -	\$ 18,119	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,219	\$ 1,282,369	3%
Fee For Service	\$ 35,500	\$ 489	\$ 806	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,636	\$ -	\$ 5,932	\$ 29,568	17%
Credit Card Rebates	\$ -	\$ -	\$ -	\$ 13,729	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,729	\$ (13,729)	0%
Revenues and Support Total	\$ 10,263,218	\$ 50,503	\$ 95,442	\$ 432,032	\$ 114,818	\$ 687,785	\$ 463,546	\$ 52,994	\$ 235,647	\$ 131,575	\$ 2,264,342	\$ 7,998,876	22%
Expenses													
Contract Services	\$ 723,190	\$ 590	\$ -	\$ 31,463	\$ 4,874	\$ 24,091	\$ 77,779	\$ -	\$ 1,998	\$ -	\$ 140,795	\$ 582,395	19%
Equipment Costs	\$ 341,850	\$ 6,986	\$ 1,446	\$ 4,513	\$ 3,293	\$ 3,340	\$ 6,238	\$ 461	\$ 5,850	\$ 919	\$ 33,046	\$ 308,804	10%
Facility Costs	\$ 1,206,414	\$ 19,147	\$ 4,524	\$ 11,472	\$ 40,655	\$ 12,005	\$ 20,245	\$ 1,164	\$ 6,912	\$ 3,429	\$ 119,554	\$ 1,086,860	10%
Insurance Expense	\$ 221,441	\$ 2,158	\$ 1,046	\$ 2,436	\$ 4,813	\$ 3,540	\$ 20,702	\$ 339	\$ 1,801	\$ 836	\$ 37,672	\$ 183,769	17%
Office Expense	\$ 704,900	\$ 17,469	\$ 8,722	\$ 6,075	\$ 2,058	\$ 261,404	\$ 8,601	\$ 518	\$ 52,533	\$ 377	\$ 357,756	\$ 347,144	51%
Other Costs	\$ 100,000	\$ 4,153	\$ -	\$ 75	\$ -	\$ -	\$ 8,474	\$ -	\$ -	\$ -	\$ 12,701	\$ 87,299	13%
Personnel Costs	\$ 6,636,570	\$ -	\$ 95,454	\$ 480,237	\$ 72,076	\$ 516,576	\$ 362,222	\$ 59,956	\$ 199,020	\$ 134,163	\$ 1,919,703	\$ 4,716,867	29%
Program Supplies & Client Costs	\$ 62,760	\$ -	\$ 2,748	\$ (27,611)	\$ 1,526	\$ 913	\$ 50,925	\$ 128	\$ 1,091	\$ 142	\$ 29,862	\$ 32,898	48%
Travel, Mileage, & Vehicle Costs	\$ 29,650	\$ -	\$ 65	\$ 1,640	\$ -	\$ 1,019	\$ 399	\$ -	\$ 460	\$ -	\$ 3,583	\$ 26,067	12%
Expenses Total	\$ 10,026,775	\$ 50,503	\$ 114,006	\$ 510,300	\$ 129,294	\$ 822,887	\$ 555,584	\$ 62,566	\$ 269,665	\$ 139,866	\$ 2,654,673	\$ 7,372,102	26%
Surplus(Deficit)	\$ -	\$ -	\$ (18,564)	\$ (78,269)	\$ (14,476)	\$ (135,102)	\$ (92,039)	\$ (9,572)	\$ (34,018)	\$ (8,292)	\$ (390,331)		

**Unfunded Projects
2025 Budget vs. Actuals March 31, 2025
25% Variance**

	Budget	Actuals 03/31/25	Balance	YTD Variance	Actuals 03/31/24	Actual Differences Mar-24 vs. Mar-25
Revenues and Support						
Admin Income	\$ -	\$ 31,425	\$ (31,425)	0%	\$ 53,169	\$ 21,745
Interest Income	\$ -	\$ 1,490	\$ (1,490)	0%	\$ 2,236	\$ 746
Rental Income	\$ -	\$ 17,099	\$ (17,099)	0%	\$ 5,700	\$ (11,399)
Fee For Service	\$ -	\$ 489	\$ (489)	0%	\$ -	\$ (489)
Revenues and Support Total	\$ -	\$ 50,503	\$ (50,503)	0%	\$ 62,501	\$ 11,998
Expenses						
Contract Services	\$ -	\$ 590	\$ (590)	0%	\$ 29,580	\$ (28,990)
Equipment Costs	\$ -	\$ 6,986	\$ (6,986)	0%	\$ 5,026	\$ 1,961
Facility Costs	\$ -	\$ 19,147	\$ (19,147)	0%	\$ 3,838	\$ 15,309
Insurance Expense	\$ -	\$ 2,158	\$ (2,158)	0%	\$ 1,395	\$ 762
Office Expense	\$ -	\$ 17,469	\$ (17,469)	0%	\$ 16,216	\$ 1,252
Other Costs	\$ -	\$ 4,153	\$ (4,153)	0%	\$ 5,748	\$ (1,595)
Expenses Total	\$ -	\$ 50,503	\$ (50,503)	0%	\$ 61,803	\$ 11,300
						less than 2024
Surplus(Deficit)	\$	-			\$ 698	

Includes projects:

- 00000 - AGENCY ACCTS
- 01800 - ASP
- 01832 - AMOR Center - Mendota, CA
- 01833 - AMOR Center - external subtenants
- 01834 - LED LIGHTING PROJECT
- 01835 - 2625 E SHIELDS FACILITY COSTS
- 01836 - FRANKLIN RENOVATION PROJECT
- 01837 - PRIDE PARK
- 01839 - 925 N. Abby Street

Communications
2025 Budget vs. Actuals March 31, 2025
25% Variance

	Budget	Actuals 03/31/25	Balance	YTD Variance	Actuals 03/31/24	Actual Differences Mar-24 vs. Mar-25
Revenues and Support						
CSBG	\$ 12,704	\$ 2,713	\$ 9,991	21%	\$ 3,545	\$ 832
Admin Income	\$ 354,418	\$ 91,922	\$ 262,496	26%	\$ 109,859	\$ 17,937
Fee For Service	\$ -	\$ 806	\$ (806)	0%	\$ 1,626	\$ 820
Revenues and Support Total	\$ 367,123	\$ 95,442	\$ 271,681	26%	\$ 115,030	\$ 19,588
Expenses						
Contract Services	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Equipment Costs	\$ 18,000	\$ 1,446	\$ 16,554	8%	\$ 4,537	\$ 3,091
Facility Costs	\$ 26,500	\$ 4,524	\$ 21,976	17%	\$ 5,935	\$ 1,411
Insurance Expense	\$ 4,000	\$ 1,046	\$ 2,954	26%	\$ 868	\$ (178)
Office Expense	\$ 44,900	\$ 8,722	\$ 36,178	19%	\$ 14,776	\$ 6,054
Other Costs	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Personnel Costs	\$ 283,932	\$ 95,454	\$ 188,478	34%	\$ 117,636	\$ 22,183
Program Supplies & Client Costs	\$ 16,000	\$ 2,748	\$ 13,252	17%	\$ 11,182	\$ 8,434
Travel, Mileage, & Vehicle Costs	\$ 4,000	\$ 65	\$ 3,935	2%	\$ 1	\$ (64)
Expenses Total	\$ 397,332	\$ 114,006	\$ 283,326	31%	\$ 154,936	\$ 40,930
						less than 2024
Surplus(Deficit)		\$ (18,564)			\$ (39,906)	

Includes projects:
01019 - Communications

**Executive
2025 Budget vs. Actuals March 31, 2025
25% Variance**

	Budget	Actuals 03/31/25	Balance	YTD Variance	Actuals 03/31/24	Actual Differences Mar-24 vs. Mar-25
Revenues and Support						
CSBG	\$ 200,154	\$ 30,748	\$ 169,406	15%	\$ 34,947	\$ 4,199
Admin Income	\$ 1,494,269	\$ 387,554	\$ 1,106,715	26%	\$ 311,266	\$ (76,288)
Credit Card Rebates	\$ -	\$ 13,729	\$ (13,729)	0%	\$ -	\$ (13,729)
Revenues and Support Total	\$ 1,694,423	\$ 432,032	\$ 1,262,391	25%	\$ 387,784	\$ (44,247)
Expenses						
Contract Services	\$ 125,000	\$ 31,463	\$ 93,537	25%	\$ 71,050	\$ 39,587
Equipment Costs	\$ 10,000	\$ 4,513	\$ 5,487	45%	\$ 5,829	\$ 1,316
Facility Costs	\$ 77,380	\$ 11,472	\$ 65,908	15%	\$ 23,245	\$ 11,773
Insurance Expense	\$ 8,000	\$ 2,436	\$ 5,564	30%	\$ 2,094	\$ (342)
Office Expense	\$ 10,000	\$ 6,075	\$ 3,925	61%	\$ 15,838	\$ 9,763
Other Costs	\$ -	\$ 75	\$ (75)	0%	\$ 23,817	\$ 23,742
Personnel Costs	\$ 1,368,909	\$ 480,237	\$ 888,673	35%	\$ 469,214	\$ (11,022)
Program Supplies & Client Costs	\$ 10,000	\$ (27,611)	\$ 37,611	-276%	\$ 92,094	\$ 119,706
Travel, Mileage, & Vehicle Costs	\$ 10,000	\$ 1,640	\$ 8,360	16%	\$ 16,765	\$ 15,124
Expenses Total	\$ 1,619,289	\$ 510,300	\$ 1,108,989	32%	\$ 719,947	\$ 209,647
						less than 2024
Surplus(Deficit)		\$ (78,269)			\$ (332,163)	

Includes projects:

- 01001 - Executive
- 01014 - Board of Commissioners
- 01700 - Admin Unallowable Costs

**Fresno Executive Plaza
2025 Budget vs. Actuals March 31, 2025
25% Variance**

	Budget	Actuals 03/31/25	Balance	YTD Variance	Actuals 03/31/24	Actual Differences Mar-24 vs. Mar-25
Revenues and Support						
Admin Income	\$ 276,367	\$ 71,679	\$ 204,688	26%	\$ 109,859	\$ 38,180
Parking Revenue	\$ 59,000	\$ 25,020	\$ 33,980	42%	\$ 21,856	\$ (3,164)
Rental Income	\$ 1,317,588	\$ 18,119	\$ 1,299,469	1%	\$ 30,321	\$ 12,201
Revenues and Support Total	\$ 1,652,955	\$ 114,818	\$ 1,538,137	7%	\$ 162,035	\$ 47,217
Expenses						
Contract Services	\$ -	\$ 4,874	\$ (4,874)	0%	\$ 5,073	\$ 199
Equipment Costs	\$ 118,200	\$ 3,293	\$ 114,907	3%	\$ 9,036	\$ 5,743
Facility Costs	\$ 858,586	\$ 40,655	\$ 817,931	5%	\$ 44,260	\$ 3,605
Insurance Expense	\$ 167,170	\$ 4,813	\$ 162,357	3%	\$ 3,881	\$ (932)
Office Expense	\$ 17,200	\$ 2,058	\$ 15,142	12%	\$ 2,370	\$ 312
Other Costs	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Personnel Costs	\$ 310,187	\$ 72,076	\$ 238,110	23%	\$ 107,451	\$ 35,375
Program Supplies & Client Costs	\$ 31,660	\$ 1,526	\$ 30,134	5%	\$ 1,731	\$ 206
Travel, Mileage, & Vehicle Costs	\$ 2,050	\$ -	\$ 2,050	0%	\$ 566	\$ 566
Expenses Total	\$ 1,505,053	\$ 129,294	\$ 1,375,758	9%	\$ 174,368	\$ 45,074
						less than 2024
Surplus(Deficit)		\$ (14,476)			\$ (12,333)	

Includes projects:
01830 - FRESNO EXECUTIVE PLAZA
01020 - Facilities
01700 - Admin Unallowable Costs

Finance
2024 Budget vs. Actuals March 31, 2025
25% Variance

	Budget	Actuals 03/31/25	Balance	YTD Variance	Actuals 03/31/24	Actual Differences Mar-24 vs. Mar-25
Revenues and Support						
CSBG	\$ 89,234	\$ 17,209	\$ 72,025	19%	\$ 20,351	\$ 3,143
Admin Income	\$ 2,579,293	\$ 668,967	\$ 1,910,326	26%	\$ 476,054	\$ (192,913)
Interest Income	\$ -	\$ 1,610	\$ (1,610)	0%	\$ 1,971	\$ 361
Revenues and Support Total	\$ 2,668,527	\$ 687,785	\$ 1,980,742	26%	\$ 498,376	\$ (189,410)
Expenses						
Contract Services	\$ 235,000	\$ 24,091	\$ 210,909	10%	\$ 95,293	\$ 71,202
Equipment Costs	\$ 10,000	\$ 3,340	\$ 6,660	33%	\$ 5,760	\$ 2,420
Facility Costs	\$ 67,098	\$ 12,005	\$ 55,093	18%	\$ 16,894	\$ 4,890
Insurance Expense	\$ 11,900	\$ 3,540	\$ 8,360	30%	\$ 3,041	\$ (499)
Office Expense	\$ 290,000	\$ 261,404	\$ 28,596	90%	\$ 53,418	\$ (207,986)
Other Costs	\$ 100,000	\$ -	\$ 100,000	0%	\$ 23,447	\$ 23,447
Personnel Costs	\$ 1,910,087	\$ 516,576	\$ 1,393,511	27%	\$ 533,127	\$ 16,551
Program Supplies & Client Costs	\$ -	\$ 913	\$ (913)	0%	\$ 1,853	\$ 940
Travel, Mileage, & Vehicle Costs	\$ 2,000	\$ 1,019	\$ 981	51%	\$ 3	\$ (1,016)
Expenses Total	\$ 2,626,085	\$ 822,887	\$ 1,803,198	31%	\$ 732,836	\$ (90,051)
						more than 2024
Surplus(Deficit)		\$ (135,102)		\$ (234,460)		

Includes projects:
01000 - Finance Office

Human Resources
2025 Budget vs. Actuals March 31, 2025
25% Variance

	Budget	Actuals 03/31/25	Balance	YTD Variance	Actuals 03/31/24	Actual Differences Mar-24 vs. Mar-25
Revenues and Support						
Other Revenue	\$ -	\$ 45	\$ (45)	0%	\$ -	\$ (45)
CSBG	\$ 27,304	\$ 7,765	\$ 19,540	28%	\$ 7,125	\$ (639)
Admin Income	\$ 1,757,154	\$ 455,736	\$ 1,301,417	26%	\$ 494,364	\$ 38,628
Revenues and Support Total	\$ 1,784,458	\$ 463,546	\$ 1,320,912	26%	\$ 501,489	\$ 37,943
Expenses						
Contract Services	\$ 180,000	\$ 77,779	\$ 102,221	43%	\$ 157,832	\$ 80,053
Equipment Costs	\$ 35,000	\$ 6,238	\$ 28,762	18%	\$ 9,153	\$ 2,915
Facility Costs	\$ 111,300	\$ 20,245	\$ 91,055	18%	\$ 25,406	\$ 5,161
Insurance Expense	\$ 20,807	\$ 20,702	\$ 105	99%	\$ 2,567	\$ (18,135)
Office Expense	\$ 20,000	\$ 8,601	\$ 11,399	43%	\$ 17,937	\$ 9,336
Other Costs	\$ -	\$ 8,474	\$ (8,474)	0%	\$ 14,496	\$ 6,022
Personnel Costs	\$ 1,172,253	\$ 362,222	\$ 810,030	31%	\$ 486,183	\$ 123,961
Program Supplies & Client Costs	\$ 1,000	\$ 50,925	\$ (49,925)	5092%	\$ 7,963	\$ (42,962)
Travel, Mileage, & Vehicle Costs	\$ 3,000	\$ 399	\$ 2,601	13%	\$ 354	\$ (45)
Expenses Total	\$ 1,543,360	\$ 555,584	\$ 987,775	36%	\$ 721,891	\$ 166,307
						less than 2024
Surplus(Deficit)		\$ (92,039)			\$ (220,402)	

Includes projects:

- 01013 - HR Sponsored Events (Awards, Cultural, Holiday Party, etc.)
- 01004 - HUMAN RESOURCES

Internal Auditing
2025 Budget vs. Actuals March 31, 2025
25% Variance

	Budget	Actuals 03/31/25	Balance	YTD Variance	Actuals 03/31/24	Actual Differences Mar-24 vs. Mar-25
Revenues and Support						
CSBG	\$ 18,916	\$ 5,595	\$ 13,321	30%	\$ 1,603	\$ (3,993)
Admin Income	\$ 182,752	\$ 47,399	\$ 135,353	26%	\$ 18,310	\$ (29,089)
Revenues and Support Total	\$ 201,668	\$ 52,994	\$ 148,674	26%	\$ 19,913	\$ (33,081)
Expenses						
Contract Services	\$ 175,190	\$ -	\$ 175,190	0%	\$ -	\$ -
Equipment Costs	\$ 1,250	\$ 461	\$ 789	37%	\$ 277	\$ (184)
Facility Costs	\$ 9,540	\$ 1,164	\$ 8,376	12%	\$ 807	\$ (357)
Insurance Expense	\$ 1,500	\$ 339	\$ 1,161	23%	\$ 228	\$ (111)
Office Expense	\$ 800	\$ 518	\$ 282	65%	\$ 189	\$ (329)
Other Costs	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Personnel Costs	\$ 233,291	\$ 59,956	\$ 173,335	26%	\$ 17,237	\$ (42,719)
Program Supplies & Client Costs	\$ 1,500	\$ 128	\$ 1,372	9%	\$ 18	\$ (111)
Travel, Mileage, & Vehicle Costs	\$ 400	\$ -	\$ 400	0%	\$ 208	\$ 208
Expenses Total	\$ 423,471	\$ 62,566	\$ 360,904	15%	\$ 18,964	\$ (43,603)
						more than 2024
Surplus(Deficit)		\$ (9,572)			\$ 949	

Includes projects:
01008 - Internal Audit

Information Technology
2025 Budget vs. Actuals March 31, 2025
25% Variance

	Budget	1009 Actuals 03/31/25	1009 PY 03/31/24	1010 Actuals 03/31/25	1010 PY 03/31/24	1011 Actuals 03/31/25	1011 PY 03/31/24	Actuals 03/31/25	Balance	YTD Variance	Actuals 03/31/24	Actual Differences Mar-24 vs. Mar-25
Revenues and Support												
Other Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,000	\$ 8,500	\$ 9,000	\$ (9,000)	0%	\$ 8,500	\$ (500)
CSBG	\$ 240,585	\$ 53,571	\$ 12,350	\$ -	\$ -	\$ -	\$ -	\$ 53,571	\$ 187,014	22%	\$ 12,350	\$ (41,221)
Admin Income	\$ 649,445	\$ 168,440	\$ 256,337	\$ -	\$ -	\$ -	\$ -	\$ 168,440	\$ 481,005	26%	\$ 256,337	\$ 87,896
Fee For Service	\$ 35,500	\$ -	\$ -	\$ -	\$ -	\$ 4,636	\$ -	\$ 4,636	\$ 30,864	13%	\$ -	\$ (4,636)
Revenues and Support Total	\$ 925,530	\$ 222,011	\$ 268,687	\$ -	\$ -	\$ 13,636	\$ 8,500	\$ 235,647	\$ 689,883	25%	\$ 277,187	\$ 41,539
Expenses												
Contract Services	\$ 8,000	\$ -	\$ -	\$ 1,998	\$ 6,155	\$ -	\$ -	\$ 1,998	\$ 6,002	25%	\$ 6,155	\$ 4,157
Equipment Costs	\$ 145,500	\$ 1,833	\$ 1,675	\$ 4,016	\$ 8,688	\$ -	\$ -	\$ 5,850	\$ 139,650	4%	\$ 10,363	\$ 4,513
Facility Costs	\$ 38,160	\$ 6,912	\$ 7,931	\$ -	\$ 1,496	\$ -	\$ -	\$ 6,912	\$ 31,248	18%	\$ 9,428	\$ 2,516
Insurance Expense	\$ 5,700	\$ 1,801	\$ 1,416	\$ -	\$ -	\$ -	\$ -	\$ 1,801	\$ 3,899	32%	\$ 1,416	\$ (385)
Office Expense	\$ 319,700	\$ 15,964	\$ 21,757	\$ 36,569	\$ 29,887	\$ -	\$ 25	\$ 52,533	\$ 267,167	16%	\$ 51,669	\$ (864)
Other Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Personnel Costs	\$ 803,825	\$ 199,020	\$ 181,073	\$ -	\$ -	\$ -	\$ -	\$ 199,020	\$ 604,805	25%	\$ 181,073	\$ (17,946)
Program Supplies & Client Costs	\$ 1,500	\$ 346	\$ 334	\$ -	\$ 23	\$ 745	\$ -	\$ 1,091	\$ 409	73%	\$ 357	\$ (734)
Travel, Mileage, & Vehicle Costs	\$ 3,200	\$ 460	\$ 49	\$ -	\$ -	\$ -	\$ -	\$ 460	\$ 2,740	14%	\$ 49	\$ (411)
Expenses Total	\$ 1,325,585	\$ 226,336	\$ 214,236	\$ 42,584	\$ 46,249	\$ 745	\$ 25	\$ 269,665	\$ 1,055,920	20%	\$ 260,510	\$ (9,155)
Surplus(Deficit)		\$ (4,325)	\$ 54,451	\$ (42,584)	\$ (46,249)	\$ 12,891	\$ 8,475	\$ (34,018)			\$ 16,677	more than 2024

Includes projects:
01009 - Information Technology
01010 - Agency Information Technology
01011 - Information Technology Support

Planning & Evaluation
2025 Budget vs. Actuals March 31, 2025
25% Variance

	Budget	Actuals 03/31/25	Balance	YTD Variance	Actuals 03/31/24	Actual Differences Mar-24 vs. Mar-25
Revenues and Support						
Grant Revenue	\$ 7,000	\$ -	\$ 7,000	0%	\$ -	\$ -
CSBG	\$ 402,981	\$ 90,517	\$ 312,464	22%	\$ -	\$ (90,517)
Admin Income	\$ 158,302	\$ 41,057	\$ 117,245	26%	\$ 54,929	\$ 13,872
Revenues and Support Total	\$ 568,284	\$ 131,575	\$ 436,709	23%	\$ 54,929	\$ (76,645)
Expenses						
Contract Services	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Equipment Costs	\$ 3,500	\$ 919	\$ 2,581	26%	\$ 675	\$ (244)
Facility Costs	\$ 15,900	\$ 3,429	\$ 12,471	22%	\$ 1,435	\$ (1,994)
Insurance Expense	\$ 2,000	\$ 836	\$ 1,164	42%	\$ 302	\$ (534)
Office Expense	\$ 2,000	\$ 377	\$ 1,623	19%	\$ 119	\$ (258)
Other Costs	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Personnel Costs	\$ 501,060	\$ 134,163	\$ 366,897	27%	\$ 86,883	\$ (47,279)
Program Supplies & Client Costs	\$ 1,000	\$ 142	\$ 858	14%	\$ 50	\$ (93)
Travel, Mileage, & Vehicle Costs	\$ 5,000	\$ -	\$ 5,000	0%	\$ 1,809	\$ 1,809
Expenses Total	\$ 530,460	\$ 139,866	\$ 390,593	26%	\$ 91,274	\$ (48,593)
more than 2024						
Surplus(Deficit)		\$ (8,292)			\$ (36,344)	

Includes projects:
01003 - Planning & Evaluation

FINANCE COMMITTEE MEETING

Date: May 14, 2025	Program: Finance
Agenda Item #: 8	Director: Angela Riofrio
Subject: Agency Funding List May 2025	Officer: Salam M. Nalia

Recommended Action

The information presented below is intended to keep the Board apprised of the Agency’s funding list.

Background

The funding list lists the agency’s funding current funding sources.

Fiscal Impact

The Agency’s Funding List as of May 1, 2025, reflects current funding awarded of \$186.8 million, which is a decrease from \$193.3 million on January 1, 2025.

The contract list contains the following:

- 75 Periods
- 63 Sources
- 32 Programs
- 141 Contracts

As a reminder, the above amounts reflect full grant award periods and do not represent funding for a 12-month period. The schedules also include in-kind contributions / awards.

Conclusion

This is an informational item.

FRESNO ECONOMIC OPPORTUNITIES COMMISSION
FUNDING AS OF 5/1/2025

PROGRAM	FUNDING SOURCE	CONTRACT YEAR		AMOUNT	INDIRECT RATE	SUBTOTAL	FUND REGULATOR	BILLING FREQUENCY
		START	END					
1 ADVANCE PEACE	Board of State Corrections (CALVIP)	7/1/2022	12/31/2025	\$1,094,238	10.30%		State	Quarterly
2 ADVANCE PEACE	City of Fresno (VIPI YR 2)	1/1/2025	12/31/2025	\$375,000	0.00%		City	Monthly
3 CALIFORNIA ALTERNATE PAYMENT PROGRAM - CCTR	State - Department of Education	7/1/2024	6/30/2025	\$616,391	10.00%		State	Quarterly
4 CALIFORNIA STATE PRESCHOOL	State - Department of Education	7/1/2024	6/30/2025	\$1,647,817	10.00%		State	Quarterly
5 CALIFORNIA STATE PRESCHOOL	USDA	10/1/2024	9/30/2025	\$200,891	10.00%	\$2,465,099	Federal	Monthly
6 COMMUNITY SERVICES BLOCK GRANT - 2025	State Community Services & Development	1/1/2025	12/31/2025	\$2,039,380	0.00%	\$2,039,380	State	Monthly
7 DAWN	City of Fresno	8/1/2020	7/31/2025	\$1,000,000	10.30%	\$1,000,000	Local	N/A
8 ENERGY SERVICES - BIL DOE	State Community Services & Development	6/1/2023	6/30/2027	\$6,033,262	10.30%		Federal	Monthly
9 ENERGY SERVICES - DOE 2022	State Community Services & Development	7/1/2022	6/30/2025	\$1,672,442	10.30%		Federal	Monthly
10 ENERGY SERVICES - LIHEAP 2024	State Community Services & Development	11/1/2023	6/30/2025	\$12,806,691	10.30%		Federal	Monthly
11 ENERGY SERVICES - LIHEAP 2025	State Community Services & Development	11/1/2024	6/30/2026	\$13,122,312	10.30%	\$33,634,707	Federal	Monthly
12 FOOD SERVICES	CAFE EOC	1/1/2025	12/31/2025	\$55,000	10.30%		Fee For Service	Weekly
13 FOOD SERVICES	Buster Pizza	8/1/2024	6/30/2025	\$1,500,000	10.30%		Fee For Service	Weekly
14 FOOD SERVICES	School Meals - Head Start	1/1/2025	12/31/2025	\$2,200,000	0.00%		Intercompany	Monthly
15 FOOD SERVICES	School Meals - Sanctuary / Soul	7/1/2024	6/30/2025	\$40,000	0.00%		Intercompany	Monthly
16 FOOD SERVICES	School Meals - External	7/1/2024	6/30/2025	\$600,000	10.30%		Fee For Service	Monthly
17 FOOD SERVICES	Catering - Internal	1/1/2025	12/31/2025	\$75,000	10.30%		Fee For Service	Per occurrence
18 FOOD SERVICES	Catering - External	1/1/2025	12/31/2025	\$260,000	10.30%		Fee For Service	Per occurrence
19 FOOD SERVICES	Senior Meals - Homebound	7/1/2024	6/30/2025	\$4,100,000	10.30%		Fee For Service	Monthly
20 FOOD SERVICES	USDA - At Risk	10/1/2024	9/30/2025	\$120,000	10.00%		Federal	Monthly
21 FOOD SERVICES	USDA - Summer & Winter Meals	10/1/2024	9/30/2025	\$60,000	10.30%		Federal	Monthly
22 FOOD SERVICES - Food Distribution	Kaiser Permanente	7/1/2024	6/30/2025	\$25,000	10.00%		Private	Annually
23 FOOD SERVICES - Food Distribution	Market Match	1/1/2025	12/31/2025	\$32,000	15.00%	\$9,067,000	State	Monthly
24 GUARANTEED INCOME	The California Endowment	10/1/2023	12/31/2025	\$150,000	0.00%		Private	N/A
25 GUARANTEED INCOME	The California Wellness Foundation	6/1/2023	12/31/2025	\$500,000	0.00%		Private	N/A
26 GUARANTEED INCOME	Delta Dental Community Care Foundation	11/1/2023	12/31/2025	\$100,000	0.00%		Private	N/A
27 GUARANTEED INCOME	Central Valley Community Foundation	11/1/2023	12/31/2025	\$50,000	0.00%		Private	N/A
28 GUARANTEED INCOME	James Irvine Foundation	8/30/2023	12/31/2025	\$100,000	0.00%		Private	N/A
29 GUARANTEED INCOME	Mayors for a Guaranteed Income	2/1/2024	12/31/2025	\$15,000	0.00%		Private	N/A
30 GUARANTEED INCOME	The Kresge Foundation	8/1/2023	12/31/2025	\$100,000	0.00%		Private	N/A
31 GUARANTEED INCOME	Sierra Health Foundation	3/1/2024	12/31/2025	\$25,000	0.00%	\$ 1,040,000	Private	N/A
32 HEAD START / EARLY HEAD START	IN-KIND	1/1/2025	12/31/2025	\$11,894,766	10.00%		Private	Monthly
33 HEAD START / EARLY HEAD START	US Department of HHS	1/1/2025	12/31/2025	\$47,579,061	10.00%		Federal	Weekly
34 HEAD START / EARLY HEAD START - American Rescue Plan - ARPA	US Department of HHS	7/1/2023	6/29/2025	\$189,705	10.00%		Federal	As needed
35 HEAD START / EARLY HEAD START - COVID Funding	US Department of HHS	7/1/2023	6/29/2025	\$348,655	10.00%		Federal	As needed
36 HEAD START / EARLY HEAD START	USDA	10/1/2024	9/30/2025	\$1,179,309	10.00%	\$61,191,496	Federal	Monthly
37 HEALTH SERVICES - Title X	Essential Access Health-Title X	4/1/2024	3/31/2025	\$120,000	10.00%		Federal	Quarterly
38 HEALTH SERVICES - Clinic	Third Parties	4/1/2024	3/31/2025	\$661,258	10.00%		Fee For Service	Quarterly
39 HEALTH SERVICES - ADOLESCENT FAMILY LIFE PROGRAM	CDPH-MCAH	7/1/2023	6/30/2026	\$1,644,525	15% Personnel		State	Quarterly
40 HEALTH SERVICES - CA PREP & I&E	State - Department of Health	7/1/2022	6/30/2025	\$1,761,279	13.5% Personnel		State	Quarterly
41 HEALTH SERVICES - In-Home Care Services	County of Fresno	7/1/2020	6/30/2026	\$1,650,000	15.00%		Local	Monthly
42 HEALTH SERVICES - Promoting Optimal Health for Rural Youth	The Regents of the Univ. of CA through UCSF	7/1/2023	6/30/2028	\$1,750,000	10.30%		Federal	Quarterly
43 HEALTH SERVICES - RURAL TOBACCO	State - Department of Health	7/1/2020	6/30/2025	\$1,111,054	10.30%		State	Monthly
44 HEALTH SERVICES - School Based Sealant	County of Fresno	7/1/2023	6/30/2027	\$920,000	15% Personnel		Local	Monthly
45 HEALTH SERVICES - FUSD - Comprehensive Sex Education	Fresno Unified School District	7/1/2022	6/30/2027	\$2,671,306	10.30%		Local	Quarterly
46 HEALTH SERVICES - Public Awareness and Community Outreach Campaign Services	Office of Planning and Research	6/25/2024	6/30/2025	\$300,000	10.30%		State	Quarterly
47 HEALTH SERVICES - STD/HCV Screenings	County of Fresno	10/1/2024	6/30/2028	\$1,500,000	15% Personnel		Local	Monthly
48 HEALTH SERVICES - Early Childhood Wraparound	HELUNA	11/1/2024	6/30/2026	\$1,500,000	10.30%		State	Quarterly
49 HEALTH SERVICES - Glow!	First 5 of Fresno County	9/1/2019	12/31/2025	\$670,000	10.30%		Local	Quarterly
50 HEALTH SERVICES - Advancing Tobacco Cessation in Community Clinics	CDPH	8/1/2024	6/30/2026	\$81,000	10.00%	\$16,646,422	State	Monthly
51 Community Learning Center	First 5 of Fresno County	7/1/2022	6/30/2025	\$450,000	10.00%	\$450,000	Local	Quarterly
52 LCC - CCC Nature-Based Solutions (NBS)	California Conservation Corps (CCC)	4/20/2023	4/30/2029	\$2,769,230	10.30%		State	Quarterly
53 LCC - CLCC Foundation	California Local Conservation Corp Foundation	9/23/2024	3/31/2026	\$284,199	10.30%		Foundation	Monthly
54 LCC - YOUTHBUILD CALIFORNIA CHARTER SCHOOL	YBCSC	7/1/2024	6/30/2025	\$146,000	10.30%		Private	N/A
55 LCC-BUY BACK CENTER	Friant Buy Back Center	1/31/2025	12/31/2025	\$100,000	10.30%		Fee For Service	Monthly
56 LCC - Mattress Recycling Council CAO	Mattress Recycling	1/31/2025	12/31/2025	\$40,000	10.30%		Fee For Service	Monthly
57 LCC-Calfire Central Valley Forestry Corps	Fresno Regional Workforce Investment Board (FRWIB)- ROL	9/1/2023	12/31/2025	\$150,000	10.30%		Local	Monthly
58 LCC-High Road Training Partnership (H RTP)	Fresno Regional Workforce Investment Board (FRWIB)- ROL	2/1/2024	12/30/2025	\$100,752	10.30%		Local	Monthly
59 LCC-California Endowment- Corpsmember Supportive Services	California Endowment	2/1/2013	12/30/2025	\$15,000	0.00%		Endowment	N/A
60 LCC-DOC RECYCLING CYCLE 39	CALRECYCLE	7/1/2024	6/30/2026	\$2,064,004	10.30%		State	Quarterly
61 LCC - SB 1013 Grant	State of CA - California Environmental - Calrecycle	4/25/2024	4/1/2026	\$799,665	10.30%		State	Quarterly
62 LCC-Facility Rental	Foster Grandparent	1/1/2025	12/31/2025	\$16,209	0.00%		Federal	Monthly
63 LCC-Facility Rental	Office of The County of Fresno Public Defender	1/1/2025	12/31/2025	\$5,400	0.00%		Local	Monthly
64 LCC - CCC Non-Residential Program	California Conservation Corps (CCC)	10/28/2024	6/30/2025	\$24,000	0.00%		State	Monthly
65 LCC-FFS Dental Clinic Health Service Yard Maintenance	Intercompany - Fresno EOC Health Services	1/1/2025	12/31/2025	\$4,303	0.00%		Intercompany Transfer	Monthly

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION
FUNDING AS OF 5/1/2025**

PROGRAM	FUNDING SOURCE	CONTRACT YEAR		AMOUNT	INDIRECT RATE	SUBTOTAL	FUND REGULATOR	BILLING FREQUENCY
		START	END					
66 LCC-FFS Franklin Head Start Yard Maintenance	Intercompany - Fresno EOC Head Start	1/1/2025	12/31/2025	\$14,400	0.00%		Intercompany Transfer	Monthly
67 LCC-FFS City of Fresno -	Weed abatement & Yard Maintenance	1/1/2023	6/30/2025	\$89,118	0.00%		City of Fresno	Monthly
68 LCC - County of Fresno	ARPA/SLFRF Computer Fund	3/28/2023	12/31/2026	\$48,584	0.00%		County	Quarterly
69 LCC-YOUTHBUILD DEPARTMENT OF LABOR	US Department of Labor Employment and Training Adminis	6/1/2023	9/30/2026	\$1,500,000	10.30%		Federal	Monthly
70 LCC-YOUTHBUILD DEPARTMENT OF LABOR	US Department of Labor Employment and Training Adminis	5/1/2024	10/31/2025	\$500,000	0.50%		Federal	Quarterly
71 LCC-YOUTHBUILD/AmeriCorps 22-24	Corporation for National and Community Service	8/15/2022	8/14/2025	\$249,504	5.26%		Federal	Monthly
72 LCC-YOUTHBUILD/AmeriCorps 24-25	Corporation for National and Community Service	8/15/2024	8/14/2026	\$200,000	5.26%	\$9,120,368	Federal	Monthly
73 SANCTUARY - Cal OES Human Trafficking Victim Assist.(HV) Program	CalOES Victim Services and Public Safety Branch	4/1/2025	3/31/2026	\$566,666	10.30%		State	Monthly
74 SANCTUARY - CalOES HY Emergency Services Pilot Program	CalOES Victim Services and Public Safety Branch	4/1/2022	3/31/2027	\$2,375,000	10.00%		State	Monthly
75 SANCTUARY - CVAHT OVC Housing	U.S. Department of Justice	10/1/2021	6/30/2025	\$594,316	10.30%		Federal	Monthly
76 SANCTUARY - CVAHT Sisters of the Presentation Community Grants	CommonSpirit Health Foundation	10/15/2023	12/31/2025	\$25,000	10.00%		Foundation	N/A
77 SANCTUARY - OVC for Minor Victims of HT	U.S. Department of Justice	10/1/2023	9/30/2026	\$618,230	10.30%		Federal	Monthly
78 SANCTUARY - CVAHT Slave 2 Nothing	Slave 2 Nothing Foundation	1/1/2023	12/31/2025	\$30,000	10.00%		Foundation	N/A
79 SANCTUARY - HHIP outreach	Cal Viva Health	1/1/2023	12/31/2025	\$124,805	10.00%		Private	N/A
80 SANCTUARY - SCAN	SCAN Health Plan	7/1/2024	6/30/2025	\$25,000	10% of salaries only		Private	N/A
81 SANCTUARY - HERO Team 2	US Department of HUD	9/1/2024	8/31/2025	\$525,000	10.30%		Federal	Monthly
82 SANCTUARY - PHOENIX	US Department of HUD	9/1/2024	8/31/2025	\$487,032	10.30%		Federal	Monthly
83 SANCTUARY - PHOENIX Client Rental Income	Clients	9/1/2024	8/31/2025	\$34,000	10.30%		Private	N/A
84 SANCTUARY - PROJECT HEARTH	US Department of HUD	10/1/2024	9/30/2025	\$325,490	10.30%		Federal	Monthly
85 SANCTUARY - PROJECT RISE	US Department of HUD	11/1/2024	10/31/2025	\$682,100	10.30%		Federal	Monthly
86 SANCTUARY - CVAHT TCVP	Centro La Familia	7/1/2024	6/30/2025	\$10,000	10.30%		Local	monthly
87 SANCTUARY - Shelter County Project Spark	County of Fresno	7/1/2024	6/30/2025	\$489,355	10.00%		Local	Monthly
88 SANCTUARY - Shelter County HEAP/HHAP Homeless Youth Services	County of Fresno	7/1/2024	6/30/2025	\$304,536	10.00%		Local	Monthly
89 SANCTUARY - Shelter City HEAP/HHAP Youth Services	City of Fresno	11/1/2024	6/30/2026	\$395,332	10.00%		Local	Monthly
90 SANCTUARY - FMCoC	FMCoC	1/1/2025	12/31/2025	\$110,110	10.30%		Local	N/A
91 SANCTUARY - SOUL Rental Income	Intercompany	7/1/2024	6/30/2025	\$140,790	10.30%		Intercompany	N/A
92 SANCTUARY - SOS	Central Valley Community Foundation	1/1/2024	12/31/2025	\$18,000	10.30%		Foundation	N/A
93 SANCTUARY - SOS Donations	Donations & Miscellaneous	1/1/2025	12/31/2025	\$14,000	10.30%	\$7,894,762	Private	N/A
94 SCHOOL OF UNLIMITED LEARNING	Donations & Miscellaneous	7/1/2024	6/30/2025	\$5,000	6.20%		Private	N/A
95 SCHOOL OF UNLIMITED LEARNING	Federal - Department of Education - Title Grants	7/1/2024	6/30/2025	\$107,921	6.20%		Federal	Quarterly & Yearly
96 SCHOOL OF UNLIMITED LEARNING	FUSD - Property Tax	7/1/2024	6/30/2025	\$200,947	6.20%		Local	N/A
97 SCHOOL OF UNLIMITED LEARNING	FUSD-Federal Lottery Funding	7/1/2024	6/30/2025	\$35,150	0.00%		Local	N/A
98 SCHOOL OF UNLIMITED LEARNING	State - Department of Education ADA	7/1/2024	6/30/2025	\$2,062,868	6.20%		State	Various dates (May, Oct, Jan & Aug)
99 SCHOOL OF UNLIMITED LEARNING	State - Department of Education EPA	7/1/2024	6/30/2025	\$617,471	6.20%		State	Various dates (May, Oct, Jan & Aug)
100 SCHOOL OF UNLIMITED LEARNING	State - Department of Education-Educator Effectiveness Gr	9/30/2022	6/30/2026	\$51,940	6.20%		State	Yearly
101 SCHOOL OF UNLIMITED LEARNING	State - Department of Education-Mandate Block Grant	7/1/2024	6/30/2025	\$11,077	6.20%		State	N/A
102 SCHOOL OF UNLIMITED LEARNING	State - Department of Education-Arts, Music & Instructiona	11/15/2022	6/30/2026	\$107,336	0.00%		State	Yearly
103 SCHOOL OF UNLIMITED LEARNING	State - Department of Education-Learning Recovery Emerg.	11/15/2022	6/30/2028	\$286,778	6.20%		State	Yearly
104 SCHOOL OF UNLIMITED LEARNING	State - Department of Education-AGI Completion	7/1/2022	6/30/2026	\$150,000	6.20%		State	Yearly
105 SCHOOL OF UNLIMITED LEARNING	USDA	7/1/2024	6/30/2025	\$10,000	0.00%		Federal	Monthly
106 SCHOOL OF UNLIMITED LEARNING	SP Ed Mental Health	7/1/2023	9/30/2025	\$12,133	0.00%		Federal	Yearly
107 SCHOOL OF UNLIMITED LEARNING	ESSA-CSI	7/1/2023	9/30/2025	\$174,382	6.20%		Federal	Quarterly
108 SCHOOL OF UNLIMITED LEARNING	Prop 20 Arts & Music	7/1/2023	9/30/2025	\$32,821		\$3,865,824	Federal	Yearly
109 TRAINING & EMPLOYMENT SERVICES	CERF Economic Development	3/1/2024	8/31/2025	\$150,000	10.30%		State	Monthly
110 TRAINING & EMPLOYMENT SERVICES	One Fresno	2/15/2024	8/15/2025	\$200,000	10.30%		State	Monthly
111 TRAINING & EMPLOYMENT SERVICES - URBAN AREA YOUNGER YOUTH	Fresno Regional Workforce Investment Board (FRWIB)	7/1/2024	6/30/2025	\$891,800	10.30%		Local	Monthly
112 TRAINING & EMPLOYMENT SERVICES - EDC JUMPSTART WINTER	EDC	11/1/2024	1/31/2025	\$14,339	10.30%		State	1 invoice / end of period
113 TRAINING & EMPLOYMENT SERVICES -FOSTER GRANDPARENTS	Corporation for National and Community Service -55103	7/1/2024	6/30/2025	\$401,468	10.30%		Federal	Monthly
114 TRAINING & EMPLOYMENT SERVICES -FOSTER GRANDPARENTS EXPANSION	Corporation for National and Community Service -55110	7/1/2024	6/30/2025	\$396,000	10.30%		Federal	Monthly
115 TRAINING & EMPLOYMENT SERVICES - VALLEY APPRENTICESHIP CONNECTIONS	County of Fresno - Probation -51005	9/1/2023	8/31/2026	\$776,160	10.30%		Local	Monthly
116 TRAINING & EMPLOYMENT SERVICES - VALLEY APPRENTICESHIP CONNECTIONS	Fresno County EDC - Good Jobs Challenge Project - 51023	5/1/2023	4/30/2026	\$2,055,049	10.30%		Local	Monthly
117 TRAINING & EMPLOYMENT SERVICES - VALLEY APPRENTICESHIP CONNECTIONS	State Center Community College District -51006	1/1/2025	12/31/2025	\$200,000	10.30%		Private	Monthly
118 TRAINING & EMPLOYMENT SERVICES - VALLEY APPRENTICESHIP CONNECTIONS	Fresno Regional Workforce Board - Good Jobs Challenge Pr	12/1/2023	7/31/2026	\$332,460	10.00%		Local	Monthly
119 TRAINING & EMPLOYMENT SERVICES - VALLEY APPRENTICESHIP CONNECTIONS	Fresno County EDC - CVTC Selma - 51022	5/1/2024	2/28/2026	\$462,762	10.30%	\$5,880,038	Local	Monthly
120 TRANSIT SYSTEMS	CVRC - Urban	7/1/2024	6/30/2025	\$3,000,000	10.30%		Fee For Service	Monthly
121 TRANSIT SYSTEMS	CVRC - Rural	7/1/2024	6/30/2025	\$650,000	10.30%		Fee For Service	Monthly
122 TRANSIT SYSTEMS	CVRC - Madera	7/1/2024	6/30/2025	\$840,000	10.30%		Fee For Service	Monthly
123 TRANSIT SYSTEMS	The Arc - Urban	7/1/2024	6/30/2025	\$90,000	0.00%		State	Quarterly
124 TRANSIT SYSTEMS	The Arc - Rural	7/1/2024	6/30/2025	\$80,000	0.00%		State	Quarterly
125 TRANSIT SYSTEMS	UCP - Urban	7/1/2024	6/30/2025	\$90,000	0.00%		State	Quarterly
126 TRANSIT SYSTEMS	UCP - Rural	7/1/2024	6/30/2025	\$80,000	0.00%		State	Quarterly
127 TRANSIT SYSTEMS	Meal Delivery	1/1/2025	12/31/2025	\$1,300,000	0.00%		Intercompany	Monthly
128 TRANSIT SYSTEMS	CalVets	7/1/2024	6/30/2025	\$140,000	10.30%		Local	Monthly
129 TRANSIT SYSTEMS	CUSD	7/15/2024	6/30/2025	\$1,500	10.30%		Fee For Service	Monthly
130 TRANSIT SYSTEMS	Head Start Transportation - Urban	1/1/2025	12/31/2025	\$300,000	0.00%		Intercompany	Monthly
131 TRANSIT SYSTEMS	Head Start Transportation - Rural	1/1/2025	12/31/2025	\$80,000	0.00%		Intercompany	Monthly
132 TRANSIT SYSTEMS	Head Start Janitorial - Urban	1/1/2025	12/31/2025	\$50,000	0.00%		Intercompany	Monthly
133 TRANSIT SYSTEMS	Head Start Janitorial - Rural	1/1/2025	12/31/2025	\$40,000	0.00%		Intercompany	Monthly
134 TRANSIT SYSTEMS	Maintenance - Internal	1/1/2025	12/31/2025	\$410,000	0.00%		Fee For Service	Monthly

FRESNO ECONOMIC OPPORTUNITIES COMMISSION
FUNDING AS OF 5/1/2025

PROGRAM	FUNDING SOURCE	CONTRACT YEAR		AMOUNT	INDIRECT RATE	SUBTOTAL	FUND REGULATOR	BILLING FREQUENCY
		START	END					
135 TRANSIT SYSTEMS	Maintenance - The Arc	7/1/2024	6/30/2025	\$100,000	10.30%		Fee For Service	Per occurrence
136 TRANSIT SYSTEMS	Special Trips	1/1/2025	12/31/2025	\$160,000	10.30%		Fee For Service	Per occurrence
137 TRANSIT SYSTEMS	Vehicle Advertisement	1/1/2025	12/31/2025	\$10,000	0.00%		Fee For Service	Monthly
138 TRANSIT SYSTEMS	State Local Transportation Funds - Urban	7/1/2024	6/30/2025	\$2,013,692	10.30%		State	Quarterly
139 TRANSIT SYSTEMS	State Local Transportation Funds - Rural	7/1/2024	6/30/2025	\$741,565	10.30%		State	Quarterly
140 TRANSIT SYSTEMS	Taxi Script	7/1/2024	6/30/2025	\$7,500	10.30%	\$10,184,257	Local	Monthly
141 WOMEN, INFANTS AND CHILDREN	State - Department of Health	10/1/2022	9/30/2025	\$22,371,250		\$22,371,250	State	Monthly

Total | | \$186,850,603

# periods	# sources	# programs	# contracts
75	63	32	141