

EXAMPLE ONLY: FISCAL ANALYSIS WORKBOOK 1: FAMILY FIRST SUMMARY ANALYSIS

WORKSHEET 1: PROJECTED NUMBERS SERVED						
AGENCY NAME:				Projected Number Year 1	Projected Number Year 2	Projected Number Year 3
Projected # of Candidates for Foster Care						
Candidates for FC - # of families				2670	4660	6660
Candidates for FC - # of children				5340	9320	13320
Projected # of Families Participating in Programs	% Eligible-Age	% Eligible Risk Factor(s)	Uptake Rate			
Program 1 - enter name below						
Family Evidence-Based Program						
Eligible candidates for FC - families	50%	75%	20%	200	350	500
Eligible candidates for FC - children				0	0	0
Program 2 - enter name below						
Teen Evidence-Based Program						
Eligible candidates for FC - families				0	0	0
Eligible candidates for FC - children	25%	30%	30%	120	210	300
Program 3 - enter name below						
Eligible candidates for FC - families				0	0	0
Eligible candidates for FC - children				0	0	0
Program 4 - enter name below						
Eligible candidates for FC - families				0	0	0
Eligible candidates for FC - children				0	0	0
Program 5 - enter name below						
Eligible candidates for FC - families				0	0	0
Eligible candidates for FC - children				0	0	0
TOTAL - FAMILIES SERVED BY FAMILY PROGRAMS				200	350	500
TOTAL - CHILDREN SERVED BY FAMILY PROGRAMS				401	699	999
TOTAL - CHILDREN SERVED BY CHILD PROGRAMS				120	210	300
TOTAL - CHILDREN SERVED BY ALL PROGRAMS				521	909	1299
TOTAL - FAMILIES SERVED BY ALL PROGRAMS				320	559	799

WORKSHEET 2: ADMINISTRATIVE AND TRAINING BUDGET

Use the following chart to capture costs involved in state administration of Family First Prevention Services

Planning Assumptions	Year 1	Year 2	Year 3	
Total families served	320	559	799	Pulled from Sheet 1
Average weeks served	37	37	37	Enter avg # of weeks families receive EBP
Total weeks of service	11855	20690	29570	
Cases/Caseworker	25	25	25	Enter caseworker-to-case ratio
Cases/Case Aide	50	50	50	Enter case aide-to-case ratio
Caseworkers/Supervisor	6	6	6	Enter supervisor-to-caseworker ratio

COSTS	YEAR 1			YEAR 2			YEAR 3			Total
	FTEs	Annual Sal & FB	Staffing Costs	FTEs	Annual Sal & FB	Staffing Costs	FTEs	Annual Sal & FB	Staffing Costs	
ADMINISTRATION STAFF										
Case Management:										
Supervisor	2	85,000	129,187	3	85,000	225,472	4	87,550	331,909	686,568
Caseworker	9	62,500	569,942	16	62,500	994,731	23	64,375	1,464,303	3,028,977
Case Aide	5	43,750	199,480	8	43,750	348,156	11	45,063	512,506	1,060,142
Policy			-			-			-	-
Administration and Planning			-			-			-	-
Social worker IV - Program manager	0.50	100,000	50,000	0.50	100,000	50,000	0.50	103,000	51,500	151,500
Admin. assistant	1.00	50,000	50,000	1.00	50,000	50,000	1.00	51,500	51,500	151,500
Contract Monitoring			-			-			-	-
Data & Evaluation			-			-			-	-
Continuous Quality Improvement			-			-			-	-
IV-E Claiming			-			-			-	-
Total Staff Costs			998,609			1,668,359			2,411,718	5,078,686
OTHER DIRECT COSTS										
Data System Costs			-			-			-	-
Contracted Services										
Evaluation			450,000			475,000			500,000	1,425,000
CQI			100,000			105,000			110,000	315,000
Other (list)			-			-			-	-
Travel (describe below)			-			-			-	-
Other (list)			-			-			-	-
Total Other Direct Costs			550,000			580,000			610,000	1,740,000
Total Direct Costs			1,548,609			2,248,359			3,021,718	6,818,686
Indirect Costs at 15%			232,291			337,254			453,258	1,022,803
TOTAL ADMINISTRATION COSTS			1,780,900			2,585,613			3,474,976	7,841,489
REVENUE										
Fed Block Grant Revenue										
IV-B										
TANF			300,000			300,000			300,000	900,000
SSBG										
Total Fed Block Grant			300,000			300,000			300,000	900,000
IV-E Billable Costs			1,480,900			2,285,613			3,174,976	6,941,489
IV-E revenue			740,450			1,142,806			1,587,488	3,470,745
State IV-E match costs			740,450			1,142,806			1,587,488	3,470,745

TRAINING	FTEs	Annual Sal & FB	Annual Costs	FTEs	Annual Sal & FB	Staffing Costs	FTEs	Annual Sal & FB	Staffing Costs	
STAFF										
Training			-			-			-	-
OTHER DIRECT COSTS										
Contracted Services										
Training			75,000			75,000			75,000	225,000
Travel (describe below)										-
										-
Other (list)										-
										-
										-
Total Direct Training Costs			75,000			75,000			75,000	225,000
Indirect Costs at	15%		11,250	15%		11,250	15%		11,250	33,750
TOTAL TRAINING COSTS			86,250			86,250			86,250	258,750
REVENUE										
Fed Block Grant Revenue										
IV-B										-
TANF										-
SSBG										-
Total Fed Block Grant			-			-			-	-
IV- Billable Costs			86,250			86,250			86,250	258,750
IV-E revenue			43,125			43,125			43,125	129,375
State IV-E match costs			43,125			43,125			43,125	129,375
TOTAL ADMINISTRATIVE AND TRAINING COSTS			1,867,150			2,671,863			3,561,226	8,100,239
TOTAL ADMIN AND TRAINING REVENUE										
Total fed block grant			300,000			300,000			300,000	900,000
IV-E revenue			783,575			1,185,931			1,630,613	3,600,120
State costs			783,575			1,185,931			1,630,613	3,600,120

WORKSHEET 3.1: PROGRAM BUDGET

Program Name **Family Evidence-Based Program**
 Level of Evidence **Well-Supported** choose from dropdown

	Year 1	Year 2	Year 3	Three-Year Total
EXPENSES				
# of participants served	200	350	500	
Cost per participant	\$ 6,618	\$ 7,275	\$ 7,311	
Total Program Expenses	\$ 1,325,255	\$ 2,542,613	\$ 3,651,845	\$ 7,519,712
REVENUES				
Medicaid				
% eligible families	60%	60%	60%	
Medicaid billable costs	\$ 795,153	\$ 1,525,568	\$ 2,191,107	\$ 4,511,827
FMAP	53%	53%	53%	
Federal Medicaid revenue	\$ 421,431	\$ 808,551	\$ 1,161,287	\$ 2,391,268
State Medicaid	\$ 373,722	\$ 717,017	\$ 1,029,820	\$ 2,120,559
Other Federal				
IV-B				\$ -
TANF				\$ -
SSBG				\$ -
Total Other Federal Revenues	\$ -	\$ -	\$ -	\$ -
IV-E Billable Costs	\$ 530,102	\$ 1,017,045	\$ 1,460,738	\$ 3,007,885
IV-E Revenue	\$ 265,051	\$ 508,523	\$ 730,369	\$ 1,503,942
State IV-E Match Costs	\$ 265,051	\$ 508,523	\$ 730,369	\$ 1,503,942
Total State Costs	\$ 638,773	\$ 1,225,539	\$ 1,760,189	\$ 3,624,501

WORKSHEET 3.2: PROGRAM BUDGET

Program Name **Teen Evidence-Based Program**
 Level of Evidence **Supported** choose from dropdown

	Year 1	Year 2	Year 3	Three-Year Total
EXPENSES				
# of participants served	120	210	300	
Cost per participant	\$ 6,497	\$ 5,890	\$ 5,737	
Total Program Expenses	\$ 780,615	\$ 1,235,133	\$ 1,719,379	\$ 3,735,126
REVENUES				
Medicaid				
% eligible families				
Medicaid billable costs	\$ -	\$ -	\$ -	\$ -
FMAP				
Federal Medicaid revenue	\$ -	\$ -	\$ -	\$ -
State Medicaid	\$ -	\$ -	\$ -	\$ -
Other Federal				
IV-B				\$ -
TANF	\$ 150,000	\$ 150,000	\$ 150,000	\$ 450,000
SSBG				\$ -
Total Other Federal Revenues	\$ 150,000	\$ 150,000	\$ 150,000	\$ 450,000
IV-E Billable Costs	\$ 630,615	\$ 1,085,133	\$ 1,569,379	\$ 3,285,126
IV-E Revenue	\$ 315,307	\$ 542,567	\$ 784,689	\$ 1,642,563
State IV-E Match Costs	\$ 315,307	\$ 542,567	\$ 784,689	\$ 1,642,563
Total State Costs	\$ 315,307	\$ 542,567	\$ 784,689	\$ 1,642,563

WORKSHEET 3.3: PROGRAM BUDGET

Program Name
 Level of Evidence

	Year 1	Year 2	Year 3	Three Year Total
EXPENSES				
# of participants served	0	0	0	
Cost per participant				
Total Program Expenses	\$ -	\$ -	\$ -	\$ -
REVENUES				
Medicaid				
% eligible costs				
% eligible families				
Medicaid billable costs	\$ -	\$ -	\$ -	\$ -
FMAP				
Federal Medicaid revenue	\$ -	\$ -	\$ -	\$ -
State Medicaid	\$ -	\$ -	\$ -	\$ -
Other Federal				
IV-B				\$ -
TANF				\$ -
SSBG				\$ -
Total Other Federal Revenues	\$ -	\$ -	\$ -	\$ -
IV-E Billable Costs	\$ -	\$ -	\$ -	\$ -
IV-E Revenue	\$ -	\$ -	\$ -	\$ -
State IV-E Match Costs	\$ -	\$ -	\$ -	\$ -
Total State Costs	\$ -	\$ -	\$ -	\$ -

WORKSHEET 3.4: PROGRAM BUDGET

Program Name
 Level of Evidence

	Year 1	Year 2	Year 3	Three-Year Total
EXPENSES				
# of participants served	0	0	0	
Cost per participant				
Total Program Expenses	\$ -	\$ -	\$ -	\$ -
REVENUES				
Medicaid				
% eligible costs				
% eligible families				
Medicaid billable costs	\$ -	\$ -	\$ -	\$ -
FMAP				
Federal Medicaid revenue	\$ -	\$ -	\$ -	\$ -
State Medicaid	\$ -	\$ -	\$ -	\$ -
Other Federal				
IV-B				\$ -
TANF				\$ -
SSBG				\$ -
Total Other Federal Revenues	\$ -	\$ -	\$ -	\$ -
IV-E Billable Costs	\$ -	\$ -	\$ -	\$ -
IV-E Revenue	\$ -	\$ -	\$ -	\$ -
State IV-E Match Costs	\$ -	\$ -	\$ -	\$ -
Total State Costs	\$ -	\$ -	\$ -	\$ -

WORKSHEET 3.5: PROGRAM BUDGET

Program Name

0

Level of Evidence

Well-Supported

choose from dropdown

	Year 1	Year 2	Year 3	Three-Year Total
EXPENSES				
# of participants served	0	0	0	
Cost per participant				
Total Program Expenses	\$ -	\$ -	\$ -	\$ -
REVENUES				
Medicaid				
% eligible costs				
% eligible families				
Medicaid billable costs	\$ -	\$ -	\$ -	\$ -
FMAP				
Federal Medicaid revenue	\$ -	\$ -	\$ -	\$ -
State Medicaid	\$ -	\$ -	\$ -	\$ -
Other Federal				
IV-B				\$ -
TANF				\$ -
SSBG				\$ -
Total Other Federal Revenues	\$ -	\$ -	\$ -	\$ -
IV-E Billable Costs	\$ -	\$ -	\$ -	\$ -
IV-E Revenue	\$ -	\$ -	\$ -	\$ -
State IV-E Match Costs	\$ -	\$ -	\$ -	\$ -
Total State Costs	\$ -	\$ -	\$ -	\$ -

WORKSHEET 4.1: TOTAL THREE-YEAR COSTS

Description	Year 1	Year 2	Year 3	Three-Year Total
Administration	\$ 1,780,900	\$ 2,585,613	\$ 3,474,976	\$ 7,841,489
Training	\$ 86,250	\$ 86,250	\$ 86,250	\$ 258,750
Programs:				
Program 1	1,325,255	2,542,613	3,651,845	7,519,712
Program 2	780,615	1,235,133	1,719,379	3,735,126
Program 3	-	-	-	-
Program 4	-	-	-	-
Program 5	-	-	-	-
Total Programs	2,105,869	3,777,746	5,371,223	11,254,838
Total Budget	\$ 3,973,019	\$ 6,449,608	\$ 8,932,450	\$ 19,355,077

WORKSHEET 4.2: THREE-YEAR BUDGET WITH REVENUE

Description	Year 1	Year 2	Year 3	Three-Year Total
Administrative Costs	\$ 1,780,900	\$ 2,585,613	\$ 3,474,976	\$ 7,841,489
Total fed block grant	\$ 300,000	\$ 300,000	\$ 300,000	\$ 900,000
IV-E revenue	\$ 740,450	\$ 1,142,806	\$ 1,587,488	\$ 3,470,745
State IV-E match costs	\$ 740,450	\$ 1,142,806	\$ 1,587,488	\$ 3,470,745
Existing state spending	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,200,000
New state costs	\$ 340,450	\$ 742,806	\$ 1,187,488	\$ 2,270,745
Training Costs	\$ 86,250	\$ 86,250	\$ 86,250	\$ 258,750
Total fed block grant	\$ -	\$ -	\$ -	\$ -
IV-E revenue	\$ 43,125	\$ 43,125	\$ 43,125	\$ 129,375
State IV-E match costs	\$ 43,125	\$ 43,125	\$ 43,125	\$ 129,375
Existing state spending	\$ 10,000	\$ 10,000	\$ 10,000	\$ 30,000
New state costs	\$ 33,125	\$ 33,125	\$ 33,125	\$ 99,375
Programs:				
Total Program Costs	\$ 2,105,869	\$ 3,777,746	\$ 5,371,223	\$ 11,254,838
Program Revenues				
Medicaid				
Federal Medicaid revenue	\$ 421,431	\$ 808,551	\$ 1,161,287	\$ 2,391,268
State Medicaid	\$ 373,722	\$ 717,017	\$ 1,029,820	\$ 2,120,559
Fed Block Grant Revenue				
IV-B	\$ -	\$ -	\$ -	\$ -
TANF	\$ 150,000	\$ 150,000	\$ 150,000	\$ 450,000
SSBG	\$ -	\$ -	\$ -	\$ -
Total Fed Block Grant	\$ 150,000	\$ 150,000	\$ 150,000	\$ 450,000
IV-E Billable Costs	\$ 1,160,716	\$ 2,102,178	\$ 3,030,117	\$ 6,293,011
IV-E revenue	\$ 580,358	\$ 1,051,089	\$ 1,515,058	\$ 3,146,506
State IV-E match costs	\$ 580,358	\$ 1,051,089	\$ 1,515,058	\$ 3,146,506
Existing state spending	\$ 575,000	\$ 575,000	\$ 575,000	\$ 1,725,000
New state costs	\$ 5,358	\$ 476,089	\$ 940,058	\$ 1,421,506
Grand Total Costs	\$ 3,973,019	\$ 6,449,608	\$ 8,932,450	\$ 19,355,077
Total IV-E	\$ 1,363,933	\$ 2,237,020	\$ 3,145,671	\$ 6,746,625
Total State IV-E Match Costs	\$ 1,363,933	\$ 2,237,020	\$ 3,145,671	\$ 6,746,625
Total Existing State Spending	\$ 985,000	\$ 985,000	\$ 985,000	\$ 2,955,000
Total New State Costs	\$ 378,933	\$ 1,252,020	\$ 2,160,671	\$ 3,791,625

WORKSHEET 4.3: STATE SPEND BY EVIDENCE

Level of Evidence	Program	Year 1		Year 2		Year 3	
		State Match for IV-E	% of Total Spending	State Match for IV-E	% of Total Spending	State Match for IV-E	% of Total Spending
Well Supported		\$ 265,051	46%	\$ 508,523	48%	\$ 508,523	48%
		\$ -		\$ -		\$ -	
		\$ -		\$ -		\$ -	
		\$ -		\$ -		\$ -	
		\$ -		\$ -		\$ -	
Total Well-Supported		\$ 265,051	46%	\$ 508,523	48%	\$ 508,523	48%
Supported		\$ -		\$ -		\$ -	
		\$ 315,307	54%	\$ 542,567	52%	\$ 542,567	52%
		\$ -		\$ -		\$ -	
		\$ -		\$ -		\$ -	
		\$ -		\$ -		\$ -	
Total Supported		\$ 315,307	54%	\$ 542,567	52%	\$ 542,567	52%
Promising		\$ -		\$ -		\$ -	
		\$ -		\$ -		\$ -	
		\$ -		\$ -		\$ -	
		\$ -		\$ -		\$ -	
Total Promising		\$ -		\$ -		\$ -	
Not Yet Rated		\$ -		\$ -		\$ -	
		\$ -		\$ -		\$ -	
		\$ -		\$ -		\$ -	
		\$ -		\$ -		\$ -	
Total Not Yet Rated		\$ -		\$ -		\$ -	
Total All Programs		\$ 580,358	100%	\$ 1,051,089	100%	\$ 1,051,089	100%
Total Supported and Well-Supported		\$ 580,358	100%	\$ 1,051,089	100%	\$ 1,051,089	100%

Percentage must be at least 50% each year.

WORKSHEET 4.4: MAINTENANCE OF EFFORT

FY 14 - BASELINE YEAR

Program Name	State	IV-B	TANF	SSBG	Total
Program 1	\$ 300,000				\$ 300,000
Program 2	\$ 275,000		\$ 150,000		\$ 425,000
Program 3					\$ -
Program 4					\$ -
Program 5					\$ -
Total MOE	\$ 575,000	\$ -	\$ 150,000	\$ -	\$ 725,000

MOE SPENDING	Year 1	Year 2	Year 3	Three-Year Total
Federal Block Grant	\$ 150,000	\$ 150,000	\$ 150,000	\$ 450,000
State IV-E Match Costs	\$ 580,358	\$ 1,051,089	\$ 1,515,058	\$ 3,146,506
Total MOE Spending	\$ 730,358	\$ 1,201,089	# \$ 1,665,058	\$ 3,596,506

WORKSHEET 5: PROJECTED SAVINGS

Description	Year 1	Year 2	Year 3
State Spending			
Total state IV-E match	\$1,363,933	\$2,237,020	\$3,145,671
Placement Costs			
Average per diem placement costs (state)	\$ 70	\$ 70	\$ 70
Average per diem administrative costs (state)	\$ 28	\$ 28	\$ 28
Total per diem costs (state)	\$ 98	\$ 98	\$ 98
# of reduced days in care to break even	13955	22887	32099
Average length of stay	300	300	300
Approximate number of children avoiding care to break even	47	76	107