

June 21, 2004

STAFF REPORT

MEMO TO: SUTTER COUNTY CHILDREN & FAMILIES COMMISSION
FROM: DEB COULTER, EXECUTIVE DIRECTOR
**SUBJECT: SUTTER COUNTY PARENT NETWORK REQUEST FOR BUDGET
ADJUSTMENT FOR MINI GRANT**

BACKGROUND: The Sutter County Children & Families Commission approved a mini grant for the Sutter County Parent Network at the November 2003 meeting. The grant award was for \$3340.00 to provide brochures, purchase books for resource library, parenting classes in English, Spanish and Punjabi, monthly support groups and also to provide childcare stipends to help parents attend the classes and groups.

CURRENT PROPOSAL: Due to the fact that the cost/need for the childcare stipends was overestimated (Total of \$1490.26 of unspent child care stipend budgeted funds remains) it is the request of the Sutter County Parent Network that they be allowed to adjust the budget as follows.

- ◆ \$822.26 for gas cards for families that must travel out of town for medical appointments for their child with specialized health care needs.
- ◆ \$460.00 for bulk rate mailings of the newsletter distributed every other month.
- ◆ \$208.00 for postage stamps for direct mailings parent class, family picnic, and support group announcements.

RECOMMENDATION: The executive director recommends the Commission approve the budget adjustment for the Sutter County Parent Network mini grant.

IMPACT ON COMMISSION RESOURCES: none

POLICY ACTION REQUESTED: Approval of executive director's recommendation.

DC:bd