

Sample Data Collection Tool



OVERVIEW

The data collection tool for a fiscal mapping project should be aligned to the goals of the project. This tool was used to capture federal, state, local, and philanthropic funding supporting specific cradle to career education goals in a single county. The fiscal mapping advisory team collected descriptive data about the funding streams including type, amount, duration, and use of funding to gain an understanding of which available streams were being accessed. This team also captured analytic metrics for each funding stream to gain an understanding of the flexibility and sustainability of each funding stream. Collecting the data in a spreadsheet program allows the maximum flexibility in sorting and presenting data. Consider locking spreadsheets and data collection tools to maintain version control.

Source of Fund	Program Name	Workgroup Goal	Type of Funding (Entitlement, Formula, Discretionary)	Amount of Funding Attributable to Locality	Total Expenditure (where applicable)	Duration	Dates	Eligibility	Additional Information
FEDERAL									
	Community Development Block Grant		Formula	\$1,034,638	N/A	1 year	Federal Fiscal Year (7/1)	Income Requirements	Allocated through HUD program for small cities
	Continuum of Care		Project	**	#####	Variable (1, 2, 3, 5 or 15 years)	Federal Fiscal Year (7/1)	Homelessness Status, Disadvantaged Populations	Components set forth in the Continuum of Care Program are consistent with the components allowable under the Emergency Solutions Grants program. Recipient eligibility can extend up to six months past status as homeless.
STATE									
	Family and Youth Services Centers		Formula	**	\$52,510,700	1 year		Residency within center boundaries	
LOCAL									
PHILANTHROPIC									
	Mary Reynolds Babcock Foundation		Discretionary		\$7,200,000	1-3 years	June or October		Supports economic transition projects in KY. Grants may be used for: General operating support; project support; "glue" support for networks and partnerships; organizational development. Grants rarely exceed 30% of overall budget

Source of Fund	Who provides service?	How do funds flow?	Are these funds being maximized?	Are there coordination opportunities?	Are there barriers to use?	Matching Requirements	Sustainability/ Stability of Funds?
FEDERAL							
	Community-Based Organizations	Federal to State to Local	Braiding with HOME funds; local and private funds	No	Minimal; limits on capital improvements	State matches administrative portion; none at local level	Sustainable, contingent on federal budget
	Community-Based Organizations	Federal to State, Local and CBO		Yes	Funds must be used for homeless prevention and homelessness services	Yes	Sustainable, contingent on federal budget
STATE							
	School-based centers	State to local region		Yes			Variable short-term sustainability
LOCAL							
PHILANTHROPIC							
	CBOs; partnership entitites	Direct to organizations	Yes	Yes			