

NEIGHBORHOODS RESOURCE CENTER
2016-17 Operating Budget

REVENUE

4000 GIVING SOCIETIES \$51,500.00

4010	Neighborhood Organizations		\$5,000.00	
4020	Households / Individuals		\$45,000.00	
4030	United Way Designations		\$1,500.00	

4100 CORPORATE GIFTS & SPONSORSHIPS \$77,500.00

4110	Gifts		\$2,500.00	
4120	Sponsorships		\$75,000.00	

4200 GRANTS \$96,900.00

4250	Neighborworks America		\$96,900.00	
4251	•Strategic Investment Fund Grant	\$96,900.00		

4300 FOUNDATIONS \$2,500.00

4380	West End United Methodist Church		\$2,500.00	
4381	•Clergy & Religious Leaders Conference	\$2,500.00		

4400 FUNDRAISERS & EVENTS \$8,954.00

4410	Nashville Neighborhoods Celebration		\$7,554.00	
4411	•Advertising	\$3,850.00		
4412	•Vendor Fees	\$1,200.00		
4413	•Event Sales	\$1,654.00		
4414	•Onsite Donations	\$600.00		
4415	•Entry Fees	\$250.00		
4420	Community Breakfast - Annual Campaign Kick-Off Breakfast		\$1,400.00	
4423	•Advertising	\$1,400.00		

4600 SERVICE & USAGE FEES \$973.65

4610	Fee for Service		\$500.00	
4630	Facility Usage Fee		\$100.00	
4640	Fee for Copies & Supplies		\$373.65	

4900 IN-KIND DONATIONS

SUBTOTAL \$238,327.65

SUPPLEMENT FROM SALE OF PROPERTIES \$150,000.00

TOTAL REVENUE \$388,327.65

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EXPENSES

5000 BUSINESS EXPENSES \$6,590.00

5010	Administrative Filing Fees		\$45.00	
5011	Licenses, Permits & Renewals		\$250.00	
5020	•Charitable Solicitations Permit	\$200.00		
5021	•Alarm Registration	\$50.00		
5030	Insurance		\$4,150.00	
5031	•Liability Insurance	\$3,000.00		
5032	•Directors & Officers Insurance	\$900.00		
5033	•Special Event Insurance	\$250.00		
5040	Bank & Credit Card Fees		\$100.00	
5050	Finance Charges		\$600.00	
5060	Memberships		\$375.00	
5061	•Center for Nonprofit Management	\$200.00		
5062	•Hands On Nashville	\$175.00		
5070	Subscriptions		\$100.00	
5100	Credit Card Processing		\$300.00	
5110	Postage & Delivery		\$500.00	
5120	Post Office Box		\$170.00	

5200 SALARIES & BENEFITS \$170,351.25

5210	Salaries		\$142,500.00	
5211	•Executive Director	\$55,000.00		
5212	•Leadership Development Specialist	\$45,000.00		
5213	•Development Coordinator	\$42,500.00		
5220	Payroll Taxes		\$10,901.25	
5230	Workers Comp		\$750.00	
5240	Payroll Processing Fees		\$1,200.00	
5250	Medical Benefits		\$15,000.00	

5300 PROFESSIONAL SERVICES \$15,800.00

5310	Contract Accountant		\$3,600.00	
5320	Audit & 990 Preparation		\$5,000.00	
5330	Legal		\$500.00	
5340	Consulting		\$5,500.00	
5350	Training		\$1,200.00	

5400 MARKETING & COMMUNICATION \$18,250.00

5410	Outside Copying & Printing		\$5,000.00	
5411	•Production & Layout	\$500.00		
5420	Online Tools		\$1,550.00	
5423	•Website (Wix & GoDaddy)	\$350.00		
5424	•Donor Processing Subscription Fee (Network for Good)	\$1,200.00		

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5430	Communications Package (Internet, Phone & Cable Bundle)		\$1,800.00	
5431	•Communications Equipment	\$0.00		
5432	•Plans & Services	\$1,800.00		
5433	•Installation & Maintenance	\$0.00		
5440	Mobile Phone		\$1,900.00	
5441	•Phone & Accessories	\$400.00		
5442	•Plans & Services	\$1,500.00		
5450	Advertising		\$8,000.00	
5451	•Print	\$2,500.00		
5452	•Radio	\$2,500.00		
5453	•Television	\$2,500.00		
5455	•Online	\$500.00		

5500 EVENTS \$33,000.00

5510	Permits & Licenses		\$250.00	
5520	Rental & Service Fees		\$10,000.00	
5530	Building Supplies		\$500.00	
5540	Honorariums & Prizes		\$7,000.00	
5550	Catering		\$11,000.00	
5560	Food Products & Supplies		\$3,000.00	
5570	Merchandise		\$1,250.00	

6000 OFFICES & TRAINING CENTER \$26,322.40

6010	Rent		\$22,472.40	
6030	Utilities		\$3,000.00	
6032	•Gas	\$1,260.00		
6033	•Electric	\$1,740.00		
6040	Security System		\$650.00	
6050	Janitorial Supplies & Services		\$200.00	

6200 EQUIPMENT & TECHNOLOGY \$7,464.00

6210	Office Equipment		\$0.00	
6220	Copier		\$5,980.00	
6221	•Lease	\$1,980.00		
6222	•Parts & Service	\$4,000.00		
6230	Equipment & Technology Rentals		\$234.00	
6231	•Postage Meters	\$234.00		
6250	Equipment Repairs		\$100.00	
6260	Hardware & Accessories		\$750.00	
6270	Software		\$200.00	
6280	Computer Repairs		\$200.00	

6300 OFFICE SUPPLIES \$2,000.00

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7000 TRAVEL & ENTERTAINMENT \$9,150.00

7100	Local		\$5,550.00	
7110	•Ground Transportation	\$400.00		
7120	•Mileage Reimbursement	\$2,500.00		
7130	•Parking Fees	\$250.00		
7140	•Meals	\$2,400.00		
7200	Out-of-County		\$3,600.00	
7210	•Flight	\$1,000.00		
7220	•Ground Transportation	\$200.00		
7230	•Mileage Reimbursement	\$100.00		
7240	•Parking Fees	\$100.00		
7250	•Accommodations	\$1,200.00		
7260	•Meals	\$1,000.00		

SUB-TOTAL \$288,927.65

WEST END UMC GRANT \$2,500.00

	•Clergy & Religious Leaders Conference		\$2,500.00	
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STRATEGIC INVESTMENT FUND GRANT \$96,900.00

	Salaries + Medical Benefits		\$61,302.00	
	•Intercultural Trainer (Neighborworks Grant) - Part-Time	\$24,152.00		
	•Outreach Coordinator - Latino (Neighborworks Grant) - Part-Time	\$18,575.00		
	•Outreach Coordinator - Kurdish (Neighborworks Grant) - Part-Time	\$18,575.00		
	Payroll Taxes		\$4,689.60	
	Administrative Fees (Payroll Processing, Office Rental, Etc.)		\$3,408.40	
	Intercultural Training Program		\$16,500.00	
	•Scholarship Fund	\$5,000.00		
	•Marketing & Outreach	\$3,500.00		
	•Program Costs	\$3,000.00		
	•Honorarium for Guest Speakers	\$5,000.00		
	Latino & Kurdish Outreach		\$11,000.00	
	•Marketing & Outreach	\$3,000.00		
	•Meeting / Event Expenses	\$4,500.00		
	•Translation Equipment / Technology	\$3,500.00		

TOTAL EXPENSES \$388,327.65