

# Miriam's Promise

## Revenues & Expenses-Budget Worksheet

January through December

	2009 Year End	2010 Year End	2011 as of 11/30/11	2011 Annual Budget	2012 Projected
<b>Ordinary Income/Expense</b>					
<b>INCOME</b>					
Adoption Fees			1,895.25		
Domestic Infant Fees	74,998.00	90,010.45	96,051.95	90,000.00	99,500.00
Independent Fees	43,530.00	37,554.70	46,372.50	38,000.00	45,000.00
International Fees	53,818.00	38,529.12	34,878.76	45,000.00	45,453.00
Counseling/Therapy	7,610.00	6,828.00	2,945.00	7,500.00	4,200.00
Total Adoption Fees	179,956.00	172,922.27	182,143.46	180,500.00	194,153.00
Conference Apportionments	88,590.00	85,170.86	97,216.00	93,752.00	97,440.00
Church Giving					
Fifth Sunday Offerings	6,706.00	7,752.26	11,317.28	8,500.00	9,000.00
United Methodist Women Gifts	10,261.00	8,988.92	4,445.50	8,500.00	8,000.00
Other Church Gifts	27,217.00	22,207.37	12,942.13	10,000.00	13,000.00
Total Church Giving	44,184.00	38,948.55	28,704.91	27,000.00	30,000.00
Contributions					
Advent	10,677.00	13,650.00	2,405.00	10,000.00	11,000.00
Art Show	80,652.00	71,770.70	0.00	80,000.00	
Golf Event	133,962.00	91,170.01	131,007.00	135,000.00	140,000.00
Major Gifts	0.00	0.00		14,000.00	14,000.00
CTP			78,107.00		84,335.00
United Way	15,557.00	10,953.01	3,530.98	10,000.00	10,000.00
Other Employee Contributions	5,675.00	9,278.33	4,215.14	8,000.00	8,000.00
Other Contributions	13,196.00	21,670.53	19,876.35	14,000.00	15,000.00
Total Contributions	259,719.00	218,492.58	239,141.47	271,000.00	282,335.00
Grants					
Other Grants	36,010.00	37,555.00	17,237.50	25,000.00	30,000.00
Total Grants	36,010.00	37,555.00	17,237.50	25,000.00	30,000.00
Other Income					
Bank Interest & Trust Income		203.77	145.12	0.00	
Miscellaneous Income	157.00		1,546.00		
Total Other Income	157.00	203.77	1,691.12	0.00	0.00
<b>TOTAL INCOME</b>	608,616.00	553,293.03	566,134.46	597,252.00	633,928.00

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<b>EXPENSE</b>					
Salaries and Wages	354,589.00	312,077.88	235,134.57	307,381.87	310,199.95
Other Remuneration for services					0.00
Total Payroll Expenses	27,968.00	24,861.89	19,799.55	23,514.71	23,730.30
Employee Benefits	50,993.00				
Health Insurance		19,029.04	29,159.37	17,896.00	29,815.80
Retirement		20,974.71	3,475.53	18,442.91	9,056.40
Total Employee Benefits	0.00	40,003.75	32,634.90	36,338.91	38,872.20
Total Contract Services	2,115.00	922.50	5,432.40	11,000.00	12,000.00
Total Bad Debt Expense	725.00	2,550.00	0.00	1,000.00	0.00
Total Family Aid	14,312.00	3,691.32	9,786.44	6,000.00	10,000.00
Total Program Supplies	2,834.00	1,546.69	1,054.48	1,500.00	1,200.00
Short-Term Foster Care	520.00	440.00	3,404.62	750.00	3,000.00
Total Donor Relations		1,151.25	1,711.20		
Total Legal Services	11,220.00	22,712.37	27,668.03	20,000.00	12,000.00
Total fund-raising Expenses	43,914.00	35,581.88	33,499.87	35,000.00	34,000.00
Total Marketing & Advertising	18,170.00	19,535.49	18,649.62	18,000.00	18,000.00
Conference/Training	5,414.00	2,921.75	666.16	3,500.00	4,000.00
Dues & Subscriptions	780.00	1,245.39	1,357.43	1,000.00	1,200.00
Licenses and Permits	107.00	350.00	249.25	400.00	300.00
Rent					
Building Rent	18,175.00	18,000.00	19,500.00	18,000.00	24,000.00
Building Rent - Franklin	1,237.00	2,275.00		0.00	0.00
Equipment Rent	6,483.00	6,331.14	6,631.00	6,200.00	7,000.00
Total Rent	25,895.00	26,606.14	26,131.00	24,200.00	31,000.00
Building Move	0.00				

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Janitorial / Bldg. Mtn.	3,377.00	3,000.00	2,495.97	3,000.00	2,800.00
Total Telephone	7,651.00	6,950.37	6,208.51	7,200.00	6,500.00
Total Insurance	26,919.00	20,067.43	18,164.13	25,000.00	20,000.00
Equipment Maintenance	3,378.00	4,783.13	10,898.00	4,500.00	11,000.00
Equipment Replacement/Purchase	2,162.00	29.99	1,406.25	1,000.00	1,600.00
Depreciation		15,931.00			
Total Postage and Permits	4,656.00	3,753.23	4,074.83	5,000.00	5,000.00
Total Printing & Publications	4,879.00	2,301.11	7,125.46	7,500.00	7,000.00
Office Supplies	3,248.00	4,513.96	2,437.78	4,500.00	3,000.00
Total Travel Expense	15,605.00	12,392.34	10,783.02	12,500.00	11,000.00
Accreditation			8,400.00	15,000.00	7,600.00
Total Agency Professional Fees	6,604.00	6,260.00	8,150.00	8,000.00	6,500.00
Miscellaneous	2,784.00	4,689.29	2,116.16	600.00	2,000.00
<b>TOTAL EXPENSE</b>	<b>589,826.00</b>	<b>580,870.15</b>	<b>499,439.63</b>	<b>583,385.50</b>	<b>583,502.44</b>
<b>Net Ordinary Income</b>	<b>18,790.00</b>	<b>-27,577.12</b>	<b>66,694.83</b>	<b>13,866.50</b>	<b>50,425.56</b>
<b>Other Income/Expense</b>					
<b>Other Expense</b>					
<b>Credit Card Fees</b>		2,481.20			
<b>Bank Charges</b>	4,148.00	2,487.61	3,736.96	3,400.00	0.00
<b>Total Other Expense</b>	<b>4,148.00</b>	<b>4,968.81</b>	<b>3,736.96</b>	<b>3,400.00</b>	<b>0.00</b>
<b>Net Ordinary Income</b>	<b>4,148.00</b>	<b>4,968.81</b>	<b>3,736.96</b>	<b>3,400.00</b>	<b>0.00</b>
	<b>14,642.00</b>	<b>-32,545.93</b>	<b>62,957.87</b>	<b>10,466.50</b>	<b>50,425.56</b>

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**Cell:** L3

**Comment:** drobinson:  
preliminary Dec numbers - not reconciled with bank statements, etc.

**Cell:** L7

**Comment:** drobinson:  
2 placements to be billed, 1 final fees to be collected  
2 home study approval  
1 home study to complete

**Cell:** N7

**Comment:** drobinson:  
2011 Domestic  
estimated @ 7 placements @ \$10,000, 7 home studies @1000, 7 training fees @750; 6 approval fees @1500

**Cell:** P7

**Comment:** drobinson:  
estimated @ 8 placements @10,000, 6 home studies @ 1000. 6 training fees @750, 6 approval fees at 1500

**Cell:** N8

**Comment:** drobinson:  
Independent fees  
based on case load #'s for 09 and 10

**Cell:** N9

**Comment:** drobinson:  
International fees  
based on 09,10 case load #'s,

**Cell:** P9

**Comment:** drobinson:  
based on 20% increase after the Hague completion

**Cell:** N10

**Comment:** drobinson:Counseling fees  
reduced -chg in status for M. Schroer

**Cell:** N12

**Comment:** drobinson:Conference apportionments  
  
based on predictions for 2011  
from CF&A, 87% of \$107,430 reduced award

**Cell:** P12

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**Comment:** drobinson:  
\$112,000 apportionment - based on 86% projection

**Cell:** N14

**Comment:** drobinson: 5th Sunday  
Renew emphasis on 5th Sunday through church outreach

**Cell:** L25

**Comment:** drobinson:  
includes Federal campaign \$, HCA, AT&T

**Cell:** L29

**Comment:** drobinson:  
does not include 8357 Community Foundation due in Dec

**Cell:** L35

**Comment:** drobinson:  
In 2011, donation from Vanderbilt Div School, US treasury return from IRS health care credit

**Cell:** L40

**Comment:** drobinson:  
Current salary cost is 26205.56 per month

**Cell:** N40

**Comment:** drobinson: salaries  
based on 2010 adjusted salaries with 3% increases

**Cell:** P40

**Comment:** drobinson:  
based on current staffing, 3% increase

**Cell:** N42

**Comment:** Owner:  
Payroll expense 7.65% of Salaries & Wages

**Cell:** P42

**Comment:** Owner:  
Payroll expense 7.65% of Salaries & Wages

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**Cell:** P44

**Comment:** drobinson:

Ind. Coverage (514.42) for Dietz, Tami, Debbie

Ind/children coverage (941.39) for Lee-Ann

**Cell:** N45

**Comment:** Owner:

Retirement 6% of Salaries & Wages

**Cell:** P45

**Comment:** Owner:

Retirement 3% of Salaries & Wages

**Cell:** N48

**Comment:** drobinson:

cover office while Polly out for surgery - - estimated at \$15 hr for 6 wks + busn. Mgmt assistance @7500 - 20 hrs month

**Cell:** P48

**Comment:** drobinson:

includes estimate for ImagineNew - \$1000 per month

**Cell:** N50

**Comment:** drobinson: bad debt expense

worked hard in 2010 to resolve unpaid fees, hope to have few remaining in 2011

**Cell:** N52

**Comment:** drobinson:

supplemented in 2010 by requesting gift cards from churches - used to purchase food for preg. Clients

**Cell:** P52

**Comment:** drobinson:

includes grocoery, medical, rent, utilities, other aid

**Cell:** N54

**Comment:** drobinson:program supplies

consider adding category for Cogent system - background checks for AF - or charging families for expense to offset

**Cell:** L57

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**Comment:** drobinson:  
13,973 of legal fees on contested case

**Cell:** P57

**Comment:** drobinson:  
reflects reduction due to resolution of contested case of 2010/2011

**Cell:** L59

**Comment:** drobinson:

**Cell:** M59

**Comment:** drobinson:  
includes event expenses: ART: 23900.92  
Golf: 11718.06 along with donor relations

**Cell:** N59

**Comment:** drobinson: Donor relations  
add category "event Expenses" to separate from donor relations

**Cell:** P59

**Comment:** drobinson:  
18400 budget for CTP, 12,000 for Golf

**Cell:** N61

**Comment:** drobinson: marketing  
look at cutting size of ad to reduce costs

**Cell:** N63

**Comment:** drobinson:training  
request for assistance with licensure for L.A. Higgins

**Cell:** P63

**Comment:** drobinson:  
limited funds for 2011 training, need to "catch-up" in 2012

**Cell:** N71

**Comment:** drobinson: rent- Franklin  
Franklin office sub-lease - look at eliminating  
49 sessions in 09 (May-Dec)

**Cell:** N72

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**Comment:** drobinson: equipment rent  
look at copier lease options

**Cell:** N79

**Comment:** drobinson:  
Liability 18057.55  
Property - 601.00  
Workers comp - 5910

**Cell:** N80

**Comment:** drobinson: insurance: waiting on estimates for 2011 from provider

**Cell:** P80

**Comment:** drobinson:  
based on estimate, waiting on "official" estimate from agent

**Cell:** P81

**Comment:** drobinson:  
ADT security (1416), , Back-up for IT- MCA services (5760)  
InReach solutions

**Cell:** N82

**Comment:** drobinson: equipment replacement  
2010 Client Info system - lgrant by HCA  
possible purchase of 2 new computers depending on grants for purchase (Preds, Frist?)

**Cell:** P82

**Comment:** drobinson:  
estimates for 2 replacement computers

**Cell:** N86

**Comment:** drobinson: printing  
brochures and letterhead must be reprinted and/or updated in 2011

**Cell:** N91

**Comment:** drobinson:  
6-8000 in applications.  
9-10,000 in contract staff  
waiting on specific info from COA

**Cell:** P93



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**Comment:** drobinson:  
majority for audit fees