

## Family Reconciliation Center

Fiscal/Calendar Year January 1, 2016-December 31, 2016

### PROPOSED BUDGET

	Amount	Notes
<b>REVENUE</b>		
Individual donations	\$72,000	
Faith-based donations	\$60,000	
Special Events	\$32,000	
Program Revenue	\$5,000	
Corporate Sponsor/United Way	\$2,000	We will begin promoting our United Way designation code (when blackout is over)
Foundation Grants	\$45,000	
Government Grants	\$30,000	
Christmas (in-kind)	\$9,500	This is a wash with an expense line
Property Sale Account	\$5,000	Have capability to move up to \$30,000 more from the account if needed
<b>TOTAL REVENUE</b>	<b>\$260,500</b>	

## EXPENSES

### Human Resources Expenses

Salaries	\$149,560	Malinda, Ann, Susannah, Zina, & Zina's health insurance stipend
Payroll Taxes	\$17,000	Payroll taxes on Malinda, Susannah, & Zina
Medical Insurance	\$3,600	
Professional Fees	\$4,100	This covers our independent auditor's fees

### Administrative Expenses

Utilities	-----	We separated utilities into office & guesthouse for 2016 budget
Insurance	\$4,000	This covers liability insurance for GuestHouse & St. John's office, malpractice insurance, and workers' comp. It does NOT include D&O insurance. Do you want to consider that? It's an additional \$1K.

### **Office Expenses**

Office Rent	\$7,200	
Travel / Gas / Mileage	\$1,000	No one has submitted for mileage reimbursement yet.
Office Supplies / Postage	\$1,000	
Printing	\$2,000	
Conferences	\$250	
Dues / Subscriptions / Fees	\$500	This includes annual report to State of Tennessee, Charitable Solicitations permit, CNM dues, and licensure for one clinician.

### **The Guesthouse (As an Asset)**

Rent	\$18,000	
Maintenance	\$500	This includes mulch, paint, plantings, etc.
Utilities	\$4,750	

Internet Service	1,300
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**Program Expenses**

We broke program expenses down by program

The Guesthouse (As a Program)	\$3,000
Family Reunification / Pre-Release	\$1,250
Separate Prisons	\$1,250
Youth Program	\$4,900

**Marketing & Development Expenses**

Marketing & Website	\$1,200
Donor Meetings	\$2,500
Direct Mail	\$1,220
Newsletters	\$4,560
Special Events	\$12,000

This increase allows for the purchase of marketing materials.

**Miscellaneous**

Christmas for Families (In-Kind)	\$9,500
Family Assistance	\$2,500

This is a wash with the in-kind revenue at the top.

***\*\*2015 Expenses Reflected in QB but Not in Budget***

Computer Software
Equipment
Professional Development (Board & Staff)
Repairs & Maintenance

<b>TOTAL EXPENSES</b>	<b>\$260,440</b>
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