

Bill Jones 06/22/17
Board Approval/Date

ACCT ACCOUNT DESCRIPTION	TOTALS	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE
PAGE 1													
Haven of Hope, Inc July 1, 2017 - June 30, 2018													
TOTAL FY2018 PROPOSED BUDGET BREAKDOWN													
USE OF PROGRAM ASSETS/SAVINGS	55,631	8,500	10,500	6,000	6,000	4,500	3,065	4,500	3,000	3,500	3,500	1,566	1,000
2017 OPERATING REVENUES	760,179	61,229	59,229	59,230	62,230	62,731	62,982	64,982	65,783	65,813	67,234	64,233	64,503
TOTAL OPERATING REVENUES	815,810	69,729	69,729	65,230	68,230	67,231	66,047	69,482	68,783	69,313	70,734	65,799	65,503
TOTAL PROGRAM SALARIES AND WAGES	428,819	35,734	35,734	35,734	35,734	35,735	35,735	35,735	35,735	35,735	35,736	35,736	35,736
TOTAL EMPLOYEE BENEFITS & TAXES	101,395	7,843	7,831	8,317	7,804	7,818	11,152	8,958	8,005	8,019	8,305	8,020	9,323
TOTAL NON-PERSONNEL PROGRAM EXPENSES	267,923	19,975	24,877	26,978	23,605	21,927	19,519	20,101	22,503	24,783	25,060	19,370	19,225
TOTAL ADMINISTRATIVE EXPENSES	17,673	1,360	1,385	1,730	1,361	1,386	1,362	1,362	1,734	1,389	1,735	1,389	1,480
TOTAL OPERATING EXPENSES	815,810	64,912	69,827	72,759	68,504	66,866	67,768	66,156	67,977	69,926	70,836	64,515	65,764

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PAGE 2													
USE OF PROGRAM ASSETS/SAVINGS	55,631	8,500	10,500	6,000	6,000	4,500	3,065	4,500	3,000	3,500	3,500	1,566	1,000
2017 OPERATING REVENUE													
UNITED WAY	16,000	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,334	1,334	1,334	1,334
OCJP - VOCA & expansion combined	518,182	43,181	43,181	43,182	43,182	43,182	43,182	43,182	43,182	43,182	43,182	43,182	43,182
TCEDSV - Rural Sexual Assault Grant	34,000	2,833	2,833	2,833	2,833	2,833	2,834	2,833	2,834	2,833	2,834	2,833	2,834
TCEDSV-Public Health & Human Services	8,000	666	666	666	666	667	667	667	667	667	667	667	667
THRIFT STORE SALES	37,769	0	0	0	3,000	3,500	3,750	3,750	4,250	4,250	5,000	5,000	5,269
IN-KIND	90,000	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
CASH - PUBLIC CONTRIBUTIONS	32,400	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700
MUNICIPALITIES	11,630	2,000	0	0	0	0	0	2,000	2,300	2,330	3,000	0	0
DIVIDEND INCOME	198	16	16	16	16	16	16	17	17	17	17	17	17
OTHER (Private Foundations)	12,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
TOTAL 2017 OPERATING REVENUES	760,179	61,229	59,229	59,230	62,230	62,731	62,982	64,982	65,783	65,813	67,234	64,233	64,503
TOTAL OPERATING REVENUES	815,810	69,729	69,729	65,230	68,230	67,231	66,047	69,482	68,783	69,313	70,734	65,799	65,503

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ACCT ACCOUNT DESCRIPTION		TOTALS	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE
PAGE 3														
PROGRAMMATIC EXPENSES														
401	PROGRAM SALARIES	374,768	31,230	31,230	31,230	31,230	31,231	31,231	31,231	31,231	31,231	31,231	31,231	31,231
402	PROGRAM WAGES	54,051	4,504	4,504	4,504	4,504	4,504	4,504	4,504	4,504	4,504	4,505	4,505	4,505
TOTAL PROGRAM SALARIES AND WAGES		428,819	35,734	35,734	35,734	35,734	35,735	35,735	35,735	35,735	35,735	35,736	35,736	35,736
Only on Salaries/ Wages	PROGRAM BONUSES/INCENTIVES -													
	403 Longevity & Christmas	7,605	0	0	500	0	0	3,348	1,140	200	200	500	200	1,517
	410 PROG. MED/DISABILITY INSUR.	36,156	3,013	3,013	3,013	3,013	3,013	3,013	3,013	3,013	3,013	3,013	3,013	3,013
	412 PROGRAM MUTUAL FUND	8,303	691	692	692	692	692	692	692	692	692	692	692	692
	413 PROG. FICA/ss - EMPLOYER MATCH 6.2%	29,733	2,477	2,477	2,477	2,478	2,478	2,478	2,478	2,478	2,478	2,478	2,478	2,478
	414 PROG MED - EMPLOYER MATCH 1.45%	6,974	581	581	581	581	581	581	581	581	581	581	582	582
	415 WORKMAN'S COMP. INSURANCE	10,241	853	853	853	853	853	853	853	854	854	854	854	854
	417 STATE UNEMPLOYMENT INS.	2,243	186	187	187	187	187	187	187	187	187	187	187	187
	420 BACKGROUND CHECKS	140	42	28	14	0	14	0	14	0	14	0	14	0
TOTAL EMPLOYEE BENEFITS & TAXES		101,395	7,843	7,831	8,317	7,804	7,818	11,152	8,958	8,005	8,019	8,305	8,020	9,323
TOTAL PROGRAM PERSONNEL EXPENSE		530,214	43,577	43,565	44,051	43,538	43,553	46,887	44,693	43,740	43,754	44,041	43,756	45,059

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PROGRAM EXPENSES														
501	ACCOUNTING SERVICES	7,725	550	550	550	550	1,450	550	775	550	550	550	550	550
502	AUDIT SERVICES	3,400	0	0	0	3,400	0	0	0	0	0	0	0	0
503	COUNSELING SERVICES	4,500	375	375	375	375	375	375	375	375	375	375	375	375
TOTAL PROFESSIONAL FEES		15,625	925	925	925	4,325	1,825	925	1,150	925	925	925	925	925
510	EDUCATIONAL/MEDIA SUPPLIES	0	0	0	0	0	0	0	0	0	0	0	0	0
511	MINOR EQUIPMENT	1,500	0	0	1,500	0	0	0	0	0	0	0	0	0
512	OFFICE SUPPLIES	3,690	307	307	307	307	307	307	308	308	308	308	308	308
513	MISCELLANEOUS SUPPLIES	10,500	1,000	4,000	3,000	284	277	277	277	277	277	277	277	277
516	FURNISHINGS	4,110	0	1,027	1,027	1,028	1,028	0	0	0	0	0	0	0
TOTAL PROGRAMMATIC SUPPLIES		19,800	1,307	5,334	5,834	1,619	1,612	584	585	585	585	585	585	585
520	TELECOMMUNICATIONS Office/Cell Phones & Pagers	18,880	1,573	1,573	1,573	1,573	1,573	1,573	1,573	1,573	1,574	1,574	1,574	1,574
TOTAL COMMUNICATIONS		18,880	1,573	1,573	1,573	1,573	1,573	1,573	1,573	1,573	1,574	1,574	1,574	1,574
530	PRINTING	500	200	0	200	0	0	0	0	0	100	0	0	0
531	PUBLICATIONS/SUBSCRIPTIONS	175	0	0	60	0	0	0	0	0	0	40	75	0
532	POSTAGE	1,242	0	74	375	0	0	0	220	50	375	74	74	0
TOTAL POSTAGE, PRINTING, & PUBLICATIONS		1,917	200	74	635	0	0	0	220	50	475	114	149	0

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540	UTILITIES (electrical/cable/water)	7,896	658	658	658	658	658	658	658	658	658	658	658	658
541	PLANT REPAIR/MAINTENANCE	12,240	320	320	320	160	241	241	241	3,277	3,160	3,320	320	320
542	RENT	42,000	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500
543	PROPERTY INSURANCE	10,739	894	895	895	895	895	895	895	895	895	895	895	895
TOTAL OCCUPANCY EXPENSES		72,875	5,372	5,373	5,373	5,213	5,294	5,294	5,294	8,330	8,213	8,373	5,373	5,373
550	EQUIP. LEASE/RENTAL (copiers)	2,520	210	210	210	210	210	210	210	210	210	210	210	210
551	EQUIPMENT REPAIR/MAINTENANCE	3,700	308	308	308	308	308	308	308	308	309	309	309	309
TOTAL EQUIPMENT RENTAL/LEASE & MAINTENANCE		6,220	518	518	518	518	518	518	518	518	519	519	519	519
560	AUTOMOBILE INSURANCE	3,858	321	321	321	321	321	321	322	322	322	322	322	322
561	VEHICLE/SMALL ENGINE SUPPLIES	1,800	150	150	150	150	150	150	150	150	150	150	150	150
562	VEHICLE REPAIR/MAINTENANCE	1,700	141	141	141	141	142	142	142	142	142	142	142	142
563	EMPLOYEE TRAVEL 100% DED (MILES)	9,317	776	776	776	776	776	776	776	777	777	777	777	777
564	EMPLOYEE TRAVEL 50% DED (MEALS)	4,000	0	0	1,000	0	500	0	0	0	1,000	1,500	0	0
570	TRAINING REGISTRATION	3,000	0	0	300	0	300	0	0	0	1,200	1,200	0	0
TOTAL TRAVEL & TRAINING EXPENSES		23,675	1,388	1,388	2,688	1,388	2,189	1,389	1,390	1,391	3,591	4,091	1,391	1,391
590	BOND/PROF. LIABILITY INSURANCE	2,920	243	243	243	243	243	243	243	243	244	244	244	244
TOTAL INSURANCE		2,920	243	243	243	243	243	243	243	243	244	244	244	244

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600	ASSISTANCE TO CLIENT <i>Includes emergency hotel stay</i>	1,500	60	60	345	120	60	110	110	345	110	60	60	60
TOTAL INDIVIDUAL ASSISTANCE		1,500	60	60	345	120	60	110	110	345	110	60	60	60
610	DEPRECIATION	8,568	714	714	714	714	714	714	714	714	714	714	714	714
TOTAL DEPRECIATION		8,568	714	714	714	714	714	714	714	714	714	714	714	714
620	CONTRACTED SERVICES	1,000	0	1,000	0	0	0	0	0	0	0	0	0	0
622	MEDIA/ADVERTISING SERVICES	1,800	125	125	250	200	200	125	125	125	125	150	125	125
TOTAL CONTRACTED SERVICES		2,800	125	1,125	250	200	200	125	125	125	125	150	125	125
641	BANKING FEES	600	50	50	50	50	50	50	50	50	50	50	50	50
642	LICENSE/MEMBERSHIP FEES	1,150	0	0	330	0	0	340	480	0	0	0	0	0
643	CREDIT CARD PROCESSING FEES	1,393	0	0	0	142	149	154	149	154	158	161	161	165
TOTAL MISCELLANEOUS		3,143	50	50	380	192	199	544	679	204	208	211	211	215
675	INKIND PROF. SERVICES	0	0	0	0	0	0	0	0	0	0	0	0	0
676	INKIND - SUPPLIES	14,400	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200
677	INKIND- OCCUPANCY	75,600	6,300	6,300	6,300	6,300	6,300	6,300	6,300	6,300	6,300	6,300	6,300	6,300
TOTAL INKIND		90,000	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
TOTAL NON-PERSONNEL PROGRAM EXPENSES		267,923	19,975	24,877	26,978	23,605	21,927	19,519	20,101	22,503	24,783	25,060	19,370	19,225

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ADMINISTRATIVE EXPENSES														
701	ADMINISTRATIVE SALARIES	13,012	1,084	1,084	1,084	1,084	1,084	1,084	1,084	1,084	1,085	1,085	1,085	1,085
TOTAL ADMINISTRATIVE SALARIES & WAGES		13,012	1,084	1,084	1,084	1,084	1,084	1,084	1,084	1,084	1,085	1,085	1,085	1,085
703	ADMINISTRATIVE BONUSES	115	0	0	0	0	0	0	0	0	0	0	0	115
710 &	ADMIN. MED./DISABILITY/LIFE INS.	1,944	162	162	162	162	162	162	162	162	162	162	162	115
712	ADMIN. MUTUAL FUND - MATCH	293	24	24	24	24	24	24	24	25	25	25	25	162
713	ADMIN. FICA/SS - MATCH	485	40	40	40	41	40	41	40	41	40	41	40	25
714	ADMIN. FICA medi- MATCH	114	9	9	9	9	9	9	10	10	10	10	10	41
716	ADMIN. SUTA													10
TOTAL ADMINISTRATIVE FRINGE BENEFITS		2,951	235	235	235	236	235	236	236	238	237	238	237	353
TOTAL ADMINISTRATIVE PERSONNEL EXPENSE		15,963	1,319	1,319	1,319	1,320	1,319	1,320	1,320	1,322	1,322	1,323	1,322	1,438
812	OFFICE SUPPLIES	100	0	25	0	0	25	0	0	0	25	0	25	0
867	ADMIN. TRAVEL (MILEAGE)	500	41	41	41	41	42	42	42	42	42	42	42	42
868	ADMIN. TRAVEL (MEALS/LODGE/Parking)	660	0	0	220	0	0	0	0	220	0	220	0	0
870	ADMIN. TRAINING & SEMINARS	450	0	0	150	0	0	0	0	150	0	150	0	0
TOTAL ADMINISTRATIVE SUPPLIES/EXPENDITURES		1,710	41	66	411	41	67	42	42	412	67	412	67	42
TOTAL ADMINISTRATIVE EXPENSES		17,673	1,360	1,385	1,730	1,361	1,386	1,362	1,362	1,734	1,389	1,735	1,389	1,480