

Fifty Bed Modular Emergency Shelter DRAFT Budget

	<u>Annual</u>
Administrative Salaries/Professional Services:	
Shared Services (Reporting, Billing, Accounting, Human Resources)	\$ 120,000
Liability Insurance	\$ 5,000
Financial Audit	\$ 4,000
Information Technology User Support	\$ 12,000
Office supplies, postage, printing, phones	\$ 8,000
Sub Total:	<u>\$ 149,000</u>
Shelter Supervision & Safety:	
Program, Outreach, and Security Management Staffing	\$ 100,000
Shelter Supervisor & Lead Coordinator	\$ 134,000
Care Coordinators (3.9 FTE's)	\$ 201,000
Housing Navigator & HMIS Entry (2.0 FTE's)	\$ 110,000
Contracted Shelter Security (2 Personnel on 24/7/365)	\$ 390,000
Sub Total:	<u>\$ 935,000</u>
Operations and Program Expenses:	
Janitorial Service	\$ 92,000
Meals, Snacks and Beverages	\$ 162,000
Paper and Plastic Goods for meals	\$ 19,000
Pet Supplies and Equipment	\$ 7,000
Pet vaccinations	\$ 15,000
Laundry, Toiletry, Trash bags, Non-janitorial supplies	\$ 19,250
Linens, bedsheets, pillow cases, mattress covers	\$ 7,800
Guest Transportation	\$ 52,000
Guest Medical, Dental, Behavior Health, Legal, etc.	\$ 182,000
Sub Total:	<u>\$ 556,050</u>
Facility & Housing Expenses:	
Building Lease	\$ 216,000
Lease of Land	\$ -
Building Maintenance	\$ 40,000
Electrical Utility	\$ 15,000
Water Utility	\$ 6,000
Trash Pick-Up	\$ 5,500
Sub Total:	<u>\$ 282,500</u>
Sub Total:	<u><u>\$ 1,922,550</u></u>
General Conditions & Overhead	\$ 192,255
Grand Total:	<u><u>\$ 2,114,805</u></u>
One-time Operational Start-Up Costs:	\$ 150,000
One-time Capital & Construction Expense:	\$ 1,700,000