

NORC PROGRAM OPERATIONS & SUPPORT SUMMARY SHEET

Program Name: NORC

BUDGET PERIOD:

07/20/09 through 06/30/10

**ENTER NORC PROGRAM
MISSION STATEMENT AND
GOALS**

Mission Statement:

To promote independence and healthy aging by engaging seniors to play an active role in responding to their changing needs so that they may remain in their homes and community.

- Goals:
- Address chronic health conditions found in the community
 - Increase health promotion activities
 - Improve access to primary care
 - Promotion of cultural awareness

BUDGET SUMMARY

SUPPORT BY SOURCE

FUNDING TYPE	REVENUE	IN-KIND	SUBTOTAL REVENUE AND IN KIND	% OF BUDGET	NOTES
GOVERNMENT	\$445,067	\$0	\$445,067	74.83%	
PHILANTHROPY	\$35,000	\$24,093	\$59,093	9.94%	
HOUSING CORPORATION	\$0	\$38,295	\$38,295	6.44%	
INCOME FROM CLIENTS	\$0	\$0	\$0	0.00%	
COMMUNITY/ LOCAL FUNDRAISING	\$0	\$0	\$0	0.00%	
OTHER	\$0	\$52,306	\$52,306	8.79%	
TOTAL REVENUE	\$480,067	\$114,694	\$594,761	100%	

OPERATING EXPENSES

EXPENDITURE TYPE	TOTAL COSTS	% OF BUDGET	NOTES
PERSONNEL	\$ 444,212.00	75%	
OTHER THAN PERSONNEL SERVICES (OTPS)			
Schedule A	\$17,580		
Schedule B	\$28,669		
	\$ 107,370.00	18%	
INDIRECT COSTS (OVERHEAD)	\$43,178	7%	
TOTAL EXPENDITURES	594,760	100%	

**NORC PROGRAM CONSOLIDATED BUDGET WORKBOOK
SOURCES OF SUPPORT WORKSHEET**

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SOURCE TYPE	SOURCE NAME	REVENUE	IN-KIND	SUBTOTAL (revenue + in-kind)	% of TOTAL SUPPORT	IN-KIND DESCRIPTION
GOVERNMENT	City Department of Aging	\$250,565	\$0	\$250,565	42.13%	
	State Office on Aging	\$144,502	\$0	\$144,502	24.30%	
	City Council	\$50,000	\$0	\$50,000	8.41%	
PHILANTHROPY	Foundation	\$35,000	\$0	\$35,000	5.88%	
	Local Catholic Charity	\$0	\$24,093	\$24,093	4.05%	in-kind computer consultant, and volunteer stipends
		\$0	\$0	\$0	0.00%	
		\$0	\$0	\$0	0.00%	
HOUSING CORPORATION	Housing Corp. X	\$0	\$38,295	\$38,295	6.44%	In-kind rent from NYCHA
INCOME FROM CLIENTS		\$0	\$0	\$0	0.00%	
COMMUNITY/ LOCAL FUNDRAISING		\$0	\$0	\$0	0.00%	
OTHER :	Local Health Partner	\$0	\$52,306	\$52,306	8.79%	In-kind nurse Computer consultant
SUBTOTAL		\$480,067	\$114,694	\$594,761	100.00%	
				GRAND TOTAL	\$594,761	100%

NORC PROGRAM CONSOLIDATED BUDGET WORKBOOK

PERSONNEL

Program Name: NORC

BUDGET PERIOD: 07/20/09 through 06/30/10

							SOURCES OF SUPPORT										
							TYPE	TYPE	TYPE	TYPE	TYPE	TYPE	PROGRAM-GENERATED INCOME		IN-KIND SUPPORT (cash equivalents)		
	TITLE/POSITION EMPLOYEE/STAFF NAME	ANNUALIZED SALARY RATE HOURLY RATE	#HRS/ WEEK #WKS/ YEAR	SALARY	BENEFITS	TOTAL COMPENSATION <small>Total Columns E+F</small>	FUNDING SOURCE 1 City DoA	FUNDING SOURCE 2 State OoA	FUNDING SOURCE 3 City Council	FUNDING SOURCE 4 Foundation	FUNDING SOURCE 5 Name	FUNDING SOURCE 6 Name	INCOME FROM CLIENTS	FUNDRAISING	IN-KIND SOURCE 1 Housing	IN-KIND SOURCE 2 Health Partner	IN-KIND SOURCE 3 Catholic Charity
1	Nurse	\$41.38	21	\$41,711	\$10,595	\$52,306										\$52,306	
2	NORC Program Director	\$86,235.00	15														
		\$46.83	52	\$35,977	\$10,723	\$46,700	\$42,120	\$4,580									
3	Coordinator	\$53,560.00	34.9999														
		\$29.06	52	\$52,884	\$17,113	\$69,997	\$69,997										
4	Case Manager	\$34,360.00	35														
		\$18.88	52	\$34,360	\$11,329	\$45,689	\$45,689										
5	Accountant	\$37,000.00	9														
		\$20.68	52	\$9,694	\$2,791	\$12,485	\$5,040	\$6,153	\$1,292								
6	Admin Assistant	\$24,558.00	18														
		\$13.32	52	\$12,470	\$4,182	\$16,652	\$16,652										
7	Case Coordinator	\$22,658.00	35														
		\$12.45	52	\$22,658	\$7,554	\$30,212	\$30,212										
8	Porter	\$17,410.00	3														
		\$9.57	52	\$1,660	\$512	\$2,172		\$2,172									
9	Bilingual Case Manager	\$36,732.00	23														
		\$20.18	52	\$24,643	\$7,738	\$32,381		\$32,381									
10	Coordinator	\$42,436.00	35														
		\$23.32	52	\$42,579	\$13,127	\$55,706		\$55,706									
11	Senior Case Manager	\$39,010.00	35														
		\$21.44	52	\$39,010	\$11,618	\$50,628		\$9,251	\$41,380								
12	Case Manager	\$25,460.00	21														
		\$23.32	52	\$25,462	\$3,819	\$29,281			\$29,281								
SUBTOTAL				\$343,109	\$101,101	\$444,210	\$209,710	\$110,243	\$42,672	\$29,281	\$0	\$0	\$0	\$0	\$0	\$52,306	\$0

Subtotal Revenue Supported Personnel Costs	\$391,906.00
Subtotal In-Kind Personnel Costs	\$52,306.00
GRAND TOTAL PERSONNEL COSTS	\$444,212.00

NORC PROGRAM CONSOLIDATED BUDGET WORKBOOK - PART 2

OTHER THAN PERSONNEL SERVICES (OTPS)

Program Name: NORC

BUDGET PERIOD:

07/20/09 through 06/30/10

		SOURCES OF SUPPORT												
CATEGORY	TOTAL AMOUNT	TYPE	TYPE	TYPE	TYPE	TYPE	TYPE	PROGRAM-GENERATED INCOME		IN-KIND SUPPORT (cash equivalents)				
		FUNDING SOURCE 1	FUNDING SOURCE 2	FUNDING SOURCE 3	FUNDING SOURCE 4	FUNDING SOURCE 5	FUNDING SOURCE 6	INCOME FROM CLIENTS	FUNDRAISING	IN-KIND SOURCE 1	IN-KIND SOURCE 2	IN-KIND SOURCE 3		
		City DoA	State OoA	City Council	Foundation					Housing	Health Partner	Catholic Charity		
1	COMMUNICATIONS (e.g., Phone/Fax, Internet, Postage)	\$7,996	\$5,035	\$1,761	\$1,200									
2	CONSULTANTS*	\$17,580		\$7,320										\$10,260
3	EQUIPMENT COSTS	\$0												
4	INSURANCE	\$3,267	\$2,517	\$750										
5	PRINTING/SUPPLIES	\$11,563	\$4,880	\$4,397	\$1,128	\$1,158								
6	RENT	\$38,295									\$38,295			
7	STAFF TRAVEL	\$0												
8	VEHICLE EXPENSES	\$0												
9	SUB-CONTRACTS*	\$0												
10	OTHER EXPENSES**	\$28,669	\$5,644	\$9,192										\$13,833
	Subtotal	\$107,370	\$18,076	\$23,420	\$2,328	\$1,158	\$0	\$0	\$0	\$0	\$38,295	\$0	\$0	\$24,093
	Subtotal Revenue-Supported OTPS Costs	\$44,982												
	Subtotal In-Kind OTPS Costs	\$62,388												
	TOTAL OTPS COSTS	\$107,370												

BUDGET TOTAL													
Total Personnel (including in-kind)	\$444,212	\$209,710	\$110,243	\$42,672	\$29,281	\$0	\$0	\$0	\$0	\$0	\$0	\$52,306	\$0
OTPS Totals (including in-kind)	\$107,370	\$18,076	\$23,420	\$2,328	\$1,158	\$0	\$0	\$0	\$0	\$38,295	\$0	\$0	\$24,093
Indirect costs (overhead)	\$43,178	\$22,779	\$10,838	\$5,000	\$4,561								\$0
GRAND TOTAL	\$594,760	\$250,565	\$144,501	\$50,000	\$35,000	\$0	\$0	\$0	\$0	\$38,295	\$52,306	\$24,093	

* Detailed on OTPS Schedule A

** Detailed on OTPS Schedule B

**NORC PROGRAM CONSOLIDATED BUDGET WORKBOOK - PART 2 -SCHEDULE B
OTHER THAN PERSONNEL SERVICES (OTPS) - OTHER EXPENSES DETAIL**

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BUDGET PERIOD:

07/20/09 through 06/30/10

	EXPENSE DESCRIPTION	COST
1	Bus Trip, Admissions, Food	\$9,192
2	Security; Maintenance contract, Lease equipment, Extermination	\$5,644
3	Volunteer stipends 5 volunteers X 1044 hours X \$2.65 per hour	\$13,833
4		
5		
6		
	TOTAL	\$28,669

NORC PROGRAM CONSOLIDATED BUDGET WORKBOOK

BUDGET NOTES

Program Name: NORC BUDGET PERIOD: 07/20/09 through 06/30/10

SOURCES OF SUPPORT NOTES

Revenue	
In-Kind Supports	

PERSONNEL NOTES

Revenue	
In-Kind Supports	

OTHER THAN PERSONNEL SERVICES NOTES

Revenue	
In-Kind Supports	