

	A	H	N	Y	Z
1	<b>BUDGET FORMS</b>				
2					
3	<b>HUMAN SERVICES AGENCY - DEPARTMENT OF AGING AND ADULT SERVICE</b>				
4					
5	Grantee's Name: SELF-HELP FOR THE ELDERLY				
6	(Check One) New <input type="checkbox"/> Renewal <input type="checkbox"/> Modification <input checked="" type="checkbox"/>				
7	Effective Date of Mod:		No. of Mod:		
8	<b>Program:</b> Cong-ENP	Revised Budget	Revised Budget	REVISED BUDGET	6 Monthss Budget
9	<b>Annual #Meals Contracted</b>	211,511	232,925	268,757	132,000
10	Program Term	7/1/17 to 6/30/18	7/1/18 to 6/30/19	7/1/19 to 6/30/20	7/1/20-12/31/20
11	<b>DAAS Expenditures</b>				
12	Salaries & Benefits	\$490,074	\$639,460	\$745,445	\$381,352
13	Operating Expense	\$843,914	\$866,083	\$1,121,725	\$535,674
14	<b>Subtotal</b>	<b>\$1,333,988</b>	<b>\$1,505,543</b>	<b>\$1,867,170</b>	<b>\$917,025</b>
15	Indirect Percentage (max 10%)				
16	Indirect Cost (Line 15 X Line 14, check Gen.Guidance regarding indirect exclusion)	\$133,397	\$150,555	\$161,941	\$79,575
17	Capital Expenditure	\$10,602	\$22,400		
18	<b>TOTAL DAAS EXPENDITURES</b>	<b>\$1,477,987</b>	<b>\$1,678,498</b>	<b>\$2,029,111</b>	<b>\$996,600</b>
19					
20	<b>Non-DAAS Expenditures</b>				
21	Salaries & Benefits	\$500,419	\$486,961	\$499,909	\$85,238
22	Operating Expense	\$336,593	\$551,915	\$307,518	\$246,517
23	Capital Expenditure				
24	<b>TOTAL Non-DAAS EXPENDITURES</b>	<b>\$837,012</b>	<b>\$1,038,875</b>	<b>\$807,427</b>	<b>\$331,755</b>
25					
26	<b>TOTAL DAAS &amp; Non-DAAS EXPENDITURES</b>	<b>\$2,315,000</b>	<b>\$2,717,373</b>	<b>\$2,836,538</b>	<b>\$1,328,355</b>
27					
28	<b>HSA-DAAS Revenues</b>				
29	Meals (local general fund)	\$1,467,384	\$482,518	\$855,532	\$996,600
30	Federal IIC1		\$543,858	\$543,858	
31	NSIP C1		\$629,722	\$629,722	
32	State Fund C1	\$502			
33	OTO (Gen. Fund)	\$10,100	\$22,400		
34					
35	<b>TOTAL HSA-DAAS REVENUES</b>	<b>\$1,477,986</b>	<b>\$1,678,498</b>	<b>\$2,029,112</b>	<b>\$996,600</b>
36	<b>PER MEAL COST, HSA-DAAS</b>	<b>\$6.94</b>	<b>\$7.11</b>	<b>\$7.55</b>	<b>\$7.55</b>
37	<b>Non-DAAS Revenues</b>				
38	Project Income	\$347,735	340,216	\$352,126	\$185,498
39	Agency Cash - Fundraising	\$124,990	334,372	\$91,014	\$120,340
40	Agency In-Kind Volunteer	\$364,287	364,287	\$364,287	\$18,600
41	Nutrition Compliance Revenues				
42					
43	<b>TOTAL NON HSA-DAAS REVENUES</b>	<b>\$837,012</b>	<b>\$1,038,875</b>	<b>\$807,427</b>	<b>\$324,438</b>
44	<b>PER MEAL COST, NON HSA-DAAS</b>	<b>\$3.96</b>	<b>\$4.46</b>	<b>\$3.02</b>	<b>\$2.46</b>
45	<b>TOTAL REVENUES</b>	<b>\$2,314,998</b>	<b>\$2,717,373</b>	<b>\$2,836,539</b>	<b>\$1,321,038</b>
46	PER MEAL COST, TOTAL	\$10.95	\$11.67	\$10.55	\$10.01
47	Full Time Equivalent (FTE)				
49	Prepared by: Leny Nair				
50	HSA-CO Review Signature:				
51	HSA #1				

	AA
1	Appendix B8, pg. 1
2	7/30/2020
3	<b>S</b>
4	
5	Grant Term
6	
7	<b>7/1/17 to 12/31/20</b>
8	TOTAL
9	845,193
10	7/1/17 to 12/31/20
11	
12	\$2,256,330
13	\$3,367,396
14	\$5,623,726
15	10%
16	\$525,468
17	\$33,002
18	<b>\$6,182,196</b>
19	
20	
21	\$1,572,527
22	\$1,442,543
23	
24	<b>\$3,015,070</b>
25	
26	<b>\$9,197,266</b>
27	
28	
29	\$3,802,034
30	\$1,087,716
31	\$1,259,444
32	\$502
33	\$32,500
34	
35	<b>\$6,182,194</b>
36	<b>\$6.03</b>
37	
38	\$1,225,576
39	\$670,716
40	\$1,111,461
41	
42	
43	<b>\$3,007,753</b>
44	\$13.90
45	\$9,189,949
46	\$43.17
47	
49	Date: 7/30/2020
50	
51	

	A	B	C	D	E	F	M	S	AB	AC	AD
1	Grantee's Name: SELF-HELP FOR THE ELDERLY										
2	Program Name:										
3	CONG-ENP										
4											
5	Salaries & Benefits Detail										
6											
7											
8	H.S.A-DAAS										
9		Agency Totals		For DAAS Nutrition		7/1/17-6/30/18	7/1/18-6/30/19	7/1/19 to 6/30/20	7/1/20-12/31/20	TOTAL	
10	POSITION TITLE and NAME	Annual Full Time Salary for FTE	Total % FTE	% Nutr Prog (b)	Adjusted Nutr FTE	Revised Budgeted Salary	Revised Budgeted Salary	Revised Budgeted Salary	Budgeted Salary	Budgeted Salary	
11	Nutrition Director-AT	\$90,000	100%	100%	25%	\$4,573	\$28,875		\$11,250	\$44,698	
12	Nutrition Manager-TW	\$70,000	100%	100%	30%				\$21,000	\$21,000	
13	Center Supervisor	\$45,760	100%	100%	28%	\$16,000	\$22,386	\$42,386	\$6,292	\$87,064	
14	Center Coordinator	\$37,440	100%	100%	55%	\$8,018	\$8,320	\$8,320	\$10,296	\$34,954	
15	Center Coordinator	\$37,440	75%	100%	55%	\$6,831	\$13,260	\$13,260	\$7,722	\$41,073	
16	Center Supervisor	\$45,760	100%	100%	28%	\$15,921	\$9,360	\$9,360	\$6,292	\$40,933	
17	Center Coordinator	\$37,440	75%	100%	55%	\$5,012	\$5,200	\$20,575	\$7,722	\$38,509	
18	Center Coordinator	\$37,440	100%	100%	55%	\$17,680	\$18,720	\$18,720	\$10,296	\$65,416	
19	Center Coordinator	\$37,440	75%	100%	55%	\$9,913	\$10,400	\$10,400	\$7,722	\$38,435	
20	Center Coordinator	\$37,440	75%	100%	55%	\$10,871	\$12,480	\$12,480	\$7,722	\$43,553	
21	Center Coordinator	\$37,440	75%	100%	55%	\$10,075	\$11,050	\$11,050	\$7,722	\$39,897	
22	Center Coordinator	\$37,440	75%	100%	55%	\$20,790	\$24,960	\$24,960	\$7,722	\$78,432	
23	Meal Site Worker	\$35,360	100%	100%	50%	\$19,500	\$20,800	\$20,800	\$8,840	\$69,940	
24	Meal Site Worker	\$35,360	100%	100%	50%	\$28,080	\$29,952	\$29,952	\$8,840	\$96,824	
25	Meal Site Worker	\$35,360	75%	100%	50%	\$9,500	\$20,800	\$20,800	\$6,630	\$57,730	
26	Meal Site Worker	\$35,360	75%	100%	50%	\$7,800	\$8,320	\$8,320	\$6,630	\$31,070	
27	Meal Site Worker	\$35,360	63%	100%	50%	\$6,600	\$16,640	\$16,640	\$5,525	\$45,405	
28	Meal Site Worker	\$35,360	63%	100%	100%	\$9,750	\$33,280	\$33,280	\$11,050	\$87,360	
29	Meal Site Worker	\$35,360	63%	100%	100%	\$17,128	\$20,800	\$20,800	\$11,050	\$69,778	
30	Meal Site Worker	\$35,360	63%	100%	100%	\$21,872	\$20,800	\$20,800	\$11,050	\$74,522	
31	Meal Site Worker	\$35,360	50%	100%	100%	\$16,174	\$24,960	\$24,960	\$8,840	\$76,934	
32	Meal Site Worker	\$35,360	50%	100%	100%	\$19,500	\$20,800	\$20,800	\$8,840	\$69,940	
33	HDM Driver	\$36,400	75%	40%	40%	\$4,225	\$4,420	\$6,170	\$5,460	\$20,275	
34	HDM Driver	\$36,400	88%	40%	40%	\$4,225	\$4,420	\$6,170	\$6,370	\$21,185	
35	HDM Driver	\$36,400	88%	40%	40%	\$3,627	\$7,735	\$9,485	\$6,370	\$27,217	
36	HDM Driver	\$36,400	38%	40%	40%	\$4,000	\$8,320	\$10,070	\$2,652	\$25,042	
37	HDM Driver	\$36,400	75%	40%	40%	\$2,015	\$2,210	\$3,960	\$5,460	\$13,645	
38	HDM Driver	\$36,400	50%	40%	40%	\$5,320	\$5,834	\$7,584	\$3,536	\$22,274	
39	HDM Driver	\$36,400	50%	40%	40%	\$4,030	\$4,420	\$6,170	\$3,536	\$18,156	
40	HDM Worker	\$35,360	50%	100%	20%	\$3,900	\$4,160	\$10,790	\$3,536	\$22,386	
41	HDM Worker	\$35,360	50%	100%	20%	\$3,900	\$4,160	\$11,055	\$3,536	\$22,651	
42	HDM Worker	\$35,360	50%	100%	20%	\$3,900	\$4,160	\$12,116	\$3,536	\$23,712	
43	HDM Worker	\$35,360	50%	100%	20%	\$3,900	\$4,160	\$12,122	\$3,536	\$23,718	
44	HDM Worker	\$35,360	50%	100%	20%	\$3,900	\$4,160	\$4,160	\$3,536	\$15,756	
45	HDM Worker	\$35,360	50%	100%	20%	\$3,575	\$4,160	\$4,160	\$3,536	\$15,431	
46	HDM Worker	\$35,360	50%	100%	20%	\$3,900	\$4,160	\$4,160	\$3,536	\$15,756	
47	Program Assistant	\$37,440	100%	30%	56%	\$11,076	\$11,856	\$20,696	\$5,304	\$48,932	
48	Program Assistant	\$37,440	100%	36%	63%	\$12,730	\$13,478	\$22,318	\$5,304	\$53,830	
49	Program Assistant	\$37,440	100%	12%	38%	\$4,243	\$4,493	\$13,333	\$5,304	\$27,373	
50	Program Assistant	\$39,500	75%	50%	40%	\$13,260	\$14,040	\$22,880	\$5,925	\$56,105	
51	Program Coordinator/Supervisor	\$47,840	100%	100%	40%		\$8,818	\$23,920	\$9,568	\$42,306	
52	Program Supervisor	\$47,840	100%	100%	30%	\$2,404	\$4,554		\$7,176	\$14,134	
53	Contracts Manager	\$55,120	100%	100%	25%	\$3,933	\$1,443	\$16,056	\$6,890	\$28,322	
54	TOTALS	\$ 1,709,580	3238%	3608%	2012%	\$385,649	\$507,325	\$616,039	\$302,660	\$1,811,673	
55	FRINGE BENEFIT RATE	30.0%									
57	EMPLOYEE FRINGE BENEFITS	\$ 512,874				\$104,424	\$132,135	\$129,406	\$78,692	\$444,657	
58											
59											
60	TOTAL DAAS SALARIES & BENEFITS	\$ 2,222,454				\$490,073	\$639,460	\$745,445	\$381,352	\$2,256,330	
61											
62											
63	Non - DAAS										
64		Agency Totals		For DAAS Meal					7/1/20-12/31/20	TOTAL	
65	POSITION TITLE and NAME	Annual Full Time Salary for FTE	Total % FTE (a)	% Nutr Prog (b)	Adjusted Nutr FTE			Revised Budgetd Salary	Budgeted Salary	Budgeted Salary	
66	Meal Site Workers/LJ	\$ 35,360	75%	18%	18%	\$5,850	\$6,240	\$6,240	\$8,840	\$27,170	
67	Meal Site Workers/ZY	\$ 35,360	75%	18%	18%	\$5,850	\$6,240	\$6,240	\$8,840	\$27,170	
68	Meal Site Workers/LD	\$ 35,360	25%	6%	6%	\$1,950	\$2,080	\$2,080	\$6,630	\$12,740	
69	Meal Site Workers/LJ	\$ 35,360	25%	6%	6%	\$1,950	\$2,080	\$2,080	\$6,630	\$12,740	
70	Meal Site Worker/WW-LS	\$ 35,360	63%	29%	29%	\$9,750	\$10,400	\$10,400	\$5,525	\$36,075	
71	Center Coordinator/CP	\$ 37,440	75%	67%	67%	\$23,400	\$24,960	\$24,960	\$73,320	\$73,320	
72	Center Coordinator Supervisor	\$ 45,760	100%	100%	28%	\$8,019	\$8,320	\$8,320	\$6,292	\$30,951	
73	Center Coordinator/SW-LS	\$ 45,760	100%	100%	28%	\$8,689	\$10,296	\$9,360	\$6,292	\$34,637	
74	Center Coordinator/AK-MH	\$ 37,440	63%	14%	14%	\$5,012	\$5,200	\$5,200		\$15,412	
75	Center Coordinator/JK-VV	\$ 37,440	63%	30%	30%	\$10,075	\$11,050	\$11,050		\$32,175	
76	Nutrition Director/KC	\$82,388	100%				\$19,780			\$19,780	
77	Transportation Dispatcher	\$60,000	100%	23%	23%				\$13,884	\$13,884	
78	Robert										
79	Various volunteers					\$364,287	\$364,287	\$99,814	\$18,600	\$846,988	
80											
81											
82											
83	TOTAL NON-DAAS	\$ 523,028	863%	410%	265%	\$464,611	\$451,153	\$464,101	\$67,649	\$1,183,042	
84											
85	FRINGE BENEFIT RATE	38.0%									
86	EMPLOYEE FRINGE BENEFITS	\$ 198,751				\$35,808	\$35,808	\$35,808	\$17,589	\$125,012	
87											
88											
89	TOTAL Non-DAAS SALARIES & BENEFITS	\$ 721,779				\$500,419	\$486,961	\$499,909	\$85,238	\$1,308,054	
90											
91	TOTAL DAAS & Non-DAAS SALARIES & BENEFITS	\$ 2,944,233				\$990,492	\$1,126,421	\$1,245,354	\$466,589	\$3,828,856	
92	HSA #2	Form Rev. 12/22/16									

	A	B	C	D	K	Q	AB	AC	AD
1	Grantee's Name: SELF-HELP FOR								Appendix B8, page 3
2	Program Name:								7/30/20
3	CONG-ENP								
4	<b>Operating Expense Detail</b>								
5									
6							<b>Revised Budget</b>	<b>Operating Budget</b>	
7	<b>H.S.A-DAAS</b>	Annual #Meals Contracted:			225,919	232,925	268,757	132,000	<b>TOTAL</b>
8	<b>Expenditure Category</b>	Term:			7/1/17-6/30/18	7/1/18 to 6/30/19	7/1/19-6/30/20	7/1/20-12/31/20	7/1/17 to 12/31/20
9	Rental of Property				\$19,000	\$19,144	\$9,144	\$10,000	\$57,288
10	Utilities(Elec, Water, Gas, Phone, Scavenger)				\$2,000	\$2,000	\$2,000	\$12,000	\$18,000
11	Office Supplies, Postage				\$1,684	\$2,000	\$1,000	\$97	\$4,781
12	Building Maintenance Supplies and Repair				\$639	\$524	\$524	\$5,000	\$6,687
13	<b>FOOD COSTS</b>								
14	Raw Food	per meal						\$26,400	\$26,400
15	Cong Food Svc Supplies	per meal							
16	HDM Food Svc Supplies	per meal							
17	Catered Meals	per meal \$ 3.56			\$805,115	\$830,082	\$1,102,109	\$470,413	\$3,207,719
18	<b>CONSULTANT/SUBCONTRACTOR Descriptive Title</b>								
19	Registered Dietitian								
20									
21	<b>OTHER COSTS:</b>								
22	Insurance				\$3,069	\$3,069	\$3,069	\$1,500	\$10,707
23	Staff Training & Travel				\$1,000	\$1,000	\$1,000	\$264	\$3,264
24	Software Upgrade (Windows7 to 10)					\$1,485			\$1,485
25	Small equipment & Supplies								
26	Auto - Fuel & Insurance				\$2,679	\$2,679	\$2,679	\$10,000	\$18,037
27	Repair/Maintenance				\$3,900	\$3,900			\$7,800
28	Printing				\$174	\$200	\$200		\$574
29	Communications				\$4,654				\$4,654
30	<b>TOTAL DAAS OPERATING EXPENSE</b>				<b>\$843,914</b>	<b>\$866,083</b>	<b>\$1,121,725</b>	<b>\$535,674</b>	<b>\$3,367,396</b>
32	<b>Non-DAAS</b>								
33	<b>Expenditure Category</b>								
34	Rental of Property				\$64,621	\$64,621	\$44,621	\$12,600	\$186,463
35	Utilities(Elec, Water, Gas, Phone, Scavenger)				\$30,000	\$30,000	\$30,000	\$8,000	\$98,000
36	Office Supplies, Postage				\$2,700	\$2,700	\$2,000	\$400	\$7,800
37	Building Maintenance Supplies and Repair				\$27,000	\$27,000	\$17,000	\$3,750	\$74,750
38	<b>FOOD COSTS</b>								
39	Raw Food	per meal \$ 0.10			\$21,778	\$23,293	\$23,190		\$68,261
40	Cong Food Svc Supplies	per meal \$ 0.20			\$43,556	\$46,585	\$46,380	\$26,400	\$162,921
41	HDM Food Svc Supplies	per meal							
42	Catered Meals	per meal \$ 1.33			\$94,042	\$308,921	\$96,532	\$175,067	\$674,563
43	<b>CONSULTANT/SUBCONTRACTOR Descriptive Title</b>								
44	Registered Dietitian								
45									
46	<b>OTHER COSTS:</b>								
47	Insurance				\$4,688	\$5,688	\$5,688	\$2,250	\$18,314
48	Staff Training & Travel				\$1,400	\$700	\$700		\$2,800
49	Communications (Phone & Internet)				\$14,542	\$14,542	\$14,542	\$7,500	\$51,126
50	Rental of Equipment				\$3,245	\$3,245	\$3,245	\$2,000	\$11,735
51	Small equipment & Supplies				\$2,500	\$500	\$500		\$3,500
52	Auto - Fuel & Insurance				\$19,000	\$19,000	\$19,000	\$6,500	\$63,500
53	Repair/Maintenance-Vehicle				\$3,000	\$1,000	\$1,500	\$1,000	\$6,500
54	Membership dues/subscription				\$620	\$620	\$620	\$150	\$2,010
55	Bank Charges				\$1,900	\$1,500	\$1,500	\$750	\$5,650
56	Recruitment				\$2,000	\$2,000	\$500	\$150	\$4,650
58	<b>TOTAL Non-DAAS OPERATING EXPENSE</b>				<b>\$336,593</b>	<b>\$551,915</b>	<b>\$307,518</b>	<b>\$246,517</b>	<b>\$1,442,543</b>
60	<b>TOTAL DAAS &amp; Non-DAAS OPERATING EXPENSE</b>				<b>\$1,180,507</b>	<b>\$1,417,998</b>	<b>\$1,429,243</b>	<b>\$782,191</b>	<b>\$4,809,939</b>
65	<b>HSA #3</b>	Form Rev. 12/22/16							

	A	B	C	D	E
1	Grantee's Name: SELF-HELP FOR THE ELDERLY				
2	Program Name:				
3	CONG-ENP				
4					
5	<b>Capital Expenditure Detail</b>				
6	<b>(Equipment and Remodeling Cost)</b>				
7					
8	<b>H.S.A-DAAS</b>			7/1/17 to 6/30/18	7/1/18 to 6/30/19
9	No.	ITEM/DESCRIPTION			
10	150	Chairs for S. Sunset (replacement) @ \$30/chair		\$4,500	
11	1	4 Wells Steamtable		\$1,500	
12	4	Desktop & Monitors @ \$900 each		\$3,600	
13		Small Kitchen tools/serving ware		\$500	
14		Food Safety Reminder Magnets		\$350	
15		Bldg Repairs & Maint		\$152	
16		Food Safety Manager Certification Training			\$2,100
17		Security Cameras			\$8,400
18		Carafes for meal service use			\$2,000
19		Tea Urns for meal sites			\$1,200
20		Floor replacement at Jackie Chan SC, costs include materials, labor & installation			\$8,700
21					
44					
45					
46	<b>TOTAL DAAS-OOA EQUIPMENT &amp; REMODELING COST</b>			<b>\$10,602</b>	<b>\$22,400</b>
47					
48	<b>Non-DAAS</b>				
49	No.	ITEM/DESCRIPTION			
50					
51					
52					
53					
54					
55	<b>TOTAL NON DAAS-OOA EQUIPMENT &amp; REMODELING COST</b>				
56					
57	<b>TOTAL DAAS &amp; NON-DAAS CAPITAL EXPENDITURE</b>			<b>\$10,602</b>	<b>\$22,400</b>
58	(Equipment and Remodeling Cost)				
59	<b>HSA #4</b> Form Rev. 12/22/16				

	F	G
1	Appendix B8, Page 4	
2	Document Date:	2/7/18
3		
4		
5		
6		
7	TOTAL	
8	7/1/19 to 6/30/20	7/1/17 to 12/31/20
9		
10		\$4,500
11		\$1,500
12		\$3,600
13		\$500
14		\$350
15		\$152
16		\$2,100
17		\$8,400
18		\$2,000
19		\$1,200
20		\$8,700
21		
44		
45		
46		\$33,002
47		
48		
49		
50		
51		
52		
53		
54		
55		
56		
57		\$33,002
58		
59		