

**HUMAN SERVICES AGENCY BUDGET SUMMARY
BY PROGRAM**

Name												cost/meal
SELF-HELP FOR THE ELDERLY												
(Check One) New <input type="checkbox"/> Renewal <input type="checkbox"/> Modification <input checked="" type="checkbox"/>												
If modification, Effective Date of Mod. No. of Mod. 4												
Program: Congregate meals for (x) older adults or () adults with disabilities												
Budget Reference Page No.(s)												
Program Term	Mod FY 21/22	Mod FY 22/23	Modification	Mod FY 22/23	Mod FY 23/24	Modification	Mod FY 23/24	Mod FY 24/25	Modification	Mod FY 24/25	Total	
Annual # Meals Contracted	401,453	254,834	33,824	288,658	254,834	21,358	276,192	254,834	21,358	276,192	1,242,495	
DAS Expenditures												
Salaries & Benefits	\$866,855	\$690,034	\$47,342	\$737,376	\$690,034	\$11,635	\$701,669	\$690,034	\$11,635	\$701,669	\$3,007,569	\$2
Operating Expenses	\$2,115,277	\$1,237,052	\$296,537	\$1,533,589	\$1,237,052	\$234,212	\$1,471,264	\$1,237,052	\$234,212	\$1,471,264	\$6,591,394	\$5
Subtotal	\$2,982,132	\$1,927,086	\$343,879	\$2,270,965	\$1,927,086	\$245,847	\$2,172,933	\$1,927,086	\$245,847	\$2,172,933	\$9,598,963	\$8
Indirect Percentage (%)		10.00%		10.00%			10.00%			10.00%		
Indirect Cost	\$299,786	\$192,708	\$34,388	\$227,096	\$192,708	\$24,585	\$217,293	\$192,708	\$24,585	\$217,293	\$961,468	\$1
Capital/Subcontractor Expenditures	\$139,700		\$11,600	\$11,600							\$151,300	\$0
NCQA Expenditures	\$22,343	\$22,343		\$22,343	\$22,343		\$22,343	\$22,343		\$22,343	\$89,372	\$0
Total DAS Expenditures	\$3,443,961	\$2,142,137	\$389,867	\$2,532,004	\$2,142,137	\$270,432	\$2,412,569	\$2,142,137	\$270,432	\$2,412,569	\$10,801,103	\$9
Non DAS Expenditures												
Salaries & Benefits	\$113,147	\$283,411	(\$124,385)	\$159,026	\$283,411	(\$154,519)	\$128,893	\$283,411	(\$154,519)	\$128,893	\$529,959	\$0
Operating Expenses	\$340,000	\$323,422	\$213,748	\$537,170	\$323,422	\$195,786	\$519,208	\$323,422	\$195,786	\$519,208	\$1,915,586	\$2
Capital/Subcontractor Expenditures												
NCQA Expenditures												
Total Non DAS Expenditures	\$453,147	\$606,833	\$89,363	\$696,196	\$606,833	\$41,268	\$648,101	\$606,833	\$41,268	\$648,101	\$2,445,545	\$2
TOTAL DAS AND NON DAS EXPENDITURES	\$3,897,108	\$2,748,970	\$479,230	\$3,228,200	\$2,748,970	\$311,700	\$3,060,670	\$2,748,970	\$311,700	\$3,060,670	\$13,246,648	\$11
DAS Revenues												
Meals- General Fund	\$2,635,000	\$1,974,964		\$1,974,964	\$1,974,964		\$1,974,964	\$1,974,964		\$1,974,964	\$8,559,892	\$7
Meals- State Fund												
Meals- Federal Fund												
CODBc21/22	\$122,312	\$122,312		\$122,312	\$122,312		\$122,312	\$122,312		\$122,312	\$489,248	\$0
MCO 21/22	\$22,518	\$22,518		\$22,518	\$22,518		\$22,518	\$22,518		\$22,518	\$90,072	\$0
OTO 3/4/22 (51,000 Meals)	\$417,180										\$417,180	
OTO 3/4/22 Others	\$19,700										\$19,700	
OTO D7 (1,290 Meals & Center Maint)	\$30,000										\$30,000	\$0
OTO Meals 6/17/2022	\$174,908										\$174,908	
CODB FY21/22 4%			\$85,686	\$85,686		\$85,686	\$85,686		\$85,686	\$85,686	\$257,058	
Add-On Meals			\$292,581	\$292,581		\$184,746	\$184,746		\$184,746	\$184,746	\$662,073	
OTO FY 21/22			\$11,600	\$11,600							\$11,600	
NCQA Fund	\$22,343	\$22,343		\$22,343	\$22,343		\$22,343	\$22,343		\$22,343	\$89,372	\$0
Total DAS Revenue	\$3,443,961	\$2,142,137	\$389,867	\$2,532,004	\$2,142,137	\$270,432	\$2,412,569	\$2,142,137	\$270,432	\$2,412,569	\$10,801,103	\$9
PER MEAL COST, DAS	\$8.18	\$8.32	\$11.18	\$8.65	\$8.32	\$12.66	\$8.65	\$8.32	\$12.66	\$8.65	\$8.62	
PER MEAL COST (with NCQA), DAS	\$8.58	\$8.41	\$11.53	\$8.77	\$8.41	\$12.66	\$8.74	\$8.41	\$12.66	\$8.74	\$8.69	
Non DAS Revenues												
Project Income	\$141,224	\$254,834	(\$168,237)	\$86,597	\$254,834	(\$171,976)	\$82,858	\$254,834	(\$171,976)	\$82,858	\$393,537	\$0
Agency Cash- Fundraising	\$311,923	\$351,999	\$257,600	\$609,599	\$351,999	\$213,244	\$565,243	\$351,999	\$213,244	\$565,243	\$2,052,008	\$2
Agency In-kind Volunteer	\$527,936	\$527,936		\$527,936	\$527,936		\$527,936	\$527,936		\$527,936	\$2,111,744	\$2

NCQA Revenue												
Total Non DAS Revenue	\$981,083	\$1,134,769	\$89,363	\$1,224,132	\$1,134,769	\$41,268	\$1,176,037	\$1,134,769	\$41,268	\$1,176,037	\$4,557,289	\$4
<i>PER MEAL COST, Non DAS</i>	\$2.44	\$4.45	\$2.64	\$4.24	\$4.45	\$1.93	\$4.26	\$4.45	\$1.93	\$4.26	\$3.67	
<i>PER MEAL COST (with NCQA), Non DAS</i>	\$2.44	\$4.45	\$2.64	\$4.24	\$4.45	\$1.93	\$4.26	\$4.45	\$1.93	\$4.26	\$3.67	
TOTAL DAS AND NON DAS REVENUE	\$4,425,044	\$3,276,906	\$479,230	\$3,756,136	\$3,276,906	\$311,700	\$3,588,606	\$3,276,906	\$311,700	\$3,588,606	\$15,358,392	\$12
<i>PER MEAL COST, Total</i>	\$10.62	\$12.77	\$13.82	\$12.89	\$12.77	\$14.59	\$12.91	\$12.77	\$14.59	\$12.91	\$12.29	
<i>PER MEAL COST (with NCQA), Total</i>	\$11.02	\$12.86	\$14.17	\$13.01	\$12.86	\$14.59	\$13.00	\$12.86	\$14.59	\$13.00	\$12.36	
Full Time Equivalent (FTE)												220.00
Prepared by: Leny Nair												Date: 11/14/2022
HSA-CO Review Signature:												
HSA #1												10/25/2016

Operating Expense Detail

Annual # Meals Contracted	Mod FY 21/22	Mod FY 22/23	Modification	Mod FY 22/23	Mod FY 23/24	Modification	Mod FY 23/24	Mod FY 24/25	Modification	Mod FY 24/25	Total
	401,453	254,834	33,824	288,658	254,834	21,358	276,192	254,834	21,358	276,192	1,242,495
DAS Operating Expenses											
Expenditure Category											
Rental of Property	\$32,045	\$10,000		\$10,000	\$10,000		\$10,000	\$10,000		\$10,000	\$62,045
Utilities (Elec. Water, Gas, Phone, Garbage)	\$12,110	\$1,746		\$1,746	\$1,746		\$1,746	\$1,746		\$1,746	\$17,348
Office Supplies, Postage	\$2,500	\$2,725		\$2,725	\$2,725		\$2,725	\$2,725		\$2,725	\$10,675
Building Maintenance Supplies and Repair	\$13,000	\$13,000		\$13,000	\$13,000		\$13,000	\$13,000		\$13,000	\$52,000
Printing and Reproduction											
Insurance	\$10,000	\$10,000		\$10,000	\$10,000		\$10,000	\$10,000		\$10,000	\$40,000
Staff Training											
Staff Travel-(Local & Out of Town)											
Rental of Equipment											
Food Cost											
Raw Food <i>per meal #####</i>	\$49,274	\$30,580		\$30,580	\$30,580		\$30,580	\$30,580		\$30,580	\$141,014
Cong Food Svc Supplies <i>per meal #####</i>	\$34,132	\$19,748		\$19,748	\$19,748		\$19,748	\$19,748		\$19,748	\$93,376
Catered Meals <i>per meal #####</i>	\$1,959,216	\$1,146,753	\$296,537	\$1,443,290	\$1,146,753	\$234,212	\$1,380,965	\$1,146,753	\$234,212	\$1,380,965	\$6,164,436
Consultant											
Consultant A											
Other											
Vehicle Expenses	\$3,000	\$2,500		\$2,500	\$2,500		\$2,500	\$2,500		\$2,500	\$10,500
Total DAS Operating Expenses											
	\$2,115,277	\$1,237,052	\$296,537	\$1,533,589	\$1,237,052	\$234,212	\$1,471,264	\$1,237,052	\$234,212	\$1,471,264	\$6,591,394
Non DAS Operating Expenses											
Expenditure Category											
Rental of Property	\$53,700	\$75,980		\$75,980	\$75,980		\$75,980	\$75,980		\$75,980	\$281,640
Utilities (Elec. Water, Gas, Phone, Garbage)	\$45,000	\$45,000		\$45,000	\$45,000		\$45,000	\$45,000		\$45,000	\$180,000
Office Supplies, Postage	\$2,500	\$2,500	(\$2,000)	\$500	\$2,500		\$2,500	\$2,500		\$2,500	\$8,000
Building Maintenance Supplies and Repair	\$20,000	\$12,000	\$5,000	\$17,000	\$12,000		\$12,000	\$12,000		\$12,000	\$61,000
Printing and Reproduction	\$1,000	\$500		\$500	\$500		\$500	\$500		\$500	\$2,500
Insurance	\$10,000	\$10,000		\$10,000	\$10,000		\$10,000	\$10,000		\$10,000	\$40,000
Staff Training	\$500	\$500		\$500	\$500		\$500	\$500		\$500	\$2,000
Staff Travel-(Local & Out of Town)	\$2,000	\$2,000		\$2,000	\$2,000		\$2,000	\$2,000		\$2,000	\$8,000
Rental of Equipment	\$4,000	\$4,000		\$4,000	\$4,000		\$4,000	\$4,000		\$4,000	\$16,000
Food Cost											
Raw Food <i>per meal #####</i>	\$47,075	\$30,580	\$24,265	\$54,845	\$30,580	\$21,894	\$52,474	\$30,580	\$21,894	\$52,474	\$206,868
Cong Food Svc Supplies <i>per meal #####</i>	\$86,304	\$7,645	\$67,406	\$75,051	\$7,645	\$64,165	\$71,810	\$7,645	\$64,165	\$71,810	\$304,975
Catered Meals <i>per meal #####</i>	\$54,921	\$127,417	\$89,077	\$216,494	\$127,417	\$79,727	\$207,144	\$127,417	\$79,727	\$207,144	\$685,703
Consultant											
Consultant A											
Other											
Recruitment Expense	\$2,000	\$2,000		\$2,000	\$2,000		\$2,000	\$2,000		\$2,000	\$8,000
Taxes & Licenses	\$1,000	\$600		\$600	\$600		\$600	\$600		\$600	\$2,800
Office Furniture	\$1,500										\$1,500
Membership & Dues	\$500	\$200		\$200	\$200		\$200	\$200		\$200	\$1,100
Vehicle Expenses	\$8,000	\$2,500	\$4,000	\$6,500	\$2,500	\$4,000	\$6,500	\$2,500	\$4,000	\$6,500	\$27,500
Vehicle Reps & Maintenance			\$15,000	\$15,000		\$15,000	\$15,000		\$15,000	\$15,000	\$45,000
Auto Insurance			\$11,000	\$11,000		\$11,000	\$11,000		\$11,000	\$11,000	\$33,000
Total Non DAS Operating Expenses											
	\$340,000	\$323,422	\$213,748	\$537,170	\$323,422	\$195,786	\$519,208	\$323,422	\$195,786	\$519,208	\$1,915,586
Total DAS and Non DAS Operating Expenses											
	\$2,455,277	\$1,560,474	\$510,285	\$2,070,759	\$1,560,474	\$429,998	\$1,990,472	\$1,560,474	\$429,998	\$1,990,472	\$8,506,980
HSA #3											10/25/2016

Capital & Subcontractor Expenditure Detail

DAS Capital Expenditure

<u>Equipment (Qty)</u>	FY 21/22	Adjustment	Mod FY 21/22	FY 22/23	FY 23/24	FY 24/25	Total
Desktops 2 x 50%	\$2,400		\$2,400				\$2,400
Monitors 2 x 50%	\$600		\$600				\$600
Laptops 3 x 60%	\$6,000		\$6,000				\$6,000
Heated Cabinet (Warmer) 3 x 33%	\$4,000		\$4,000				\$4,000
Utility Carts 6 x 80%	\$2,400		\$2,400				\$2,400
Filing Cabinet (steel) 4 x 67&	\$2,800		\$2,800				\$2,800
Reception/Office Desk 1 x 25%	\$1,500		\$1,500				\$1,500
Steam Table				\$3,000			
Cabinet (holding/Hot)				\$8,600			
Total Equipment Cost	\$19,700		\$19,700	\$11,600			\$31,300
Remodeling							
<u>Remodeling</u>	FY 21/22			FY 22/23	FY 23/24	FY 24/25	Total
Replace Carpet and lightings	\$20,000		\$20,000				\$20,000
Total Remodeling Cost	\$20,000		\$20,000				\$20,000
Subcontractor/Others							
<u>Subcontractor/Others</u>	FY 21/22			FY 22/23	FY 23/24	FY 24/25	Total
One Time Rate Increase of \$0.24/meal in FY 21/22 to compensate for significantly reduced project income.		\$100,000	\$100,000				\$100,000
Total Subcontractor/OTHERS Cost		\$100,000	\$100,000				\$100,000
Total DAS Capital & Subcontractor Expenditure	\$39,700	\$100,000	\$139,700	\$11,600			\$151,300

Non DAS Capital Expenditure

<u>Equipment (Qty)</u>	FY 21/22			FY 22/23	FY 23/24	FY 24/25	Total
Total Equipment Cost							
Remodeling							
<u>Remodeling</u>	FY 21/22			FY 22/23	FY 23/24	FY 24/25	Total
Total Remodeling Cost							
Subcontractor							
<u>Subcontractor</u>	FY 21/22			FY 22/23	FY 23/24	FY 24/25	Total
Total Subcontractor Cost							
Total Non DAS Capital & Subcontractor Expenditure							
Total DAS and Non DAS Capital & Subcontractor Expenditure	\$39,700	\$100,000	\$139,700	\$11,600			\$151,300

NCQA Expenditure Detail

DAS NCQA Expenditure	Unit price	Unit	FY 21/22	FY 22/23	FY 23/24	FY 24/25	Total
Menu planning and nutrition analysis	\$728.02 /set	2.00	\$1,456	\$1,456	\$1,456	\$1,456	\$5,824
Kitchen and food service monitoring	\$623.48	4.00	\$2,494	\$2,494	\$2,494	\$2,494	\$9,976
Congregate site monitoring	\$286.64	44.00	\$12,612	\$12,612	\$12,612	\$12,612	\$50,448
Nutrition education	\$100.85	44.00	\$4,437	\$4,437	\$4,437	\$4,437	\$17,748
Nutrition counseling (optional)	/hour						
In-service training	\$112.00 /training	12.00	\$1,344	\$1,344	\$1,344	\$1,344	\$5,376
Total DAS NCQA Expenditure			\$22,343	\$22,343	\$22,343	\$22,343	\$89,372

Non DAS NCQA Expenditure	Unit price	Unit	FY 21/22	FY 22/23	FY 23/24	FY 24/25	Total
Menu planning and nutrition analysis	/set	2.00					
Kitchen and food service monitoring		4.00					
Congregate site monitoring		44.00					
Nutrition education		44.00					
Nutrition counseling (optional)	/hour						
In-service training	/training	12.00					
Total Non DAS NCQA Expenditure							

Total DAS and Non DAS NCQA Expenditure			\$22,343	\$22,343	\$22,343	\$22,343	\$89,372
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