

**HUMAN SERVICES AGENCY BUDGET SUMMARY
BY PROGRAM**

		CDA Capital:		88,678							
Name		CODB:		77,181		CODB:		77,181			
PROJECT OPEN HAND		Add'l Meals:		313,511		Add'l Meals:		256,659			
(Check One)	New <input type="checkbox"/>	Renewal <input type="checkbox"/>	Modification <input checked="" type="checkbox"/>	479,370		333,840		333,840			
If modification, Effective Date of Mod. 12/7/2022 No. of Mod. 1											
Program: Congregate meals for (X) older adults or () adults with disabilities											
Budget Reference Page No.(s)			Modification	Total		Modification	Total		Modification	Total	
Program Term	FY 21/22	FY 22/23	FY 22/23	FY 22/23	FY 23/24	FY 23/24	FY 23/24	FY 24/25	FY 24/25	FY 24/25	Total
Annual # Meals Contracted	246,265	199,117	32,794	231,911	199,117	26,847	225,964	199,117	26,847	225,964	930,104
DAS Expenditures											
Salaries & Benefits	\$1,392,274	\$1,242,071	\$232,255	\$1,474,326	\$1,242,071	\$235,947	\$1,478,018	\$1,242,070	\$235,947	\$1,478,017	\$5,822,635
Operating Expenses	\$736,055	\$487,752	\$122,919	\$610,671	\$487,752	\$67,544	\$555,296	\$487,752	\$67,544	\$555,296	\$2,457,317
Subtotal	\$2,128,329	\$1,729,823	\$355,174	\$2,084,997	\$1,729,823	\$303,491	\$2,033,314	\$1,729,822	\$303,491	\$2,033,313	\$8,279,952
Indirect Percentage (%)		10.00%	10.00%		10.00%	10.00%		10.00%	10.00%		10.00%
Indirect Cost	\$212,833	\$172,982	\$35,518	\$208,500	\$172,982	\$30,349	\$203,331	\$172,983	\$30,349	\$203,332	\$827,996
Capital & Subcontractor Detail	\$18,400		\$88,678	\$88,678							\$107,078
One Time Only Expenses	\$143,900										\$143,900
NCQA Expenditures	\$26,546	\$26,546		\$26,546	\$26,546		\$26,546	\$26,546		\$26,546	\$106,184
Total DAS Expenditures	\$2,530,008	\$1,929,351	\$479,370	\$2,408,721	\$1,929,351	\$333,840	\$2,263,191	\$1,929,351	\$333,840	\$2,263,191	\$9,465,111
Non DAS Expenditures											
Salaries & Benefits	\$454,877	\$657,729	(\$231,785)	\$425,944	\$657,729	(\$231,785)	\$425,944	\$657,729	(\$231,785)	\$425,944	\$1,732,711
Operating Expenses	\$424,655	\$579,899	(\$20,946)	\$558,953	\$565,853		\$565,853	\$567,871	(\$67,544)	\$500,327	\$2,049,789
One Time Only Expenses											
NCQA Expenditures	\$5,934	\$5,934		\$5,934	\$5,934		\$5,934	\$5,934		\$5,934	\$23,736
Total Non DAS Expenditures	\$885,467	\$1,243,562	(\$252,731)	\$990,832	\$1,229,516	(\$231,785)	\$997,732	\$1,231,534	(\$299,328)	\$932,206	\$3,806,236
TOTAL DAS AND NON DAS EXPEDITURES	\$3,415,475	\$3,172,913	\$226,639	\$3,399,553	\$3,158,867	\$102,055	\$3,260,922	\$3,160,885	\$34,511	\$3,195,396	\$13,271,346
DAS Revenues											
Meals- General Fund	\$2,503,462	\$1,902,805		\$1,902,805	\$1,902,805		\$1,902,805	\$1,902,805		\$1,902,805	\$8,211,877
Meals- State Fund											
Meals- Federal Fund											
CODB			\$77,181	\$77,181		\$77,181	\$77,181		\$77,181	\$77,181	\$231,543
Additional Funding			\$402,189	\$402,189		\$256,659	\$256,659		\$256,659	\$256,659	\$915,507
NCQA Fund	\$26,546	\$26,546		\$26,546	\$26,546		\$26,546	\$26,546		\$26,546	\$106,184
Total DAS Revenue	\$2,530,008	\$1,929,351	\$479,370	\$2,408,721	\$1,929,351	\$333,840	\$2,263,191	\$1,929,351	\$333,840	\$2,263,191	\$9,465,111
PER MEAL COST, DAS	\$9.51	\$9.56		\$9.89			\$9.90			\$9.90	\$9.91
PER MEAL COST (with NCQA), DAS	\$10.27	\$9.69		\$10.39			\$10.02			\$10.02	\$10.18
Non DAS Revenues											
Project Income	\$43,728	\$39,823		\$39,823	\$39,823		\$39,823	\$39,823		\$39,823	\$163,198
Agency Cash- Fundraising	\$245,432	\$774,316	(\$252,731)	\$521,586	\$760,271	(\$231,785)	\$528,486	\$762,288	(\$299,328)	\$462,960	\$1,758,464
Agency In-kind Volunteer	\$97,952	\$97,952		\$97,952	\$97,952		\$97,952	\$97,952		\$97,952	\$391,810
Agency Property	\$325,536	\$325,536		\$325,536	\$325,536		\$325,536	\$325,536		\$325,536	\$1,302,144
NCQA Revenue	\$5,934	\$5,934		\$5,934	\$5,934		\$5,934	\$5,934		\$5,934	\$11,868
Total Non DAS Revenue	\$718,583	\$1,243,562	(\$252,731)	\$984,898	\$1,229,516	(\$231,785)	\$991,798	\$1,231,534	(\$299,328)	\$932,206	\$3,627,484
PER MEAL COST, Non DAS	\$2.89			\$4.25			\$4.39			\$4.10	\$3.89
PER MEAL COST (with NCQA), Non DAS	\$2.92			\$4.25			\$4.39			\$4.13	\$3.90
TOTAL DAS AND NON DAS REVENUE	\$3,248,591	\$3,172,913	\$226,639	\$3,393,619		\$102,055	\$3,254,989		\$34,512	\$3,195,397	\$13,092,595
PER MEAL COST, Total	\$12.40			\$14.14			\$14.29			\$14.00	\$13.80
PER MEAL COST (with NCQA), Total	\$13.19			\$14.64			\$14.41			\$14.15	\$14.08
Full Time Equivalent (FTE)											177.96
Prepared by: Darin Raffaelli, Project Open Hand											
HSA-CO Review Signature:											
HSA #1											
10/25/2016											

Operating Expense Detail										
	FY 21/22	FY 22/23	Modification FY 22/23	Total FY 22/23	FY 23/24	Modification FY 23/24	Total FY 23/24	FY 24/25	Modification FY 24/25	Total FY 24/25
Annual # Meals Contracted	246,265	199,117	32,794	231,911	199,117	26,847	225,964	199,117	26,847	225,964
DAS Operating Expenses										
Expenditure Category										
Rental of Property (see table at right)	\$ 7,200	\$ 7,200		\$ 7,200	\$ 7,200		\$ 7,200	\$ 7,200		\$ 28,800
Utilities (Elec, Water, Gas, Phone, Garbage)	\$54,376	\$ 32,661	\$ 10,412	\$ 43,073	\$27,915		\$32,661	\$32,661		\$162,772
Office Supplies, Postage	\$2,658	\$ 1,510	\$ 406	\$1,916	\$1,290		\$1,510	\$1,510		\$7,594
Building Maintenance Supplies and Repair	\$17,626	\$ 10,011	\$ 2,695	\$12,706	\$8,557		\$10,011	\$10,011		\$50,355
Printing and Reproduction	\$ -	\$ -		\$ -						
Insurance	\$10,533	\$ 6,337	\$ 1,706	\$8,043	\$5,416		\$6,337	\$6,337		\$31,250
Staff Training	\$2,232	\$ 1,268	\$ 341	\$1,609	\$1,083		\$1,268	\$1,268		\$6,376
Staff Travel-(Local & Out of Town)	\$2,494	\$ 1,416	\$ 381	\$1,798	\$1,211		\$1,416	\$1,416		\$7,124
Rental of Equipment	\$ -	\$ -		\$ -						
Food Cost										
Raw Food <i>per meal</i> \$2.09 \$1.52 \$2.94	\$533,028	\$ 340,460	\$96,414	\$436,874	\$302,855	\$60,832	\$401,291	\$340,460	\$60,832	\$401,291
Cong Food Svc Supplies <i>per meal</i> \$0.25	\$54,660	\$ 49,779	\$8,199	\$57,978	\$49,779	\$6,712	\$56,491	\$49,779	\$6,712	\$56,491
Catered Meals <i>per meal</i>	\$ -	\$ -		\$ -						
	\$ -	\$ -		\$ -						
	\$ -	\$ -		\$ -						
Consultant	\$ -	\$ -		\$ -			\$ -	\$ -		\$ -
Pest Control (AP & DSC) & Staffing (AP)-see table at right	\$4,140	\$ 4,140	(\$4,140)	\$ -	\$4,140		\$4,140	\$4,140		\$12,420
Janitorial & Shared Utilities (VVCC)-see table at right	\$6,900	\$ 6,900	\$ 1,500	\$8,400	\$6,900		\$6,900	\$6,900		\$29,100
Security at VVCC-see table at right	\$7,488	\$ 7,488		\$7,488	\$7,488		\$7,488	\$7,488		\$29,952
	\$ -	\$ -		\$ -						
Other	\$ -	\$ -		\$ -			\$ -	\$ -		\$ -
Vehicle Fees (Fuel, Maintenance, Parking)	\$13,205	\$ 7,500	\$2,019	\$9,519	\$6,410		\$7,500	\$7,500		\$37,724
Data Communication, Licenses, Dues	\$10,726	\$ 6,092	\$1,640	\$7,732	\$5,207		\$6,092	\$6,092		\$30,641
Other Supplies (Janitorial, Facilities)	\$8,789	\$ 4,992	\$1,344	\$6,336	\$4,266		\$4,992	\$4,992		\$25,107
Total DAS Operating Expenses	\$ 736,055	\$487,753	\$122,919	\$610,672	\$439,718	\$67,544	\$555,296	\$487,753	\$67,544	\$555,296
Non DAS Operating Expenses										
Expenditure Category										
Occupancy of Property	\$ 325,536	\$ 325,536		\$ 325,536	\$325,536		\$ 325,536	\$ 325,536		\$1,302,144
Utilities (Elec, Water, Gas, Phone, Garbage)	\$36,924	\$60,541	(\$10,412)	\$50,128	\$67,245		\$64,517	\$64,517		\$214,068
Office Supplies, Postage	\$1,563	\$2,711	(\$406)	\$2,305	\$2,931		\$2,711	\$2,711		\$9,290
Building Maintenance Supplies and Repair	\$10,364	\$17,979	(\$2,695)	\$15,284	\$19,433		\$17,979	\$17,979		\$61,605
Printing and Reproduction										
Insurance	\$7,185	\$11,381	(\$1,706)	\$9,675	\$12,302		\$11,381	\$11,381		\$39,622
Staff Training	\$1,312	\$2,276	(\$341)	\$1,935	\$2,461		\$2,276	\$2,276		\$7,800
Staff Travel-(Local & Out of Town)	\$1,466	\$2,544	(\$381)	\$2,162	\$2,749		\$2,544	\$2,544		\$8,716
Rental of Equipment										
Food Cost										
Raw Food <i>per meal</i> \$0.16 \$0.73	\$21,068	\$123,558		\$123,558	\$145,158		\$107,554	\$107,554	(\$60,832)	\$46,722
Cong Food Svc Supplies <i>per meal</i>									(\$6,712)	(\$6,712)
Catered Meals <i>per meal</i>										(\$6,712)
Consultant	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Consultant A										
Other	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicle Fees (Fuel, Maintenance, Parking)	\$7,764	\$13,469	(\$2,019)	\$11,450	\$14,559		\$13,469	\$13,469		\$46,152
Data Communication, Licenses, Dues	\$6,306	\$10,940	(\$1,640)	\$9,300	\$11,825		\$10,940	\$10,940		\$37,487
Other Supplies (Janitorial, Facilities)	\$5,167	\$8,964	(\$1,344)	\$7,620	\$9,690		\$8,964	\$8,964		\$30,717
Total Non DAS Operating Expenses	\$ 424,655	\$579,899	(\$20,946)	\$558,953	\$613,888		\$565,853	\$567,871	(\$67,544)	\$500,327
Total DAS and Non DAS Operating Expenses	\$1,160,710	\$1,067,652	\$101,973	\$1,169,625	\$1,053,606	\$67,544	\$1,121,150	\$1,055,624		\$1,055,624
HSA #3										10/25/2016

Capital & Subcontractor Expenditure Detail

DAS Capital Expenditure

Equipment (Qty)	FY 21/22	FY 22/23	FY 23/24	FY 24/25	Total
16 Electric Cambros \$1,000/ea + \$4,000 for electrical upgrade to power units (HCBS eligible)	\$18,400				\$18,400
~92% used for this program					
\$20,000 x 92% = \$18,400					
Mobile Cold Storage/Refrigeration (HCBS eligible)		\$10,000			
Combi Oven (HCBS eligible)		\$48,678			
Tray Sealer/Food Packaging Machine (HCBS eligible)		\$30,000			
Total Equipment Cost	\$18,400	\$88,678			\$107,078
Remodeling	FY 21/22	FY 22/23	FY 23/24	FY 24/25	Total
Total Remodeling Cost					
Subcontractor	FY 21/22	FY 22/23	FY 23/24	FY 24/25	Total
Total Subcontractor Cost					
Total DAS Capital & Subcontractor Expenditure	\$18,400	\$88,678			\$107,078

Non DAS Capital Expenditure

Equipment (Qty)	FY 21/22	FY 22/23	FY 23/24	FY 24/25	Total
Total Equipment Cost					
Remodeling	FY 21/22	FY 22/23	FY 23/24	FY 24/25	Total
Total Remodeling Cost					
Subcontractor	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	\$18,400	\$88,678			\$107,078

One Time Only Expenses

DAS OTO Expenditure

<u>Staffing</u>	FY 21/22	FY 22/23	FY 23/24	FY 24/25	Total
Bilingual Linkage Coordinator (\$55,000 salary + 38% fringe)	\$75,900				\$75,900
Total Staffing Cost	\$75,900				\$75,900
<u>Software/IT</u>	FY 21/22	FY 22/23	FY 23/24	FY 24/25	Total
New Client Database: Migration & CAGetCare Integration	\$33,000				\$33,000
IT Support for New Client Database	\$10,000				\$10,000
Foodservice Software License (1/4 of \$20,000 annual fee)	\$5,000				\$5,000
Total Software/IT Cost	\$48,000				\$48,000
<u>Subcontractor</u>	FY 21/22	FY 22/23	FY 23/24	FY 24/25	Total
DEI Training \$5,000/session x 4 sessions (quarterly)	\$20,000				\$20,000
Total Subcontractor Cost	\$20,000				\$20,000
Total DAS Capital & Subcontractor Expenditure	\$143,900				\$143,900

Non DAS Capital Expenditure

<u>Equipment (Qty)</u>	FY 21/22	FY 22/23	FY 23/24	FY 24/25	Total
Total Equipment Cost					
<u>Remodeling</u>	FY 21/22	FY 22/23	FY 23/24	FY 24/25	Total
Total Remodeling Cost					
<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	\$143,900				\$143,900

HSA #4

10/25/2016

NCQA Expenditure Detail

DAS NCQA Expenditure	Unit price	Unit	FY 21/22	FY 22/23	FY 22/23	FY 23/24	FY 23/24	FY 24/25	FY 24/25	Total
Menu planning and nutrition analysis	\$1,967.03 /set	2.00	\$3,934	\$3,934	\$3,934	\$3,934	\$3,934	\$3,934	\$3,934	\$15,736
Kitchen and food service monitoring	\$616.91	4.00	\$2,468	\$2,468	\$2,468	\$2,468	\$2,468	\$2,468	\$2,468	\$9,872
Congregate site monitoring	\$263.67	48.00	\$12,656	\$12,656	\$12,656	\$12,656	\$12,656	\$12,656	\$12,656	\$50,624
Nutrition education	\$131.42	48.00	\$6,308	\$6,308	\$6,308	\$6,308	\$6,308	\$6,308	\$6,308	\$25,232
Nutrition counseling (optional)	/hour									
In-service training	\$295.05 /training	4.00	\$1,180	\$1,180	\$1,180	\$1,180	\$1,180	\$1,180	\$1,180	\$4,720
Total DAS NCQA Expenditure			\$26,546	\$26,546	\$26,546	\$26,546	\$26,546	\$26,546	\$26,546	\$106,184
Non DAS NCQA Expenditure	Unit price	Unit	FY 21/22	FY 22/23	FY 22/23	FY 23/24	FY 23/24	FY 24/25	FY 24/25	Total
Menu planning and nutrition analysis	\$439.62 /set	2.00	\$879	\$879	\$879	\$879	\$879	\$879	\$879	\$3,516
Kitchen and food service monitoring	\$137.88	4.00	\$552	\$552	\$552	\$552	\$552	\$552	\$552	\$2,208
Congregate site monitoring	\$58.93	48.00	\$2,829	\$2,829	\$2,829	\$2,829	\$2,829	\$2,829	\$2,829	\$11,316
Nutrition education	\$29.37	48.00	\$1,410	\$1,410	\$1,410	\$1,410	\$1,410	\$1,410	\$1,410	\$5,640
Nutrition counseling (optional)	/hour									
In-service training	\$65.94 /training	4.00	\$264	\$264	\$264	\$264	\$264	\$264	\$264	\$1,056
Total Non DAS NCQA Expenditure			\$5,934	\$5,934	\$5,934	\$5,934	\$5,934	\$5,934	\$5,934	\$23,736
Total DAS and Non DAS NCQA Expenditure			\$32,480	\$32,480	\$32,480	\$32,480	\$32,480	\$32,480	\$32,480	\$129,920
HSA #4										

10/25/2016