

Contract Period: 10/1/15 - 9/30/16[illegible]

Name of Agency: Children's Harbor Inc.

Contract Number: 15-4312

Contract Period: 10/1/15 - 9/30/16

Program: Family Strengthening

BUDGET CATEGORY/LINE ITEM		ROUND TO NEAREST WHOLE DOLLAR ONLY (NO CENTS)	Amount Charged to Contract	Rounded Amount Charged to Contract
				\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -
Total Staff Benefits (rounded to whole dollars)			\$ 88,839.00	\$ 88,838.00
Staff Benefits Percent of Staff Salaries			34.7%	34.7%
1000	Staff Training: Show any costs budgeted for staff training. Include detail and method for calculations. Note the positions or classifications to be trained and include any costs associated with attendance at training, conferences or seminars. Include projected registration costs, air travel, hotel, etc., as applicable.			
	Description	Method of Calculation		
	(Examples: registration, air fare, car rental, hotel, personnel vehicle mileage, etc.)		\$ -	\$ -
	5 counselors - \$60/year x 5 counselors (CSC Trainings)		\$ 300.00	\$ 300.00
	1 Supervisor - \$660/year x 1 supervisor (NPP Training, CSC Trainings, Star12)		\$ 660.00	\$ 660.00
				\$ - \$ -
Total Staff Training (1000) (rounded to whole dollars)			\$ 960.00	\$ 960.00
1100 Not Used				
1200	Local or Out of Town Staff Travel: Show positions requiring travel, mileage rates, monthly mileage estimates and total budgeted reimbursement.			
	Description	Method of Calculation		
	(Examples: local miles, non-local miles, tolls, parking, miscellaneous travel, etc.)			\$ - \$ -
	Local Mileage Reimbursement	5 FTE x 650miles x 12mths x 0.45	\$ 17,550.00	\$ 17,550.00
	Tolls and Parking	\$20 per month x 12 months	\$ 240.00	\$ 240.00
				\$ - \$ -
Total Local or Out of Town Staff Travel (1200) (rounded to whole dollars)			\$ 17,790.00	\$ 17,790.00
1300	Contractual Services/Consultants: For each contractual staff, consultant, or contracted service, list the position title, the name if known, the services to be provided, rates of pay, work products and method of payment, e.g., hourly rates, daily rates, price per deliverable, etc., and justification of need for the contractual service(s). Audit Fees are reported under Administrative Costs (8900).			
	Name/Title of Contracted Consultant/Service	Service to be Provided / Method of Calculation		
	(Examples: consultant, other professional fees, other, etc.)			\$ - \$ - \$ - \$ - \$ -
Total Contractual Services/Consultants (1300) (rounded to whole dollars)			\$ -	\$ -
1400	Space and Utilities: Show monthly and annual cost projections for space and utilities (based on square footage). If lease is full-service, indicate as such.			
	Line Item	Method of Calculation		
	(Examples: rent, electricity, maintenance/janitorial services, etc.)			\$ - \$ -

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Children's Services Council-Budget Detail

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Family Strengthening

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				\$ -
				\$ -
				\$ -
		Total Expenses (1600) (rounded to whole dollars)	\$ 26,165.00	\$ 26,165.00
1700	Other Items: This section is to be used for SYEP & STEPS Programs only: 1. Youth employment and fringe benefits that are converted to units. DO NOT INCLUDE ANY OTHER EXPENSES IN THIS SECTION UNLESS DIRECTED BY YOUR PROGRAM SPECIALIST.			
1700	Salary: List each position by position title. Position title must match position title used in the contract Scope section. Only include Youth employment type positions.			
# of Staffing Positions	Position Title	Method of Calculation		
				\$ -
				\$ -
				\$ -
				\$ -
		TOTAL Other Salary (1700)	\$ -	\$ -
1700	Fringe: FICA is automatically calculated on all salaries.			
# of Staffing Positions	Position Title	Method of Calculation		
FICA	Required at 7.65%		\$ -	\$ -
				\$ -
				\$ -
		TOTAL Other Fringe (1700)	\$ -	\$ -
1700	Non-Salary & Fringe: Only use if directed by your Program Specialist.			
	Detail	Method of Calculation		
				\$ -
				\$ -
				\$ -
				\$ -
		TOTAL Other Non-Salary & Fringe (1700)	\$ -	\$ -
		Total Other (1700) (rounded to whole dollars)	\$ -	\$ -
The Account Series 80XX applies to REIMBURSEMENT type costs: DO NOT USE IF COSTS ARE CONSIDERED PART OF UNIT COST.				
8010	Flex Funds: may be used to meet individual client needs that present barriers to program participation and success. This emergency financial assistance allows providers to address the threat of foreclosure, eviction, or termination of utility services; temporary child care expenses; home repairs, food, clothing, back to school supplies, bus passes or gas cards or other services/commodities. These funds are cost reimbursement funds.			
	Services/Needs to be Met	Method of Calculation		
	Include # of Families			
	Emergency Funds (rents, utility etc)	30 families @ \$375 / year	\$ 11,250.00	\$ 11,250.00
				\$ -
				\$ -
				\$ -
				\$ -
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					\$ - \$ - \$ -
Total Flex Funds (8010) (rounded to whole dollars)				\$ 11,250.00	\$ 11,250.00
8020	Value Added: should be used to pay for creative program enhancements that support the goals of the program and improve participant participation and commitment. Food/refreshments for group activities and participation/goal achievement incentives, such as gift certificates or tickets to games or shows, are some examples. These funds are cost reimbursement funds.				
	Detail	Method of Calculation			
	Publix Gift cards - 85 families x 2 gift cards x \$10			\$ 1,700.00	\$ 1,700.00
	Publix Gift cards - 35 families x 3 gift cards x \$10			\$ 1,050.00	\$ 1,050.00
					\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -
Total Value Added (8020) (rounded to whole dollars)				\$ 2,750.00	\$ 2,750.00
8030 Not Used					
8040 Not Used					
8050	Other Cost Reimbursement Items: This section is to be used for: 1. Youth stipend - (cost reimbursement only) 2. Client transportation to and from the program. Suggested calculation: Log all miles used for the program multiplied by a standard rate to cover the costs of maintenance, insurance, gas, oil etc. DO NOT INCLUDE TRANSPORTATION FOR FIELD TRIPS - use section 8020. Other Cost Reimbursement expenses may be included in this section as directed by your Program Specialist. Do not include other expenses in this section unless directed by CSC.				
	Detail	Method of Calculation			
					\$ - \$ - \$ - \$ - \$ -
TOTAL Other (8050)				\$ -	\$ -
8060 through 8090 Not Used					
8091	Capital Equipment (\$1,000 or more per item): Itemize non-expendable items to be purchased or leased (capital lease only) with Council funds (tangible property having a useful life of more than one year and having an acquisition cost of \$1,000 or more per item). Describe if the property or equipment will be purchased or leased (capital lease only). Briefly explain how the capital equipment is necessary for the success of the program. These funds are cost reimbursement funds. Summer programs are not eligible for Capital Equipment.				
Qty	Unit Price	Line Item	Justification	Method of Calculation	
1	1095	Towards Electronic Health Record Software - Formlogic Tool		\$ 1,095.00	\$ 1,095.00
1	1095	Towards Electronic Health Record Software - Import Data Tool		\$ 1,095.00	\$ 1,095.00
					\$ - \$ - \$ -
Total Capital Equipment (\$1,000 or more) [8091] (rounded to whole dollars)				\$ 2,190.00	\$ 2,190.00

Children's Services Council-Budget Detail

 Name of Agency: **Children's Harbor Inc.**

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 Program: **Family Strengthening**

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BUDGET CATEGORY/LINE ITEM		ROUND TO NEAREST WHOLE DOLLAR ONLY (NO CENTS)		Amount Charged to Contract	Rounded Amount Charged to Contract
8092 thru 8095 Start-up: These funds are intended for those budget items that are needed in advance to prepare and start the program. They must be <u>used within 90 days</u> of the contract effective date. These funds are cost reimbursement funds. Note that start-up is used only during the <u>initial</u> contract year. In subsequent years, these costs should be assigned to the appropriate expense line such as staffing, expenses etc.					
8092 a) Start-Up Staff Salaries: List each position by position title. Position title must match position title used in the contract Scope section. Show the annual salary rate and the percentage of time to be devoted to the program. Rates of pay for employees performing work associated with the proposed program to be funded must be consistent with that paid for similar work within the applicant organization. Include formulas used to calculate fringe benefits. Only include positions that are start-up positions. These funds are cost reimbursement funds. In subsequent years these costs should be assigned to staffing.					
# Of Staffing Positions	Position Title	Method of Calculation			
					\$ -
Total Start-up Salary (8092) (rounded to whole dollars)				\$ -	\$ -
8092 b) Start-Up Staff Benefits: FICA is automatically calculated on all salaries. Show formulas used to calculate all other fringe benefits such as retirement, insurance, workers comp, unemployment etc. Be sure to identify which positions the various calculations refer to. (Do not list each employee separately.) Only include positions that are start-up positions. These funds are cost reimbursement funds. In subsequent years these costs should be assigned to staffing.					
# Of Staffing Positions	Position Title	Method of Calculation			
FICA		Required at 7.65%		\$ -	\$ -
Other Benefits					\$ -
Total Start-up Fringe (8092) (rounded to whole dollars)				\$ -	\$ -
Total Start-up Salary & Fringe (8092) (rounded to whole dollars)				\$ -	\$ -
8093 Start-Up Expenses/Supplies: Itemize <u>expendable</u> items and show how the amounts were calculated. Expenses include but are not limited to office supplies, communications, printing and postage, training materials. Expenses also include expendable items costing less than \$1,000 such as books, testing instruments, tape recorders, etc. Other items include Non-Capital equipment items with a cost of less than \$1,000 each (i.e. computers, printers, cabinets, etc.) Generally, supplies include any materials that are expendable or consumed during the course of the project. Only include supplies that are start-up supplies. These funds are cost reimbursement funds.					
Qty	Unit (ea. Etc.)	Line Item	Method of Calculation		
6	\$300	Tablets @ \$300 each x 6		\$ 1,800.00	\$ 1,800.00
		Towards NPP materials: (supplementals/DVDs, Books)		\$ 885.00	\$ 885.00
		Books - NPP curriculum school age 80 families @ \$15 per year		\$ 1,200.00	\$ 1,200.00
		Books - NPP curriculum - adolescent 33 families @ \$30 per year		\$ 990.00	\$ 990.00
					\$ -
					\$ -
					\$ -
					\$ -
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	Total Start-up Supplies (8093) (rounded to whole dollars)			\$ 4,875.00	\$ 4,875.00																				
8094	Start-Up Staff Training: Show any costs budgeted for staff training. Include detail and method for calculations. Note the positions or classifications to be trained and include any costs associated with attendance to training conferences or seminars. Include projected registration costs, air travel, hotel, etc., as applicable. Only include training costs that are start-up training costs. These funds are cost reimbursement funds.																								
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(Examples: registration, air fare, car rental, hotel, personal vehicle mileage, etc.)																									
	Total Start-Up Staff Training (8094) (rounded to whole dollars)			\$ -	\$ -																				
8095	Start-up Purchased Services: For each contractual staff, consultant, or contracted service, list the position title, the name if known, the services to be provided, rates of pay, work products and method of payment, e.g., hourly rates, daily rates, price per deliverable, etc., and justification of need for the contractual service(s). Only include Purchased Services that are start-up. These funds are cost reimbursement funds. Audit Fees are included in Administrative Costs (8900)																								
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	Total Purchased Services (8095) (rounded to whole dollars)			\$ -	\$ -																				
	Total Start-up (8092 thru 8095) (rounded to whole dollars)			\$ 4,875.00	\$ 4,875.00																				
8900	Administrative Costs: Limited to 10% of the requested amount less the Administrative Costs. Administrative costs must be itemized and defined, and MUST include method of calculation. Examples include audit fees, administrative insurance, etc.																								
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	Total Administrative Function (8900) (rounded to whole dollars)			\$ 37,090.00	\$ 37,090.00																				
	Matching Contributions: Show how match is to be provided and indicate whether cash, or in-kind. Show how worth was determined and the method of calculation. Must equal a minimum of 5% of total funding request. Total should agree with the amount in Match amount indicated in the contract.																								
	Cash Match																								
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			\$ -	\$ -
	TOTAL Cash Match: (rounded to whole dollars)		\$ 2,000.00	\$ 2,000.00
	In-Kind Match			
	Description Method of Calculation			
	Space Utilization - 2500 sqft x \$21		\$ - \$ 52,500.00 \$ - \$ -	\$ - \$ 52,500.00 \$ - \$ -
	TOTAL In-Kind Match: (rounded to whole dollars)		\$ 52,500.00	\$ 52,500.00