

**CD11 - Encampment to Homes**  
**DRAFT BUDGET**  
 FY 2021-2022

<b>PERSONNEL COSTS</b>	<b>BASE SALARY</b>	<b>FTEs</b>	<b>BUDGET</b>	<b>DESCRIPTION / NOTES</b>
Program Manager	70,000.00	1.00	\$ 70,000	1 FTE at \$70k, Supervision, management and program implementation
Case Manager	52,000.00	10.00	\$ 520,000	10 FTE at \$52k, Case management services, 1:20 ratio (estimated 200 clients)
Fringe Benefits - 23%			\$ 135,700	Fringe benefits estimated 23%
<b>Subtotal - Case Management Personnel</b>		<b>11.00</b>	<b>\$ 725,700</b>	
Resident Monitors (Night)	2 FTE/shift x 3 sites	6.00	\$ 295,212	On-site facility & client monitoring, 2 FTEs/Shift x 1 shift x 3 sites (overnight)
Resident Monitors (Swing)	2 FTE/shift x 3 sites	6.00	\$ 295,212	On-site facility & client monitoring, 2 FTEs/Shift x 1 shift x 3 sites (swing)
Fringe Benefits - 10%			\$ 59,042	Fringe benefits estimated 10%
<b>Subtotal - Resident Monitoring Personnel (security)</b>		<b>12.00</b>	<b>\$ 649,466</b>	
<b>Total - Personnel Costs</b>		<b>23.00</b>	<b>\$ 1,375,166</b>	
<b>SUPPORTIVE SERVICES</b>				
Client Aid Funds			\$ 108,000	Funds for general client needs such as document assistance, transportation, clothing, basic needs, medication, application fees, etc. Estimated at \$540 x 200 clients
Food/Meal Supplements			\$ 390,000	Funds to support food/meal estimated at \$150/week x 200 clients x 13 weeks (targeting clients ineligible/exhausted food stamps, can include food gift cards or purchased meals)
Motel Costs			\$ 2,340,000	Motel funds for temporary housing: \$130/night x 200 clients x 90 days (rates fluctuates between \$110-\$130/night depending upon room availability)
<b>Subtotal - Supportive Services</b>			<b>\$ 2,838,000</b>	
<b>OPERATING COSTS</b>				
Staff Training / Development			\$ 8,050	Staff training at \$350 per FTE (all personnel)
Office Supplies			\$ 2,243	General office supplies such as file folders, pens, etc. estimated at \$187/month
Program Supplies			\$ 10,000	Misc. program supplies including PPE, hygiene kits etstimated at \$50/client x 200 clients
Cell phone service			\$ 6,600	Cellphone services estimated at \$50/month x FTE/month (case management personnel only)
IT network connectivity (wifi)			\$ 6,600	Wifi network services estimated at \$50/month x FTE/month (case management personnel only)
Space Cost & Usage			\$ 77,000	Space cost/usage estimated at \$7,000/FTE x 11 FTEs (site specific for CM personnel only)
Insurance			\$ 27,600	General staff liability estimated at \$100/month x FTE/month (all personnel)
Other Operating			\$ 8,000	Storage costs for client belongings estimated at \$500/month, misc. operating at \$500/quarter
Staff Mileage/Parking			\$ 7,656	Staff mileage/parking at 100 miles/month x \$0.58/mile x FTE x 12 month (CM personnel only)
<b>Subtotal - Operating Costs</b>			<b>\$ 153,749</b>	
<b>ONE TIME COSTS</b>				
Equipment (laptop, cellphones, walkie talkies, etc.)			\$ 17,900	Laptop at \$1,000 x 11 FTEs; Cellphones \$600 x 11 FTEs; walkies at \$50 x 6 walkies (2 per site)
File Cabinet, Printer			\$ 1,150	Mobile printers at \$250/unit x 3 printers; file cabinet at \$400 (master cabinet at Hampton)
<b>Subtotal - One Time Costs</b>			<b>\$ 19,050</b>	
<b>TOTAL PROGRAM COSTS</b>			<b>\$ 4,385,965</b>	
<b>Indirect Costs - 14%</b>			<b>\$ 614,035</b>	Agency Indirect at 14%
<b>TOTAL BUDGET</b>			<b>\$ 5,000,000</b>	

Average Cost per Night: \$ 68.49