CCDA Narrative Monthly Budget Plan

Total Budget for FY 14-15  $511,000.00
Current Month's expenditures:  $37,481.95

NOTE: The fund categories can be re-allocated as needed.

PERSONNEL SERVICES
A. Salary and Benefits – Total: Budget $350,000 FY 14-15
B. Position Count- 4
   Commissioners (Per Diem), Executive Director, 2 Program Analysts, and
   Office Technician
   Benefits include: health care, retirement, unemployment, and other staff benefits
   (Current Month expenditures: $20,369.29)

SPECIAL FUND ACCOUNT

Account: 0942304-8790-1945-501 Established for Non-General Funded Revenue

Current Deposit for Special Fund Account: $2,500.00
Expenditures:  -2,483.94 (Community Stakeholders
Gathering Oct 21st 2014)

Remaining Balance  $16.06

Reporting as of January 31st, 2015
CCDA Narrative Monthly Budget Plan
Con’t:

OPERATING EXPENSES AND EQUIPMENT
C. General Expense-Budget Total: $47,000.00
   • Office Supplies including binders, file folders, printer paper, toner, staples, etc
   • Printing: to include flyers, registration forms, handouts, workshop information, binding etc.
   • Phone and Internet Service:
   • Postage: Includes mailing, postage of flyers, program announcements, fiscal reports etc.
   • Meeting Support: caption, meeting minutes, meeting rentals etc.

D. Facilities Operation- Total: $39,000.00
   • Monthly rent for Executive Staff office( current monthly cost $3,120.75)

E. Travel – Total: $8,000.00
   • Travel includes local travel and TEC from all commission meeting travel

F. Training – Total: $3,000.00
   • Training scheduled for staff professional development and commissioner orientations

G. Consultant/Professional Services – Total: $56,000.00
   • Internal Contracts for Fiscal Services, Human Resources, and IT Services.

H. Information Technology – Total: $8,000.00
   • Website redesign, hosting, and hardware/software technical support

(Current Month expenditures for Operating Expenses: $17,112.66)

Total: $511,000.00

Reporting as of January 31st, 2015