

HIS HELPING HANDS
ANNUAL BUDGET STARTING JULY 1, 2008

Account #/Description	Budget 2008 - 09
INCOME	
DONATIONS	
03002 General Donations	\$72,000.00
03003 Building Fund Donations	\$1,000.00
03004 Grants - Foundations - Corporate Gifts	\$50,000.00
03005 Sale of Securities	\$0.00
03006 Special - End of Year Donations	\$30,000.00
TOTAL CASH DONATED INCOME	\$153,000.00
Total Gifts In Kind Donations	\$800,000.00
OTHER INCOME	
03105 Interest Income	\$500.00
03110 Transfer from CCC - General Fund	\$125,000.00
03112 Sale of Donated Items	\$35,000.00
03113 Trash Fees Income	\$500.00
03114 Baled Clothing Income	\$16,000.00
03115 Miscellaneous Income	\$500.00
03120 Sale of Assets	\$0.00
TOTAL OTHER INCOME	\$177,500.00
TOTAL INCOME	\$1,130,500.00
EXPENSES	
SALARY & BURDEN	
04004 Salaries	\$165,000.00
04005 Miscellaneous Salaries	\$2,000.00
04006 Maintenance Salaires	\$0.00
04015 Contract Labor Salaries	\$5,000.00
TOTAL SALARIES	\$172,000.00
FICA EXPENSE	
04110 Staff FICA	\$11,000.00
04111 Miscellaneous FICA	\$0.00
04112 Maintenance FICA	\$0.00
04125 Other FICA	\$0.00
TOTAL FICA	\$11,000.00
EMPLOYEE BENEFITS	
04135 Employee Health Insurance	\$8,000.00
04136 Employee Life/Disability Insurance	\$1,300.00
04137 Employee Benefits Contingency	\$250.00
04139 Employee Tuition to CCA	\$0.00
04141 Employee Retirement	\$10,320.00
04142 Employee Dental Insurance	\$600.00

Account #/Description

Budget 2008 - 09

TOTAL EMPLOYEE BENEFITS

\$20,470.00

Account #/Description	Budget 2008 - 09
CONVENTION & BUSINESS EXPENSES	
04155 Convention Expenses	\$2,000.00
04180 Business Expenses - Ex. Director	\$5,000.00
04185 Cell Phone - Ex. Director	\$1,500.00
04190 Cell Phones - Staff	\$1,440.00
04191 Staff Honor & Appreciation	\$1,500.00
04193 Business Expenses - Staff	\$1,600.00
04195 Education Expenses	\$0.00
TOTAL CONV. & BUSINESS EXPENSES	\$13,040.00
TOTAL EMPLOYEE COSTS	
	\$44,510.00
TOTAL SALARY & BURDEN	
	\$216,510.00
WELL OF LIFE RECEPTION EXPENSES	
04501 Well of Life Bibles Distributed	\$1,500.00
04502 Well of Life Tracts & Pamphlets	\$200.00
04503 Well of Life - Other Materials	\$200.00
04504 Benevolence to Families & Christmas	\$8,000.00
04505 Christmas Toys & Other	\$1,000.00
TOTAL WELL OF LIFE RECEPTION EXPENSES	\$10,900.00
FOOD DISTRIBUTION	
04801 Food General Expenses	\$500.00
04805 Food Storage Supplies	\$0.00
04810 Food Purchases for Distribution	\$0.00
TOTAL FOOD DISTRIBUTION EXP.	\$500.00
CLOTHING DISTRIBUTION EXPENSES	
05001 Clothing Distribution General Exp	\$500.00
05005 Clothing Distribution Storage Exp	\$0.00
05010 Clothing Distribution Repairs & Cleaning Exp	\$0.00
TOTAL CLOTHING DISTRIBUTION EXPENSE	\$500.00
FURNITURE & APPLIANCE DISTRIBUTION EXP	
05201 Furniture General Expenses	\$200.00
05205 Furniture Repair Expenses	\$100.00
05225 Appliance General Expenses	\$200.00
05230 Appliance Repair Expenses	\$200.00
05250 Furniture & Appliance Tools & Equipment	\$0.00
TOTAL FURNITURE & APPLIANCE DISTRIBUTION EXP.	\$700.00
HOUSEWARES & BEDDING DISTRIBUTION EXP	
05401 Housewares General Expenses	\$150.00
05405 Housewares Storage Expenses	\$200.00
05410 Housewares Repair Expenses	\$0.00
05425 Bedding General Expenses	\$100.00
05430 Bedding Storage Expenses	\$50.00
05435 Bedding Repair Expenses	\$50.00
TOTAL HOUSEWARES & BEDDING DISTRIBUTION EXP	\$550.00

GARDEN PRODUCE EXPENSES

06001 Garden Produce General Expenses	\$500.00
06005 Garden Produce Fertilizer & Ground Preparation	\$200.00
06010 Garden Produce Seed, Plants & Chemicals Exp	\$400.00
06015 Garden Produce Watering & Misc. Expenses	\$300.00
TOTAL GARDEN PRODUCE EXPENSES	\$1,400.00

PROPERTY EXPENSES - 1441 E 37th St. N

07502 Utilities - Electric	\$8,000.00
07504 Utilities - Gas	\$4,000.00
07506 Utilities - Water	\$2,000.00
07508 Utilities - Trash Removal	\$7,000.00
07510 Pest Control	\$600.00
07511 Supplies - Light Bulbs & Tubes	\$100.00
07512 Supplies - Maintenance	\$500.00
07513 Supplikes - Custodial Paper, etc.	\$500.00
07514 Supplies - Miscellaneous	\$200.00
07515 Building Repairs Maintenance	\$700.00
07516 Baled Clothing Expense	\$200.00
07520 Tools & Equipment - Custodial	\$300.00
07521 Tools & Equipment General	\$600.00
07530 Mechanical Equipment Repairs	\$1,500.00
07531 Mechanical Equipment Parts	\$500.00
07540 Security System Equipment	\$200.00
07541 Security System Service	\$425.00
07542 Phone System Equipment	\$0.00
07543 Computer & IT Equipment Purchases	\$0.00
07544 IT System Equipment	\$500.00
07545 Computer & IT Equipment Repairs	\$0.00
07550 Storage Rental	\$1,500.00
07560 Grounds & Landscaping Expenses	\$1,000.00
07561 Grounds Equipment	\$250.00
07562 Vehicle Purchase	\$0.00
07565 Vehicle Rental	\$0.00
07566 Wvehicle - Titles, Tag & Fees	\$350.00
07570 Vehicle Gas & Service	\$8,000.00
07571 Vehicle Repairs	\$1,500.00
07572 Vehicle Parts	\$350.00
07580 Building Repairs	\$300.00
07585 Warehouse Lease	\$0.00
07590 Building Fees & Licenses	\$200.00
TOTAL PROPERTY EXPENSES	\$41,275.00

Account #/Description**Budget 2008 - 09****OFFICE EXPENSES**

07801 Office Supplies	\$3,000.00
07805 Telephone Service (Cox)	\$4,000.00
07806 IT Network Service (Cox)	\$4,000.00
07807 Dues & Subscriptions	\$1,000.00
07810 Postage	\$1,500.00
07811 Postage Equipment	\$650.00
07812 Office Equipment	\$800.00
07813 Office Equipment Repairs	\$0.00
07815 Computer Purchases	\$1,000.00
07816 Computer Aux. Equipment Purchases	\$1,000.00
07817 Computer Software	\$7,500.00
07818 Computer Contract labor	\$0.00
07819 Computer Repair & Parts	\$300.00
07820 Computer Supplies	\$350.00
07825 Copy Machine Lease	\$1,500.00
07826-07827 Copy Machine Paper	\$300.00
07827 Copy Machine Repairs & Supplies	\$0.00
07830 Office Furniture Purchases	\$0.00
07835 Office Miscellaneous Expenses	\$200.00

TOTAL OFFICE EXPENSES **\$27,100.00****FUND RAISING & PROMOTION EXPENSES**

08001 Advertising	\$4,000.00
08002 Fund Raising Expenses	\$4,000.00
08003 Fund Raising Professional Expenses	\$750.00
08005 Signage	\$500.00
08010 Brochures	\$4,000.00
08015 Printing Expenses	\$1,500.00
08020 Web - Internet - Expenses	\$0.00

TOTAL FUND RAISING & PROMOTION EXP. **\$14,750.00****ADMINISTRATIVE EXPENSES**

08299 Professional Memberships - Office & Accounting	\$1,000.00
08301 Legal Expense	\$300.00
08302 Accounting Expenses	\$4,000.00
08303 Taxes - Fees - Permits	\$1,500.00
08305 Workman's Compensation	\$0.00
08315 Insurance - Multi-Peril	\$0.00
08302 Insurance - Vehicle	\$0.00

TOTAL ADMINISTRATIVE EXPENSES **\$6,800.00****024 VOLUNTEER EXPENSES**

08411 Volunteer Leadership Meetings & Retreats	\$1,000.00
08415 Volunteer & Client Refreshments	\$4,000.00
08417 Volunteer/Client Miscellaneous Expenses	\$500.00
08419 Volunteer Appreciation	\$2,000.00

TOTAL VOLUNTEER EXPENSES **\$7,500.00**

Account #/Description	Budget 2008 - 09
TOTAL CASH EXPENSES	\$328,485.00
TOTAL GIFT IN KIND DISTRIBUTIONS	\$800,000.00
TOTAL CASH EXPENSES & DISTRIBUTIONS	\$1,128,485.00