QUARTERLY PROGRAM REPORTING

Submission of the KYHMIS CoC-APR for the following reporting periods:

- a. July 1, 2019 September 31, 2019
- b. July 1, 2019 December 31, 2019
- c. July 1, 2019 March 31, 2020
- d. July 1, 2019 June 30, 2020

QUARTERLY FINANCIAL REPORTING

All financial statements must be supported with documentation kept at the Organization. No supporting documentation is required with submission of financial report.

							Α	В	С								
							Total ES	LFUCG	Non-city	Quarter 1		Quarter 2		Quarter 3		Quarter 4	
							Budget	Funding	Funding	LFUCG	Match	LFUCG	Match	LFUCG	Match	LFUCG	Match
1. STAFF SALARIES																	
Staff Name Title FTE % Prog Amt/mo # months Annuall		Annually															
Emergency	Shelter																
Ken	, Director of Plant Oper	, 1.00 FTE ,	25%	, 1,333	/mo , 12 months	, 16,000	16,000										
Troy	, Asst Director of PO	, 1.00 FTE ,	80%	, 2,667	/mo , 12 months	, 32,000	32,000										
Powell	, Shelter Staff	, 1.00 FTE ,	100%	, 2,070	/mo , 12 months	, 24,840	24,840										
Harris	, Shelter Staff	, .80 FTE ,	100%	, 1,642	/mo , 12 months	, 19,708	19,708										
Roe	, Shelter Staff	,1.00 FTE ,	100%	, 2,561	/mo , 12 months	, 30,726	30,726										
Lester	, Shelter Staff	,1.00 FTE ,	100%	, 2,483	/mo , 12 months	, 29,790	29,790										
Crawford	, Shelter Staff	, 1.00 FTE ,	100%	, 2,243	/mo , 12 months	, 26,920	26,920										
Craig	, Shelter Staff	, 1.00 FTE ,	100%	, 2,070	/mo , 12 months	, 24,840	24,840										
Elswick	, Shelter/Donations	, 1.00 FTE ,	100%	, 2,000	/mo , 12 months	, 24,000	24,000										
Dinah	, Shelter Assistant	, 1.00 FTE ,	100%	, 3,501	/mo , 12 months	, 42,016	42,016										
Amber	, Intake/HMIS Coord	, 1.00 FTE ,	60%	, 2,667	/mo , 12 months	, 32,000	32,000										
Rainey	, Intake Assistant	, 1.00 FTE ,	75%	, 1,775	/mo , 12 months	, 21,300	21,300										
Doris	, HMIS Staff	, 1.00 FTE ,	100%	, 1,867	/mo , 12 months	, 22,400	22,400										
Kitchen Staff																	
Sue	, Kitchen Supervisor	, 1.00 FTE ,	100%	, 2,933	/mo , 12 months	, 35,200	35,200										
Clark	, Cook	, 1.00 FTE ,	100%	2,042	/mo , 12 months	, 24,500	24,500										
Green	, Cook	, 1.00 FTE ,	100%	1,925	/mo , 12 months	, 23,100	23,100										
Maintenan	ice Staff																
Mike	, Maintenance Sup	, 1.00 FTE ,	20%	, 1,042	/mo , 12 months	, 12,500	12,500										
John	, Maint Staff	, 1.00 FTE ,	20%	, 658	/mo , 12 months	, 7,900	7,900										
DJ	, Maint Staff	, 1.00 FTE ,	20%	, 450	/mo , 12 months	, 5,400	5,400										
Program A	dmin																
Jeff	, CFO	, 1.00 FTE ,	10%	, 958	/mo , 12 months	, 11,500	11,500										
Jennifer	, Director of Acctg	, 1.00 FTE ,	10%	, 650	/mo , 12 months	, 7,800	7,800										
Mindy	, Accountant	, 1.00 FTE ,	10%	, 433	/mo , 12 months	, 5,200	5,200										
Amy	, AP Accountant	, 1.00 FTE ,	15%	, 404	/mo , 12 months	, 4,850	4,850										
Lauren	, Director of HR	, 1.00 FTE ,	15%	, 708	/mo , 12 months	, 8,500	8,500										
PROGRAM	STAFF SALARIES TOTALS						492,990										
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2. STAFF FRINGE BENEFITS																	
					98,105												
FICA (7.65% of total pay)				37,714													
401 match from employer (4.5% avg of total pay, immediate vesting)				22,185													
Other personnel costs: includes incentives for health services and attendance (1.5% of total pay)				7,395													
7,33				• '	1		-										

Workers Comp (1.2% of total pay) SUI (.6% of total pay) TOTAL FRINGE BENEFITS (35.35% of total pay)	5,916 2,958 174,272	, 📕 , 📕							
3. CONSULTANT SERVICES TOTAL CONSULTANT SERVICES	0 0 0	-'							
4. SPACE/FACILITIES Electric (2 buildings)	59,000								
Water/sewer (2 buildings)	73,500								
Gas (2 buildings)	9,000								
Landfill User Fee (2 buildings)	975								
Building Maint Supplies (2 buildings)	12,000								
Building/Equipment Repairs (2 buildings)	15,000								
Housekeeping/Building Supplies (paper towels, soap, toilet paper, cleaning suppl, client needs)	49,000								
Pest Control - Includes regular treatment and bedbugs treatment (2 buildings)	1,000								
Building Insurance (2 buildings)	21,800								
Grounds Maintenance (2 properties)	2,900								
Depreciation Expense for Cafeteria and ES Building Renovations/Furnishings	60,700								
TOTAL SPACE/FACILTIES	304,875								
Note: One of the two facilities is an LFUCG facility with a 99 year lease for \$1.		_							
5. OPERATING EXPENSES									
Food and Beverage	98,000								
Kitchen Supplies	28,000								
Telephone Service	12,400								
Office Supplies	7,500								
Program Supplies Program Supplies	1,500								
Clinic Supplies	1,600								
Copiers/Equipment Rental	14,150								
Computer Repairs/Maintenance	16,700								
Mileage	300								
Vehicle Repair and Maint.	14,400								
Vehicle Insurance	23,400								
Gas for Vehicles	27,000								
Professional Liability Insurance	1,200								
TOTAL OPERATING EXPENSES	246,150								
6. SCHOLARSHIPS/STIPENDS									
Peer Mentor Stipends (6 ongoing Peer Mentors for support)	29,600								
TOTAL SCHOLARSHIPS/STIPENDS	29,600								
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7. OTHER									
Staff Training-CPR, First Aid, Active Shooter, etc.	1,850								
TOTAL OTHER EXPENSES	1,850								
PROCEDANA TOTAL PURCET	240 727 050 000 200 727	¬ I —¬ I							
PROGRAM TOTAL BUDGET	,249,737 850,000 399,737								