DAAS-731 (Rev. 2/16)

Home and Community Care Block Grant for Older Adults

County Funding Plan

County Services Summary

County__Durham
July 1, 2018 through June 30, 2019
Revision #1

	A				B	C	D	E	F	G	H	I
	Block Grant Funding				Required	Net	NSIP	Total	Projected	Projected	Projected	Projected
Services	Access	In-Home	Other	Total	Local Match	Service Cost	Subsidy	Funding	HCCBG Units	Reimbursement Rate	HCCBG Clients	Total Units
Home Del Meals		149,417		\\\\\\\\\\\	16,602	166,019	36,988	203,007	34951	5.5	215	51848
In-Home Aid		473,154		\\\\\\\\\\\	52,573	525,727		525,727	33874	15.52	230	114776
Adult Day Health		5,640		\\\\\\\\\\\	627	6,267		6,267				
Adult Day Care		35,980		\\\\\\\\\\\	3,998	39,978		39,978				
Inf/Options Couns.	89,722			\\\\\\\\\\\	9,969	99,691		99,691				
Sr. Ctr. Operations			356,377	\\\\\\\\\\\	39,597	395,974		395,974				
Transportation	107,089			\\\\\\\\\\\	11,899	118,988		118,988				
Cong. Nutrition			136,036	\\\\\\\\\\\	15,115	151,151	11,625	162,776				
				\\\\\\\\\\\	0	0		0				
				\\\\\\\\\\\	0	0		0				
				\\\\\\\\\\\	0	0		0				
				\\\\\\\\\\\	0	0		0				
				\\\\\\\\\\\	0	0		0				
				\\\\\\\\\\\	0	0		0				
Total	196,811	664,191	492,413	1,353,415	150,379	1,503,795	48,613	1,552,408	68825	\\\\\\\\\\\\\	445	166624

Signature, Chairman, Board of Commissioners Date

NAME AND ADDRESS
COMMUNITY SERVICE PROVIDER
Durham County DSS
414 E. Main Street
Durham, NC 27701

Home and Community Care Block Grant for Older Adults

County Funding Plan

Provider Services Summary

DAAS-732 (Rev. 2/16)
County: DURHAM
July 1, 2018 through June 30, 2019
REVISION # 1 , DATE : 10 September 2018

			A				B	C	D	E	F	G	H	I
	Ser. Delivery (Check One)		Block Grant Funding				Required	Net*	NSIP	Total	Projected HCCBG	Projected Reimburse	Projected HCCBG	Projected Total
Services	Direct	Purch.	Access	In-Home	Other	Total	Local Match	Serv Cost	Subsidy	Funding	Units	Rate	Clients	Units
Home-Delivered Meals		X		149,417			16,602	166,019	36,988	203,007	32419	5.5	215	51848
In-Home Aid		X		473,154			52,573	525,727		525,727	33874	15.52	230	114776
							0	0		0				
							0	0		0				
							0	0		0				
							0	0		0				
							0	0		0				
							0	0		0				
							0	0		0				
							0	0		0				
							0	0		0				
							0	0		0				
							0	0		0				
							0	0		0				
Total			0	622,571	0	622,571	69,175	691,746	36,988	728,734	66293		445	166624

*Adult Day Care & Adult Day Health Care Net Service Cost

	ADC	ADHC
Daily Care		
Transportation		
Administrative		
Net Ser. Cost Total		

Certification of required minimum local match availability.
Required local match will be expended simultaneously with Block Grant Funding.

11-26-18

Authorized Signature, Title — Community Service Provider — Date

Signature, County Finance Officer — Date

Signature, Chairman, Board of Commissi Date

North Carolina Division of Aging and Adult Services
Service Cost Computation Worksheet C:732A.xls
Provider: Durham County Department of Social Service
County: Durham
Budget Period: July 1, 2018 through June 30, 2019
Revision _X__yes, __no, revision date _10 September 2018

DAAS-732A
3/99

I. Projected Revenues	Grand Total		Service HDM	Service IHA	Service	Service	Service	Service	Service	Service
A. Fed/State Funding From the Division of Aging	622,570	//////////////	149,417	473,154						
Required Minimum Match - Cash	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////
1)	0	//////////////								
2)	0	//////////////								
3)	0	//////////////								
Total Required Minimum Match - Cash	69,174	//////////////	16,602	52,573	0	0	0	0	0	0
Required Minimum Match - In-Kind	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////
1)	0	//////////////								
2)	0	//////////////								
3)	0	//////////////								
Total Required Minimum Match - In-Kind	0	//////////////	0	0	0	0	0	0	0	0
B. Total Required Minimum Match (cash + in-kind)	69,174	//////////////	16,602	52,573	0	0	0	0	0	0
C. **Subtotal, Fed/State/Required Match Revenues**	**691,745**	//////////////	**166,019**	**525,726**	**0**	**0**	**0**	**0**	**0**	**0**
D. NSIP Cash Subsidy/Commodity Valuation	**36,988**	//////////////	**36,988**							
E. **OAA Title V Worker Wages, Fringe Benefits and Costs**	**0**	//////////////								
Local Cash, Non-Match	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////
1) SSBG	1,335,755	//////////////	80,145	1,255,610						
2)	0	//////////////								
3)	0	//////////////								
4)	0	//////////////								
F. **Subtotal, Local Cash, Non-Match**	**1,335,755**	//////////////	**80,145**	**1,255,610**	**0**	**0**	**0**	**0**	**0**	**0**
Other Revenues, Non-Match	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////
1)	0	//////////////								
2)	0	//////////////								
3)	0	//////////////								
G. **Subtotal, Other Revenues, Non-Match**	**0**	//////////////	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Local In-Kind Resources (Includes Volunteer Resources)	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////
1)	0	//////////////								
2)	0	//////////////								
3)	0	//////////////								
H. **Subtotal, Local In-kind Resources, Non-Match**	**0**	//////////////	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
I. **Client Cost Sharing**	**120**	//////////////	**120**							
J. **Total Projected Revenues (Sum I C,D,E,F,G,H, & I)**	**2,064,608**	//////////////	**283,272**	**1,781,336**	**0**	**0**	**0**	**0**	**0**	**0**

Division of Aging
Service Cost Computation Worksheet

II. Line Item Expense	Grand Total	Admin. Cost	Service HDM	Service IHA	Service	Service	Service	Service	Service	Service
Staff Salary From Labor Distribution Schedule	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////
1) Full-time Staff	0									
2) Part-time staff (do not include Title V workers)	0									
A. **Subtotal, Staff Salary**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Fringe Benefits	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////
1) FICA @ %	0									
2) Health Ins. @	0									
3) Retirement @	0									
4) Unemployment Insurance	0									
5) Worker's Compensation	0									
6) Other	0									
B. **Subtotal, Fringe Benefits**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Local In-Kind Resources, Non-Match	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////
1)	0									
2)	0									
3)	0									
C. **Subtotal, Local In-Kind Resources Non-Match**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
D. **OAA Title V Worker Wages, Fringe Benefits and Costs**	**0**									
Travel	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////
1) Per Diem	0									
2) Mileage Reimbursement	0									
3) Other Travel Cost:	0									
E. **Subtotal, Travel**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
General Operating Expenses	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////
1)	0									
2)	0									
3)	0									
4)	0									
5)	0									
6)	0									
7)	0									
8)	0									
F. **Subtotal, General Operating Expenses**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
G. **Subtotal, Other Administrative Cost Not Allocated**	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////
in Lines II.A through F	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////
			/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////	/////////////
H. **Total Proj. Expenses Prior to Admin. Distribution**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
I. **Distribution of Admininistrative Cost**	/////////////	**-2,064,608**	**283,272**	**1,781,336**	**0**	**0**	**0**	**0**	**0**	**0**
J. **Total Proj. Expenses After Admin. Distribution**	**2,064,608**	/////////////	**283,272**	**1,781,336**	**0**	**0**	**0**	**0**	**0**	**0**

Division of Aging and Adult Services
Service Cost Computation Worksheet

III. Computation of Rates	Grand Total		Service HDM	Service IHA	Service	Service	Service	Service	Service	Service
A. **Computation of Unit Cost Rate:**	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////
1. Total Expenses (equals line II.J)	2,064,608	//////////////	283,272	1,781,336	0	0	0	0	0	0
2. Total Projected Units	//////////////	//////////////	51,504	114,777						
3. Total Unit Cost Rate	//////////////	//////////////	5.5000	15.5200	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
B. **Computation of Reimbursement Rate:**	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////	//////////////
1. Total Revenues (equals line I.J)	2,064,608	//////////////	283,272	1,781,336	0	0	0	0	0	0
2. Less: NSIP (equals line I.D)	38,628	//////////////	38,628	0	0	0	0	0	0	0
Title V (equals line I.E and II.D)	0	//////////////	0	0	0	0	0	0	0	0
Non Match In-Kind (equals line I.H and II.C)	0	//////////////	0	0	0	0	0	0	0	0
3. Revenues Subject to Unit Reimbursement	2,025,980	//////////////	244,644	1,781,336	0	0	0	0	0	0
4. Total Projected Units (equals line III.A.2)	//////////////	//////////////	51,504	114,777	0	0	0	0	0	0
5. Total Reimbursement Rate	//////////////	//////////////	4.7500	15.5200	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
C. **Units Reimbursed Through HCCBG**	//////////////	//////////////	**34,951**	**33,874**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**
D. **Units Reimbursed Through Program Income***	//////////////	//////////////	**25**	**0**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**
E. **Units Reimbursed Through Remaining Revenues**	//////////////	//////////////	**16,872**	**80,902**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**
F. **Total Units Reimbursed/Total Projected Units**	//////////////	//////////////	**51,848**	**114,776**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**	**#DIV/0!**

* The Division of Aging ARMS deducts reported program income from reimbursement paid to providers. Line III.D indicates the number of units that will have to be produced in addition to those stated on line III.C in order to earn the net revenues stated on line I.C.

Information on this form (DAAS-732A) corresponds with information stated on the Provider Services Summary (DAAS-732) as follows:

	DAAS-732A	DAAS-732
Block Grant Funding	Line I.A	Col. A
Required Local Match-Cash & In-Kind	Line I.B	Col. B
Net Service Cost	Line I.C	Col. C
NSIP Subsidy	Line I.D	Col. D
Total Funding	L. I.C+I.D	Col. E
Projected HCCBG Reimbursed Units	Line III.C	Col. F
Total Reimbursement Rate	Line III.B.5	Col. G
Projected Total Service Units	Line III.F	Col. I

NAME AND ADDRESS
COMMUNITY SERVICE PROVIDER
Durham Center for Senior Life
406 Rigsbee Avenue
Durham, NC 27701

Home and Community Care Block Grant for Older Adults

County Funding Plan

Provider Services Summary

DOA-732
County_____Durham
Date: 8/21/18
FY 2018-2019

			A				B	C	D	E	F	G	H	I
	Ser. Delivery (Check One)		Block Grant Funding											
Services	Direct	Purch.	Access	In-Home	Other	Total	Required Local Match	Net Serv Cost	NSIP Subsidy	Total Funding	Projected HCCBG Units	Projected Reimburse. Rate	Projected HCCBG Clients	Projected Total Units
Adult Day Health				5,640			627	6,267		6,267	157	40.00	8	3,021
Adult Day Care				35,980			3,998	39,978		39,978	1,209	33.07	7	6,775
Information and Options Counseling			89,722				9,969	99,691		99,691	na	na	4,500	na
Sr. Center Operations					356,377		39,597	395,974		395,974	na	na	1,500	na
Transportation			107,089				11,899	118,988	-	118,988	4,470	26.62	43	7,858
Congregate Nutrition					136,036		15,115	151,151	11,625	162,776	12,738	11.87	200	13,381
							-	-		-				
							-	-		-				
							-	-		-				
Total			196,811	41,620	492,413	730,844	81,204	812,048	11,625	823,673	18,573		6,258	31,035

Certification of required minimum local match availability.
Required local match will be expended simultaneously with Block Grant Funding.

Executive Director 8/21/18
Authorized Signature, Title
Community Service Provider
Date

Signature, County Finance Officer Date

Signature, Chairman, Board of Commissioners Date

North Carolina Division of Aging and Adult Services
Service Cost Computation Worksheet c:732A.xls

Durham Center for Senior Life
County: Durham
Budget Period: 2018-2019
Revision: Y or N Y

DETAIL for AGENCY BUDGET

FY 2019
Date: 8/21/18

730,844.00

I. Projected Revenues	Grand Total	Admin	Sr. Center Operations	Info & Options Counseling	Congregate Nutrition	Transportation	Adult Day Health	Adult Day Care
			48.76%	12.28%	18.61%	14.65%	0.77%	4.92%
			Non Unit Sv	Non Unit Sv	Unit Based Sv	Unit Based Sv	Unit Based Sv	Unit Based Sv
A. Fed/State Funding From the Division of Aging & Adult Serv	$ 730,844		356,377	89,722	136,036	107,089	5,640	35,980
Required Minimum Match - Cash	////////////////	////////////	//////////	//////////	///////////////	////////////////	//////////////	//////////////
1) Durham County	81,204		39,597	9,969	15,115	11,899	627	3,998
2) Other grants & support- Gen Purp 25% match	0							
Total Required Minimum Match - Cash	81,204	0	39,597	9,969	15,115	11,899	627	3,998
Total Required Minimum Match - In-Kind	0	0	0	0	0	0	0	
B. Total Required Minimum Match (cash + in-kind)	**81,204**	**0**	**39,597**	**9,969**	**15,115**	**11,899**	**627**	**3,998**
C. Subtotal, Fed/State/Required Match Revenues	**812,048**	**0**	**395,974**	**99,691**	**151,151**	**118,988**	**6,267**	**39,978**
D. NSIP Cash Subsidy/Commodity Valuation	**11,625**	0	0	0	11,625	0	0	0
E. OAA Title V Worker Wages, Fringe Benefits and Costs	**0**							
Local Cash, Non-Match	////////////////	////////////	//////////	//////////	///////////////	////////////////	//////////////	//////////////
1) Triangle United Way	**0**							
2) Triangle United Way - Designation	**0**							
3) Durham County	**24,481**	24,481						
4) Triangle J: Fan Program	**2,050**			2,050				
5) Dept. Social Services: contract	**165,978**						41,495	124,484
6) Dept. Social Services: Position	**30,000**			30,000				
F. Subtotal, Local Cash, Non-Match	**222,509**	**24,481**	**0**	**32,050**	**0**	**0**	**41,495**	**124,484**
Other Revenues, Non-Match	////////////////	////////////	//////////	//////////	///////////////	////////////////	//////////////	//////////////
1) Veterans Administration	**102,960**						102,960	**0**
2) Private Pay- ADS/H & ADS/C	**120,180**						30,045	**90,135**
3) Rent revenue - Leases	**48,507**	36,342	**12,165**					
8) Special Events	**0**							
7) Grants /Foundations	**25,000**						6,250	18,750
8) Fundraising - Board, Individual, Corporate	**0**							
9) Other funding, Maplewood, Resources for Seniors	**8,700**		1,500	7,200				
10) Funding to supplement shortfall	**72,168**		24,687	12,966	5,432		5,443	23,640
11) Interest	**500**	500				0		
G. Subtotal, Other Revenues, Non-Match	**378,015**	**36,842**	**38,352**	**20,166**	**5,432**	**0**	**144,698**	**132,525**
Local In-Kind Resources (Includes Volunteer Resources)	////////////////	////////////	//////////	//////////	///////////////	////////////////	**186,436**	//////////////
1) EdTap FY'15 (non-cash)	**90,000**					90,000		0
H. Subtotal, Local In-kind Resources, Non-Match	**90,000**	**0**	**0**	**0**	**0**	**90,000**	**0**	**0**
I. Consumer Contributions/Client Cost Sharing	**6,900**		1,500		2,200	**200**	750	2,250
J. Total Projected Revenues (Sum I C,D,E,F,G,H, & I)	**1,521,097**	**61,323**	**435,826**	**151,907**	**170,408**	**209,188**	**193,209**	**299,236**
	1,459,773						**ADS/H & ADS/C:**	**-29,083**

FY15-16 Assumptions 6/16/2015

II. Projected Expenses	Grand Total	Admin	Sr. Centers	Info & Options Counseling	Congregate Nutrition	Transportation	Adult Day Health	Adult Day Care
			Not Unit Sv	Non Unit Sv	Unit Based Sv	Unit Based Sv	Unit Based Sv	Unit Based Sv
Staff Salary From Labor Distribution Schedule	////////////////	////////////	//////////	//////////	///////////////	////////////////	//////////////	//////////////
1) Full-time Staff	646,489	92,973	189,775	96,662	40,979	47,330	71,508	107,263
2) Part-time staff (do not include Title V workers)	108,088	0	7,564	0	22,134	0	31,356	47,034
A. Subtotal, Staff Salary	**754,577**	**92,973**	**197,339**	**96,662**	**63,113**	**47,330**	**102,864**	**154,297**
Fringe Benefits	////////////////	////////////	//////////	//////////	///////////////	////////////////	//////////////	//////////////
1) FICA @ %	57,723	7,112	15,094	7,395	4,828	3,621	7,869	11,804
2) Health Insurance	114,078	18,136	31,934	12,377	8,787	2,647	10,049	30,148
3) Dental & Life Insurance	8,549	1,452	2,362	915	650	196	743	2,230
3) Retirement @	3,773	465	987	483	316	237	514	771
4) Unemployment Insurance	453	56	118	58	38	28	62	93
5) Worker's Compensation	6,791	837	1,776	870	568	426	926	1,389
B. Subtotal, Fringe Benefits	**191,367**	**28,058**	**52,271**	**22,098**	**15,187**	**7,154**	**20,164**	**46,435**
Local In-Kind Resources	////////////////	////////////	//////////	//////////	///////////////	////////////////	//////////////	//////////////
1) EdTap FY 15 (non-cash)	90,000					90,000	0	0
2) Interfaith FoodShuttle (non-cash)	0							
C. Subtotal, Local In-Kind Resources	**90,000**	**0**	**0**	**0**	**0**	**90,000**	**0**	**0**
D. OAA Title V Worker Wages, Fringe Benefits and Costs	**0**							
Travel	////////////////	////////////	//////////	//////////	///////////////	////////////////	//////////////	//////////////
1) Per Diem	0							
2) Mileage Reimbursement	0							
3) Other Travel Cost:	0							
E. Subtotal, Travel	**0**	**0**	**0**	**0**	**0**	**0**	**0**	
General Operating Expenses	////////////////	////////////	//////////	//////////	///////////////	////////////////	//////////////	//////////////
Please see attached	485,153	83,383	143,536	12,241	78,456	54,468	47,935	65,134
F. Subtotal, General Operating Expenses	**485,153**	**83,383**	**143,536**	**12,241**	**78,456**	**54,468**	**47,935**	**65,134**
G. Subtotal, Other Administrative Cost Not Allocated in Lines II.A through F	0							
H. Total Project Expenses Prior to Admin Distribution	**1,521,097**	**204,414**	**393,146**	**131,001**	**156,756**	**198,952**	**170,962**	**265,865**
I. Distribution of Net Admin Expenses	**143,091**		**42,680**	**20,906**	13,652	10,236	22,247	33,371
J. Total Proj. Expenses	1,459,776	////////////	**435,826**	**151,907**	**170,408**	**209,189**	**193,210**	**299,236**
Net Surplus/Deficit:	0		(0)	(0)	0	0	(0)	(0)

III. Computation of Rates	Grand Total	Admin	Sr. Centers	Info & Options Counseling	Congregate Nutrition	Transportation	Adult Day Health	Adult Day Care
			Not Unit Sv	Non Unit Sv	Unit Based Sv	Unit Based Sv	Unit Based Sv	Unit Based Sv
A. Computation of Unit Cost Rate:	////////////////	////////////	///////////	///////////	////////////////	////////////////	//////////////	//////////////
1. Total Expenses (equals line II.J)	**1,459,776**	////////////	**435,826**	**151,907**	170,408	209,189	**193,210**	**299,236**
2. Total Projected Units	////////////////	////////////	///////////	///////////	13,381	7,858	3,021	6,775
3. Total Unit Cost Rate	////////////////	////////////	///////////////	///////////////	**12.74**	**26.62**	**63.96**	**44.17**
B. Computation of Reimbursement Rate:	////////////////	////////////	///////////	///////////	////////////////	////////////////	//////////////	//////////////
1. Total Revenues (equals line I.J)	**1,459,774**	////////////	**435826**	**151,907**	**170,408**	**209,188**	**193,209**	**299,236**
2. Less: NSIP (equals line I.D)	**11,625**	////////////	///////////	///////////	11625	///////////	///////////	//////////////
Title V (equals line I.E and II.D)	**0**	//////////////			0	0	0	0
Non Match In-Kind (equals line I.H and II.C)	**0**	////////////			0	0	0	0
3. Revenues Subject to Unit Reimbursement	**414,215**	////////////	///////////	///////////	158,783	209,188	6,267	39,978
4. Total Projected Units (equals line III.A.2)	////////////////	////////////	///////////	///////////	13,381	7,858	3,021	6,775
5. Total Reimbursement Rate	////////////////	////////////	///////////	///////////	**11.87**	**26.62**	**40.00**	**33.07**
C. Units Reimbursed Through HCCBG	////////////////	////////////	///////////	///////////	**12,738**	**4,470**	**157**	**1,209**
D. Units Reimbursed Through Consumer Contributions	////////////////	////////////	///////////	///////////	**0**	**8**	**0**	**0**
E. Units Reimbursed Through Remaining Revenues	////////////////	////////////	///////////	///////////	**643**	**3,381**	**2,864**	**5,566**
F. Total Units Reimbursed/Total Projected Units	////////////////	////////////	///////////	///////////	**13,381**	**7,858**	**3,021**	**6,775**

FY: 2018	Durham Center for Senior Life, Labor Distribution Schedule				100%						
Employee	POSITION	FULL TIME PART TIME	Pay Period	TOTAL SALARY	Admin	Sr. Centers	Info OC	Congregate Nutrition	Transportation	Adult Day Health	Adult Day Care
Lekisha	Little River Coordinator/CNA Coordinator	FULL TIME	1056.15	$27,460		5,149		12,014		4,119	6,179
Tiketha	ADH Manager	FULL TIME	2217.69	57,660						23,064	34,596
Gloria	Program Assistant	FULL TIME	952.80	24,773						9,909	14,864
Grecia	Program Assistant	PART TIME	615.00	15,990						6,396	9,594
Patricia	Program Assistant	FULL TIME	824.00	21,424						8,570	12,854
Shirley	ADH Care Coordinator/Program Coordinator	FULL TIME	1304.95	33,929						13,572	20,357
Sharon	Certifed Nursing Assistant	PART TIME	420.00	10,920						4,368	6,552
Kortney	Activities Coordinator	PART TIME	500.00	13,000						5,200	7,800
Alba	Program Assistant	FULL TIME	921.60	23,962						9,585	14,377
Carolyn	ADH Receptionist - PM	PART TIME	480.00	12,480						4,992	7,488
Mary	Health Care Coordinator	PART TIME	500.00	13,000						5,200	7,800
Janet	Health Care Coordinator	PART TIME	200.00	5,200						2,080	3,120
Carol	Health Care Coordinator	PART TIME	300.00	7,800						3,120	4,680
Trish	Director of Finance	FULL TIME	2272.85	59,094	37,426	9,192	6,566	1,970	1,970	788	1,182
Avonia	Center Director	FULL TIME	2451.69	63,744		52,582		11,162			
Janae	Senior Center Coordinator	FULL TIME	1746.92	45,420		39,061		6,359			
Vacant	Facilities Coordinator	FULL TIME	1399.15	36,378	16,976	10,105	6,063	2,021		485	728
Vacant	Development Coordinator	FULL TIME	388.65	10,105		6,063	2,021		2,021		
Vacant	Adminitration Coordinator	FULL TIME	1399.15	36,378	23,039	4,850	4,042	1,213	2,021	485	728
Judy	Executive Director	FULL TIME	2329.81	60,575	15,532	28,734	7,766		6,213	932	1,398
Lawanda	WD Hill Coordinator	PART TIME	542.23	14,098		2,884		11,214			
Louise	JFK Coordintor	PART TIME	600.00	15,600		4,680		10,920			
Michael	Support Services Manager	FULL TIME	1227.54	31,916		2,533	19,251		10,132		
Maggie	Transporation Coordinator	FULL TIME	1448.15	37,652		3,842	8,837		24,973		
Alicia	Social Worker	FULL TIME	1403.85	36,500			36,500				
Barbara	Receptionist	FULL TIME	720.00	18,720		13,104	5,616				
Tiara	Program Assistant	FULL TIME	800.00	20,800		14,560		6,240			
		SUBTOTAL FT:		$646,489	$92,973	$189,775	$96,662	$40,979	$47,330	$71,508	$107,263
		SUBTOTAL PT:		108,088	0	7,564	0	22,134	0	31,356	47,034
		TOTAL		$754,577	92,973	197,339	96,662	63,113	47,330	102,864	154,297
		PERCENT FT:		85.7%	100.0%	96.2%	100.0%	64.9%	100.0%	69.5%	69.5%
		PERCENT PT:		14.3%	0.0%	3.8%	0.0%	35.1%	0.0%	30.5%	30.5%
				100.0%	12.3%	26.2%	12.8%	8.4%	6.3%	13.6%	20.4%
	Allocation of net administrative costs:			$661,604		29.83%	14.61%	9.54%	7.15%	15.55%	23.32%
				100.0%							38.87%

Operating Expenses										
	Total Operating Expenses	Admin	Sr. Centers	Info & OC	Cong. Nutr.	Trans.	Adult Day Health	Adult Day Care		
Contractor Services - General	$ 99,156	29,352	55,372	1,228			5,952	7,252	99,156	-
Caregiver Contract In-Home Respite	$ -								-	-
Advertising	$ 500	500							500	-
Dues and Subscriptions	$ 7,444	3,000	3,744	700					7,444	-
Program Materials	$ 13,799	3,000	500	4,097	2,243	359	1,440	2,160	13,799	-
Participant Transportation	$ 52,000					52,000			52,000	-
Participant Meals	$ 96,899				54,482		16,967	25,450	96,899	-
Participant Meal Delivery	$ 31,598				17,766		5,533	8,299	31,598	-
Office Supplies	$ 8,813	4,000	1,418	543	292	100	657	1,803	8,813	-
Telephone	$ 20,105	2,481	9,808	661	3,673		1,741	1,741	20,105	-
Postage and Shipping	$ 1,500	1,000	500						1,500	-
Insurance - Liability (Property etc.)	$ 10,492	1,469	4,627	321		2,009	826	1,240	10,492	-
Insurance - Directors & Officers	$ 1,815	1,815							1,815	-
Equipment (Purchase & Maint.)	$ 1,000	1,000							1,000	-
Equipment Rental	$ 5,537	867	2,721	197			436	1,316	5,537	-
Printing and Copying	$ 7,900	1,900	3,300	400			800	1,500	7,900	-
Networking	$ 1,500	1,500							1,500	-
Training, Travel & Lodging	$ 3,941	2,141	800				400	600	3,941	-
Utilities- Agency	$ 77,648	13,448	42,352	2,936			9,456	9,456	77,648	-
Maintenance (Building, grounds etc.)	$ 32,906	5,310	18,394	1,158			3,727	4,317	32,906	-
Payroll Processing	$ 9,200	9,200							9,200	-
Other Operating Expense - Bank Fees	$ 1,400	1,400							1,400	-
Total Operating Expenses	$ 485,153	$ 83,383	$ 143,536	$ 12,241	$ 78,456	$ 54,468	$ 47,935	$ 65,134	$ 485,153	
	$ 485,153	74,183								
	$ 90,000									
	$ 575,153									