

**PORT JERVIS COMMUNITY DEVELOPMENT AGENCY
Proposed 2014 Administrative Budget**

PROJECTED INCOME/REVENUES

Small Cities CDBG Administration

FY2011: Samaki, Inc. (Economic Development)*	14,000
FY2011 Small Cities Program Delivery - Samaki, Inc.	1,000
FY2011: Beach Road Pump House (Public Facilities) - Balance from 2013	14,500
Sub-Total:	29,500

Other/New York State Main Street (NYMS) Program

\$200,000 award @ 7.50%	15,000
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Section 8 Administration

Housing Choice Voucher Program (@ \$12,623.00 per month)	151,476
Average Hard-To-House Fee for 12 months:	1,800
Sub-Total:	153,276

Program Income - Revolving Loan Funds

HUD Revolving Loans @ 20%	15,326
NYS Revolving Loans @ 18%	30,567
Program Delivery @ \$35.00 x 10 hours x 40 weeks=	14,000
Sub-Total:	59,893

Bank Interest - All Accounts

100

TOTAL INCOME & REVENUES

257,769

Less Projected Expenses

222,592

Contingency

35,177

PORT JERVIS COMMUNITY DEVELOPMENT AGENCY-Proposed 2014 Administrative Budget
General Administrative Expenses

Accountant	5,000
Attorney	7,000
Legal	250
Telephone	1,000
Postage	3,500
Office Supplies	4,000
Computer Software/Updates/Support	8,000
Equipment Maintenance/Leases/Rental	1,000
Agency Vehicle Maintenance/Repairs	800
Advertising	300
Dues/Subscriptions	400
Training/Travel	250
Petty Cash	1,000
TOTAL - General Administrative Expenses:	32,500

Staff Salaries & Benefits

	Full-Time Staff	P/T Staff	
	Program	FS-S	Bkpr.
Base Salary**	*Director 16,982	Admin. 47,783	Coord. 34,632
Retirement	3,566	10,034	7,273
Disability****	15	61	61
FICA/Medicare	1,299	3,655	2,649
Medical	8,743	8,743	19,075
Dental	67	266	697
Optical	100	100	0
Unemployment			
Workmens' Comp			
SUB-TOTAL:			

Sub-Contractor Employee
Total Payroll Expenses:
190,092

GRAND TOTAL EXPENSES:
\$222,592

*Director's salary based on 14 weeks of service.
 **Base Salary for full-time employees includes longevity of \$832.00 for each 5 years of service.
 ***Disability @ 5.05 per employee per month
 P/T: \$15.00/Hour x 7 hours per week (50 weeks).
 Retirement @21% and FICA/Medicare @ 7.65%