



# 2017 Program Information

## Please use a separate form for each program.

1. Agency: The Orrville Salvation Army-Maiwurm Service Center

2. Program Name: Emergency Assistance

A. Based on the targeted outcomes of this program, from which of the following community impact areas are you requesting funding?

**Nurturing Children & Youth**

(Provides positive outcomes that help children and youth succeed in school and develop into successful adults)

**Helping In Hard Times**

(Provides emergency assistance: food, shelter, clothing, and legal help)

**Developing Life Skills**

(Provides positive outcomes with programs that enable individuals and families to become more emotionally, physically, and/or financially stable)

**Promoting Health & Wellness**

(Provides positive outcomes with programs that enable individuals and families to have access to prevention and/or treatment in the health arena, enabling them to become and/or stay healthier emotionally, physically, and/or financially)

B. Is this Program

New program

Expanded program

Continuation of a previously funded program

3. Please complete the following for each program:

\$66,100.00 + \$86,461.00 = \$152,561.00  
Funds Requested From OAUW      Funds Requested/Received From Other Sources      Total Program Funds

4. If previously funded program, are you asking for increased dollars of support?

Yes       No

5. If yes, why are you requesting more money?

Food prices continue to increase. Due to the harsher weather both winter and summer, we are seeing rising utility bills. The number of clients we see continues to increase as well. Portions program "Beyond the Band-Aid" has been moved to Emergency Assistance.

**6. If your program was not funded for the full amount you requested for 2016, what impact did this have on your program? What adaptations did you have to make?**

The 2016 request was given.

**7. How will the agency adapt this program next year if your requested funding level cannot be met or if a decision is made that the program will not be funded at all next year?**

The amount of financial assistance would have to be decreased the following year. A decrease in support would affect the number of consumers we would be able to help per year. The adaptations would be to decrease the monetary amount that is assisted with utility assistance and other financial assistance that may be needed. The number of consumers may be limited. The amount of food given in food orders may decrease.

**8. Please describe the fees and reimbursements associated with this program.**

**Fees:**

**Sliding Fee Schedule:**

N/A

**Insurance Reimbursement:**

N/A

**Government Subsidies:**

N/A

## **Community Impact**

**8. Describe the target population and eligibility requirements for the Program:**

Target population is individuals or families that are under the 175% of the federal poverty guidelines. We service the families and individuals that live in the zip codes of Orrville, Dalton, Kidron, North Lawrence and Marshallville.

**9. What agencies or programs in the community provide similar services? Please be specific about how we can differentiate this program from others.**

To my knowledge there are no other agencies providing services similar to our organization in our service area. We collaborate with People to People Ministries, local churches and Community Action if the amount needed is over our budgeted amount. We collaborate with co-paying on utility bills that are too high for one organization to cover.

## **Impact Analysis**

**10. Describe the targeted outcomes of this program. In other words, you ran this program, you gave clients certain skill sets, you increased their knowledge, and you treated their illness, which is all good. But how have you changed the lives of those people, and as a result, our community?**

**Please include the following information in your narrative *and limit this to 2 pages*:**

- **Description of the activities and resources you use to accomplish these outcomes**
- **Information about the tools you use to measure outcomes**
- **Dialogue about the challenges you face in measuring the success of the program**
- **Specific information about the recorded outcomes you achieved last year**
- **Discussion of whether or not your outcomes met, exceeded or fell short of your desired outcomes**

## Program Outputs

**11. Define a unit of service. If it is not possible to define one unit, please state why.**

Remember that whatever the method of measurement, you are consistent from year-to-year.

1 unit= 1 client benefitting from each emergency assistance provided, by means of food, financial assistance, transportation and other emergency situations or disaster relief.     

**12. Complete the following if the agency is seeking United Way funding for this program.**

Year	Number of Clients in zip codes 44667, 44618, 44645	Number of Clients in all of Wayne County	Clients on a Waiting List
2015 Actual	5,970	5,974	0
2016 Projected	6,028	6,060	0
2017 Projected	6,062	6,100	0

**13. Unit Cost: Please explain changes either up or down in your cost.**

Year	Individuals or Units of Service	Total Cost of Program	Unit Cost (Cost/Units)
2015 Actual	5,974	\$145,451.00	\$24.34
2016 Projected	6,060	\$150,932.00	\$24.90
2017 Projected	6,100	\$152,560.00	\$25.00

**14. Individuals served**

Last year (actual):     5,974    

This year (projected):     6,060

## Client Demographics

14.

	<b>NUMBER</b>
<b>Types of Clients: Individuals</b>	5,974
Information & Referral, Brochures	
Organizations	

PLEASE COMPLETE THE INFORMATION FOR INDIVIDUAL CLIENTS ONLY		
<b>Age Group:</b>	Under 5	500
	6 thru 12	855
	13 thru 17	651
	18 thru 34	1,531
	35 thru 54	1,601
	55 thru 64	455
	65 thru 74	276
	75 thru 84	105
	85 and over	
	Unknown	
<b>TOTAL INDIVIDUALS:</b>		<b>5,974 100%*</b>
<b>Gender:</b>	Male	2,737
	Female	3,237
	Unknown	
<b>TOTAL INDIVIDUALS:</b>		<b>5,974</b>

	NUMBER		NUMBER
<b>Household Income:</b>		<b>Ethnic/Racial Background:</b>	
\$0 thru \$11,999	2756	White	5043
\$12,000 thru \$14,999	938	Black or African American	439
\$15,000 thru \$24,999	1484	Hispanic or Latino	120
\$25,000 thru \$49,999	790	American Indian or Alaska Native	
\$50,000 thru \$74,999	6	Asian	
More than \$75,000		Native Hawaiian or Pacific Islander	
Unknown		Unknown Other/Biracial	372
<b>TOTAL INDIVIDUALS:</b>		<b>TOTAL INDIVIDUALS:</b>	
	<b>5,974</b>		<b>5,974</b>

\*NOTE: All TOTALS should be the same number

**Orrville Area United Way  
Supplemental Agency Questions**

The Orrville Salvation Army-Maiwurm Service  
Center

August 2016

*Agency Name*

*Date*

*Please check the appropriate box in answer to each question.*

	Yes	No	Don't Know
Does the agency have checks/balances and distribution of responsibilities such that tasks such as opening mail, paying bills, signing checks, bookkeeping, producing internal financial reports do not rest in the hands of too few persons?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have the board and top administrative officers discussed/reviewed/agreed upon what is appropriate in terms of division of these responsibilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the agency have a board approved Fiscal Policy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Did the auditor meet with the board and top administrator to discuss audit results?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the board conduct an annual evaluation of the top administrative officer?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the evaluation results in written form?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the agency have written by-laws to which they adhere?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the board and/or a Financial Committee or Executive Committee review complete financial statements monthly including cash flow statements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the agency goals/objectives/plans in written form?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do the agency by-laws/guidelines specify a length of term for board members?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are board members required to rotate off the board for some minimum amount of time upon completion of some maximum time of service?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the agency currently compliant with guidelines for submitting an Audit including the management letter, 990, Agency Agreement, and Verification of Registration with the State of Ohio Attorney General's Office to United Way?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
What percentage of your Board financially supports your agency?	100 %		

Darrel Smucker- Advisory Board President  
*Governing board representative (name, title)*

Sarah M. Ecker- Director  
*Administrative official (name, title)*





## **Impact Analysis**

### Emergency Assistance

**Describe the targeted outcomes of this program. In other words, you ran this program, you gave clients certain skill sets, you increased their knowledge, and you treated their illness, which is all good. But how have you changed the lives of those people, and as a result, our community?**

- **Description of the activities and resources you use to accomplish these outcomes**

The Emergency Assistance operation assists with aid and temporary relief. We know that many folks in our community are food insecure and many use the food pantry to supplement their groceries. In many cases consumers will have to get employment. When starting new employment often the first paycheck will not come for three weeks from the start of employment. Once that job is reported to JFS, the SNAP (food stamps) program will decrease quite considerably or terminate altogether. That can be frustrating for most due to the decrease or termination of SNAP and not having the supplementary income at the start of employment. The food pantry can be helpful in that transition. The financial portions of these programs run for our consumers to assist in hard times. Keeping up with utility payments can be a challenge for those with limited income or no income at all. We have experienced some harsh weather conditions in recent years, both summer and winter months. With harsher conditions, utility bills have increased. Sometimes so much that it is hard to keep up with. Not having heat in the winter months can be critical for the elderly population and can cause a decline in health. Also the same goes in the summer months for someone with asthma issues. We see an increase in sanitary issues when these utilities are shut off as well. Resources we use are very important to let people know that if they are going through a crisis period in their life, there is someone that can help. We network with other service organizations that know what we do and how we can assist and help. We rely on resources like Info Link 211 and newspapers to inform our community of what we offer.

- **Information about the tools you use to measure outcomes**

Tools used to measure outcomes are our client's satisfaction based on what needs were met. We measure by the number of consumers we serve. We continue to see new individuals and families. We look at other tools given like from the school to see the percentage of kids on free or reduced lunches. We look at state and national averages on food studies, employment and poverty.

- **Dialogue about the challenges you face in measuring the success of the program**

The biggest challenges we face is that there is always more of a need than funds available. Utility bills seem to get higher and many have more than one bill that they are struggling to pay. We see the obesity rate increase throughout our nation and that healthy eating can be a challenge when on a tight budget. Healthy eating can be very expensive. Within the food pantry, it can be a challenge to keep healthy “options” or fresh veggies and fruits to sustain healthy living.

- **Specific information about the recorded outcomes you achieved last year**

Consumer satisfaction, based on feedback and the amount of consumers served, is how we record our outcomes. Intake forms for the food pantry, and any programs/financial programs, are completed. The intake forms verify if we were able to assist in services, what services were done and how much was provided.

- **Discussion of whether or not your outcomes met, exceeded or fell short of your desired outcomes**

We feel that our outcomes are met. It is met with the number of consumers we serve throughout the year. As long as our consumers are under the 175% poverty guidelines, we will never turn someone away for first time services. However, we will never turn anyone away from the food pantry.

## **Grants & Collaborations**

Orrville Area United Way – **Complete this form for each applicant program**

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Date: August 2016

Agency: The Orrville Salvation Army-Maiwurm Service Center

Program: Emergency Assistance

Please respond in writing to the following questions:

1. What would happen if your program were to disappear?

13% of Wayne Co residents (out of 14,990) are food insecure and 22.6% of Wayne Co children (out of 6,480) are suffering from not knowing when they will get their next meal, or whether they are getting enough to eat overall. If this program were to disappear we would see an increase in many people going hungry. Other parts of emergency assistance, such as financial help with a utility bill, transportation assistance to and from medical appointments and help with prescriptions greatly impact the community. If these programs were to disappear, we would see a decline in people's health with some families having to uproot.

2. What would happen if you were not to receive the requested amount?

There would be a decrease on how much we would be able to assist on utility assistance. Other portions of the programs, like transportation, would be cut.

3. Specifically, how would decreases in your grant impact your programming:

- a. 25% decrease?

We would have to cut down the budgeted amount that we help with financially. We may have to cap on how many consumers we would be able to assist with.

- b. 50% decrease?

Portions of this program would be cut completely. The amount of food in our food pantry orders would decrease quite considerably. Portions of the food order like hygiene products would be cut. Financial

assistance would decrease and the amount of consumer would have to have a cap number.

c. 75% decrease?

The majority of this program would be cut. Staff hours would also be cut as well as hours of operation.

4. What other organization/s provide/s the same or similar services/programs?

There is a not a service center in our area that mirrors what we assist with. The closest service centers are in Wooster. (People to People, Community Action)

5. Specifically, how are you collaborating with other agencies/organizations?

With the other organizations in Wooster, we co-pay on many utility bills if they are more than what we can assist with. We also use them as a resource if consumers have more than one disconnect.

6. What services/programs for which you are requesting support are complementary services in collaboration with other entities?

None really, if we need to collaborate with other agencies it is to because we could not "absorb" the full cost of what is needed to be paid.

THE SALVATION ARMY - NEOSA DIVISION  
SERVICE EXTENSION - SERVICE CENTER

Change Date Below, Then Do UW Page First!

2014 ACTUALS 2015 ACTUALS 2016 ESTIMATED 2017 ESTIMATED

Begin adding actuals here

CODE (0590)

INCOME

000 SERVICE EXTENSION INCOME	2014	2015	2016	2017
4001 Contributions	59,423	50,301	51,000	55,155
4002 Seasonal Donations	20,439	18,601	19,000	19,300
4006 Foundation Grants (Part of Restricted Income)		5,000	5,000	5,000
4025 Christmas Kettles	19,235	20,053	22,700	22,700
4030 Spring Appeal				
4031 Camp Direct				
4036-8 Thriftshop Newsletters				
4041 Thanksgiving				
4012 Donations Restricted	3,423	5,002	5,002	4,802
Energy Programs				
Adopt-a-Family				
Back-to-School				
Food Pantry				
Community Care	1,480	1,299	1,300	1,500
4051 Donations Restricted	4,913	6,302	6,302	6,302
4053 Donations-in-Kind				
4200 Special Events	10,515	9,671	9,871	10,800
4600 Grants from Other Funds	15,608	16,512	8,450	8,450
4701 United Way Allocation	83,960	88,100	84,300	87,400
5501 Government Grants - FEMA	0	2,031	2,000	0
6802 Investment Revenue - Unrestricted	2,622	16,332	0	2,050
6503 Investment Revenue - Restricted				
6506 Earnings Board Des. Endowment				
6901 Interest Income	1	0	0	0
6901 World Services Appeal				
Miscellaneous Income				
TOTAL INCOME	201,308	217,160	200,203	208,707

EXPENSES

004 LOCAL COMMUNITY WELFARE	2014	2015	2016	2017
7000 Salaries & Allowances	36,153	39,023	52,978	54,568
7100 Officer/Employee Benefits	14,816	14,898	15,419	16,043
7200 Payroll Taxes	4,063	4,182	4,283	4,960
8000 Professional Fees	0	4,350	4,004	4,174
8100 Supplies	5,503	4,717	5,600	5,273
8200 Telephone	2,580	2,593	2,800	2,584
8300 Postage & Shipping	620	646	800	589
8400 Occupancy	16,123	13,152	15,300	14,525
8500 Equipment	1,762	1,146	2,000	1,647
8600 Advertising & Public Info	348	555	625	476
8700 Meals & Travel	1,313	3,038	3,000	2,459
8800 Conf Migs & Mail Trps	1,000	1,070	1,000	1,000
8942 Camp	7,800	9,100	8,450	8,450
8900 Spec Assist to Individuals	48,157	53,393	45,520	48,519
8937 ENERGY PROGRAMS & FEMA EXP	0	0	0	0
Additional Camp Costs		40	40	40
Energy Program-CO-OP				
Energy Program-HEAT SHARE				
Community Care	1,480	1,232	1,300	1,341
8900 Spec Assist to Individuals in CAMP	59,705	64,623	57,310	65,650
8900 Individual/Organizational Dues	850	490	875	672
9100 School Grants/Tuition Pyrls				
9152 Grants to Other Svc Units				
9400 Sunday				
9882 Support Service to CHQ from Fund 03				
LOCAL WELFARE SUB-TOTAL	142,834	152,528	183,275	187,322

CAMP COST per child

24 28 28 28

\$ 325.00 \$ 350.00 \$ 350.00 \$ 350.00

36,153 39,023 52,978 54,568

[4000] Donations, not including [4200] and up...	2014	2015	2016
	104,010.00	100,856.15	104,001.61

[4012] Restricted Donations Total:	2015	2016	2017
CHK:	11,302	11,302	11,302
	11,301.61	12,000	12,250

Do UW Page First!  
UW FISCAL YEAR IS JAN - DEC

UW monthly payment	2014	2015	2016
UW monthly payment	2015	2016	
UW monthly payment	2016		
SA FISCAL YEAR OCT - SEPT	2014	2015	2016
Total UW payments	83,960.00	88,100.00	84,300.00
Total UW payments	2015	2016	
Total UW payments	2016		

Total Inc - [4600]	2014	2015	2016
	185,700	200,678	191,753
From Totals Page:	191,787	8,416	0.00

Use Annual Predictor Page

	2014	2015	2016	2017
Total Benefits	\$ 28,235	\$ 29,796	\$ 30,839	\$ 16,043
Total Taxes	\$ 6,772	\$ 6,972	\$ 7,177.02	\$ 1,029,698.76
Total Salaries	\$ 65,287	\$ 65,048	\$ 67,000	\$ 67,000
Salaries from Wage File	2014	2015	2016	2017
Beth	\$ 26,141	\$ 26,025	\$ 12,568	
Dorrie	\$ 6,652	\$ 8,735	\$ 14,196	
Subtotal:	\$ 32,993	\$ 32,760	\$ 26,754	
Sarah	\$ 31,301	\$ 32,286	\$ 33,256	
Total:	\$ 64,294	\$ 65,048	\$ 60,010	
Base pay from G/L				
diff from Total Salaries:	\$ 0	\$ 0	\$ 0	\$ 6,989
				should be positive number

Corrected Pays

	2014	2015	2016	2017
Beth	\$ 28,530	\$ 28,025	\$ 14,021	
Dorrie	\$ 6,953	\$ 8,735	\$ 15,849	
Subtotal:	\$ 33,483	\$ 32,760	\$ 29,870	
Sarah	\$ 31,784	\$ 32,288	\$ 37,130	
Total:	\$ 65,267	\$ 65,048	\$ 67,000	
				should be same as Total Salaries

Salary Checklist:	2014	2015	2016	2017
Benefits	64,294	65,048	67,000	68,068
Taxes	29,235	29,796	30,839	16,043
Total	6,772	6,972	7,003	6,300
	100,301	101,818	104,841	90,411

	2014	2015	2016	2017
ENT Tot Sp Ast	51,905	55,523	48,880	57,400
Backs out Camp:	51,905	55,483	48,820	57,350

2014 ACTUALS 2015 ACTUALS 2016 ESTIMATED

	2014 ACTUALS	2015 ACTUALS	2016 ESTIMATED
<b>680 Strive 2 Thrive</b>			
7000 Salaries (Dept Staff)	26,141	26,025.11	14,021
7100 Benefits (25% of Salaries)	14,618	14,898	15,419
7200 Payroll Taxes	2,709	2,759	2,740
8000 Professional Fees (EDP Fees)	0	0	1,340
8100 Supplies	0	0	0
8200 Telephone	0	0	0
8300 Postage & Shipping	0	0	0
8400 Occupancy	0	0	0
8500 Equipment	0	0	0
8600 Advertising & Public Info	709	416	730
8800 Meals & Travel	0	0	573
8800 Conferences & Meetings	2,258	1,858	2,000
8900 Specific Assistance	0	0	7,500
9000 Organization Dues	0	0	0
9104 Education	0	0	0
9692 Support Service to DHO from BLESSINGS	0	0	0
<b>BLESSINGS SUB-TOTAL:</b>	<b>46,432</b>	<b>45,987</b>	<b>34,910</b>
			<b>22,913</b>

	2014 ACTUALS	2015 ACTUALS	2016 ESTIMATED
<b>002 LOCAL FUND RAISING:</b>			
7000 Salaries (Seasonal)			
7100 Benefits (25% of Salaries)			
7200 Payroll Taxes			
8106 Kettle Supplies			
Postage-Only Newsletter			
City Newsletter Misc Cost (Printing)			
Other fund raising cost			
8610 M.S.P FUND RAISING CHARGES 12%	0	4,331	4,424
<b>LOCAL FUND RAISING SUB-TOTAL:</b>	<b>0</b>	<b>4,331</b>	<b>4,424</b>
			<b>4,494</b>
			<b>4,494</b>
			<b>0.232839844</b>

	2014 ACTUALS	2015 ACTUALS	2016 ESTIMATED
<b>001 SERVICE EXTENSION MANAGEMENT</b>			
7000 Salaries (Management Staff)			
7100 Benefits (25% of Salaries)			
7200 Payroll Taxes			
8000 Professional Fees			
8100 Supplies			
8200 Telephone			
8300 Postage & Shipping			
8400 Occupancy			
8500 Equipment			
8600 Printing & Publications			
8700 Meals & Travel			
8800 Conferences & Meetings			
9000 Organization Dues			
9100 Education			
9400 Miscellaneous & Sundry			
<b>SVC EXT MANAGEMENT SUB-TOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>

	2014 ACTUALS	2015 ACTUALS	2016 ESTIMATED
<b>005 SUPPORT SERVICES &amp; APPROPRIATIONS</b>			
9402 World Services			
9602 Appropriation to City Activities			
9603 Appropriation to DHO			
9609 Grants to Soc Unit Welfare			
9610 Grants to Corps			
9612 Service Extension Department			
9619 Grants to Camp			
9892 Support Service to THQ 10%	20,050	21,756	19,175
<b>LUMP SUM SUPPORT SERVICES</b>	<b>20,050</b>	<b>21,756</b>	<b>19,175</b>
<b>REGIONAL SUPPORT SVC SUB-TOTAL:</b>	<b>20,050</b>	<b>21,756</b>	<b>19,175</b>
<b>TOTAL EXPENSES</b>	<b>209,116</b>	<b>224,602</b>	<b>221,755</b>
			<b>214,754</b>
<b>SURPLUS/(DEFICIT)</b>	<b>(7,808)</b>	<b>(7,412)</b>	<b>(21,582)</b>
			<b>(6,048)</b>

	2014	2015	2016
Nussbaum Mileages	136.98	76.16	730.00
From G/L	71.19	31.36	
	67.8	44.8	
	134.4	33.04	
	100.8	144.9	
	13.36	32.2	
	64.96	39.1	
	49.28	59.23	
	64.98		
<b>Total</b>	<b>705.74</b>	<b>415.99</b>	<b>730.00</b>

	2014	2015	2016	2017
<b>Checker:</b>				
Salaries (Dept Staff)	64,284.00	65,048.09	66,989.53	68,068.34
Benefits (25% of Salaries)	29,235.31	29,798.00	30,839.86	31,043.00
Payroll Taxes	6,772.00	6,971.57	7,003.00	6,300.00
Professional Fees (EDP Fees)	0.00	4,350.00	4,004.05	4,174.13
Supplies	5,503.00	4,716.50	5,600.00	5,273.17
Telephone	2,590.00	2,593.36	2,600.00	2,594.15
Postage & Shipping	620.00	546.47	600.00	588.82
Occupancy	15,123.00	13,151.83	15,300.00	14,524.94
Equipment	1,792.00	1,149.02	2,000.00	1,647.01
Advertising & Public Info	348.00	4,886.33	4,948.90	4,869.86
Meals & Travel	2,018.78	3,454.05	3,730.00	3,023.36
Conferences & Meetings	215.00	1,070.00	1,000.00	1,000.00
Specific Assistance	51,805.00	55,522.53	48,860.00	57,400.00
Organization Dues	890.00	490.00	675.00	671.87
Support	20,050.00	21,756.41	19,175.26	20,025.66
	201,316.09	215,502.16	213,334.61	206,304.42

	2014	2015	2016
Admin Costs:	28,087	122,965	324,859
	0.120113162	447,624	2,873,654
			15.6%

Hand Enter Deficit:

7,808

7,412

0

0

Funded 2016 Requested 2017			
Program Name:	Emergency Assistance	\$ 64,000	\$ 66,100
Program Name:	Seasonal Assistance	\$ 9,500	\$ 9,800
Program Name:	Strive 2 Thrive	\$ 10,800	\$ 11,500
Program Name:	Camp NEOSA	\$ -	\$ -
<b>TOTAL:</b>		<b>\$ 84,300</b>	<b>\$ 87,400</b>

ORRVILLE UW: (990)			
Add Mgmt & GEN Part IX,	L.25, Col C:	\$ 196,370.30	
Fund Raising	L. 25 Col D:	\$ 322,508.58	
	<b>Total:</b>	<b>\$ 518,878.88</b>	
Divide by VIII,	L 12 Col A:	\$ 3,105,810.94	
	=		<b>17.0%</b>

Copy and Paste from zProration, Orrville UW

Orrville Area United Way  
2017 PROGRAM BUDGET

FORM 2

AGENCY: The Salvation Army Orrville  
Program Name: Emergency Assistance

	2014 Actual Expense	2015 Actual Expense	2016 Budget or Actual/Projected	2017 Budget or Actual/Projected
<b>PUBLIC SUPPORT AND REVENUE</b>				
1 United Way Funding - List Below				
Wayne and Holmes Allocation				
Orrville Area United Way	60,000	63,600	64,000	66,100
2 Contributions	49,555	39,903	68,729	67,309
3 Special Events	10,515	9,871	9,871	10,800
4 Contracts	4,913	6,302	6,302	6,302
5 Grants From Local, State, & Federal Grants	0	0	0	0
6 Grants From Foundations				
7 Program Service Fees & Net Incidental Revenue/Investment)	2,823	18,363	2,030	2,050
8 Miscellaneous Revenue (Explain in Narrative)	7,808	7,412	0	0
9 TOTAL REVENUE ----- (1 thru 8) ----	135,614	145,451	150,932	152,561
<b>EXPENSES</b>				
10 Salaries	40,228	41,009	51,712	53,073
Indicated Full Time Equivalent Salary Positions (use 1, .05, .25 etc)				
11 Employee Benefits	16,299	16,611	17,347	14,800
12 Payroll Taxes, etc.	4,269	4,395	4,487	4,847
13 TOTAL PAYROLL EXPENSES ----- (10+11+12)	60,796	62,015	73,547	72,720
14 Supplies	2,821	2,417	2,870	2,703
15 Telephone	1,328	1,329	1,333	1,330
16 Postage & Shipping	318	280	308	302
17 Occupancy	7,751	6,741	7,842	7,445
18 Rental & Maintenance of Equipment	918	589	1,025	844
19 Printing & Publications	178	2,504	2,537	2,547
20 Insurance	0	0	0	0
21 Education	436	251	346	344
22 Travel	1,145	2,319	2,424	2,062
23 Advertising and Public Relations	0	0	0	0
24 Professional Fees	0	2,230	2,052	2,139
25 Debt/Loans (Used for Payments to Affiliates)	10,277	11,151	9,828	10,264
26 Miscellaneous (Explain in Narrative)	49,647	53,624	46,820	49,860
27 TOTAL EXPENSES ----- Sum of (13 through 26) ----	135,614	145,451	150,932	152,560
28 REVENUE OVER EXPENSES --- (9 - 26) ----	0	0	0	0

**Complete a Budget Sheet for Each Program**

Please Round financial information to the nearest dollar



Orville Area United Way  
2016 PROGRAM BUDGET

FORM 2

AGENCY: The Salvation Army Orville  
 Program Name: Total Agency

	2014 Actual Expense	2015 Actual Expense	2016 Budget or Actual/Projected	2017 Budget or Actual/Projected
<b>PUBLIC SUPPORT AND REVENUE</b>				
1 United Way Funding - List Below				
Wayne and Holmes Allocation				
Orville Area United Way	83,960	88,100	84,300	87,400
2 Contributions	91,297	85,414	110,792	99,713
3 Special Events (4025 + 4201)	10,515	9,871	9,871	10,800
4 Contracts	4,913	6,302	6,302	6,302
5 Grants From Local, State, & Federal Grants	0	0	0	0
6 Grants From Foundations	0	0	0	0
7 Program Service Fees & Net Incidental Revenue/Investment	2,823	18,363	2,030	2,050
8 Miscellaneous Revenue (Grants from Affiliated Orgs)	15,608	16,552	8,490	8,490
9 TOTAL REVENUE ----- (1 thru 8) ----	209,116	224,602	221,785	214,754
<b>EXPENSES</b>				
10 Salaries	64,294	65,048	67,000	68,068
Indicated Full Time Equivalent Salary Positions (use 1, .05, .25 etc)				
11 Employee Benefits	29,235	29,796	30,839	16,043
12 Payroll Taxes, etc.	6,772	6,972	7,003	6,300
13 TOTAL PAYROLL EXPENSES----- (10+11+12)	100,301	101,816	104,841	90,411
14 Supplies	5,503	4,717	5,600	5,273
15 Telephone	2,590	2,593	2,600	2,594
16 Postage & Shipping	620	546	600	589
17 Occupancy	15,123	13,152	15,300	14,525
18 Rental & Maintenance of Equipment	1,792	1,149	2,000	1,647
19 Printing & Publications	348	4,886	4,949	4,970
20 Insurance	0	0	0	0
21 Education	850	490	675	672
22 Travel	2,234	4,524	4,730	4,023
23 Advertising and Public Relations	0	0	0	0
24 Professional Fees	0	4,350	4,004	4,174
25 Debt/Loans (Used for Payments to Affiliates)	20,050	21,756	19,175	20,026
26 Miscellaneous (Specific Assistance to Individuals)	59,705	64,623	57,310	65,850
27 TOTAL EXPENSES ----- Sum of (13 through 26) ----	209,116	224,602	221,785	214,754
28 REVENUE OVER EXPENSES ---- (9 - 26) ----	0	0	0	0

**Complete a Budget Sheet for Each Program**

Please Round financial information to the nearest dollar

# SCHEDULE OF RESTRICTED FUNDS & LOANS

FISCAL YEAR 2017

Agency: The Salvation Army Maiwurm Service Center

BUDGET FORM 3  
PAGE 1

## OPERATING RESERVES

A. Do you have a (30, 60 or 90) day operating reserves? Indicate the amount	30 _____ 60 _____ 90 _____	
	\$ _____	

## ENDOWMENT FUND

		Amount
A. Funds restricted for which program or purpose? <u>Orville Hometown Endowment</u>	Starting Balance: Beginning Year _____	\$9,169.02
	Add:	
	Projected Support	\$846.43
B. Are investment earnings available for current unrestricted expenses? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, what amount? \$ <u>147.02</u>	Minus:	
	Projected Expenditure	\$819.46
C. Date when restriction expires: _____	Balance:	
	Projected Year End	\$9,195.99

## OTHER RESTRICTED FUNDS

		Amount
A. Funds restricted for which program or purpose? <u>Joseph R Krug Special Reserve</u>	Starting Balance: Beginning Year _____	\$56,716.44
	Add:	
	Projected Support	\$712.67
B. Are investment earnings available for current unrestricted expenses? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, what amount? \$ _____	Minus:	
	Projected Expenditure	\$0.00
C. Date when restriction expires: For Use in current Capital Project_	Balance:	
	Projected Year End	\$57,429.11

		Amount
A. Funds restricted for which program or purpose?	Starting Balance: Beginning Year _____	
	Add:	
	Projected Support	
B. Are investment earnings available for current unrestricted expenses? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, what amount? _____	Minus:	
	Projected Expenditure	
C. Date when restriction expires: _____	Balance:	
	Projected Year End	

## BOARD DESIGNATED RESERVES

		Amount
A. Name and Purpose of Board Designated Reserve? w. Olinger S/R Board Designated	Starting Balance: Beginning Year _____	\$105,038.17
	Add:	
	Projected Support	\$7,398.42
B. Are investment earnings available for current unrestricted expenses? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, what amount? _____	Minus:	
Restricted for current use in Capital Campaign	Projected Expenditure	\$7,092.48
C. Date when restriction expires: _____	Balance:	
When Capital Campaign is permanently closed	Projected Year End	\$105,344.11

## SHORT TERM LOANS: Signature, Line of Credit, Credit Cards

Owed To	-NONE-	Credit Limit	Current Balance	Monthly Payments

## LONG TERM LOAN: Mortgage, Second Mortgage, Auto Loan or Lease

Owed To	-NONE-	Balance	Maturity	Monthly Payments

Orville Area United Way  
2017 BUDGET NARRATIVE

AGENCY: The Salvation Army Orville

	2016 Budget or Actual/Projected	2017 Budget or Actual/Projected	Difference	Comments
<b>PUBLIC SUPPORT AND REVENUE</b>				
1 United Way Funding - List Below				
Wayne and Holmes Allocation				
Orville Area United Way	84,300	87,400	3.7%	
2 Contributions	110,792	99,713	-10.0%	
3 Special Events (4025 + 4201)	9,871	10,800	9.4%	
4 Contracts (Restricted donations)	6,302	6,302	0.0%	
5 Grants From Local, State, & Federal Grants	0	0	0.0%	
6 Grants From Foundations	0	0	0.0%	
7 Program Service Fees & Net Incidental Revenue/Investme	2,030	2,050	1.0%	Will use at year end as needed
8 Miscellaneous Revenue (Grants form Affiliated Orgs)	8,480	8,480	0.0%	
9 TOTAL REVENUE ----- (1 thru 8) ----	221,785	214,754	-3.2%	
<b>EXPENSES</b>				
10 Salaries	67,000	68,088	1.6%	Change in employees
Indicated Full Time Equivalent Salary Positions (use 1, .05, .25 etc)				
11 Employee Benefits	30,839	16,043	-48.0%	Change in employees
12 Payroll Taxes, etc.	7,003	6,300	-10.0%	
13 TOTAL PAYROLL EXPENSES----- (10+11+12)	104,841	90,411	-13.8%	Change in employees
14 Supplies	5,600	5,273	-5.8%	
15 Telephone	2,600	2,594	-0.2%	
16 Postage & Shipping	600	589	-1.9%	
17 Occupancy	15,300	14,525	-5.1%	
18 Rental & Maintenance of Equipment	2,000	1,647	-17.6%	Projected equipment replacement
19 Printing & Publications	4,949	4,970	0.4%	Mail Appeal Costs through Grizzard Company
20 Insurance	0	0	0.0%	
21 Education	675	672	-0.5%	Projected conference attendance
22 Travel	4,730	4,023	-14.9%	Projected conference attendance
23 Advertising and Public Relations	0	0	0.0%	
24 Professional Fees	4,004	4,174	4.2%	
25 Debt/loans (Used for Payments to Affiliates)	19,175	20,026	4.4%	
26 Miscellaneous (Specific Assistance to Individuals)	57,310	65,850	14.9%	anticipated rise in assistance needs
27 TOTAL EXPENSES -----Sum of (13 through 26) ----	221,785	214,754	-3.2%	
28 REVENUE OVER EXPENSES ---- (9 - 26) ----	0	0	0.0%	