

2017 Program Information

Please use a separate form for each program.

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

2. Program Name: Seasonal 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:

9,800.00 + 12,286.00 = 22,086.00
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?

Increase of consumers has increased. Cost of food, gifts and school supplies has increased.

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?

We rely heavily on donations given by community members, local business and churches. If the program was not funded fully, we would have to rely even more for donations and support.

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?

There would be possible cuts to the program like capping the age of kids for the gifts they get from the Angel Tree Project. The amount of food given (usually around 100lbs of food) would decrease. Items like milk and the holiday meat we give could possibility be cut. The amount of school supplies given would be cut.

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:

Any child, family or individual that falls under the 175% Federal poverty guidelines are eligible for this program.

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

In the Orrville area, there are no similar programs that offer what we do. The agencies in Wooster that may offer similar services for Wayne County as a whole, collaborate with us so we do not duplicate services.

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 child receiving school supplies, and individuals receiving/benefiting from Christmas gifts (Angel Tree Project) and or the Christmas Food Box._____

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	1,802	1,808	
2016 Projected	1,864	1,864	
2017 Projected	1,900	1,900	

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	1,808	\$22,540.00	\$12.46
2016 Projected	1,864	\$23,132.00	\$12.40
2017 Projected	1,900	\$22,068	\$11.61

14. Individuals served

Last year (actual): 1,808

This year (projected): 1,900

Client Demographics

14.

	NUMBER
Types of Clients: Individuals	1,808
Information & Referral, Brochures	
Organizations	

PLEASE COMPLETE THE INFORMATION FOR INDIVIDUAL CLIENTS ONLY		
Age Group: Under 5		252
6 thru 12		452
13 thru 17		247
18 thru 34		342
35 thru 54		394
55 thru 64		76
65 thru 74		45
75 thru 84		
85 and over		
Unknown		
TOTAL INDIVIDUALS:		1,808 100%*
Gender: Male		789
Female		1,019
Unknown		
TOTAL INDIVIDUALS:		1,808

	NUMBER		NUMBER
Household Income:		Ethnic/Racial Background:	
\$0 thru \$11,999	634	White	1,347
\$12,000 thru \$14,999	235	Black or African American	123
\$15,000 thru \$24,999	640	Hispanic or Latino	133
\$25,000 thru \$49,999	289	American Indian or Alaska Native	
\$50,000 thru \$74,999	2	Asian	
More than \$75,000		Native Hawaiian or Pacific Islander	
Unknown		Unknown Other/Biracial	202
TOTAL INDIVIDUALS:	1,808	TOTAL INDIVIDUALS:	1,808

*NOTE: All TOTALS should be the same number

**Orrville Area United Way
Supplemental Agency Questions**

The Orrville Salvation Army-Maiwurm Service
Center

August 2016

<i>Please Agency Name</i> <i>check the appropriate box in answer to each question.</i>	<i>Date</i>	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 %		

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

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

Grants & Collaborations

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

Date: August 2016

Agency: The Orrville Salvation Army-Maiwurm Service Center

Program: Seasonal Assistance

Please respond in writing to the following questions:

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

Program like Back to School would be cut and portions of the Christmas food baskets would decrease in the amount given. The angel Tree project would decrease in the amount of gifts given as well.

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

We would have to limit portions of all the seasonal programming. We would also limit the amount of food given, gifts given and school supplies given.

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

- a. 25% decrease?

Less school supplies would be given. The amount of food given at Christmas would decrease.

- b. 50% decrease?

A cap would have to be done for school supplies. Only children K-6th would be eligible for the Back to School Program. Milk and holiday meat given would be cut for the Christmas Food baskets.

- c. 75% decrease?

An age limit would be put in place. Only children 2-12yrs old would be eligible. Portions of the Christmas Food Basket would decrease and we would have to cap how many food baskets would be handed out. The Back to School program would most likely be cut or limited to a specific amount of children served.

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

Locally there are not agencies that in the manor we do during the seasonal programming time. In Wooster, there are agencies that assist Wayne County as a whole. We collaborate with these agencies and share list so there is not duplication of services.

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

Year to year we have an open dialog with other agencies in our county that offer similar programs. We have an open line of communication on both ends and work hand in hand to serve our local area and our county.

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

The seasonal programs are very special to us as an organization. We rely heavily on our community members to help and assist with these programs by donations of in-kind gifts and of their time. We work with area churches, business and families/individuals that take time out of their busy schedules to assist us with these programs.

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**

The community as a whole really rallies around these programs during different seasons. We have many in our community that make donations to these programs for both the back to school project or at Christmas time. We have a lot of resources out by communication with our local newspapers, publications within the schools, flyers and letters to local business, churches and families.

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

Tools measured on this program are based on the satisfaction and feedback we get from the consumer and from community members that may have volunteered or made donations for these programs. Tools are used to measure our outcome is an intake form and application for the programs offered.

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

Year to year we face the same challenges. Follow through with our consumers is always the challenge. Many may move, have a change of phone number and not report the changes. Some will sign up for these programs and forget they signed up and fail to pick up their school supplies, or gifts. We do try to follow through with a phone call once the items are not picked up, but we run into the issue of not being able to reach them or their number has changed.

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

The recorded outcomes achieved are the number of consumers we served. From year to year, no one is denied services. There are timeline restrictions but there will be exceptions made.

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

Our outcome was met this year. It is a powerful message to us as an organization of those that come and assist on the days of distribution or packing days to those that donates gifts, school supplies, food and monetary donations. It amazes us from year to year to see the community rally behind us. It's powerful to see from year to year consumers that may have fallen on hard times participate in the services offered and then the next year or two turn around and give back once they are up on their feet again. Outcomes are always met with the seasonal assistance programs.

Orrville Area United Way
2017 PROGRAM BUDGET

FORM 2

AGENCY: **The Salvation Army Orrville**
Program Name: **Seasonal Assistance**

	2014 Actual Expense	2015 Actual Expense	2016 Budget or Actual/Projected	2017 Budget or Actual/Projected
PUBLIC SUPPORT AND REVENUE				
1 United Way Funding - List Below				
Wayne and Holmes Allocation				
Orrville Area United Way	9,000	9,500	9,500	9,800
2 Contributions	10,748	13,040	13,632	12,268
3 Special Events (4025 + 4201)				
4 Contracts				
5 Grants From Local, State, & Federal Grants				
6 Grants From Foundations				
7 Program Service Fees & Net Incidental Revenue(Investment)				
8 Miscellaneous Revenue (Explain in Narrative)				
9 TOTAL REVENUE ----- (1 thru 8) ---	19,748	22,540	23,132	22,068
EXPENSES				
10 Salaries	3,215	3,252	3,350	3,403
Indicated Full Time Equivalent Salary Positions (use 1, .05, .25 etc)				
11 Employee Benefits	1,462	1,490	1,542	802
12 Payroll Taxes, etc.	339	349	350	315
13 TOTAL PAYROLL EXPENSES----- (10+11+12)	5,015	5,091	5,242	4,521
14 Supplies	1,651	1,415	1,680	1,582
15 Telephone	777	778	780	778
16 Postage & Shipping	186	164	180	177
17 Occupancy	4,537	3,946	4,590	4,357
18 Rental & Maintenance of Equipment	538	345	600	494
19 Printing & Publications	104	1,466	1,485	1,491
20 Insurance	0	0	0	0
21 Education	255	147	203	202
22 Travel	670	1,357	1,419	1,207
23 Advertising and Public Relations	0	0	0	0
24 Professional Fees	0	1,305	1,201	1,252
25 Debt/Loans (Used for Payments to Affiliates)	6,015	6,527	5,753	6,008
26 Miscellaneous (Specific Assistance to Individuals)	0	0	0	0
27 TOTAL EXPENSES ----- Sum of (13 through 26) ---	19,748	22,540	23,132	22,068
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

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

CODE (0580)

INCOME

Begin adding actuals here

	2014	2015	2016	2017
000 SERVICE EXTENSION INCOME				
4001 Contributions	59,423	50,301	51,000	55,155
4002 Seasonal Donations	20,439	19,601	19,000	19,300
4006				
4008 Foundation Grants (Part of Restricted Income)		5,000	5,000	5,000
4025 Christmas Kettles	19,235	20,653	22,700	22,700
4030 Spring Appeal				
4031 Camp Direct				
4036-8 Turnout Newsletters				
4041 Turnout Newsletters				
4012 Donations Restricted:	3,423	5,002	5,002	4,802
Energy Programs				
Adopt-a-Family				
Back-to-School				
Food Pantry				
Community Cares	1,490	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	9,871	9,871	10,900
4600 Grants from Other Funds	15,608	16,512	8,450	8,450
4701 United Way Allocation	83,980	88,100	84,300	87,400
5501 Government Grants - FEMA	0	0	0	0
6802 Investment Revenue - Unrestricted	2,822	2,031	2,030	2,050
6503 Investment Revenue - Restricted		16,332	0	0
6506 Earnings Board Des. Endowment				
6901 Interest Income	1	0	0	0
6901 World Services Appeal				
Miscellaneous Income				
TOTAL INCOME	201,308	217,190	200,203	204,707

EXPENSES

	2014	2015	2016	2017
004 LOCAL COMMUNITY WELFARE				
7000 Salaries & Allowances	38,153	38,023	52,979	54,568
7100 Officer/Employee Benefits	14,616	14,898	15,419	16,043
7200 Payroll Taxes	4,063	4,182	4,263	4,980
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	2,594
8300 Postage & Shipping	620	546	600	589
8400 Occupancy	15,123	13,152	15,300	14,525
8500 Equipment	1,792	1,149	2,000	1,647
8600 Advertising & Public Info	348	555	525	476
8700 Meets & Travel	1,313	3,038	3,000	2,450
8800 Cont Mips & Mail Types	215	1,070	1,000	1,000
8842 Camp	7,890	9,100	8,450	8,450
8800 Spec Asst to Individuals	48,157	52,393	45,520	48,519
8937 ENERGY PROGRAMS & FEEMA Exp.	0	0	0	0
Additional Camper Costs		40	40	40
Energy Program-GO-OP				
Energy Program-HEAT SHARE				
Community Cares	1,490	1,232	1,300	1,341
B-to-S	0	0	0	0
Spec Asst to Individuals w/ CAMP	59,705	64,673	57,310	65,850
9000 Individual/Operational Dues	650	490	675	672
9100 School Grants/Union Pymts				
9152 Grants to Other Svc Units				
9400 Stenry				
9492 Support Service to DHQ from Fund 03				
LOCAL WELFARE SUB-TOTAL	142,634	152,528	163,275	167,322

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

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

Do UW Page First
UW FISCAL YEAR IS JAN - DEC

UW monthly payment 2014 6,996.67
UW monthly payment 2015 7,341.67
UW monthly payment 2016 7,025.00

SA FISCAL YEAR OCT - SEPT
Total UW payments 2014 83,980.00
Total UW payments 2015 86,100.00
Total UW payments 2016 84,300.00

	2014	2015	2016	2017
Total Inc - [4600]	185,700	200,678	191,753	
From Totals/Page	191,787	0.00		

	2014	2015	2016	2017
Total Benefits:	\$ 29,235	\$ 29,796	\$ 30,839	\$ 16,043
Total Taxes:	\$ 6,772	\$ 6,972	\$ 7,177.02	\$ 1,029,698.76
Total Salaries:	\$ 65,267	\$ 65,048	\$ 67,000	\$ 67,000

	2014	2015	2016	2017
Salaries from Wage File	26,141	26,025	12,568	
Beth	6,852	6,735	14,196	40%
Domna	32,993	32,760	26,754	10%
Subtotal:	\$ 31,301	\$ 32,288	\$ 33,256	50%
Sarah	64,294	65,048	60,010	55%
Total:	\$ 95,595	\$ 97,336	\$ 93,266	100%

	2014	2015	2016	2017
Corrected Pays	26,530	26,025	14,021	
Beth	6,953	6,735	15,849	21%
Domna	33,483	32,760	29,870	10%
Subtotal:	\$ 31,784	\$ 32,288	\$ 37,130	45%
Sarah	65,267	65,048	67,000	55%
Total:	\$ 97,051	\$ 97,336	\$ 104,130	100%

	2014	2015	2016	2017
Salary Checklist:	84,294	65,048	67,000	68,068
Benefits:	29,235	29,796	30,839	16,043
Taxes:	6,772	6,972	7,003	6,300
Total:	100,301	101,816	104,841	90,411

	2014	2015	2016	2017
ENT Tot Sp Asi	51,905	50,523	48,960	57,400
Backs out Camp:	51,905	55,483	48,820	57,360

2014 ACTUALS 2015 ACTUALS 2016 ESTIMATED

680	Strike 2 Thrive				
7000	Salaries (Dept Staff)	26,141	28,025.11	14,021	13,500
7100	Benefits (25% of Salaries)	14,618	14,898	15,419	0
7200	Payroll Taxes	2,789	2,789	2,740	1,340
8000	Professional Fees (EDP Fees)				0
8100	Supplies				0
8200	Telephones				0
8300	Postage & Shipping				0
8400	Occupancy				0
8500	Equipment				0
8600	Advertising & Public Info				0
8700	Meals & Travel	708	416	730	573
8800	Conferences & Meetings				0
8900	Specific Assistance	2,258	1,858	2,000	7,500
9000	Organization Dues			0	0
9104	Education			0	0
9882	Support Service to DHQ from BLESSINGS			0	0
	BLESSINGS SUB-TOTAL:	46,432	45,987	34,310	22,913

002 LOCAL FUND RAISING:

7000	Salaries (Seasonal)				
7100	Benefits (25% of Salaries)				
7200	Payroll Taxes				
8106	Postage-Dirty Newsletter				
	Other fund raising cost				
8810	M.S.P FUND RAISING CHARGES 12%	0	4,331	4,424	4,484
	LOCAL FUND RAISING SUB-TOTAL:	0	4,331	4,424	4,484

MMA Cost to Reim: 0.21283694

Checklist	2014	2015	2016	2017
Salaries (Dept Staff)	64,294.00	65,048.09	66,999.53	68,068.34
Benefits (25% of Salaries)	29,235.31	29,796.00	30,838.86	16,043.00
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
Telephones	2,580.00	2,593.36	2,600.00	2,594.45
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	4,969.86
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	51,905.00	55,522.53	48,860.00	57,400.00
Organization Dues	850.00	490.00	675.00	671.67
Support	20,050.00	21,756.41	19,175.26	20,025.66
	201,316.09	215,502.16	213,334.51	206,304.42

001 SERVICE EXTENSION MANAGEMENT				
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			
	SVC EXT MANAGEMENT SUB-TOTAL:	0	0	0

005 SUPPORT SERVICES & APPROPRIATIONS

8402	World Services			
8602	Appropriation to City Activities			
9603	Appropriation to DHQ			
9609	Grants to Svc Unit Welfare			
9810	Grants To Corps			
9612	Service Extension Department			
9618	Grants to Camp	20,050	21,756	18,175
9882	Support Service to THQ 10%	20,050	21,756	19,175
	LUMP SUM SUPPORT SERVICES			
	REGIONAL SUPPORT SVC SUB-TOTAL:	209,116	224,602	221,785
	TOTAL EXPENSES			
	SURPLUS/DEFICIT	(7,808)	(7,412)	(21,582)

Hand Enter Deficit:

7,808

7,412

0

0

182,884.28 Support Svc + Welfare + FR

	2014	2015	2016
Nusbaum Mileages	138.99	76.16	730.00
from GR.	71.19	31.36	
	67.8	33.04	
	100.8	144.9	
	13.98	32.2	
	64.96	39.1	
	49.28	59.23	
	64.96		
Total \$	705.74	415.99	730.00

Admin Costs:	2014	2015	2016
	28,087	122,985	324,659
	0.120113162	447,624	2,873,654
		15.6%	

		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	\$ -	\$ -
TOTAL:		\$ 84,300	\$ 87,400

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

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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
PUBLIC SUPPORT AND REVENUE				
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
EXPENSES				
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

**Orrville Area United Way
2016 PROGRAM BUDGET**

FORM 2

AGENCY: The Salvation Army Orrville
Program Name: Total Agency

	2014 Actual Expense	2015 Actual Expense	2016 Budget or Actual/Projected	2017 Budget or Actual/Projected
PUBLIC SUPPORT AND REVENUE				
1 United Way Funding - List Below				
Wayne and Holmes Allocation				
Orrville 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
EXPENSES				
10 Salaries	64,294	65,048	67,000	68,068
11 Employee Full Time Equivalent Salary Positions (use 1, .05, .25 etc)				
12 Employer Benefits	29,235	29,796	30,839	16,043
13 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	1,547
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 _____ \$ _____
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ENDOWMENT FUND

		Amount
A. Funds restricted for which program or purpose? <u>Orville Hometown Endowment</u>	Starting Balance: Beginning Year _____	\$9,169.02
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>	Add: Projected Support	\$846.43
C. Date when restriction expires: _____	Minus: Projected Expenditure	\$819.46
	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
B. Are investment earnings available for current unrestricted expenses? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, what amount? \$ _____	Add: Projected Support	\$712.67
C. Date when restriction expires: <u>For Use in current Capital Project</u>	Minus: Projected Expenditure	\$0.00
	Balance: Projected Year End	\$57,429.11

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

BOARD DESIGNATED RESERVES

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

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

Owed To	Credit Limit	Current Balance	Monthly Payments
-NONE-			

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

Owed To	Balance	Maturity	Monthly Payments
-NONE-			

Orville Area United Way
2017 BUDGET NARRATIVE

AGENCY: The Salvation Army Orville

	2016 Budget or Actual/Projected	2017 Budget or Actual/Projected	Difference	Comments
PUBLIC SUPPORT AND REVENUE				
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 from Affiliated Orgs)	8,480	8,490	0.0%	
9 TOTAL REVENUE ----- (1 thru 8) ----	221,785	214,754	-3.2%	
EXPENSES				
10 Salaries	87,000	88,068	1.6%	Change in employees
11 Indicated Full Time Equivalent Salary Positions (use 1, .05, .25 etc)			0.0%	
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	2,584	-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%	