

Central Cities Navigation Center Operating Budget - 85 Beds

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PERSONNEL		23%			
Title	FTE	Annual Salary	Annual Benefits	Monthly Cost	Year 1 (12 mo) Cost
Program Staff					\$ -
Program Manager III	1	\$ 75,752.00	\$ 17,423.00	\$ 7,764.58	\$ 93,175.00
Program Coordinator I	1	\$ 56,680.00	\$ 13,036.00	\$ 5,809.67	\$ 69,716.00
Housing Navigator	2	\$ 99,091.00	\$ 22,791.00	\$ 10,156.83	\$ 121,882.00
Case Manager Generalist	3	\$ 144,706.00	\$ 33,282.00	\$ 14,832.33	\$ 177,988.00
Shuttle Driver	2.1	\$ 83,036.00	\$ 19,098.00	\$ 8,511.17	\$ 102,134.00
Monitor Lead	2	\$ 82,202.00	\$ 18,906.00	\$ 8,425.67	\$ 101,108.00
Monitor	8.5	\$ 317,179.00	\$ 72,951.00	\$ 32,510.83	\$ 390,130.00
Monitor Lead - Security	1	\$ 41,101.00	\$ 9,453.00	\$ 4,212.83	\$ 50,554.00
Monitor - Security	8.5	\$ 317,179.00	\$ 72,951.00	\$ 32,510.83	\$ 390,130.00
			\$ -	\$ -	\$ -
Program Staff Total	29.1	\$ 1,216,926.00	\$ 279,891.00	\$ 124,734.75	\$ 1,496,817.00
Admin Staff					
Data Quality Spec I	1	\$ 46,738.00	\$ 10,750.00	\$ 4,790.67	\$ 57,488.00
		\$ -	\$ -	\$ -	\$ -
Admin Staff Total	1	\$ 46,738.00	\$ 10,750.00	\$ 4,790.67	\$ 57,488.00
TOTAL STAFF COSTS	30.1	\$ 1,263,664.00	\$ 290,641.00	\$ 129,525.42	\$ 1,554,305.00
PROGRAM	Start - Up Costs	Description		Monthly Cost	Year 1 (12 mo) Cost
Client Transportation		Lease a Van @ \$1.7K/month; Upkeep/Insurance @ \$1500/month		\$ 3,200.00	\$ 38,400.00
Bus Passes		Average of \$5/participant /month @ 40 clients		\$400	\$2,400
Snacks/Beverages		Snacks/beverages @ \$1500/mo. Meals supplied externally		\$ 1,500.00	\$ 18,000.00
Paper and Plastic Goods for Meals & Restroom		Food service materials and Housekeeping supplies @ \$4K/mo.		\$ 4,000.00	\$ 48,000.00
Pet Care		Pet food, supplies, and limited vet care @ \$200/week		\$ 800.00	\$ 9,600.00
Contractual Services		There will be no subcontracts			\$ -
					\$ -
					\$ -
PROGRAM TOTAL	\$ -			\$ 9,900.00	\$ 116,400.00
FACILITY COSTS	Start - Up Costs	Description		Monthly Cost	Annual Cost
Utilities		Utility costs for Gas, Water, Electricity, etc		\$ 10,000.00	\$ 120,000.00
Janitorial		\$2K/mo. for janitorial supplies		\$ 2,000.00	\$ 24,000.00
Appliance Repairs		\$300/mo. for appliance repair (laundry machines/kitchen items/IT equip./etc)		\$ 300.00	\$ 3,600.00
Pest Control		\$2K/mo. for pest prevention and amelioration		\$ 2,000.00	\$ 24,000.00
Telecom/Wi-Fi		\$2K/mo. for Wi-Fi, landlines, communication devices		\$ 2,000.00	\$ 24,000.00
Maintenance/Repair		Supplies for maintenance and	Supplies for maintenance and cost for professional repairs	\$1,000.00	\$12,000.00
Braken kitchen meals		Breakfast, lunch and dinner			\$309,400
Insurance		General liability, property, and directors/officers insurance @ \$3K/mo.		\$ 3,000.00	\$ 36,000.00
FACILITY TOTAL	\$ -			\$ 20,300.00	\$ 553,000.00
*Facility costs/additional costs to be determined between Property Owners, City, Operator before the shelter opens					
OTHER EXPENSES	Start - Up Costs	Description		Monthly Cost	Annual Cost
COVID Costs		Masks, sanitizer, gloves and other PPE supplies @ \$1K/mo.		\$ 1,000.00	\$ 12,000.00
Client Supplies		Basic needs and participant assistance for hygiene supplies, diapers, clothing, work supplies, etc. @ \$5K/mo.		\$ 5,000.00	\$ 60,000.00

Office Supplies		\$1.5K/month for office supplies	\$ 1,500.00	\$ 18,000.00
Linens	\$ 10,000.00	Initial bedding and towels purchase at \$10K; cleaning and replacement @ \$250/week	\$ 1,000.00	\$ 22,000.00
				\$ -
				\$ -
OTHER EXPENSE TOTAL	\$ 10,000.00		\$ 8,500.00	\$ 112,000.00
Subtotal				\$ 2,335,705.00
Indirect Cost (10%)				\$ 233,570.50
TOTAL OPERATING COST: MONTHLY AND ANNUAL (YEAR 1, 12 MONTHS)			\$ 168,225.42	\$ 2,569,275.50