

ROOC, Inc.
2016-2017 Proposed Budget
Narrative

Expenses

Staff salaries have increased substantially for two primary reasons. First, the paraprofessional staff will be receiving wage increases under the new CESP contract. Because of increases in Michigan's minimum wage, these increases were necessary to assure we are able to recruit and retain talented staff. In previous years, staff who worked directly with special education students were paid the pro-rata share of that assignment from the special education budget. Because of Federal law changes and uncertainty about what the final regulations will look like, we will be charging a fee-for-service in the next year. As a result, full wages are allocated to ROOC, but a new revenue line has been added to show the contracted amount for these school support services. Although wages have gone up, medical insurance costs have gone down based on which plan employees choose. We have fewer people choosing full family coverage this year than we have had in the past. FICA and retirement have increased as part of the increased wages.

Contracted services have increased due to the new leased copier agreement. Auto expenses have increased significantly. Our fleet is aging and, although this year was below budget, we cannot expect two good years in a row. Insurance is anticipated to be the same as the previous year. \$15,000 has been added to the maintenance line in anticipation of roof and parking lot repairs.

Revenue

One of our service goals in the upcoming year is to maximize our contract with NLCMH. We recently negotiated some rate changes with CMH that will help to bring in more revenue for individuals who are receiving higher levels of personal assistance. We also anticipate increases in CLS services – one to one services provided in the community. These services appear as revenue in the respite care line.

With the addition of one more DNR crew, and the potential expansion to that being a year-round opportunity, we anticipate additional revenue for MRS funded-services. Other services are expected to remain more stable. I have budgeted a lower amount in miscellaneous revenue, as we are uncertain what the dollar amount will be for the retirement-offset next year.

Summary:

We are projecting year-end revenues and expenses to be \$1,396,766 – a balanced budget.

R.O.O.C., INC
2015-2016 REVENUE BUDGET
PROPOSED

REVENUE			
		2015-2016	2016-2017
SOURCE	CODE	REVISED	PROPOSED
NLCMH			
DD	31.0300.0030	\$ 752,369	\$ 785,000
MI	31.0300.0030		
Transport	31.0140.0141	\$ 198,375	\$ 202,000
CLS	31.0300.0032		
Respite Care	31.0300.0032	\$ 26,600	\$ 35,000
DHHS-MRS			
CMH	31.0300.0300		\$ -
School	31.0300.3100	\$ 61,945	\$ 80,000
Clerical	31.0300.0201	\$ 630	\$ 650
Enclave	31.0199.1433	\$ 16,438	\$ 16,500
Roscommon	31.0300.3202		\$ -
CEC CLASS			
Space	31.0500.2640	\$ 14,000	\$ 14,000
Transition Services			\$ 56,000
PRIVATE			
Ins. Evals	31.0195.0195	\$ 12,325	\$ 12,500
Ind. Prog.	31.0195.2700	\$ 8,376	\$ 10,000
Transport	31.0141.0141	\$ 200	\$ 200
DONATIONS			
Restricted	31.0192.0192	\$ 3,700	\$ 5,000
PRODUCTION			
Resale	31.0179.0166	\$ -	\$ -
Rags	31.0165.0165	\$ 475	\$ 500
In-House Prod	31.0100.0101	\$ 11,650	\$ 15,000
OCR	31.0193.0193	\$ 106,842	\$ 115,000
SPENCER'S			
Candy Sales		\$ 10,000	\$ 12,000
SNACK SHACK			
Concession Sales		\$ 9,363	\$ 12,000
INTEREST	31.0161.0161	\$ 100	\$ 100
MISC.	31.0199.0199	\$ 101,523	\$ 75,350
TOTAL		\$ 1,334,911	\$ 1,446,800

R.O.O.C., Inc.
2016-2017 Budget Worksheet
Proposed

EXPENDITURES												2015-2016	2016-2017
SOURCE	CODE	ADMIN	OP/MAINT	SNACK SHACK	WK SVS	ACT SVS	SEP	PROD	SPENCERS	RESPITE	TRANS	REVISED	PROPOSED
Salary/Wages													
Director	31.1232.1170	\$ 66,801			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 66,801	\$ 66,801
Receptionist	31.1264.1622	\$ 60,108			\$ 4,666	\$ 4,666	\$ 4,666	\$ -	\$ -	\$ -		\$ 73,950	\$ 74,106
Director of Employment Svc	31.1269.1699				\$ 9,242	\$ -	\$ 18,484	\$ 9,242				\$ 15,680	\$ 36,968
Director of Services	31.1264.1160				\$ 9,242	\$ 18,484	\$ 9,242					\$ 22,234	\$ 36,968
Maintenance	31.1261.1160		\$ 5,000									\$ 5,000	\$ 5,000
Program Manager	31. .1162				\$ 6,344	\$ 12,688	\$ 6,344					\$ 25,209	\$ 25,376
Emp Trng Spec	31.1265.1169						\$ 20,301					\$ 23,771	\$ 20,301
Paraprofessionals	31.1263.1633				\$ 23,487							\$ 16,510	\$ 23,487
Paraprofessionals	31.1264.1634					\$ 196,930						\$ 180,242	\$ 196,930
Paraprofessionals	31.1265.1634						\$ 31,525					\$ 26,062	\$ 31,525
Sub Teacher						\$ 13,000						\$ 9,550	\$ 13,000
Custodian	31.1264.1641					\$ 2,500						\$ -	\$ 2,500
Subs	31. .1860					\$ 30,000						\$ 27,305	\$ 30,000
Respite Care Provider	31.1266.1627									\$ 22,464		\$ 11,191	\$ 22,464
Production Assistant	31.1269.1631							\$ 8,500				\$ 100	\$ 8,500
Consumers	31.1262.1633			\$ 6,000								\$ 11,897	\$ 6,000
Consumers	31.1265.1673						\$ 18,000					\$ 17,377	\$ 18,000
Consumers	31.1265.1674						\$ 25,000					\$ 24,532	\$ 25,000
Consumers	31.1267.1678								\$ 6,500			\$ 6,471	\$ 6,500
Consumers	31.1269.1671							\$ -				\$ -	\$ -
Consumers	31.1269.1672							\$ 24,925				\$ 25,099	\$ 24,925
Consumers	31.1269.1673							\$ 70,000				\$ 69,180	\$ 70,000
Final Payment Sick/Vacation					\$ 625	\$ 1,250	\$ 625					\$ -	\$ 2,500
TOTAL		\$ 126,909	\$ 5,000	\$ 6,000	\$ 53,606	\$ 279,518	\$ 134,187	\$ 112,667	\$ 6,500	\$ 22,464	\$ -	\$ 658,161	\$ 746,851

Benefits												2015-2016	2016-2017
SOURCE	CODE	ADMIN	OP/PL	SNACK SHACK	WK SVS	ACT SVS	SEP	PROD	SPENCERS	RESPITE	TRANS	REVISED	PROPOSED
												(Proposed)	
Insurance	2110	\$ 14,956			\$ 22,434	\$ 121,783	\$ 39,526	\$ 2,671	\$ -			\$ 218,450	\$ 201,370
FICA		\$ 9,709	\$ 383	\$ 459	\$ 4,101	\$ 21,383	\$ 10,265	\$ 8,619	\$ 497	\$ 1,718		\$ 53,308	\$ 57,134
Worker's Comp			\$ 10,000									\$ 13,608	\$ 10,000
Retirement		\$ 25,471	\$ 1,289		\$ 13,820	\$ 72,060	\$ 23,347	\$ 2,383	\$ -	\$ 5,791	\$ -	\$ 128,006	\$ 144,160
TOTAL		\$ 50,135	\$ 11,672	\$ 459	\$ 40,354	\$ 215,226	\$ 73,138	\$ 13,673	\$ 497	\$ 7,510	\$ -	\$ 413,372	\$ 412,664

R.O.O.C., Inc.
2016-2017 Budget Worksheet
Proposed

Purchased Svcs		ADMIN	OP/PL	SNACK	WK SVS	ACT SVS	SEP	PROD	SPENCERS	RESPITE	TRANS	2015-2016	2016-2017
SOURCE	CODE	11%		2%	16%	40%	22%	9%				REVISED	PROPOSED
												(Proposed)	
MESC Payment	31.1232.2850	\$ -										\$ -	\$ -
Contracted	31. .3110	\$ 495		\$ 90	\$ 720	\$ 1,800	\$ 990	\$ 405				\$ 2,599	\$ 4,500
Data	31. .3160	\$ 1,250										\$ 1,372	\$ 1,250
Legal	31. .3170	\$ 2,000										\$ -	\$ 2,000
Audit	31. .3180	\$ 2,050										\$ -	\$ 2,050
Admin. Physicals	31.1264.3191	\$ 65										\$ 264	\$ 65
Travel	31. .3210	\$ 495		\$ 90	\$ 720	\$ 1,800	\$ 990	\$ 405				\$ 4,555	\$ 4,500
Workshop/Conf	31. .3220	\$ 220		\$ 40	\$ 320	\$ 800	\$ 440	\$ 180				\$ 1,672	\$ 2,000
Auto Expense	31. .3222					\$ -	\$ 5,000	\$ 5,000				\$ 1,712	\$ 10,000
Telephone	31. .3410		\$ 1,400									\$ 946	\$ 1,400
Postage	31. .3430	\$ 1,600										\$ 2,908	\$ 1,600
Advertising	31. .3510	\$ 200										\$ 42	\$ 200
Trash/Plowing	31. .3840		\$ 4,000									\$ 4,325	\$ 4,000
Errors/Omissions	31. .3900	\$ 62			\$ 554	\$ 400	\$ 185	\$ 154				\$ 1,243	\$ 1,355
Fleet Insurance	31. .3903	\$ 115			\$ 1,382	\$ 1,036	\$ 461	\$ 345				\$ 287	\$ 3,340
Boiler Insurance	31. .3904	\$ 20			\$ 181	\$ 131	\$ 60	\$ 50				\$ 451	\$ 442
Public Liabilities	31. .3910	\$ 86			\$ 688	\$ 500	\$ 237	\$ 199				\$ 3,719	\$ 1,710
Bonds	31. .3940											\$ -	\$ -
Property Insurance	31. .3950											\$ 3,362	\$ -
Maintenance	0.4110	\$ 2,200		\$ 400	\$ 3,200	\$ 8,000	\$ 4,400	\$ 1,800	\$ -			\$ 743	\$ 20,000
Tractor Repair	31. .4160							\$ -				\$ -	\$ -
Equip Rental	31. .4200	\$ 250										\$ 145	\$ 250
TOTAL		\$ 11,108	\$ 5,400	\$ 620	\$ 7,765	\$ 14,467	\$ 12,762	\$ 8,539	\$ -	\$ -	\$ -	\$ 30,345	\$ 60,661

Supply/Material		ADMIN	OP/PL	SNACK	WK SVS	ACT SVS	SEP	PROD	SPENCERS	RESPITE	TRANS	2015-2016	2016-2017
SOURCE	CODE			SHACK								REVISED	PROPOSED
												(Proposed)	
OCR Supplies	31.1269.5007							\$ 18,000				\$ 11,023	\$ 18,000
Materials	31. .5110	\$ 384	\$ 27	\$ 3,200	\$ 173	\$ 672	\$ 330	\$ 4,005	\$ 5,910			\$ 18,882	\$ 14,700
Inventory	31.1267.5603			\$ 2,000					\$ 8,000			\$ 3,810	\$ 10,000
Natural Gas			\$ 8,800									\$ 6,222	\$ 8,800
Electric	31. .5520	\$ 2,010			\$ 5,198	\$ 4,518	\$ 1,196	\$ 3,682				\$ 16,388	\$ 16,604
TransGasOilGreas	31. .5710				\$ 251	\$ 450	\$ 4,250	\$ 5,049				\$ 6,172	\$ 10,000
Concession Wagon	31.1269.6111											\$ 2,000	\$ -
Activity Fund	31.1263.5901				\$ 2,000							\$ 670	\$ 2,000
Office Supplies	31. .5910	\$ 2,200					\$ -	\$ -				\$ 1,932	\$ 2,200
Prof. Dues	31. .7400	\$ 440		\$ 80	\$ 640	\$ 1,600	\$ 880	\$ 360				\$ 12,266	\$ 4,000
Misc. Expense	31. .7910	\$ 500		\$ 210	\$ 250	\$ 250	\$ 200	\$ 100	\$ 85			\$ 699	\$ 1,595
TOTAL		\$ 5,533	\$ 8,827	\$ 5,490	\$ 8,512	\$ 7,490	\$ 6,856	\$ 31,196	\$ 13,995			\$ 80,066	\$ 87,899
TRANS (NCCMH)	31.1271.3310										\$ 85,000	\$ 85,000	\$ 85,000.00
GRAND TOTAL		\$ 193,686	\$ 30,898	\$ 12,569	\$ 110,237	\$ 516,701	\$ 226,943	\$ 166,075	\$ 20,992	\$ 29,974	\$ 85,000	\$ 1,266,944	\$ 1,393,076