Attachment 15

Budget Samples and Forms/Sources & Uses Statement

AGENCY NAME
DETAILED BUDGET SUMMARY SAMPLE FOR PROJECT -- ALL SOURCES

January 1, -- December 31,

BUDGET CATEGORY	CDBG 2007	City National Bank	Ford Foundation	Rand Corporation	Total Project Costs	Total Project Funding	Total Funding Shortage
PERSONNEL	$0	$0	$0	$0	$0	$0	$0
CONTRACTUAL EXPENDITURES	$68,000	$37,000	$50,000	$153,000	$308,000	$308,000	$0
OPERATING EXPENDITURES	$9,000	$0	$0	$15,000	$24,000	$24,000	$0
COMMODITIES	$0	$10,000	$0	$10,000	$20,000	$20,000	$0
CAPITAL OUTLAY	$32,000	$160,000	$0	$4,000	$196,000	$196,000	$0
TOTALS	$109,000	$207,000	$50,000	$182,000	$548,000	$548,000	$0

AGENCY WIDE BUDGET
DETAILED DESCRIPTION OF SOURCES AND USES FOR E.D. PROJECT

BUDGET CATEGORY	CDBG	City National Bank	Ford Foundation	Rand Corporation	Totals	Total Project Costs	Total Funding Shortage
PERSONNEL							
Clerk (NAME)	$10,000	$15,000	$636	$636	$26,272	$26,272	$0
Employment Coordinator (NAME)	$38,178	$5,454	$4,000	$4,000	$51,632	$51,632	$0
Employment Coordinator (NAME)	$38,178	$5,453	$4,000	$4,000	$51,631	$51,631	$0
FICA	$7,686	$2,306	$769	$769	$11,530	$11,530	$0
MICA	$4,836	$1,450	$483	$483	$7,252	$7,252	$0
Withholding Tax	$1,122	$337	$112	$112	$1,683	$1,683	$0
Sub-Totals:	$100,000	$30,000	$10,000	$10,000	$150,000	$150,000	$0
CONTRACTUAL SERVICES							
External Audit	$5,000	$2,000	$0	$3,000	$10,000	$10,000	$0
Accounting Services	$13,000	$3,000	$0	$2,000	$18,000	$18,000	$0
General Liability Insurance	$7,000	$0	$0	$0	$7,000	$7,000	$0
Sub-Totals:	$25,000	$5,000	$0	$5,000	$35,000	$35,000	$0
OPERATING EXPENSES							
Electricity	$10,000	$3,000	$0	$4,000	$17,000	$17,000	$0
Telephone	$2,000	$1,000	$0	$2,000	$5,000	$5,000	$0
Water and Sewer Services	$3,000	$1,000	$0	$4,000	$8,000	$8,000	$0
Sub-Totals:	$15,000	$5,000	$0	$10,000	$30,000	$30,000	$0
CAPITAL OUTLAY	$0	$0	$0	$0	$0	$0	$0
Sub-Totals:	$0	$0	$0	$0	$0	$0	$0
TOTALS:	$140,000	$40,000	$10,000	$25,000	$215,000	$215,000	$0

AGENCY NAME
OUR BUDGET SUMMARY SAMPLE FOR ED PROJECT

January 1, -- December 31,

BUDGET CATEGORY	CDBG 2007	OTHER FUNDING	TOTAL FUNDING
PERSONNEL	$100,000	$50,000	$150,000
CONTRACTUAL EXPENDITURES	$25,000	$10,000	$35,000
OPERATING EXPENDITURES	$15,000	$15,000	$30,000
CAPITAL OUTLAY	$0	$0	$0
TOTALS	$140,000	$75,000	$215,000

OTHER FUNDING SOURCES

SOURCE	AMOUNT
City National Bank	$40,000
Ford Foundation	$10,000
Rand Corporation	$25,000
Totals:	$75,000

AGENCY NAME
AGENCY WIDE BUDGET SAMPLE
RESOURCES

January 1, -- December 31,

BUDGET CATEGORY	CDBG	City National Bank	Ford Foundation	Rand Corporation	Totals
PERSONNEL	$100,000	$30,000	$10,000	$10,000	$150,000
CONTRACTUAL EXPENDITURES	$25,000	$5,000	$0	$5,000	$35,000
OPERATING EXPENDITURES	$15,000	$5,000	$0	$10,000	$30,000
CAPITAL OUTLAY	$0	$0	$0	$0	$0
TOTALS	$140,000	$40,000	$10,000	$25,000	$215,000

SAMPLE BUDGET FOR NON-CONSTRUCTION RELATED PROJECTS

ABC Grant	$50,000
BL Grant	$86,286
Total	**$136,286**

SAMPLE BUDGET SUMMARY
FOR NON-CONSTRUCTION RELATED PROJECTS

NAME OF AGENCY, INC.

ABC PROGRAMMING

CDBG

FY 2008
SUMMARY BUDGET
JANUARY 1, 2008 – DECEMBER 31, 2008

	CATEGORIES	Non-OCED	CDBG 2007	TOTAL ALL SOURCES
I.	PERSONNEL	119,236	23,169	$ 142,405
II.	CONTRACTUAL SERVICES	9,500	9,500	$ 19,000
III.	OPERATING SERVICES	6,750	6,750	$ 13,500
IV.	COMMODITIES	800	800	$ 1,600
V.	CAPITAL OUTLAY	0	0	$ 0
	TOTAL BUDGET	**$136,286**	**$40,219**	**$176,505**

OTHER FUNDING SOURCES (Non-OCED):

ABC Grant	$50,000
BL Grant	$86,286
Total	**$136,286**

SAMPLE BUDGET FOR NON-CONSTRUCTION RELATED PROJECTS

AGENCY NAME, INC.

CDBG FY 2008

[PROJECT NAME]

DETAIL BUDGET

	PP	Non OCED	OCED	TOTAL OCED	TOTAL ALL SOURCES
04010 PERSONNEL - Employee					
Regular – Salaries			**Bi-Weekly**		
Executive Director	26	38,000	0	0	$38,000
Deputy Director	26	47,000	0	0	$47,000
Case Manager	26	12,500	480.77	12,500	$25,000
Tutor	26	8,000	307.69	8,000	$16,000
Subtotal Salaries		**105,500**	**788.46**	**20,500**	**$126,000**
04010 Fringe Benefits					
Fica: 11,000 x .0620 = 628 x 100%		6,541	48.88	1,271	$7,812
Mica: 11,000 x .0145 =160		1,530	11.43	297	$1,827
Worker's Compensation		5,665	42.34	1,101	$6,766
Subtotal Fringe		**13,736**	**102.66**	**2,669**	**$16,405**
Total Personnel		**119,236**	**891.12**	**23,169**	**$142,405**
Contractual Services					
21011 External Audit		2,000	0.00	2,000	$4,000
21020 Accounting Services		0	0.00	0	$0.00
21030 Other Professional Svc.		0	0.00	0.00	$0.00
22350 Bottled Water		0	0.00	0	$0.00
25330 Rent Copier		1,500	0.00	1,500	$3,000
25511 Building Rental		6,000	0.00	6,000	$12,000
Total Contractual		**9,500**	**0.00**	**9,500**	**$19,000**
Operating Expense					
22010 Electrical Services		2,000	0.00	2,000	$4,000
23210 General Liability Insurance		1,500	0.00	1,500	$3,000
23220 Automobile Liability Insurance		1,250	0.00	1,250	$2,500
31011 Telephone Regular		1,250	0.00	1,250	$2,500
31011 Telephone Long Distance		150	0.00	150	$300
31610 Postage		600	0.00	600	$1,200
31420 Advertising Radio		0.00	0.00	0.00	$0.00
Total Operating Expense		**6,750**	**0.00**	**6,750**	**$13,500**
Commodities					
31510 Outside Printing		400	0.00	400	$800
95020 Computer Purchase		0	0.00	0	$0.00
47010 Office Supplies/Outside Vendors		400	0.00	400	$800
Total Commodities		**800**	**0.00**	**800**	**$1,600**
Capital Outlay					
		0.00	0.00	0.00	0.00
Total Capital Outlay		**0.00**	**0.00**	**0.00**	**0.00**
TOTAL BUDGET		**$136,286**	**0.00**	**$40,219**	**$176,505**

January 1, 2008 thru December 31, 2008

List of all other funding sources and corresponding amounts as indicated below:

SAMPLE CONSTRUCTION BUDGET FOR HOME OR CDBG FUNDS

Agency Name
DHCD FY 2010
January 1, 2010 – December 31, 2010

SUB OBJECT	DESCRIPTION	HOME or CDBG AMOUNT	OTHER AMT	TOTAL AMT
Personnel expenses are not allowable for construction related projects.	**01 Personnel**			
	Executive Director	$0	$23,077	$23,077
	Housing Assistant	$0	$0	$0
	FICA/MICA	$0	$1,883	$1,883
	Total Personnel	**$0**	**$24,960**	**$24,960**
	20 Contractual Services			
21010	**Audit External**	$10,000	$0	$10,000
	Accounting Services	$0	$3,600	$3,600
23210	**General Liability Insurance**	$1,000	$0	$1,000
23220	**Auto Liability**	$1,000	$0	$1,000
23620	**Other Insurance Expense:**	$1,000	$0	$1,000
	Builders Risk			
	Flood			
61613	Title Insurance	$5,000	$0	$5,000
21030	Construction Manager (Consultant)	$25,000	$0	$25,000
21420	Appraisal & Surveying Services	$7,000	$0	$7,000
24421	Property Maintenance	$5,000	$0	$5,000
21210	Attorney's Fees	$5,000	$0	$5,000
31420	Marketing	$10,000	$0	$10,000
	Total Contractual	**$70,000**	**$3,600**	**$73,600**
Operating expenses are not allowable for construction related projects.	**30 Operating Expenses**			
	Electric/Telephone	$0	$7,400	$7,400
	Water & Sewer Services	$0	$1,000	$1,000
	Total Operating Expenses	**$0**	**$8,400**	**$8,400**
Commodity expenses are not allowable for construction related projects.	**40 Commodities**			
	Office Supplies	$0	$1,400	$1,400
	Office Equipment	$0	$5,000	$5,000
	Rent	$0	$12,000	$12,000
	Total Commodities	**$0**	**$18,400**	**$18,400**
	90 Capital Outlay			
91090	Purchase Price of Land	$75,000	$0	$75,000
91012	Environmental	$5,000	$0	$5,000
91021	Site Preparation	$5,000	$0	$5,000
91111	Fence Installation	$2,000	$0	$2,000
94210	Prime Contractor - Construction	$0	$0	$0
	Property Taxes	$0	$5,000	$5,000
32250	Building Permits	$10,000	$0	$10,000
61626	Architect Fees	$13,000	$0	$13,000
26250	Impact Fees	$20,000	$0	$20,000
	Total Capital Outlay	**$130,000**	**$5,000**	**$135,000**
	TOTALS	**$200,000**	**$60,360**	**$260,360**

OTHER FUNDING SOURCES (Non-DHCD)

ABC Grant	$30,000
First Bank Loan	$30,360
Total	**$60,360**

COST ALLOCATION REPORT: NEW CONSTRUCTION AFFORDABLE HOUSING

APPLICANT / AGENCY NAME: ABC Community Development Corporation PROJECT NAME: ABC Villas DATE: January 31, [illegible]

USES	COSTS	FUNDING SOURCES										
	Project Costs	City of Miami HOME	City of Miami CDBG	Sun Trust Bank	Miami-Dade SURTAX	Miami-Dade SHIP	1993 HATF	Miami-Dade 1995 HOME	2000 HOME	2002 HOME	Total Funding	Funding Gap
Land Acquisition	$367,507	$0	$0	$0	$0	$0	$312,160	$55,347	$0	$0	$367,507	$0
HARD COSTS												
Construction Cost	$4,662,539	$1,165,000	$0	$2,447,886	$0	$75,000	$0	$394,653	$150,000	$200,000	$4,432,539	$230,000
Construction Contingency	$182,886	$0	$0	$182,886	$0	$0	$0	$0	$0	$0	$182,886	$0
Construction Project Manager	$75,000	$0	$0	$0	$0	$75,000	$0	$0	$0	$0	$75,000	$0
Construction Supervision	$15,000	$0	$0	$15,000	$0	$0	$0	$0	$0	$0	$15,000	$0
TOTAL HARD COST	$4,935,425	$1,165,000	$0	$2,645,772	$0	$150,000	$0	$394,653	$150,000	$200,000	$4,705,425	$230,000
SOFT COSTS												
Architect Design / Civil Engineering	$80,000	$0	$0	$0	$80,000	$0	$0	$0	$0	$0	$80,000	$0
Impact Fees	$56,000	$55,000	$0	$0	$1,000	$0	$0	$0	$0	$0	$56,000	$0
Permit Fees	$32,000	$0	$8,000	$0	$24,000	$0	$0	$0	$0	$0	$32,000	$0
Legal Fees	$60,000	$0	$0	$0	$60,000	$0	$0	$0	$0	$0	$60,000	$0
Environmental	$1,500	$0	$0	$0	$1,500	$0	$0	$0	$0	$0	$1,500	$0
Appraisal	$5,000	$0	$0	$0	$5,000	$0	$0	$0	$0	$0	$5,000	$0
Insurance Liability	$2,500	$0	$0	$0	$2,500	$0	$0	$0	$0	$0	$2,500	$0
Legal Cost	$40,150	$0	$0	$0	$39,630	$0	$520	$0	$0	$0	$40,150	$0
Loan Closing Financing Fees	$300,000	$0	$0	$299,830	$170	$0	$0	$0	$0	$0	$300,000	$0
Estate Research	$1,000	$0	$0	$0	$1,000	$0	$0	$0	$0	$0	$1,000	$0
Title Insurance	$19,000	$0	$0	$0	$19,000	$0	$0	$0	$0	$0	$19,000	$0
Surveying	$600	$0	$0	$0	$600	$0	$0	$0	$0	$0	$600	$0
Construction Accounting	$12,000	$0	$0	$0	$12,000	$0	$0	$0	$0	$0	$12,000	$0
For use by City / City Incurred Costs	$10,000	$10,000	$0	$0	$0	$0	$0	$0	$0	$0	$10,000	$0
Air Photo	$1,500	$0	$0	$0	$1,500	$0	$0	$0	$0	$0	$1,500	$0
Signs	$600	$0	$0	$0	$600	$0	$0	$0	$0	$0	$600	$0
Cleaning Debris	$1,500	$0	$0	$0	$1,500	$0	$0	$0	$0	$0	$1,500	$0
Developer's Fees	$150,000	$50,000	$0	$0	$50,000	$0	$0	$50,000	$0	$0	$150,000	$0
Soft Cost Contingency	$24,398	$0	$0	$24,398	$0	$0	$0	$0	$0	$0	$24,398	$0
TOTAL SOFT COST	$797,748	$115,000	$8,000	$324,228	$300,000	$0	$520	$50,000	$0	$0	$797,748	$0
TOTAL PROJECT COST	$6,100,680	$1,280,000	$8,000	$2,970,000	$300,000	$150,000	$312,680	$500,000	$150,000	$200,000	$5,870,680	$230,000