

FY 2021-2022 A-GUIDE COMBINED BUDGET

Organization Name:	Delray Beach Public Library Association, INC.
Executive Leader:	Karen Ronald
Key Financial Manager:	Mary Kyle
Current FY 2020-2021 Total Organization Budget:	\$2,320,856
Program/Project A:	Sundays & Mondays
Program/Project B:	TTIL - Training, Technology, & Innovation Lab

INCOME	ORGANIZATION			PROGRAM A	PROGRAM B
	FY 2020-2021 TOTAL ORGANIZATION BUDGET	FY 2020-2021 ORGANIZATION BUDGET YEAR-TO-DATE (THRU 5/31/2021)	FY 2021-2022 PROJECTED ORGANIZATION BUDGET	FY 2021-2022 PROJECTED TOTAL PROGRAM BUDGET CRA FUNDS ONLY (A)	FY 2021-2022 PROJECTED TOTAL PROGRAM BUDGET CRA FUNDS ONLY (B)
Fees, Tickets, Registration, etc.	\$ 225,000.00	\$ 45,000.00	\$ 175,000.00		
Corporate Grants/Contributions	\$ -	\$ -			
Individual Donations	\$ -	\$ -			
Foundation Grants	\$ -	\$ -			
Government - Federal	\$ -	\$ -			
Government- Local/County	\$ 1,453,500.00	\$ 1,090,125.00	\$ 1,453,500.00		
Government- State	\$ 54,356.00	\$ -	\$ 34,000.00		
In-Kind	\$ -	\$ -			
Interest Income	\$ -	\$ -			
Membership	\$ -	\$ -			
CRA Actual or Requested	\$ 443,000.00	\$ 104,500.00	\$ 443,000.00	\$ 418,000.00	\$ 25,000.00
Other: Other		\$ -	\$ 135,000.00		
Other: Fines and Fees	\$ 70,000.00	\$ 11,774.00	\$ 30,000.00		
Other: Rental	\$ 45,000.00	\$ 18,000.00	\$ 45,000.00		
Other: Grants	\$ 30,000.00	\$ 81,599.00	\$ 100,000.00		
TOTAL INCOME	\$ 2,320,856.00	\$ 1,350,998.00	\$ 2,415,500.00	\$ 418,000.00	\$ 25,000.00
CRA % of Total Income	19%	8%	18%	100%	100%

NOTES:
CRA % of projected Total Organization Income may not exceed 25% unless approved by CRA

EXPENSES	FY 2020-2021 TOTAL ORGANIZATION BUDGET	FY 2020-2021 ORGANIZATION BUDGET YEAR-TO-DATE (THRU 5/31/2021)	FY 2021-2022 PROJECTED ORGANIZATION BUDGET	FY 2020-2021 TOTAL PROGRAM BUDGET USE OF CRA FUNDS ONLY (A)	FY 2020-2021 TOTAL PROGRAM BUDGET USE OF CRA FUNDS ONLY (B)
	Salaries & Related Taxes (list each position/title seperately)				
Position: Ex Director	\$ 1,369,442.00	\$ 695,131.00	\$ 1,490,708.00	\$ 261,707.44	
Position: Directors					
Position: Administrative					
Position: Librarian I					
Position: Librarian II					
Position: Circulation					
Position:					
SUB-TOTAL SALARIES	\$ 1,369,442.00	\$ 695,131.00	\$ 1,490,708.00	\$ 261,707.44	\$ -
Fringe Benefits (list each position/title)					
Position: Medical	\$ 255,000.00	\$ 175,382.00	\$ 280,500.00	\$ 50,490.00	
Position: Dental					
Position: Vision					
Position: Gap					
Position: LTD, STD & AD					
Position:					
Position:					
SUB-TOTAL FRINGE BENEFITS	\$ 255,000.00	\$ 175,382.00	\$ 280,500.00	\$ 50,490.00	\$ -

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	ORGANIZATION			PROGRAM A	PROGRAM B
Capital Expenditures (list each seperately)					
SUB-TOTAL CAPITAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -
Conferences & Meetings (list each seperately)					
Administrative Expenses	\$ 8,000.00	\$ 3,659.00	\$ 5,000.00	\$ 900.00	
SUB-TOTAL CONFERENCES & MEETINGS	\$ 8,000.00	\$ 3,659.00	\$ 5,000.00	\$ 900.00	\$ -
Copying & Printing (list each seperately)					
Copying & Printing	\$ 4,000.00	\$ 78.00	\$ 1,000.00	\$ 180.00	
SUB-TOTAL COPYING & PRINTING	\$ 4,000.00	\$ 78.00	\$ 1,000.00	\$ 180.00	\$ -
Equipment Rental/Maintenance (list each seperately)					
Technology maintenance	\$ 55,000.00	\$ 23,639.00	\$ 50,000.00	\$ 9,000.00	\$ 20,000.00
SUB-TOTAL EQUIPMENT RENTAL/MAINTENANCE	\$ 55,000.00	\$ 23,639.00	\$ 50,000.00	\$ 9,000.00	\$ 20,000.00

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	ORGANIZATION			PROGRAM A	PROGRAM B
Insurance (list each seperately)					
D&O	\$ 37,000.00	\$ 26,872.00	\$ 37,000.00	\$ 6,660.00	
Liability & Umbrella					
SUB-TOTAL INSURANCE	\$ 37,000.00	\$ 26,872.00	\$ 37,000.00	\$ 6,660.00	\$ -
Licenses, Registration, Permits (list each seperately)					
SUB-TOTAL LICENSES, REGISTRATION, PERMITS	\$ -	\$ -	\$ -	\$ -	\$ -
Local Travel (list each seperately)					
Training/Travel	\$ 7,000.00	\$ 1,348.00	\$ 5,000.00		
SUB-TOTAL LOCAL TRAVEL	\$ 7,000.00	\$ 1,348.00	\$ 5,000.00	\$ -	\$ -
Office & Program Supplies (list each seperately)					
Program Supplies	\$ 20,000.00	\$ 8,787.00	\$ 10,000.00	\$ 1,800.00	
SUB-TOTAL OFFICE & PROGRAM SUPPLIES	\$ 20,000.00	\$ 8,787.00	\$ 10,000.00	\$ 1,800.00	\$ -

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	ORGANIZATION			PROGRAM A	PROGRAM B
Postage & Delivery (list each seperately)					
Postage & Delivery	\$ 1,500.00	\$ 727.00	\$ 1,500.00		
SUB-TOTAL POSTAGE & DELIVERY	\$ 1,500.00	\$ 727.00	\$ 1,500.00	\$ -	\$ -
Professional Svcs/Consulting (list each seperately)					
Accounting	\$ 46,000.00	\$ 15,336.00	\$ 50,000.00		
403(b) administrative costs					
SUB-TOTAL PROFESSIONAL SVCS/CONSULTING	\$ 46,000.00	\$ 15,336.00	\$ 50,000.00	\$ -	\$ -
Rent/Mortgage & Maintenance (list each seperately)					
Building Maintenance	\$ 168,314.00	\$ 74,700.00	\$ 160,000.00	\$ 28,800.00	
SUB-TOTAL RENT/MORTGAGE & MAINTENANCE	\$ 168,314.00	\$ 74,700.00	\$ 160,000.00	\$ 28,800.00	\$ -

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	ORGANIZATION			PROGRAM A	PROGRAM B
Telecommunication (list each seperately)					
SUB-TOTAL TELECOMMUNICATION	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities (list each seperately)					
electric	\$ 100,000.00	\$ 33,290.00	\$ 70,000.00	\$ 12,600.00	
DSL/Cable					
Water/Sewer					
SUB-TOTAL UTILITIES	\$ 100,000.00	\$ 33,290.00	\$ 70,000.00	\$ 12,600.00	\$ -
Other: (list each seperately)					
Library Materials	\$ 180,000.00	\$ 27,005.00	\$ 125,000.00	\$ 22,500.00	\$ 5,000.00
Life Long Learning/Programs	\$ 32,000.00	\$ 5,120.00	\$ 11,192.00	\$ 2,014.56	
Property Tax	\$ 7,600.00	\$ 8,443.00	\$ 8,600.00	\$ 1,548.00	
Grant Disbursements	\$ 30,000.00	\$ 24,467.00	\$ 100,000.00	\$ 18,000.00	
TTIL		\$ 9,438.00		\$ -	
Contract Svcs			\$ 10,000.00	\$ 1,800.00	
SUB-TOTAL OTHER	\$ 249,600.00	\$ 74,473.00	\$ 254,792.00	\$ 45,862.56	\$ 5,000.00
SUB-TOTAL EXPENSES	\$ 2,320,856.00	\$ 1,133,422.00	\$ 2,415,500.00	\$ 418,000.00	\$ 25,000.00
	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENSES	\$ 2,320,856.00	\$ 1,133,422.00	\$ 2,415,500.00	\$ 418,000.00	\$ 25,000.00
NET INCOME	\$ -	\$ 217,576.00	\$ -	\$ -	\$ -

Organization Name: **Delray Beach Public Library Association, INC.**

Program/Project A: **Sundays & Mondays**

INCOME	AMOUNT	PROGRAM A Justification/Narrative for CRA Funded Program	*C or P	**Date of Funding Decision (for P) or Start Date (for C)
Fees, Tickets, Registration, etc.	\$ -			
Corporate Grants/Contributions	\$ -			
Individual Donations	\$ -			
Foundation Grants	\$ -			
Government - Federal	\$ -			
Government- Local/County	\$ -			
Government- State	\$ -			
In-Kind	\$ -			
Interest Income	\$ -			
Membership	\$ -			
CRA Actual or Requested	\$ 418,000.00			
TOTAL INCOME	\$ 418,000.00			

NOTES:

CRA % of projected Total Organization Income may not exceed 25% unless approved by CRA

EXPENSES	AMOUNT	PROGRAM A Justification/Narrative for How CRA Funds Will be Used
Salaries & Related Taxes (list each position/title seperately)		
Position: Ex Director	\$ 261,707.44	
Position: Directors	\$ -	
Position: Administrative	\$ -	
Position: Librarian I	\$ -	
Position: Librarian II	\$ -	
Position: Circulation	\$ -	
Position:	\$ -	
SUB-TOTAL SALARIES	\$ 261,707.44	Total Salaries & Related Taxes
Fringe Benefits (list each position/title)		
Position: Medical	\$ 50,490.00	
Position: Dental	\$ -	
Position: Vision	\$ -	
Position: Gap	\$ -	
Position: LTD, STD & AD	\$ -	
Position:	\$ -	
Position:	\$ -	
SUB-TOTAL FRINGE BENEFITS	\$ 50,490.00	Total Fringe Benefits

Organization Name: **Delray Beach Public Library Association, INC.**

Program/Project A: **Sundays & Mondays**

Capital Expenditures (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL CAPITAL EXPENDITURES	\$ -	Total Capital Expenditures
Conferences & Meetings (list each seperately)		
Administrative Expenses	\$ 900.00	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL CONFERENCES & MEETINGS	\$ 900.00	Total Conferences & Meetings
Copying & Printing (list each seperately)		
Copying & Printing	\$ 180.00	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL COPYING & PRINTING	\$ 180.00	Total Copying & Printing

Organization Name: **Delray Beach Public Library Association, INC.**

Program/Project A: **Sundays & Mondays**

Equipment Rental/Maintenance (list each seperately)		
Technology maintenance	\$ 9,000.00	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
<i>SUB-TOTAL EQUIPMENT RENTAL/MAINTENANCE</i>	\$ 9,000.00	<i>Total Equipment Rental/Maintenance</i>
Insurance (list each seperately)		
D&O	\$ 6,660.00	
Liability & Umbrella	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
<i>SUB-TOTAL INSURANCE</i>	\$ 6,660.00	<i>Total Insurance</i>
Licenses, Registration, Permits (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
<i>SUB-TOTAL LICENSES, REGISTRATION, PERMITS</i>	\$ -	<i>Total Licenses, Registration, Permits</i>
Local Travel (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
<i>SUB-TOTAL LOCAL TRAVEL</i>	\$ -	<i>Total Local Travel</i>

Organization Name: **Delray Beach Public Library Association, INC.**

Program/Project A: **Sundays & Mondays**

Office & Program Supplies (list each seperately)		
Program Supplies	\$ 1,800.00	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL OFFICE & PROGRAM SUPPLIES	\$ 1,800.00	Total Office & Program Supplies
Postage & Delivery (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL POSTAGE & DELIVERY	\$ -	Total Postage & Delivery
Professional Svcs/Consulting (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL PROFESSIONAL SVCS/CONSULTING	\$ -	Total Professional Svcs/Consulting
Rent/Mortgage & Maintenance (list each seperately)		
Building Maintenance	\$ 28,800.00	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL RENT/MORTGAGE & MAINTENANCE	\$ 28,800.00	Total Rent/Mortgage & Maintenance

Organization Name: **Delray Beach Public Library Association, INC.**

Program/Project A: **Sundays & Mondays**

Telecommunication (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL TELECOMMUNICATION	\$ -	Total Telecommunication
Utilities (list each seperately)		
electric	\$ 12,600.00	
DSL/Cable	\$ -	
Water/Sewer	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL UTILITIES	\$ 12,600.00	Total Utilities
Other: (list each seperately)		
Library Materials	\$ 22,500.00	
Life Long Learning/Programs	\$ 2,014.56	
Property Tax	\$ 1,548.00	
Grant Disbursements	\$ 18,000.00	
TTIL	\$ -	
Contract Svcs	\$ 1,800.00	
SUB-TOTAL OTHER	\$ 45,862.56	Total Other
SUB-TOTAL EXPENSES	\$ 418,000.00	Sub-Total Expenses
	\$ -	Administrative Expenses
TOTAL EXPENSES	\$ 418,000.00	Total Expenses

Organization Name: **Delray Beach Public Library Association, INC.**

Program/Project B: **TTIL - Training, Technology, & Innovation Lab**

INCOME	AMOUNT	PROGRAM B Justification/Narrative for CRA Funded Program	*C or P	**Date of Funding Decision (for P) or Start Date (for C)
Fees, Tickets, Registration, etc.	\$ -			
Corporate Grants/Contributions	\$ -			
Individual Donations	\$ -			
Foundation Grants	\$ -			
Government - Federal	\$ -			
Government- Local/County	\$ -			
Government- State	\$ -			
In-Kind	\$ -			
Interest Income	\$ -			
Membership	\$ -			
CRA Actual or Requested	\$ 25,000.00			
TOTAL INCOME	\$ 25,000.00			

NOTES:
CRA % of projected Total Organization Income may not exceed 25% unless approved by CRA

EXPENSES	AMOUNT	PROGRAM B Justification/Narrative for How CRA Funds Will be Used
Salaries & Related Taxes (list each position/title separately)		
Position:	\$ -	
Position:	\$ -	
Position:	\$ -	
Position:	\$ -	
Position:	\$ -	
Position:	\$ -	
Position:	\$ -	
SUB-TOTAL SALARIES	\$ -	Total Salaries & Related Taxes
Fringe Benefits (list each position/title)		
Position:	\$ -	
Position:	\$ -	
Position:	\$ -	
Position:	\$ -	
Position:	\$ -	
Position:	\$ -	
Position:	\$ -	
SUB-TOTAL FRINGE BENEFITS	\$ -	Total Fringe Benefits

Organization Name: **Delray Beach Public Library Association, INC.**

Program/Project B: **TTIL - Training, Technology, & Innovation Lab**

Capital Expenditures (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL CAPITAL EXPENDITURES	\$ -	Total Capital Expenditures
Conferences & Meetings (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL CONFERENCES & MEETINGS	\$ -	Total Conferences & Meetings
Copying & Printing (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL COPYING & PRINTING	\$ -	Total Copying & Printing
Equipment Rental/Maintenance (list each seperately)		
Technology maintenance/equipment	\$ 20,000.00	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL EQUIPMENT RENTAL/MAINTENANCE	\$ 20,000.00	Total Equipment Rental/Maintenance

Organization Name: **Delray Beach Public Library Association, INC.**

Program/Project B: **TTIL - Training, Technology, & Innovation Lab**

Insurance (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL INSURANCE	\$ -	Total Insurance
Licenses, Registration, Permits (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL LICENSES, REGISTRATION, PERMITS	\$ -	Total Licenses, Registration, Permits
Local Travel (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL LOCAL TRAVEL	\$ -	Total Local Travel
Office & Program Supplies (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL OFFICE & PROGRAM SUPPLIES	\$ -	Total Office & Program Supplies

Organization Name:

Delray Beach Public Library Association, INC.

Program/Project B:

TTIL - Training, Technology, & Innovation Lab

Postage & Delivery (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL POSTAGE & DELIVERY	\$ -	Total Postage & Delivery
Professional Svcs/Consulting (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL PROFESSIONAL SVCS/CONSULTING	\$ -	Total Professional Svcs/Consulting
Rent/Mortgage & Maintenance (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL RENT/MORTGAGE & MAINTENANCE	\$ -	Total Rent/Mortgage & Maintenance
Telecommunication (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL TELECOMMUNICATION	\$ -	Total Telecommunication

Organization Name: **Delray Beach Public Library Association, INC.**

Program/Project B: **TTIL - Training, Technology, & Innovation Lab**

Utilities (list each seperately)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
SUB-TOTAL UTILITIES	\$ -	Total Utilities
Other: (list each seperately)		
Library Materials	\$ 5,000.00	
SUB-TOTAL OTHER	\$ 5,000.00	Total Other
SUB-TOTAL EXPENSES	\$ 25,000.00	Sub-Total Expenses
	\$ -	Administrative Expenses
TOTAL EXPENSES	\$ 25,000.00	Total Expenses