

FY 2022-2023 A-GUIDE COMBINED BUDGET

Organization Name:	Delray Beach Historical Society
Executive Leader:	Winifred Edwards
Key Financial Manager:	Sylvia Pecaro
Current FY 2022-2023 Total Organization Budget:	400,000
Program/Project A:	Cultural Heritage Exhibit, Museum & Learning Center Program
Program/Project B:	N/A

APPLICATION

INCOME	ORGANIZATION			PROGRAM A	
	FY 2021-2022 TOTAL ORGANIZATION BUDGET	FY 2021-2022 ORGANIZATION BUDGET YEAR-TO-DATE (THRU 3/31/2022)	FY 2022-2023 PROJECTED ORGANIZATION BUDGET	FY 2022-2023 PROJECTED TOTAL PROGRAM BUDGET (A)	FY 2022-2023 PROJECTED TOTAL PROGRAM BUDGET CRA FUNDS ONLY (A)
Fees, Tickets, Registration, etc.					
Corporate Grants/Contributions	\$ 5,000.00	\$ -	\$ 1,000.00	\$ 1,000.00	
Individual Donations					
Foundation Grants					
Government - Federal					
Government- Local/County	\$ 50,000.00	\$ 125,000.00	\$ 100,000.00	\$ 100,000.00	
Government- State					
In-Kind					
Interest Income					
Membership	\$ 55,000.00	\$ 50,840.00	\$ 64,000.00	\$ -	
CRA Actual or Requested	\$ 75,000.00	\$ 37,500.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
Other: Exhibits, Programs & Events	\$ 61,900.00	\$ 12,590.00	\$ 60,000.00	\$ 60,000.00	
Other: Donations & Sponsorships	\$ 45,000.00	\$ 63,399.00	\$ 80,000.00	\$ 80,000.00	
Other: Photos, Sales, & Miscellaneous Income	\$ 8,100.00	\$ 2,575.00	\$ 20,000.00	\$ -	
TOTAL INCOME	\$ 300,000.00	\$ 291,904.00	\$ 400,000.00	\$ 316,000.00	\$ 75,000.00
CRA % of Total Income	25%	13%	19%	24%	

NOTES:

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

For quarterly reporting, additional supporting documentation is required to justify the expense of CRA funds for each expense over \$1,000 such as bank checks, paid invoices, etc.

FY 2022-2023 A-GUIDE COMBINED BUDGET

Organization Name:	Delray Beach Historical Society
Executive Leader:	Winifred Edwards
Key Financial Manager:	Sylvia Pecaro
Current FY 2022-2023 Total Organization Budget:	400,000
Program/Project A:	Cultural Heritage Exhibit, Museum & Learning Center Program
Program/Project B:	N/A

APPLICATION

EXPENSES	ORGANIZATION			PROGRAM A	
	FY 2021-2022 TOTAL ORGANIZATION BUDGET	FY 2021-2022 ORGANIZATION BUDGET YEAR-TO-DATE (THRU 3/31/2022)	FY 2022-2023 PROJECTED ORGANIZATION BUDGET	FY 2022-2023 PROJECTED TOTAL PROGRAM BUDGET (A)	FY 2022-2023 PROJECTED TOTAL PROGRAM BUDGET CRA FUNDS ONLY (A)
Salaries & Related Taxes (list each position/title seperately)					
Position: Executive Director	\$ 80,000.00	\$ 37,771.00	\$ 90,000.00	\$ 85,500.00	\$ 20,292.72
Position: Grounds, Maintenance	\$ 15,000.00	\$ 7,589.00	\$ 15,000.00	\$ 6,000.00	\$ 1,424.05
Position: Operations Manager	\$ 38,000.00	\$ 21,751.00	\$ 38,000.00	\$ 26,600.00	\$ 6,313.29
Position: Archivist (part time & contract)	\$ 36,000.00	\$ 13,032.00	\$ 57,000.00	\$ 57,000.00	\$ 13,528.48
Position: Contracted Service (events & operations)	\$ 4,000.00	\$ 12,901.00	\$ 20,000.00	\$ 15,000.00	\$ 3,560.13
Position Payroll Taxes	\$ 15,000.00	\$ 5,973.00	\$ 13,000.00	\$ 10,400.00	\$ 2,468.35
Position: Payroll Processing Fess & Misc.	\$ -	\$ -	\$ 2,000.00	\$ 1,600.00	\$ 379.75
SUB-TOTAL SALARIES	\$ 188,000.00	\$ 99,017.00	\$ 235,000.00	\$ 202,100.00	\$ 47,966.77
Fringe Benefits (list each position/title)					
Position: Executive Director Health insurance	\$ -	\$ 2,322.00	\$ 5,000.00	\$ 4,750.00	\$ 1,127.37
Position:					
SUB-TOTAL FRINGE BENEFITS	\$ -	\$ 2,322.00	\$ 5,000.00	\$ 4,750.00	\$ 1,127.37
Capital Expenditures (list each seperately)					
Landscaping	\$ 8,000.00	\$ -	\$ -		
Signage	\$ 12,000.00	\$ -	\$ 12,000.00	\$ 12,000.00	\$ 2,848.10
Software	\$ 1,000.00	\$ -	\$ -	\$ -	
Computers, Printers, etc.	\$ 1,000.00	\$ 2,500.00	\$ 5,000.00	\$ 4,250.00	\$ 1,008.70
SUB-TOTAL CAPITAL EXPENDITURES	\$ 22,000.00	\$ 2,500.00	\$ 17,000.00	\$ 16,250.00	\$ 3,856.80
Conferences & Meetings (list each seperately)					
Conferences & Meetings	\$ 5,500.00	\$ 1,148.00	\$ 8,000.00	\$ -	\$ -
SUB-TOTAL CONFERENCES & MEETINGS	\$ 5,500.00	\$ 1,148.00	\$ 8,000.00	\$ -	\$ -
Copying & Printing (list each seperately)					
Printing & Copying	\$ 500.00	\$ 1,892.00	\$ 3,500.00	\$ 2,625.00	\$ 623.02
SUB-TOTAL COPYING & PRINTING	\$ 500.00	\$ 1,892.00	\$ 3,500.00	\$ 2,625.00	\$ 623.02

FY 2022-2023 A-GUIDE COMBINED BUDGET

Organization Name:	Delray Beach Historical Society
Executive Leader:	Winifred Edwards
Key Financial Manager:	Sylvia Pecaro
Current FY 2022-2023 Total Organization Budget:	400,000
Program/Project A:	Cultural Heritage Exhibit, Museum & Learning Center Program
Program/Project B:	N/A

	ORGANIZATION			APPLICATION	
				PROGRAM A	
Equipment Rental/Maintenance (list each seperately)					
SUB-TOTAL EQUIPMENT RENTAL/MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance (list each seperately)					
Insurance	\$ 8,000.00	\$ 442.00	\$ 9,500.00	\$ 950.00	\$ 225.47
SUB-TOTAL INSURANCE	\$ 8,000.00	\$ 442.00	\$ 9,500.00	\$ 950.00	\$ 225.47
Licenses, Registration, Permits (list each seperately)					
SUB-TOTAL LICENSES, REGISTRATION, PERMITS	\$ -	\$ -	\$ -	\$ -	\$ -
Local Travel (list each seperately)					
Travel	\$ -	\$ 200.00	\$ -	\$ -	\$ -
SUB-TOTAL LOCAL TRAVEL	\$ -	\$ 200.00	\$ -	\$ -	\$ -
Office & Program Supplies (list each seperately)					
Office & Program Supplies	\$ 4,000.00	\$ 8,060.00	\$ 6,500.00	\$ 5,525.00	\$ 1,311.31
Dues & Subscriptions	\$ 1,000.00	\$ 714.00	\$ 2,500.00	\$ 1,000.00	\$ 237.34
Software & Computer Supplies	\$ 4,500.00	\$ 1,486.00	\$ 1,250.00	\$ 500.00	\$ 118.67
Taxes & Licenses	\$ 750.00	\$ 1,240.00	\$ 1,000.00	\$ 400.00	\$ 94.94
Security	\$ 3,000.00	\$ 468.00	\$ 1,000.00	\$ 400.00	\$ 94.94
Bank Fees	\$ 1,000.00	\$ 908.00	\$ 500.00	\$ 200.00	\$ 47.47
SUB-TOTAL OFFICE & PROGRAM SUPPLIES	\$ 14,250.00	\$ 12,876.00	\$ 12,750.00	\$ 8,025.00	\$ 1,904.67
Postage & Delivery (list each seperately)					
Postage & Delivery	\$ 2,000.00	\$ 530.00	\$ 750.00	\$ -	\$ -
SUB-TOTAL POSTAGE & DELIVERY	\$ 2,000.00	\$ 530.00	\$ 750.00	\$ -	\$ -

FY 2022-2023 A-GUIDE COMBINED BUDGET

Organization Name:	Delray Beach Historical Society
Executive Leader:	Winifred Edwards
Key Financial Manager:	Sylvia Pecaro
Current FY 2022-2023 Total Organization Budget:	400,000
Program/Project A:	Cultural Heritage Exhibit, Museum & Learning Center Program
Program/Project B:	N/A

	ORGANIZATION			APPLICATION	
				PROGRAM A	
Professional Svcs/Consulting (list each seperately)					
Accounting/Legal	\$ 4,500.00	\$ 3,656.00	\$ 18,000.00	\$ 4,500.00	\$ 1,068.04
Compilation/990	\$ 2,000.00	\$ 1,750.00	\$ 2,000.00	\$ 500.00	\$ 118.67
SUB-TOTAL PROFESSIONAL SVCS/CONSULTING	\$ 6,500.00	\$ 5,406.00	\$ 20,000.00	\$ 5,000.00	\$ 1,186.71
Rent/Mortgage & Maintenance (list each seperately)					
General Maintenance (Grounds & Garden)	\$ 2,000.00	\$ 4,302.00	\$ 3,500.00	\$ 800.00	\$ 189.87
Storage	\$ 2,000.00	\$ 3,986.00	\$ 7,500.00	\$ 5,000.00	\$ 1,186.71
Misc. repairs	\$ 500.00	\$ 291.00	\$ 250.00	\$ 62.50	\$ 14.83
Computer Repairs	\$ 500.00	\$ 1,949.00	\$ 500.00	\$ 125.00	\$ 29.67
Equipment repairs	\$ 500.00	\$ -	\$ -	\$ -	\$ -
Pest Control	\$ 1,000.00	\$ 723.00	\$ 1,250.00	\$ 312.50	\$ 74.17
SUB-TOTAL RENT/MORTGAGE & MAINTENANCE	\$ 6,500.00	\$ 11,251.00	\$ 13,000.00	\$ 6,300.00	\$ 1,495.25
Telecommunication (list each seperately)					
SUB-TOTAL TELECOMMUNICATION	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities (list each seperately)					
Utilities	\$ 12,300.00	\$ 6,236.00	\$ 14,000.00	\$ 10,500.00	\$ 2,492.09
SUB-TOTAL UTILITIES	\$ 12,300.00	\$ 6,236.00	\$ 14,000.00	\$ 10,500.00	\$ 2,492.09
Other: (list each seperately)					
Other: Advertising, Marketing & Website	\$ 10,000.00	\$ 16,669.00	\$ 12,000.00	\$ 12,000.00	\$ 2,848.10
Other: Exhibits, Programs & Events	\$ 24,450.00	\$ 11,322.00	\$ 47,500.00	\$ 47,500.00	\$ 11,273.73
Other: Charitable Gifts	\$ -	\$ 400.00	\$ -	\$ -	\$ -
Other: Gift Shop & Miscellaneous costs	\$ -	\$ -	\$ 2,000.00	\$ -	\$ -
SUB-TOTAL OTHER	\$ 34,450.00	\$ 28,391.00	\$ 61,500.00	\$ 59,500.00	\$ 14,121.84
SUB-TOTAL EXPENSES	\$ 300,000.00	\$ 172,211.00	\$ 400,000.00	\$ 316,000.00	\$ 75,000.00
	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENSES	\$ 300,000.00	\$ 172,211.00	\$ 400,000.00	\$ 316,000.00	\$ 75,000.00
NET INCOME	\$ -	\$ 119,693.00	\$ -	\$ -	\$ -

Organization Name:

Delray Beach Historical Society

Program/Project A:

Cultural Heritage Exhibit, Museum & Learning Center Program

APPLICATION

INCOME	AMOUNT	PROGRAM A Justification/Narrative for CRA Funded Program	*C (confirmed) or P (pending)	**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	\$ 75,000.00			
Other: Exhibits, Programs & Events	\$ -			
Other: Donations & Sponsorships	\$ -			
Other: Photos, Sales, & Miscellaneous Income	\$ -			
TOTAL INCOME	\$ 75,000.00			

NOTES:

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

For quarterly reporting, additional supporting documentation required to justify expense of CRA funds, for \$1,000 or more, for the quarter such as receipts, cancelled checks, paid invoices, etc.

Organization Name:

Delray Beach Historical Society

Program/Project A:

Cultural Heritage Exhibit, Museum & Learning Center Program

APPLICATION

EXPENSES	AMOUNT	PROGRAM A Justification/Narrative for How CRA Funds Will be Used
Salaries & Related Taxes (list each position/title seperately)		
Position: Executive Director	\$ 20,292.72	
Position: Grounds, Maintenance	\$ 1,424.05	
Position: Operations Manager	\$ 6,313.29	
Position: Archivist (part time & contract)	\$ 13,528.48	
Position: Contracted Service (events & operations)	\$ 3,560.13	
Position Payroll Taxes	\$ 2,468.35	
Position: Payroll Processing Fess & Misc.	\$ 379.75	
<i>SUB-TOTAL SALARIES</i>	\$ 47,966.77	Total Salaries & Related Taxes
Fringe Benefits (list each position/title)		
Position: Executive Director Health insurance	\$ 1,127.37	
Position:	\$ -	
<i>SUB-TOTAL FRINGE BENEFITS</i>	\$ 1,127.37	Total Fringe Benefits
Capital Expenditures (list each seperately)		
Landscaping	\$ -	
Signage	\$ 2,848.10	
Software	\$ -	
Computers, Printers, etc.	\$ 1,008.70	
<i>SUB-TOTAL CAPITAL EXPENDITURES</i>	\$ 3,856.80	Total Capital Expenditures
Conferences & Meetings (list each seperately)		
Conferences & Meetings	\$ -	
0	\$ -	
<i>SUB-TOTAL CONFERENCES & MEETINGS</i>	\$ -	Total Conferences & Meetings
Copying & Printing (list each seperately)		
Printing & Copying	\$ 623.02	
0	\$ -	
<i>SUB-TOTAL COPYING & PRINTING</i>	\$ 623.02	Total Copying & Printing

Organization Name:

Delray Beach Historical Society

Program/Project A:

Cultural Heritage Exhibit, Museum & Learning Center Program

APPLICATION

Equipment Rental/Maintenance (list each seperately)		
0	\$ -	
0	\$ -	
<i>SUB-TOTAL EQUIPMENT RENTAL/MAINTENANCE</i>	\$ -	Total Equipment Rental/Maintenance
Insurance (list each seperately)		
Insurance	\$ 225.47	
0	\$ -	
<i>SUB-TOTAL INSURANCE</i>	\$ 225.47	Total Insurance
Licenses, Registration, Permits (list each seperately)		
0	\$ -	
0	\$ -	
<i>SUB-TOTAL LICENSES, REGISTRATION, PERMITS</i>	\$ -	Total Licenses, Registration, Permits
Local Travel (list each seperately)		
Travel	\$ -	
0	\$ -	
<i>SUB-TOTAL LOCAL TRAVEL</i>	\$ -	Total Local Travel
Office & Program Supplies (list each seperately)		
Office & Program Supplies	\$ 1,311.31	
Dues & Subscriptions	\$ 237.34	
Software & Computer Supplies	\$ 118.67	
Taxes & Licenses	\$ 94.94	
Security	\$ 94.94	
Bank Fees	\$ 47.47	
<i>SUB-TOTAL OFFICE & PROGRAM SUPPLIES</i>	\$ 1,904.67	Total Office & Program Supplies
Postage & Delivery (list each seperately)		
Postage & Delivery	\$ -	
0	\$ -	
<i>SUB-TOTAL POSTAGE & DELIVERY</i>	\$ -	Total Postage & Delivery

Organization Name:

Delray Beach Historical Society

Program/Project A:

Cultural Heritage Exhibit, Museum & Learning Center Program

APPLICATION

Professional Svcs/Consulting (list each seperately)		
Accounting/Legal	\$ 1,068.04	
Compilation/990	\$ 118.67	
<i>SUB-TOTAL PROFESSIONAL SVCS/CONSULTING</i>	\$ 1,186.71	Total Professional Svcs/Consulting
Rent/Mortgage & Maintenance (list each seperately)		
General Maintenance (Grounds & Garden)	\$ 189.87	
Storage	\$ 1,186.71	
Misc. repairs	\$ 14.83	
Computer Repairs	\$ 29.67	
Equipment repairs	\$ -	
Pest Control	\$ 74.17	
<i>SUB-TOTAL RENT/MORTGAGE & MAINTENANCE</i>	\$ 1,495.25	Total Rent/Mortgage & Maintenance
Telecommunication (list each seperately)		
0	\$ -	
0	\$ -	
<i>SUB-TOTAL TELECOMMUNICATION</i>	\$ -	Total Telecommunication
Utilities (list each seperately)		
Utilities	\$ 2,492.09	
0	\$ -	
<i>SUB-TOTAL UTILITIES</i>	\$ 2,492.09	Total Utilities
Other: (list each seperately)		
Other: Advertising, Marketing & Website	\$ 2,848.10	
Other: Exhibits, Programs & Events	\$ 11,273.73	
Other: Charitable Gifts	\$ -	
Other: Gift Shop & Miscellaneous costs	\$ -	
<i>SUB-TOTAL OTHER</i>	\$ 14,121.84	Total Other
<i>SUB-TOTAL EXPENSES</i>	\$ 75,000.00	Sub-Total Expenses
	\$ -	Administrative Expenses
TOTAL EXPENSES	\$ 75,000.00	Total Expenses