

1986-87 PROGRAM & FINANCIAL PLAN
WASHINGTON COUNTY COMMUNITY ACTION ORGANIZATION

Approved: _____
Date: _____

TABLE OF CONTENTS

Mission Statement	Page 2
1986-87 Corporate Budget	3
WCCAO Administration Goals	4, 5
Administration Budget	6
Housing & Emergency Services Goals	7, 8
Housing & Emergency Services Budget	9
Head Start Goals	10
Head Start Budget	11
Youth Employment & Training Goals	12
Youth Employment Budget	13
Volunteer Center Goals	14-17
Volunteer Center Budgets	18-22
Energy Program Goals	23
Energy Program Budgets	24, 25

WCCAO MISSION STATEMENT

Mission

The general purpose of the Washington County Community Action Organization, hereinafter referred to as WCCAO, shall be to increase the availability of those community services necessary to promote the well-being and self-sufficiency of economically disadvantaged residents of Washington County, while striving to break the poverty cycle.

Objectives

The objectives of WCCAO shall be as follows:

1. To remove obstacles and solve problems which block the achievement of self sufficiency for the economically disadvantaged due to low self-esteem, diminished dignity, and feelings of hopelessness and powerlessness.
2. To engage in efforts which achieve greater participation of the poor in the affairs of the community; that coordinate and establish linkages between governmental and other social service programs; and to encourage the use of entities in the private sector to ameliorate poverty.
3. To provide a range of services having a measurable and potential major impact on causes of poverty, including, but not limited to assisting needy individuals as follows:
 - a. To secure and retain meaningful *employment*.
 - b. To attain relevant *education and skills*.
 - c. To make better *use of available income*.
 - d. To obtain and maintain *adequate housing*.
 - e. To obtain *emergency loans, grants, or assistance to meet urgent needs*.
 - f. To make more effective *use of other related services and programs*.
 - g. To counteract conditions of *starvation and malnutrition*.

WCCAO AGENCY BUDGET FY 86-87

Program: WCCAO Corporate Budget

Draft Proposed Revised Actual

Date 6-17-86 Date Date Date

Revenue:

- 4000 Contributions.....
- 4200 Special Events.....
- 4700 United Way.....
- 5500 Government Grants.....
- 5502 CSBG Allocation.....
- 6001 Membership Fees.....
- 6200 Program Income.....
- 6400 Sales.....
- 6501 Investments.....
- 6901 Carryover/Fund Bal.....

GRAND TOTAL	(1) Housing and Emerg. Services	(2) Head Start	(3) Youth Employ.	(4) Volunteer Center	(5) Energy	(6) Admin
42,750	15,000			29,750		
134,000	40,000			86,000		8,000
61,000	54,000			7,000		
924,462	144,621	396,621		54,124	329,092	
172,887	34,320	42,337		59,039	6,651	
1,364,295	5000	18,500	1,231,440	39,900	35,000	34,455
4000						4,000
53,479	13,250	300		14,929		25,000
2,726,873	306,691	457,758	1,231,440	288,786	370,743	71,455

Total Revenue (A)

Expense:

- 7000 Salaries.....
- 7100 Benefits.....
- 7200 Payroll Taxes.....
- 8000 Professional Fees.....
- 8100 Supplies & Services.....
- 8200 Telephone.....
- 8300 Postage.....
- 8400 Occupancy.....
- 8500 Equipment.....
- 8600 Printing.....
- 8700 Travel.....
- 8800 Meetings & Trainings....
- 8900 Specific Assistance....
- 9000 Dues & Memberships....
- 9400 Contingency Expense....
- 8012 Program Support.....

1,151,237	110,159	262,835	387,439	112,212	159,603	118,991
72,616	9,648	28,481	4,730	7,739	13,342	8,676
169,999	15,415	34,563	55,662	15,039	31,484	16,836
587,706	61,125	7,695	489,050		12,436	17,400
167,182	3,255	19,355	29,500	14,430	91,092	9,050
31,305	5,965	5,029	3,134	6,997	3,380	6,800
40,600	205	850	1,800	1,975	615	3,850
224,707	56,125	31,498	7,311	86,890	14,413	28,490
29,457	460	500	1,750	3,320	577	22,850
22,622	1,855	1,910	6,950	16,200	2,412	7,875
58,601	1,640	23,566	13,900	13,034	5,361	1,100
18,389	1,010	3,225	2,525	1,699	2,680	7,250
160,864	15,000	1,100	144,664	100		
1,710		275	200	30	200	1,005
0	20,101	20,101	20,101	20,101	20,101	(100,505)

Sub-Total

8010 Fiscal Support.....

2,704,692	302,463	440,983	1,168,716	285,186	357,696	149,648
0	11,183	16,775	41,937	10,251	13,087	(93,193)

Total Expense (B)

Surplus (Deficit) (A)-(B)

2,704,692	313,646	457,758	1,210,653	295,437	370,743	56,455
22,281	(6,955)	0	20,787	(6,651)	0	15,000

WCCAO ADMINISTRATION

Overall Goal: To carry out the mission of the agency through the implementation of Board direction and to provide support to the board, programs, and staff.

Goal I. To maintain an effective and informed Board of Directors and committee structure.

Goal II. To maintain effective program management by establishing systems for communicating; coordinating; program and financial planning, developing and monitoring.

Goal III. To have a personnel management system that maximizes the resource potential of all employees to WCCAO programs.

Goal IV. Formulate and implement an agency resource-development and public relations campaign.

Objective A: Establish a computerized fundraising and public relations information system that efficiently manages information and assures coordination of individual program efforts.

Objective B: Produce quarterly newsletters, 3 direct mail appeals, and an agency fund-raising event that can be annualized.

Objective C: Develop the resource materials needed (slides, video, scripts, brochures, annual report, P.S.A's, etc.) for a public services campaign and implement a coordinated plan.

Goal V. To develop a 3-5 year program and financial plan.

Objective A: Identify and prioritize low income community needs and service gaps.

Objective B: Develop programs to address targeted service needs.

Objective C: Develop appropriate financial plan that addresses:

1. Program requirements such as space, personnel, equipment, and supplies.
2. Asset management issues.
3. Economic and political contingencies.

Goal VI. To establish an effective Property Management system.

Objective A: Evaluate agency space requirements and available resources to support those needs.

Objective B: Develop plan to identify short and long range goals for maintenance and major renovation of owned buildings.

Objective C: Consolidate program activities to better utilize resources committed to space needs.

- search for and obtain new resources required for long range goals for property management
- Develop decentralized inventory system for furniture and equipment.
- Evaluate transportation requirements by program area to determine alternatives to owning and maintaining a fleet of vehicles.

Goal VII. To maintain an agency accounting system that is efficient, accountable, and responsive to the requirements of our funding sources and program needs.

Objective A: To develop and implement an on-line computerized accounting system to:

- improve turnaround time on reports and disbursements
- better utilize existing fiscal staff.

Objective B: To continue to inform staff in methods and techniques of cost control that allow greater goal impact with available resources.

WCCAO BUDGET SUMMARY

Program: Administration

Fiscal Year: 1986-87

<u>EXPENDITURES</u>	<u>1985-86</u> EST/ACTUAL	<u>1986-87</u> PROJECTED
7000 Salaries	102,636	118,991
7100 Benefits	8,934	8,676
7200 Taxes	11,715	16,838
8000 Professional Fees	20,500	17,400
8100 Supplies & Services	6,732	9,050
8200 Telephone	5,930	6,800
8300 Postage	3,615	3,850
8400 Occupancy	41,212	28,470
8500 Equipment	20,272	22,850
8600 Printing & Publication	8,510	7,875
8700 Travel	2,182	1,100
8800 Conferences/Trainings	5,420	7,250
8900 Individual Asst.		
9000 Memberships	355	1,005
9200 Asset Aquisition		
9400 Contingency		
TOTAL EXPENSES	238,013	250,153

REVENUE

<u>1985-86</u> Est/Actual:	<u>1986-87</u> Projections:	Contingencies for revenue short falls:
Administration Fees:	Space 20,000	
Copier 8,145	Copier 4,575	
Phone 9,575	Mimeo 1,000	
Mimeo 615	SubTotal 34,455	
Space 19,142		
<u>37,477</u>	Fundraising 8,000	
Program Support 89,015	Investments 4,000	
Fiscal Support 84,900	Fund Bal. Carry 25,000	
Contributions <u>211,392</u>	Over	
Fundraising 5,400	Total Revenue <u>71,455</u>	
Sales 800		
Investments 6,330	Admin. Fees 193,698	
Fund Balance 19,100	<u>265,153</u>	
<u>244,472</u>		

HOUSING & EMERGENCY SERVICES

OVERALL GOAL: To prevent the destitution and homelessness of at least 9,489 low income people through the provision of diverse emergency services.

Goal I. DIRECT HOMELESS AND EMERGENCY SERVICES

Objective A. To provide Homeless Services to 900 low income families representing 1700 homeless individuals.

1. Provide Emergency Shelter to 400 family units representing 700 individuals for a total number of 6,300 shelter nights.
2. Provide emergency and information and referral services to an additional 500 homeless families representing 1,000 individuals unable to be housed at the Shelter.
3. Provide \$5,000 in emergency financial assistance to 200 homeless families representing 400 individuals. (These are not additional families.)

Objective B. Provide emergency and information and referral Services to 2,175 low income families representing 5,000 individuals.

1. Provide \$10,000 in emergency financial assistance to 400 families representing 920 individuals.
2. Prevent evictions of 130 low income households representing 300 individuals by disbursing approximately \$13,000 in FERMA rent assistance funds.
3. Explore development of a fair housing counseling component.

Objective C. Explore Development of a Countywide Emergency Services Information and Referral Program that will provide a coordinated service with a common information base.

Goal II. SUBCONTRACTED SERVICES

Objective A. DOMESTIC VIOLENCE (State Homeless)

Provide 375 bed nights to homeless victims of domestic violence, serving 119 individuals.

Objective B. HOMESTREET (State Homeless)

Reserve one bed for chronically mentally ill homeless individuals providing 182 bed nights to 45 individuals.

Objective C. SHARED HOUSING (CDBG)

1. Provide Homesharing Counseling to 168 individuals.
2. Process 84 completed applications.
3. Provide 96 months of homesharing.

Objective D. TRI-COUNTY INDEPENDENT LIVING (CDBG)

1. Provide counseling services to 180 physically disabled individuals needing accessible housing.
2. Provide technical assistance to 20 property owners.
3. Identify 500 units of accessible housing and make 540 housing referrals.

Objective E. MENTAL HEALTH (CDBG)

1. Provide housing counseling to 52 mentally disabled individuals.
2. Negotiate 48 landlord/tenant problems.
3. Identify 30 new suitable units of housing.

Objective F. OREGON LEGAL SERVICES (CDBG & WCCAO)

1. Provide tenant hotline service to 615 individuals.
2. Paralegal Services - Provide paralegal assistance to at least 500 families representing 1,250 individuals.

Goal III. SHELTER RENOVATION

To develop and implement a capital campaign which will raise at least \$40,000 to provide for necessary electrical, heating, plumbing and general repairs required at the Shelter Home.

WCCAO BUDGET SUMMARY

Program: Housing & Emergency Services

Fiscal Year: 1986-87

<u>EXPENDITURES</u>	<u>1985-86</u> EST/ACTUAL	<u>1986-87</u> PROJECTED
7000 Salaries	99,706	110,159
7100 Benefits	6,555	9,648
7200 Taxes	10,800	15,415
8000 Professional Fees	76,649	92,409
8100 Supplies & Services	6,610	3,755
8200 Telephone	4,554	5,965
8300 Postage	175	205
8400 Occupancy	11,400	56,125
8500 Equipment	450	460
8600 Printing & Publication	1,175	1,855
8700 Travel	1,430	1,640
8800 Conferences/Trainings	505	1,010
8900 Individual Asst.	10,849	15,000
9000 Memberships		
9200 Asset Aquisition		
9400 Contingency		
TOTAL EXPENSES	230,858	313,646

REVENUE

1985-86 Est/Actual:

1986-87 Projections:

1986-87 Contingencies
for revenue short falls:

Capital Campaign	-0-	-----40,000	Do not rennovate shelter until funds are raised.
United Way	54,000	-----54,000	
CSBG	33,368	-----34,820	-\$40,000
SCSP Homeless	44,463	-----44,437	
CDBG Housing Ser.	23,879	-----43,688	Provide only emergency loans when funds are available.
CDBG Housing Coun. County	11,484	-----12,696	
Cities - Hillsboro	20,000	-----20,000	-\$15,000
Beaverton	8,000	-----3,200	
Forest Grove	14,000	-----14,000	Do not provide subcontracted services if funds aren't available.
Tigard	4,000	-----4,000	
Tualatin	2,500	-----2,500	-\$61,125
Sherwood	2,500	-----0	
Program Service Fees	100	-----100	
Emergency Fund	7,663	-----5,000	Possible Revenue:
Carry over	11,000	-----15,000	
Contributions	0	-----13,250	Contrib.
	500	-----	Foundations
TOTAL	\$237,457	TOTAL \$306,691	
		Fundraising Goal 6,955	

WASHINGTON COUNTY HEAD START

OVERALL GOAL: Increase the social competence of 144 preschool children from low income families in Washington County according to federal requirements and local program design to assure increased opportunities to become self-sufficient adults.

Objective I. EDUCATION:

Help children develop socially, emotionally, intellectually, and physically by providing them with a learning experience.

Objective II. HEALTH AND NUTRITION:

Increase parents' awareness of the health, nutrition and mental health needs of their children, promote preventative health care and assist in the continuation of comprehensive health care services.

Objective III. SOCIAL SERVICES:

Increase parent's self-sufficiency and self-esteem by assisting families in utilizing available resources to meet their goals.

Objective IV. PARENT INVOLVEMENT:

Support and enhance the parental role as the principal influence in their child's education and development by providing activities and experiences in the classroom and home.

WCCAO BUDGET SUMMARY

Program: Head Start

Fiscal Year: 1986-87

<u>EXPENDITURES</u>	<u>1985-86 EST/ACTUAL</u>	<u>1986-87 PROJECTED</u>
7000 Salaries	255,528	262,835
7100 Benefits	28,354	28,481
7200 Taxes	34,531	34,563
8000 Professional Fees	42,458	44,571
8100 Supplies & Services	18,957	19,355
8200 Telephone	6,330	5,029
8300 Postage	882	850
8400 Occupancy	30,528	31,498
8500 Equipment	1,654	500
8600 Printing & Publication	2,088	1,910
8700 Travel	23,075	23,566
8800 Conferences/Trainings	3,406	3,225
8900 Individual Asst.	1,236	1,100
9000 Memberships		275
9200 Asset Aquisition		
9400 Contingency		
TOTAL EXPENSES	\$449,027	457,758

REVENUE

1985-86 Est/Actual:

1986-87 Projections:

1986-87 Contingencies for revenue short falls:

HHS Primary	373,840
HHS Handicap	23,335
HHS Training	6,540
USDA Reimbursement	18,500
CSBG	26,399
Fundraising	713
TOTAL:	\$449,327

Carry Over	300
HHS Primary	366,746
HHS Handicap	23,335
HHS Training	6,540
USDA Reim.	18,500
CSBG	42,337
TOTAL:	\$457,758

Close the centers one day early - \$1,000

Possible Revenue:
 Lance Mushaw \$500
 Sale of Direct. \$200
 Parenting Class \$300

YOUTH EMPLOYMENT & TRAINING PROGRAM

Overall Goal: To assure that at least 832 low income youth in Washington County have opportunities to become self-sufficient adults through access to effective education, training and employment services.

Goal I: To maintain an active advisory council for policy formation, and program planning, development & evaluation.

Goal II: To coordinate with the education community to develop alternative education opportunities needed by low income or special needs youth.

Goal III: To operate a Year Round Program that will enroll and provide comprehensive employment, educational and training opportunities for approximately 250 youth, ages 16 to 21, placing at least 133 in unsubsidized jobs.

Goal IV: To operate a Summer program that will enroll and provide summer employment and training for at least 582 youth, ages 14-21, providing subsidized employment or training experiences for 477 youth and placing 152 of these youth in unsubsidized jobs.

WCCAO BUDGET SUMMARY

Program: Youth Employment

Fiscal Year: 1986-87

<u>EXPENDITURES</u>	<u>1985-86 EST/ACTUAL</u>	<u>1986-87 PROJECTED</u>
7000 Salaries	289,340	387,439
7100 Benefits	2,568	4,730
7200 Taxes	41,209	55,662
8000 Professional Fees	419,749	551,088
8100 Supplies & Services	19,204	29,500
8200 Telephone	2,004	3,134
8300 Postage	2,991	1,800
8400 Occupancy	5,452	7,311
8500 Equipment	5,902	1,750
8600 Printing & Publication	3,444	6,950
8700 Travel	7,861	13,900
8800 Conferences/Trainings	8,500	2,525
8900 Individual Asst.	130,797	144,664
9000 Memberships	140	200
9200 Asset Aquisition		
9400 Contingency		20,787
TOTAL EXPENSES	\$939,161	\$1,231,440
<u>REVENUE</u>		
<u>1985-86 Est/Actual:</u>	<u>1986-87 Projections:</u>	<u>1986-87 Contingencies for revenue short falls:</u>

JTPA Performance Contracts
- \$959,161

JTPA Performance Contracts
- \$1,231,440

N/A

WASHINGTON COUNTY VOLUNTEER CENTER

OVERALL GOAL: To promote and strengthen volunteer involvement in serving the needs of disadvantaged residents of Washington County.

Goal I. To manage a resource development program which assures adequate space, volunteers, and funds for Volunteer Center programs and activities.

Objective I: To develop and implement a capital campaign which will raise at least \$50,000 needed to rennovate the upstairs of the Volunteer Center into useable office space.

Objective II: To increase public awareness of Volunteer Center programs and their needs through a coordinated public relations and resource mobilizing campaign.

Objective III: To operate a paper and glass recycling project that will net approximately \$5,000 in revenue for center programs.

Objective IV: To develop and coordinate an agency wide volunteer placement program that provides WCCAD programs with volunteer recruitment, training & placement support.

Goal II: TUALATIN VALLEY FOOD CENTER (TVFC)
To provide a County-wide food distribution network which exists to coordinate the solicitation, storage, and distribution of donated useable food to organizations serving hunger needs.

Objective A: To obtain and distribute at least 500,000 pounds of salvageable food to 45 participating members who will provide emergency food boxes to meet the needs of at least 50,000 low income people.

Objective B: To coordinate the distribution of at least 700,000 pounds of USDA commodities to at least 75,000 eligible low income people.

Objective C: To coordinate the distribution of 2,000 Christmas baskets to families in need.

2.

Objective D: To obtain at least 9,000 volunteer hours for the operation of TVFC activities.

Objective E: To coordinate at least 12 canned food drives which will result in 120,000 pounds of donated food.

Objective F: To organize at least 5 special events which will net \$3,000 in revenue; to submit at least 5 foundation grants which will bring in \$5,000.

Goal III: RETIRED SENIOR VOLUNTEER PROGRAM

To provide meaningful volunteer opportunities for retired people age 60 or older to participate in their communities while providing valuable services to non-profits and schools.

Objective A: To increase volunteer participation to 450 active volunteers.

Objective B: To obtain 67,620 hours of volunteer time for 60 certified stations.

Objective C: To raise at least \$3,500 from the organization of 4 special events and the submission of 4 foundation or corporate requests.

Goal IV: VISTA PROGRAM

To place 12 VISTA volunteers full time for one year on projects resulting in long-term benefits to low income and disadvantaged residents of Washington County.

Objective A: Foster Parents Support
Increase foster parent participation in resource mobilization and fundraising to provide better support services to children in foster care and their foster families.

Objective B: WCCAO Volunteer Coordinator
To develop and coordinate an agency wide volunteer program that provides WCCAO programs with volunteer recruitment, training and placement support.

Objective C: Volunteer Center Glass & Paper
Recycling

Research and organize a recycling business based at the Volunteer Center which will be run by volunteers and will generate income for Volunteer Center programs.

Objective D: Emergency Services & Shelter
Resources Coordinator

Increase and organize volunteer services; obtain needed material donations; assist with capital campaign for WCCAD Shelter Home.

Objective E: A Child's Place Cooperative
Fundraising Project

Develop a parent fundraising group and help them plan a series of fundraising projects; involve the Board with the parent group; implement fundraisers and leave model for future years.

Objective F: Early Detection of Childhood
Development Delays (Mental
Health Division)

Impact early detection of development delays in children birth through age 5, by providing community screenings and in service training to local agencies and organizations that serve children; develop an Early Intervention Advisory Board and encourage parent participation; promote media coverage of the projects.

Objective G: Low Income Housing Development

Strengthen the HDC corporate structure by developing community awareness and support, a strong Board, a communication system, and fundraising to pave the way for hiring a housing packer. Work with farmers on options to improve on-site labor housing. Help form tenants council and educate farm labor tenants about their rights.

Objective H: Employment & Training Access
Project (QHDC)

Provide research; develop media basics and an agency referral network; identify recruiting strategies to let target population know about job training opportunities available through the Center for Employment & Training.

Objective I: WCCAO Energy Access

Develop a funding base and increase community awareness of and support for the Self-Help Weatherization Program and The Energy Coalition which are educating low income people about energy issues & weatherization.

Objective J: Arts & Crafts Coop

Provide low income artisans with the information, group structure, and facilities they need to form an ongoing arts & crafts coop to market their goods and achieve economic independence.

Objective K: Virginia Garcia Memorial Health Clinic

Develop workshops with materials in English & Spanish on 3 health maintenance issues for low income clinic clients who need ongoing health education.

Objective L: Volunteer Center Economic Development

Develop a diversified grass roots funding base for the programs at the Volunteer Center, focusing on an ongoing clothing resale business.

WCCAO BUDGET SUMMARY

Program: Volunteer Center Support

Fiscal Year: 1986-87

<u>EXPENDITURES</u>	<u>1985-86</u> EST/ACTUAL	<u>1986-87</u> PROJECTED
7000 Salaries		32,112
7100 Benefits		882
7200 Taxes		4,062
8000 Professional Fees		(48,000)
8100 Supplies & Services	443	1,500
8200 Telephone		2,185
8300 Postage		400
8400 Occupancy		75,000* 3,400
8500 Equipment	1,145	2,200
8600 Printing & Publication		460
8700 Travel		500
8800 Conferences/Trainings		649
8900 Individual Asst.		
9000 Memberships		0
9200 Asset Aquisition		
9400 Contingency	1,750	0
TOTAL EXPENSES	\$ 888	75,000*

REVENUE

<u>1985-86</u> Est/Actual:	<u>1986-87</u> Projections:	<u>Contingencies</u> for revenue short falls:
Carryover 84-85 525	Carryover 85-86 1,750	* If 75,000 is not raised the renovation will not be done until adequate funds are obtained
Blds. Reserve 85-86 975	Fund Raising 75,000	
Contributions 250	Garage Sale & Recycling 9,500	
Aloha Garbage 200		
American Legion 50		
Copies @ 8¢ ea. 700		
Ins. Settlement 188		
	<u>86,250</u>	
Carryover 86-87 <u>(1,750)</u>		
<u>\$888</u>		

WCCAO BUDGET SUMMARY

Program: Tualatin Valley Food Center Fiscal Year: 1986-87

<u>EXPENDITURES</u>	<u>1985-86</u> EST/ACTUAL	<u>1986-87</u> PROJECTED
7000 Salaries	46,084	54,227
7100 Benefits	3,923	5,165
7200 Taxes	6,182	7,704
8000 Professional Fees VC Support	7,862	33,604
8100 Supplies & Services	14,013	11,500
8200 Telephone	2,145	2,270
8300 Postage	822	1,000
8400 Occupancy	6,002	6,222
8500 Equipment	1,753	1,000
8600 Printing & Publication	1,172	665
8700 Travel	3,927	4,044
8800 Conferences/Trainings	188	475
8900 Individual Asst.		
9000 Memberships	2	
9200 Asset Aquisition		
9400 Contingency		
TOTAL EXPENSES	\$94,075	\$127,876

REVENUE

<u>1985-86</u> Est/Actual:	<u>1986-87</u> Projections:	<u>Contingencies</u> for revenue short falls:
Churches 3,500	Churches 2,000	Reduce Volunteer Coord. to .5 FTE \$2,730
Restricted Donation	Restricted Donat. 4,000	Elimate Records Clerk \$5,440
Christmas Crg. Bur. 4,294	Contributions 16,500	Other Possible Revenue:
Contributions 11,944	Fund Raising 5,500	1. Foundations 5,000
Fund Raising 2,630	United Way 7,000	2. Churches 5,000
FEMA 12,398	FEMA 9,500	3. Volunteer Center Fundraising 2,500
CSBG 27,723	CDBG 23,268	
USDA/OFS Reimb. 16,765	USDA 14,000	
Fund Bal. C/O 870	Carry Over 87-86 10,814	
Food Closet Pmts 24,765	Food Closets 25,900	
<u>104,889</u>	Sub Total: 118,482	
	Fundraising Goal: 9,394	
	Total: <u>\$127,876</u>	

WCCAO BUDGET SUMMARY

Program: Retired Senior Volunteer Program Fiscal Year: 1986-87

<u>EXPENDITURES</u>	<u>1985-86 EST/ACTUAL</u>	<u>1986-87 PROJECTED</u>
7000 Salaries	23,733	16,116
7100 Benefits	1,870	846
7200 Taxes	2,818	2,039
8000 <i>V.C. Support</i> Professional Fees	6,367	23,587
8100 Supplies & Services	1,390	1,380
8200 Telephone	1,383	1,310
8300 Postage	537	400
8400 Occupancy	1,753	1,134
8500 Equipment	802	60
8600 Printing & Publication	795	300
8700 Travel	11,705	6,508
8800 Conferences/Trainings	90	350
8900 Individual Asst.		100
9000 Memberships	27	30
9200 Asset Aquisition		
9400 Contingency		
TOTAL EXPENSES	\$53,270	*\$54,160

REVENUE

1985-86 Est/Actual:

Fundraising	4,573
Carry Over	2,000
Action	34,963
CSBG	11,734
Total:	<u>53,270</u>

1986-87 Projections:

Action Grant	34,128
CSBG	15,563
Sub Total	49,721
Fundraising Goal:	4,439
	<u>\$54,160</u>

1986-87 Contingencies for revenue short falls:

Reduce Prog	
Reduce Program Director to .80 FTE	3,500
Other Possible Revenue:	
Volunteer Center	
Fundraising	\$2,500
Foundations	5,000

WCCAO BUDGET SUMMARY

Program: VISTA Program

Fiscal Year: 1986-87

<u>EXPENDITURES</u>	<u>1985-86 EST/ACTUAL</u>	<u>1986-87 PROJECTED</u>
7000 Salaries	11,317	9,757
7100 Benefits	444	846
7200 Taxes	1,445	1,234
8000 Professional Fees <i>V.C. Support</i>	5,725	21,161
8100 Supplies & Services	994	400
8200 Telephone	1,440	1,232
8300 Postage	234	175
8400 Occupancy	1,643	1,134
8500 Equipment	36	60
8600 Printing & Publication	482	195
8700 Travel	2,038	1,982
8800 Conferences/Trainings	276	225
8900 Individual Asst.		
9000 Memberships	3	
9200 Asset Aquisition		
9400 Contingency	*2,365	
TOTAL EXPENSES	\$28,442	\$38,401

REVENUE

<u>1985-86 Est/Actual:</u>	<u>1986-87 Projections:</u>	<u>1986-87 Contingencies for revenue short falls:</u>
<i>Fundraising</i> 799	<i>Fundraising</i> 500	N/A
<i>Action Grant</i> 8,000	<i>Action Grant</i> 10,500	
<i>Carryover 84-85</i> 2,593	<i>Carryover*</i> 2,365	<i>Volunteer Center</i>
<i>CSBG</i> 17,050	<i>CSBG</i> 20,248	<i>Fundraising</i> \$2,500
<u>\$28,442</u>	<i>Sub-Total</i> \$33,113	
	<i>Fundraising Goal</i> 500	
	<i>Total</i> \$33,613	

WCCAO BUDGET SUMMARY

Program: Wood CoOp

Fiscal Year: 1986-87

<u>EXPENDITURES</u>	<u>1985-86 EST/ACTUAL</u>	<u>1986-87 PROJECTED</u>
7000 Salaries	4,530	-0-
7100 Benefits	18	
7200 Taxes	529	
8000 Professional Fees	5,125	
8100 Supplies & Services	759	
8200 Telephone	989	
8300 Postage	419	
8400 Occupancy	1,754	
8500 Equipment	546	
8600 Printing & Publication	478	
8700 Travel	2,870	
8800 Conferences/Trainings	77	
8900 Individual Asst.	1,153	
9000 Memberships	3	
9200 Asset Aquisition		
9400 Contingency	3,000	
TOTAL EXPENSES	\$22,250	-0-

REVENUE

<u>1985-86 Est/Actual:</u>	<u>1986-87 Projections:</u>	<u>1986-87 Contingencies for revenue short falls:</u>
Fundraising *3,557 Contributions 1,000 CSBG 17,693 <u>22,250</u>	Wood CoOp will operate independent from WCCAO as of July 1, 1986.	N/A

*\$3,000 of this will be granted to the Wood CoOp for their 86-87 operations.

WASHINGTON COUNTY ENERGY PROGRAM

OVERALL GOAL: To assist low income people in the acquisition of affordable energy through:

Goal I. ENERGY ASSISTANCE

Objective A. To provide energy assistance funding and/or emergency aid funding to at least 3,200 low income households in Washington County.

Objective B. To provide information and referral regarding energy conservation and utility policies to at least 3,200 low income households in Washington County.

Goal II. ENERGY ACCESS

Objective A. To enable at least 100 low and moderate income people to decrease their energy costs through 16 skills training workshops in energy conservation techniques and application of low cost weatherization materials to their homes.

Objective B. To enable at least 20 socially and economically disadvantaged people to impact their energy costs through information sharing, networking, training & advocacy.

Goal III. WEATHERIZATION

To save energy and lower the fuel costs of at least 100 low income households in Washington County through consumer education, and application of materials to stop heat loss.

Goal IV. RURAL HOME REPAIR

To provide home repair services to at least 9 low income home owners located in rural Washington County.

Goal V. Increased Program Efficiency

Objective A. To move program services into the Volunteer Center, thus eliminating approximately \$5,000 in overhead costs. (Excluding LIEAP)

Objective B. To research and make recommendations regarding alternative methods of providing energy services including:

1. Contracting out services
2. Business ventures for program income
3. Program reorganization

WCCAO BUDGET SUMMARY

Program: Fuel Assistance

Fiscal Year: 1986-87

<u>EXPENDITURES</u>	<u>1985-86</u> EST/ACTUAL	<u>1986-87</u> PROJECTED
7000 Salaries	\$42,192	\$39,127
7100 Benefits	4,546	4,331
7200 Taxes	5,016	4,753
8000 Professional Fees	6,817	5,268
8100 Supplies & Services	20,234	550
8200 Telephone	2,537	1,730
8300 Postage	375	300
8400 Occupancy	8,035	7,150
8500 Equipment	60	65
8600 Printing & Publication	520	430
8700 Travel	360	410
8800 Conferences/Trainings	150	200
8900 Individual Asst.		
9000 Memberships		
9200 Asset Aquisition		
9400 Contingency		
TOTAL EXPENSES	\$90,842	\$64,269

REVENUE

1985-86 Est/Actual:

1986-87 Projections:

1986-87 Contingencies
for revenue short falls:

FEMA	14,800
WX	4,695
LIEAP 85-86	65,852
CSBG	2,678
TOTAL:	<u>\$90,842</u>

LIEAP WX 86	\$2,436
LIEAP WX 87	2,500
LIEAP 86-87	52,682
CSBG	6,651
	<u>\$64,269</u>

N/A

WCCAO BUDGET SUMMARY

Program: Weatherization Fiscal Year: 1986-87

<u>EXPENDITURES</u>	<u>1985-86</u>	<u>EST/ACTUAL</u>	<u>1986-87</u>	<u>PROJECTED</u>
7000 Salaries	118,858		120,476	
7100 Benefits	9,162		9,011	
7200 Taxes	23,482		35,742	
8000 Professional Fees	47,446		82,513	
8100 Supplies & Services	99,573		48,436	
8200 Telephone	1,953		1,650	
8300 Postage	418		315	
8400 Occupancy	8,374		7,263	
8500 Equipment	90		512	
8600 Printing & Publication	919		1,982	
8700 Travel	6,528		4,951	
8800 Conferences/Trainings	911		2,480	
8900 Individual Asst.				
9000 Memberships			200	
9200 Asset Aquisition				
9400 Contingency	200			
<u>TOTAL EXPENSES</u>	<u>\$313,679</u>		<u>\$306,474</u>	

REVENUE

<u>1985-86</u>	<u>Est/Actual:</u>	<u>1986-87</u>	<u>Projections:</u>	<u>1986-87</u>	<u>Contingencies</u>
					<u>for revenue short falls:</u>
LIEAP & DOE WX	240,658	LIEAP WX	\$115,718	Exxon Funds	\$35,000
CDBG	40,000	DOE WX	88,657	Move to	\$5,000
OHAS	2,500	CDBG	45,000	Volunteer	
		OHAS	23,500	Center	
PGE	19,000	DOE T & TA	2,000		
		PGE	20,000		
CSBG	14,430	NW N.G.	15,000		
Carry Over	4,235		<u>\$309,875</u>		
	<u>\$320,823</u>				