

General Operating Budget 2013

			2013 BUDGET
*****INCOME*****			
ADMIN/APPLICATION FEE			\$2,000.00
ESSEX CO ALLOCATION			
IDA OPERATING			\$180,000.00
EZ ADMINISTRATION			\$18,000.00
EDA GRANT ADMINISTRATION			\$0.00
REAL ESTATE/PROPERTY ADMIN.			\$10,950.00
OCR PROGRAM ADMIN/DELIVERY			\$0.00
NYS ESD (EMPIRE ZONE)			\$0.00
UNKNOWN INCOME			\$15,935.00
TOTAL			\$226,885.00

*****EXPENSES*****			
ACCOUNTING			\$5,950.00
BANK SERVICE CHARGES			\$150.00
BOARD MEETINGS - MONTHLY			\$125.00
BUILDING EXPENSES (OFFICE)			\$6,500.00
CONF/WORK SHOPS/EDU			\$3,000.00
DUES & SUBSCRIPTIONS			\$1,200.00
EQUIPMENT			\$2,100.00
EQUIPMENT MAINTENANCE			\$1,000.00
FURNITURE & FIXTURES			\$0.00
INSURANCE-LIABILITY			\$3,250.00
INSURANCE-MEDICAL			\$11,005.00
LEGAL FEES - CONTRACT			\$8,000.00
LEGAL NOTICES			\$100.00
MARKETING/ADVERTISING			\$0.00
MEETING/CLIENTS (MEALS)			\$750.00
OFFICE SUPPLIES			\$2,000.00
OFFICE EXPENSE			\$4,100.00
PAYROLL			\$141,550.00
PAYROLL TAXES			\$7,355.00
PENSION			\$20,000.00
POSTAGE			\$1,500.00
PRINTING			\$250.00
REAL ESTATE TAXES (OFFICE)			\$0.00
TELEPHONE			\$2,000.00
TRAVEL			\$5,000.00
CONTINGENCY			\$0.00
TOTAL			\$226,885.00