

**Heartland Workforce Investment Board, Inc. Proposed  
Budget - 2021-2022  
DeSoto, Hardee, Highlands and Okeechobee Counties**

Fiscal Year 2021-2022									
							\$ 4,097,516		
Total Revenues	Total Management Indirect G&A	CSH - Highlands Center	CSH - DeSoto Center	CSH - Hardee Center	CSH - Okeechobee Center	Total 21/22 Expenditure Budget	Total 20/21 Expenditure Budget	Variance	Notes
Personnel	\$ 374,014	\$ 1,006,135	\$ 206,689	\$ 171,151	\$ 216,381	\$ 1,974,369	\$ 1,983,689	\$ (9,320)	1
Travel	\$ 1,500	\$ 1,000	\$ 2,000	\$ 2,500	\$ 4,000	\$ 11,000	\$ 16,700	\$ (5,700)	
Staff Development	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 5,000	\$ 5,700	\$ (700)	
Rent	\$ 12,665	\$ 175,523	\$ -	\$ 37,000	\$ 21,875	\$ 247,063	\$ 244,288	\$ 2,775	
Utilities	\$ 1,200	\$ 16,000	\$ 3,200	\$ 7,500	\$ 3,500	\$ 31,400	\$ 31,000	\$ 400	
Telephone	\$ 1,200	\$ 11,500	\$ 2,100	\$ 3,000	\$ 2,300	\$ 20,100	\$ 19,892	\$ 208	
Insurance	\$ 5,000	\$ 11,000	\$ 1,300	\$ 2,200	\$ 1,700	\$ 21,200	\$ 19,600	\$ 1,600	
Computer/Phone Network	\$ 2,500	\$ 9,000	\$ 2,300	\$ 2,700	\$ 3,800	\$ 20,300	\$ 18,500	\$ 1,800	
Computer Software	\$ 5,000	\$ 1,700	\$ 150	\$ 100	\$ 100	\$ 7,050	\$ 4,450	\$ 2,600	
Computer Supplies	\$ 1,000	\$ 3,200	\$ 300	\$ 400	\$ 400	\$ 5,300	\$ 5,500	\$ (200)	
Minor Equipment - Non-Capitalized	\$ 1,000	\$ 500	\$ 300	\$ 300	\$ 300	\$ 2,400	\$ 1,400	\$ 1,000	
Equipment Lease	\$ 1,500	\$ 5,700	\$ 1,600	\$ 1,400	\$ 1,900	\$ 12,100	\$ 11,265	\$ 835	
Building Maintenance/Janitorial Supplies	\$ 600	\$ 6,500	\$ 2,000	\$ 8,000	\$ 9,200	\$ 26,300	\$ 24,700	\$ 1,600	
Office Supplies	\$ 2,000	\$ 2,500	\$ 300	\$ 500	\$ 700	\$ 6,000	\$ 7,900	\$ (1,900)	
Postage and Delivery	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ 600	\$ -	
Legal Fees	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ 3,500	\$ -	
Background Screening/Drug Testing	\$ 1,700	\$ -	\$ -	\$ -	\$ -	\$ 1,700	\$ 1,700	\$ -	
Audit	\$ 24,500	\$ -	\$ -	\$ -	\$ -	\$ 24,500	\$ 23,800	\$ 700	
Monitoring & Continuous Improvement	\$ 7,700	\$ -	\$ -	\$ -	\$ -	\$ 7,700	\$ 7,700	\$ -	
Professional Fees	\$ 3,545.74	\$ 48,681.93	\$ 18,561.36	\$ 13,488.65	\$ 20,563.42	\$ 104,841	\$ 1,000	\$ 103,841	2
Dues & Subscriptions	\$ 1,500	\$ 400	\$ 100	\$ 130	\$ 150	\$ 2,280	\$ 2,780	\$ (500)	
Advertising/Outreach	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ 1,700	\$ (1,100)	
Payroll Processing	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ 7,500	\$ 10,000	\$ (2,500)	
<b>Total Operational Budget</b>	<b>\$ 461,325</b>	<b>\$ 1,300,340</b>	<b>\$ 241,900</b>	<b>\$ 251,369</b>	<b>\$ 287,869</b>	<b>\$ 2,542,803</b>	<b>\$ 2,542,803</b>	<b>\$ 2,447,364</b>	<b>\$ 95,439</b>
Training - ITA/EWT/OJT/WE	\$ 300,000								
Incentives	\$ 75,000								
Contracted Youth Training Services	\$ 750,000								
Direct Expenses-VETS/WP/RIG/Misc Projects	\$ 200,000								
<b>Total Contracts/Training</b>	<b>\$ 1,325,000</b>						<b>\$ 1,325,000</b>		
<b>Total Budgeted Expenditures</b>							<b>\$ 3,867,803</b>		
<b>Unassigned Budget</b>							<b>\$ 229,713</b>		

Notes:  
1) Salaries for 21/22 include 2% increase for employees who have been employed at least one year as of 7/1/21.  
2) Concertium contract estimated at \$104,841 included in professional fees.

# Attachment A

## Budgeted Revenues

### 2021-2022

Funding Sources	Projected Revenues 21/22	Revenue Budget 20/21	Budget Variance	Notes	% Variance
WIOA Adult - PY 2021	\$ 556,971	\$ 614,134	\$ (57,163)	1	-9.31%
WIOA Adult - PY 2020 Carryover/Program Income	\$ 614,134	\$ 596,109	\$ 18,025	1	3.02%
WIOA Dislocated Worker - PY 2021	\$ 292,522	\$ 373,263	\$ (80,741)	1	-21.63%
WIOA Dislocated Worker - PY 2020 Carryover	\$ 373,263	\$ 365,574	\$ 7,689	1	2.10%
WIOA Youth - PY 2021	\$ 593,436	\$ 666,756	\$ (73,320)	1,2,3	-11.00%
WIOA Youth - PY 2020 Carryover	\$ 330,384	\$ 499,876	\$ (169,491)	1,2,3	-33.91%
Welfare Transition Program (WTP/TANF) - PY 2021	\$ 811,115	\$ 793,932	\$ 17,183	1	2.16%
Wagner-Peyser (WP) Pass-Thru - 21/22	\$ 24,657	\$ 27,541	\$ (2,884)	1	-10.47%
Veterans Program Pass-Thru (LVER) - 20/21 Carryover	\$ 9,000	\$ 24,224	\$ (15,224)		-62.85%
Supplemental Nutrition Assistance Program (SNAP) 21/22	\$ 145,739	\$ 145,739	\$ -		0.00%
Supplemental Nutrition Assistance Program (SNAP) 20/21 Carryover	\$ 35,289	\$ 38,727	\$ (3,439)		-8.88%
<b>Total Recurring Revenues</b>	<b>\$ 3,786,510</b>	<b>\$ 4,145,875</b>	<b>\$ (359,365)</b>		<b>-8.67%</b>
WIOA Performance Incentives-PY21	\$ 77,328	\$ 77,328	\$ -		
WIOA Performance Incentives-PY20	\$ 16,596	\$ 16,596	\$ -	4	0.00%
WIOA Performance Incentives-PY19/Carryover	\$ -	\$ 16,596	\$ (16,596)	4	-100.00%
WIOA Performance Incentives-PY18/Carryover	\$ -	\$ 22,128	\$ (22,128)	4	-100.00%
WIOA Performance Incentives-PY17/Carryover	\$ -	\$ 165,238	\$ (165,238)	4	-100.00%
WIOA Performance Incentives-PY16/Carryover	\$ -	\$ 447,940	\$ (447,940)	4	-100.00%
Wagner Peyser Performance Incentives-PY17/Carryover	\$ -	\$ 85,123	\$ (85,123)	4	-100.00%
WIOA Supplemental State Level Funding-20/21 Carryover	\$ -	\$ 145,324	\$ (145,324)	4	-100.00%
WIOA Supplemental State Level Funding-19/20 Carryover	\$ -	\$ 60,329	\$ (60,329)		-100.00%
WIOA National Dislocated Worker Grant-COVID-19 Carryover	\$ 187,000	\$ 284,699	\$ (97,699)		-34.32%
WIOA COVID-19 PPE	\$ -	\$ 6,833	\$ (6,833)		-100.00%
Rural Initiatives Pass-thru-20/21	\$ -	\$ 125,000	\$ (125,000)		-100.00%
Soft Skills Development - 18/19 carryover	\$ -	\$ 29,717	\$ (29,717)		-100.00%
Wells Fargo	\$ 7,703	\$ 11,210	\$ (3,507)		-31.28%
Non-Federal/Carryover	\$ 22,378	\$ 22,378	\$ -		0.00%
<b>Total Non-Recurring Revenues</b>	<b>\$ 311,005</b>	<b>\$ 1,516,438</b>	<b>\$ (1,205,433)</b>		<b>-79.49%</b>
<b>Total Revenues</b>	<b>\$ 4,097,516</b>	<b>\$ 5,662,313</b>	<b>\$ (1,564,798)</b>		<b>-27.64%</b>

Notes:

- 1) FY 2021/2022 WIOA/WTP/WP based upon preliminary funding estimates provided by DEO/CSF; all other funding estimated. WIOA formula funds are authorized for a two-year period. 2020/2021 revenues reflect actual, including supplemental/increased awards throughout the fiscal year.
- 2) Youth carryover estimate assumes full expenditure of SFSC contract as of 6/30/21.
- 3) PY 2022 WIOA Youth allocation has not been reflected in the budget since it will not be awarded prior to 4/1/22.
- 4) New WIOAWP performance incentive awards have not been projected for 2021/2022.