

PROGRAM BUDGET

Agency Name: Maui Humane Society

Program Title: Molokai Animal Services

Period*: July 1, 2023 - June 30, 2024

(*Budget must be for only one year. A separate set of budget tables is required for each year)

EXPENSE CATEGORIES	(a) Amount Requested	(b) *Other Resources	(c) Total Budget
A. Personnel			
Salaries	64,630.00	4,125.00	68,755.00
<i>Personnel Total:</i>	64,630.00	4,125.00	68,755.00
B. Payroll Taxes and Fringe Benefits			
Payroll Taxes & Assessments	7,600.00	485.00	8,085.00
Fringe Benefits (Medical/Dental)	5,516.00	352.00	5,868.00
<i>Taxes and Fringe Total:</i>	13,116.00	837.00	13,953.00
C. Equipment			
Computer/computer supplies	940.00	60.00	1,000.00
Vehicle service & operation	13,912.00	888.00	14,800.00
<i>Equipment Total:</i>	14,852.00	948.00	15,800.00
D. Supplies			
Animal care & feeding	14,497.00	925.00	15,422.00
Cleaning supplies	2,462.00	157.00	2,619.00
Enforcement supplies	1,457.00	93.00	1,550.00
Office supplies	470.00	30.00	500.00
Uniforms	945.00	60.00	1,005.00
Veterinary supplies - shelter	45,408.00	2,898.00	48,306.00
<i>Supplies Total:</i>	65,239.00	4,163.00	69,402.00
E. Staff Training & Travel			
Airfare/ferry	-	-	-
Per diem w/lodging	-	-	-
Ground transport, gas purchase, parking	-	-	-
Registration fees	652.00	42.00	694.00
<i>Training and Travel Total:</i>	652.00	42.00	694.00
F. Other Expenses			
Animal transportation	26,250.00	26,250.00	52,500.00
Improvements - facility	170,644.00	10,892.00	181,536.00
Maintenance - facility	1,292.00	82.00	1,374.00
Telecom	948.00	60.00	1,008.00
Travel	6,569.00	419.00	6,988.00
Utilities	1,128.00	72.00	1,200.00
<i>Other Total:</i>	206,831.00	37,775.00	244,606.00
G. Administrative Cost (12% maximum)			
Insurance	543.00	35.00	578.00
Payroll & HR services	1,998.00	127.00	2,125.00
Wages & benefits - administration	4,139.00	2,388.00	6,527.00
		-	
		-	
		-	
<i>Admin Cost Total:</i>	6,680.00	2,550.00	9,230.00
TOTAL EXPENSES	372,000.00	50,440.00	422,440.00
List *Other funding sources to be applied to this specific program. Note: Total column (b), must match the total below.		List all other County of Maui grants and include the Department, Grant #, and full grant amount.	
		County Dept. - Title - Grant no.	\$ Grant Amount
Source(s)	\$ Amount(s)		
Service revenue	12,610.00	DHHC-Sheltering-G5620	1,848,000.00
Public donations	37,830.00	DHHC-Enforcement-G5619	1,130,000.00
		DHHC-Spay Neuter-G5621	100,000.00
Total Other Resources	50,440.00		

A. PERSONNEL (Budget Justification)

Period: July 1, 2023 - June 30, 2024

Agency Name: Maui Humane Society

Program Title: Molokai Animal Services

#	POSITION TITLE & STAFF NAME List ALL personnel for the proposed program and indicate if position is vacant. <i>*Must match the Program Personnel table</i>	FTE to Agency	Annual Salary (a)	% Time Budgeted to Program	% Time Budgeted to Grant	Total Salary Budgeted to Grant
1	Humane Enforcement Officer (Molokai)	1.00	59,880.00	100%	94%	56,287.00
2	Animal Care Attendant (Molokai)	0.25	8,875.00	100%	94%	8,343.00
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17						
18						
19						
20						
21						
TOTAL:						64,630.00
Justification/comments:						

B. PAYROLL TAXES & FRINGE BENEFITS (Budget justification)Period: July 1, 2023 - June 30, 2024Agency Name: Maui Humane SocietyProgram Title: Molokai Animal Services

Payroll Taxes and Assessments	Rate (%) (a)	Salary Budgeted to Grant (b)	Amount Charged to Grant (a x b)
Social Security/Medicare (FICA)	7.65%	64,630.00	\$ 4,944.00
Unemployment Insurance (Federal)	0.00%	64,630.00	\$ -
Unemployment Insurance (State) *not self funded	1.41%	64,630.00	\$ 911.00
Worker's Compensation	1.85%	64,630.00	\$ 1,196.00
Temporary Disability Insurance	0.85%	64,630.00	\$ 549.00
			\$ -
Subtotal payroll taxes and assessments			\$ 7,600.00
Fringe Benefits			
Medical & dental			\$ 5,516.00
Subtotal fringe benefits			\$ 5,516.00
Total payroll taxes and fringe benefits			\$ 13,116.00
Justification comments: (E.g., Medical/dental premiums for x number of employees * 12 months * (% charged to COM) = \$ COM cost) Medical & dental based on 1 employee @ \$489 per month			

C. EQUIPMENT (Budget Justification)

Period: July 1, 2023 - June 30, 2024

Agency Name: Maui Humane Society

Program Title: **Molokai Animal Services**

[illegible]

Justification/Comments: (include purpose of equipment purchase and how it will be use to achieve program goals)

Vehicle service & operation includes fuel, service, insurance & registration, plus one-time costs of \$7,400. 94% of costs are requested.

D. SUPPLIES (Budget justification)

Period: July 1, 2023 - June 30, 2024

Agency Name: Maui Humane Society

Program Title: **Molokai Animal Services**

PROGRAM SUPPLIES	AMOUNT	JUSTIFICATION/COMMENTS (E.g., Activity workbooks: \$2,000 x 30% to program x 100% to COM = \$600)
Animal care & feeding	14,497.00	Program use x 94% COM
Cleaning supplies	2,462.00	Program use x 94% COM
Enforcement supplies	1,457.00	Program use x 94% COM
Office supplies	470.00	Program use x 94% COM
Uniforms	945.00	Program use x 94% COM
Veterinary supplies - shelter	45,408.00	Vaccine/wormer, vet supplies, shelter medicine, microchips x 94% COM
Total:	50,742.00	

E. STAFF TRAINING/TRAVEL (Budget Justification)

Period: July 1, 2023 - June 30, 2024

Agency Name: Maui Humane Society

Program Title: Molokai Animal Services

Name and Title of Employee	Conference/Training: Name, location, date	a Per Diem w/lodging	b Air fare	c Ground Transport	d Register Fees	e Other costs	(a+b+c+d+e) Total
1 officer, TBD	National Animal Care & Control Assoc. Module 1, online				\$ 347.00		\$ 347.00
1 officer, TBD	National Animal Care & Control Assoc. Module 2, online				\$ 347.00		\$ 347.00
							-
							-
							-
							-
							-
TOTAL:		-	-	-	694.00	-	694.00

Justification/comments: (Include purpose of trip and how it achieves or supports program goals.)

Online training in animal management enforcement x 94% COM

F. OTHER COST (Budget justification)

Period: July 1, 2023 - June 30, 2024

Agency Name: **Maui Humane Society**

Program Title.: **Molokai Animal Services**

OTHER COST	AMOUNT	JUSTIFICATION/COMMENTS (E.g., Rent: \$20,000 x 30% to program x 100% to COM = \$6000)
Animal transportation	26,250.00	Transport to MHS for adoption x 50% COM
Improvements - facility	170,644.00	One-time kennel improvements x 94% COM
Maintenance - facility	1,292.00	Facility maintenance x 94% COM
Telecom	948.00	Program-use cell phones, laptop data service and phone system extension x 94% COM
Travel	6,569.00	Veterinary care (DVM, biweekly) x 94% COM
Utilities	1,128.00	Facility electric, water & refuse x 94% COM
Total:	9,937.00	

G. ADMINISTRATIVE COST (Budget justification)

Period: July 1, 2023 - June 30, 2024

Agency Name: **Maui Humane Society**

Program Title.: **Molokai Animal Services**

ADMIN COST	AMOUNT	JUSTIFICATION/COMMENTS (E.g., Audit: \$3000 x 30% to program x 100% to COM = \$900)
Insurance	543.00	General liability and property x 94% COM
Payroll & HR services	1,998.00	Program staff cost x 94% COM. \$44.27 per employee/payroll
Wages & benefits - administration	4,139.00	1.4% of wages & benefits for administration staff (4.0 FTE) x 63% COM
Total:	\$ 6,680.00	

BFED Committee

From: Keani N. Rawlins
Sent: Monday, April 24, 2023 8:12 PM
To: BFED Committee
Subject: Fwd: revised budget MHS proposal for Molokai animals welfare services
Attachments: Budget Forms_FY24_DHHC Molokai 4-23 (1).pdf

Begin forwarded message:

From: spikecat1@aol.com
Subject: revised budget MHS proposal for Molokai animals welfare services
Date: April 24, 2023 at 6:35:51 PM HST
To: "Keani.Rawlins@mauicounty.us" <Keani.Rawlins@mauicounty.us>, "Curtis.Jamison@co.maui.us" <Curtis.Jamison@co.maui.us>
Reply-To: spikecat1@aol.com

You don't often get email from spikecat1@aol.com. [Learn why this is important](#)

Aloha Councilmember Rawlins-Fernandez,

Thank you for your support of the MHS Molokai animal welfare proposal.

As requested, please find attached the revised budget for the project, which requests a \$372,000 County investment for the program and necessary construction costs. The balance paid by other resources.

If you have questions or need any additional documents, please do not hesitate to contact me.

Sincerely,
Judith Aikawa, MD, Vice-Chair
Maui Humane Society Board of Directors
602 432 1573