



**Community Care**  
NORTHUMBERLAND

# 2024/2025 Proposed Budget

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Prepared for: Finance Committee

Version 1.3



## Assumptions & Explanatory Notes

### Revenue

- **Funding:** 3% base increase confirmed
- **Funding x1:** not budgeted for conservatism
- **Client Fee Recoveries:** based on expected rate & volumes increases
- **Fundraising:** expecting marginal increase over 2023/24
- **Donations:** balancing figure
- **Grants:** decrease due to discontinuation of Trillium Grant and removal of one-time service recovery grant received from the Seymour Foundation (\$45K). Also, transportation deferred revenue flows through the grant line to balance the programs – the budget assumes less expenses to be covered by the def. revenue in 24/25.

### Expenses

- **Salaries & Benefits:** 2% wage increase
- **Supplies:** decrease due to spending reduction strategies
- **Professional Fees:** increase due to CMH contract renewal, additions to EAP program & audit fees
- **Fundraising:** extra letter campaign budgeted
- **Equipment Maintenance & Purchase:** less vehicle maintenance anticipated
- **Occupancy:** decrease due to less building maintenance expected (higher in 2023/24 as Donor Relations absorbs 50% of Ed's building & supply costs)

## Consolidated Budget *Without Hospice*

	Forecast Year End 23/24	Budget 2024/25	Difference
<b>Funding</b>	1,386,747	1,424,687	37,940
<b>Funding - One Time</b>	57,735	-	(57,735)
<b>Client Fee Recoveries</b>	831,479	867,100	35,621
<b>Fundraising</b>	102,194	122,600	20,406
<b>Donations</b>	368,380	442,397	74,017
<b>Foundation Revenue</b>	-	-	-
<b>Grants</b>	501,029	390,100	(110,929)
<b>Interest income/loss</b>	29,859	26,000	(3,859)
<b>Amortization of Capital Contribution</b>	54,118	53,384	(734)
<b>Other Revenue</b>	13,949	8,000	(5,949)
<b>Total Revenues</b>	<b>\$ 3,345,492</b>	<b>\$ 3,334,268</b>	<b>-\$ 11,224</b>
<b>Salaries &amp; Benefits</b>	1,915,044	1,959,000	43,956
<b>Medical Staffing</b>	-	-	-
<b>Management Fee Transfers</b>	(201,672)	(213,000)	- 11,328
<b>Supplies</b>	445,624	413,800	- 31,824
<b>General Sundry</b>	189,316	191,710	2,394
<b>Travel - Staff &amp; Service Delivery</b>	328,755	329,950	1,195
<b>Professional Fees</b>	195,809	223,044	27,235
<b>Volunteer Recognition</b>	7,061	8,500	1,439
<b>Fundraising</b>	23,723	31,000	7,277
<b>Equipment Maintenance &amp; Purchase</b>	117,194	81,600	- 35,594
<b>Amortization and Deferred Contributions</b>	54,118	53,384	- 734
<b>Contracted Out Services</b>	99,525	98,280	- 1,245
<b>Occupancy</b>	166,567	157,000	- 9,567
<b>Total Expenses</b>	<b>\$ 3,341,065</b>	<b>\$ 3,334,268</b>	<b>-\$ 6,797</b>
<b>Net Income</b>	<b>4,427</b>	<b>-</b>	



## Assumptions & Explanatory Notes

### Revenue

- **Funding:** 3% base increase for Visiting Hospice Services & Palliative Care Community Team
- **Funding 1x:** additional base for 4 new beds & confirmed 1x funding for Grief & Bereavement/Beds
- **Donations:** funds now diverted through CCN for Hospice Services donations
- **Foundation Revenue:** balancing figure – in 2023/24 this funding flowed through ‘Donations’
- **Interest Income/Loss:** decrease due to expected draws from the principal amount
- **Amortization of Cap. Contributions:** increase due to beginning of amortization on new build

### Expenses

- **Salaries & Benefits:** 2% wage increase plus PSW and Gardener positions added
- **Professional Fees:** less consulting costs anticipated
- **Amortization:** increase due to beginning of amortization on new build
- **Occupancy:** lower building expenses anticipated as many renovations are now complete

## Hospice Budget (Hospice Residence, Visiting Hospice & PCCT)

	Forecast Year End 23/24	Budget 2024/25	Difference
<b>Funding</b>	1,253,093	1,627,500	374,407
<b>Funding - One Time</b>	450,767	523,000	72,233
<b>Client Fee Recoveries</b>	-	-	-
<b>Fundraising</b>	5,819	600	(5,219)
<b>Donations</b>	745,622	50,000	(695,622)
<b>Foundation Revenue</b>	-	681,300	681,300
<b>Grants</b>	-	-	-
<b>Interest income/loss</b>	67,507	30,000	(37,507)
<b>Amortization of Capital Contribution</b>	414,540	460,223	45,683
<b>Other Revenue</b>	-	-	-
<b>Total Revenues</b>	<b>\$ 2,937,348</b>	<b>\$ 3,372,623</b>	<b>\$ 680,054</b>
<b>Salaries &amp; Benefits</b>	1,869,410	2,359,000	489,590
<b>Medical Staffing</b>	64,346	71,800	7,454
<b>Management Fee Transfers</b>	201,672	213,000	11,328
<b>Supplies</b>	94,017	94,900	883
<b>General Sundry</b>	77,222	80,450	3,228
<b>Travel - Staff &amp; Service Delivery</b>	11,189	8,800	(2,389)
<b>Professional Fees</b>	70,521	7,000	(63,521)
<b>Volunteer Recognition</b>	1,358	1,850	492
<b>Fundraising</b>	15,584	15,000	(584)
<b>Equipment Maintenance &amp; Purchase</b>	377	500	123
<b>Amortization and Deferred Contribution</b>	415,375	460,223	44,848
<b>Contracted Out Services</b>	-	-	-
<b>Occupancy</b>	116,279	60,100	(56,179)
<b>Total Expenses</b>	<b>\$ 2,937,350</b>	<b>\$ 3,372,623</b>	<b>\$ 680,052</b>
<b>Net Income</b>		<b>(2)</b>	<b>-</b>



# Community Care

## NORTHUMBERLAND

**\*\*Request motion to recommend as presented\*\***

## Consolidated Budget 2024/25

	Forecast Year End 23/24	Budget 2024/25	Difference
<b>Funding</b>	2,639,841	3,052,187	412,346
<b>Funding - One Time</b>	508,502	523,000	14,498
<b>Client Fee Recoveries</b>	831,479	867,100	35,621
<b>Fundraising</b>	108,013	123,200	15,187
<b>Donations</b>	1,114,003	492,397	(621,606)
<b>Foundation Revenue</b>	-	681,300	681,300
<b>Grants</b>	501,029	390,100	(110,929)
<b>Interest income/loss</b>	97,366	56,000	(41,366)
<b>Amortization of Capital Contribution</b>	468,658	513,607	44,949
<b>Other Revenue</b>	13,949	8,000	(5,949)
<b>Total Revenues</b>	<b>\$ 6,282,840</b>	<b>\$ 6,706,891</b>	<b>\$ 424,051</b>
<b>Salaries &amp; Benefits</b>	3,784,454	4,318,000	533,546
<b>Medical Staffing</b>	64,346	71,800	7,454
<b>Management Fee Transfers</b>	-	-	-
<b>Supplies</b>	539,641	508,700	(30,941)
<b>General Sundry</b>	266,539	272,160	5,621
<b>Travel - Staff &amp; Service Delivery</b>	339,945	338,750	(1,195)
<b>Professional Fees</b>	266,330	230,044	(36,286)
<b>Volunteer Recognition</b>	8,420	10,350	1,930
<b>Fundraising</b>	39,307	46,000	6,693
<b>Equipment Maintenance &amp; Purchase</b>	117,572	82,100	(35,472)
<b>Amortization and Deferred Contributions</b>	469,492	513,607	44,115
<b>Contracted Out Services</b>	99,525	98,280	(1,245)
<b>Occupancy</b>	282,845	217,100	(65,745)
<b>Total Expenses</b>	<b>\$ 6,278,415</b>	<b>\$ 6,706,891</b>	<b>\$ 428,476</b>