

Truckee Tahoe Workforce Housing Agency		
DRAFT		
2021-22 Budget		
07/01/2021 - 06/30/2022		
REVENUE		
MEMBER FEES	Operations	Housing
Tahoe Forest Hospital District	\$163,539	\$103,463
Tahoe Truckee Unified School District	\$69,014	\$43,662
Truckee Donner Public Utility District	\$8,996	\$5,692
Truckee Tahoe Airport District	\$3,451	\$2,183
Total Member Funding	\$245,000	\$155,000
TOTAL MEMBER FEES / REVENUE		\$400,000
EXPENSE		
PAYROLL AND EMPLOYEE BENEFITS		
Executive Director		\$110,000
Part-time Housing Program Support Staff		\$15,000
Employee Benefits		\$40,200
Training & Continuing Education		\$1,500
Total Payroll and Employee Benefits		\$166,700
OPERATING, GENERAL, AND ADMINISTRATIVE		
Insurance		\$15,000
Dues & Subscriptions		\$700
Office Equipment		\$1,000
Office Space		\$0
Office Phone		\$200
Office Supplies		\$1,000
Computer Software		\$2,200
Bank Service Charges		\$300
Total Operating, General, and Administrative		\$20,400
MARKETING + ADVERTISING / COMMUNITY OUTREACH		
Marketing and Advertising		\$3,500
Community Engagement / Business Development		\$1,500
Total Marketing+Advertising / Community Outreach		\$5,000
PROFESSIONAL SERVICES		
Accounting & Audit		\$25,000
Legal		\$25,000
Website		\$2,500
Total Professional Services		\$52,500
HOUSING PROGRAMS		
Development Activities		\$75,000
Master Leasing		\$0
Housing Match Program		\$75,000
Employee Concierge		\$0
Short-term Housing		\$0
Pathway to Ownership		\$5,000
Down Payment Assistance		\$0
Homeowner Support		\$0
Remove Barriers to Home Insurance Coverage		\$0
Total Housing Programs		\$155,000
NON-HOUSING PROGRAMS		
Transit/Transportation		\$0
Child Care		\$0
TOTAL REVENUE		\$400,000
TOTAL EXPENSE		\$399,600
TOTAL REMAINING FUNDS		\$400
ASSUMPTIONS		
Executive Director is employed at 32 hours per week and support staff at 10 hours per week		
Employee benefits through TFHD are estimated at 32% of gross salary		
Office space and phone provided by Tahoe Forest		
Computer Software		
Adobe Acrobat		\$700
Gsuite Email Operating System		\$500
Quickbooks		\$1,000
Marketing + Advertising / Community Outreach		
Advertising		\$1,000
Business Cards		\$100
Marketing Materials		\$2,000
Website Domain		\$300