

2024 Budget

Kansas Association of Local Health Departments

Submitted for Discussion and Action at the December 7, 2023 Board Meeting

Line-Item Summary: 2024 KALHD Budget

PROJECTED 2024 INCOME

Account	Description	2024 Budget	Narrative
500	Grant Revenues	\$203,638	PHEP SFY 2024 [\$14,000] PHEP SFY 2025 [\$42,000] KIP Immunization contract (note: projecting \$10,000 from this grant to cover 2024 KALHD MYM registrations, that is not reflected here but rather appears under program fees) [\$147,638]
570	Membership Dues	\$102,000	2024 KALHD dues (request of \$104,743 approved at June Board mtg. Last year factored in assumed losses of 1.7% used same this year and then rounded down) [\$102,000]
580	Program Fees	\$13,000	MYM attendees (note: projecting \$10,000 of this will come from our KIP contract; that is reflected here rather than under grant revenues) [\$12,000] MYM sponsorships [\$1,000]
585	Miscellaneous Income	\$4,349	KAC copier rental (\$278.30/mo) [\$3,339] Academy of Science member rebates [\$380] NACCHO rebates [\$600] Amazon Smile [\$30]
590	Fee for Service	\$15,000	Medicaid workgroup payment [\$15,000]
981	Interest Income	\$150	Interest earned [\$150]

2023 Revenue (All Programs): **\$338,137**

Note 1 Current PHEP contract ends June 30, 2024. Anticipate opportunity to submit a bid in winter of 2024. Assumed same level funding at this time.

Note 2 KIP Immunization contract was scheduled to end on June 30, 2024. On November 16th, we learned from KDHE that the CDC had just announced an extension to continue use of these funds for another year (summer 2025). This is a no cost/no new funds extension and based on current expenditures the funds will be exhausted by early CY2025.

Line-Item Summary: 2024 KALHD Budget

PROJECTED 2024 EXPENDITURES

Account	Description	2024 Budget	Narrative
615	Communication	\$2,777	Blue Valley phone trunk (\$56.38/mo) [\$677] Postage [\$1,000] Printing plaques for Kansas Local Public Health Leadership Series [\$1,000]
680	Meeting Rental Equipment	\$1,000	MYM equipment rental [\$1,000]
685	Meeting Food	\$12,277	Kansas Health Matters/other public health mtg meals [\$1,777.27] MYM food [\$10,500]
690	Meeting Facilities	\$4,612	MYM setup costs [\$275] MYM event space rental [\$900] LHO retreat costs [\$3,436.97]
700	Office	\$19,622	Workers' compensation insurance [\$554] Business insurance [\$693] Electronic Embers listserv software (\$420/yr plus \$200 for overages) [\$620] Office 365 software (2 licenses) [\$350] Survey Monkey software [\$468] QuickBooks Online subscription [\$75] Kansas Health Matters support [\$500] KAC affiliate dues [\$2,576] Rent (2% increase/year) [\$1,896] Office supplies [\$1,500] Canon copier rental (\$672.72/mo) [\$8,073] SoS annual report [\$40] Zoom (\$165 x 2 licenses) [\$330] KanFocus (\$1,450 every 2 years, next renewal 9/2024) [\$1,450] Lobbyist registration [\$65] Bluehost (\$11.99/mo., 36 months, 7/2021-7/2024) [\$432] GoDaddy (\$125 for 5 years, next renewal 6/2025) [\$0]
760	Personnel	\$194,081	E.D. FICA [\$8,431] E.D. insurance stipend [\$10,200] E.D. IRA match [\$3,306] E.D. salary [\$100,000] A.D. FICA [\$4,988] A.D. insurance stipend [\$10,200] A.D. IRA match [\$1,956] A.D. salary [\$55,000]
820	Services	\$42,950	Paychex [\$2,100] SS&C audit (\$8,450 for 2023) [\$8,450] Berberich 990 prep [\$1,300] CEI (billing manual) [\$5,000] CEI (new admin. manual) [\$1,000] KAC immunization project work [\$25,000] Nursing CEUs for MYM [\$100]

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PROJECTED 2024 EXPENDITURES

Account	Description	2024 Budget	Narrative
935	Travel	\$27,100	MYM lodging/mileage/tolls (2 staff) [\$1,200] KAC conference registration/lodging/mileage/tolls (2 staff) [\$2,000] Governor's public health conference registration/lodging/mileage/tolls (2 staff) [\$1,400] Misc. other travel for E.D. [\$1,500] Misc. other travel for A.D. [\$1,000] Immunization training costs for LHDs (note: assuming \$10,000 goes to 2023 KALHD MYM registrations but is not reflected here since that won't read as an expense to KALHD but the income is reflected in the appropriate category) [\$20,000]
970	Uncategorized Expenses	\$500	Donation to the Lougene Marsh Scholarship Fund (KPHA) [\$500]
2023 Expenditures (All Programs):			\$304,919

2024 KALHD Budget: Income Versus Expenditure

Program	Income	Expenses	Carry-Over Cash	Difference
General Fund				
PHEP SFY2025	\$134,499	\$97,844		\$36,655
PHEP SFY2024	\$42,000	\$28,000		\$14,000
KIP Immunization Project	\$14,000	\$28,000		-\$14,000
LHO Retreat	\$147,638	\$147,638		\$0
Events Management	\$0	\$3,437	\$3,437	\$0
	\$0	\$0	\$0	\$0
	\$338,137	\$304,919	\$3,437	\$36,655

