2024

BUDGET 2026

Approved 10/26/25

Acct.	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	SUB TOTAL		TOTAL
400 · Contributions	-	-	-	-	-	-	25,000	-	-	50,000	-	-	75,000	$	75,000
406 · Fee Income	2,278	2,278	2,278	2,278	2,278	2,278	2,278	2,278	2,278	2,278	2,278	2,278	27,333	$	27,333
410 · Grants	-	-	-	411,000	-	-	-	-	-	-	-	-	411,000	$	411,000
420 · Program Fees	11,417	11,417	11,417	11,417	11,417	11,417	11,417	11,417	11,417	11,417	11,417	11,417	137,000	$	137,000
421 · Origination Fee	11,250	11,250	11,250	11,250	11,250	11,250	11,250	11,250	11,250	11,250	11,250	11,250	135,000	$	135,000
422 · Underwriting Fee	4,375	4,375	4,375	4,375	4,375	4,375	4,375	4,375	4,375	4,375	4,375	4,375	52,500	$	52,500
424 · Wire Fees	1,125	1,125	1,125	1,125	1,125	1,125	1,125	1,125	1,125	1,125	1,125	1,125	13,500	$	13,500
426 · Applications Fees	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	30,000	$	30,000
427 · Document Preparation Fee	625	625	625	625	625	625	625	625	625	625	625	625	7,500	$	7,500
430 · Mortgage Interest Income	116,698	116,699	116,700	116,701	116,702	116,703	116,704	116,705	116,706	116,707	116,708	116,709	1,400,447	$	1,400,447
431 · Processing Fee	5,625	5,625	5,625	5,625	5,625	5,625	5,625	5,625	5,625	5,625	5,625	5,625	67,500	$	67,500
432 · Bank Interest Income	7,800	7,800	7,800	7,800	7,800	7,800	7,800	7,800	7,800	7,800	7,800	7,800	93,600	$	93,600
434 · Ok Grant - PHARE	-	-	-	-	-	-	-	-	-	-	-	-	-	$	-
436 · Other Income	105	105	105	105	105	105	105	105	105	105	105	105	1,260	$	1,260
438 · Compesation Fee	13,335	13,335	13,335	13,335	13,335	13,335	13,335	13,335	13,335	13,335	13,335	13,335	160,020	$	160,020
TOTAL REVENUE	177,133	177,134	177,135	588,136	177,137	177,138	202,139	177,140	177,141	227,142	177,143	177,144	2,611,660	$	2,611,660
														$	-
501 · Salaries	91,507	91,507	91,507	91,507	91,507	91,507	91,507	91,507	91,507	91,507	91,507	91,507	1,098,090	$	1,098,090
502 · FICA / Medicare	7,321	7,321	7,321	7,321	7,321	7,321	7,321	7,321	7,321	7,321	7,321	7,321	87,847	$	87,847
503 · Unemployment Insurance	839	839	839	839	839	839	839	839	839	839	839	839	10,064	$	10,064
504 · Group Medical Insurance	12,977	12,977	12,977	12,977	12,977	12,977	12,977	12,977	12,977	12,977	12,977	12,977	155,729	$	155,729
505 · Workers Compensation	191	191	191	191	191	191	191	191	191	191	191	191	2,291	$	2,291
506 · Life Insurance	738	738	738	738	738	738	738	738	738	738	738	738	8,858	$	8,858
507 · NHS 403B Contribution	25,862	-	-	-	-	-	-	-	-	-	-	-	25,862	$	25,862
TOTAL PERSONNEL COST	139,435	113,573	113,573	113,573	113,573	113,573	113,573	113,573	113,573	113,573	113,573	113,573	1,388,741	$	1,388,741
509 · Gifts	50	50	50	50	50	50	50	50	50	50	50	50	600	$	600
510 · Contributions/Donations/Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	$	-
511 · Contracted Servces/Consulting	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	66,000	$	66,000
512 · Audit Expense	3,900	3,900	3,900	3,900	3,900	3,900	3,900	3,900	3,900	3,900	3,900	3,900	46,800	$	46,800
513 · Accounting and Payroll Services	750	750	750	750	750	750	750	750	750	750	750	750	9,000	$	9,000
514 · Legal Fees	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	18,000	$	18,000
515 · Credit Bureau	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	42,000	$	42,000
517 · Bad Debt Expense	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	120,000	$	120,000
518 · Technology mgmts & svcs	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	72,000	$	72,000
519 · Meals & Entertainment	750	750	750	750	750	750	750	750	750	750	750	750	9,000	$	9,000
520 · Travel	1,303	1,303	1,303	1,303	1,303	1,303	1,303	1,303	1,303	1,303	1,303	1,303	15,636	$	15,636
522 · Conference	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000	$	12,000
532 · Training & Education	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100	25,200	$	25,200
533 · Maintenance and Repairs	200	200	200	200	200	200	200	200	200	200	200	200	2,400	$	2,400
538 · Record/re-assign mortgage													2,328	$	2,328
541 · Insurance	900	900	900	900	900	900	900	900	900	900	900	900	10,800	$	10,800
552 · Equipment Rental	670	670	670	670	670	670	670	670	670	670	670	670	8,040	$	8,040
561 · Office Supplies	825	825	825	825	825	825	825	825	825	825	825	825	9,900	$	9,900
563 · Postage	315	315	315	315	315	315	315	315	315	315	315	315	3,780	$	3,780
565 · Telephone & Internet SS	460	460	460	460	460	460	460	460	460	460	460	460	5,520	$	5,520
567 · Dues and Subscriptions	980	980	980	980	980	980	980	980	980	980	980	980	11,760	$	11,760
569 · Loan Fee	40	40	40	40	40	40	40	40	40	40	40	40	480	$	480
570 · Bank Charges/Fees	210	210	210	210	210	210	210	210	210	210	210	210	2,520	$	2,520
578 · Advertising & Marketing	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000	$	12,000
581 · Miscellaneous - Non Profit Fundraising Consultant	200	200	200	200	200	200	200	200	200	200	200	200	2,400	$	2,400
582 · Depreciation Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	$	-
583 · Amortization Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	$	-
584 · Interest Expense -Finance Lease	-	-	-	-	-	-	-	-	-	-	-	-	-	$	-
585 · Lease Expense 213 N. 5th Street	7,050	7,050	7,050	7,050	7,050	7,050	7,050	7,050	7,050	7,050	7,050	7,050	84,600	$	84,600
586 · Licensing	-	-	-	-	-	-	-	-	-	-	600	-	600	$	600
588 · Interest Expense	52,167	52,167	52,167	52,167	52,167	52,167	52,167	52,167	52,167	52,167	52,167	52,167	626,004	$	626,004
591 Nonprofit Fundraising Consultant	-	-	-	-	-	-	-	-	-	-	-	-	-	$	-
TOTAL EXPENSES	240,805	214,943	214,943	214,943	214,943	214,943	214,943	214,943	214,943	214,943	215,543	214,943	2,608,109	$	2,608,109
Changes in Income (loss)	(63,672)	(37,809)	(37,808)	373,193	(37,806)	(37,805)	(12,804)	(37,803)	(37,802)	12,199	(38,400)	(37,799)	3,552	$	3,552

2025

APPROVED 10/14/24

BUDGET 2025

Acct.	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	SUB TOTAL	TOTAL
400 · Contributions	-	-	-	-	-	70,000	-	-	-	-	-	41,000	111,000	**111,000**
406 · Fee Income	965	965	965	965	965	965	965	965	965	965	965	965	11,580	**11,580**
410 · Grants	100,000	100,000	-	425,000	-	-	-	-	-	200,000	-	-	825,000	**825,000**
420 · Program Fees	10,433	10,433	10,433	10,433	10,433	10,433	10,433	10,433	10,433	10,433	10,433	10,433	125,200	**125,200**
421 · Origination Fee	9,375	9,375	9,375	9,375	9,375	9,375	9,375	9,375	9,375	9,375	9,375	9,375	112,500	**112,500**
422 · Underwriting Fee	2,084	2,084	2,084	2,084	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	25,000	**25,000**
423 · LIFT Admin Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	-
424 · Wire Fees	625	625	625	625	625	625	625	625	625	625	625	625	7,500	**7,500**
426 · Applications Fees	2,063	2,062	2,062	2,062	2,062	2,062	2,062	2,063	2,063	2,063	2,063	2,063	24,750	**24,750**
427 · Document Preparation Fee	312	312	312	312	312	312	313	313	313	313	313	313	3,750	**3,750**
430 · Mortgage Interest Income	81,232	81,232	81,232	81,232	81,232	81,232	81,232	81,232	81,232	81,232	81,232	81,232	974,784	**974,784**
431 · Processing Fee	3,125	3,125	3,125	3,125	3,125	3,125	3,125	3,125	3,125	3,125	3,125	3,125	37,500	**37,500**
432 · Bank Interest Income	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	60,000	**60,000**
434 · Ok Grant - PHARE	560	560	560	560	560	560	560	560	560	560	560	560	6,720	**6,720**
436 · Other Income	105	105	105	105	105	105	105	105	105	105	105	105	1,260	**$ 1,260.00**
438 · Compesation Fee	10,800	10,800	10,800	10,800	10,800	10,800	10,800	10,800	10,800	10,800	10,800	10,800	129,600	**129,600**
TOTAL REVENUE	226,679	226,678	126,678	551,678	126,677	196,677	126,678	126,679	126,679	326,679	126,679	167,679	2,456,144	2,456,144
														-
501 · Salaries	87,900	87,900	87,900	87,900	87,900	87,900	87,900	87,900	87,900	87,900	87,900	87,900	1,054,800	**1,054,800**
502 · FICA / Medicare	7,752	7,752	7,752	7,752	7,752	7,752	7,752	7,752	7,752	7,752	7,752	7,752	93,024	**93,024**
503 · Unemployment Insurance	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	12,600	**12,600**
504 · Group Medical Insurance	16,100	16,100	16,100	16,100	16,100	16,100	16,100	16,100	16,100	16,100	16,100	16,100	193,200	**193,200**
505 · Workers Compensation	250	250	250	250	250	250	250	250	250	250	250	250	3,000	**3,000**
506 · Life Insurance	650	650	650	650	650	650	650	650	650	650	650	650	7,800	**7,800**
507 · NHS 403B Contribution	20,200	-	-	-	-	-	-	-	-	-	-	-	20,200	**20,200**
TOTAL PERSONNEL COST	**133,902**	**113,702**	**113,702**	**113,702**	**113,702**	**113,702**	**113,702**	**113,702**	**113,702**	**113,702**	**113,702**	**113,702**	**1,384,624**	**1,384,624**
509 · Gifts	100	100	100	100	100	100	100	100	100	100	100	100	1,200	**1,200**
510 · Contributions/Donations/Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-
511 · Contracted Servces/Consulting	5,720	5,720	5,720	5,720	5,720	5,720	5,720	5,720	5,720	5,720	5,720	5,720	68,640	**68,640**
512 · Audit Expense	3,677	3,677	3,677	3,677	3,677	3,677	3,677	3,677	3,677	3,677	3,677	3,677	44,125	**44,125**
513 · Accounting and Payroll Services	400	400	400	500	500	500	500	500	500	500	500	500	5,700	**5,700**
514 · Legal Fees	100	100	100	100	100	100	100	100	100	100	100	100	1,200	**1,200**
515 · Credit Bureau	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	24,000	**24,000**
517 · Bad Debt Expense	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	108,000	
518 · Technology mgmts & svcs	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	72,000	**72,000**
519 · Meals & Entertainment	600	600	600	600	600	600	600	600	600	600	600	600	7,200	**7,200**
520 · Travel	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000	**12,000**
522 · Conference	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000	**12,000**
532 · Training & Education	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	18,000	**18,000**
533 · Maintenance and Repairs	125	125	125	125	125	125	125	125	125	125	125	125	1,500	**1,500**
538 · Record/re-assign mortgage	160	160	160	160	160	160	160	160	160	160	160	160	1,920	**1,920**
541 · Insurance	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000	**12,000**
552 · Equipment Rental	878	878	878	878	878	878	878	878	878	878	878	878	10,536	**10,536**
561 · Office Supplies	726	726	726	726	726	726	726	726	726	726	726	726	8,712	**8,712**
563 · Postage	225	225	225	225	225	225	225	225	225	225	225	225	2,700	**2,700**
565 · Telephone & Internet SS	430	430	430	430	430	430	430	430	430	430	430	430	5,160	**5,160**
567 · Dues and Subscriptions	1,056	1,056	1,056	1,056	2,380	1,056	1,056	1,056	1,056	1,056	1,056	1,060	14,000	**14,000**
569 · Loan Fee	41	41	41	41	41	42	42	42	42	42	42	42	499	**499**
570 · Bank Charges/Fees	560	560	560	560	560	560	560	560	560	560	560	560	6,720	**6,720**
571 · Interest Expense - PPP1	-	-	-	-	-	-	-	-	-	-	-	-	-	-
578 · Advertising & Marketing	1,225	1,225	1,225	1,225	1,225	1,225	1,225	1,225	1,225	1,225	1,225	1,225	14,700	**14,700**
581 · Miscellaneous - Non Profit Fundraising Consultant	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	81,600	**81,600**
582 · Depreciation Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-
583 · Amortization Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-
584 · Interest Expense -Finance Lease	-	-	-	-	-	-	-	-	-	-	-	-	-	-
585 · Lease Expense 213 N. 5th Street	6,550	6,550	6,550	6,550	6,550	6,550	6,550	6,550	6,550	6,550	6,550	6,550	78,600	**78,600.00**
586 · Licensing	-	-	-	-	-	-	-	-	-	-	-	-	-	-
588 · Interest Expense	31,400	31,400	31,400	31,400	31,400	31,400	31,400	31,400	31,400	31,400	31,400	31,400	376,800	**376,800**
591 Nonprofit Fundraising Consultant	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	81,600	**81,600**
TOTAL EXPENSES	222,975	202,775	202,775	202,875	204,199	202,876	202,876	202,876	202,876	202,876	202,876	202,880	2,455,736	2,455,736
Changes in Income (loss)	**3,704**	**23,903**	**(76,097)**	**348,803**	**(77,522)**	**(6,199)**	**(76,198)**	**(76,197)**	**(76,197)**	**123,803**	**(76,197)**	**(35,201)**	**408**	**408**

NEIGHBORHOOD HOUSING SERVICES OF GREATER BERKS, INC.

BUDGET 2025 HIGHLIGHTS KEY FACTORS

Revenue

- Grants – Historically we get around $825,000.00 from NWA, PHFA/PHARE, & City of Reading.
- Mortgage Interest – Base upon projected monthly average from FY2024, with a 10% projected increase.
- Lending Fees – Utilizing a projected loan volume of 250 loans for FY2025.

Expenses

- Personnel Expenses – Calculated based on the current number of staff including increased cost of living by 3%.
- Operating Expenses – Utilizing Historical data from current and past years.
- High Donor Initiative – New line item budgeted for high donor fundraising.