



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Grants Management Division

m e m o r a n d u m

TO: Elizabeth H. Tyler, FAICP, Community Development Director

FROM: Kelly Mierkowski, Manager, Grants Management Division

DATE: March 18, 2016

SUBJECT: **A RESOLUTION CERTIFYING A COMMUNITY HOUSING DEVELOPMENT ORGANIZATION FOR THE URBANA HOME CONSORTIUM (Habitat February 2016)**

A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN URBANA HOME CONSORTIUM COMMUNITY HOUSING DEVELOPMENT ORGANIZATION AGREEMENT (Habitat CHDO Developer FY 2015-2016)

Update

Included on the agenda of the March 22, 2016 meeting of the Urbana Community Development Commission are resolutions certifying Habitat for Humanity of Champaign County (Habitat) as a Community Housing Development Organization (CHDO) and approving a proposed commitment of funding using Fiscal Year (FY) 2015-2016 CHDO Project funds as part of the HOME Investment Partnerships Program to create three new single-family units.

As of the writing of this memorandum, Staff has not received a completed CHDO Certification Application from Habitat. However, in communicating with Habitat and in reviewing existing organizational documentation for Habitat, Staff anticipates receiving the CHDO Application and completing the review before the Community Development Commission meeting on March 22, 2016. A determination as to Habitat's eligibility for CHDO status based on the application, as well as copies of the completed application, will be provided to the Community Development Commission at or before the March 22 meeting.

Memorandum Prepared By:

Matthew Rejc

Grants Management Division

Attachments:

1. Partially completed Habitat for Humanity of Champaign County FY 2015-2016 HOME Investment Partnerships Program CHDO Certification Application

URBANA HOME CONSORTIUM



City of Urbana

City of Champaign

Champaign County

FY 2015-2016 HOME Investment
Partnerships Program Community
Housing Development Organization
(CHDO) Certification Application

FY 2015- 2016 Instructions

At least 15% of the Urbana HOME Consortium's HOME allocation must be set aside for specific activities to be undertaken by a **Community Housing Development Organization (CHDO)**. A CHDO is defined as a private nonprofit, community-based service organization that has obtained or intends to obtain staff with the capacity to develop affordable housing for the community it serves.

One of the goals of the Urbana HOME Consortium is to strengthen the capacity of CHDOs to successfully develop affordable housing projects throughout the cities of Urbana and Champaign as well as unincorporated Champaign County. Before committing any CHDO funding to an organization (for either project-specific activities or operating expenses), the Urbana HOME Consortium is required to ensure that prospective CHDO's meet the CHDO qualifying criteria outlined in the HOME Rule at 24 CFR 92.2. This packet must be completed in order to apply for CHDO status within the geographic area of the Urbana HOME Consortium. **Previous CHDO status does not guarantee continued CHDO certification.**

Submission of the certification materials does not decree CHDO status. If the Urbana HOME Consortium certifies your organization as a Community Housing Development Organization, your organization will be eligible to receive previously allocated CHDO operating funding and/or CHDO project funding. **CHDO certifications are only valid for the specific project for which your organization is applying.** Please note that participating jurisdictions, public bodies or instrumentalities of public bodies (i.e. public housing authorities) cannot be designated as a CHDO. If your organization is not certified as a CHDO, City of Urbana staff can work with your organization to cure any defaults and/or revisions to current and pending HOME projects.

Before You Begin

This packet contains information necessary to apply for CHDO set-aside funds for a specific project during Fiscal Year 2015-2016 (July 1, 2015 - June 30, 2016), as required by the HOME Investment Partnerships Program Final Rule 24 CFR Part 92, revised and in effect August 23, 2013 and per the guidelines of the Urbana HOME Consortium. Before completing this certification packet, you should become familiar with all applicable rules associated with the HOME Investment Partnerships Program and other appropriate federal regulations. Please contact the City of Urbana Grants Management Division at (217) 384-2306, and speak with the CHDO Coordinator, Matt Rejc, if you have any questions regarding this certification process.

Submission Requirements

The CHDO Certification packet, including all required documents, must be submitted to the City of Urbana Grants Management Division, located at 400 S. Vine St., Urbana, IL 61801.

Each CHDO is required to submit the **original and one copy** of the CHDO Certification Packet. Each separate section (questions/attachments) should be tabbed using standard binder tabs. An electronic version must also be submitted to mwrejc@urbanaininois.us as an Adobe .pdf.

Please do not submit additional information that has not been requested, as all such additional documentation will be removed from submitted applications to ensure fair review.

FY 2015-2016 Parameters

As per the final release of the revised HOME Rule, CHDOs will be certified according to 24 CFR Part 92 regulations for CHDO entities. The primary change to the CHDO definition under the HOME Program pertains to CHDO Development capacity, including a provision that the CHDO has demonstrated development experience as related to current CHDO staff. The Consortium has pared down this requirement into two parts:

1. CHDO staff

HUD defines CHDO staff as paid employees who are responsible for the day-to-day operations of the CHDO. Staff does not include volunteers, board members, or consultants. This requirement may be met by part-time or full-time employees, or contracted employees that are actual employees and not consultants. In addition to day-to-day operations, employees must have the ability to act on behalf of the CHDO for day-to-day decisions. Please consult the application requirements for supporting documentation to meet these criteria.

2. CHDO Development Capacity

HUD requires certification that the current CHDO staff has experience developing projects of the same size, scope and level of complexity as the activities for which HOME funds are being reserved or committed. Additionally, the actual organizational capacity and fiscal soundness is evaluated as related to the ability to execute projects, and compliance with HOME and OMB regulations. The capacity evaluation for certification will determine the organization's capacity for project work, financial stability including organizational funding and portfolio, and financial management policies and procedures. Please consult the application requirements for supporting documentation to meet these criteria.

This packet only serves to certify CHDOs; it has no relation to actual CHDO project and operation programming.

The Urbana HOME Consortium reserves the right to request additional information regarding any application submitted for CHDO Certification and/or funding from the Urbana HOME Consortium.

Part A – Applicant Contact Information

Applicant Name: Habitat for Humanity of Champaign County

Sponsor/Developer Address: 119 E University Ave

City: Champaign State: IL ZIP 61820

Executive Director Name: Sheila Dodd

Contact Name (if not same as above)

Phone: 217-819-5111 Email: director@cuhabitat.org

DUNS #: 964078971

PART B – CHDO CERTIFICATION REQUIREMENTS

Submit evidence to document the requirements below and answer narrative requirements accordingly. Label each document submission as Attachment-(Question Number), for example, documentation for Question 22 would be labeled as Attachment-22, utilize letters where appropriate. Certification documents are found in Part C as Required Attachments:

Please complete the following items below:

Evidence of the following must be submitted to qualify as a CHDO:

1. Applicant is organized under state or local laws, as evidenced by its Charter or Articles of Incorporation;
2. Applicant must have received a tax-exempt ruling from the IRS under Section 501(C) of the Internal Revenue Code of 1986, as evidenced by a written ruling from the IRS;
3. Applicant must have a clearly defined geographical service area, as evidence by its Charter, Bylaws, or Articles of Incorporation. A geographical service area may be defined as a neighborhood or neighborhoods, city, or county. **Serve Champaign County**
4. Applicant has among its purposes the provision of decent, safe, and sanitary housing that is affordable to low- and moderate- income persons, as evidenced by a statement in the organization's Charter, Articles of Incorporation, By-Laws, or a Resolution of the CHDO's board of directors; **Serve low income as evidenced in bylaws**
5. Applicant conforms to the financial accountability standards of 24 CFR 84.21, "Standards for Financial Management Systems", as evidenced by a notarized statement by the president, or

chief financial officer of the organization, a certification from a Certified Public Accountant or a HUD approved audit summary; (Note: additional information required in Item #13)

6. Applicant or its parent organization has at least one year of experience in serving the community where housing will be assisted as evidenced by a written statement signed by the president of the organization. In the statement, the organization must describe its history (or its parent organization's history) of serving the community by describing activities which it provided (or its parent organization provided) such as, developing new housing, rehabilitating existing housing stock and managing housing stock, or delivering non-housing services that have had lasting benefits for the community, such as counseling, food relief, or childcare facilities;
7. *Addressed per required Attachment B:* Applicant maintains **at least** one-third of its governing board's membership as residents of low-income neighborhoods, low-income community residents, or elected representatives of low-income neighborhood organizations such as block clubs or neighborhood watches as evidenced by the organization's By-Laws, Charter, or Articles of Incorporation. **A list of board members must be provided indicating which are low-income representatives and how they qualify to meet the eligibility.** Under the HOME Program, for urban areas, the term "community" is defined as one or several neighborhoods, a city, county, or metropolitan area. For rural areas, "community" is defined as one or several neighborhoods, a town, village, county, or multi-county area (but not the whole State) provided that the governing board contains low-income residents from each of the multi-county areas;
8. Applicant provides a formal process for low-income, program beneficiaries to advise the organization in all of its decisions regarding the design, siting, development, and management of all HOME-assisted affordable housing projects, as evidenced by the organization's By-Laws, Resolutions, or written statement of operating procedures approved by the governing body;
9. *Addressed per required Attachment B:* A **maximum** of one-third of the applicant's governing board membership may consist of representatives of the public sector, as evidenced by the organization's By-Laws, Charter, or Articles of Incorporation. The public sector is defined as elected officials, appointed public officials, public employees, and appointees of public officials. Public sector representatives may not, in turn, appoint other members of the board of directors. **A list of board members must be provided indicating which are from the public sector;**
10. If the applicant is sponsored or created by a for-profit entity, the for-profit entity's primary purpose may not include the development or management of housing. The CHDO may not be controlled by, nor under the direction of, the for-profit entity or individuals seeking profit from the organization and the CHDO must be free to contract goods and services from vendor(s) of its own choosing as evidenced by the CHDO's By-Laws, Charter, or Articles of Incorporation; and
11. If the applicant is sponsored or created by a for-profit entity, the for-profit entity may not appoint more than one-third of the membership of the CHDO's governing body, and the board members appointed by the for-profit entity may not, in turn, appoint the remaining board members, as evidenced by the CHDO's By-Laws, Charter, or Articles of Incorporation.
12. The applicant must provide proof of SAMS (System for Awards Management) registration with your application submittal.

13. To demonstrate conformance with 24 CFR 84.21, Standards for Financial Management Systems, applicants are required to submit a copy of the organization's financial management policies and procedures, **and provide narrative responses** that include a citation reference to the policies and procedures document to the points below:
 - a. Specify the nature of which financial records are maintained. Describe the basis of data development, analysis, and records used for accounting.
 - b. Explain how records source the receipt and use of funds per funding type
 - c. Identify controls to account for funding, real property, assets, and physical property to insure usage is for applicable purposes
 - d. Outline the organization's budgeting system
 - e. Outline the procedure to track financial expenditures in relation to actual unit costs and actual time accruals (i.e. salaries per grant related projects)
 - f. Describe the process for accepting funds, requisitions, disbursements, and accounting methods
 - g. Outline procedures for determining whether financial disbursements are program eligible
 - h. Outline dates for organizational audit activity
14. Submit a copy of the organization's most current balance sheet
15. Submit a copy of the organization's most current audit
16. Submit a copy of the organization's most current profit and loss statement/income statement
17. Applicant has a current conflict of interest policy that conforms with 24 CFR Part 92.356 Applicant is to provide a copy of the policy and complete Conflict of Interest Certification Form (Attachment A)
18. Applicant is to certify the low-income designations of each low-income Board member; complete Low-Income Board Member Certification Form. Applicant is to complete Board Membership Forms (Attachment B)
19. To demonstrate compliance with CHDO staff definition, the following documentation must be provided:
 - a. Listing of Staff members of CHDO – may be by position title only if preferred, identify if full-time, part-time, contracted employee and hours worked per pay period
 - b. Job description for each staff position including day-to-day responsibilities and programmatic responsibilities
 - c. Resumes for currently employed staff – addendum to resume may be provided to specifically outline the past experience of employees to specific current CHDO programming
 - d. Evidence of payment to currently employed staff, may include payroll, w-2, s-4, and if contracted, must include copy of contract agreement, w-9 and 1099; personal information should be removed, a form of identifier i.e. employee name or position must be referenced on documentation
20. Applicant is to provide a statement of current projects both HOME and non-HOME, scope of work and timelines for each project

21. Applicant is to provide timeline and scope related to the specific project(s) for which the applicant is currently applying for CHDO certification
22. Applicant is to provide timeline and scope for future projects over course of next twelve calendar months
23. Applicant is to provide history of development experience as related to any current HOME projects, FY 2015-2016 HOME projects, and projects associated with FY 2015-2016 operating. Example, if applicant is developing an 8-unit building, provide similar project experience background as related to rental development and multi-unit development
24. Applicant should identify project selection policies and procedures. This may be a narrative document, or excerpt from an organization's policy and procedure manual
25. Applicant is to provide a listing of the organization's current asset portfolio including the designation of project type (i.e. rental, single-family), number of units, in-service date, and periods of affordability as applicable
26. Applicant is to provide an outline of development team members per project type – if members are not specific employee positions, identify standing professional partnerships (i.e. management companies, architects) or process for selecting such partnerships
27. Complete Certification of Application Documents (Attachment D)

PART C – Certification Documents

PY2016 & 2017 CHDO Certification Documents (as required per Part B):

Each of the attached documents is to be completed as required above:

Attachment A – Certification of Conflict of Interest Compliance

Attachment B – Certification of Low-Income Board members (1 form per each member); Board Membership Forms

Attachment C – Certification of CHDO Role

Attachment D – Certification of Application Documents

Certification of Conflict of Interest Compliance

Attachment A

The applicant organization agrees to abide by the provisions of 24 CFR 92.356 and any referenced CFR provisions, or that of State and local provisions with respect to conflicts of interest, and covenants that it currently has no existing conflicts that warrant remedy under said regulations. Specifically, under the development, ownership, and sponsorship of projects, all of which are non-profit and/or CHDO activities, no organization or its officers, employees, agents, elected or appointed officials, or consultants may occupy a HOME-assisted affordable housing unit. Additionally, the applicant organization and its officers, employees, agents, elected or appointed officials, or consultants has no financial interest and shall not acquire any financial interest or such benefit that would conflict in any manner or degree with the performances of services required per this application, receipt of a CHDO certification, or HOME-financed contracts. Further, said persons shall not have an interest in any contracts, subcontractors, or agreements as a result of this application, pending CHDO certification or HOME-financed contracts for themselves or those with whom they have family or business ties. Finally, no person outlined herein may acquire a financial interest or any such benefit due to family or business ties to a known member, employee, agent, consultant, officer, or elected or appointed official of the City of Urbana, which is the participating jurisdiction, or Consortium members the City of Champaign, and unincorporated Champaign County, or all of the State of Illinois.

Certification of Conflict of Interest:

This certification applies to the applicant organization, and all its employees and members of the Board of Directors, and any and all persons subscribed as having an interest in the organization.

Organization Name: Habitat for Humanity of Champaign County, Inc.

Certification statement:

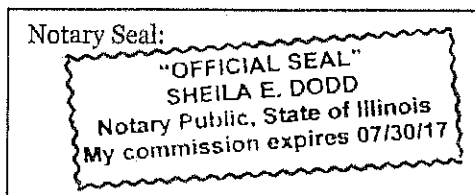
Habitat for Humanity of Champaign County, Inc.

Habitat for Humanity of Champaign County, Inc. (name or organization) certifies to the best of real knowledge that all employees and members of the governing Board of Directors is in compliance with Conflict of Interest regulations as per 24 CFR 92.356, and as specifically described herein.

By: *Jim Diller*
Signature of Board of Directors President or Organization President/Executive Officer

Signed (or subscribed or attested before me on 10 March, 2015

Sheila Dodd
Signature of Notary Public



Certification of Low-Income Board Membership

Attachment B

The following certification document is to be completed by each Board Member of the applicant organization deemed a representative of low-income persons.

Name of Board Member: Myrtle Ali

I, Myrtle Ali, certify I am a member of the governing board of

Habitat for Humanity of Champaign Co., Inc. ___ and that I represent the interests of low-income persons in the City of Urbana, City of Champaign, or unincorporated Champaign County. I am:

(select one of the following)

- A low-income resident of the City of Urbana, City of Champaign, or unincorporated Champaign County as classified by the 80% area median income definition
- A resident of a low-income neighborhood in City of Urbana, City of Champaign, or unincorporated Champaign County as designated by the Consortium through the most current Consolidated Plan and Annual Action Plan and applicable U.S. Census data.
- An elected representative of a low-income area of City of Urbana, City of Champaign, or unincorporated Champaign County as designated by the Consortium through the most current Consolidated Plan and Annual Action Plan and applicable U.S. Census data. My elected title is: _____

By: _____

Signature of person whose name appears in the statement above

Signed (or subscribed or attested before me on _____, 2016

Signature of Notary Public

Notary Seal:

Certification of Low-Income Board Membership Attachment B

The following certification document is to be completed by each Board Member of the applicant organization deemed a representative of low-income persons.

Name of Board Member: Danis Pelmore

I, Danis Pelmore, certify I am a member of the governing board of

Habitat for Humanity of Champaign Co., Inc. ___ and that I represent the interests of low-income persons in the City of Urbana, City of Champaign, or unincorporated Champaign County. I am:

(select one of the following)

- A low-income resident of the City of Urbana, City of Champaign, or unincorporated Champaign County as classified by the 80% area median income definition
- A resident of a low-income neighborhood in City of Urbana, City of Champaign, or unincorporated Champaign County as designated by the Consortium through the most current Consolidated Plan and Annual Action Plan and applicable U.S. Census data.
- An elected representative of a low-income area of City of Urbana, City of Champaign, or unincorporated Champaign County as designated by the Consortium through the most current Consolidated Plan and Annual Action Plan and applicable U.S. Census data. My elected title is: _____

By: _____

Signature of person whose name appears in the statement above

Signed (or subscribed or attested before me on _____, 2016

Signature of Notary Public

Notary Seal:

Board Membership Information
Attachment B (Continued)

<i>A. How often does your Board of Directors meet?</i>	
Board of directors meet monthly	
<i>B. What are the standing Board Committees? (add more lines as necessary)</i>	
<i>Committee Name</i>	
1	Executive Committee
2	Development Committee
3	Construction Committee
4	Volunteer Committee
5	Family Support Committee
6	Women Build Committee
7	
8	
<i>C. Board President:</i>	
<i>Name</i>	Tim Gilles
<i>Mailing Address</i>	1702 Golf Drive, Mahomet, IL 61856
<i>Start Date</i>	January 2016
<i>Term Expiration Date</i>	December 2016
<i>D. Identify specific activities of board members that related directly to the development and financing of housing; include additional activities or characteristics relative to operations as a CHDO.)</i>	
Board members serve as advocates for the agency. They attend fund raising events and help financially support the organization. All board members sit on a committee and provide support as needed at the committee level.	
<i>E. Explain any recent changes to the composition of the Board, such as turnover, a new President, etc.</i>	
Board officers turnover annually at the January meeting.	

CHDO Certification of CHDO Role

Attachment C

Per the HOME Rule, the CHDO entity must be certified in accordance with the role of the CHDO in a particular project for which it receives set-aside funding, or related operating and/or pre-development funds/loans. A CHDO acts in the role as an owner, developer, or sponsor as defined per 24 CFR Part 92.300. Please indicate the role(s) for which the CHDO applicant entity anticipates utilizing:

CHDO Owner: The CHDO is the owner in fee simple absolute of the property, or has a long term ground lease; the CHDO will hire and oversee the developer performing the rehabilitation or construction.

CHDO Developer: The CHDO is the owner in fee simple absolute of the property, or has a long term ground lease; the CHDO is in sole charge of all aspects of the development process, including obtaining zoning, securing non-HOME financing, selecting architects, engineers and general contractors, overseeing the progress of the work and determining cost reasonableness.

CHDO Sponsor: The housing is "owned" or "developed" by a subsidiary of the CHDO, a limited partnership of which the CHDO or its subsidiary is the sole general partner, or a limited liability company of which the CHDO or its subsidiary is the sole managing member.

City of Urbana Grants Management Division staff will make certification based on the above selections and documentation as provided per this Application. For questions or assistance with this certification, please contact Community Development staff.

Certification Signature:

By 

Date: March 11, 2016

**CHDO Certification Application Submission Certification
Attachment D**

The undersigned, as an essential part of the Application for designation of Certification as a Community Housing Development Organization (CHDO) hereby certifies that the information contained herein is true to the best of the undersigned's knowledge and belief. Falsification of information supplied in this Application may disqualify the submission for CHDO Certification and/or for pending and future HOME funds. The information given by the Applicant may be subject to verification by the Urbana HOME Consortium and its members, the City of Urbana Community Development Commission, or the City of Urbana Grants Management Division serving in its capacity as administrator of the Urbana HOME Consortium. Submission of this Application shall be deemed an authorization to the Consortium to undertake such investigations as it deems necessary to determine the accuracy of this Application and the appropriateness of certifying the applicant organization. If any information changes after submission of this Application the undersigned agrees to notify the Consortium immediately.

The undersigned also agrees that any commitment by the Consortium to grant or loan the organization HOME Program funding that may be forthcoming as a result of CHDO certification by means of this Application is conditioned by the Urbana HOME Consortium Policies and Procedures Manual, the Community Development Commission's policies for the HOME Program, and the Applicant's continued compliance with those guidelines and any HUD regulations governing the HOME Program. The undersigned also hereby certifies that the governing body of the Applicant has formally authorized the undersigned to execute the documents necessary to make this Application.

Name of Representative: Sheila Dodd
Title: Executive Director
Phone: 217-819-5111
E-Mail: director@cuhabitat.org
Address for Correspondence: 119 E University Ave. Champaign, IL 61820

Certification Signature:

By Sheila Dodd

in the County of Champaign, Illinois

Signed (or subscribed or attested before me on March 10, 2016

Michelle Stallmeyer

Signature of Notary Public



Attachment 5
Part B
Q 1



Whereas, ARTICLES OF INCORPORATION OF HABITAT FOR HUMANITY OF CHAMPAIGN COUNTY, INC. INCORPORATED UNDER THE LAWS OF THE STATE OF ILLINOIS HAVE BEEN FILED IN THE OFFICE OF THE SECRETARY OF STATE AS PROVIDED BY THE GENERAL NOT FOR PROFIT CORPORATION ACT OF ILLINOIS, IN FORCE JANUARY 1, A.D. 1987.

Now Therefore, I, George H. Ryan, Secretary of State of the State of Illinois, by virtue of the powers vested in me by law, do hereby issue this certificate and attach hereto a copy of the Application of the aforesaid corporation.

In Testimony Whereof, I hereto set my hand and cause to be affixed the Great Seal of the State of Illinois, at the City of Springfield, this 6TH day of MAY A.D. 19 91 and of the Independence of the United States the two hundred and 15TH.



George H. Ryan
SECRETARY OF STATE

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0629

FORM NP-102.10
(Revised Jan. 1987)

ARTICLES OF INCORPORATION

(Do Not Write in This Space)

Filing Requirements — Present 2 signed and fully executed copies in exact duplicate
For Inserts — Use White Paper — Size 8 1/2 x 11

Payment must be made by Certified Check, Cashiers' Check or a Money Order, payable to "Secretary of State."
DO NOT SEND CASH!

Date Paid 5-6-91
Filing Fee \$50
Clerk m

TO: GEORGE H. RYAN
JIM EDGAR Secretary of State

Pursuant to the provisions of "The General Not For Profit Corporation Act of 1986", the undersigned incorporator(s) hereby adopt the following Articles of Incorporation.

Article 1. The name of the corporation is: Habitat for Humanity of Champaign County, Inc.

Article 2. The name and address of the initial registered agent and registered office are:

Registered Agent J. Michael O'Byrne
First Name Middle Name Last Name
Registered Office 501 West Church Street
Number Street (Do Not Use P.O. Box)
Champaign IL 61820 Champaign
City Zip Code County

Article 3. The first Board of Directors shall be five (5) in number, their names and addresses being as follows:
(Not less than three)

Directors' Names	Number	Street	Address City	State
<u>Glenn Kalkbrenner,</u>		<u>905 S. Russell,</u>	<u>Champaign,</u>	<u>Illinois 61821</u>
<u>Craig Chamberlain,</u>		<u>1200 S. Vine, #23,</u>	<u>Urbana,</u>	<u>Illinois 61801</u>
<u>John Kenny,</u>		<u>2036 Byrnbruk Road,</u>	<u>Champaign,</u>	<u>Illinois 61821</u>
<u>Michael Swinford,</u>		<u>411 W. University Avenue,</u>	<u>Champaign,</u>	<u>Illinois 61820</u>
<u>Frieda Wascher,</u>		<u>803 W. Fairview,</u>	<u>Urbana,</u>	<u>Illinois 61801</u>

Article 4. The purposes for which the corporation is organized are:
See attached sheet.

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- Is this corporation a Condominium Association as established under the Condominium Property Act? Yes No (Check one)
- Is this corporation a Cooperative Housing Corporation as defined in Section 216 of the Internal Revenue Code of 1954? Yes No (Check one)
- Is this a Homeowner's Association which administers a common-interest community as defined in subsection (c) of Section 9-102 of the Code of Civil Procedure? Yes No

Article 5. Other provisions (please use separate page):

NAMES & ADDRESSES OF INCORPORATORS

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The undersigned incorporator(s) hereby declare(s), under penalties of perjury, that the statements made in the foregoing Articles of Incorporation are true.
 Dated March 26, 19 91.

Signatures and Names	Post Office Address
1. <u>[Signature]</u> Signature <u>Glenn Kalkbrenner</u> * Name (please print)	1. <u>905 S. Russell</u> Street <u>Champaign, IL 61821</u> City/Town State Zip
2. <u>[Signature]</u> Signature <u>Craig Chamberlain</u> Name (please print)	2. <u>1200 S. Vine, #23</u> Street <u>Urbana, IL 61801</u> City/Town State Zip
3. <u>[Signature]</u> Signature <u>John Kenny</u> Name (please print)	3. <u>2036 Byrnebruk Road</u> Street <u>Champaign, IL 61821</u> City/Town State Zip
4. <u>[Signature]</u> Signature <u>Michael Swinford</u> Name (please print)	4. <u>411 W. University Ave.</u> Street <u>Champaign, IL 61820</u> City/Town State Zip
5. <u>[Signature]</u> Signature <u>Frieda Wascher</u> Name (please print)	5. <u>803 W. Fairview</u> Street <u>Urbana, IL 61801</u> City/Town State Zip

(Signatures must be in ink on original document. Carbon copy, xerox or rubber stamp signatures may only be used on conformed copies.)

NOTE: If a corporation acts as incorporator, the name of the corporation and the state of incorporation shall be shown and the execution shall be by its President or Vice-President and verified by him, and attested by its Secretary or an Assistant Secretary.

The registered agent cannot be the corporation itself.

The registered agent may be an individual, resident in this State, or a domestic or foreign corporation, authorized to act as a registered agent.

The registered office may be, but need not be, the same as its principal office.

A corporation which is to function as a club, as defined in Section 1-3.24 of the "Liquor Control Act" of 1934, must insert in its purpose clause a statement that it will comply with the State and local laws and ordinances relating to alcoholic liquors.

File # _____
 Form NP-102.10
 ARTICLES OF INCORPORATION
 under the
 GENERAL NOT FOR PROFIT
 CORPORATION ACT
 of
Habitat for Humanity of
Champaign County, Inc.

FILED
 MAY - 6 1991
 GEORGE H. RYAN
 SECRETARY OF STATE

SECRETARY OF STATE
 CORPORATION DEPARTMENT
 SPRINGFIELD, ILLINOIS 62756
 TELEPHONE (217) 782-6961

(These Articles Must Be Executed and Filed in Duplicate)
 Filing Fee \$50

ARTICLE 4. The purposes for which the corporation is organized are:

(a) To witness to and implement the Gospel of Jesus Christ in Illinois and throughout the United States and the world by working with economically disadvantaged people to help them to create a better human habitat in which to live and work;

(b) To cooperate with other charitable organizations, through grants and otherwise, which are working to develop a better human habitat for economically disadvantaged people;

(c) To communicate the Gospel of Jesus Christ by means of the spoken and written word;

(d) To receive, maintain, and accept as assets of the Corporation, any property, whether real, personal, or mixed, by way of gift, bequest, devise, or purchase from any person, firm, trust, or corporation, to be held, administered and disposed of exclusively for charitable, religious, educational, and scientific purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, as amended, and in accordance with the pursuant to the provisions of these Articles of Incorporation; but no gift, bequest, devise, or purchase of any such property shall be received or made and accepted if it is conditioned or limited in such manner as shall require the disposition of income or principal to any organization other than a "charitable organization" or for any purposes other than "charitable purposes" which would jeopardize the status of the Corporation as an entity exempt from federal income tax pursuant to the relevant provisions of the Internal Revenue Code, as amended; and

(e) To exclusively promote and carry on any other religious, charitable, or educational purposes and activities for which corporations may be organized and operated under the relevant provisions of the Internal Revenue Code, as amended, and under the Illinois Nonprofit Corporation Code.

ARTICLE 5. The powers of the Corporation shall include the following:

(a) No part of the net earnings of the Corporation shall inure to the benefit of, or be distributable to its members, trustees, directors, officers, or other private persons, except that the Corporation shall be authorized and empowered to pay reasonable compensations for services rendered and to make payments and distributions in furtherance of the purposes set forth in these Articles of Incorporation. No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislations, and the Corporation shall not participate in, or intervene in any political campaign on behalf of or in opposition to any candidate for public office.

(b) Anything contained in these Articles of Incorporation to the contrary notwithstanding, the Corporation shall not carry on or otherwise engage in any activities not permitted to be carried on or engaged in by (i) a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code, as amended, or any corresponding section of any future tax code; (ii) a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code, as amended, or any corresponding section of any future tax code; or (iii) a corporation organized and existing under the Illinois Nonprofit Corporation Code.

(c) In the event of the dissolution and liquidation of this Corporation, to the extent allowed or permitted under applicable laws, the property and assets of the Corporation shall be as determined by the Board of Directors, distributed to or sold and the proceeds of such sales distributed to (i) Habitat for Humanity International, Inc., a Georgia Nonprofit Corporation and a corporation exempt from taxation under Section 501(c)(3) of the Internal Revenue Code, as amended, or (ii) any other organization(s) organized and operating for the same purposes for which the Corporation is organized and operating or any organization(s), foundation(s), fund(s), or corporation(s) organized and operating exclusively for religious, charitable, scientific, or educational, or other purposes permitted by Section 501(c)(3) of the Internal Revenue Code, as amended, all of which such organizations, foundations, funds, or corporations shall be exempt under Section 501(c)(3) of the Internal Revenue Code, as amended. In the event that any assets are not disposed of in accordance with the provisions of these Articles of Incorporation or that the Corporation shall fail to act within a reasonable time in the manner provided in these Articles of Incorporation, the Court of Champaign County shall, upon application of one or more persons having a real interest in the Corporation or its assets, make such distribution(s) as provided in these Articles of Incorporation.

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ARTICLE 6.

The Corporation is organized pursuant to the Illinois Nonprofit Corporation Code and is a non-profit corporation as described in Section 501(c)(3) of the Internal Revenue Code, as amended.



DEPARTMENT OF THE TREASURY
INTERNAL REVENUE SERVICE
KANSAS CITY MO 64999

DATE OF THIS NOTICE: 04-04-91
NUMBER OF THIS NOTICE: CP 575 L
EMPLOYER IDENTIFICATION NUMBER: 37-1277094
FORM: TELE-TIN TAX PERIOD: N/A
0916506042 0

FOR ASSISTANCE PLEASE
WRITE TO US AT:

INTERNAL REVENUE SERVICE
KANSAS CITY MO 64999

BE SURE TO ATTACH THE
BOTTOM PART OF NOTICE

OR YOU MAY CALL US AT:

1-800-829-1040

HABITAT FOR HUMANITY OF CHAMPAIGN
% GLENN KALKBRENNER PRES
905 S RUSSELL ST
CHAMPAIGN IL 61821

NOTICE OF NEW EMPLOYER IDENTIFICATION NUMBER ASSIGNED

Thank you for your Tele-TIN phone call. The Employer Identification Number (EIN) assigned to you is shown above. It will be used to identify your business account, tax returns and documents, even if you don't have employees.

1. Keep a copy of the number in your permanent records.
2. Use your name and the number exactly as shown above on all Federal tax forms.
3. Use the number on all tax payments and tax-related correspondence or documents.

It is important to use the IRS prepared label when filing tax documents or the FTD coupons when making FTD payments. However, if this is not possible, you must use your EIN and the complete information as shown below to identify your account and avoid processing delays.

If for any reason the information below is not correct, please make the necessary changes.

HABITAT FOR HUMANITY OF CHAMPAIGN
COUNTY INC
% GLENN KALKBRENNER PRES
905 S RUSSELL ST
CHAMPAIGN IL 61821

DO NOT send documents or payments using your address as listed at the top of this letter. That address is for IRS use only.

We have established the filing requirements and tax period shown above for your account based upon the information provided. If you need help to determine your required tax year, get publication 538, Accounting Periods and Methods, which is available at most IRS offices.

Assigning an Employer Identification Number does not grant tax-exempt status to nonprofit organizations. Any organization, other than a private foundation, having annual gross receipts normally of \$5,000 or less is exempt by statute if it meets Internal Revenue Code requirements. Such organizations are not required to file Form 1023, Application for Recognition of Exemption, or Form 990, Return of Organization Exempt from Income Tax.

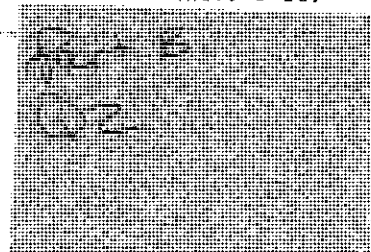
However, if your organization wants to establish its exemption and receive a ruling or determination letter recognizing its exempt status, file Form 1023 with the Key District Director. For details on how to apply for the exemption, see Publication 557, Tax-Exempt Status for Your Organization.

If you haven't done so, please send your completed Form SS-4, Application for Employer Identification Number, to the service center address shown above. Be sure it's properly signed and dated. Also be sure your EIN shown at the top of this notice is written in the upper right-hand corner of the form.

Thank you for your cooperation.

Keep this part for your records.

CP 575 L (Rev. 8-90)





Resolution of the Board of Directors

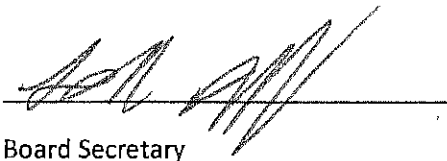
Habitat for Humanity of Champaign County builds simple, decent, affordable housing for families at or below 80% AMI in Champaign County, Illinois

Pursuant to Article IV of the bylaws of Habitat for Humanity of Champaign County, Inc., the Board of Directors of Habitat for Humanity of Champaign County, Inc., does hereby authorize the Officers of the Board of Directors of Habitat for Humanity of Champaign County, Inc. as Officers, and Sheila Dodd, as Executive Director, to enter into any contract or execute and deliver any instrument in the name of and on behalf of said corporation with the City of Urbana to execute an application and contract for CHDO funds. Now, therefore, be it resolved by Habitat for Humanity of Champaign County as follows:

An application to the Urbana HOME Consortium for is hereby approved. The funds will be used to construct homes in Champaign County and clear lots with CHDO funds is hereby approved. Funds will be used to fund program costs for Habitat for Humanity of Champaign County.

In addition, any such actions taken by Sheila Dodd as Executive Director for such purpose outlined above prior to the date of this Resolution are hereby ratified and affirmed.

This authorization is given this 10 day of March, 2016.



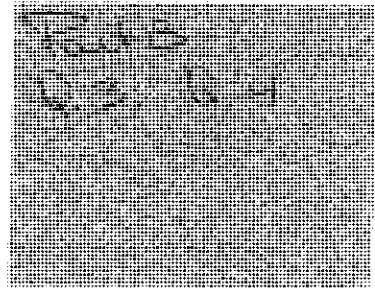
Handwritten signature of the Board Secretary over a horizontal line.

Board Secretary

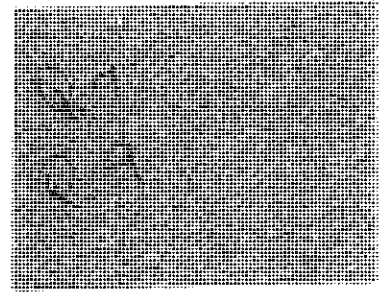


Handwritten signature of the Board President over a horizontal line.

Board President



**By-Laws of
Champaign County Habitat for Humanity & ReStore**
(Adopted June 2013)
(Reviewed August 2014)



PREAMBLE

Habitat for Humanity of Champaign County shall seek to sponsor specific projects in habitat development in Champaign County, Illinois, starting with the construction of modest but adequate housing, and to associate with other groups functioning with purposes consistent with those listed below, namely to:

- a) Work with economically disadvantaged people to help them create a better human habitat in which to live and work.
- b) Cooperate with other charitable organizations, through grants and otherwise, which are working to develop a better habitat for economically disadvantaged people.
- c) Communicate our faith in God by means of our words and actions as we work in partnership with God and people building homes and community.
- d) Enable an expanding number of persons from all walks of life to participate in this ministry.

ARTICLE I - BOARD OF DIRECTORS

- A. The affairs of the organization shall be controlled and administered by a Board of Directors, which shall be composed of not less than 6 and not more than 11 members, each of whom shall serve for a two year term except that the term of the University of Illinois Habitat for Humanity Chapter representative shall coincide with the term of office for the Chapter representative or their designate with full voting privileges to the Board. Board terms will coincide with the calendar year.
- B. Directors shall be elected by a majority vote of the existing board members of the organization no later than the last regularly scheduled board meeting of the calendar year before the term is to begin. A Director may be reelected for a maximum of four consecutive terms. A Director must reside in Champaign County, Illinois. A Director may resign at any time or may be removed, with or without cause, by a two-thirds vote of the entire Board of Directors. Upon the death, removal, resignation or incapacity of any member of the Board of Directors, a majority of the remaining directors may fill the vacancy for the term of the vacancy.
- C. The Board of Directors shall hold a minimum of 12 meetings per year unless otherwise directed by the officers. Such meetings shall occur at a location, time, and date that shall be fixed by the officers. Additional meetings may be held as determined by the President. The President shall convene such additional meetings by giving notice to all Directors at least one week prior to the meeting. Such notice to the Directors shall include the purpose, location, time, and date of the meeting. The executive committee shall meet one week prior to the regularly scheduled meeting of the Board of Directors. The last regularly scheduled meeting of the Board of Directors of any calendar year shall be considered the Annual Meeting. New Directors, whose terms begin in January of the next calendar year, are eligible to vote for officers or to be elected to office at the Annual Meeting.

The Board of Directors may meet in closed session for the purpose of discussing personnel and family selection matters.

A majority of the Board of Directors shall constitute a quorum. If less than a majority of the Directors are present at any regular or special meeting, a majority of the Directors present

may adjourn the meeting to another night with no further notice. A motion may be voted on via email or telephone. Votes for any motion may be submitted via e-mail or telephone. Such motions must be made by a Director and seconded by a different Director. The e-mailed motion must be submitted to all Directors and all Directors must respond to such motion. Once the vote is taken, it will be reaffirmed at the next Board Meeting. Any Director may participate in a meeting through the use of other communications equipment, by means of which all persons participating in the meeting can simultaneously hear each other.

- D. The Directors shall serve without compensation.
- E. In addition to the officers provided hereafter, the Board of Directors may create other offices and employ such personnel as, in its discretion, it deems necessary to accomplish the purposes for which the Organization was created and to authorize the payment of such salaries and expenses as it deems necessary to the personnel and agents effectuating said organization purposes.
- F. It is expected that each of the Directors will serve on one of the standing committees. The President may appoint such other committees as he or she may deem advisable to assist in the discharge of the Board's duties.
- G. Directors are expected to attend regularly scheduled meetings. Missing three consecutive meetings without being excused or a total of four meetings within the calendar year will be considered a resignation that may be declined by the Board, depending on the circumstances.
- H. All Directors shall be generous contributors to Habitat for Humanity of Champaign County in accordance with their means.
- I. To meet the Community Housing Development Organization ("CHDO") requirements, the board composition shall be:
 - i. **At least** 1/3 of the Directors must be: 1) low income; 2) residents of low-income neighborhood; or 3) elected representatives of a low-income neighborhood organization.
 - ii. **No more than** 1/3 of the Directors may be representatives of the public sector, including any employees of the Participating Jurisdiction.

ARTICLE II – OFFICERS

- A. The officers of the organization shall consist of a President, a Vice President, a Secretary, a Treasurer, and other such officers as may be elected by the Directors.
- B. The President shall preside at all meetings of the Directors, and shall have general supervision over the affairs of the organization and over the other officers.
- C. In the absence of the President, the Vice President shall perform the duties of that office. The Vice President should seek to share responsibilities with the President in the coordination of organization affairs.
- D. The Secretary shall be the custodian of the minutes of the organization and the registered agent of the corporation. The Secretary shall be responsible for the accurate keeping and timely reporting of the meeting minutes of the Board of Directors.

- E. The Treasurer shall have the authority and responsibility for the monitoring and safekeeping of the funds and securities of the organization and shall chair the monthly Finance Committee meeting.
- F. The officers of the Board shall be elected at the Annual Meeting by the Board of Directors. The President and Vice-President shall serve one-year terms. The Treasurer and Secretary shall serve two-year terms. Each officer can be elected to one additional term.
- G. If a vacancy occurs on the Board of Directors, the vacancy may be filled by an affirmative vote of a majority of all remaining Directors. The Director elected to fill a vacancy shall hold office until the next annual meeting of the Board of Directors or until the end of the term of the position the Director is filling. The partial term will not count towards the maximum allowable time limit.
- H. The President and Vice-President shall be ex-officio members on all committees.

ARTICLE III - COMMITTEES

- A. As each Director is expected to serve on a committee, their committee choice must be approved by the President in conjunction with the needs of that committee and that committee's current makeup. If a Director does not choose a committee the President may appoint the Director to serve on one or more of the Board's standing committees. The President may also appoint Directors as needed on other ad-hoc committees as he/she deems advisable to assist in the discharge of the Board's duties and operations of the organization.
 - o Standing committees shall each be comprised of at least one Director and one member of the affiliate staff on the Committee.
 - o Each committee shall seek to include one representative of the University of Illinois Student Chapter and one member of the faith community
 - o The committee chair shall be either a Director or a designee of the Board.
 - o Committee Chairs are responsible for timely reports to the Board and/or to the executive committee, included but not limited to the bi-monthly report, either in person or through the board member(s) on the committee.
- B. Each Committee will be accountable to the Board and specifically to the Board President and Executive Director for:
 - o Reporting of committee member status
 - o Regular Bi-monthly updates on committee actions and achievements
 - o Fulfilling the goals and standards of the committee as outlined in the affiliate by-laws and other committee documents
 - o Committee member recruitment, education and mentoring
- C. Each Committee will consist of members with a commitment to the organization and the specific role of that committee.
- D. Each Committee shall design and implement a committee profile which outlines specific skills and experience which are needed on the committee and assure the make up of the committee members reflects those needs.
- E. Each Committee will have an overview document and/or manual which clearly state the responsibilities of the committee, their goals, and a profile of the desired committee

membership. The goals and responsibilities shall be reviewed and approved annually by the board to assure they meet the current needs of the affiliate.

- F. Standing committees shall each have at least one Director on the Committee. The committee chair shall be either a Director or a designee of the board. Committee chairs who are not Directors are responsible for timely monthly reports to the Board or to the executive committee, either in person or through the Director(s) on the committee. Directors on committees with non-Board chairs have a special responsibility to see that the Board of Directors is fully informed of committee activities.

- G. The Standing Committees shall be as follows

Development Committee

Responsible for community outreach that results in awareness of the affiliate's goals, accomplishments, and needs.

Family Selection/Support Committee

Responsible for developing and implementing a Family Selection and Support process which assures that the affiliate serves the members of the community as defined by the affiliate's service profile to include application, interview, and selection process.

Building Committee

Responsible for seeking out property for development into organization housing. This property may be donated or purchased and must be in Champaign County. The Committee shall be responsible for overseeing the construction of the homes in conjunction with the Construction Manager.

Volunteer Committee

- Shall be the primary source of volunteer engagement for the ReStore, build sites and other events.

Finance Committee

- Shall have the general oversight of all financial matters, including budget, financial policies and insurance. Fiscal policies shall be reviewed annually by the Board.

Board Recruitment Committee

- Shall recruit Board and committee members who will be active and are dedicated to the goals of the affiliate and their role in the organization
- Shall be responsible for recruiting new Directors and submitting the names of qualified persons nominated as potential officers and Directors for the next calendar year.
- Develops, maintains and implements:
 - Board membership screening and interviewing process
 - New Director training and orientation
 - Director and officer transition program

- H. An Ad Hoc Committee may be created by a majority vote of the Board of Directors as necessary to address the needs or concerns of the Board. Such an Ad Hoc Committee may exist for no longer than the remainder of the current calendar year unless extended by a majority vote of the members of the Directors at the last scheduled meeting of the Board for that calendar year. The Chair of an Ad Hoc Committee shall be elected by a majority vote of

the Directors and may be removed, with or without cause, by a majority vote of the Directors.

ARTICLE IV - FISCAL POLICIES

CONTRACTS. The Board of Directors may authorize any officers, or agents of the corporation, in addition to the Executive Director, President, Vice President, and Treasurer so authorized by these by-laws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the corporation. Such authorization should be limited to specific instances whereby the officer or agent is designated and the type of contract described by the Board of Directors.

All fiscal policies shall be reviewed and approved annually by the Board of Directors.

ARTICLE V - CHANGING THE BYLAWS

- A. The Board of Directors shall have the power to alter, amend or appeal these By-laws or adopt new By-laws, provided that the By-laws at no time shall incorporate any provision inconsistent with the law, with the articles of incorporation, or with the purposes and goals of the organization.
- B. Amending the By-laws requires advance notice at the prior regular meeting. Such advance notice shall be in written format that shows written language and proposed language, and requires a 2/3 vote of the Board of Directors.
- C. The Bylaws will be reviewed annually by the Board of Directors at the first meeting of the calendar year.

ARTICLE VI – INDEMNIFICATION AND INSURANCE

- A. The corporation may indemnify any person who was or is a party, or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative, other than an action by or in the right of the corporation, by reason of the fact that he or she is or was a Director, officer, employee or agent of the corporation, or who is or was serving at the written request of the corporation as a director, officer, employee or agent of another corporation, partnership, joint venture, trust, or other enterprise, against expenses (including attorneys' fees), judgments, fines, and amounts paid in settlement actually and reasonably incurred by such person in connection with such action, suit, or proceeding, if such person acted in good faith and in a manner he or she reasonably believed to be in, or not opposed to, the best interests of the corporation, and, with respect to any criminal action or proceeding, had no reasonable cause to believe his or her conduct was unlawful. The termination of any action, suit or proceeding by judgment, order, settlement, conviction, or upon a plea of *nolo contendere* or its equivalent, shall not, of itself, create a presumption that the person did not act in good faith and in a manner which he or she reasonably believed to be in, or not opposed to, the best interests of the corporation, or with respect to any criminal action or proceeding, that the person had reasonable cause to believe that his or her conduct was unlawful.
- B. The corporation may indemnify any person who was or is a party, or is threatened to be made a party to any threatened, pending or completed action or suit by or in the right of the corporation to procure a judgment in its favor by reason of the fact that such person is or was a director, officer, employee or agent of the corporation, or is or was serving at the written request of the corporation, partnership, joint venture, trust or other enterprise, against expenses (including attorneys' fees), actually and reasonably incurred by such person in connection with the defense

or settlement of such action or suit, if such person acted in good faith and in a manner he or she reasonably believed to be in, or not opposed to, the best interests of the corporation, provided that no indemnification shall be made in respect of any claim, issue or matter as to which such person shall have been adjudged to be liable for negligence or misconducting the performance of his or her duty to the corporation, unless, and only to the extent that the court in which such action or suit was brought shall determine upon application that, despite the adjudication of liability, but in view of all the circumstances of the case, such person is fairly and reasonably entitled to indemnity for such expenses as the court shall deem proper.

- C. To the extent that a Director, officer, employee or agent of the corporation has been successful, on the merits or otherwise, in the defense of any action, suit or proceeding referred to in Sections (A) and (B) in this Article VI, or in defense of any claim, issue or matter therein, such person shall be indemnified against expenses (including attorney's fees) actually and reasonably incurred by such person in connection therewith.
- D. Any indemnification under Sections (A) and (B) of this Article VI (Unless ordered by a court) shall be made by the corporation only as authorized in the specific case, upon a determination that indemnification of the Director, officer, employee or agent is proper in the circumstances because he or she has met the applicable standard of conduct set forth in Sections (A) and (B) of this Article VI. Such determination shall be made (1) by the Board of Directors by a majority vote of a quorum consisting of directors who were not parties to such action, suit or proceeding, (2) if such a quorum is not obtainable, or, even if obtainable, a quorum of disinterested directors so directs, by independent legal counsel in a written opinion, or (3) by the members entitled to vote, if any.
- E. Expenses incurred in defending a civil or criminal action, suit or proceeding may be paid by the corporation in advance of the final disposition of such action, suit or proceeding, as authorized by the Board of Directors in the specific case, upon receipt of any undertaking by or on behalf of the director, officer, employee or agent to repay such amount, unless it shall ultimately be determined that he or she is entitled to be indemnified by the corporation as authorized in this Article VI.
- F. The indemnification provided by this Article VI shall not be deemed exclusive of any other rights to which those seeking indemnification may be entitled under any agreement, vote of disinterested Directors, or otherwise, both as to action in his or her official capacity and as to action in another capacity while holding such office, and shall continue as to a person who has ceased to be a Director, officer, employee or agent, and shall inure to the benefit of the heirs, executors and administrators of such a person. The Corporation is irrevocably dedicated to and operated exclusively for, nonprofit purposes; and no part of the income or assets of the Corporation shall be distributed to, nor inure to the benefit of, any individual.
- G. The corporation may purchase and maintain insurance of behalf of any person who is or was a Director, officer, employee or agent of the corporation, or who is or was serving at the request of the corporation, partnership, joint venture, trust or other enterprise, against any liability asserted against such person and incurred by such person, in any such capacity, or arising out of his or her status as such, whether or not the corporation would have the power to indemnify such person against such liability under the provisions of this Article VI.
- H. If the corporation has paid indemnity or has advanced expenses under this Article VI to a Director, officer, employee or agent, the corporation shall report the indemnification or advance in writing to the members entitled to vote with or before the notice of the next meeting of such members.

2016 Board members (updated 1/12/2016)

27

Name	Street	Phone, email	Came on	Term begins	Original term ends	May renew through
Roger Webber	302 Calvin St. Savoy, IL 61874	356-8353 (h) 377-2650 (c) rogerbyfordwebber@gmail.com	January 2014	January 2014	December 2015	Renewed 1/16 - 12/17 December 2021
Kate Metz	2006 Sunview Drive Champaign, IL 61821	home: 217-355-0388 cell: 217-898-1827 katem1827@att.net	January 2015	January 2015	December 2016	December 2022
Ronald Lyman Past President	3307 S. Barker Road Champaign, IL 61822	rlyman@quixnet.net cell: 217-841-0442	January 2010	January 2010	December 2011	Renewed 1/16 - 12/17 December 2017
Craig Kiddoo Treasurer	609 W. Church St. Savoy, IL 61874 Cozad Asset Management, Inc. 2501 Galen Dr. Champaign, IL 61821	craig@cozadassetmgmt.com (primary) skiddoo@att.net (secondary) work: 217-356-8363 cell: 217-778-4580	November 2010	January 2011	December 2012	December 2018
Myrtle Ali Represents Low Income (location)	408 E Beardsley Champaign, IL 61820	myrtleali@att.net home: 217-356-0625 cell: 217-369-4517	January 2015	January 2015	December 2016	December 2022
Danis Pelmore Represents Low Income (location)	405 E Hill St., Champaign, IL 61820	DanisPelmore@gmail.com Danis.Pelmore@mutualofomania.com Cell - 202-1077	January 2015	January 2015	December 2016	December 2022
Ross Skely Represents Low Income (location)	202 E Chalmers, Apt 201 Champaign, IL 61820	rskelly2@illinois.edu	May 2015	May 2017	May 2016	Coincides with the term of the student chapter
Tim Gilles President	1408 Cobblefield Road Champaign, IL 61822	tgilles@uillinois.edu cell - 722-3222	January 2014	January 2014	December 2015	Renewed 1/16 - 12/17 December 2021

2016 Board members (updated 1/12/2016)

David Gillon Vie-President	902 Switchgrass Lane, Champaign, IL 61822	David.gillon@busey.com 352-9018 (h) 326-5241 (w) 530-2960 (c)	January 2015	January 2015	January 2015	December 2016	December 2022
Sarah Hezlep	2004 Fox Drive Ste J Champaign, IL 61820	sarah@vettike.com 630-399-8641 Cell 359-1077 W	January 2016	January 2016	January 2016	December 2017	December 2023
Giraldo Rosales Represents Low Income (location)	618 W Hills St. Champaign, IL 61820	grosales@illinois.edu	January 2016	January 2016	January 2016	December 2017	December 2023



Q 4./Q 6. Habitat for Humanity of Champaign County builds simple, decent, affordable housing for families at or below 80% AMI in Champaign County, Illinois. Habitat built the first home in 1992 and has been actively building new homes since. To date, 87 homes have been built and sold to low income families throughout Champaign County.

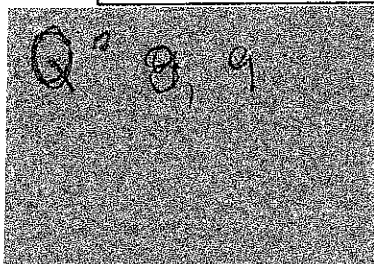
Q 5. Q 13. Habitat for Humanity of Champaign County conforms to the financial accountability standards of 24.CFR.84.21, "Standards for Financial Management Systems", as evidenced by annual audit. This authorization is given this 10 day of March, 2016.

- a. Financial records are maintained in our office in a secure office. Our accountant and bookkeeper maintain the financial records in QuickBooks and Habitat is provided a backup copy weekly.
- b. All deposits are made and reference the grant or funding source as part of the chart of accounts generated off QuickBooks.
- c. The board approved fiscal policies are attached.
- d. The budget is created by the Executive Director and Finance Committee and referred to the Board for final approval. Once approved, the budget is given to the bookkeeper and accountant to enter into QuickBooks.
- e. Financial expenditures are tracked as part of QuickBooks. The bookkeeper generates monthly reports that the finance committee reviews and looks for changes over or under 10% of budget. The Executive Director responds to questions. A quarterly report is provided to the board listing and explaining any changes.
- f. The fiscal policies are attached.
- g. Staff reviews invoices and assigns account codes. The Executive Director reviews prior to submitting to the bookkeeper for processing.
- h. The audit is completed annually and is usually September through December.

The families are selected based on the attached policy reviewed and approved by the board. Once approved, the families are shown all available properties and they can choose from those where they would like to live. If none of the properties are suitable to the family, they are put on hold for six months. After six months, they are shown all available lots again. At that time, they may either select a lot or withdraw from the program.

Q 19. Affordable Housing Experience

Sheila Dodd, Executive Director	25 years of affordable housing experience working with CDBG, HOME, NSP, IHDA and other grant funding on Community Development projects in Champaign County
Gary Pierson, Construction Manager	17 years construction experience with rehabilitation and new construction. Gary has worked with CHDO and HOME projects in the past three years



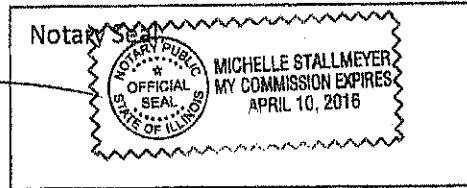
Certification Signature:

By *Jim Dittler*
in the County of Champaign, Illinois

Signed (or subscribed or attested before me on *March 10*, 2016

Signature of Notary Public

Michelle Stall



Q 8.

Subject: Partner Family Selection Process		Standard Operating Procedure #
Date: 9/15/2015 Revised	Prepared by:	Reviewed by:
Page 1 of 4	Family Selection Committee	Board February 2013 Board August 2014 Board September 2015

Purpose	To establish a procedure for selecting Partner Families
Scope	This procedure applies to all eligible Champaign County residents
Policy	This procedure shall be completed on all inquiries for all Habitat programs
Contents	Section A - Soliciting Partner Families Section B - Partner Family Eligibility Section C - Processing Procedure

Section A – Soliciting Partner Families in the Program

The Home Buying and repair program is offered to residents in Champaign County. Interested Partner Families complete an interest form from the Habitat website, the ReStore, or sent to them by Habitat Staff. A review of the applicant's information is completed by staff. If initial review shows the family may be eligible for the program, the potential partner family will be invited to the next Family Orientation meeting. If they do not meet the requirements, a letter will be mailed explaining why they do not meet the program guidelines.

1. Discrimination: Habitat will not discriminate against any applicant by reason of race, color, creed, class, national origin, religion, sex, age, marital status, physical and mental disability, personal appearance, sexual preference, family responsibilities, matriculation, political affiliation, source of income, or any other discrimination based upon categorizing or classifying a person.

2. Priority Assistance: Partner families will be served on a first come first served basis. Once a partner family completes the requirements for that particular program year, if funding and staff resources allow, the buyer will start through the home building process.

3. Orientation Workshop: Partner families must attend an orientation workshop prior to approval for the program. The orientation workshop will focus on the application process and credit issues. Alternate arrangements or accommodations may be made for elderly or disabled partner families.

Section B – Partner Family Eligibility - Need, Ability to Pay and Willingness to Partner

Need

Any of the following could constitute need for adequate housing

1. Unsafe environment
2. Severely overcrowded space
3. Temporary housing
4. Housing cost is too high for income
5. Inability to obtain conventional financing to buy a home

Ability Pay

For approval applicants must meet the following Criteria

1. Household Income Limit: The partner families' gross annual household income cannot exceed 80% of the median family income for the Champaign-Urbana-Rantoul metro statistical area, as determined by the U.S. Department of Housing and Urban Development. Priority will be given to those at or below 60% but if qualified applicants are not found, the income limit will be 80% MFI.

Family Size	Minimum Monthly Income	Maximum Monthly Income
1	\$1,760	\$3,171
2	\$1,760	\$3,621
3	\$1,760	\$4,075
4	\$1,760	\$4,525
5	\$1,833	\$4,887
6	\$1,970	\$5,250
7	\$2,104	\$5,612
8	\$2,241	\$5,975

2. Asset Limit: Partner families must not have liquid assets in excess of \$10,000. If families are disabled or over the age of 62, asset limit must not exceed \$15,000. Partner families with assets in excess of the allowed amount shall not be eligible for housing unless the excess is applied to down payment and closing costs.

3. Housing Expense to Income: A partner family must meet the minimum housing affordability test. No more than 30% of the partner family's income can be used for mortgage, taxes, and insurance. The Champaign affiliate estimates this payment to be \$500 a month. If the family is receiving Section 8 homeownership assistance, the amount of assistance will be used to adjust the payment.

For example, if the Habitat mortgage is \$500 and the family will be receiving a Section 8 commitment of \$350 per month, the affordability test will use \$150 a month.

4. Total Debt to Income: To qualify for a home, the total monthly expenses shall not exceed 41% of his/her monthly income. Total expenses consist of:

- Monthly housing expenses: monthly payments on all loans secured by a lien on the property, including the proposed home loan, one twelfth (1/12) of yearly real estate taxes, and one-twelfth (1/12) of yearly hazard insurance premiums. The affiliate estimates this payment to be \$500 a month.
- Payments on installment loan debts with more than ten remaining payments.
- Alimony, child support, or maintenance payments.
- Credit card payments in the amount shown on the credit report or 5% of the card balance, whichever is higher.

5. Bankruptcy: In the case of the partner family filing bankruptcy, the application will be considered if two years have passed since the bankruptcy was discharged and there has been a satisfactory credit history during that time period.

6. Credit Issues: Partner families with \$1,800 or more in collections must be sent an Adverse Action letter within 30 days of credit review. Families with credit problems will be encouraged to participate in a local, accredited credit counseling program. Depending upon the type of debt or collection, they must also have re-established a satisfactory payment schedule for some period of time, in accordance with the table below:

Type of Collections		Program Requirement
Category 1	Medical and utility debt	Two months of on-time payments
Category 2	Phone bill, credit cards, department stores, bad checks, and rent-to-own credit	Six months of on-time payments
Category 3	Profit/loss write-off, repossessions	Three years since charge off date
Category 4	Judgments	Must be paid in full

Other Information:

- i. The affiliate has the option to deny any loan application based on criminal convictions, sex offender registry, excessive debt, poor credit history, inability to demonstrate a stable income pattern, failure to provide accurate and requested information, and/or failure to adhere to program requirements in a timely manner. Habitat will follow its criminal background check policy on all applicants.
- ii. Partner families who do not fully disclose all income and asset information will be denied assistance. If undisclosed income or asset information surface after the loan application is approved, the project will be terminated at that time and no additional assistance will be provided to that household. Providing false or incomplete information may result in prosecution.

Willingness to Partner

Habitat Families are considered Partners, and must agree to complete the following

1. Perform 250 hours of Sweat Equity or "hands-on" labor & volunteer hours including working in the ReStore and on build sites
2. Participate in free Educational Programs such household budgeting and maintenance
3. Accept our home design and where land has been donated
4. Be a positive representative of Habitat including public functions and interviews

Section C – Processing Procedures

The following section outlines the procedures for processing an application from potential partner families.

Application process

- a. Meet with prospective clients in The Orientation workshop sponsored by the Family Selection Committee.
 1. Interview and advise the partner family of the design and objectives of the program, and the specific terms and conditions under which assistance is provided.
 2. Obtain credit reports for clients prior to the workshop. Partner families must submit a written authorization for the affiliate to process a credit report.
 3. Estimate eligibility for the program based on stated income and assets
 4. Contact families within 30 days to advise of their eligibility based on their credit report.
- b. Obtain a written application from the partner family, including signed forms that will be used to verify:
 - Employment
 - Other income, housing expenses, and assets
 - Deposits with financial institutions
 - Criminal and background checks

- d. The affiliate staff will verify information provided by the partner family in the application. If the partner family can provide pay stubs, bank account statements, or other proof of income or assets, copies of that information may be used as documentation. Otherwise, written verification requests must be mailed to obtain the remaining information. Also order other information as needed to make an eligibility determination, such as additional credit reports. If using the partner family's tax return(s) as a source of income verification, the partner family should complete IRS Form 4506, *Request for Copy of Tax Return*.
- e. Affiliate staff will make a final determination of income eligibility to establish eligibility to be a partner family.
- f. After determination of income ability, a home visit is schedule to include at least two committee members to complete the home visit survey.
- g. Next the file will be provided to Family Selection Committee for approval
- h. If the Family Selection Committee agrees, final approval will be sent to the Board for review.

General financial controls

Who has access to cash?

See below.

Who has access to bank accounts?

Our signatories are the President, Vice-President, Executive Director, ReStore Director and Construction Manager. All checks require two signatures for amounts over \$500.

Who has access to credit cards?

Our VISA credit cards may only be used by those whose names appear on the card. These include the Executive Director, ReStore Director, and Construction Manager

Our Construction Manager uses accounts set up at Home Depot, Menard's, Springfield Electric, Armstrong Lumber and Lowe's so that he does not have to carry a card. The Construction Manager carries a Visa card to take care of incidentals that happen during a build.

Additional accounts are maintained at Rogard's, FedEx Office, TriColor Locksmith, Do It Best Hardware and Office Depot. All management staff is allowed to use those accounts.

Receipts for all purchases are coded to appropriate accounts by purchasing staffer.

All accounts are reconciled to printed receipts by the purchasing staff. ED reviews prior to submission to the bookkeeper for checks.

How is cash managed?

All checks received at the ReStore register are endorsed at the point of sale.

All checks received through the mail or in person (see below) are immediately endorsed.

Checks over \$1,000 written by the affiliate are signed by two signatories. Checks \$1,000 or less will be signed by the Executive Director. All bank accounts and signatories are authorized by the Board. Bills are approved and coded by relevant staff members then given to the ED for review. ED reviews coded bills then submits to Royal Accounting for payment. Unused, blank checks for our operating and mortgage escrow account are stored in the ED's office, in a safe.

Copies of all checks received are attached to respective deposit tickets and filed with respective bank statements. Back-up copies of all deposits, made by the ReStore Director, are maintained in the Executive Director's office. Bank reconciliations occur within five business days or receipt of the bank statement. Bank statements are reconciled monthly by Accountant and Finance Committee checks reconciliation once a month

Bank Reconciliations are done by Royal Accounting. All monies for home building are maintained in build-specific accounts.

Where are mortgages kept?

All original mortgage documents are stored in safe deposit locker at the Busey Bank on University in Champaign. The Executive Director has a key and a second is in the master safe (in the Board room). Copies of all paperwork are kept in the office for daily use.

Where are other assets stored?

Work site tools are secured in trailers or the ReStore after hours. The trailers are parked at work sites or in the rented storage space in Bondville.

Inventory is done by the Construction Manager at the beginning and end of each home build.

What is included in financial reports to the Board?

Monthly reports to the Board include balance sheets and year-to-date statements are reported by the Accountant.

Reports are now developed by Royal Accounting.

Independent audits are completed each fiscal year.

Who is allowed to enter into contracts?

Contracts over \$1,000 must be approved by the Executive Director or Treasurer.

Contracts over \$5,000 must be approved by the Board.

Who handles payroll and reimbursements?

ED process payroll in conjunction with Royal Accounting. Royal Accounting pays taxes and files quarterly report.

Reimbursement requests require supporting documentation and approval from supervisors and/or Executive Director.

Cash Flow – ReStore

1. Funds to come to the ReStore
 - a. At the cash register
 1. Cash
 2. Checks
 3. Credit cards
 - b. On the delivery truck
 1. Cash
 2. Checks

2. Daily closing procedure
 - a. At day's end, the register is counted down to \$150
 - b. Cash is counted by the ReStore Manager and a member of the ReStore staff.
 - c. Cash, checks, charge receipts, charge reports, and the "Z report" are placed in a sealed envelope with the cash total and date written on the outside. Both cash counters sign the seal.
 - d. The envelope is placed in the ReStore sales safe. The Executive Director and ReStore Director have access to that safe (key).
 - e. The \$150 till is placed in the ReStore till safe. This safe also contains rolled coins, \$100 in singles and fives. The ReStore Director and ReStore Manager have access to that safe (keys).
 - f. The ReStore drivers also place their cash and checks in the ReStore sales safe along with the day's delivery schedule, documenting which fees were paid in advance, at the home or refused.
3. Second count of sales and deliveries
 - a. Two to three times a week, as deposits are processed, the ReStore Director counts the ReStore sales safe, completing the deposit excel spreadsheet with the value of cash, credit card, check and sales tax in each one.
 - b. A copy of the spreadsheet is given to the Executive Director.
 - c. The envelopes signed and dated by the ReStore staff and Managers is kept with the spreadsheet copy in the Executive Director's.

Cash flow – donations and mortgages

1. Funds for donation and mortgages come to Habitat from individuals in person and through the mail.
2. In both cases, a copy of the check/money order is made for the donor/home owner and signed by the staff member receiving the payment. An additional copy goes to the ReStore Director and the Family Support Coordinator.
3. The checks/money orders are put into the master safe.

Cash flow – making deposits

All deposits are prepared and made by the ReStore Director. The steps are:

1. Remove all monies from the master safe.
2. Divide between sales, donations (to ReStore, specific home builds, in response to specific appeals or undesignated), mortgage payments and delivery/pick-up fees.
3. Count each deposit and record actual amounts of cash, checks, and charges on deposit record sheet. Record any voids and over/under amounts on the deposit record.
4. Check to make sure the totals counted match that of the ReStore staff. If not, ask either the Executive Director or Construction Manager to recount until both come to an agreement.
5. Attach photocopy of all checks for given deposit (e.g. all mortgage payments are copied and kept with the deposit receipt).
6. Put the original Z report, void slips, and charge receipts to deposit record into the envelope where the deposit was recorded. Staple the envelope to the excel spreadsheet copy and file in the Executive Director's office.

7. Go to Busey Bank at 100 E University. Upon return, give the Executive Director the receipt and all documentation.

Deposits are scanned or hand delivered by ED and emailed to Royal Accounting

Royal Accounting completes the following:

1. Enter deposits into QuickBooks marked according to their appropriate revenue line
2. Enter Sales Tax Collected amount into QuickBooks for each sales day
3. Enter Credit Card totals amount into QuickBooks for sales each day
4. Pay Sales Tax to State, monthly.

Property & Equipment Policies

Property and Equipment Procedures

Buildings, building improvements, leasehold improvements, property, and equipment are capitalized and depreciated as purchased in accordance with generally accepted accounting principles.

In order to be capitalized, improvement expenditures must significantly improve the asset, or extend the useful life of the asset, not simply be a repair. To assist in this determination, consider the following questions (a "yes" would indicate the item should be capitalized):

- Does the project create a new tangible item that has a life of greater than 1 year?
- Does the project extend the useful life of an existing capital asset or a component part of an existing capital asset beyond a year?
- Is there a step up in quality of the completed asset (or a component of the completed asset) over the existing asset as a result of the project?

Property and equipment that will NOT be depreciated include:

Land owned and used by HfH

Land, houses, or other property held for resale to families under HfH programs

Capitalization Cutoff Points

It is the policy of the organization to expense items in the period purchased if these assets cost \$1,000 or less individually. This includes any asset where the per unit price is less than \$1000 individually, even if the asset is part of a larger "system" that exceeds \$1,000. Assets costing in excess of \$1,000 individually (after any rebates or refunds) will be capitalized and depreciated in accordance with the organization's depreciation policies.

Depreciation

HfH will depreciate fixed assets using the straight line method as follows:

- Buildings will be depreciated over a 35-year period.
- Building Improvements will be depreciated over a 20-year period.

- Leasehold Improvements will be depreciated over the shorter of 1) the life of the asset itself, or 2) the remaining length of the lease term.
- Vehicles will be depreciated over a 5-year period.
- Furniture, and equipment will be depreciated over a 5-year period.
- Tools will be depreciated over a 4-year period.
- Computer hardware and software will be depreciated over a 3-year period.

Fully depreciated fixed assets will remain on the organization's statement of financial position until they are disposed of or otherwise deemed worthless.

Disposals

The list of fixed assets will be reviewed annually as part of the audit process to watch for assets no longer in use by HfH, or otherwise disposed of by HfH. Assets will then be removed from the Statement of Net Assets Property and Accumulated Depreciated accounts. In addition, any disposals of items in which compensation is received by HfH or the asset is not fully depreciated will also affect the Gain/Loss of Fixed Assets account on HfH's Statement of Changes (P&L).

Habitat for Humanity of Champaign County
Balance Sheet

Q14

As of January 31, 2016

Jan 31, 16

ASSETS

Current Assets

Checking/Savings

10000 · Cash & Cash Equivalents

10100 · Operating Checking	7,197.78
10150 · Escrow Checking	20,848.35
10200 · Busey Money Market Account	29,127.79
10300 · Savings - Bank Champaign	7,519.75
10400 · Savings - First Mid Illinois	141,500.93
10520 · Cking-Midland States *40828	16,158.90
10600 · PayPal Account	6,418.01
10650 · Escrow held by Chicago Title	294,715.52
10700 · Student Chapter Accounts	
10720 · UIUC Student Checking	28,891.70
10740 · UIUC Student Chapter RSO	35,942.19
10800 · UIUC Student Charity Acct	18.30

Total 10700 · Student Chapter Accounts 64,852.19

10900 · Unused Giftcards 5,000.00

Total 10000 · Cash & Cash Equivalents 593,339.22

Total Checking/Savings 593,339.22

Other Current Assets

12200 · Employee Loan Receivable	2,511.49
12500 · Prepaid Expenses	8,350.02

Total Other Current Assets 10,861.51

Total Current Assets 604,200.73

Fixed Assets

18000 · Fixed Assets

18100 · Cars, Trucks & Trailers-Restor	49,633.48
18120 · Cars, Trucks & Trailers-Constr	13,405.00
18300 · Computer and Related Equipment	14,468.95
18400 · Store Fixtures & Equipment	365,761.03
18600 · Accumulated Depreciation	-427,712.65
18700 · Land for Development	92,500.00
18730 · Homes for Resale	192,900.00

Total 18000 · Fixed Assets 300,955.81

Total Fixed Assets 300,955.81

Other Assets

13000 · Mortgages Receivable-KeyStone	167,394.93
13005 · Mortgages Receivable-AmeriNatnl	2,259,071.06
13020 · Other Homeowner Receivable	18,818.60
13500 · Unamortized Mortgage Discount	-934,336.59
15000 · Construction in Progress	
1500-17 · CIP-512 W Beardsley	25,383.73
1500-18 · CIP-1205 Beslin	88.66
1500-20 · CIP-1306 Dublin (HALF LOT)	222.26

Habitat for Humanity of Champaign County

Balance Sheet

As of January 31, 2016

Jan 31, 16

1500-30 · CIP-506 E Columbia, Champaign	817.87
1500-31 · CIP-807 N Romine	133,618.71
1500-36 · CIP-410 E Beardsley	-55.12
1500-38 · CIP-1508 Paula Drive	80,320.42
1500-41 · CIP- 301 Thompson, Urbana	-620.81
1500-42 · CIP- 303 Thompson, Urbana	-434.48
1500-43 · CIP -1405 W Eads St.	136,554.48
1500-46 · CIP - 321 N Park, Gifford	116,035.54
1500-47 · CIP - 904 N Hickory	24,367.92
1500-48 · CIP 903 W Eads St	63,998.26
1500-49 · CIP- 1403 W Eads St.	25,789.85
1500-50 · CIP 1218 Paula Dr.	5,609.18
1500-51 · CIP-1706 Paula	1,189.51
1500-GK · CIP-Gift in Kind	20,088.06
Total 15000 · Construction in Progress	<u>632,974.04</u>
Total Other Assets	<u>2,143,922.04</u>
TOTAL ASSETS	<u><u>3,049,078.58</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	12,903.00
Total Accounts Payable	<u>12,903.00</u>
Credit Cards	
21000 · Credit Card Liabilities	
21100 · Busey Bank CC - 8626	-3,352.03
21150 · Busey Bank CC - 0606	7,658.78
Total 21000 · Credit Card Liabilities	<u>4,296.75</u>
Total Credit Cards	<u>4,296.75</u>
Other Current Liabilities	
22000 · Accrued Payroll Liabilities	
22050 · Accrued Wages	24,780.45
22080 · Accrued Vacation	23,083.77
22100 · Accrued FICA and Fed WH	-114.60
22300 · Accrued State Unemployment	3,167.81
22450 · Accrued Health Insurance	-831.30
22500 · United Way Donation	120.60
22600 · Other Payroll Liabilities	-499.52
Total 22000 · Accrued Payroll Liabilities	<u>49,707.21</u>
23020 · Gift Certificate Liability	-976.74
23100 · Sales Tax Liability	5,378.26
23500 · R/E Property Tax Liability	3,958.88
25000 · Escrow Liability-KeyStone	-7,660.66
25005 · Escrow Liability -Amerinational	-15,867.96
Total Other Current Liabilities	<u>34,538.99</u>

Habitat for Humanity of Champaign County

Balance Sheet

As of January 31, 2016

Jan 31, 16

Total Current Liabilities	<u>51,738.74</u>
Total Liabilities	51,738.74
Equity	
30000 · Unrestricted Net Assets	
31000 · Undesignated	2,232,582.66
32000 · Board Designated	
32100 · Board Designated-Houses	32,433.87
32300 · Board Designated-Capital Assets	<u>25,083.31</u>
Total 32000 · Board Designated	<u>57,517.18</u>
Total 30000 · Unrestricted Net Assets	2,290,099.84
35000 · Temp Restricted Net Assets	457,154.86
Net Income	<u>250,085.14</u>
Total Equity	<u>2,997,339.84</u>
TOTAL LIABILITIES & EQUITY	<u><u>3,049,078.58</u></u>

HABITAT FOR HUMANITY OF CHAMPAIGN COUNTY

Champaign, Illinois

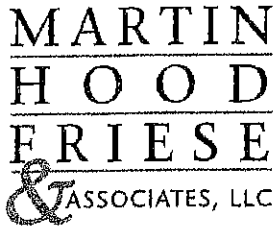
Financial Statements

For the Year Ended

June 30, 2015

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Champaign, Illinois 61820
Phone 217.351.2000
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INDEPENDENT AUDITOR'S REPORT

Board of Directors
Habitat for Humanity of Champaign County
Champaign, Illinois

We have audited the accompanying financial statements of Habitat for Humanity of Champaign County (a nonprofit organization), which comprise the statement of financial position as of June 30, 2015, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not

for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Habitat for Humanity of Champaign County as of June 30, 2015, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Martin, Hood, Friese & Associates, LLC

Champaign, Illinois
December 01, 2015

HABITAT FOR HUMANITY OF CHAMPAIGN COUNTY
 Statement of Financial Position
 June 30, 2015

ASSETS

Current Assets	
Cash	\$ 367,757
Cash - Restricted	325,000
Receivables:	
Mortgages Receivable, Net of Discount	65,000
Grants Receivable	51,627
Mortgage Escrow Receivables	48,732
Miscellaneous Receivables	32,801
Inventory - Homes Held for Sale	93,900
Prepaid Expenses	37,687
Total Current Assets	<u>1,022,504</u>
Property and Equipment, Net	<u>15,555</u>
Other Assets	
Land and Construction in Progress	612,780
Mortgages Receivable, Net of Current Portion and Discount	1,242,899
Total Other Assets	<u>1,855,679</u>
Total Assets	<u>\$ 2,893,738</u>

LIABILITIES AND NET ASSETS

Current Liabilities	
Accounts Payable	\$ 77,828
Mortgage Escrow Deposits	2,249
Accrued Expenses	66,404
Total Liabilities	<u>146,481</u>
Net Assets	
Unrestricted:	
Undesignated	2,236,667
Board Designated	53,434
Total Unrestricted	<u>2,290,101</u>
Temporarily Restricted	457,156
Total Net Assets	<u>2,747,257</u>
Total Liabilities and Net Assets	<u>\$ 2,893,738</u>

See Accompanying Notes

HABITAT FOR HUMANITY OF CHAMPAIGN COUNTY
Statement of Activities
For the Year Ended June 30, 2015

	Unrestricted	Temporarily Restricted	Total
Support and Revenue			
<i>Support</i>			
Contributions	\$ 99,109	\$ 132,011	\$ 231,120
Grants:			
IL Office of the Attorney General Grant	-	650,000	650,000
City of Champaign Grant	-	155,000	155,000
IL Housing Development Authority Grant	-	117,550	117,550
Community Housing Development Organization Grants	-	84,000	84,000
Housing Authority of Champaign County Grant	-	78,561	78,561
United Way Grant	-	20,000	20,000
Habitat for Humanity Capacity Building Grant	-	16,400	16,400
Habitat for Humanity International Lumber Grant	-	2,846	2,846
Other Grants	12,600	34,800	47,400
Fund Raising Events	65,479	14,407	79,886
In-Kind Contributions:			
Land	-	35,000	35,000
Materials and Services	37,311	-	37,311
Total Support	<u>214,499</u>	<u>1,340,575</u>	<u>1,555,074</u>
<i>Revenue</i>			
ReStore Sales	785,034	-	785,034
Housing and Rehab Sales	615,768	-	615,768
Amortization of Mortgage Discounts	80,587	-	80,587
Service Revenue	14,441	-	14,441
Interest Income	300	-	300
Miscellaneous	798	-	798
Total Revenue	<u>1,496,928</u>	<u>-</u>	<u>1,496,928</u>
<i>Net Assets Released from Restrictions</i>			
Restrictions Satisfied	1,249,661	(1,249,661)	-
Total Support and Revenue	<u>2,961,088</u>	<u>90,914</u>	<u>3,052,002</u>
Expenses			
<i>Program Services</i>			
Housing Services	1,772,803	-	1,772,803
ReStore Services	739,713	-	739,713
Total Program Services	<u>2,512,516</u>	<u>-</u>	<u>2,512,516</u>
<i>Supporting Services</i>			
General and Administrative	111,182	-	111,182
Fund Raising	95,359	-	95,359
Total Supporting Services	<u>206,541</u>	<u>-</u>	<u>206,541</u>
Total Expenses	<u>2,719,057</u>	<u>-</u>	<u>2,719,057</u>
Change in Net Assets	242,031	90,914	332,945
Net Assets, Beginning of Year	<u>2,048,070</u>	<u>366,242</u>	<u>2,414,312</u>
Net Assets, End of Year	<u>\$ 2,290,101</u>	<u>\$ 457,156</u>	<u>\$ 2,747,257</u>

See Accompanying Notes

HABITAT FOR HUMANITY OF CHAMPAIGN COUNTY
 Statement of Functional Expenses
 For the Year Ended June 30, 2015

	Program Services			Supporting Services			Total Expenses
	Housing Services	ReStore Services	Program Services	General and Administrative	Fund Raising	Supporting Services	
	\$ 1,121,834	\$ -	\$ 1,121,834	\$ -	\$ -	\$ -	\$ 1,121,834
Cost of Homes Sold and Rehab	228,015	276,738	504,753	35,136	29,551	64,687	569,440
Salaries	219,908	-	219,908	-	-	-	219,908
Mortgage Discounts on Homes Sold	32,580	154,110	186,690	16,204	8,102	24,306	210,996
Rent	29,430	54,130	83,560	24	906	930	84,490
Employee Benefits	21,348	14,818	36,166	14,818	14,817	29,635	65,801
Legal and Professional	7,243	37,570	44,813	7,048	10,818	17,866	62,679
Insurance	22,490	31,054	53,544	3,474	2,867	6,341	59,885
Payroll Taxes	41,761	2,862	44,623	7,821	3,742	11,563	56,186
Training, Travel and Lodging	2,488	39,806	42,294	4,976	2,487	7,463	49,757
Utilities	-	29,881	29,881	-	-	-	29,881
Temporary Contract Labor	4,928	22,632	27,560	694	347	1,041	28,601
Maintenance and Repairs	-	-	-	-	-	-	-
Tithing Costs to Habitat for Humanity	-	-	-	-	-	-	-
International	12,750	12,750	25,500	-	-	-	25,500
Credit Card Processing Fees	-	14,187	14,187	-	-	-	14,187
Small Tools and Equipment	1,223	9,801	11,024	1,223	1,223	2,446	13,470
Other Fund Raising, Home	-	-	-	-	-	-	-
Dedication and Event Costs	3,669	-	3,669	-	8,060	8,060	11,729
Telephone, Website and Internet	2,045	2,045	4,090	2,045	2,044	4,089	8,179
Depreciation	3,536	3,937	7,473	148	147	295	7,768
Advertising	1,049	5,277	6,326	296	1,135	1,431	7,757
Office Expenses	1,199	1,168	2,367	1,168	1,168	2,336	4,703
Warranty Costs	1,838	-	1,838	-	-	-	1,838
Fees and Licenses	881	-	881	-	-	-	881
Miscellaneous	12,588	26,947	39,535	16,107	7,945	24,052	63,587
Total	\$ 1,772,803	\$ 739,713	\$ 2,512,516	\$ 111,182	\$ 95,359	\$ 206,541	\$ 2,719,057

See Accompanying Notes

HABITAT FOR HUMANITY OF CHAMPAIGN COUNTY
Statement of Cash Flows
For the Year Ended June 30, 2015

Cash Flows from Operating Activities	
Change in Net Assets	\$ 332,945
Adjustments to Reconcile Change in Net Assets to Net Cash Provided by (Used In) Operating Activities:	
Depreciation	7,768
(Increase) Decrease in Assets:	
Mortgages Receivable, Net of Discount	(171,542)
Grants Receivable	194,664
Mortgage Escrow Receivables	(13,735)
Miscellaneous Receivables	169,253
Inventory - Homes Held for Sale	(73,900)
Prepaid Expenses	(2,441)
Land and Construction in Progress	(194,207)
Increase (Decrease) in Liabilities:	
Accounts Payable	(40,735)
Mortgage Escrow Deposits	(18,771)
Accrued Expenses	4,449
Deferred Revenue	(4,816)
Total Adjustments	<u>(144,013)</u>
Net Cash Provided by (Used In) Operating Activities	<u>188,932</u>
 Cash Flows from Investing Activities	
Purchases of Property and Equipment	<u>(1,275)</u>
 Net Change in Cash	 187,657
 Cash, Beginning of Year	 <u>505,100</u>
 Cash, End of Year	 <u>\$ 692,757</u>

See Accompanying Notes

HABITAT FOR HUMANITY OF CHAMPAIGN COUNTY

Notes to Financial Statements

June 30, 2015

1. Nature of Operations

Habitat for Humanity of Champaign County (Organization) is a nonprofit organization that provides affordable housing to low and moderate income families. Habitat builds and renovates houses in Central Illinois that are then sold to families at an affordable price. Habitat provides these families with zero interest mortgages. Habitat also provides rehab work for homeowners who have been affected by natural disasters. Activities of Habitat included in these financial statements include the activities of the projects being conducted by Habitat for Humanity of Champaign County, its ReStore, and its various partnership groups.

Habitat operates a home improvement store called the ReStore. Local businesses and private citizens donate new and used building materials, home furnishings, and other household goods to the ReStore, which are then used to support Habitat's mission. The ReStore also educates area residents and homeowners about re-examining, reusing, and recycling items that might otherwise end up in landfills.

The Organization works with various partnership groups, including the campus chapter of Habitat for Humanity at the University of Illinois at Urbana-Champaign, who sponsor specific home builds. The partnerships are under the direct control of the Organization. These groups are responsible for obtaining funding and providing volunteers. The Organization is responsible for organizing and completing construction projects using these funds and labor. The Organization is also responsible for the accounting and controls the use of funds for these groups.

Private contributions from private citizens or local governments and grants provide the majority of the Organization's support. Based on expenses, housing services is the Organization's most significant program.

2. Summary of Significant Accounting Policies

Following is a summary of the significant accounting policies of the Organization:

Reserved Cash – The Organization received a grant from the Illinois Office of the Attorney General from the National Foreclosure Settlement. As part of the agreement, the Organization must engage a title company to open a construction escrow account to process the disbursement of funds related to the acquisition, rehabilitation, and construction of real property. Reserved cash held in escrow at the title company at June 30, 2015 was \$325,000.

ReStore Inventory – The Organization does not report a value for the ReStore inventory because it is not practical to do so due to the nature of the items held in inventory. No ReStore inventory was purchased by the Organization. All inventory held by the ReStore was received through donations.

Mortgages Receivable – Mortgages receivable are stated at the amount management expects to collect from year-end outstanding balances, net of discounts, and are secured by the homes associated with each mortgage. Management has provided no allowance for uncollectible mortgages receivable based upon prior experience and management's assessment of the collectability of existing specific mortgages. Mortgages are considered delinquent after six months of non-payment. If management determined an allowance was necessary, the allowance would be increased by a provision for mortgages receivable losses, which would be charged to expense, and reduced by charge-offs, net of recoveries.

Grants Receivable – Grants receivable results from grants for which support has been recognized but funds from the grantor have not been received before June 30, 2015. Grants receivable are stated at the amount management expects to collect from the balances outstanding at year-end. Management has provided no allowance for uncollectible grants receivable based upon management's assessment of the collectability of the existing specific grants receivable.

Mortgage Escrow Receivables and Mortgage Escrow Deposits – The Organization services its own mortgage loans, with the exception of those handled by a servicing agency as discussed below. The Organization collects loan payments (including the escrow portion) directly from the mortgagees and pays bills covered by the escrow deposits (including real estate taxes and insurance). At June 30, 2015, the Organization had paid more from the escrow accounts of certain mortgagees than it had taken in from loan payments resulting in a deficit in those mortgage escrow accounts, which the Organization intends to collect through future mortgage payments. These deficits are reported as Mortgage Escrow Receivables. In other cases, at June 30, 2015, the Organization had paid less from the escrow accounts of certain mortgagees than it had taken in from loan payments resulting in a surplus in those mortgage escrow accounts. These surpluses are reported as Mortgage Escrow Deposits. Management has provided no allowance for uncollectible escrow amounts based upon management's assessment of the collectability of the existing specific escrow balances.

The majority of the Organization's mortgages receivable is being serviced by an external mortgage servicing agency under a renewable one year service contract. Though the Organization incurs certain fees under the agreement, the Organization believes the use of this agency allows the Organization to better serve its mortgagees (through better monitoring and reporting capabilities) and allows Organizational personnel previously allocated to these tasks to focus more on the Organization's overall mission.

Inventory – Homes Held for Sale – The homes are held as inventory and carried at the purchase price when the property purchased by the Organization includes a home, as opposed to just land.

ReStore Revenue – ReStore revenue is recognized at the point of sale.

Construction Contracts – The revenue from cost-plus-fee construction contracts is recognized on the percentage-of-completion method, measured by the percentage of costs incurred to date to estimated total costs for the contract. This method is used because management considers expended costs to be the best available measure of progress on these contracts.

Contract costs include all direct costs relating to contract performance. Provision for estimated losses on uncompleted contracts is made in the period in which such losses are determined, if any. Changes in job performance, job conditions, and estimated profitability, including those arising from contract penalty provisions and final contract settlements, if any, may result in revisions to costs and income and are recognized in the period in which the revisions are determined.

As of June 30, 2015, there were no construction contracts in process.

Land and Construction in Progress – The Organization capitalizes all acquisition, preconstruction, and construction costs related to its home build projects. In keeping with the mission of the Organization, homes are sold to program participants at an amount below the capitalized project cost. The losses incurred by the Organization in relation to home sales are recognized when the homes are sold rather than during construction.

In addition to home build projects, the Organization also rehabilitates homes. Rehabilitation projects are commonly funded via grants and/or homeowner insurance proceeds (in the case of homes damaged by insurable events, such as certain natural disasters) and typically last for a shorter period of time than do home build projects. The costs incurred on these projects are tracked in the Land and Construction in Progress account on the Statement of Financial Position and relieved to the Statement of Activities as Rehabilitation Home Sales up to the amount of revenue earned on such projects (typically, revenue is earned on these projects via the incurrence of the appropriate costs or in accordance with the applicable grant, insurance or other guidelines). Costs incurred in excess of earned revenue on such projects remain in the Land and Construction in Progress account until sufficient additional revenue is earned (or the project is completed) while amounts received in excess of applicable costs are tracked as Deferred Revenue on the Statement of Financial Position until the Organization earns the revenue (or the project is completed). In this way, any losses incurred by the Organization on rehabilitation projects are also recognized in the period of project completion, rather than during construction.

Property and Equipment – The Organization follows the practice of capitalizing, at cost, all expenditures for property and equipment in excess of the capitalization threshold of \$1,000. Depreciation on the equipment is computed on the straight-line method over the estimated useful life of the assets.

Compensated Absences – It is the Organization’s policy to permit employees to accumulate earned but unused vacation. A liability is recorded for accumulated unused vacation at June 30, 2015, and is included in accrued expenses on the Statement of Financial Position.

Net Assets – The Organization reports net assets and changes therein as follows:

- a. Unrestricted Net Assets – Net assets that are not subject to donor or grantor imposed stipulations
- b. Temporarily Restricted Net Assets – Net assets subject to donor or grantor imposed stipulations that may or will be met, either by actions of management and/or the passage of time. When a restriction is satisfied, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.
- c. Permanently Restricted Net Assets – Net assets subject to donor imposed stipulations that are maintained permanently. The Organization has no permanently restricted net assets at June 30, 2015.

Contributions – All contributions are considered to be available for unrestricted use unless specifically restricted by the donor.

In-Kind Contributions – The Organization frequently receives in-kind contributions of land, materials, and services as part of its home building and rehabilitation projects.

Contributed land and materials are valued at the fair market value of the land and materials at the time of donation based on comparison to the fair value of similar items (this valuation method is considered a FASB ASC 820 Level 2 methodology).

Contributed services are reported as revenue (and equivalent expense) only if the services create or enhance a nonfinancial asset (for example: property and equipment) or:

- a. Would typically need to be purchased by the Organization if the services had not been provided by contribution
- b. Require specialized skills
- c. Are provided by individuals with those skills (such as accounting, financial, construction, educational, electrical, legal, medical, and other services provided by accountants, investment advisers, contractors, teachers, electricians, lawyers, doctors, and other professional and craftspeople)

Contributed services typically relate to the Organization’s housing services program and are typically related to construction services, legal, or other services associated with the operation of this program.

Functional Expense Allocations – The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

Warranties – The Organization includes a one-year warranty with all home sales. During this period, all repairs due to construction defects will be the responsibility of the Organization. The Organization is not responsible for home repairs after the one-year period. Based on the Organization's past experience and status of its current home builds, management does not consider a liability for warranty costs necessary, and therefore, no liability for warranty costs has been included in the financial statements.

Estimates – The preparation of the financial statements, in conformity with accounting principles generally accepted in the United States of America, requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Income Taxes – The Organization is a tax-exempt organizations under Internal Revenue Code Section 501(c)(3).

Income Tax Uncertainties – As of June 30, 2015, the Organization's federal and state tax filings that fall within the applicable statutes of limitation remain open for review by tax authorities.

Subsequent Events – Management has evaluated subsequent events through December 01, 2015, the date which the financial statements were available to be issued.

3. Collateralization of Deposits

At June 30, 2015, the Organization had deposits at financial institutions totaling \$815,246. Of this amount, \$679,127 was covered by federal depository insurance with the remaining \$136,119 uninsured and uncollateralized. The bank balance was adjusted for reconciling items to a book balance of \$692,757 as of June 30, 2015.

4. Mortgages Receivable, Net

Mortgages Receivable consists of mortgages held by the Organization on houses sold to low and moderate income families in Champaign County, Illinois. Each mortgage is for an amount that covers only a portion of the direct costs of construction. These mortgages bear no interest. The mortgages are reported by the Organization at the present value of future mortgage payments. The discount rates used are based on the rates published by Habitat for Humanity International (HFHI), and range from 7.00 to 9.00 percent. Discounts are amortized to revenue over the, generally 20-year or 25-year, mortgage term using the interest method. Discounts remaining on closed loans are fully recorded to revenue. Due to the uncertainty of future events (such as the timing of payments), it is at least reasonably possible management's estimate of the discount will be modified in the future.

As of June 30, 2015, Mortgages Receivable net consists of:

Mortgages Receivable	\$ 2,242,236
Less: Discount on Mortgages Receivable	(934,337)
Total Mortgages Receivable, Net of Discount	<u>1,307,899</u>
Current Portion of Mortgages Receivable, Net of Discount	(65,000)
Non-Current Portion of Mortgages Receivable, Net of Discount	<u><u>\$ 1,242,899</u></u>

As of June 30, 2015, approximately \$137,000 of total Mortgages Receivable, net of discount, related to mortgages with payments greater than 90 days past due, including approximately \$73,000 of total Mortgages Receivable, net of discount, related to mortgages with payments in excess of six months past due, (which are considered delinquent in accordance with the Organization's policy).

5. Miscellaneous Receivables

Miscellaneous Receivables consists of the following at June 30, 2015:

Homeowner Receivable - Privacy Fence and Appliances	\$ 17,240
Contribution Receivable	5,050
Amerinational Collections Unremitted	7,927
Employee Loan Receivable	2,540
Other	44
Total Miscellaneous Receivables	<u><u>\$ 32,801</u></u>

6. Property and Equipment, Net

Property and equipment consists of the following at June 30, 2015:

Leasehold Improvements	\$ 365,761
Tools, Truck, Trailers, and Office Equipment	77,507
Total Property and Equipment	<u>443,268</u>
Less: Accumulated Depreciation	(427,713)
Property and Equipment, Net	<u><u>\$ 15,555</u></u>

7. Land and Construction in Progress

Land and construction in progress consists of land held for future construction and partially completed house and rehab projects. As of June 30, 2015, the Organization expects to incur additional costs for completion of the houses in the subsequent year. The value of these assets at June 30, 2015 equals costs (if purchased) or fair value at the time of donation. It is expected that these projects will be sold to low or moderate income

program participants at an amount below the current carrying value, which is in keeping with the mission of the Organization. The difference between the carrying amount and the eventual realizable amount cannot be determined.

Land and construction in progress consists of the following at June 30, 2015:

Construction in Progress	\$ 531,280
Land Held for Future Construction	81,500
Total Land and Construction in Progress	<u>\$ 612,780</u>

8. Fair Value Measurements

Financial Accounting Standards Board Accounting Standards Codification (FASB ASC) 820 establishes a framework for measuring fair value under generally accepted accounting principles. The framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy under FASB ASC 820 are described below:

Level 1 Inputs to the valuation methodology are based on unadjusted quoted prices for identical assets or liabilities in active markets that the Plan has the ability to access.

Level 2 Inputs to the valuation methodology include:

- Quoted prices for similar assets or liabilities in active markets
- Quoted prices for identical or similar assets or liabilities in inactive markets
- Inputs other than quoted prices that are observable for the asset or liability
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means

If the asset or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full-term of the asset or liability.

Level 3 Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs. There have been no changes in the methodologies used at June 30, 2015.

The following is a description of the valuation methodologies used for assets measured at fair value:

Land Held for Future Construction:

Donated land held for future construction (which is included in Land and Construction in Progress) is valued at the fair value of the land at the time of donation based on comparison to other similar lots. This valuation method is considered a Level 2 methodology and at June 30, 2015 the Organization reported \$81,500 of Land Held for Future Construction.

9. Accrued Expenses

Accrued expenses consist of the following at June 30, 2015:

Accrued Payroll Liabilities	\$ 54,168
Other Accrued Expenses	12,236
Total Accrued Expenses	<u>\$ 66,404</u>

10. Board Designated Net Assets

Unrestricted Board Designated Net Assets is as follows as of June 30, 2015:

Homebuilding	\$ 32,434
Capital Assets	21,000
Total Board Designated Net Assets	<u>\$ 53,434</u>

11. Temporarily Restricted Net Assets

Temporarily Restricted Net Assets consist of the following, at June 30, 2015:

Contributions for Specific Homes:	
Student Activities	\$ 56,466
Grants:	
Attorney General Grant	313,687
Housing Authority of Champaign County	37,172
Capacity Building Grant	831
Land for Future Construction	49,000
Total Temporarily Restricted Net Assets	<u>\$ 457,156</u>

12. Leases

On August 11, 2011 the Organization entered into a non-cancelable lease for office and ReStore space that runs through August 31, 2016. The terms of the lease require the Organization to initially pay \$10,808 per month with an adjustment increase between 2.0 and 5.0 percent annually on each September 1st, plus the actual cost of insurance and property taxes. The lease provides the Organization with the option to renew the agreement for three additional five-year periods at a rent amount to be negotiated. The rent expense under this lease for the year ended June 30, 2015 was \$161,508, including \$14,598 for insurance and property taxes.

The Organization also entered into a non-cancelable lease for storage space that started January 17, 2014 and runs through January 16, 2016. The terms of the lease require the Organization to initially pay \$3,244 per month with an adjustment increase between 2.0 and 5.0 percent annually on January 17th, plus the actual cost of utilities, interior and exterior common area maintenance, owner building insurance, real estate taxes and other similar maintenance and repair expenses prepaid at an initial rate of \$514 per month and subject to an annual true-up to actual costs each year. The lease provides the Organization with the option to renew the agreement for three additional years at a rent amount to be negotiated. The rent expense under this lease for the year ended June 30, 2015 was \$39,313.

The future minimum lease payments for these leases, excluding insurance and property taxes, based on an estimated 3.5 percent annual rent increases, are as follow:

<u>Fiscal Year</u>	
2016	\$ 188,995
2017	28,785
Total	<u>\$ 217,780</u>

The Organization also entered into various other month-to-month, cancellable leases. Total rent expense under these leases for the year ended June 30, 2015 was \$10,175.

13. Habitat for Humanity International

The Organization is an affiliate of HFHI. As part of this relationship, the Organization receives guidance, organizational materials, and operational and accounting manuals. In addition, HFHI recommends that each affiliate make a contribution equal to 10 percent of cash contributions received (excluding cash restricted to local use only) during the year, to be used to support international projects. Because these contributions are voluntary, the Organization does not record a liability and related expense until the Board approves payment. During the year ended June 30, 2015, the Organization contributed approximately \$25,500 to HFHI.

The Organization also participated in the HFHI Lumber Grant. Under this grant agreement, the Organization was able to recover a portion of its lumber costs through reimbursements from a pool of funds established and maintained by HFHI. Total grant revenue recognized under this grant for the year ended June 30, 2015 was \$2,846.

The Organization also participated in the HFHI Capacity Building Grant. Under this grant agreement, the Organization paid the salary of a new, high impact employee aimed at increasing the home building capacity. Total grant revenue recognized under this grant for the year ended June 30, 2015 was \$16,400.

Habitat for Humanity of Champaign County
Profit & Loss Budget Performance
January 2016

Q16

	Jan 16	Budget
Ordinary Income/Expense		
Income		
40000 · Operations Revenue		
41000 · Housing/Mortgage Related		
41100 · Sales Price-New Homes	0.00	12,000.00
41300 · Homeowner Payment Fees	50.00	
Total 41000 · Housing/Mortgage Related	50.00	12,000.00
42000 · ReStore Income		
42100 · Sale of Goods	61,820.60	62,500.00
42112 · Sale of Groupon Vouchers - Net	-162.20	
42115 · Ebay Sales	0.00	208.33
42116 · Ebay Shipping & fees	0.00	-41.67
42120 · Pick Up and Delivery Fees	1,365.00	2,000.00
42140 · Cash Contribution/ReStore	2,471.50	83.33
42160 · Cash Registers Over/Short	23.38	-100.00
42200 · Sales Tax Discount	88.89	100.00
42600 · Electronic Recycle	466.97	625.00
Total 42000 · ReStore Income	66,074.14	65,374.99
43000 · Other Operational Revenue		
43100 · Interest Income	9.81	41.67
Total 43000 · Other Operational Revenue	9.81	41.67
Total 40000 · Operations Revenue	66,133.95	77,416.66
44000 · Support		
45000 · Unrestricted Donations		
45100 · General Unrestricted Donations	2,810.50	2,500.00
45200 · Business Donations (unrestrict)		
45210 · Business General Donations	37.02	14,583.33
45220 · Matching Gifts	0.00	291.67
Total 45200 · Business Donations (unrestrict)	37.02	14,875.00
45300 · Church Donations	25.00	6,250.00
45360 · United Way Donations	1,281.70	694.45
45400 · Donations received through HfHI	0.00	
45420 · Cars for Homes	0.00	250.00
45500 · Donations via Events		
45510 · Home Matters	510.00	2,500.00
45520 · Gift Wrapping/Market Place Mall	0.00	833.33
45525 · Market Place Mall/Other	1,118.00	41.67
45530 · IL Football Parking	0.00	41.67
45560 · Community/Org Fundraisers	0.00	416.67
45570 · Dare to Dream	0.00	
Total 45500 · Donations via Events	1,628.00	3,833.34
45000 · Unrestricted Donations - Other	0.00	
Total 45000 · Unrestricted Donations	5,782.22	28,402.79
46000 · Temp Restricted Donations		

Habitat for Humanity of Champaign County
Profit & Loss Budget Performance
January 2016

	Jan 16	Budget
46200 · Womens Build Donations		
46210 · WB Signature Event	0.00	416.67
46220 · Habitat for Humanity Bike 500	0.00	833.33
46240 · Champaign Marathon	0.00	20.83
46250 · Women Build Grants	0.00	416.67
46260 · 3rd Party WB Fundraisers	0.00	125.00
46200 · Womens Build Donations - Other	0.00	208.33
Total 46200 · Womens Build Donations	0.00	2,020.83
46600 · Church House Builds	0.00	
46690 · Other Temp Restricted Donations	0.00	7,291.67
46000 · Temp Restricted Donations - Other	0.00	2,500.00
Total 46000 · Temp Restricted Donations	0.00	11,812.50
47000 · Fundraising & Appeals		
47200 · Holiday Appeal	2,575.00	1,250.00
47300 · Soft Ask (Spring News Appeal)	0.00	416.67
47000 · Fundraising & Appeals - Other	0.00	
Total 47000 · Fundraising & Appeals	2,575.00	1,666.67
48000 · Grants Revenue		
48120 · Home Depot	0.00	416.67
48140 · Act on Energy	0.00	625.00
48200 · United Way Grant	1,666.67	1,666.67
48300 · Capacity Building Grant	0.00	208.33
48450 · Attorney General Grant	0.00	54,166.67
48500 · Misc One-Time Grants	0.00	2,500.00
48700 · Government Grants		
48710 · City of Urbana	0.00	
48715 · Urbana Blight Reduct Prog (BRP)	0.00	
48730 · City of Champ Stimulus Contract	0.00	2,083.33
48740 · Housing Auth of Champ Co (HACC)	0.00	12,500.00
48750 · CHDO Funds-Construction	0.00	15,000.00
48752 · CHDO Funds-Admin Grant	0.00	1,166.67
48760 · Home Funds-Lot Clearance/Constr	0.00	12,500.00
Total 48700 · Government Grants	0.00	43,250.00
Total 48000 · Grants Revenue	1,666.67	102,833.34
Total 44000 · Support	10,023.89	144,715.30
Total Income	76,157.84	222,131.96
Gross Profit	76,157.84	222,131.96
Expense		
51000 · Housing & Mortgage Expenses		
51010 · Salaries & Benefits / Program		
51030 · Salaries / Program	17,406.99	20,541.67
51050 · Payroll Taxes /Program	3,140.22	1,848.75
51070 · Health Insurance /Program	2,464.93	1,666.67
51080 · Other Benefits/Program	52.28	100.00

Habitat for Humanity of Champaign County Profit & Loss Budget Performance January 2016

	Jan 16	Budget
51090 · SIMPLE IRA/Program	398.97	625.00
Total 51010 · Salaries & Benefits / Program	23,463.39	24,782.09
51100 · Build Costs/Cost of Houses Sold		
51110 · Construction Costs at Close	0.00	86,666.67
51120 · Build Costs of CHDO Contract	0.00	41.67
51140 · AG Grant		
51144 · Housing Counseling	1,200.00	2,500.00
Total 51140 · AG Grant	1,200.00	2,500.00
51150 · Construction Costs after Close		
51150-6 · 605 Louisiana	31.00	
51150-z · Other Addresses	309.00	833.33
51150 · Construction Costs after Close - Other	0.00	125.00
Total 51150 · Construction Costs after Close	340.00	958.33
51160 · Urbana Blight Reduct Prog (BRP)		
51160-1 · 1310 W Hill	0.00	
51160-2 · 5 Hill Court	0.00	
51160-3 · 1114 W Church	0.00	
51160-4 · 703 N Mathews Ave	0.00	
51160-5 · 1112 W Church	0.00	
Total 51160 · Urbana Blight Reduct Prog (BRP)	0.00	
51185 · ABWK Project Expenses	0.00	1,666.67
Total 51100 · Build Costs/Cost of Houses Sold	1,540.00	91,833.34
51200 · Other Costs of Construction		
51220 · Builders Risk Insurance	99.67	208.33
51230 · Property Taxes	0.00	208.33
51250 · Home Warranty Expenses	0.00	208.33
51280 · Dedications/Program	0.00	416.67
Total 51200 · Other Costs of Construction	99.67	1,041.66
51300 · Housing & Mortgage Auto Costs		
51320 · Gas, Maintenance & Repairs	288.92	625.00
51340 · Auto Insurance	0.00	125.00
51300 · Housing & Mortgage Auto Costs - Other	0.00	208.33
Total 51300 · Housing & Mortgage Auto Costs	288.92	958.33
51400 · Volunteer Recognition/Program	0.00	62.50
51420 · HFH Uniforms	224.93	166.67
51460 · Training, Travel & Lodging	568.83	833.33
51700 · Advertising & Promo	0.00	104.17
51720 · Dues/Program	269.73	125.00
51740 · Licenses & Fees	136.99	208.33
51800 · Legal Fees/Program	0.00	1,041.67
51930 · AmeriNational Fees	750.00	625.00
51950 · Miscellaneous Program Expense	58.43	833.33
51000 · Housing & Mortgage Expenses - Other	0.00	
Total 51000 · Housing & Mortgage Expenses	27,400.89	122,615.42

Habitat for Humanity of Champaign County
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	<u>Jan 16</u>	<u>Budget</u>
52000 · ReStore Expenses		
52010 · Salaries & Benefits / ReStore		
52030 · Salaries & Wages /ReStore	25,452.79	24,266.67
52050 · Payroll Taxes/ReStore	3,802.09	2,184.17
52070 · Health Insurance/ReStore	4,900.80	4,166.67
52080 · Other Benefits/ReStore	114.89	166.67
52090 · SIMPLE IRA/ReStore	405.45	625.00
52095 · Temporary Labor	3,503.94	
Total 52010 · Salaries & Benefits / ReStore	<u>38,179.96</u>	<u>31,409.18</u>
52100 · ReStore Supplies	551.84	625.00
52120 · ReStore Equipment	212.95	208.33
52130 · Restore - Storage Rental	0.00	
52140 · ReStore Repairs & Maintenance	433.71	291.67
52300 · ReStore Auto Costs		
52320 · Gas, Maintenance & Repairs	0.00	2,083.33
52340 · Auto Insurance	170.83	166.67
52390 · Truck Rental	152.96	
52300 · ReStore Auto Costs - Other	0.00	41.67
Total 52300 · ReStore Auto Costs	<u>323.79</u>	<u>2,291.67</u>
52400 · Volunteer Recognition/ReStore	0.00	166.67
52420 · HFH Uniforms	0.00	166.67
52460 · Training, Travel & Lodging	0.00	416.67
52700 · Advertising & Promo	300.00	500.00
52720 · Dues/ ReStore	62.25	62.50
52740 · Licences & Fees / ReStore	0.00	20.83
52800 · Legal Fees/ReStore	0.00	83.33
52850 · Register/Check/CC fees		
52880 · Credit Card Processing Fees	934.17	1,250.00
Total 52850 · Register/Check/CC fees	<u>934.17</u>	<u>1,250.00</u>
52950 · Misc Expense	0.00	2,916.67
52000 · ReStore Expenses - Other	0.00	
Total 52000 · ReStore Expenses	<u>40,998.67</u>	<u>40,409.19</u>
54000 · Fundraising Expenses		
54010 · Salaries & Benefits / FR		
54030 · Salary/Fundraising	1,904.80	2,729.17
54050 · Payroll Taxes/FR	384.98	245.83
54070 · Health Insurance/Fundraising	624.49	520.83
54080 · Other Benefits/FR	4.02	20.83
54090 · SIMPLE IRA/FR	68.56	70.83
Total 54010 · Salaries & Benefits / FR	<u>2,986.85</u>	<u>3,587.49</u>
54100 · FR Info/Newsletters		
54120 · Holiday Appeal	0.00	208.33
54140 · Soft Appeal (Spring Newsletter)	0.00	208.33
54100 · FR Info/Newsletters - Other	0.00	83.33

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	<u>Jan 16</u>	<u>Budget</u>
Total 54100 · FR Info/Newsletters	0.00	499.99
54200 · Fundraising Events Expenses		
54210 · Dare to Dream Expenses	19,838.44	666.67
54220 · Gift Wrapping Expenses	0.00	166.67
54240 · Home Matters	0.00	208.33
54260 · WBH Fundraising Expenses	0.00	83.33
54200 · Fundraising Events Expenses - Other	0.00	
Total 54200 · Fundraising Events Expenses	<u>19,838.44</u>	<u>1,125.00</u>
54460 · Training, Travel & Lodging	410.77	208.33
54700 · Advertising & Promo	0.00	
54720 · Dues/Fundraising	62.25	62.50
54740 · Licences & Fees	0.00	
54800 · Legal Fees/Fundraising	0.00	41.67
54950 · Miscellaneous Fundraising Ex	3.47	83.33
Total 54000 · Fundraising Expenses	<u>23,301.78</u>	<u>5,608.31</u>
56000 · Operating Expenses		
56010 · Salaries & Benefits / MG&A		
56030 · Salaries & Wages/M&G	2,396.46	4,592.08
56050 · Payroll Taxes/M&G	476.85	413.33
56070 · Health Insurance / M&G	762.32	625.00
56080 · Other Benefits/M&G	28.14	41.67
56090 · SIMPLE IRA/M&G	83.54	100.00
Total 56010 · Salaries & Benefits / MG&A	<u>3,747.31</u>	<u>5,772.08</u>
56460 · Training, Travel, Lodging M&G	345.52	500.00
56720 · Dues/M&G	162.25	104.17
56740 · Licences & Fees	129.97	83.33
56950 · Misc M&G Expenses	0.00	83.33
Total 56000 · Operating Expenses	<u>4,385.05</u>	<u>6,542.91</u>
58000 · Operating Expenses to Allocate		
58100 · Expenses to Allocate - 25%		
58110 · Accounting	1,440.50	4,166.67
58120 · Advertising	0.00	416.67
58140 · Computer Software & Supplies	0.00	208.33
58160 · Donor Recog	0.00	125.00
58170 · Legal Fees/M&G	0.00	83.33
58180 · Insurance - General Policy	1,137.66	833.33
58200 · Office Equipment - Rental Fees	0.00	208.33
58210 · Office Equip - Purchases/Repair	0.00	208.33
58220 · Office Supplies	0.00	291.67
58240 · Postage & Freight	237.91	125.00
58260 · Website, Internet & Email	486.86	833.33
58290 · Other to Allocate-25% each	59.05	666.67
58100 · Expenses to Allocate - 25% - Other	0.00	
Total 58100 · Expenses to Allocate - 25%	<u>3,361.98</u>	<u>8,166.66</u>

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	Jan 16	Budget
58400 · Expenses to Allocate 80/10/5/5		
58245 · Parking Rental	200.00	200.00
58410 · Building Maintenance	392.65	625.00
58420 · Building Rent	14,370.00	14,000.00
58460 · Insurance - Liability	0.00	541.67
58480 · Insurance - Workers Comp	2,296.89	2,513.33
58500 · Utilities & Telephone	3,185.36	3,333.33
58590 · Other 80/10/5/5 Expenses	0.00	208.33
58400 · Expenses to Allocate 80/10/5/5 - Other	1,277.75	83.33
Total 58400 · Expenses to Allocate 80/10/5/5	21,722.65	21,504.99
58700 · Expenses to Allocate-Prog/Resto		
58720 · Food & Entertainment	60.61	20.83
58740 · Tithe	1,875.00	625.00
58760 · Building Rent (208 W Griggs, U)	4,058.54	4,166.67
58780 · Insurance - Volunteers	100.42	83.33
Total 58700 · Expenses to Allocate-Prog/Resto	6,094.57	4,895.83
Total 58000 · Operating Expenses to Allocate	31,179.20	34,567.48
99999 · Uncategorized	3,565.03	
Total Expense	130,830.62	209,743.31
Net Ordinary Income	-54,672.78	12,368.65
Other Income/Expense		
Other Income		
9000 · Student Income		
9010 · Contributions/Individuals	0.00	62.50
9020 · Contributions/Business	0.00	8.33
9040 · Contributions/RSO	0.00	625.00
9051 · Grants/Orange Krush	0.00	166.67
9052 · Grants/Other	0.00	250.00
9121 · Interest Income	0.00	20.83
9301 · Canning/Student Chapter	0.00	250.00
9302 · Assembly Hall/Student Chapter	524.61	62.50
9304 · Misc. Fundraising	75.60	166.67
9305 · Appeals/Student Chapter	0.00	62.50
9400 · T-Shirt Sales/Student Chapter	0.00	16.67
9402 · Sand Volleyball/Student Chapter	0.00	83.33
9403 · Trick or Treat for Change	0.00	83.33
9405 · Misc E & A	0.00	8.33
9407 · Collegiate Challenge	38.00	1,800.00
9408 · Frisbee Tournament	0.00	66.67
9409 · 5 K Race/Student Chapter	0.00	100.00
9620 · Misc. Income	0.00	4.17
Total 9000 · Student Income	638.21	3,837.50
Total Other income	638.21	3,837.50
Other Expense		

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	<u>Jan 16</u>	<u>Budget</u>
9500 · Student Expenses		
9210 · Computer Software Supplies	0.00	4.17
9220 · Office Supplies/Student Chapter	0.00	4.17
9320 · Dues & Fees/Student Chapter	0.00	9.83
9360 · Fundraising/Student Chapter	0.00	62.50
9361 · Misc Outreach Expense	0.00	8.33
9362 · Publicity/Student Chapter	0.00	4.17
9363 · Misc Construction Expense	0.00	16.67
9364 · Misc E&A Expenses	0.00	4.17
9381 · Quad Day-Activity Day/Student	0.00	6.25
9382 · Sand Volleyball Tournament	180.00	25.00
9383 · Trick or Treat for Change	0.00	3.75
9385 · Frisbee Tournament/Student Chap	0.00	4.17
9386 · 5 K Race/Student Chapter	0.00	29.17
9388 · A Day Without a Home	0.00	4.17
9389 · Hunger & Homelessness Week	0.00	8.33
9390 · Act-Speak-Build Week	0.00	4.17
9391 · Misc. Expense	0.00	4.17
9392 · T-Shirts/Student Chapter	0.00	25.00
9501 · Appeals/Student Chapter	0.00	6.25
9502 · Board Retreats & Picnic	0.00	4.17
9675 · Tithe/Student Chapter	0.00	62.50
9710 · Collegiate Challenge Expenses	4,183.62	1,800.00
9730 · Travel, Food, and Lodging	0.00	25.00
9750 · Volunteer Recognition	0.00	6.25
9880 · Homecoming/Student Chapter	0.00	5.00
9890 · Social/Student Chapter	0.00	20.83
9900 · Student Build Transfer	0.00	2,916.67
Total 9500 · Student Expenses	<u>4,363.62</u>	<u>5,074.86</u>
Total Other Expense	<u>4,363.62</u>	<u>5,074.86</u>
Net Other Income	<u>-3,725.41</u>	<u>-1,237.36</u>
Net Income	<u><u>-58,398.19</u></u>	<u><u>11,151.29</u></u>

Habitat for Humanity of Champaign County
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Ordinary Income/Expense	<u>Jul '15 - Jan 16</u>	<u>YTD Budget</u>
Income		
40000 · Operations Revenue		
41000 · Housing/Mortgage Related		
41100 · Sales Price-New Homes	320,000.00	84,000.00
41300 · Homeowner Payment Fees	200.00	
Total 41000 · Housing/Mortgage Related	320,200.00	84,000.00
42000 · ReStore Income		
42100 · Sale of Goods	451,065.84	437,500.00
42112 · Sale of Groupon Vouchers - Net	-511.35	
42115 · Ebay Sales	4,877.24	1,458.35
42116 · Ebay Shipping & fees	-314.37	-291.65
42120 · Pick Up and Delivery Fees	10,505.50	14,000.00
42140 · Cash Contribution/ReStore	4,846.95	583.35
42160 · Cash Registers Over/Short	299.32	-700.00
42200 · Sales Tax Discount	726.40	700.00
42600 · Electronic Recycle	2,281.80	4,375.00
Total 42000 · ReStore Income	473,777.33	457,625.05
43000 · Other Operational Revenue		
43100 · Interest Income	94.29	291.65
Total 43000 · Other Operational Revenue	94.29	291.65
Total 40000 · Operations Revenue	794,071.62	541,916.70
44000 · Support		
45000 · Unrestricted Donations		
45100 · General Unrestricted Donations	24,528.00	17,500.00
45200 · Business Donations (unrestrict)		
45210 · Business General Donations	277.46	102,083.35
45220 · Matching Gifts	0.00	2,041.65
Total 45200 · Business Donations (unrestrict)	277.46	104,125.00
45300 · Church Donations	9,105.81	43,750.00
45360 · United Way Donations	10,793.03	4,861.09
45400 · Donations received through HfHI	223.17	0.00
45420 · Cars for Homes	843.75	1,750.00
45500 · Donations via Events		
45510 · Home Matters	20,315.00	17,500.00
45520 · Gift Wrapping/Market Place Mall	12,116.60	5,833.35
45525 · Market Place Mall/Other	1,288.04	291.65
45530 · IL Football Parking	870.00	291.65
45560 · Community/Org Fundraisers	4,937.56	2,916.65
45570 · Dare to Dream	24,710.00	
Total 45500 · Donations via Events	64,237.20	26,833.30
45000 · Unrestricted Donations - Other	402.43	
Total 45000 · Unrestricted Donations	110,410.85	198,819.39
46000 · Temp Restricted Donations		

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	<u>Jul '15 - Jan 16</u>	<u>YTD Budget</u>
46200 · Womens Build Donations		
46210 · WB Signature Event	500.00	2,916.65
46220 · Habitat for Humanity Bike 500	15,651.03	5,833.35
46240 · Champaign Marathon	0.00	145.85
46250 · Women Build Grants	250.00	2,916.65
46260 · 3rd Party WB Fundraisers	0.00	875.00
46200 · Womens Build Donations - Other	3,575.00	1,458.35
Total 46200 · Womens Build Donations	19,976.03	14,145.85
46600 · Church House Builds	11,483.74	
46690 · Other Temp Restricted Donations	19,758.00	51,041.65
46000 · Temp Restricted Donations - Other	0.00	17,500.00
Total 46000 · Temp Restricted Donations	51,217.77	82,687.50
47000 · Fundraising & Appeals		
47200 · Holiday Appeal	17,610.00	8,750.00
47300 · Soft Ask (Spring News Appeal)	0.00	2,916.65
47000 · Fundraising & Appeals - Other	1,005.00	
Total 47000 · Fundraising & Appeals	18,615.00	11,666.65
48000 · Grants Revenue		
48120 · Home Depot	0.00	2,916.65
48140 · Act on Energy	500.00	4,375.00
48200 · United Way Grant	11,666.69	11,666.65
48300 · Capacity Building Grant	2,907.69	1,458.35
48450 · Attorney General Grant	325,000.00	379,166.65
48500 · Misc One-Time Grants	93,500.00	17,500.00
48700 · Government Grants		
48710 · City of Urbana	37,500.00	
48715 · Urbana Blight Reduct Prog (BRP)	55,262.00	
48730 · City of Champ Stimulus Contract	0.00	14,583.35
48740 · Housing Auth of Champ Co (HACC)	66,917.39	87,500.00
48750 · CHDO Funds-Construction	60,000.00	105,000.00
48752 · CHDO Funds-Admin Grant	0.00	8,166.65
48760 · Home Funds-Lot Clearance/Constr	0.00	87,500.00
Total 48700 · Government Grants	219,679.39	302,750.00
Total 48000 · Grants Revenue	653,253.77	719,833.30
Total 44000 · Support	833,497.39	1,013,006.84
Total Income	1,627,569.01	1,554,923.54
Gross Profit	1,627,569.01	1,554,923.54
Expense		
51000 · Housing & Mortgage Expenses		
51010 · Salaries & Benefits / Program		
51030 · Salaries / Program	124,991.00	143,791.65
51050 · Payroll Taxes /Program	11,588.01	12,941.25
51070 · Health Insurance /Program	12,844.05	11,666.65
51080 · Other Benefits/Program	433.37	700.00

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	Jul '15 - Jan 16	YTD Budget
51090 · SIMPLE IRA/Program	3,037.50	4,375.00
Total 51010 · Salaries & Benefits / Program	152,893.93	173,474.55
51100 · Build Costs/Cost of Houses Sold		
51110 · Construction Costs at Close	530,872.70	606,666.65
51120 · Build Costs of CHDO Contract	0.00	291.65
51140 · AG Grant		
51144 · Housing Counseling	6,486.34	17,500.00
Total 51140 · AG Grant	6,486.34	17,500.00
51150 · Construction Costs after Close		
51150-6 · 605 Louisiana	31.00	
51150-z · Other Addresses	381.34	5,833.35
51150 · Construction Costs after Close - Other	2,897.00	875.00
Total 51150 · Construction Costs after Close	3,309.34	6,708.35
51160 · Urbana Blight Reduct Prog (BRP)		
51160-1 · 1310 W Hill	203.00	
51160-2 · 5 Hill Court	321.00	
51160-3 · 1114 W Church	18,005.37	
51160-4 · 703 N Mathews Ave	303.00	
51160-5 · 1112 W Church	17,739.38	
Total 51160 · Urbana Blight Reduct Prog (BRP)	36,571.75	
51185 · ABWK Project Expenses	358.20	11,666.65
Total 51100 · Build Costs/Cost of Houses Sold	577,598.33	642,833.30
51200 · Other Costs of Construction		
51220 · Builders Risk Insurance	697.69	1,458.35
51230 · Property Taxes	6.94	1,458.35
51250 · Home Warranty Expenses	0.00	1,458.35
51280 · Dedications/Program	1,408.38	2,916.65
Total 51200 · Other Costs of Construction	2,113.01	7,291.70
51300 · Housing & Mortgage Auto Costs		
51320 · Gas, Maintenance & Repairs	2,760.83	4,375.00
51340 · Auto Insurance	0.00	875.00
51300 · Housing & Mortgage Auto Costs - Other	0.00	1,458.35
Total 51300 · Housing & Mortgage Auto Costs	2,760.83	6,708.35
51400 · Volunteer Recognition/Program	546.46	437.50
51420 · HFH Uniforms	324.72	1,166.65
51460 · Training, Travel & Lodging	4,734.04	5,833.35
51700 · Advertising & Promo	0.00	729.15
51720 · Dues/Program	1,200.47	875.00
51740 · Licenses & Fees	5,107.99	1,458.35
51800 · Legal Fees/Program	648.25	7,291.65
51930 · AmeriNational Fees	5,792.50	4,375.00
51950 · Miscellaneous Program Expense	1,767.04	5,833.35
51000 · Housing & Mortgage Expenses - Other	67.94	
Total 51000 · Housing & Mortgage Expenses	755,555.51	858,307.90

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	<u>Jul '15 - Jan 16</u>	<u>YTD Budget</u>
52000 · ReStore Expenses		
52010 · Salaries & Benefits / ReStore		
52030 · Salaries & Wages /ReStore	168,798.81	168,866.65
52050 · Payroll Taxes/ReStore	16,027.65	15,289.15
52070 · Health Insurance/ReStore	25,159.47	29,166.65
52080 · Other Benefits/ReStore	902.11	1,166.65
52090 · SIMPLE IRA/ReStore	3,120.24	4,375.00
52095 · Temporary Labor	39,761.53	
Total 52010 · Salaries & Benefits / ReStore	<u>253,769.81</u>	<u>219,864.10</u>
52100 · ReStore Supplies	3,075.22	4,375.00
52120 · ReStore Equipment	2,301.44	1,458.35
52130 · Restore - Storage Rental	178.84	
52140 · ReStore Repairs & Maintenance	1,524.31	2,041.65
52300 · ReStore Auto Costs		
52320 · Gas, Maintenance & Repairs	6,851.22	14,583.35
52340 · Auto Insurance	1,195.81	1,166.65
52390 · Truck Rental	2,728.30	
52300 · ReStore Auto Costs - Other	0.00	291.65
Total 52300 · ReStore Auto Costs	<u>10,775.33</u>	<u>16,041.65</u>
52400 · Volunteer Recognition/ReStore	222.53	1,166.65
52420 · HFH Uniforms	303.16	1,166.65
52460 · Training, Travel & Lodging	756.40	2,916.65
52700 · Advertising & Promo	3,314.25	3,500.00
52720 · Dues/ ReStore	62.25	437.50
52740 · Licences & Fees / ReStore	0.00	145.85
52800 · Legal Fees/ReStore	0.00	583.35
52850 · Register/Check/CC fees		
52880 · Credit Card Processing Fees	6,111.48	8,750.00
Total 52850 · Register/Check/CC fees	<u>6,111.48</u>	<u>8,750.00</u>
52950 · Misc Expense	1,409.21	20,416.65
52000 · ReStore Expenses - Other	116.00	
Total 52000 · ReStore Expenses	<u>283,920.23</u>	<u>282,864.05</u>
54000 · Fundraising Expenses		
54010 · Salaries & Benefits / FR		
54030 · Salary/Fundraising	18,809.21	19,104.15
54050 · Payroll Taxes/FR	1,731.66	1,720.85
54070 · Health Insurance/Fundraising	3,164.49	3,645.85
54080 · Other Benefits/FR	31.76	145.85
54090 · SIMPLE IRA/FR	519.74	495.85
Total 54010 · Salaries & Benefits / FR	<u>24,256.86</u>	<u>25,112.55</u>
54100 · FR Info/Newsletters		
54120 · Holiday Appeal	1,961.15	1,458.35
54140 · Soft Appeal (Spring Newsletter)	0.00	1,458.35
54100 · FR Info/Newsletters - Other	0.00	583.35

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	<u>Jul '15 - Jan 16</u>	<u>YTD Budget</u>
Total 54100 · FR Info/Newsletters	1,961.15	3,500.05
54200 · Fundraising Events Expenses		
54210 · Dare to Dream Expenses	21,854.05	4,666.65
54220 · Gift Wrapping Expenses	2,733.31	1,166.65
54240 · Home Matters	0.00	1,458.35
54260 · WBH Fundraising Expenses	0.00	583.35
54200 · Fundraising Events Expenses - Other	18.32	
Total 54200 · Fundraising Events Expenses	24,605.68	7,875.00
54460 · Training, Travel & Lodging	2,320.61	1,458.35
54700 · Advertising & Promo	13.77	0.00
54720 · Dues/Fundraising	494.84	437.50
54740 · Licences & Fees	1,516.00	0.00
54800 · Legal Fees/Fundraising	0.00	291.65
54950 · Miscellaneous Fundraising Ex	204.23	583.35
Total 54000 · Fundraising Expenses	55,373.14	39,258.45
56000 · Operating Expenses		
56010 · Salaries & Benefits / MG&A		
56030 · Salaries & Wages/M&G	22,550.16	32,144.60
56050 · Payroll Taxes/M&G	2,078.45	2,893.35
56070 · Health Insurance / M&G	3,990.94	4,375.00
56080 · Other Benefits/M&G	202.07	291.65
56090 · SIMPLE IRA/M&G	632.05	700.00
Total 56010 · Salaries & Benefits / MG&A	29,453.67	40,404.60
56460 · Training, Travel, Lodging M&G	2,857.46	3,500.00
56720 · Dues/M&G	1,061.00	729.15
56740 · Licences & Fees	644.68	583.35
56950 · Misc M&G Expenses	60.72	583.35
Total 56000 · Operating Expenses	34,077.53	45,800.45
58000 · Operating Expenses to Allocate		
58100 · Expenses to Allocate - 25%		
58110 · Accounting	44,380.75	29,166.65
58120 · Advertising	1,302.81	2,916.65
58140 · Computer Software & Supplies	2,844.84	1,458.35
58160 · Donor Recog	0.00	875.00
58170 · Legal Fees/M&G	0.00	583.35
58180 · Insurance - General Policy	7,963.62	5,833.35
58200 · Office Equipment - Rental Fees	1,431.13	1,458.35
58210 · Office Equip - Purchases/Repair	1,662.28	1,458.35
58220 · Office Supplies	1,713.61	2,041.65
58240 · Postage & Freight	1,090.41	875.00
58260 · Website, Internet & Email	7,411.25	5,833.35
58290 · Other to Allocate-25% each	149.02	4,666.65
58100 · Expenses to Allocate - 25% - Other	3,306.00	
Total 58100 · Expenses to Allocate - 25%	73,255.72	57,166.70

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	<u>Jul '15 - Jan 16</u>	<u>YTD Budget</u>
58400 · Expenses to Allocate 80/10/5/5		
58245 · Parking Rental	1,400.00	1,400.00
58410 · Building Maintenance	1,603.03	4,375.00
58420 · Building Rent	99,986.00	98,000.00
58460 · Insurance - Liability	7.67	3,791.65
58480 · Insurance - Workers Comp	16,078.23	17,593.35
58500 · Utilities & Telephone	24,382.63	23,333.35
58590 · Other 80/10/5/5 Expenses	7,500.00	1,458.35
58400 · Expenses to Allocate 80/10/5/5 - Other	2,107.67	583.35
Total 58400 · Expenses to Allocate 80/10/5/5	153,065.23	150,535.05
58700 · Expenses to Allocate-Prog/Resto		
58720 · Food & Entertainment	1,564.05	145.85
58740 · Tithe	3,750.00	4,375.00
58760 · Building Rent (208 W Griggs, U)	30,574.33	29,166.65
58780 · Insurance - Volunteers	702.94	583.35
Total 58700 · Expenses to Allocate-Prog/Resto	36,591.32	34,270.85
Total 58000 · Operating Expenses to Allocate	262,912.27	241,972.60
99999 · Uncategorized	3,565.03	
Total Expense	1,395,403.71	1,468,203.45
Net Ordinary Income	232,165.30	86,720.09
Other Income/Expense		
Other Income		
9000 · Student Income		
9010 · Contributions/Individuals	78.31	437.50
9020 · Contributions/Business	0.00	58.35
9040 · Contributions/RSO	10,062.86	4,375.00
9051 · Grants/Orange Krush	2,000.00	1,166.65
9052 · Grants/Other	2,000.00	1,750.00
9121 · Interest Income	0.00	145.85
9301 · Canning/Student Chapter	1,340.61	1,750.00
9302 · Assembly Hall/Student Chapter	4,044.36	437.50
9304 · Misc. Fundraising	1,367.11	1,166.65
9305 · Appeals/Student Chapter	0.00	437.50
9400 · T-Shirt Sales/Student Chapter	0.00	116.65
9402 · Sand Volleyball/Student Chapter	876.02	583.35
9403 · Trick or Treat for Change	961.17	583.35
9405 · Misc E & A	0.00	58.35
9407 · Collegiate Challenge	38.00	12,600.00
9408 · Frisbee Tournament	0.00	466.65
9409 · 5 K Race/Student Chapter	0.00	700.00
9620 · Misc. Income	0.00	29.15
Total 9000 · Student Income	22,768.44	26,862.50
Total Other Income	22,768.44	26,862.50
Other Expense		

Habitat for Humanity of Champaign County
Profit & Loss Budget Performance
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	<u>Jul '15 - Jan 16</u>	<u>YTD Budget</u>
9500 · Student Expenses		
9210 · Computer Software Supplies	0.00	29.15
9220 · Office Supplies/Student Chapter	0.00	29.15
9320 · Dues & Fees/Student Chapter	100.00	68.85
9360 · Fundraising/Student Chapter	425.50	437.50
9361 · Misc Outreach Expense	10.89	58.35
9362 · Publicity/Student Chapter	5.00	29.15
9363 · Misc Construction Expense	0.00	116.65
9364 · Misc E&A Expenses	29.69	29.15
9381 · Quad Day-Activity Day/Student	0.00	43.75
9382 · Sand Volleyball Tournament	198.00	175.00
9383 · Trick or Treat for Change	28.87	26.25
9385 · Frisbee Tournament/Student Chap	0.00	29.15
9386 · 5 K Race/Student Chapter	0.00	204.15
9388 · A Day Without a Home	0.00	29.15
9389 · Hunger & Homelessness Week	0.00	58.35
9390 · Act-Speak-Build Week	0.00	29.15
9391 · Misc. Expense	0.00	29.15
9392 · T-Shirts/Student Chapter	0.00	175.00
9501 · Appeals/Student Chapter	0.00	43.75
9502 · Board Retreats & Picnic	0.00	29.15
9675 · Tithe/Student Chapter	500.00	437.50
9710 · Collegiate Challenge Expenses	2,623.62	12,600.00
9730 · Travel, Food, and Lodging	927.03	175.00
9750 · Volunteer Recognition	0.00	43.75
9880 · Homecoming/Student Chapter	0.00	35.00
9890 · Social/Student Chapter	0.00	145.85
9900 · Student Build Transfer	0.00	20,416.65
Total 9500 · Student Expenses	<u>4,848.60</u>	<u>35,523.70</u>
Total Other Expense	<u>4,848.60</u>	<u>35,523.70</u>
Net Other Income	<u>17,919.84</u>	<u>-8,661.20</u>
Net Income	<u><u>250,085.14</u></u>	<u><u>78,058.89</u></u>

Habitat for Humanity of Champaign County
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January 2016

	<u>Annual Budget</u>
Ordinary Income/Expense	
Income	
40000 · Operations Revenue	
41000 · Housing/Mortgage Related	
41100 · Sales Price-New Homes	144,000.00
41300 · Homeowner Payment Fees	
Total 41000 · Housing/Mortgage Related	<u>144,000.00</u>
42000 · ReStore Income	
42100 · Sale of Goods	750,000.00
42112 · Sale of Groupon Vouchers - Net	
42115 · Ebay Sales	2,500.00
42116 · Ebay Shipping & fees	-500.00
42120 · Pick Up and Delivery Fees	24,000.00
42140 · Cash Contribution/ReStore	1,000.00
42160 · Cash Registers Over/Short	-1,200.00
42200 · Sales Tax Discount	1,200.00
42600 · Electronic Recycle	7,500.00
Total 42000 · ReStore Income	<u>784,500.00</u>
43000 · Other Operational Revenue	
43100 · Interest Income	500.00
Total 43000 · Other Operational Revenue	<u>500.00</u>
Total 40000 · Operations Revenue	929,000.00
44000 · Support	
45000 · Unrestricted Donations	
45100 · General Unrestricted Donations	30,000.00
45200 · Business Donations (unrestrict)	
45210 · Business General Donations	175,000.00
45220 · Matching Gifts	3,500.00
Total 45200 · Business Donations (unrestrict)	<u>178,500.00</u>
45300 · Church Donations	75,000.00
45360 · United Way Donations	8,333.34
45400 · Donations received through HFHI	0.00
45420 · Cars for Homes	3,000.00
45500 · Donations via Events	
45510 · Home Matters	30,000.00
45520 · Gift Wrapping/Market Place Mall	10,000.00
45525 · Market Place Mall/Other	500.00
45530 · IL Football Parking	500.00
45560 · Community/Org Fundraisers	5,000.00
45570 · Dare to Dream	
Total 45500 · Donations via Events	<u>46,000.00</u>
45000 · Unrestricted Donations - Other	
Total 45000 · Unrestricted Donations	<u>340,833.34</u>
46000 · Temp Restricted Donations	

Habitat for Humanity of Champaign County
Profit & Loss Budget Performance
 January 2016

	<u>Annual Budget</u>
46200 · Womens Build Donations	
46210 · WB Signature Event	5,000.00
46220 · Habitat for Humanity Bike 500	10,000.00
46240 · Champaign Marathon	250.00
46250 · Women Build Grants	5,000.00
46260 · 3rd Party WB Fundraisers	1,500.00
46200 · Womens Build Donations - Other	<u>2,500.00</u>
Total 46200 · Womens Build Donations	24,250.00
46600 · Church House Builds	
46690 · Other Temp Restricted Donations	87,500.00
46000 · Temp Restricted Donations - Other	<u>30,000.00</u>
Total 46000 · Temp Restricted Donations	141,750.00
47000 · Fundraising & Appeals	
47200 · Holiday Appeal	15,000.00
47300 · Soft Ask (Spring News Appeal)	5,000.00
47000 · Fundraising & Appeals - Other	
Total 47000 · Fundraising & Appeals	<u>20,000.00</u>
48000 · Grants Revenue	
48120 · Home Depot	5,000.00
48140 · Act on Energy	7,500.00
48200 · United Way Grant	20,000.00
48300 · Capacity Building Grant	2,500.00
48450 · Attorney General Grant	650,000.00
48500 · Misc One-Time Grants	30,000.00
48700 · Government Grants	
48710 · City of Urbana	
48715 · Urbana Blight Reduct Prog (BRP)	
48730 · City of Champ Stimulus Contract	25,000.00
48740 · Housing Auth of Champ Co (HACC)	150,000.00
48750 · CHDO Funds-Construction	180,000.00
48752 · CHDO Funds-Admin Grant	14,000.00
48760 · Home Funds-Lot Clearance/Constr	<u>150,000.00</u>
Total 48700 · Government Grants	519,000.00
Total 48000 · Grants Revenue	<u>1,234,000.00</u>
Total 44000 · Support	<u>1,736,583.34</u>
Total Income	<u>2,665,583.34</u>
Gross Profit	<u>2,665,583.34</u>
Expense	
51000 · Housing & Mortgage Expenses	
51010 · Salaries & Benefits / Program	
51030 · Salaries / Program	246,500.00
51050 · Payroll Taxes /Program	22,185.00
51070 · Health Insurance /Program	20,000.00
51080 · Other Benefits/Program	1,200.00

Habitat for Humanity of Champaign County
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	<u>Annual Budget</u>
51090 · SIMPLE IRA/Program	7,500.00
Total 51010 · Salaries & Benefits / Program	297,385.00
51100 · Build Costs/Cost of Houses Sold	
51110 · Construction Costs at Close	1,040,000.00
51120 · Build Costs of CHDO Contract	500.00
51140 · AG Grant	
51144 · Housing Counseling	30,000.00
Total 51140 · AG Grant	30,000.00
51150 · Construction Costs after Close	
51150-6 · 605 Louisiana	
51150-z · Other Addresses	10,000.00
51150 · Construction Costs after Close - Other	1,500.00
Total 51150 · Construction Costs after Close	11,500.00
51160 · Urbana Blight Reduct Prog (BRP)	
51160-1 · 1310 W Hill	
51160-2 · 5 Hill Court	
51160-3 · 1114 W Church	
51160-4 · 703 N Mathews Ave	
51160-5 · 1112 W Church	
Total 51160 · Urbana Blight Reduct Prog (BRP)	
51185 · ABWK Project Expenses	20,000.00
Total 51100 · Build Costs/Cost of Houses Sold	1,102,000.00
51200 · Other Costs of Construction	
51220 · Builders Risk Insurance	2,500.00
51230 · Property Taxes	2,500.00
51250 · Home Warranty Expenses	2,500.00
51280 · Dedications/Program	5,000.00
Total 51200 · Other Costs of Construction	12,500.00
51300 · Housing & Mortgage Auto Costs	
51320 · Gas, Maintenance & Repairs	7,500.00
51340 · Auto Insurance	1,500.00
51300 · Housing & Mortgage Auto Costs - Other	2,500.00
Total 51300 · Housing & Mortgage Auto Costs	11,500.00
51400 · Volunteer Recognition/Program	750.00
51420 · HFH Uniforms	2,000.00
51460 · Training, Travel & Lodging	10,000.00
51700 · Advertising & Promo	1,250.00
51720 · Dues/Program	1,500.00
51740 · Licenses & Fees	2,500.00
51800 · Legal Fees/Program	12,500.00
51930 · AmeriNational Fees	7,500.00
51950 · Miscellaneous Program Expense	10,000.00
51000 · Housing & Mortgage Expenses - Other	
Total 51000 · Housing & Mortgage Expenses	1,471,385.00

Habitat for Humanity of Champaign County
Profit & Loss Budget Performance
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	<u>Annual Budget</u>
52000 · ReStore Expenses	
52010 · Salaries & Benefits / ReStore	
52030 · Salaries & Wages /ReStore	291,200.00
52050 · Payroll Taxes/ReStore	26,210.00
52070 · Health Insurance/ReStore	50,000.00
52080 · Other Benefits/ReStore	2,000.00
52090 · SIMPLE IRA/ReStore	7,500.00
52095 · Temporary Labor	
Total 52010 · Salaries & Benefits / ReStore	<u>376,910.00</u>
52100 · ReStore Supplies	7,500.00
52120 · ReStore Equipment	2,500.00
52130 · Restore - Storage Rental	
52140 · ReStore Repairs & Maintenance	3,500.00
52300 · ReStore Auto Costs	
52320 · Gas, Maintenance & Repairs	25,000.00
52340 · Auto Insurance	2,000.00
52390 · Truck Rental	
52300 · ReStore Auto Costs - Other	500.00
Total 52300 · ReStore Auto Costs	<u>27,500.00</u>
52400 · Volunteer Recognition/ReStore	2,000.00
52420 · HFH Uniforms	2,000.00
52460 · Training, Travel & Lodging	5,000.00
52700 · Advertising & Promo	6,000.00
52720 · Dues/ ReStore	750.00
52740 · Licences & Fees / ReStore	250.00
52800 · Legal Fees/ReStore	1,000.00
52850 · Register/Check/CC fees	
52880 · Credit Card Processing Fees	15,000.00
Total 52850 · Register/Check/CC fees	<u>15,000.00</u>
52950 · Misc Expense	35,000.00
52000 · ReStore Expenses - Other	
Total 52000 · ReStore Expenses	<u>484,910.00</u>
54000 · Fundraising Expenses	
54010 · Salaries & Benefits / FR	
54030 · Salary/Fundraising	32,750.00
54050 · Payroll Taxes/FR	2,950.00
54070 · Health Insurance/Fundraising	6,250.00
54080 · Other Benefits/FR	250.00
54090 · SIMPLE IRA/FR	850.00
Total 54010 · Salaries & Benefits / FR	<u>43,050.00</u>
54100 · FR Info/Newsletters	
54120 · Holiday Appeal	2,500.00
54140 · Soft Appeal (Spring Newsletter)	2,500.00
54100 · FR Info/Newsletters - Other	1,000.00

Habitat for Humanity of Champaign County
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 January 2016

	<u>Annual Budget</u>
Total 54100 · FR Info/Newsletters	6,000.00
54200 · Fundraising Events Expenses	
54210 · Dare to Dream Expenses	8,000.00
54220 · Gift Wrapping Expenses	2,000.00
54240 · Home Matters	2,500.00
54260 · WBH Fundraising Expenses	1,000.00
54200 · Fundraising Events Expenses - Other	
Total 54200 · Fundraising Events Expenses	<u>13,500.00</u>
54460 · Training, Travel & Lodging	2,500.00
54700 · Advertising & Promo	0.00
54720 · Dues/Fundraising	750.00
54740 · Licences & Fees	0.00
54800 · Legal Fees/Fundraising	500.00
54950 · Miscellaneous Fundraising Ex	1,000.00
Total 54000 · Fundraising Expenses	<u>67,300.00</u>
56000 · Operating Expenses	
56010 · Salaries & Benefits / MG&A	
56030 · Salaries & Wages/M&G	55,105.00
56050 · Payroll Taxes/M&G	4,960.00
56070 · Health Insurance / M&G	7,500.00
56080 · Other Benefits/M&G	500.00
56090 · SIMPLE IRA/M&G	1,200.00
Total 56010 · Salaries & Benefits / MG&A	<u>69,265.00</u>
56460 · Training, Travel, Lodging M&G	6,000.00
56720 · Dues/M&G	1,250.00
56740 · Licences & Fees	1,000.00
56950 · Misc M&G Expenses	1,000.00
Total 56000 · Operating Expenses	<u>78,515.00</u>
58000 · Operating Expenses to Allocate	
58100 · Expenses to Allocate - 25%	
58110 · Accounting	50,000.00
58120 · Advertising	5,000.00
58140 · Computer Software & Supplies	2,500.00
58160 · Donor Recog	1,500.00
58170 · Legal Fees/M&G	1,000.00
58180 · Insurance - General Policy	10,000.00
58200 · Office Equipment - Rental Fees	2,500.00
58210 · Office Equip - Purchases/Repair	2,500.00
58220 · Office Supplies	3,500.00
58240 · Postage & Freight	1,500.00
58260 · Website, Internet & Email	10,000.00
58290 · Other to Allocate-25% each	8,000.00
58100 · Expenses to Allocate - 25% - Other	
Total 58100 · Expenses to Allocate - 25%	<u>98,000.00</u>

Habitat for Humanity of Champaign County
Profit & Loss Budget Performance
January 2016

	<u>Annual Budget</u>
58400 · Expenses to Allocate 80/10/5/5	
58245 · Parking Rental	2,400.00
58410 · Building Maintenance	7,500.00
58420 · Building Rent	168,000.00
58460 · Insurance - Liability	6,500.00
58480 · Insurance - Workers Comp	30,160.00
58500 · Utilities & Telephone	40,000.00
58590 · Other 80/10/5/5 Expenses	2,500.00
58400 · Expenses to Allocate 80/10/5/5 - Other	1,000.00
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Total 58400 · Expenses to Allocate 80/10/5/5	258,060.00
58700 · Expenses to Allocate-Prog/Resto	
58720 · Food & Entertainment	250.00
58740 · Tithe	7,500.00
58760 · Building Rent (208 W Griggs, U)	50,000.00
58780 · Insurance - Volunteers	1,000.00
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Total 58700 · Expenses to Allocate-Prog/Resto	58,750.00
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Total 58000 · Operating Expenses to Allocate	414,810.00
99999 · Uncategorized	
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Total Expense	2,516,920.00
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Net Ordinary Income	148,663.34
Other Income/Expense	
Other Income	
9000 · Student Income	
9010 · Contributions/Individuals	750.00
9020 · Contributions/Business	100.00
9040 · Contributions/RSO	7,500.00
9051 · Grants/Orange Krush	2,000.00
9052 · Grants/Other	3,000.00
9121 · Interest Income	250.00
9301 · Canning/Student Chapter	3,000.00
9302 · Assembly Hall/Student Chapter	750.00
9304 · Misc. Fundraising	2,000.00
9305 · Appeals/Student Chapter	750.00
9400 · T-Shirt Sales/Student Chapter	200.00
9402 · Sand Volleyball/Student Chapter	1,000.00
9403 · Trick or Treat for Change	1,000.00
9405 · Misc E & A	100.00
9407 · Collegiate Challenge	21,600.00
9408 · Frisbee Tournament	800.00
9409 · 5 K Race/Student Chapter	1,200.00
9620 · Misc. Income	50.00
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Total 9000 · Student Income	46,050.00
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Total Other Income	46,050.00
Other Expense	

Habitat for Humanity of Champaign County
Profit & Loss Budget Performance
 January 2016

	<u>Annual Budget</u>
9500 · Student Expenses	
9210 · Computer Software Supplies	50.00
9220 · Office Supplies/Student Chapter	50.00
9320 · Dues & Fees/Student Chapter	118.00
9360 · Fundraising/Student Chapter	750.00
9361 · Misc Outreach Expense	100.00
9362 · Publicity/Student Chapter	50.00
9363 · Misc Construction Expense	200.00
9364 · Misc E&A Expenses	50.00
9381 · Quad Day-Activity Day/Student	75.00
9382 · Sand Volleyball Tournament	300.00
9383 · Trick or Treat for Change	45.00
9385 · Frisbee Tournament/Student Chap	50.00
9386 · 5 K Race/Student Chapter	350.00
9388 · A Day Without a Home	50.00
9389 · Hunger & Homelessness Week	100.00
9390 · Act-Speak-Build Week	50.00
9391 · Misc. Expense	50.00
9392 · T-Shirts/Student Chapter	300.00
9501 · Appeals/Student Chapter	75.00
9502 · Board Retreats & Picnic	50.00
9675 · Tithe/Student Chapter	750.00
9710 · Collegiate Challenge Expenses	21,600.00
9730 · Travel, Food, and Lodging	300.00
9750 · Volunteer Recognition	75.00
9880 · Homecoming/Student Chapter	60.00
9890 · Social/Student Chapter	250.00
9900 · Student Build Transfer	35,000.00
Total 9500 · Student Expenses	<u>60,898.00</u>
Total Other Expense	<u>60,898.00</u>
Net Other Income	<u>-14,848.00</u>
Net Income	<u><u>133,815.34</u></u>

