

BUDGET PROPOSAL - Chattanooga Purpose Center	Budget Line Item Amount
Grant Year 2024	
EQUIPMENT CATEGORY	
EQUIPMENT PURCHASE	
Computers (5)	\$ 5,500.00
Printer	\$ 500.00
EQUIPMENT TOTAL	\$ 6,000.00
OTHER CATEGORY	
PROFESSIONAL SERVICES	
Office Supplies	\$ 1,000.00
Postage and Overnight Mail	\$ 500.00
Marketing/Outreach	\$ 3,150.00
Printing/Reproduction	\$ 850.00
PROFESSIONAL MEMBERSHIP DUES/SUBSCRIPTIONS	
Professional Membership Dues/Subscriptions	\$ 250.00
Computer Software	\$ 2,000.00
OTHER EXPENSES	
Miscellaneous Expenses	\$ 1,250.00
OTHER TOTAL	\$ 9,000.00
GRAND TOTAL	\$ 15,000.00

Organizational Name:		Chatanooga Purpose Center
Budget Item		Justification/Explanation
EQUIPMENT CATEGORY		
EQUIPMENT PURCHASE		
Computers (5)		Staff and interns will need access to laptop computers to perform the required work associated with CarePortal and Chattanooga Purpose Center. The budget of \$5,500 will allow for the purchase of five HP ProBook laptops at \$1,100 each for staff and interns.
Printer		A printer is needed for the office to print out any business-related paperwork to ensure the smooth daily operation of Chattanooga Purpose Center. The \$500.00 is for one Canon Color Image Class MF656Cdw printer from Amazon.
OTHER CATEGORY		
PROFESSIONAL SERVICES		
Marketing/Outreach		A budget of \$3,150 for marketing and outreach will enable the Chattanooga Purpose Center to effectively engage with agencies, churches, champions, sponsors, and volunteers. This budget will cover expenses related to participating in events as a vendor, event planning, and donor outreaches. These activities are crucial for cultivating collaborative relationships and enhancing the visibility and impact of our organization.
Printing/Reproduction		A budget of \$500 for printing and reproduction will ensure that the Chattanooga Purpose Center has the materials needed for daily operations and vendor events.
Office Supplies		A budget of \$1,000 for office supplies will ensure the efficient operation of the Chattanooga Purpose Center. This allocation will cover essential items such as stationery, paper, ink, and other necessary supplies to support daily administrative tasks and maintain a productive work environment.
Postage and Overnight Mail		A budget of \$500 for postage and mail will enable the Chattanooga Purpose Center to communicate effectively and support our outreach efforts. This allocation will cover the costs of sending letters, packages, and other correspondence necessary for engaging with stakeholders, including agencies, sponsors, and volunteers.
PROFESSIONAL MEMBERSHIP DUES/SUBSCRIPTIONS		
Professional Membership Dues/Subscriptions		Budgeting \$250 for membership dues and subscriptions will allow the Chattanooga Purpose Center to belong to organizations that support our mission and the CarePortal initiative. This investment will provide access to valuable resources, networks, and opportunities that can enhance our effectiveness and outreach efforts.
Computer Software		A budget of \$2,000 for computer software will ensure that the technology infrastructure of the Chattanooga Purpose Center and CarePortal operates efficiently and effectively. This allocation will cover the costs of necessary software licenses, updates, and tools that are crucial for maintaining productivity and supporting our mission.
OTHER EXPENSES		
Miscellaneous Expenses		A budget of \$1,250 for appreciation events/gifts will allow the Chattanooga Purpose Center to recognize supporters, volunteers, and sponsors. This show of gratitude will encourage future relationships and demonstrate their value to the organization.