



January 2024 - EXPENSE TABLE	\$101,650.0
EXPENSE ITEM	ACTUAL
<b>Personnel Costs:</b>	<b>\$23,700.0</b>
Employee Salaries	\$16,000.0
Benefits (Healthcare, Retirement Plans)	\$2,500.0
Bonuses/Incentives	\$2,500.0
Overtime Pay	\$1,500.0
Temporary/Contract Workers	\$1,200.0
<b>Operating Expenses:</b>	<b>\$25,000.0</b>
Office Rent/Lease Payments	\$15,000.0
Utilities (Electricity, Water, Internet)	\$3,500.0
Office Supplies	\$3,500.0
Equipment Maintenance	\$1,000.0
Training and Development	\$2,000.0
<b>Project/Program Costs:</b>	<b>\$40,700.0</b>
Project Staff Salaries	\$35,000.0
Project Materials	\$1,500.0
Travel Expenses (Related to Projects)	\$1,500.0
Professional Services	\$1,500.0
Project-specific Training	\$1,200.0
<b>Technology Expenses:</b>	<b>\$5,250.0</b>
Software Licenses/Subscriptions	\$1,250.0
Hardware Purchases/Upgrades	\$1,000.0
IT Support/Services	\$1,500.0
Website Maintenance	\$1,500.0
<b>Marketing and Sales Expenses:</b>	<b>\$7,000.0</b>
Advertising and Promotion	\$3,500.0
Sales Commissions	\$1,500.0
Marketing Materials	\$1,000.0
Lead Generation Expenses	\$1,000.0