



Presentation to Finance Committee - January 22, 2025
Presentation to Board - February 3, 2025

Neighbors Link Corp 2024 Actuals vs. 2024 Budget

Cash Basis

	2024 Actuals	2024 Budget	Over (under) Budget	% Over (under) Budget
Individual Contributions	\$577,436	\$550,000	\$27,436	
Estate Gifts	163,268	\$162,000	1,268	
Annual Appeal	585,167	530,000	55,167	
Campaign	2,119,066	2,000,000	119,066	
Organizations/Matching	64,072	74,000	(9,928)	
Foundations	1,160,250	1,187,000	(26,750)	
Government	3,483,258	3,493,000	(9,742)	
MAP Direct Client Distributions	3,600,739	2,600,000	1,000,739	
Program Income	43,588	42,300	1,288	
Special Events-Spring Benefit	476,157	585,000	(108,843)	
Special Events-Fall Fundraiser	228,347	75,000	153,347	
Use of Space/Reimbursements	3,608	0	3,608	
Interest/Other Income	494,260	200,000	294,260	
Misc Income	10,432	0	10,432	
Total Revenue	\$13,009,647	\$11,498,300	\$1,511,347	13%
MAP Direct Client Distributions	(3,600,739)	(2,600,000)	(1,000,739)	
Adjusted Revenue	\$9,408,908	\$8,898,300	\$510,608	6%
Personnel Expenses:				
Salary and Payroll	\$5,047,548	5,507,295	\$ (459,747)	
Payroll Taxes	426,517	440,584	(14,067)	
Employee Benefits	417,849	446,080	(28,231)	
Contract Program Services	86,901	0	86,901	
Contract Admin. Services	73,760	55,000	18,760	
Total Personnel Expenses	\$6,052,575	\$6,448,958	(\$396,384)	(6%)
Operating Expenses:				
Program	\$625,763	645,398	(\$19,635)	
Other Direct Client Relief Dist	25,731	50,000	(24,269)	
MAP Direct Client Distributions	3,600,739	2,600,000	1,000,739	
Lease	307,760	256,235	51,525	
Utilities	85,628	88,400	(2,772)	
Maintenance	26,730	39,000	(12,271)	
Capital Expenses	549,740	805,000	(255,260)	
Office Supplies	43,556	40,000	3,556	
Insurance	94,835	122,000	(27,165)	
Marketing	17,591	19,000	(1,409)	
Fundraising	245,424	192,500	52,924	
Professional Fees	261,317	261,809	(492)	
Special Projects	120,383	130,000	(9,617)	
Total Operating Expenses	\$6,005,197	\$5,249,342	\$755,855	14%
Total Expense	\$12,057,772	\$11,698,300	\$359,471	3%
MAP Direct Client Distributions	(3,600,739)	(2,600,000)	(1,000,739)	
Adjusted Expense	8,457,033	9,098,300	(641,268)	(7%)
Net Income (Loss)	\$951,876	(\$200,000)	\$1,151,876	

Revenue \$511k over budget due mainly to interest income and fundraisers (\$254k of spring benefit paddle raise was recorded as Campaign)

Personnel Expenses \$396k under budget due to open/not filled, maternity/LOA

Overall Expenses \$641k under budget due mainly to labor and timing of construction

MAP Distributions are a pass-through and have no P&L impact. Contract term was extended and \$ award increased in 2024

Net income \$952k instead of budgeted use of \$200k reserves

Highlights of 2024 Results

- 2024 was another year of continued growth for the organization with our ongoing grants to assist migrants with legal support and housing/client services as well as growth in programming in Ossining and Careers & Pathways for workforce development.
- Full-time employees increased from 52 to 61 people in 2024 - driven mainly from new hires for our family center housing/client services grants and operations facilities personnel to support increased programming. Personnel costs for 2024 are below budget by \$396k due to 4 FT and 2 PT unfilled 2024 budgeted positions and savings on transitions filling open positions during the year plus maternity leave, leaves of absences and military leave.
- The original \$6.3 million Migrant Assistance Program ("MAP") contract was extended for an additional \$1.6 million for a total award of \$7.9 million to be spent over the period (June 2023 - May 2027) from the State of NY Office of Temporary and Disability Assistance to help new arrivals pay for housing and to offer case management services. \$5.9 million is a pass-through for housing and \$2 million covers our administrative costs of case management services. As a result, our direct client housing assistance reached \$3.6 million in 2024 (higher than the budgeted \$2.6 million) and we placed 112 families in apartments by the end of the year. At 12/31/24, we had a receivable of \$492k from the State due to voucher payment delays as a result of slow approval of a budget modification during the month of December and an audit of our vouchers at the end of December. This was subsequently resolved on January 13, 2025 when we received \$646k cash for our September and October vouchers.
- 2024 campaign collections were \$119k over budget; pledges are on track for us to meet our \$8.5M goal.
- The building permit for 350 Lex was approved in October 2024 and construction started in November 2024. Capital expenses are under budget in 2024 by approx \$255k as more of the construction contract costs will fall into 2025.

Neighbors Link Corp 2025 Budget vs. 2024 Actuals

Cash Basis				%
	2025 Budget	2024 Actuals	Over (Under) 2024 Actuals	Over (Under) 2024 Actuals
Individual Contributions	\$ 550,000	\$ 577,436	\$ (27,436)	
Estate Gifts	82,000	163,268	(81,268)	
Annual Appeal	530,000	585,167	(55,167)	
Campaign	1,800,000	2,119,066	(319,066)	
Organizations/Matching	60,000	64,072	(4,072)	
Foundations	1,327,375	1,160,250	167,125	
Government	3,766,455	3,483,258	283,197	
MAP Direct Client Distributions	1,800,000	3,600,739	(1,800,739)	
Program Income	39,825	43,588	(3,763)	
Special Events-Spring Benefit	600,000	476,157	123,843	
Special Events-Fall Fundraiser	80,000	228,347	(148,347)	
Use of Space/Reimbursements	0	3,608	(3,608)	
Interest/Other Income	200,000	494,260	(294,260)	
Misc Income	0	10,432	(10,432)	
Total Revenue	\$10,835,655	\$13,009,647	\$ (2,173,992)	(17%)
MAP Direct Client Distributions	(1,800,000)	(3,600,739)	1,800,739	
Adjusted Revenue	\$ 9,035,655	\$ 9,408,908	\$ (373,253)	(4%)
Personnel Expenses:				
Salary and Payroll	\$5,735,748	\$5,047,548	\$688,200	
Payroll Taxes	458,860	426,517	32,343	
Employee Benefits	586,000	417,849	168,151	
Contract Program Services	61,010	86,901	(25,891)	
Contract Admin. Services	109,810	73,760	36,050	
Total Personnel Expenses	\$ 6,951,427	\$ 6,052,575	\$ 898,853	15%
Operating Expenses:				
Program	\$675,850	\$625,763	\$50,087	
Other Direct Client Relief Distributions	20,000	25,731	(5,731)	
MAP Direct Client Distributions	1,800,000	3,600,739	(1,800,739)	
Lease	345,778	307,760	38,018	
Utilities	92,400	85,628	6,772	
Maintenance	27,500	26,730	771	
Capital Expenses	760,500	549,740	210,760	
Office Supplies	45,000	43,556	1,444	
Insurance	110,000	94,835	15,165	
Marketing	26,000	17,591	8,409	
Fundraising	207,500	245,424	(37,924)	
Professional Fees	337,500	261,317	76,183	
Special Projects	84,000	120,383	(36,383)	
Total Operating Expenses	\$4,532,028	\$6,005,197	(\$1,473,169)	
Total Expenses	\$11,483,455	\$12,057,772	(\$574,316)	(5%)
MAP Direct Client Distributions	(1,800,000)	(3,600,739)	1,800,739	
Adjusted Expenses	\$9,683,455	\$8,457,033	\$1,226,423	15%
Net Income (Loss)	\$ (647,800)	\$ 951,876	\$ (1,599,676)	

Includes \$900k of capital govt funding for construction 350 Lex

MAP Distributions are a pass-through and have no P&L impact, completion of grant expected early 2026

Budgeting use of \$648k prior year surplus

2025 Budgeted revenue is down \$373k due to decreases in Campaign and Interest revenue; partly offset by increases in Gov't grants and Foundations

2025 Budgeted personnel expenses are up by \$899k due to annualization of the 2024 new hires, 3 budgeted new hires and increase in benefits cost

Capital Expenses include \$725k construction, furniture and moving to 350 Lexington Ave

2025 Budget

- We are presenting a fiscally responsible budget with the understanding that we may need to request approval for additional spending depending on the actions of the new administration.
- Fundraising campaign goal of \$8.5M; budgeting \$1.8M campaign revenue in 2025, which will bring our total collected to \$7.2M by the end of 2025. Included in the \$1.8M is \$900k capital govt funding for construction at 350 Lexington (full amount of the award \$1.2M).
- Grant Revenue is budgeted to increase by \$283k because approx \$164k grant payments expected in 2024 will be received in 2025 and we got a new Environmental Justice grant through Fordham University in 2025 (\$233k) which offset the decrease in New York Legal Response grant ending May 2025 (\$167k).
- Labor - budgeting 4% salary increase effective Oct '25, \$135k salary reserve, and three new full-time hires (\$220k). We will evaluate repurposing grant funded staff to growing programs such as Workforce Development depending on grant awards in 2025.
- Construction started on 350 Lex November 11, 2024, so budget assumes we are staying at 27 Columbus Ave until July 2025. \$725k is budgeted in 2025 for construction, furniture and moving costs to the new space.
- Planning for \$1.8M MAP direct client distributions for housing (funded by MAP grant). We expect to have completed our work with this grant in early 2026 and expect to have placed a total of 123 families in apartments.

2025 Revenue Budget

Donations from Individuals and Family Foundations

(historical view 2020-2024)

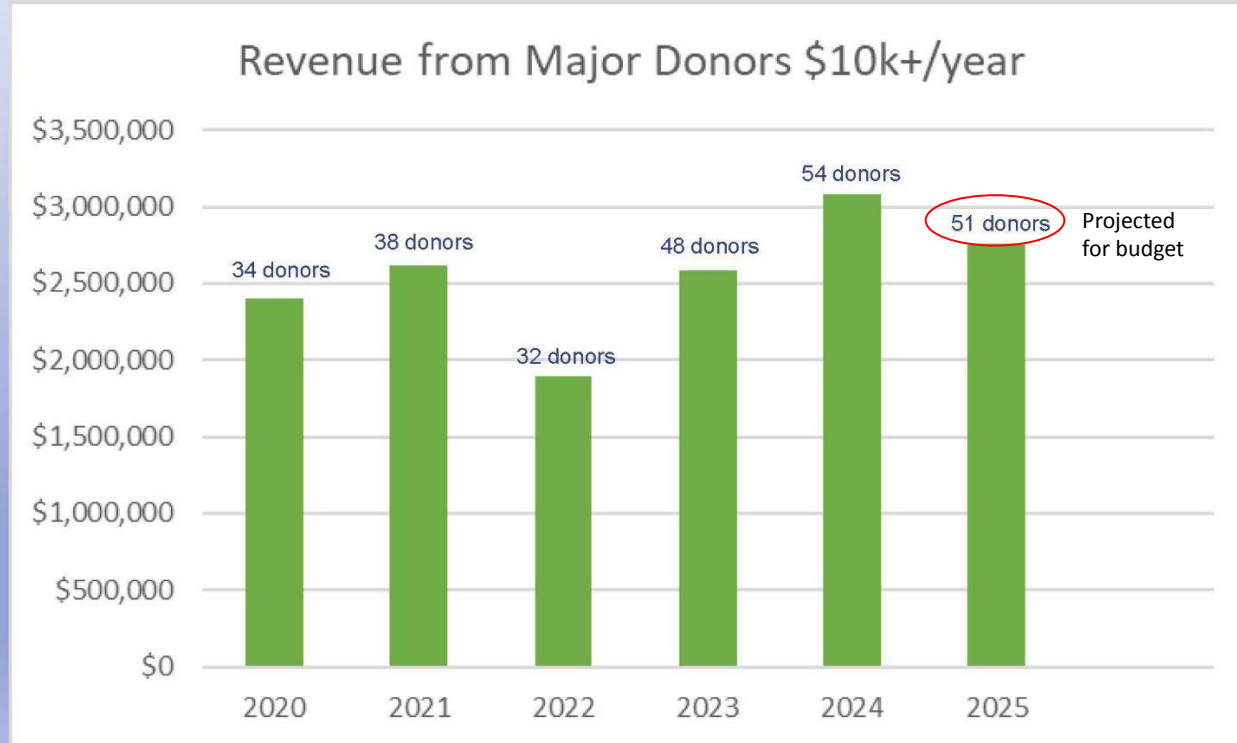
Individual Donors by Giving Level (individuals and FF)

Giving Level	2020		2021		2022		2023 (incl campaign)		2024 (incl campaign)		2025 Budget (incl campaign)	
	#	Revenue	#	Revenue	#	Revenue	#	Revenue	#	Revenue	#	Revenue
\$100,000+	5	\$ 1,792,982	5	\$ 1,780,507	5	\$ 1,310,208	9	\$ 1,751,640	14	\$ 2,250,465	13	\$ 2,009,862
\$50,000 - \$99,999	2	\$ 138,000	6	\$ 392,280	4	\$ 254,274	4	\$ 238,011	4	\$ 266,939	4	\$ 238,400
\$10,000 - \$49,999	27	\$ 472,658	27	\$ 445,107	23	\$ 328,537	35	\$ 600,057	36	\$ 569,189	34	\$ 508,335
\$5,000 - \$9,999	41	\$ 248,685	30	\$ 181,450	42	\$ 238,938	37	\$ 209,939	63	\$ 371,144	59	\$ 331,464
\$1,000 - \$4,999	142	\$ 228,994	138	\$ 220,400	167	\$ 264,232	167	\$ 286,573	191	\$ 331,914	178	\$ 296,428
\$1 - \$999	871	\$ 191,268	689	\$ 143,441	553	\$ 141,924	556	\$ 140,804	710	\$ 196,522	663	\$ 175,511
	1088	\$ 3,072,587	895	\$ 3,163,185	794	\$ 2,538,113	808	\$ 3,227,024	1018	\$ 3,986,173	950	\$ 3,560,000

*

Corresponding Breakdown which ties to P&L	2024 Actuals	2025 Budget
Individual Contributions	577,436	550,000
Annual Appeal	585,167	530,000
Campaign	2,119,066	1,800,000
Spring Benefit	476,157	600,000
Fall Fundraiser	228,347	80,000
TOTALS	3,986,173	3,560,000

Top Tier Donors – Historical View

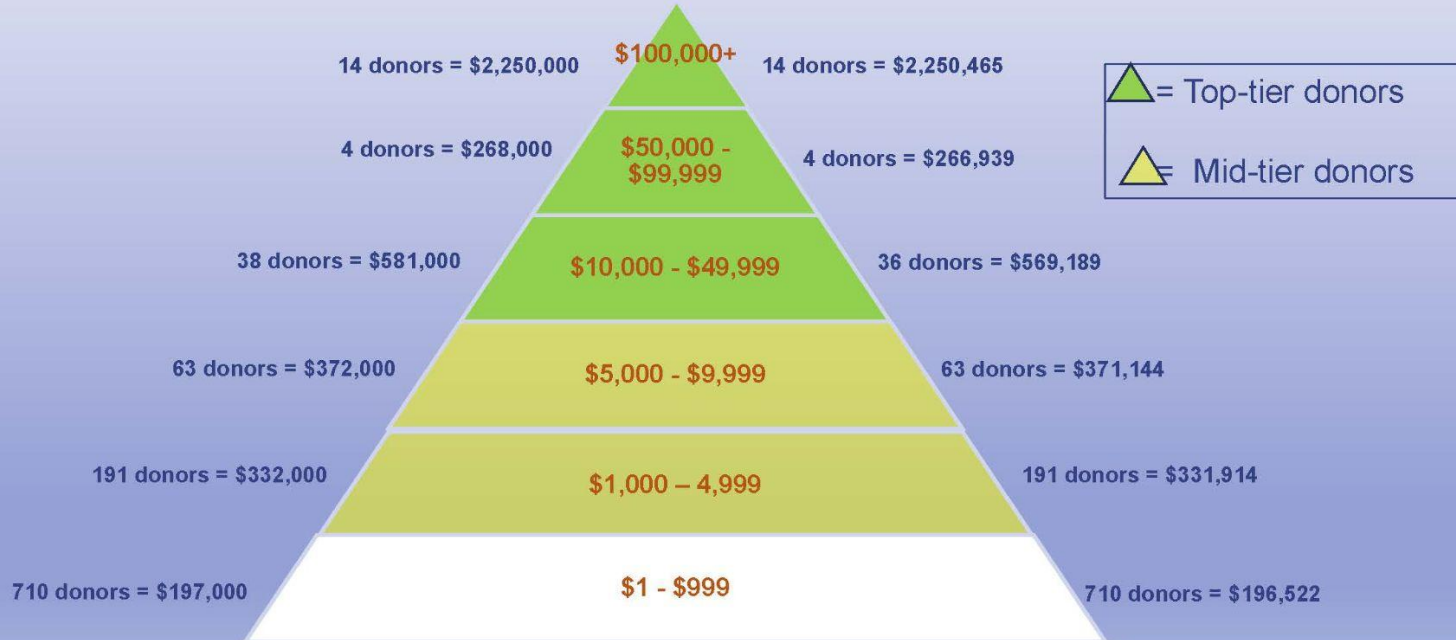


Donations from Individuals, Family Foundations and Campaign Funders

(regardless of appeal or entry point)

2025 Aspirational

2024 Actuals



Aspirational Goals for 2025:
1,020 individual/FF donors
\$4,000,000

Totals for 2024:
1,018 individual/FF donors
\$3,986,173

Foundations Grants and Estate Gifts

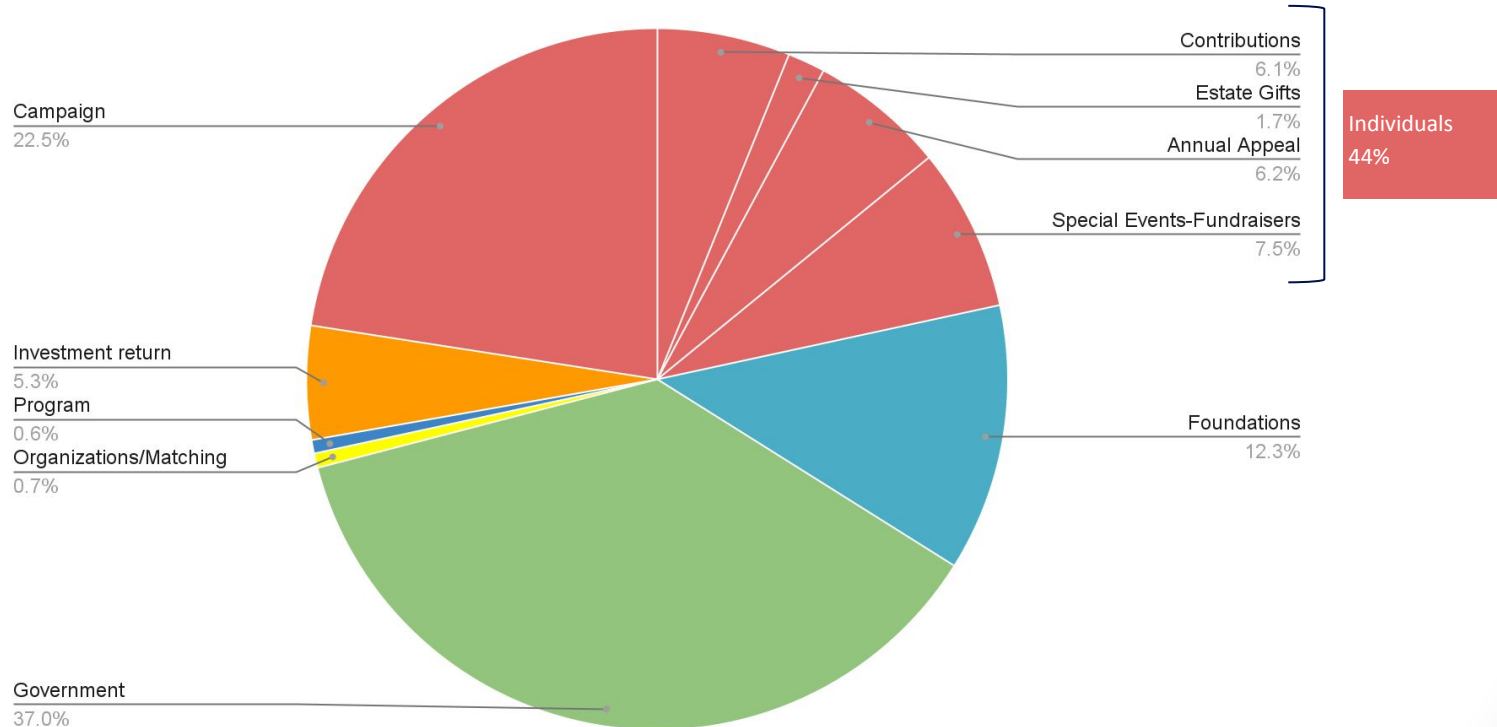
Name of Foundation	2024 Revenue	2025 High-Confidence Projections
Edris Charitable Foundation	\$100,000	\$100,000
Elias Foundation	\$30,000	\$30,000
Frog Rock Foundation	\$250,000	\$250,000
Geoffrey C. Hughes Foundation, Inc.	\$75,000	\$75,000
Houston Family Foundation	\$25,230	\$10,000
Lawrence Foundation	\$100,000	\$100,000
Maryknoll Fathers and Brothers	\$25,000	\$25,000
OTHER	\$27,520	\$20,000
Keeler Foundation	\$200,000	\$200,000
Ruth Turner Fund	\$15,000	\$15,000
The Charles A. Frueauff Foundation	\$50,000	\$50,000
Kingsberg Foundation	\$40,000	\$40,000
Lorraine O'Brien Foundation	\$25,000	\$25,000
Westchester Community Foundation		\$59,250
Tudor Foundation	\$25,000	\$25,000
Immigrant Justice Corps - Katzmann Justice Fellowship - NEW		\$78,125
NEW in 2025		\$225,000
Received in 2024, not expected in 2025	\$172,500	
Totals	\$1,160,250	\$1,327,375
ESTATE GIFTS		
David Swope Estate	\$163,268	\$82,000
<i>Note: Grant revenue listed above is reflective of foundations which provide support through a formal grantmaking process, including annual application/renewal request and reporting. Some family foundations do not utilize a formal grantmaking process and are therefore included in individual donor numbers, instead of in these totals. Additionally, some grants that have been made through a formal grantmaking process but that are specifically for campaign initiatives are included in campaign totals and not included in this list.</i>		

Government Grants

Name of Government Grant	Total Amt Awarded per Grant Year	2024 Revenue	2025 High-Confidence Projections
ONA ESOL (6-Month Extension: 10/1/24-3/31/25)	\$40,400		\$63,400
ONA ESOL Renewal	\$80,800	\$72,379	\$70,000
IOLA - (2-year contract ending 3/31/2025)	\$125,700	\$115,492	\$62,900
IOLA - (NEW in 2025; 5-year contract FY 26-30)	\$186,666 Y1 Apr 25 - Mar 26		\$93,333
ONA Legal Counsel (5/1/2025-4/30/2026)	\$900,000	\$962,221	\$893,700
ONA Opportunity Center - Westchester (5/1/25-4/30/26)	\$246,400	\$259,650	\$243,300
ONA Opportunity Center - Yonkers (5/1/25-4/30/26)	\$246,400	\$248,122	\$253,600
ONA NYLR (expected to end 5/31/25)	\$400,000	\$454,892	\$233,400
ONA Golden Door (subcontract with FSW/Open Door)	\$50,000	\$46,994	\$50,000
ONA Immigrant Resource Program (1/1/25 - 12/31/25)	\$150,000	\$87,709	\$174,570
Flourishing in Communities - Enviro. Justice - Fordham University; EPA - NEW '25	\$225,000		\$225,000
DSS/Police Trainings w/ NAFI	\$50,000	\$10,000	\$50,000
Hackham - \$17.5k - DCJS 2024-2025	\$17,500	\$17,500	\$17,500
Hackham - \$40k - Div of Housing & Community Renewal - NEW in 2025	\$40,000		\$40,000
Stewart-Cousins \$35k OCFS 2024-2025	\$35,000	\$35,000	\$35,000
OTDA - Migrant Assistance Program (MAP) "Grant Administering" portion- (6/1/23 - 1/31/26)	\$7.9M (\$2M NL, \$5.9M Direct Families)	\$812,601	\$835,000
NYIC Regrant (Case Management & Welcoming Navigator)	\$300,000	\$124,248	\$385,752
Westchester Anti-Trafficking Task Force - Subcontractor for Labor Trafficking (Oct 23 - Sept 24)	\$40,000	\$40,000	\$40,000
Received in 2024, not expected in 2025		\$196,451	
Total		\$3,483,257	\$3,766,455

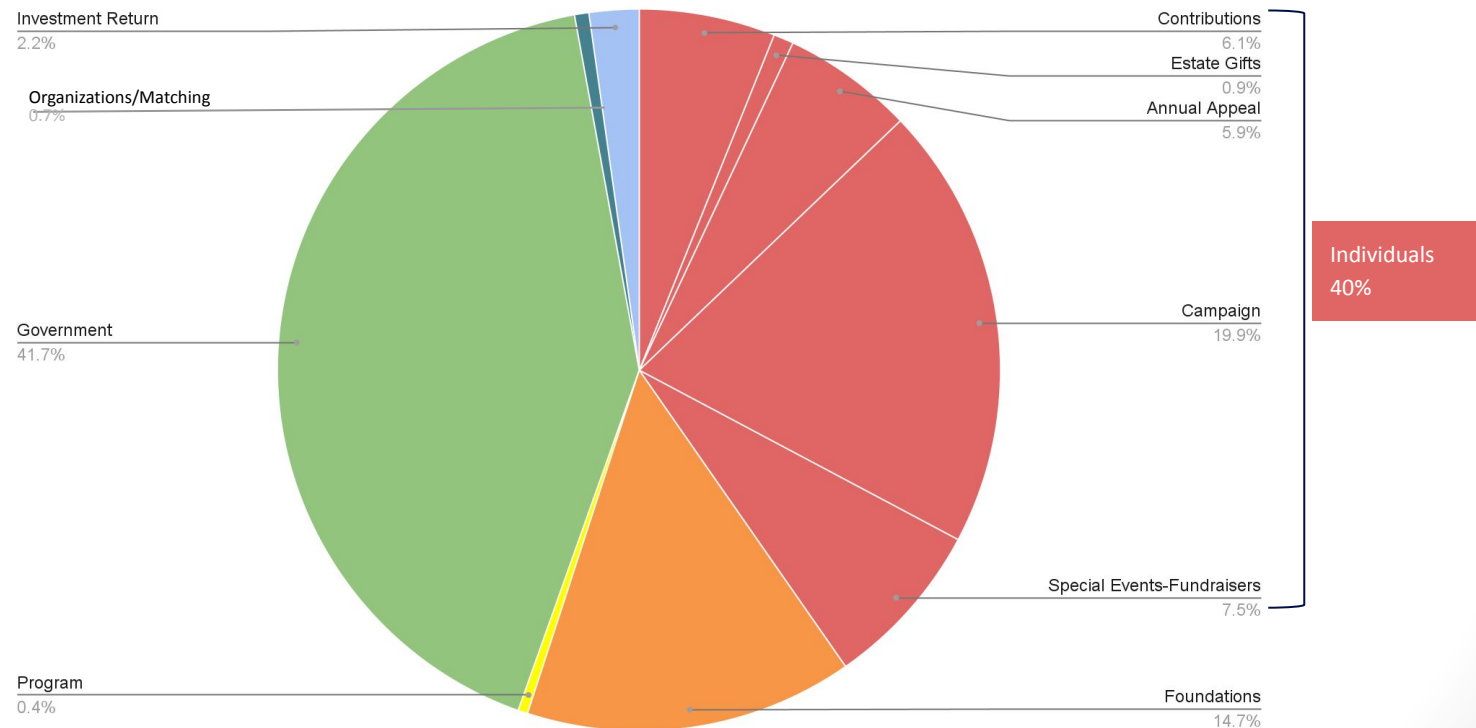
2024 Revenue excl MAP Direct

Total Revenue 2024 \$9,409k (excl MAP direct)



2025 Budgeted Revenue excl MAP Direct

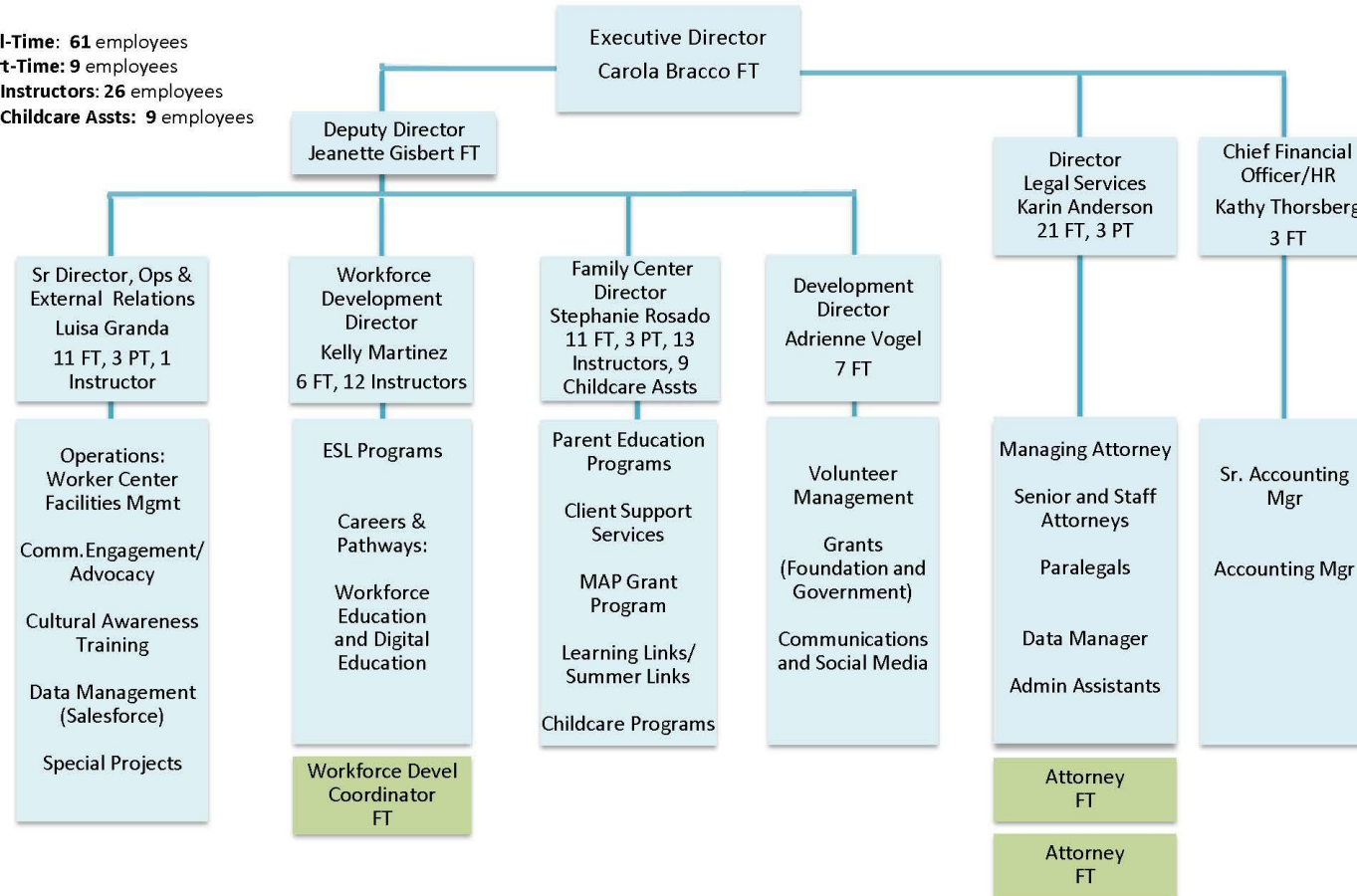
Total Budgeted Revenue 2025 \$9,036k (excl MAP direct)



2025 Expense Budget

Neighbors Link Organizational Chart Budget 2025

Full-Time: 61 employees
Part-Time: 9 employees
PT Instructors: 26 employees
PT Childcare Assts: 9 employees



Total Expense Summary

2025 Budget \$1,226k increase over 2024 Actuals

Total Expense Summary 2025 Budget over 2024 Actuals	\$000's
Personnel	\$899
Capital Expenses - Construction 350 Lexington	211
Payroll Charges - Trinet	62
Workforce Development - Increased Programming	64
Rent	45
ESL - Increased Programming	20
Legal	15
Insurance	15
CSBG Client Assistance - Grant Over	(64)
PR/Media Consultant	(46)
Fundraising	(38)
Other	44
Total	\$1,226

2025 Budget Personnel Expenses are up \$899k

2025 Budgeted Personnel Expense Increase	\$000's
New 2025 Budgeted Positions	\$ 220
Annualization of 2024 hires, promotions and open pos'ns	381
2025 4% Raise	53
Employee Benefits	168
Payroll Taxes	32
Increase in Salary Reserve	35
Other	9
Total 2024 Budgeted Personnel Expense Increase	\$ 899

Benefits

	\$000's		
	2025 Budget	2024 Actuals	Variance
Health Insurance*	\$ 377	\$ 243	\$ 135
401K with 4% match**	143	117	26
\$500 Employee Education Reimbursement	6	8	(2)
Health Reimbursement Account	60	51	9
Total	\$ 586	\$ 418	\$ 168
*Health Insurance Participation 2024: 41 employees; 2025: 42 employees			
**401K Participation 2024: 42 employees; 2025: 51 employees			

Additional benefits include:

- Vacation: 3 or 4 weeks, depending on years of service
- 15 holidays
- 2 mental health days
- 5 sick days

Cash and Investments balance is strong

	Budgeted as of 12/31/25	Actuals as of 12/31/24
Net Income (loss)	(\$647,800)	\$951,876
Balance, beginning of period	10,588,950	9,637,074
Balance, end of period	\$9,941,150	\$10,588,950

Note: Cash excludes MAP and ReSET funds

Campaign Summary Projections

In \$Millions	Cumulative 12/31/24	2025B	Cumulative 12/31/25
Collected	5.4	1.8	7.2
Spent	(1.9)	(1.7)	(3.6)
Cash/Investments Balance	3.5	0.1	3.6

Fundraising goal: \$8.5M

Cumulative Spent 12/31/24: \$1.9M - Infrastructure \$1.1M,

Workforce Development \$600k, Legal Services \$100k and Campaign Expenses \$100k