



1 Kennedy Drive Unit - L2  
South Burlington, Vermont 05404

Karen Godnick Barber  
General Counsel  
Department of Mental Health  
Karen.Barber@vermont.gov

VIA EMAIL ONLY

March 19, 2024

Dear Ms. Godnick Barber  
Re: Response and Questions Pathways COA Application-Dated March 15, 2024

As indicated in our COA application Pathways is seeking increased funding for 8 beds for FY 26. The financial tables provided reflect the purchase and renovation of 141 Maple therefore all project tabs include only capital expenses with the exception of tab 3A. Tab 3A for FY26 and FY27 includes the increase in revenue and expense for 8 beds, however, no details are provided as 3A requires the increase to be included with revenue and expenses for the entire agency. Details on how Pathways prepared the Financial tables is provided on page 8 of the COA application under Financial Tables Notes and note #1 speaks to the increase in the budget and how it was represented in 3A.

Our apologies for any confusion as the required financial tables did not include a table for a draft budget for the bed increase. To further clarify this omission we've included the draft financials for 8 beds vs 5 beds below for your review. The draft budget reflects an increase in services to 8 beds beginning FY26 and in FY27 compared to actual FY24 and FY25 funding. The projected date of construction completion for 141 Maple is currently June of 2025 and the budget increase reflected would not be before FY 26. Please let us know if you'd like us to rework the tables to include these projections more specifically or if you require additional information about the attached.

Thank you for your consideration and support with this application process and please feel free to reach out to us if you have further questions.

Best

A handwritten signature in blue ink, appearing to read "J. Johnson", is placed over a light blue rectangular background.

Jenny Johnson  
Director of Property Development/Pathways Vermont  
[Jenny@pathwaysvermont.org](mailto:Jenny@pathwaysvermont.org) or (802)777-4758

CC: Emily Hawes, DMH Commissioner  
Shannon Thompson, DMH Finance Director  
Samantha Sweet, DMH Director of Mental Health  
Patricia Singer, DMH Director of Adults Services  
Hilary Melton, Executive Director Pathways Vermont

**SOTERIA HOUSE DRAFT BUDGET FOR 8 BEDS - 141 MAPLE STREET BURLINGTON VT**

	5 Bed	5 Bed	8 Bed	8 Bed
	FY24 Budget	FY25 Budget	FY26 Budget	FY27 Budget
Revenue				
DMH Soteria Grant	1,418,041	1,454,273	2,367,566	2,414,308
Expense				
Salaries	816,963	833,303	1,425,822	1,454,339
Clinical Contractual	10,000	20,000	30,000	30,000
General Operating				
Advertising & Recruitment	1,500	1,500	2,400	2,400
Telecommunications/Web	3,500	3,500	5,600	5,600
Conferences, Trainings	1,000	1,000	1,600	1,600
Insurance	1,000	1,000	1,600	1,600
IT Support	10,000	10,000	16,000	16,000
Postage & Shipping	150	150	240	240
Supplies	857	857	1,370	1,370
Tech Equipment	1,500	1,500	2,400	2,400
<b>Total General Operating</b>	<b>19,507</b>	<b>19,507</b>	<b>31,210</b>	<b>31,210</b>
Direct Service Expense				
Direct Service Maintenance	6,500	6,500	10,400	10,400
DS Rent	56,016	56,016		
Move-In Supplies / Household	10,000	10,000	16,000	16,000
Client Groceries	33,500	33,500	53,600	53,600
Client Miscellany	9,750	9,750	15,600	15,600
Direct Service - Utilities	4,500	4,500	7,200	7,200
<b>Total Direct Service Expense</b>	<b>120,266</b>	<b>120,266</b>	<b>102,800</b>	<b>102,800</b>
Travel				
Staff Local Travel	1,200	1,200	1,920	1,920
Travel	2,500	2,500	4,000	4,080
Vehicle Lease / Maintenance	1,634	1,634	2,614	2,614
<b>Total Travel</b>	<b>5,334</b>	<b>5,334</b>	<b>8,534</b>	<b>8,614</b>
Building				
Office Rent	1,267	1,318	2,108	2,108
Office Utilities	113	113	181	181
Office Maintenance	849	849	1,358	1,358
<b>Total Building</b>	<b>2,229</b>	<b>2,279</b>	<b>3,647</b>	<b>3,647</b>

Admin Expense (Allocated)	174,145	178,595	290,754	296,494
Fringe Expense (Allocated)	269,598	274,990	474,799	487,204
Total Expense	1,418,041	1,454,273	2,367,566	2,414,308
Net Income	0	0	0	0
Annual Increase		36,232	913,294	46,742
Per Bed Per Day Cost	777	797	811	827
% Increase Per Bed Per Day Cost		2.56%	1.75%	1.97%