

Community 'HotSpot' Centers

“Community Resources Focused On Changing Lives”

Operations Overview

Community 'HotSpot' Operations Overview

Each CHS center will initially be funded with enough capital to cover acquisition, development, design, construction, remodeling costs and start-up expenses. There will be an additional capital infusion allocated to create an endowment trust.



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Community 'HotSpot' Operations Overview

The corpus of the trust will be invested with several money managers, who will be directed to find safe interest-bearing instruments to generate enough annual income to fund the center's operating expenses.



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The annual budget will be submitted to CHS, by each center's operational council. The council will initially be the three top center leaders. The planned budget will be modified based on each center's actual size and scope of activities and outreach programs.



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Community 'HotSpot' Operations Overview

The 'average' budget will include funding for 100 employees. The current vision is to recruit a top leadership team of five people, which includes the center Director and four Assistant Directors (AD's).



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Community 'HotSpot' Operations Overview

The AD's each will have a key area of focus to lead. The four key leadership team directors will be Administration/Associate Director, Program Oversight Director, Outreach Director, and Financial Director.



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Community 'HotSpot' Operations Overview

The **Admin Team** will include HR, maintenance, marketing, staff training and IT (information technology) leaders. It is expected that there will be two assistants in each of these five departments, or ten assistants. Staffing goals are: 15 people



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Community 'HotSpot' Operations Overview

The **Program Oversight & Operations Team** will include program development, program coordinator, activities, jobs training, and seniors' program liaison leaders. Staffing goals are: (50 total)



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Community 'HotSpot' Operations Overview

- Program Development staff: 10 team members
- Program Coordination: 10 team members
- Activities Team: 10 team members
- Jobs Training: 10 team members
- Seniors Program: 5 team members



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The **Community Outreach Team** will include Charitable Organizations, Schools & Clubs, Churches & Temples, Sports Organizations, Business & Government Agency leaders. Staffing goals are: (20 total)



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Community 'HotSpot' Operations Overview

- Charitable Organization Team: 3 team members
- Schools & Clubs Team: 4 team members
- Churches & Temples Team: 3 team members
- Sports Organizations Team: 2 team members
- Business & Government Agency Team: 3 team members



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Community 'HotSpot' Operations Overview

The **Financial Team** will include Accounting, Purchasing, and Payroll leaders. Staffing goals are: (10 total)

- Accounting Team: 3 team members
- Purchasing Team: 2 team members
- Payroll Team: 2 team members



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Compensation will be paid out using a base salary plus bonus incentive system. There will be monthly bonuses, quarterly bonuses and an annual bonus based on effort, attitude, quality assessment and leadership assessment.



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Community 'HotSpot' Operations Overview

Grants/Scholarships/Donations

There will be a Grant and Scholarship program administered by each center. The budget for this program will be allocated at the start of each fiscal year.



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Grants/Scholarships/Donations

Each center's Outreach program staff will identify worthy not-for-profit programs in their community and any other special disaster relief programs that need funding. The budget for these donation programs will be set each year.



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Community 'HotSpot' National Rollout

Regional Leadership:

10 Regions in the U.S. with 10 regional directors.

State Directors: 50 state directors

National CHS Headquarters:

Tentatively planned to be based in Stuart, FL



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For More Information:

CommunityHotSpot.Org



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