

| Category                         | FY 2020-21 Budget    | FY 2020-21 Actual (through 9/10) | FY 2020-21 Variance   | FY 2021-22 Budget     | Budget % Increase/ Decrease |
|----------------------------------|----------------------|----------------------------------|-----------------------|-----------------------|-----------------------------|
| Annual Audit                     | \$ 17,000.00         | \$ -                             | \$ 17,000.00          | \$ 34,000.00          | 100.00%                     |
| Benefits                         | \$ 27,007.00         | \$ 17,735.90                     | \$ 9,271.10           | \$ 41,280.00          | 52.85%                      |
| CWA Dues                         | \$ 277,626.00        | \$ 343,750.05                    | \$ (66,124.05)        | \$ 358,924.00         | 29.28%                      |
| Equipment Rental                 | \$ 1,200.00          | \$ 1,116.00                      | \$ 84.00              | \$ 837.00             | -30.25%                     |
| Insurance (Office)               | \$ 1,120.00          | \$ 8,293.70                      | \$ (7,173.70)         | \$ 10,141.00          | 805.45%                     |
| Insurance (Wrkrs Comp)           | \$ 360.00            | \$ -                             | \$ 360.00             | \$ -                  | -100.00%                    |
| Legal                            | \$ 27,000.00         | \$ 38,107.03                     | \$ (11,107.03)        | \$ 50,000.00          | 85.19%                      |
| Payroll (Staff)                  | \$ 116,591.00        | \$ 117,741.46                    | \$ (1,150.46)         | \$ 265,436.40         | 127.66%                     |
| Payroll (Contract)               | \$ 23,900.00         | \$ 700.00                        | \$ 23,200.00          | \$ 42,500.00          | 77.82%                      |
| Payroll Processing Fees          | \$ 3,500.00          | \$ 3,210.47                      | \$ 289.53             | \$ 4,443.00           | 26.94%                      |
| Payroll/Taxes                    | \$ -                 | \$ 37,516.95                     | \$ (37,516.95)        | \$ -                  |                             |
| Phone (Cell)                     | \$ 2,196.00          | \$ 1,909.73                      | \$ 286.27             | \$ 3,125.00           | 42.30%                      |
| Phone (Office)                   | \$ 536.00            | \$ 502.90                        | \$ 33.10              | \$ 500.00             | -6.72%                      |
| Rent                             | \$ 17,320.00         | \$ 16,323.59                     | \$ 996.41             | \$ 18,336.00          | 5.87%                       |
|                                  |                      |                                  |                       |                       |                             |
| <b>Fixed Expenses (Total)</b>    | <b>\$ 515,356.00</b> | <b>\$ 586,907.78</b>             | <b>\$ (71,551.78)</b> | <b>\$ 829,522.40</b>  | <b>60.96%</b>               |
|                                  |                      |                                  |                       |                       |                             |
| Arbitration                      | \$ 15,000.00         | \$ 150.00                        | \$ 14,850.00          | \$ 15,000.00          | 0.00%                       |
| Bargaining                       | \$ 1,000.00          | \$ 54.20                         | \$ 945.80             | \$ 2,750.00           | 175.00%                     |
| Board Meetings                   | \$ 5,000.00          | \$ 547.60                        | \$ 4,452.40           | \$ 15,000.00          | 200.00%                     |
| Charitable Donations             | \$ 1,500.00          | \$ 1,004.30                      | \$ 495.70             | \$ 1,100.00           | -26.67%                     |
| Committees                       | \$ 500.00            | \$ -                             | \$ 500.00             | \$ 500.00             | 0.00%                       |
| Communications                   | \$ 1,370.00          | \$ 1,839.78                      | \$ (469.78)           | \$ 1,850.00           | 35.04%                      |
| Conventions                      | \$ 5,000.00          | \$ -                             | \$ 5,000.00           | \$ 1,500.00           | -70.00%                     |
| Dues Refund                      | \$ 1,000.00          | \$ 349.00                        | \$ 651.00             | \$ 500.00             | -50.00%                     |
| Elections                        | \$ 8,000.00          | \$ 3,210.70                      | \$ 4,789.30           | \$ 4,000.00           | -50.00%                     |
| Membership Service               | \$ 4,800.00          | \$ -                             | \$ 4,800.00           | \$ 4,800.00           | 0.00%                       |
| Miscellaneous                    | \$ 400.00            | \$ 360.00                        | \$ 40.00              | \$ 400.00             | 0.00%                       |
| Mobilization                     | \$ 7,000.00          | \$ 6,600.00                      | \$ 400.00             | \$ 25,000.00          | 257.14%                     |
| Office Equipment (Purchase)      | \$ 1,500.00          | \$ 1,488.40                      | \$ 11.60              | \$ 1,500.00           | 0.00%                       |
| Office Supplies                  | \$ 5,000.00          | \$ 1,265.77                      | \$ 3,734.23           | \$ 1,300.00           | -74.00%                     |
| Organizing                       | \$ 8,000.00          | \$ -                             | \$ 8,000.00           | \$ 5,000.00           | -37.50%                     |
| Postage                          | \$ 600.00            | \$ 109.95                        | \$ 490.05             | \$ 200.00             | -66.67%                     |
| Service Charges                  | \$ 200.00            | \$ 364.00                        | \$ (164.00)           | \$ 400.00             | 100.00%                     |
| Subscriptions                    | \$ 350.00            | \$ -                             | \$ 350.00             | \$ -                  | -100.00%                    |
| Training                         | \$ 500.00            | \$ 57.05                         | \$ 442.95             | \$ 500.00             | 0.00%                       |
|                                  |                      |                                  |                       |                       |                             |
| <b>Variable Expenses (Total)</b> | <b>\$ 66,720.00</b>  | <b>\$ 17,400.75</b>              | <b>\$ 49,319.25</b>   | <b>\$ 81,300.00</b>   | <b>21.85%</b>               |
|                                  |                      |                                  |                       |                       |                             |
| <b>Total Expenses</b>            | <b>\$ 582,076.00</b> | <b>\$ 604,308.53</b>             | <b>\$ (22,232.53)</b> | <b>\$ 910,822.40</b>  | <b>56.48%</b>               |
|                                  |                      |                                  |                       |                       |                             |
| <b>Total (dues) Income</b>       | <b>\$ 633,313.00</b> | <b>\$ 804,540.82</b>             | <b>\$ 171,227.82</b>  | <b>\$ 897,310.00</b>  | <b>41.69%</b>               |
| Dividends & Interest             | \$ -                 | \$ -                             | \$ -                  | \$ -                  |                             |
| Miscellaneous Income             | \$ -                 | \$ -                             | \$ -                  | \$ -                  |                             |
| TNG/CWA Reimbursement            | \$ 12,000.00         | \$ 3,600.00                      | \$ (8,400.00)         | \$ -                  | -100.00%                    |
|                                  |                      |                                  |                       |                       |                             |
| <b>Total Income</b>              | <b>\$ 645,313.00</b> | <b>\$ 808,140.82</b>             | <b>\$ 162,827.82</b>  | <b>\$ 897,310.00</b>  | <b>39.05%</b>               |
|                                  |                      |                                  |                       |                       |                             |
| <b>Operating Balance/Surplus</b> | <b>\$ 63,237.00</b>  | <b>\$ 203,832.29</b>             | <b>\$ 140,595.29</b>  | <b>\$ (13,512.40)</b> | <b>-121.37%</b>             |

## **IAPE Budget Notes 2021-22 Fiscal Year (FY2022)**

### **Annual Audit - \$34,000**

2X budget for FY 2021

2020-21 audit fees not billed during fiscal year

### **Benefits - \$41,280**

52.85% increase

Covers healthcare for full-time employees (\$40,416). Also annual life insurance policy for Exec. Director (currently \$864.00). FY 2021 Benefits line covered payments to CWA Savings & Retirement Trust (now budgeted under Payroll).

### **CWA Dues - \$358,924**

29.28% increase

Reflects corresponding increase in membership dues revenue.

### **Equipment Rental - \$837**

30.25% decrease

Ten months remaining in lease for postal meter.

### **Insurance (Office) - 10,141**

800.45% increase

Directors & Officers liability policy (\$6,559.12), commercial insurance policy (\$826.91) and three-year labor bond coverage (\$2,755 in 2018). FY 2021 budget only included commercial insurance.

### **Insurance (Workmans Comp.) - \$0**

Now included under "Payroll Processing Fees"

### **Legal - \$50,000**

85.19% increase

Reflects anticipated increase in legal assistance during negotiations. Annual average during past three fiscal years = \$36,954. During the 2018-19 fiscal year, legal fees including costs associated with negotiations totalled \$55,487.

### **Payroll (Staff) - \$265,436.40**

127.66% increase

Formerly "Payroll (full time)". Reflects additional full-time staff employee. All employees moved to this line item, no longer separating full-time and part-time. Part-time employee pay included under this line during FY 2021. Includes all IAPE liability: salary, retirement contributions and taxes. Total includes increase in hourly rate for Admin. Assistant from \$23.50 to \$25.00 (6.38%

increase), and standard 2.75% raise for Executive Director. Proposal also includes monthly stipend of \$186.12 for Admin. Assistant to cover out-of-pocket healthcare premiums.

**Payroll (Contract) - \$42,500**

77.82% increase

Formerly "Payroll (part-time)". During interview process for Staff Rep/Mobilizer position, IAPE Hiring Committee considered adding a contract position in advance of Dow Jones negotiations. Potential candidate's experience will be invaluable as IAPE prepares and presents proposals for a next contract. Budget would provide six months' worth of work at an annual salary of \$85,000.

**Payroll Processing Fees - \$4,443**

26.94% increase

Includes ADP processing fees, quarterly tax statement preparation and premiums for workers comp and New York state disability premiums. Reflects addition of workers comp to this line item, and price increases for addition of third employee.

**Payroll Taxes - \$0**

Now included under "Payroll (Staff)"

**Phone (Cell) - \$3,125**

42.30% increase

Reflects current spending, plus addition of third line for new employee.

**Phone (Office) - \$500**

6.72% decrease

Based on current monthly spending for the office phone line.

**Rent - \$18,336**

5.87% increase

Reflects anticipated 4% increase in office rent effective January. Storage fees also included in this line item.

**Arbitration - \$15,000**

Same as FY 2021

No arbitrations pending.

**Bargaining - \$2,750**

175% increase

Anticipating at least some in-person meetings during 2022 negotiations. During the 2018-19 fiscal year, expenses assigned to the Bargaining budget included costs associated with travel and totalled \$2,685.69.

**Board Meetings - \$15,000**

200% increase

Anticipating in-person meetings in 2022. During 2018-19 fiscal year, travel and meeting costs totalled \$19,132.19. (We have an existing hotel credit of \$1,992 for a future Board meeting in New York.)

**Charitable Donations - \$1,100**

26.67% decrease

Projected contribution quota for CWA charities (pediatric AIDS foundation, union-to-union fund)

**Committees - \$500**

Same as FY 2021

Maintaining budget category in the event in-person meetings resume. No Committees expenses during FY 2021.

**Communications - \$1,850**

35.04% increase

Includes fees for G-Suite accounts, Zoom subscription, Squarespace products (website and email)

**Conventions - \$1,500**

70% decrease

2022 expected to be a non-convention year. CWA Presidents' Council meeting in Washington. Also a possibility of regional TNG meetings.

**Dues Refund - \$500**

50% decrease

Based on recent number of refunds issued.

**Elections - \$4,000**

50% decrease

Projected fees for contract ratification vote.

**Membership Service - \$4,800**

Same as FY 2021

For travel costs in the event visits to Dow Jones locations are permitted again.

**Miscellaneous - \$400**

Same as FY 2021

Fees for IAPE job postings were recorded as "Miscellaneous" expenses during FY 2021.

**Mobilization - \$25,000**

257.14% increase

Annual database fees (\$6,600) included under this line item. Also projecting expenses related to 2022 bargaining such as membership meetings (with food) and purchase/delivery of contract campaign materials (signs, stickers, t-shirts. etc.)

**Office Equipment - \$1,500**

Same as FY 2021

Propose purchase of new monitor for IAPE office, laptop for Admin. Assistant (if needed).

**Office Supplies - \$1,300**

74% decrease

Based on current spending.

**Organizing - \$5,000**

37.5% decrease

Budget for in-person visits, travel in the event organizing targets materialize.

**Postage - \$200**

66.67% decrease

Based on current spending

**Service Charges - \$400**

2X budget for FY 2021

Based on current fees.

**Subscriptions - \$0**

No current subscriptions

**Training - \$500**

Same as FY 2021

Maintaining budget category in the event in-person training resumes.