

IAPE BUDGET FY 2019-20

Category	20FY Budget	19FY Projected	19FY Oct 1 - Aug 30	19FY Actual vs. Budget	19FY Budget	\$ change from 19FY Actual (runrate)	% change from 19FY Actual (run rate)
CWA Dues	\$230,515	\$230,515	\$211,306	-\$9,485	\$240,000	\$0	0.0%
Rent	\$19,415	\$27,736	\$25,425	-\$2,364	\$30,100	-\$8,321	-30.0%
Insurance (office)	\$1,120	\$3,005	\$2,755	\$1,885	\$1,120	-\$1,885	-62.7%
Utilities	\$420	\$1,386	\$1,270	-\$14	\$1,400	-\$966	-69.7%
Phone (office)	\$1,500	\$3,315	\$3,039	-\$285	\$3,600	-\$1,815	-54.7%
Phone (cell)	\$2,500	\$2,477	\$2,271	-\$1,123	\$3,600	\$23	0.9%
Equipment Rental	\$4,942	\$4,942	\$4,530	-\$1,558	\$6,500	\$0	0.0%
Legal	\$21,600	\$56,072	\$51,400	\$20,972	\$35,100	-\$34,472	-61.5%
Insurance (wrkmn comp)	\$360	\$360	\$0	\$0	\$360	\$0	0.0%
Annual Audit	\$17,000	\$10,636	\$9,750	\$1,886	\$8,750	\$6,364	59.8%
Payroll (full time) - New	\$178,456	\$123,339	\$87,065	-\$588	\$123,927	\$55,117	44.7%
Payroll (part-time)	\$27,317	\$17,730	\$20,518	-\$9,910	\$27,640	\$9,587	54.1%
Payroll processing fees	\$2,800	\$2,777	\$2,546	-\$173	\$2,950	\$23	0.8%
Payroll tax IAPE liability	\$29,429	\$19,709	\$19,709	\$19,709			49.3%
Benefits	\$62,304	\$41,933	\$20,064	\$17,933	\$24,000	\$20,371	48.6%
Total employment costs	\$300,306	\$205,489		\$26,971	\$178,517	\$94,818	46.1%
Fixed Expenses (Total)	\$599,678	\$545,934	\$461,647	\$36,887	\$509,047	\$53,744	9.8%
Subscriptions	\$349	\$349	\$320	-\$651	\$1,000	\$0	0.0%
Training	\$500	\$272	\$250	-\$1,728	\$2,000	\$228	83.5%
Office Equipment (purchase)	\$500	\$292	\$268	\$292	\$0	\$208	71.2%
Office Supplies	\$3,300	\$3,954	\$3,625	\$654	\$3,300	-\$654	-16.5%
Postage	\$600	\$599	\$549	-\$1	\$600	\$1	0.2%
Communications	\$960	\$1,189	\$1,090	\$49	\$1,140	-\$229	-19.3%
Committees	\$500	\$396	\$363	-\$9,854	\$10,250	\$104	26.3%
Board Meetings	\$16,000	\$16,000	\$11,768	\$0	\$16,000	\$0	0.0%
Conventions	\$500	\$9,644	\$8,840	-\$356	\$10,000	-\$9,144	-94.8%
Membership Service	\$4,785	\$4,785	\$4,386	\$1,785	\$3,000	\$0	0.0%
Mobilization	\$27,535	\$15,284	\$14,010	-\$4,716	\$20,000	\$12,251	80.2%
Organizing	\$8,000	\$0	\$0	-\$1,500	\$1,500	\$8,000	
Bargaining	\$9,000	\$2,608	\$2,390	-\$22,392	\$25,000	\$6,392	245.1%
Arbitration	\$15,000	\$0	\$0	-\$15,000	\$15,000	\$15,000	
Elections	\$5,000	\$636	\$583	\$636	\$0	\$4,364	686.2%
Charitable Donations	\$0	\$0	\$0	-\$2,500	\$2,500	\$0	
Dues Refund	\$500	\$441	\$404	-\$559	\$1,000	\$59	13.4%
Miscellaneous	\$389	\$389	\$357	-\$611	\$1,000	\$0	0.0%
Variable Expenses (Total)	\$93,418	\$56,838	\$49,202	-\$56,452	\$113,290	\$36,580	64.4%
Total Expenses	\$693,096	\$602,771	\$527,694	-\$19,566	\$622,337	\$90,325	15.0%
Total (dues) revenue	\$556,191	\$556,191	\$509,841	-\$36,570	\$592,760	\$0	0.0%
SIF grant	\$83,309	\$20,306		\$20,306		\$63,003	310.3%
Other							
Total Revenue	\$639,500	\$576,496	\$509,841	-\$16,264	\$592,760	\$63,003	10.9%
Operating Balance/Surplus	-\$53,596	-\$26,275	-\$17,852	\$3,302	-\$29,577	-\$27,321	

2019-2020 IAPE Draft Budget Notes (Fiscal Year ending Sept. 30, 2020)

September 28-29, 2019

Summary

For fiscal year 2020, we forecast total revenue of \$639,500, with member dues revenue of \$556,191, and CWA grant money of \$83,309. FY20 projected revenue is up 11% from actual projected revenue in 2019.

Total expenses are projected to be \$689,196 if all new budget requests are approved, a 14% increase from our projected full-year spending in 2019.

Based on these projections, we expect to run full-year operating deficit of -\$53,596.

Budget Line Items

Revenue: Dues revenue of \$556,191 is projected based on actual 19FY experience; SIF grant revenue of \$83,309.

Rent: Based on Yogi's proposal to rent a new space in January, we project spending on office rent to be \$19,415, or about 30% less than 2019 spending.

Legal: We are budgeting \$21,600 for legal costs, down 38% from 2019. The decrease is due to our expectation that we'll require less legal assistance once bargaining is completed.

Payroll (full time):

- Tim Martell salary of \$107,623.
- Stefanie Frey salary of \$70,833 (10 months)

Payroll (part-time):

- Meredith Battito salary of \$25,800 (\$25 per hour x 43 hours each pay period, 24 pay periods annually)
- Joanne Freeman salary of \$1,518 (\$28.25 per hour x two hours per pay period x 24 pay periods)

Benefits:

- Total of \$62,304
- Martell health benefits of \$22,119
- Martell retirement benefits of \$14,529 (nine months)
- Frey health benefits of \$15,785 (10 months)
- Frey retirement benefits of \$4,781 (nine months)
- Frey tech stipend of \$1,250
- Battito health benefits of \$3,840

Mobilization: Includes Stefanie Frey budget request of \$20,500 request for UnionTrack software (pending board approval).

Organizing: Moving some funds from mobilization in case IAPE wants to pursue organizing targets.

Annual audit: Cost of \$17,000, up from \$10,636 in fiscal 2019 because we are moving to a new auditor recommended to us by legal counsel.

Phone (office): Beginning in January, our new office space will have internet access included in the price of rent, so we will be able to cancel our current Verizon service and set up a VOIP service for between \$50 and \$100 per month. We've budgeted \$1,500 for the year, assuming the mid-point of the range at \$75 per month.

Utilities: \$420 for three months of service because electricity will be included in our new office space.

Equipment Rental: Includes \$355/month for photocopier lease (expires: 2/15/2020); \$160/month for copier printing charges; \$100/month for postage meter lease.