

APA Ohio Budget
FY 2016 (July 1, 2015 - June 30, 2016)

Category Description	FY 2016 Budget	Notes
INCOME		
110 Dues Income		
111 APA	\$39,460.00	Assumes 150 members join between July 1 - Sep 30 at \$45 (up from 123 members last year); 443 regular members times 74% of last year's dues which equals \$28,950.65; plus 170 "other" memberships consistent with last year at \$3759.
113 Single	\$4,800.00	Assumes 15 memberships between July 1 - Sept 30 at \$45; 75 memberships between Oct 1 - June 30 at \$55
114 Retired Or Student	\$150.00	Assumes 10 memberships at \$15 each
TOTAL 110 Dues Income	\$44,410.00	
120 Ads		
130 Conferences		
131 State/Regional (OKI) Conference Revenue	\$33,500.00	Based on projected conference revenue of \$45,884 and Chapter Agreement percentage profits to Chapter.
132 PD Workshop	\$0.00	
134 State/Reg Conf Repayment of Seed Money	\$2,500.00	Seed money for 2015 State Conference. Offsets 412.
135 State/OKI Conf Registration/Sponsors Pass-Through	\$0.00	Varies. Offsets 413.
136 Nat'l-Conference Reception Collection	\$0.00	Varies. Offsets 415.
TOTAL 130 Conferences	\$36,000.00	
140 Other		
141 Interest (on CD & savings accounts)	\$50.00	A budget amendment will be necessary when we determine how to invest the CD funds.
144 Website	\$0.00	
145 Miscellaneous	\$0.00	Of the FY2015 miscellaneous income, \$3593.8 was the YourMembership website reimbursement, with the remainder being Board member polo shirt reimbursements.
146 Publications	\$250.00	Assumes we sell all remaining <i>Guide to Planning in Ohio</i> books left in stock (approx. 33) for \$8 each.
147 Sponsorship Donations	\$0.00	
148 Plan4Health Grant Income	\$0.00	NEW ACCOUNT CODE. Offsets 613.
TOTAL 140 Other	\$300.00	
150 AICP Related Income		
151 AICP Review Fees Collected	\$0.00	Offsets 351.
152 CM Payments Collected from Sections	\$0.00	Varies; reimbursed by Sections. Offsets 429
153 PD Related Fees from Other Chapters	\$0.00	Webcast income. TO BE RELOCATED TO 251.
154 Online Registration Income	\$0.00	Offsets 550. Est. Merchant Fees: \$10 monthly gateway fee, \$8 monthly statement fee (Chapter subsidizes - see 550); \$2.0 for every day transaction occurs; \$.20 per transaction; approx. 2.19% per transaction. Fees passed on through rebate deductions (see 710).
TOTAL 150 AICP Fees	\$0.00	
210 Section Income from Online Payments		
211 Akron Events	\$0.00	
212 Cincinnati Events	\$0.00	
213 Cleveland Events	\$0.00	
214 Columbus Events	\$0.00	
215 Miami Valley Events	\$0.00	
216 Northwest Events	\$0.00	
TOTAL 210 Section Income from Online payments	\$0.00	Varies; Chapter Collects money via website for section events, rebates money to sections on a monthly basis, minus applicable transaction fees. Offsets 710, minus applicable transaction fees (each credit card transaction incurs a \$1.25 Registrant Fee and a 3.5% Transaction Fee)
250 Webcast Income		
251 Webcast Participation Fees	\$5,400.00	NEW ACCOUNT CODE. Assumes 36 Chapters/Sections participate at \$150 each. Offsets 561, 562, 563.
TOTAL 250 Webcast Income	\$5,400.00	
SUBTOTAL INCOME	\$88,110.00	
160 Transfer from Savings	\$0.00	
Carry Over from previous year	\$0.00	
TOTAL INCOME	\$88,110.00	

Indicates \$\$ Collected by Chapter for Non-Chapter entity - 1 to 1 reimbursement, minus transaction fees where applicable - whatever money is received is rebated to appropriate entity

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EXPENSES		
310 National		
311 Leadership Mtgs	-\$3,000.00	Assumes 2 trips (fall/spring) for Chapter President.
312 Chapter President Council Fees (\$.62/member, increasing to \$.98)	-\$955.50	Assumes 975 total members; assessed fee equals \$0.49 per member, 2x per year.
313 APA 3% Credit Card Fee	-\$1,183.80	Equals 3% of National Dues (111).
314 APA \$2.92 Member Record Kpg Fee	-\$2,850.00	\$2.92 fee per member; assumes 975 national members.
TOTAL 310 National	-\$7,989.30	
320 Administrative		
321 Contracted Services	-\$40,800.00	APA OH ED Contracted Services - \$3,400/month.
326 Mileage	\$0.00	Recently accounted under (328).
327 Bank Fees	\$0.00	
328 Other Reimbursables	-\$4,100.00	Assumes \$600 for Chapter Administrator retreat in July; \$500 for APA OED to attend 2015 State Conference; \$1,500 for APA OED to attend 2016 APA National Conference; and \$1500 for mileage, postage, etc.
TOTAL 320 Administrative	-\$44,900.00	
330 Insurance Legal Accounting	-\$3,387.00	\$1900 tax prep; \$100 State of Ohio filing fee; new insurance premium of \$1,387 to include Officer and Director coverage, Employee Dishonesty coverage, etc. (previously \$775, for an account total of \$2,775)
340 Board		
342 Communications	\$0.00	
343 Meeting	-\$800.00	Assumes 4 Board meeting lunches plus misc. meeting supplies. 2014 includes Board retreat expenses.
TOTAL 340 Board	-\$800.00	
350 Committees		
351 AICP Review Materials	\$0.00	Offsets 151.
352 Membership	-\$180.00	APA Member Ribbons for State Conference Name Badges
353 Legislative	\$0.00	
354 Awards	-\$2,250.00	2015 State Conference Awards; \$380 for FAICP nominations, 7 awards plaques, and awards luncheon tickets for award winners and jury members.
355 Education	-\$100.00	AICP Study Guides (purchased from Chapter President's Council)
356 Executive	\$0.00	
357 Audit	\$0.00	
359 Teller and Nominating	\$0.00	
TOTAL 350 Committees	-\$2,530.00	
360 Other/Outreach Committee	-\$140.00	#BecauseWePlan materials (1,000 bumper stickers)
410 Conference Support		
411 Conference Expenses	\$0.00	Varies. Offset by 131.
412 Conference Seed Money	-\$2,000.00	Seed money for 2016 OKI conference (IN), to be repaid in FY 2017. Offsets 134.
413 State/OKI Conf Registration/Sponsorship Pass-Through	\$0.00	Varies; pass-through account. Offsets 135 minus applicable transaction fees.
415 Nat'l-Reg'l Conf Support	-\$1,000.00	2016 APA National Conference - OKI Reception Contribution. Actual income and expenses include contributions from other participating entities (if APA OH coordinates, as in 2015). Offsets 136.
416 PD Workshop Expenses	\$0.00	Offsets 132.
419 Chapter Expenses for CM	-\$1,095.00	
TOTAL 410 Conference Support	-\$4,095.00	
420 Section		
423 Cleveland	\$0.00	
424 Central Ohio	\$0.00	
429 Section Expenses for CM	\$0.00	Varies - pass thru. Offsets 152.
TOTAL 420 Section Support	\$0.00	
510 Newsletter	-\$350.00	Adobe Creative Suite package (\$50/month, for seven months - December 2015 - June 2016)

Category Description	FY 2016 Budget	Notes
520 Web		
521 Webmaster Expenses	-\$3,400.00	\$250/month hosting fee, plus \$100 for domain renewal, other related expenses, plus \$300 for contingency expenses.
522 Other Web Expenses	\$0.00	
TOTAL 520 Web	-\$3,400.00	
530 Other		
531 Non-APA Conference Scholarships	\$0.00	
TOTAL 530 Other	\$0.00	
550 Merchant Fees charged by Bank for processing credit card payments accepted through new website's online registration payment feature	-\$500.00	Offsets 154 (net of pass-thru fees). Est. Merchant Fees: \$10 monthly gateway fee, \$8 monthly statement fee (Chapter to subsidize); \$.20 for every day transaction occurs; \$.20 per transaction; approx. 2.19% per transaction. After fees deducted from Section/Conference registrations/online payments, Chapter subsidizes approximately \$500 per year.
560 Webcast Series Expenses		
561 Webcast Administrator Retainer	-\$2,100.00	NEW ACCOUNT CODE. \$175/month. Offsets 251.
562 Webcast Hosting Fee	-\$950.00	NEW ACCOUNT CODE. GoToWebinar annual hosting fee. Offsets 251.
563 Other Webcast Expenses	-\$100.00	NEW ACCOUNT CODE. Postage, printing, etc. Offsets 251.
TOTAL 560 Webcast Series Expenses	-\$3,150.00	
610 Grants		
611 Grants to Agencies&Programs	\$0.00	
612 Scholarships to Individuals	-\$2,000.00	Currently allocated from the Chase Savings acct. Recommend that the Chase account be replenished by 5% of conference (131) profits.
613 Plan4Health Grant Disbursements	\$0.00	NEW ACCOUNT CODE. Offsets 148.
TOTAL 610 Grants	-\$2,000.00	
710 Section Rebates		
711 Akron		Varies; Chapter Collects money via website for section events, rebates money to sections on a monthly basis, minus applicable transaction fees. Offsets 210, minus applicable transaction fees (each credit card transaction incurs a \$1.25 Registrant Fee and a 3.5% Transaction Fee).
712 Cincinnati	\$0.00	
713 Cleveland	\$0.00	
714 Columbus	\$0.00	
715 Miami Valley	\$0.00	
716 Northwest	\$0.00	
TOTAL 710 Section Rebates	\$0.00	
Interest on CD & Savings Account		Equal to #141
TOTAL EXPENSES	-\$73,241.30	
OVERALL TOTAL - UNASSIGNED	\$14,868.70	Was \$15,970.70 prior to proposed budget amendment.

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