

**APA Ohio**  
**FY 2017 (July 1, 2016 - June 30, 2017)**  
As adopted by APA Ohio Chapter Board - June 2016

Prepared by R.Ray 6/24/16

Category Description	Approved FY2016 Budget 7/1/15 - 6/30/16	FY2016 YTD (June 15, 2016)	Proposed FY2017 Budget 7/1/16 - 6/30/17	Notes
<b>INCOME</b>				
<b>110 Dues Income</b>				
111 APA	\$39,460.00	\$31,643.50	\$32,000.00	Assumes approximately 1,000 APA OH memberships at varying rates based on 25% of APA National dues; equates to an average of \$8,000 per quarter (quarterly grants have ranged \$5000 - 9000)
113 Single	\$4,800.00	\$4,722.50	\$6,875.00	Assumes 125 members at \$55 each (136 Ohio-only memberships as of April 2015)
114 Retired Or Student	\$150.00	\$105.00	\$150.00	Assumes 10 memberships at \$15 each
<b>TOTAL 110 Dues Income</b>	<b>\$44,410.00</b>	<b>\$36,471.00</b>	<b>\$39,025.00</b>	
<b>120 Ads</b>				
	<b>\$2,000.00</b>	<b>\$4,585.39</b>	<b>\$4,000.00</b>	Combination of website/newsletter and MultiView automated advertising via website
<b>130 Conferences</b>				
131 State/Regional (OKI) Conference Revenue	\$33,500.00	\$32,133.84	\$8,000.00	Projected OKI 2016 (Indiana) profits - average of previous non-Ohio OKI conference revenues
132 PD Workshop	\$0.00	\$0.00	\$0.00	Education Committee - Opportunity for a Professional Development Workshop?
134 State/Reg Conf Repayment of Seed Money	\$2,500.00	\$2,500.00	\$2,000.00	Seed money for 2016 OKI Conference, typically repaid spring 2017. Offsets 412.
135 State/OKI Conf Registration/Sponsors Pass-Through	\$0.00	\$55,349.76	\$0.00	Varies. Offsets 413.
136 Nat'l-Conference Reception Collection	\$0.00	\$0.00	\$0.00	Varies. Offsets 415.
<b>TOTAL 130 Conferences</b>	<b>\$36,000.00</b>	<b>\$89,983.60</b>	<b>\$10,000.00</b>	
<b>140 Other</b>				
141 Interest (on CD & savings accounts)	\$50.00	\$79.69	\$1,850.00	Approx. \$50 for Chase savings account funds, plus \$1800 (estimated 5% return on \$36,000 investment)
143 Grants	\$0.00	\$1,758.33	\$3,466.00	CPC Grant
145 Miscellaneous	\$0.00	\$111.53	\$0.00	
146 Publications	\$250.00	\$292.50	\$25.00	Assumes we sell all remaining <i>Guide to Planning in Ohio</i> books left in stock (approx. 3?) for about \$8 each.
147 Sponsorship Donations	\$0.00	\$0.00	\$0.00	
148 Plan4Health Grant Income	\$0.00	\$175,120.00	\$0.00	
<b>TOTAL 140 Other</b>	<b>\$300.00</b>	<b>\$177,362.05</b>	<b>\$5,341.00</b>	
<b>150 AICP Related Income</b>				
151 AICP Review Fees Collected	\$0.00	\$0.00	\$0.00	Offsets 351.
152 CM Payments Collected from Sections	\$0.00	\$95.00	\$0.00	Varies; reimbursed by Sections. Offsets 429
153 PD Related Fees from Other Chapters	\$0.00	\$0.00	\$0.00	Previously webcast income. RELOCATED TO 251.
154 Online Registration Income	\$0.00	\$5,064.40	\$0.00	Offsets 550. Est. Merchant Fees: \$10 monthly gateway fee, \$8 monthly statement fee (Chapter subsidizes - see 550); \$.20 for every day transaction occurs; \$.20 per transaction; approx. 2.19% per transaction. Fees passed on through rebate deductions (see 710).
<b>TOTAL 150 AICP Fees</b>	<b>\$0.00</b>	<b>\$5,159.40</b>	<b>\$0.00</b>	
<b>210 Section Income from Online Payments</b>				
211 Akron Events	\$0.00	\$1,395.00	\$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)
212 Cincinnati Events	\$0.00	\$13,497.00	\$0.00	
213 Cleveland Events	\$0.00	\$52,670.00	\$0.00	
214 Columbus Events	\$0.00	\$21,135.00	\$0.00	
215 Miami Valley Events	\$0.00	\$16,230.00	\$0.00	
216 Northwest Events	\$0.00	\$0.00	\$0.00	
<b>TOTAL 210 Section Income from Online payments</b>	<b>\$0.00</b>	<b>\$104,927.00</b>	<b>\$0.00</b>	
<b>250 Webcast Income</b>				
251 Webcast Participation Fees	\$5,400.00	\$6,700.00	\$5,400.00	Assumes 36 Chapters/Sections participate at \$150 each. Offsets 561, 562, 563.
<b>TOTAL 250 Webcast Income</b>	<b>\$5,400.00</b>	<b>\$6,700.00</b>	<b>\$5,400.00</b>	
<b>SUBTOTAL INCOME</b>	<b>\$88,110.00</b>	<b>\$425,188.44</b>	<b>\$63,766.00</b>	Primary difference between FYs 2016 and 2017 is the past State Conf. vs. projected OKI conf. revenues
<b>160 Transfer from Savings</b>	\$0.00	\$0.00	\$0.00	
<b>Carry Over from previous year</b>	\$0.00	\$0.00	\$19,257.57	Estimate as of June 15, 2016
<b>TOTAL INCOME</b>	<b>\$88,110.00</b>	<b>\$425,188.44</b>	<b>\$83,023.57</b>	

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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<b>EXPENSES</b>				
<b>310 National</b>				
311 Leadership Mtgs	-\$3,000.00	-\$2,048.14	-\$4,500.00	Assumes 2 trips (fall/spring) for current Chapter President and 1 trip for incoming Chapter President (only 2 trips necessary in FY2016)
312 Chapter President Council Fees (\$.98/member)	-\$955.50	-\$949.13	-\$1,960.00	Assumes 1000 total members; assessed fee equals \$0.98 per member, 2x per year.
313 APA 3% Credit Card Fee	-\$1,183.80	-\$949.30	-\$960.00	Equals 3% of National Dues (111).
314 APA \$2.92 Member Record Kpg Fee	-\$2,850.00	-\$1,865.88	-\$2,920.00	\$2.92 fee per member; assumes 1000 national members.
<b>TOTAL 310 National</b>	<b>-\$7,989.30</b>	<b>-\$5,812.45</b>	<b>-\$10,340.00</b>	
<b>320 Administrative</b>				
321 Contracted Services	-\$40,800.00	-\$40,800.00	-\$40,800.00	APA OH ED Contracted Services - \$3,400/month.
326 Mileage	\$0.00	\$0.00	\$0.00	Recently accounted under (328).
327 Bank Fees	\$0.00	\$0.00	\$0.00	
328 Other Reimbursables	-\$4,100.00	-\$3,187.59	-\$3,500.00	Assumes \$500 for APA OED to attend 2016 OKI Conference; \$1,500 for APA OED to attend 2017 APA National Conference; and \$1500 for mileage, postage, etc.
<b>TOTAL 320 Administrative</b>	<b>-\$44,900.00</b>	<b>-\$43,987.59</b>	<b>-\$44,300.00</b>	
<b>330 Insurance Legal Accounting</b>				
	<b>-\$3,387.00</b>	<b>-\$2,903.00</b>	<b>-\$3,387.00</b>	\$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)
<b>340 Board</b>				
342 Communications	\$0.00	\$0.00	\$0.00	
343 Meeting	-\$800.00	-\$356.50	-\$800.00	Assumes 4 Board meeting lunches plus misc. meeting supplies.
<b>TOTAL 340 Board</b>	<b>-\$800.00</b>	<b>-\$356.50</b>	<b>-\$800.00</b>	
<b>350 Committees</b>				
351 AICP Review Materials	\$0.00	\$0.00	\$0.00	Offsets 151.
352 Membership	-\$180.00	\$0.00	\$0.00	
353 Legislative	\$0.00	\$0.00	\$0.00	
354 Awards	-\$2,250.00	-\$883.82	\$0.00	FY 2016 included 2015 State Conference Awards; not anticipated for FY 2017
355 Education	-\$100.00	-\$100.00	\$0.00	
356 Executive	\$0.00	\$0.00	\$0.00	
357 Audit	\$0.00	\$0.00	\$0.00	
359 Teller and Nominating	\$0.00	\$0.00	-\$500.00	Estimated Board Election Expenses
<b>TOTAL 350 Committees</b>	<b>-\$2,530.00</b>	<b>-\$983.82</b>	<b>-\$500.00</b>	
<b>360 Other/Outreach Committee</b>				
	<b>-\$140.00</b>	<b>-\$5,077.38</b>	<b>\$0.00</b>	
<b>410 Conference Support</b>				
411 Conference Expenses	\$0.00	\$0.00	\$0.00	Varies. Offset by 131.
412 Conference Seed Money	-\$2,000.00	\$0.00	-\$2,500.00	Seed money for 2017 State conference (Athens), to be repaid in FY 2018. Offsets 134.
413 State/OKI Conf Registration/Sponsorship Pass- Through	\$0.00	-\$56,534.76	\$0.00	Varies; pass-through account. Offsets 135 minus applicable transaction fees.
415 Nat'l-Reg'l Conf Support	-\$1,000.00	-\$1,000.00	-\$1,000.00	2017 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	\$0.00	\$0.00	Offsets 132.
419 Chapter Expenses for CM	-\$1,095.00	\$0.00	-\$1,095.00	
<b>TOTAL 410 Conference Support</b>	<b>-\$4,095.00</b>	<b>-\$57,534.76</b>	<b>-\$4,595.00</b>	
<b>420 Section</b>				
421 Akron	\$0.00	\$0.00	-\$500.00	
422 Cincinnati	\$0.00	\$0.00	-\$500.00	
423 Cleveland	\$0.00	\$0.00	-\$500.00	
424 Central Ohio	\$0.00	\$0.00	-\$500.00	New. Chapter "grants" available to support Sections with local events, programs, outreach, etc.
425 Miami Valley	\$0.00	\$0.00	-\$500.00	
426 NW Ohio	\$0.00	\$0.00	-\$500.00	
429 Section Expenses for CM	\$0.00	\$0.00	\$0.00	Varies - pass thru. Offsets 152.
<b>TOTAL 420 Section Support</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$3,000.00</b>	
<b>510 Newsletter</b>				
	<b>-\$350.00</b>	<b>-\$640.37</b>	<b>-\$600.00</b>	Adobe Creative Suite package (\$50/month)

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<b>520 Web</b>				
521 Webmaster Expenses	-\$3,400.00	-\$3,369.03	-\$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	\$0.00	\$0.00	
<b>TOTAL 520 Web</b>	<b>-\$3,400.00</b>	<b>-\$3,369.03</b>	<b>-\$3,400.00</b>	
<b>530 Other</b>				
530 Other Misc. Expenses	\$0.00	-\$80.00	\$0.00	
<b>TOTAL 530 Other</b>	<b>\$0.00</b>	<b>-\$80.00</b>	<b>\$0.00</b>	
<b>550 Merchant Fees</b> charged by Bank for processing credit card payments accepted through new website's online registration payment feature				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.
	<b>-\$500.00</b>	<b>-\$4,820.17</b>	<b>-\$500.00</b>	
<b>560 Webcast Series Expenses</b>				
561 Webcast Administrator Retainer	-\$2,100.00	-\$2,100.00	-\$2,100.00	\$175/month. Offsets 251.
562 Webcast Hosting Fee	-\$950.00	-\$944.95	-\$950.00	GoToWebinar annual hosting fee. Offsets 251.
563 Other Webcast Expenses	-\$100.00	\$59.75	-\$100.00	Postage, printing, etc. Offsets 251.
<b>TOTAL 560 Webcast Series Expenses</b>	<b>-\$3,150.00</b>	<b>-\$2,985.20</b>	<b>-\$3,150.00</b>	
<b>610 Grants</b>				
611 Grants to Agencies&Programs	-\$1,000.00	-\$1,000.00	\$0.00	Euclid v. Ambler historical monument sponsorship in FY 2016
612 Scholarships to Individuals	-\$2,000.00	-\$155.00	-\$2,000.00	Currently allocated from the Chase Savings acct. Chase account be replenished by 5% of conference (131) profits.
613 Plan4Health Grant Disbursements	\$0.00	-\$171,220.00	\$0.00	Offsets 148.
<b>TOTAL 610 Grants</b>	<b>-\$3,000.00</b>	<b>-\$172,375.00</b>	<b>-\$2,000.00</b>	
<b>710 Section Rebates</b>				
711 Akron	\$0.00	-\$1,392.00	\$0.00	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	-\$13,482.00	\$0.00	
713 Cleveland	\$0.00	-\$52,670.00	\$0.00	
714 Columbus	\$0.00	-\$21,250.00	\$0.00	
715 Miami Valley	\$0.00	-\$16,211.60	\$0.00	
716 Northwest	\$0.00	\$0.00	\$0.00	
<b>TOTAL 710 Section Rebates</b>	<b>\$0.00</b>	<b>-\$105,005.60</b>	<b>\$0.00</b>	
<b>TOTAL EXPENSES</b>	<b>-\$74,241.30</b>	<b>-\$405,930.87</b>	<b>-\$76,572.00</b>	
<b>OVERALL TOTAL - UNASSIGNED ("CARRYOVER")</b>	<b>\$13,868.70</b>	<b>\$19,257.57</b>	<b>\$6,451.57</b>	

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