

NACEP, Inc.
Proposed Budget
FY 2014
January - December 2014

	<u>Basis / Rate</u>	<u>Units</u>	Extension	Proposed FY 14 Budget	Fy 13 Budget	Change FY 13 to FY 14	2013 Actual Revenue / Expenses	2013 Over Budget
Income								
Accreditation Fee Income								0
Accreditation Application Processing Fee							300.00	300
Accreditation Application Processing Fee - 2012							600.00	600
Accreditation Application Processing Fee - 2013					\$ 4,500		3,000.00	(1,500)
Accreditation Application Processing Fee - 2014	300	15		\$ 4,500				
Accreditation Intent Form Filing Fee - 2012				\$ -			100.00	100
Accreditation Intent Form Filing Fee - 2013				\$ -	\$ 3,000		2,500.00	(500)
Accreditation Intent Form Filing Fee - 2014	100	30		\$ 3,000				
Annual Fee for Accredited Members - 2012				\$ -			100.00	100
Annual Fee for Accredited Members - 2013				\$ -	\$ 8,300		7,800.00	(500)
Annual Fee for Accredited Members - 2014	100	89		\$ 8,900				
Reaccreditation Application Processing Fee - 2012				\$ -			600.00	600
Reaccreditation Application Processing Fee - 2013				\$ -	\$ 2,000		1,600.00	(400)
Reaccreditation Application Processing Fee - 2014	200	5		\$ 1,000				
Total Accreditation Fee Income				\$ 17,400	\$ 17,800	-2.2%	16,600.00	(1,200)
Conference Revenues								0
Conference Registration Fees - 2012							25,880.68	25,881
Conference Registration Fees - 2013					\$ 225,000		149,216.50	(75,784)
Conference Registration Fees - 2014				\$253,850				
<i>New attendee</i>	\$15	100	\$1,500					
<i>Accreditation Institute</i>	\$125	100	\$12,500					
<i>Pre-conference 2</i>	\$125	0	\$0					
<i>Member early registration</i>	\$375	315	\$118,125					
<i>Non-member early registration</i>	\$425	115	\$48,875					
<i>One day early registration</i>	\$275	20	\$5,500					
<i>Member standard registration</i>	\$440	105	\$46,200					
<i>Non-member standard registration</i>	\$490	40	\$19,600					
<i>One day standard registration</i>	\$310	5	\$1,550					
Conference Sponsorship - 2013					\$ 15,000		5,400.00	(9,600)

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Conference Sponsorship - 2014				\$ 15,500				
Exhibitor Only	250	1	250					
Program	500	3	1500					
Coffee Break	750	5	3750					
Meal	1500	5	7500					
Premium Sponsor	2500	1	2500					
Total Conference Revenues				\$ 269,350	\$ 240,000	12.2%	180,497.18	(59,503)
Membership Dues							375.00	375
Individual Membership Dues - 2013	50			\$ -	\$ 150		200.00	50
Individual Membership Dues - 2014	50	5		\$ 250				
Partner Membership Dues - 2013	125			\$ -	\$ 1,250		3,440.00	2,190
Partner Membership Dues - 2014	125	30		\$ 3,750				
Postsecondary Membership Dues - 2012	450			\$ -			450.00	450
Postsecondary Membership Dues - 2013	450			\$ -	\$ 90,000		94,900.00	4,900
Postsecondary Membership Dues - 2014	450	230		\$ 103,500			5,150.00	5,150
Postsecondary Membership Dues - 2015	450	0		\$ -				
Total Membership Dues				\$ 107,500	\$ 91,400	17.6%	104,515.00	13,115
Other Revenue								0
Interest Earned							40.69	41
Refunds and rebates							114.20	114
Reimbursement Income							7,087.08	7,087
Total Other Revenue				\$ -	\$ -		7,241.97	7,242
Professional Services Revenue								0
Sales of Publications & Promotional Materials				\$ -			75.00	75
Speakers Fees	1	500		\$ 500			1,286.51	1,287
Washington Policy Seminar	75	40		\$ 3,000				
Workshops	2	7500		\$ 15,000			10,150.00	10,150
Total Professional Services Revenue				\$ 18,500	\$ -	New	11,511.51	11,512
Total Income				\$ 412,750	\$ 349,200	18.2%	320,365.66	(28,834)
Gross Profit				\$ 412,750	\$ 349,200	18.2%	320,365.66	(28,834)

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Expenses								
Committees and Board Initiatives								0
Committee & Strategic Initiatives				\$ 36,000				
Communications Committee			\$ 2,500		\$ 5,000		684.00	(4,316)
Executive Committee			\$ 2,000		\$ 2,000		1,896.73	(103)
Governmental Relations Committee			\$ 3,500		\$ 2,500		3,977.36	1,477
Membership Committee			\$ 500		\$ 1,500		992.30	(508)
Research Committee			\$ 1,500		\$ 3,000		2,237.25	(763)
Strategic Planning Initiatives			\$ 26,000		\$ 23,000		3,375.00	(19,625)
Program Expenses								
Accreditation Commission				\$ 12,000	\$ 10,000		2,944.29	(7,056)
Ambassadors				\$ 7,500	\$ 10,000		3,390.30	(6,610)
Board Meetings				\$ 14,000	\$ 14,000		13,022.76	(977)
Integrated Evaluation System				\$ 3,375	\$ 3,375			(3,375)
Research Mini-Grants	\$ 750	2		\$ 1,500				
Strategic Planning Facilitation				\$ -	\$ 5,000		13,201.83	8,202
Total Committees and Board Initiatives				\$ 74,375	\$ 79,375	-6.3%	45,721.82	(33,653)
Conferences and Other Events								0
National Conference Expenses - 2013					\$ 210,000		149,789.08	(60,211)
National Conference Expenses - 2014 - Chicago				\$ 247,638			20,770.55	20,771
National Conference Expenses - 2015 - Denver								
Washington Meeting				\$ 7,000	\$ 9,000		6,617.29	(2,383)
Total Conferences and Other Events				\$ 254,638	\$ 219,000	16.3%	177,176.92	(41,823)
Operations and Administration								0
Accounting Fees				\$ 4,000	\$ 4,000		149.13	(3,851)
Awards				\$ 200	\$ 200		70.00	(130)
Bank Fees				\$ 150			752.42	752
Equipment				\$ 2,500	\$ 2,500		3,468.60	969
Furniture				\$ 1,500	\$ 2,500			(2,500)

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Insurance - Liability and Directors/Officers				\$ 2,075	\$ 2,000		2,075.00	75
Legal Fees				\$ 2,000	\$ 500			(500)
Postage and Shipping	300	12		\$ 3,600	\$ 1,000		3,159.96	2,160
Printing and Publications	300	12		\$ 3,600	\$ 1,600		6,634.51	5,035
Rent	800	12		\$ 9,600	\$ 5,000		6,266.13	1,266
Software				\$ 5,500	\$ 1,000		2,571.51	1,572
Supplies and Materials				\$ 4,000	\$ 3,000		3,993.10	993
Telecommunications	200	12		\$ 2,400			1,408.71	1,409
Teleconferencing Expenses				\$ 3,000	\$ 2,500		2,652.03	152
Total Operations and Administration				\$ 44,125	\$ 25,800	71.0%	33,201.10	7,401
Professional Services Expenses								0
Workshops				\$ 6,000			5,845.34	5,845
Total Professional Services Expenses				\$ 6,000	\$ -	New	5,845.34	5,845
Staffing Expenses								0
Employee Benefits				\$ 5,861	\$ 4,525		4,272.06	(253)
Executive Director Expenses					\$ 11,000		3,078.32	(7,922)
Executive Director Salary and Bonus				\$ 65,672	\$ 64,424		62,373.00	(2,051)
Director of Communications & Marketing Salary				\$ 53,550	\$ 26,500		25,000.00	(1,500)
Support Staff Wages				\$ 15,912	\$ 15,000		13,647.00	(1,353)
Payroll taxes (Employer's Share)				\$ 12,252	\$ 10,000		9,424.69	(575)
Payroll Services					\$ 1,000		1,160.34	160
Travel - all staff	1100	10		\$ 11,000			270.90	271
Staff Recruitment				\$ -			429.50	430
Staff Training & Professional Development				\$ 250			159.75	160
Worker's Compensation Insurance				\$ 1,600	\$ 2,400		807.00	(1,593)
Total Staff Expenses				\$ 166,097	\$ 134,849	23.2%	120,622.56	(14,226)
Total Expenses				\$ 545,235	\$ 459,024	18.8%	382,567.74	(76,456)
Transfer from Reserves				\$ 132,485				
Net Operating Income				\$ 0	\$ (109,824)	-100.0%	-62,202.08	47,622