

**LWV-VA Operating Fund**

**Proposed Budget 2018-2019**

1	2017-2018		estimate	End of year	2018-2019	
2	Budget	2/28/18	Mar-Jun 2018	6/30/18	Budget	Notes
3	<b>REVENUES</b>					
4	<b>Affiliations</b>					
5	MAL Units/Individuals Dues	1,293	100	50	150	3,470 *1
6	PMP LLs	17,200	17,188	972	18,160	22,024 *2
7	Shared Insurance	480	464	0	464	480 *3
8	<b>Bequests &amp; Memorials</b>	0	0	0	0	0
9	<b>Donations</b>					
10	Members	3,000	197	100	297	3,000
11	Nonmembers	200	146	100	246	250
12	Special Events	0	0	0	0	0
13	Wares Sales	200	0	100	100	100
14	<b>Grants</b>		0	0	0	0
15	<b>Statewide Meetings</b>					
16	LWV-VA Convention (odd yrs)	0	0	0	0	12,000
17	LWV-VA Council (even yrs)	3,200	0	3200	3,200	0
18	Fall Workshop LWV-VA	2,300	2,888	0	2,888	3,000
19	WLRT Pre-session Lunch	2,500	3,053	0	3,053	0 *4
20	WLRT/League Day		1,156	0	1,156	0 *5
21	<b>LWV-VA Ed Fund Expense Reimb.</b>	2,943	0	1596	1,596	2,285 *6
22	<b>Miscellaneous</b>	110	50	50	100	100
23	<b>In-Kind Income</b>	1,000	641	200	841	800
24	<b>Transfer from Savings</b>	15,231	4,865	0.00	4,865	9,832 *7
25	<b>TOTAL REVENUES</b>	<b>49,657</b>	<b>30,749</b>	<b>6,368.00</b>	<b>37,116.82</b>	<b>57,341</b>
26						
27	<b>EXPENSES</b>					
28	<b>Board &amp; Administration</b>					
29	Administrative Committees	300	246	50	296	300 *8
30	LL Liaisons, Travel, & Support	1,000	678	300	978	1,500 *9
31	LL Advocacy Rewards Program	100	0	1000	1,000	1,000 *10
32	Membership & Organization	500	0	50	50	500
33	Meetings - BOD	5650	3653.14	2000	5,653	5,700
34	President	500	0	100	100	250 *11
35	Public Relations/Media	200	0	100	100	200
36	Secretary & Treasurer	50	202.79	200	403	300 *12
37	LWV-VA Leadership Directory	300	164.02	0	164	300
38	<b>Office Operations</b>					
39	Equipment Purchase & Repair	500	0	0	0	300
40	Equip Supplies & Desktop Software	100	0	0	0	100
41	General Copying/Printing	725	97.94	100	198	300
42	General Supplies & Postage	175	473.37	100	573	600

	2017-2018		estimate	End of year	2018-2019	
	Budget	2/28/18	Mar-Jun 2018	6/30/18	Budget	Notes
43	Insurance	1350	0	1350	1,350	1,418 *13
44	Telephone&Internet tools/services	2120	1213.47	400	1,613	1,800 *14
45	Office Rent	2209	1440	720	2,160	2,208 *15
46	State Corporation Fee/Solicitation F	55	75	0	75	75
47	Admin Assistant	13600	642.16	600	1,242	6,000 *16
48	<b>Total Admin &amp; Ops Expenses</b>	<b>29,434</b>	<b>8,886</b>	<b>7,070</b>	<b>15,955.89</b>	<b>22,851</b>
49						
50	<b>Development</b>					
51	Donations Solicitation	650	0	0	0	500 *17
52	Special Events	0	0	0	0	0
53	Wares Purchases	300	0	0	0	0
54	Other (inc travel & mileage)	0	0	0	0	0
55	<b>Meetings (LWV)</b>					
56	LWV-VA Convention (odd yrs)	0	0	0	0	20,000 *18
57	LWV-VA Council (even yrs)	3,700	735	3000	3,735	0 *18
58	LWV-VA Workshops	2,000	2,935	0	2,935	3,000
59	LWVUS Convention (even yrs)	3,000	900	2100	3,000	0 *19
60	LWVUS Council (odd yrs)	0	0	0	0	2,000 *19
61	<b>Position Support</b>					
62	Advocacy & Action Coordination	25	0	0	0	0
63	Coalition Dues /Support/Meetings	700	941	0	941	1,000 *20
64	Legislative Coordinator/Lobbyist	1,600	981	500	1,481	1,600 *21
65	Positions in Brief & Other Publications	300	0	0	0	500
66	WLRT/League Day	5,550	2,143	1800	3,943	0 *22
67	WLRT Pre-session Lunch	1,500	3,374	0	3,374	0 *23
68	<b>VA MALs PMP TO LWVUS @ \$32</b>	848	0		0	2,240 *24
69	<b>Virginia Voter</b>	0	0	0	0	3,600 *25
70	<b>Miscellaneous</b>	50	0	50	50	50
71	<b>TOTAL EXPENSES</b>	<b>49,657</b>	<b>20,895</b>	<b>14,520.00</b>	<b>35,415.13</b>	<b>57,341</b>
72						
73	<b>Net Activity</b>	<b>0</b>	<b>9,854</b>	<b>-8,152.00</b>	<b>1,702</b>	<b>0</b>

**Notes: 2018-2019 Budget**

\*1. Income MAL unit Dues: 3 students @\$25, 62 full @ \$48, 6 half@ \$24

MAL individual dues: 5 full @\$50, 0 half @\$25, 1 student @\$25 = \$3,470

\*2. Income LL PMP for 1543 total; 1275 primary@ \$16,

176 additional@ \$8, 65 life @ \$0, 27 student @\$8 = \$22,024

\*3 Non-incorporated LLs share of insurance costs

\*4. Moved to Ed Fund and removed the word "lunch".

\*5. Moved to Ed Fund

\*6. Transfer from Ed Fund: Based on 10% of Expenses for Office Operations and Board & Admin

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- \*7. Incorporated Previous Line Item " Carryover funds from Checking Acct"with Transfer from Savings - Line 24
- \*8. Financial Review/Audit, Nominating, Budget
- \*9. Travel/support to local LWVs; reimbursed for fees when attending LL annual meeting
- \*10. Program to reward LL for ALERT calls made
- \*11. Travel in capacity as President, Discretionary expenditures
- \*12. Bank fees, discretionary expenditures
- \*13. D&O Liability; Liability/Property (5% increase)
- \*14. Telephone & Internet, includes Facebook Boosts
- \*15. Rent \$180 July-Oct, then 3% increase to \$186
- \*16. contractor (\$20/hr, 6 hrs/wk for 50 weeks)
- \*17. Includes, letter print, mail, postage
- \*18. VA Council/Convention; includes registration fees for Board members
- \*19. US Council/Convention includes expenses for 2 Delegates
- \*20. Includes VPCC \* VCOG dues, special events & Meeting Travel
- \*21. includes Lobbyist-in-a-box (\$600) and lobby badges (\$300)
- \*22. 6-wks legislative session. Includes member's local accommodations \$1500
- \*23. Moved to Ed Fund under Educational Activities and removed the word "Lunch"
- \*24. PMP for MAL members & individual MALs: 67 full MAL @\$32 & 6 half @\$16 student (\$0 thru 2021) = \$2,240
- \*25. Changed Title, printing & mailing 100+ copies 4 times/year