

**HOWARD COUNTY AUTISM SOCIETY
BUDGET
2020**

As of: 01/07/2020

SLY B = same as last year budget
SLY = same as last year (proj)

REVENUES	2018 Actual	2019 Budget	2019 Jan-Oct Actual	2019 Nov-Dec Projection	2019 Jan-Dec Projection	2020 Budget	2020 Budget Assumptions
Income							
4000 · General Donations							
4010 · Indiv/business contribution	34,444	24,000	28,863	8,000	36,863	39,993	
4410 · MCC and United Way	8,239	8,500	7,922	250	8,172	8,200	SLY
Total 4000 · General Donations	42,683	32,500	36,785	8,250	45,035	48,193	
4200 · Grants							
4230 · Foundation/trust grants							
4231 - Fitness First Sponsor	0	0	0	0	0	0	
4232 - Yoga Class Fees	1,760	1,760	1,760	0	1,760	3,520	Weekly in 2020
4235 - FAPE Grant	47,400	47,400	50,174	0	50,174	50,174	SLY
4236 - IATC/Transition Symposium	3,000	2,000	0	0	0	1,000	
4237 - Columbia Foundation	9,500	5,000	7,950	1,000	8,950	6,000	
4238 ASA - Hussman (Community Grant)	4,500	2,000	0	2,000	2,000	2,000	SLY B
4239 - Transition Employment Grant	500	0	1,000	0	1,000	0	
4240 - Housing Sub-Committee Grant	31,200	0	6,215	0	6,215	5,000	Harkins, PNC
4241 - Dart Group	5,000	5,000	5,000	0	5,000	5,000	SLY B
xxxx - New Grants	0	0	0	0	0	4,000	
xxxx - Horizon Grant	0	0	0	600	600	600	
Total 4230 · Foundation/trust grants	102,860	63,160	72,099	3,000	75,699	77,294	
5000 · Memberships/Earned Revenues							
5210 · Membership dues - individuals	4,425	4,000	2,724	500	3,224	6,000	SLY B, fees for some social events
Total 5000 · Memberships/Earned Revenues	4,425	4,000	2,724	500	3,224	6,000	
5100 · Program Fees							
5130 - Donations for Social Gatherings	0	0	100	0	100	0	
Total 5100 · Program Fees	0	0	100	0	100	0	
5400 · Other Revenue							
5310 · Interest-savings/short-term inv	3,153	3,100	2,598	500	3,098	3,100	SLY B
5440 · Store Sales	194	200	334	0	334	200	SLY B
5450 · Advertising revenues	0	0	0	0	0	0	
5490 · Miscellaneous revenue	636	0	3,443	0	3,443	3,887	additional fundraisers
Total 5400 · Other Revenue	3,983	3,300	6,375	500	6,875	7,187	
5800 · Special Events Income							
5805 · WALK							
5806 · Corporate Sponsors-Walk	16,800	15,000	14,600	2,500	17,100	15,000	SLY B
5807 · Individual/Team Donations-Walk	18,065	20,000	18,318	75	18,393	20,000	SLY B
5808 · Peer To Peer Donations	20,413	20,000	27,134	0	27,134	25,148	
5809 · Donations - Walk	0	0	1,997	250	2,247	0	
Total 5805 · WALK	55,278	55,000	62,049	2,825	62,627	60,148	
5810 · GALA							
5811 · Corporate Donor GALA	46,500	42,000	49,240	0	49,240	45,200	
5812 · Ticket Sales GALA	26,290	23,500	24,097	0	24,097	25,000	SLY
5813 · Advertising Sales GALA	2,800	1,500	2,510	0	2,510	2,000	SLY B
5814 · Live and Silent Auction - GALA	19,555	20,000	17,832	0	17,832	8,000	
5815 · Wine Pull - GALA	0	0	0	0	0	0	
5816 · 50/50 Raffle - GALA	1,740	1,700	1,604	0	1,604	0	
5817 · Donations - GALA	2,061	2,000	310	0	310	1,000	
5818 · Basket Raffle - GALA	0	0	0	0	0	6,000	
5819 · Casino "Funbucks" - GALA	0	0	0	0	0	6,000	
Total 5810 · GALA	98,946	90,700	95,593	0	95,593	93,200	
Total 5800 · Special Events Income	154,224	145,700	157,642	2,825	158,220	153,348	
5885 · Spring Conference - FAPE Conference							
5885 · Registrations	11,818	6,000	0	0	0	4,000	
Total 5885 · Spring Conference	11,818	6,000	0	0	0	4,000	
5895 · Fall Conference Registration - Transition Symposium							
5895 · Fall Conference Registration - Other	0	0	3,416	515	3,931	0	Not held in 2020
Total 5895 · Fall Conference Registration	0	0	3,416	515	3,931	0	
Total Income	319,993	254,660	279,141	15,590	293,084	296,022	

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EXPENSES	2018 Actual	2019 Budget	2019 Jan-Oct Actual	2019 Nov-Dec Projection	2019 Jan-Dec Projection	2020 Budget	2020 Budget Assumptions
Expense							
7000 · Grant and Contract Expenses							
7020 · Grants to other organizations	0	1,000	500	0	500	500	SLY
7100 · Program Expenses							
7110 · Fitness Class	1,457	1,500	2,685	375	3,060	3,000	SLY (Spring/Fall)
7120 · Transition Employment Grant	0	0	0	0	0	0	
7130 · Fitness First	653	1,000	888	0	888	1,000	SLY B
7140 · Social Groups	267	2,000	1,031	100	1,131	2,000	SLY B
7150 · FAPE	54,424	47,400	26,530	0	26,530	47,400	as per contract
7160 · Yoga Classes	1,920	1,760	1,040	0	1,040	3,520	Weekly in 2020
7165 · Summer Therapy Camp	0	0	1,000	0	1,000	0	
7170 · Transitioning Youth Program	0	0	1,346	0	1,346	0	
7175 · MT Family Fund Expense	0	0	1,973	320	2,293	2,500	
7180 · Housing Sub-Committee	26,665	10,000	15,575	0	15,575	10,000	
7190 · Support Meetings	0	200	0	0	0	200	SLY B
7195 · Donor Events	356	1,000	613	100	713	1,000	SLY B
8325 · Social Gatherings	2,654	3,500	3,198	0	3,198	3,500	SLY B -per Prog. Committee: Pool parties \$1850, Tubing \$250 Sibling \$300, Great Wolf Lodge \$300, picnic \$300, other \$500
8571 · Autism Awareness:							
8572 · Autism Awareness Items	1,187	1,200	658	160	818	1,200	SLY B
8573 · Autism Awareness Printing	309	400	43	0	43	250	
8574 · Autism Awareness Events	542	600	847	0	847	600	SLY B
Total 7100 · Program Expenses	90,434	70,560	57,427	1,055	58,482	76,170	
7200 · Salaries & related expenses							
7220 · Salaries and Wages	66,941	76,400	61,250	14,400	75,650	90,980	
7250 · Payroll taxes	6,438	7,300	6,145	1,400	7,545	9,000	
7275 · Payroll Processing Fees	1,125	1,200	1,071	176	1,247	1,200	SLY B
Total 7200 · Salaries & related expenses	74,504	84,900	68,466	15,976	84,442	101,180	
7500 · Consulting Expenses							
7550 · Temporary Help - Office	0	1,000	6,385	0	6,385	8,200	-Social Media/Website
7560 · Consulting - ED Hiring	0	0	0	0	0	0	
7570 · Professional Fees - Bookkeeping	10,464	11,400	8,955	2,445	11,400	11,400	SLY see "2020 Salaries"
Total 7500 · Consulting Expenses	10,464	12,400	15,340	2,445	17,785	19,600	
7805 · WALK Expense							
8116 · Supplies-Walk	11,809	12,000	11,904	520	12,424	12,000	SLY B
8522 · Insurance -Walk	853	900	962	0	962	900	SLY B
8177 · Printing & Copying - Walk	1,114	1,000	0	54	54	1,000	SLY B
8686 · Credit Card Processing Fee-Walk	639	1,000	0	0	0	1,000	SLY B
Total 7805 · WALK Expense	14,415	14,900	12,866	574	13,440	14,900	
7810 · GALA Expense							
8111 · Supplies -GALA	1,001	1,000	1,217	0	1,217	1,000	SLY B
8120 · Silent Auction Purchases	137	500	366	0	366	500	SLY B
8142 · Postage-GALA	29	200	0	0	0	200	SLY B
8176 · Printing and Copying - GALA	2,822	2,900	1,766	0	1,766	1,800	SLY
8331 · Food and Entertainment - GALA	33,237	30,000	29,425	0	29,425	30,000	SLY B
8342 · Meetings - Gala	366	400	137	0	137	400	SLY B
8690 · Credit Card Process Fee-GALA	841	2,100	0	0	0	2,100	SLY B
Total 7810 · GALA Expense	38,433	37,100	32,911	0	32,911	36,000	
7815 · Blandair Commemorative Art	0	1,000	0	0	0	1,000	SLY B
7890 · Spring Conference (Transition Symp.)							
8182 · Merchandise Sales	0	0	0	0	0	0	
8320 · Travel Expense	0	0	0	0	0	0	
8344 · Conferences and Meetings	2,487	2,500	1,248	1,160	2,408	2,500	SLY B
Total 7890 · Spring Conference	2,487	2,500	1,248	1,160	2,408	2,500	

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	2018 Actual	2019 Budget	2019 Jan-Oct Actual	2019 Nov-Dec Projection	2019 Jan-Dec Projection	2020 Budget	2020 Budget Assumptions
8100 · Operating Expenses							
8105 · Office Equipment/Software							
8160 · Equip rental & maintenance	75	0	0	0	0	0	See postage. Meter share w/HHP
8105 · Office Equipment/Software	4,352	2,000	2,257	250	2,507	5,874	DonorView and Computer/Server
Total 8105 · Office Equipment/Software	4,427	2,000	2,257	250	2,507	5,874	
8110 · Supplies -Office	442	1,000	1,669	400	2,069	1,500	
8115 · Moving Expenses	0	0	0	0	0	0	
8130 · Telephone & telecommunications	1,859	2,400	1,740	320	2,060	2,400	MR cell \$600, ACS \$1,800
8140 · Postage, shipping, delivery	951	2,000	0	200	200	1,500	
8170 · Printing/copying & publications							
8171 · Printing-Newsletter	0	300	0	0	0	300	Sly B
8172 · Printing & Copy - Postcards	0	300	95	0	95	300	Sly B
8173 · Printing & Copy - Annual Report	0	200	0	0	0	200	Sly B
8170 · Printing/copying & publications	3,557	3,400	1,235	1,200	2,435	3,000	
Total 8170 · Printing/copying & publications	3,557	4,200	1,330	1,200	2,530	3,800	
8180 · Books, subscriptions, reference	0	400	0	50	50	200	
8200 · Occupancy expenses							
8210 · Rent, parking, storage space	8,744	10,000	7,494	1,100	8,594	9,648	ACS \$251/mo, NPC \$554/mo
8260 · Repairs and Maintenance	0	0	0	0	0	0	Sly B
Total 8200 · Occupancy expenses	8,744	10,000	7,494	1,100	8,594	9,648	
8300 · Conferences, Meetings & Travel							
8310 · Travel- Board/Staff/Speakers	1,144	1,200	980	0	980	1,200	Sly B
8330 · Conference,Convention & Meeting	35	500	600	0	600	500	Sly B
8327 · Board Meetings(Room,Food)	878	1,250	766	250	1,016	1,000	Sly
8328 · Misc. Conferences	0	0	0	0	0	0	
8339 · Volunteer Appreciation	535	1,000	0	1,000	1,000	1,000	Sly B
8340 · Meetings/Entertainment/Misc	925	600	1,572	250	1,822	1,800	Sly
Total 8330 · Conference,Convention & Mtg	2,373	3,350	2,938	1,500	4,438	4,300	
Total 8300 · Conferences, Meetings & Travel	3,517	4,550	3,918	1,500	5,418	5,500	
8500 · Other Operating Expenses							
7520 · Accounting and Auditing Fees	6,335	6,500	5,420	120	5,540	5,540	Sly
8510 · Interest Expense	0	0	0	0	0	0	
8520 · Insurance Expense	1,184	3,000	2,083	0	2,083	2,080	Sly
8525 · Charitable Contributions Expense	0	0	0	0	0	0	
8530 · Membership Dues	85	1,250	640	400	1,040	1,040	Sly
8550 · Workshops/Conferences fees	0	0	0	0	0	2,090	Board retreat
8569 · Website Expense							
8570 · Website Expense	0	500	65	0	65	500	Sly B
Total 8569 · Website Expense	0	500	65	0	65	500	
8595 · Bank Service Charges	116	100	0	0	0	100	Sly B
8610 · Bad debt expense	0	0	0	0	0	0	
8670 · Organizational (Corp) Expenses	0	0	0	0	0	0	
8685 · Credit Card Process Fee-Monthly	5,717	2,400	1,236	250	1,486	2,400	Sly B
Total 8500 · Other Operating Expenses	13,437	13,750	9,444	770	10,214	13,750	
8600 · Business expenses	0	0	0	0	0	0	
Total 8100 · Operating Expenses							
8400 · Depreciation & amortization exp	0	0	0	0	0	0	
8999 · Program Reserve	0	0	0	0	0	0	
Total Expense	267,671	264,660	216,610	27,000	243,610	296,022	
Net Ordinary Income / (Loss)	52,322	-10,000	62,531	-11,410	49,474	0	

Other Income						
6810 - Unrealized (Gain) Loss - Investments	851	0	-1,682	0	-1,682	
Total Other Income	<u>851</u>	<u>0</u>	<u>-1,682</u>	<u>0</u>	<u>-1,682</u>	
Other Expense						
9930 - Supplemental Projects Funding Initiative	5,179	10,000	874	4,200	5,074	10,000
Total Other Expense	<u>5,179</u>	<u>10,000</u>	<u>874</u>	<u>4,200</u>	<u>5,074</u>	<u>10,000</u>
Net Income	<u>46,292</u>		<u>63,339</u>	<u>-15,610</u>	<u>47,729</u>	
1640 - Capital Investments for Technology	<u>6,250</u>	<u>6,500</u>				<u>3,000</u>

**Howard County Autism Society
2020 Salary Information**

	Semi-Mo Salary	Annual Salary	Annual Payroll Taxes 7.65%	Annual Salary and Payroll Taxes
Executive Director	2,730.00	65,520	5,012	70,532
Office Assistant	1,140.00	27,360	2,093	29,453
Program Coordinator	337.50	8,100	620	8,720
Bookkeeper	0.00	0	0	0
Less: Salaries allocated to FAPE		<u>-10,000</u>	<u>-976 *</u>	<u>-10,976</u>
		<u><u>90,980</u></u>	<u><u>6,749</u></u>	<u><u>97,729</u></u>

Hrly Rate	\$19
Hours per Semi-Mo	60
Hrly Rate	\$22.50
Hours per Semi-Mo	15

* Fringes/FAPE Budget	\$976.00
Total Salaries/FAPE Budget	\$10,000.00
Rate	9.76%

Assumes Executive Director salary \$65,520
 Executive Director is full-time at 40 hours per week.
 Office Assistant is part-time at 30 hours per week.
 Bookkeeper is being paid as an Independent Consultant in 2020

Bookkeeper	525.00	12,600	0	12,600
Less: Services allocated to FAPE		<u>-1200</u>		<u>-1200</u>
		<u><u>11,400</u></u>	<u><u>0</u></u>	<u><u>11,400</u></u>

Hrly Rate	\$35
Hours per Semi-Mo	15