

Carpe Diem West
Budget with Prior Year Comparisons
2012

Total Budget

	Actual Jan - Dec '10	Actual Jan - Sept '11	Budget 2011	Budget 2012
INCOME				
Private Grants	369,275	532,000	400,000	454,000
Public Grants	35,000	35,000	85,000	45,000
Agency Support	-	5,060	35,000	30,000
NGO Support	10,000	586	10,000	10,000
Corporate Support	2,500	2,500	25,000	25,000
Project Fees	7,986	-	25,000	25,000
Individual Donations	6,789	17,015	25,000	25,000
Interest and Other Income	1,013	555	1,000	1,000
TOTAL INCOME	432,563	592,717	606,000	615,000
EXPENSE				
PROGRAM EXPENSE				
Conference Expenses & Mgmt.				
Meeting Supplies	174	253	10,000	1,000
Facilitation & Recording	4,940	-	25,000	-
Site & Catering	1,737	2,915	25,000	7,500
Conference Expenses & Mgmt. - Other	10,693	-		-
Total Conference Expenses & Mgmt.	17,543	3,168	60,000	8,500
University Partnerships	42,000	26,500		30,000
Communications Consultants	8,000	18,000		24,000
Program Consultants	31,796	6,443	40,000	20,000
Program Development	9,319	4,077	10,000	5,000
Program Postage & Shipping	1,017	688	2,500	1,500
Prog Printing & Graphic Design				
Program Graphic Design	4,986	115	8,500	-
Prog Printing & Graphic Design - Other	1,163	643	8,500	3,500
Total Prog Printing & Graphic Design	6,149	758	17,000	3,500
Program Technology				
Webhost	138	199		200
Equipment	72	1,928	4,000	4,000
Software	1,754	94	1,000	600
Supplies	378	96	500	-
Tech Support	1,750	1,738	2,500	2,500
Website Development	19,959	21,349	10,000	10,000
Total Program Technology	24,051	25,404	18,000	17,300
Program Travel	9,351	6,212	15,000	15,000
TOTAL PROGRAM EXPENSE	149,226	91,249	162,500	124,800

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STAFFING EXPENSE				
Staffing				
Executive Director (1 FTE)	92,000	69,000	120,000	100,000
Policy & Initiatives Director (1 FTE)	25,000	57,000	85,000	80,000
Marketing & Dev't Director (.8 FTE)	-	9,167		56,000
Project & Operations Manager (1FTE)	38,625	36,101	50,000	50,000
Finance & Accounting	10,841	12,410	26,250	20,000
CFO		1,200	5,000	5,000
Clerical - Temp.	2,187	840		1,000
Total Staffing	168,654	185,718	286,250	312,000
Benefits				
Health - ED	12,493	13,430	6,000	6,000
H. Insurance - ED	4,785	4,490	6,000	6,000
Retir - ED	11,722	5,865	12,000	12,000
Health - Pol Dir	1,350	4,341	8,000	6,400
Transp - Pol Dir	650	1,560		2,200
Health - M&D Dir	-	1,500		7,000
Health - O&P Mgr	3,600	3,209	6,775	5,000
Transp - O&P Mgr	1,000	980		2,000
Total Benefits	35,600	35,375	38,775	46,600
Payroll Tax & Insurance				
ER CA Payroll Tax Expense	826	1,139	1,000	6,000
ER Fed Payroll Tax Expense	12,556	11,112	25,775	24,000
Worker's Compensation Insurance	771	1,156	2,678	3,000
Total Payroll Tax & Insurance	14,153	13,407	29,453	33,000
Staff - Other				
Staff Development	1,750	3,020	5,000	5,000
Hiring Expenses	3,568	60		1,000
Total Staff - Other	5,318	3,080	5,000	6,000
TOTAL STAFFING EXPENSE	223,725	237,580	359,478	397,600

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SUPPORTING EXPENSE				
Corporate				
Audit/Review	-	2,273	10,000	2,500
Board				-
Board Meals	113	1,299	2,500	1,000
Total Board	113	1,299	2,500	1,000
D & O Insurance	1,015	982	1,500	1,500
Property & Liability Insurance	966	966	2,000	1,500
Legal			1,000	1,000
Tax & Licenses				-
990 & 1099 Prep (to CFC)	-		500	-
Tax & Licenses - Other	301	75		200
Total Tax & Licenses	301	75	500	200
Total Corporate	2,395	5,595	17,500	7,700
Office				
Technology - Admin	1,118	35		250
Postage - admin	21	86		250
Printing - Admin	-	3		250
Bank Charges	142	83	200	200
Equipment	1,217	-		4,000
Furnishings	4,015	2,570	5,000	2,500
Maintenance	3,496	1,621	1,000	2,500
Rent	20,194	18,900	25,200	25,200
Supplies	6,384	5,224	5,000	7,500
Utilities				-
Telephone	2,831	1,854	3,000	3,000
Utilities - Other	673	568	1,500	1,500
Total Utilities	3,504	2,422	4,500	4,500
Total Office	40,091	30,944	40,900	47,150
Organizational Development				
Travel - Admin				
Local Travel	427	208		1,000
Travel Lodging	266	-		1,000
Travel Transportation	-	1,580		2,500
Total Travel - Admin	693	1,788	-	4,500
Conference Fees	2,402	190	1,000	1,000
Contributions	150	-	500	500
Dues	40	20	500	500
Gifts Given	48	-	500	500
Marketing	22	-	1,000	500
Meals & Entertainment	553	367	1,000	1,000
Publications	429	56	500	500
Subscriptions	454	320	500	500
Total Organizational Development	4,792	2,741	5,500	9,500
TOTAL SUPPORTING EXPENSE	47,277	39,279	63,900	64,350
Reserve Fund Allocation: 3% of Income			18,180	18,600
TOTAL EXPENSE	420,228	368,108	604,058	605,350
NET INCOME	12,335	224,608	1,942	9,650