

EXPENSES (p. 1 of 2)	2022-23 Budget			2021-22 Budget			Actuals through 12/21 (both funds)	Percent of Total Budget	2020-21 Actuals			Explanation of Proposed Line Items (22/23)
	Regular Fund	Education Fund	Budget Total	Regular Fund	Education Fund	Budget Total			Regular Fund	Education Fund	Total	
<b>A. General Office Expenditures</b>												
1 Rent & Utilities	\$6,131	\$5,017	\$11,148	\$6,600	\$5,400	\$12,000	\$5,145	43%	\$6,323	\$5,173	\$11,496	\$929/month rent plus storage
2 Office Expense/Supplies	\$660	\$540	\$1,200	\$660	\$540	\$1,200	\$159	13%	\$192	\$157	\$349	Based on \$1300 actual in FY19/20
3 Software licenses, Communications (Phone), Website, Podcast hosting	\$2,103	\$1,720	\$3,823	\$1,349	\$1,104	\$2,453	\$687	28%	\$1,226	\$1,003	\$2,229	Phone, software subscriptions, website domain name
4 Postage and PO Box	\$990	\$810	\$1,800	\$605	\$495	\$1,100	\$73	7%	\$970	\$793	\$1,763	Based on \$1700 actual in FY20/21. PO Box \$134 annually
5 Salaries (Gross)	\$13,750	\$11,250	\$25,000	\$11,000	\$9,000	\$20,000		0%	\$0	\$0	\$0	50 weeks@20 hrs., at \$25/hr
6 Payroll Burden	\$1,238	\$1,013	\$2,250	\$990	\$810	\$1,800	\$35	2%	\$0	\$0	\$0	About 9% of payroll
7 Bookkeeper Services	\$275	\$225	\$500	\$248	\$203	\$450		0%	\$162	\$137	\$298	Payroll: \$38/mo + incidentals = \$500
8 Discretionary Fund/ Other Expenditures	\$1,100	\$900	\$2,000	\$1,100	\$900	\$2,000	\$1,152	58%	\$0	\$0	\$0	Funds for unexpected incidentals or one-time projects.
9 Government Fees and Taxes	\$173	\$142	\$315	\$173	\$142	\$315	\$236	75%	\$50	\$0	\$50	Annual OR. State Corp.Fee, State Charitable Activities Fees, Etc.
10 Audit/Review of Books (½T)	\$0	\$0		\$0	\$0				\$0	\$0	\$0	Financial Review not proposed this FY
11 Insurance	\$550	\$450	\$1,000	\$550	\$450	\$1,000		0%	\$478	\$391	\$869	Liability and Workers Comp Insurance.
12 Bank/ Payment fees/ Credit Card Fees	\$297	\$243	\$540	\$220	\$180	\$400	\$270	68%	\$373	\$65	\$438	Service charges for credit card payments.
13 Equipment and computer support, maintenance and repair	\$110	\$90	\$200	\$1,210	\$990	\$2,200		0%	\$93	\$76	\$169	Computer support services, other equipment maintenance and repair.
14 Equipment Purchase	\$110	\$90	\$200	\$110	\$90	\$200	\$100	50%	\$0	\$0	\$0	For furniture and larger equipment
<b>SUBTOTAL General Office</b>	<b>\$27,487</b>	<b>\$22,489</b>	<b>\$49,976</b>	<b>\$24,815</b>	<b>\$20,303</b>	<b>\$45,118</b>	<b>\$7,858</b>	<b>17%</b>	<b>\$9,866</b>	<b>\$7,795</b>	<b>\$17,661</b>	
<b>B. Administration</b>												
1 President's Fund	\$165	\$135	\$300	\$165	\$135	\$300	\$0	0%	\$130		\$130	Board gifts, special gifts to members, parking fees, travel & meeting expenses
2 Board Expense	\$165	\$135	\$300	\$165	\$135	\$300	\$500	303%	\$0		\$0	Expenses such as printing and assembling new board notebooks, travel, parking fees
3 Development Comm. Expenses											\$0	
a. Direct Mail/ solicitation expenses	\$385	\$315	\$700	\$303	\$248	\$550	\$588	153%	\$116	\$95	\$210	Cost of printing direct mail solicitation letters.
b. Administration	\$330	\$270	\$600	\$220	\$180	\$400	\$0	0%	\$0		\$0	Member appreciation event, training, organization memberships (NAO), and merchandise purchase.
<b>SUBTOTAL Administration</b>	<b>\$1,045</b>	<b>\$855</b>	<b>\$1,900</b>	<b>\$853</b>	<b>\$698</b>	<b>\$1,550</b>	<b>\$1,088</b>	<b>104%</b>	<b>\$246</b>	<b>\$95</b>	<b>\$340</b>	
<b>C. Membership Activities and Engagement</b>												
1 PMP LWVUS	\$7,328		\$7,328	\$4,296	\$4,296	\$8,592	\$4,488	52%	\$3,512	\$3,512	\$7,024	280 members: PMP of \$32*205 members, \$0 for 22 lifetime, \$16*48 household members, \$0*5 student members
2 PMP LWVOR		\$6,985	\$6,985		\$8,189	\$8,189		0%		\$6,695	\$6,695	280 members: PMP of \$30.5*205 members, \$0 for 22 lifetime, \$15.25*48 household members, \$0*5 student members
3 Membership Committee	\$1,200		\$1,200	\$1,200		\$1,200	\$125	10%	\$820		\$820	Membership Handbook and Directory, renewals, recruitment costs and new member event. Publicity \$300.
4 Voter	\$250		\$250	\$250		\$250	\$30	12%	\$164		\$164	Cost to publish the Voter to mail to select members.
5 Program Planning/ Member Education/ Units	\$400		\$400	\$400		\$400		0%	\$0		\$0	Materials for units, meetings & interest groups.
6 Events: annual luncheon, program planning, local convention	\$8,000		\$8,000	\$4,000		\$4,000		0%	\$0		\$0	Media Lunch, Program Planning, Local Convention costs, mainly a pass-through line. See #4 in the Revenue Budget
<b>SUBTOTAL membership/units</b>	<b>\$17,178</b>	<b>\$6,985</b>	<b>\$24,163</b>	<b>\$10,146</b>	<b>\$12,485</b>	<b>\$22,631</b>	<b>\$4,643</b>	<b>21%</b>	<b>\$4,496</b>	<b>\$10,207</b>	<b>\$14,703</b>	

EXPENSES (p. 2 of 2)	Regular Fund	Education Fund	Budget Total	Regular Fund	Education Fund	Budget Total	Actuals as of 12/20	Percent	Regular Fund	Education Fund	Total	
<b>D. Voters Service/Citizen Education</b>												
1 Printed Voters' Guide		\$12,000	\$12,000		\$25,000	\$25,000		\$0		\$19,675	\$19,675	Layout: \$2600; Translation: \$3200; Printing and Shipping \$6200
2 Voter Education Recordings		\$14,000	\$14,000									Videos & podcasts forums and video voters guide: General Election: \$8,550; School Bd/Special: \$4,950; County Comm.: \$604
3 Voters Service		\$500	\$500		\$5,500	\$5,500	\$1,913	35%		\$775	\$775	Volunteer expense reimbursements voter registration and speakers' bureau. Directory of Elected Officials printing
4 Civic Ed. Meeting Expenses		\$3,500	\$3,500		\$1,800	\$1,800	\$1,971	110%		\$615	\$615	Record Civic Ed meetings: 4-5 videos & podcasts \$2416 to \$3030. Room and equipment rentals in-person event \$700
5 Study/Publication		\$100	\$100		\$0	\$0				\$799	\$799	Reimburse committee research expenses, for first year of possible study
6 Outreach/Publicity		\$12,000	\$12,000		\$800	\$800		0%	\$700	\$4,873	\$5,573	2 elections. Flyers: \$200; print & online media ads: \$7,200; radio ads: \$3,200, Google ads \$3,600
X Educational Events (remove line)					\$500	\$500	\$4,101	820%		\$0	\$0	Costs associated with special educational events and website posts
<b>SUBTOTAL Voters Service/Citizen Education</b>	<b>\$0</b>	<b>\$42,100</b>	<b>\$42,100</b>	<b>\$0</b>	<b>\$33,600</b>	<b>\$33,600</b>	<b>\$7,984</b>	<b>24%</b>	<b>\$700</b>	<b>\$26,736</b>	<b>\$27,436</b>	
<b>E. Travel and Training Expenses</b>												
1 National Convention	\$0		\$0	\$1,300		\$1,300	\$0			\$0	\$0	No National Convention in 22/23
2 State Council/Convention	\$1,000		\$1,000	\$500		\$500	\$0			\$0	\$0	State convention: 6 delegates, 2 nights. Registration plus hotel. (\$200 reg. + \$400 hotel)
3 Workshops (registration & expenses)	\$1,250	\$1,400	\$2,650	\$1,250	\$1,400	\$2,650	\$0			\$95	\$95	Training expenses: \$150 for LWVOR workshops (Ed.), \$2500 for diversity, equity and inclusion training (50/50 Ed./Reg.).
<b>SUBTOTAL Travel &amp; Training Exp.</b>	<b>\$2,250</b>	<b>\$1,400</b>	<b>\$3,650</b>	<b>\$3,050</b>	<b>\$1,400</b>	<b>\$4,450</b>	<b>\$0</b>	<b>0%</b>	<b>\$0</b>	<b>\$95</b>	<b>\$95</b>	
<b>F. Position Support</b>												
1 Action Committee	\$1,350		\$1,350	\$1,350		\$1,350	\$30	2%	\$800		\$800	To cover committee costs \$50, ballot measure statements \$800, Welcome Home Coalition dues \$100, publicity \$400.
<b>SUBTOTAL Position Support</b>	<b>\$1,350</b>	<b>\$0</b>	<b>\$1,350</b>	<b>\$1,350</b>	<b>\$0</b>	<b>\$1,350</b>	<b>\$30</b>	<b>2%</b>	<b>\$800</b>	<b>\$0</b>	<b>\$800</b>	
<b>TOTAL FY EXPENSES</b>	<b>\$49,310</b>	<b>\$73,829</b>	<b>\$123,138</b>	<b>\$40,213</b>	<b>\$68,486</b>	<b>\$108,699</b>	<b>\$21,602</b>	<b>44%</b>	<b>\$16,108</b>	<b>\$44,928</b>	<b>\$61,035</b>	