

SEFAA

2011 Budget

All figures are in US dollars, unless otherwise stated

| | 2011 | | | | | | | | | | | | TOTAL |
|--|------------|--------------|--------------|------------|------------|--------------|------------|------------|--------------|--------------|--------------|--------------|---------------|
| | 1st Qtr | | | 2nd Qtr | | | 3rd Qtr | | | 4th Qtr | | | |
| | Jan | Feb | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec | |
| INCOME | | | | | | | | | | | | | |
| Gifts, Grants, and Contributions | | | | | | | | | | | | | |
| Foundation grants | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Contributions | - | - | 200 | - | - | 200 | - | - | 200 | - | - | 200 | 800 |
| Drawing ticket sales | - | - | - | 100 | - | - | - | - | - | 100 | - | - | 200 |
| Website contributions (Goodsearch) | - | - | - | - | - | - | - | - | - | - | - | 200 | 200 |
| Payroll deduction contributions | - | - | - | - | - | - | - | - | - | - | - | - | - |
| * Fundraising Events | - | 1,000 | 5,000 | - | - | - | - | - | - | - | 1,500 | - | 7,500 |
| Sponsorships | - | - | 200 | - | - | 200 | - | - | 200 | - | - | 200 | 800 |
| Subtotal Gifts, Grants, and Contributions | - | 1,000 | 5,400 | 100 | - | 400 | - | - | 400 | 100 | 1,500 | 600 | 9,500 |
| Membership Fees | | | | | | | | | | | | | |
| Full Year (New and all returning members) | | | | | | | | | | | | | |
| Student (\$10) | - | - | 20 | - | - | 20 | - | - | 20 | - | - | 20 | 80 |
| * Individual (\$50/\$45) | - | 1,350 | 450 | - | - | 450 | - | - | 450 | - | 450 | - | 3,150 |
| Small Organization (\$100, 1-50 members) | - | 400 | - | - | 100 | - | - | - | - | - | - | - | 500 |
| Medium Organization (\$200, 51-150 members) | - | 400 | - | - | - | - | - | - | - | - | - | - | 400 |
| Large Organization (\$300, 151+ members) | - | 300 | - | - | - | - | - | - | - | - | - | - | 300 |
| Subtotal Membership Fees | - | 2,450 | 470 | - | 100 | 470 | - | - | 470 | - | 450 | 20 | 4,430 |
| Programming | | | | | | | | | | | | | |
| Programs (free to members) | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Seminars | 270 | - | - | - | - | 150 | - | - | 150 | - | 150 | - | 720 |
| Workshops | - | - | - | - | - | - | - | - | - | - | - | - | - |
| (a) Classes | - | - | - | - | - | - | - | 320 | - | 320 | - | - | 640 |
| Exhibitions | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Subtotal Programs | 270 | - | - | - | - | 150 | - | 320 | 150 | 320 | 150 | - | 1,360 |
| * (b) Rental income | - | - | - | - | - | - | 650 | 650 | 650 | 1,010 | 1,010 | 1,010 | 4,980 |
| Shop | | | | | | | | | | | | | |
| Logo items | - | - | 50 | - | - | - | - | - | - | 50 | - | - | 100 |
| Brick/mortar sales | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Website sales | - | - | - | - | - | - | - | - | 50 | - | - | - | 50 |
| Subtotal Sales | - | - | 50 | - | - | - | - | - | 50 | 50 | - | - | 150 |
| TOTAL INCOME | 270 | 3,450 | 5,920 | 100 | 100 | 1,020 | 650 | 970 | 1,720 | 1,480 | 3,110 | 1,630 | 20,420 |

| EXPENSES | 2011 | | | | | | | | | | | | TOTAL |
|---|--------------|--------------|---------------|---------------|----------------|----------------|----------------|--------------|--------------|--------------|--------------|--------------|----------------|
| | 1st Qtr | | | 2nd Qtr | | | 3rd Qtr | | | 4th Qtr | | | |
| | Jan | Feb | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec | |
| Fundraising | 150 | | 200 | - | 100 | - | 100 | - | - | - | 250 | - | 800 |
| Membership | 50 | - | - | - | - | - | - | - | - | - | - | - | 50 |
| Programming | | | | | | | | | | | | | |
| Monthly 'coffee hour' | - | - | - | - | - | - | 50 | 50 | 50 | 50 | 50 | 50 | 300 |
| Seminars | - | - | - | - | - | - | 50 | - | 50 | - | 50 | - | 150 |
| (b) Instructor Fees (given 8 hrs) | - | - | - | - | - | - | - | 200 | - | - | 200 | - | 400 |
| Exhibitions | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Outreach | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Subtotal Programs | - | - | - | - | - | - | 100 | 250 | 100 | 50 | 300 | 50 | 850 |
| Occupancy | | | | | | | | | | | | | |
| Rent (Rent income_(expense) analysis) | - | - | - | - | - | - | 1,250 | 1,250 | 1,250 | 1,250 | 1,250 | 1,250 | 7,500 |
| Utilities and Maintenance | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Subtotal Occupancy | - | - | - | - | - | - | 1,250 | 1,250 | 1,250 | 1,250 | 1,250 | 1,250 | 7,500 |
| Salary and related expenses | | | | | | | | | | | | | |
| Manager | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Subtotal Salary and related expenses | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Shop | | | | | | | | | | | | | |
| Inventory | - | - | - | - | - | - | 200 | - | - | 200 | - | - | 400 |
| Materials/Supplies | - | - | - | - | - | - | - | - | 100 | - | - | 100 | 200 |
| Subtotal Shop | - | - | - | - | - | - | 200 | - | 100 | 200 | - | 100 | 600 |
| General and administrative (G&A) | | | | | | | | | | | | | |
| Registrations/Filing Fees | - | - | 30 | - | - | - | - | 20 | - | - | - | - | 50 |
| Insurance | 50 | 50 | 50 | 50 | 50 | 50 | 270 | 70 | 70 | 70 | 70 | 70 | 920 |
| Marketing/PR: | | | | | | | | | | | | | |
| brochures/pamphlets | 300 | - | - | - | - | - | 300 | - | - | - | - | - | 600 |
| other | - | - | - | - | - | - | - | - | - | - | - | - | 300 |
| Office Supplies | - | - | - | - | - | - | 75 | 75 | 75 | 75 | 75 | 75 | 450 |
| Software/Tech support: | | | | | | | | | | | | | |
| accounting (Quick books) | 54 | - | 100 | - | - | 100 | - | - | 100 | - | - | 100 | 400 |
| Website | - | - | - | - | - | 114 | - | - | - | - | - | - | 114 |
| Printing (ink) | - | - | - | - | - | - | 50 | 50 | 50 | 50 | 50 | 50 | 300 |
| Postage | - | - | 25 | - | - | 25 | - | - | 25 | - | - | 25 | 100 |
| Dues/Subscriptions | - | - | - | - | - | 100 | - | - | - | - | - | - | 100 |
| Internet | - | - | - | - | - | - | 10 | 10 | 10 | 10 | 10 | 10 | 60 |
| Subtotal G&A | 404 | 50 | 205 | 50 | 50 | 389 | 705 | 225 | 330 | 205 | 205 | 730 | 3,548 |
| Capital expenditure | | | | | | | | | | | | | |
| Desktop computer | - | - | - | - | - | 200 | - | - | - | - | - | - | 200 |
| Printer | - | - | - | - | - | 100 | - | - | - | - | - | - | 100 |
| Furniture (chairs, tables) | - | - | - | - | - | 1,710 | - | - | - | - | - | - | 1,710 |
| Leasehold improvements | - | - | - | - | 7,500 | - | - | - | - | - | - | - | 7,500 |
| Subtotal CAPEX | - | - | - | - | 7,500 | 2,010 | - | - | - | - | - | - | 9,510 |
| TOTAL EXPENSES | 604 | 50 | 405 | 50 | 7,650 | 2,399 | 2,355 | 1,725 | 1,780 | 1,705 | 2,005 | 2,130 | 22,858 |
| NET PROFIT/LOSS | (334) | 3,400 | 5,515 | 50 | (7,550) | (1,379) | (1,705) | (755) | (60) | (225) | 1,105 | (500) | (2,438) |
| CUMMULATIVE BALANCE | 6,461 | 9,861 | 15,376 | 15,426 | 7,876 | 6,497 | 4,792 | 4,037 | 3,977 | 3,752 | 4,857 | 4,357 | 4,357 |
| BEGINNING BALANCE | | | | | 6,795 | | | | | | | | |