



RESOLUTION 2015.10.03

A resolution to approve the 2016 NAGPS Budget

National Association of Graduate-Professional Students, Inc.

Date: October 30, 2015

Author(s): Board of Directors, NAGPS

Underlines are additions while ~~striketroughs~~ are deletions.

Whereas, it is the responsibility of the NAGPS membership to pass an annual budget, and;

Resolved, *that* the attached budget be approved, and;

Resolved, *that* a copy of this resolution be sent to the membership of the Association within 30 days of its passage.

Passage:

Date:

Kristofferson Culmer
President

Zach Brooks
Vice President

Item		Budgeted 2015	Owner	Assumptions	Details
Board Expenses					
E1.1	January Board Meeting Travel	\$8,000.00	VP	\$2000 increase from 2015	Travel for national board meeting
E1.2	National Conference Travel	\$5,500.00	VP	2015 numbers	Travel for unfunded board members to National Conference
E1.3	Outreach Travel	\$5,500.00	Outreach	\$1500 increase from 2015	Travel for outreach throughout the year. Make \$1000 Available for Regional Chair travel
E1.4	Communications	\$4,000.00	Communications	\$1000 increase from 2015	Expenses include graphic design fees, etc. (need more info?)
E1.5	Discretionary	\$8,000.00	ExComm/Board		Includes expenses that vary by year.
E1.6	Legislative Affairs	\$2,500.00	Legislative Affairs	New Expense	Reallocated from the LAD line to use for strategic legislative initiatives. Money would have been spent on Monday reception in Spring LAD
Total Board Expenses		\$33,500.00			
Conference Expenses					
E2.1	NE Regional	\$592.00	NERC	94.7% of regional conference fees, passed to host school	
E2.2	SE Regional	\$592.00	SERC		
E2.3	SC Regional	\$592.00	SCRC		
E2.4	MW Regional	\$592.00	MWRC		
E2.5	W Regional	\$592.00	WRC		
E2.6	National Conference Planning Travel	\$1,500.00	VP		Expenses include a visit to the site a few months before the conference
E2.7	VP Planning Travel	\$2,600.00	VP		Visits for Leadership (1) and Nationals (2)
E2.8	National Conference	\$18,200.00	VP		Expenses for the conference itself
Total Conference Expenses		\$25,260.00			
Workshop and Summit Expenses					
E3.1	Leadership Summit	\$1,750.00	VP	2015 numbers	Expenses include room reservations, food, etc.
E3.2	Summer Retreat	\$5,000.00	VP	2015 numbers	Retreat for the second board meeting, which may be held in conjunction with another event such as leadership summit to reduce flight costs
E3.3	LAD Spring Workshop Costs	\$4,000.00	Legislative Affairs	2015 numbers - Cost transfer	Expenses include room reservations, food, unfunded board travel, etc. Will not hold the Monday reception. Will use the money for legislative initiatives throughout the year
E3.4	LAD Fall Workshop Costs	\$3,500.00	Legislative Affairs	2015 numbers	Expenses include room reservations, food, unfunded board travel, etc.
Total Workshop and Summit Expenses		\$14,250.00			
Financial & Admin Expenses					
E4.1	Bank Fees	\$350.00	Finance	2015 numbers	
E4.2	Quickbooks	\$300.00	Finance	2015 numbers with accommodation for price increase	
E4.3	Accounting Services	\$1,700.00	Finance	2015 numbers	
E4.4	Audit Services	\$500.00	Finance	2013 numbers	
E4.5	Tax & License Fees	\$160.00	Finance	2015 numbers	
E4.6	Contractual Services: DC Office	\$24,000.00	President	Proposed cost of \$2000 per month (20 hrs per mnth at \$100 per hr)	
E4.7	Salesforce Training	\$750.00	Admin/Finance	New Expense	Provides training for the Dirs of Admin and Finance for salesforce
Total Administration Expenses		\$27,010.00			
Website and Other Expenses					
E5.1	Web Hosting (vendor)	\$450.00	Administration	2015 numbers	
E5.2	Virtual Office (Earth Class Mail)	\$900.00	Finance	2015 numbers	
E5.3	Fax	\$156.00	Finance	2015 numbers	
E5.4	Shipping	\$200.00	Finance	2015 numbers	
Total Website and Other Expenses		\$1,706.00			
Fundraising Expenses					
E6.1	Expenses for Gala	\$5,000.00	Relations		Assumes 75 people @\$83 per head, plus taxes and expenses, and Relations DC travel. \$5000 paid from 2015 budget for a total cost of \$10,000
Total Expenses		\$106,726.00			

Item		Budget 2015	Assumptions	Details
	Membership Income			
R1.1	Individual Membership Dues	\$325.00	1 affiliate, 5 regular - in line with past	
R1.2	Organizational Membership Dues	\$22,500.00	45 regular	
R1	Total Membership Income	\$22,825.00		
	Sponsorships and Royalty Income			
R2.1	Geico Annual Sponsorship	\$7,000.00	Contractual amount	Contracted sponsorship and Royalty Income
R2.2	Geico Inquiry Fee	\$3,000.00		Royalty Income
R2.3	LAD Sponsorships	\$5,000.00	We received approximately \$5000 in 2014	Sponsorships for LAD student lobbying
R2.4	Endowment Interest Income	\$4,500.00		
R2.5	National Conference Cash Sponsorships	\$5,000.00		
R2.6	2014 National Conference Income	\$7,000.00		Including Vendor Fees
R2	Total Sponsorships and Royalty Income	\$31,500.00		
	Conference Income			
R3.1	National Conference Registration	\$18,200.00	Registration fees are probably going to be around \$150	
R3.2	National Conference Host Contribution	\$7,000.00		
R3.3	NE Regional Conference Registration	\$625	Average fee income across all regions	
R3.4	SE Regional Conference Registration	\$625		
R3.5	SC Regional Conference Registration	\$625		
R3.6	MW Regional Conference Registration	\$625		
R3.7	W Regional Conference Registration	\$625		
R3	Total Conference Income	\$28,325.00		
	Workshop and Summit Income			
R4.1	Leadership Summit Income	\$7,350.00	49 people@ \$150 per person	Assumption based on 2013 and 2014 Summits
R4.2	LAD Spring Workshop	\$1,750.00	70 people@ \$25.00 per person	Charging a nominal registration fee to cover costs of leave behinds
R4.3	LAD Fall Workshop	\$1,250.00	50 people@ \$25.00 per person	Charging a nominal registration fee to cover costs of leave behinds
R4	Total Workshop and Summit Income	\$10,350.00		
	Fundraising Income			
R5.1	NAGPS Gala	\$10,000.00		
R5.2	NAGPS 30th Anniversary Giving Program	\$10,000.00		
R5	Total Fundraising Income	\$20,000.00		
	Total Income	\$113,000		