

LGNC 2021 Budget

1	EXPENSE ITEM	2019 Budget	2019 Actual	2020 Budget	2020 Actual	2021 Proposed Budget	Notes
2	Basic Operations						1
3	Bank Charges	150	508	150		800	
4	Insurance	16,000	15,060	15,500	18,826	16,000	
5	Postage and Delivery	2,500	1,577	2,500	1,866	2,000	
6	Printing and Copying	15,000	9,361	15,500	12,238	12,000	
7	Professional Fees	10,000	8,659	12,000	9,165	10,000	2
8	Supplies	2,000	157	2,000	1,200	2,000	3
9	Utilities						
10	Electric	2,000	2,104	2,500	1,349	2,500	
11	Telephone/Internet/Security Service	2,500	926	2,500	930	1,000	4
12	Subtotal	50,150	38,352	52,650	45,574	46,300	
13	Normal Operational Expenses						5
14	Advertising/Marketing	1,500	131	1,500	556	1,000	
15	Contributions	100	0	100	200		6
16	Equipment Rental	1,350	960	1,400	1,169	1,200	
17	Fees	3,000	3,881				7
18	Library	500	289	500	72	500	
19	Miscellaneous	500	5,671	500	147		6
20	Product Expenses						
21	Sales Shop Expenses	2,500	1,235	2,500	648	2,500	8
22	Repairs/Maintenance	10,000	14,168	10,000	8,206	10,000	4,9
23	Housekeeping/Cleaning	8,000		8,000	0	8,000	4
24	Software and IT	1,200	3,878	2,000	1,632	2,000	
25	Transfer to Reserve Fund	1,000	1,000	3,000		1,000	
26	Subtotal	29,650	31,213	29,500	12,630	26,200	
27	Normal Employment Expenses						
28	Salaries				118,438		
29	Admin	25,000	7,048	14,000		12,800	
30	Education	96,000	84,978	100,000		95,000	
31	Research	3,000	2,123	3,100		3,500	
32	Conservation	8,000	0	8,000		6,500	10
33	Employee Benefits (Health Ins., Worker's Comp)	14,000	22,559	15,000	11,421	20,000	
34	Payroll Taxes		10,945		45,863	11,000	11
35	Subtotal	146,000	127,653	140,100	175,722	148,800	
36	Basic and Normal Operation/Employment Total	225,800	197,218	222,250	233,926	221,300	
37	Programs/Projects (pending funding)						12
38	Programs (non-salary related)						
39	Conservation	5,000	0	2,500	279	2,500	
40	Education (including Color of Nature)	15,600	27,791	17,500	20,413	17,000	
41	Research	1,000	0	2,500		2,500	
42	Related Expenses						
43	Eventbrite Fees				812	500	
44	Fundraising (related to programs)	1,000		1,000		500	13
45	Mileage Reimbursement	5,000	2,675	5,000		3,500	
46	Rental Fees					200	14
47	Square Fees				301	500	
48	Volunteer Support	2,000	240	2,000		1,000	
49	Training, Travel, and Conferences	5,000	3,647	5,000	894	4,000	
50	Surplus (to be transferred into Endowment or Reserve)		49,000	850			
51	Grant Pass-through Expenses	90,000	165,081	170,000	167,636	170,000	15
52	Subtotal	124,600	248,434	206,350	190,335	202,200	
53	TOTAL OPERATING EXPENSES	350,400	445,652	428,600	424,261	423,500	
54	Total LGNC Operating Expenses	260,400	280,571	258,600	256,625	253,500	16
55							
56	INCOME CATEGORY						
57	Donations	38,000	56,854	38,000	34,484	43,000	17
58	Grants	135,000	120,220	113,000	215,194	105,000	18
59	Grants to pass through to others	90,000	165,081	170,000	170,000	170,000	15
60	Investment Income						19
61	Membership Dues	37,000	47,933	35,000	39,348	36,000	20
62	Miscellaneous		825		535		
63	Product Income						
64	Sales Shop	3,000	5,504	4,000	1,913	4,500	
65	Program Fees	16,000	17,142	22,000	12,348	16,000	
66	Rebate Income		13,584		701		21
67	Renewable Energy Credits	100		100	599	500	
68	Rental Fee Income	300	596	500	100	500	
69	In-kind Services (caretaker)	8,000		8,000		8,000	
70	TOTAL INCOME	327,400	427,739	390,600	475,222	383,500	
74	Total LGNC Income	237,400	262,658	220,600	305,222	213,500	16
75							
76	Endowment Disbursement	36,000	36,000	40,000	40,000	40,000	22
77	Total LGNC Operating Funds	273,400	298,658	260,600	345,222	253,500	23

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	Notes:						
	1 - Basic Operation includes funds for necessary expenses to maintain the organization and keep the Osprey House and Refuge open						
	2 - Includes professional fees for audit, payroll, licenses, and permits .						
	3 - Includes any non-capital items needed to run the operations; most supply expenses included on line 40.						
	4 - Includes cost of donated services.						
	5 - Normal Operation includes expenditures expected for the year that can be cut if necessary to balance the budget.						
	6 - Category eliminated in 2021.						
	7 - Combined with Professional Fees in 2020.						
	8 - Includes apparel.						
	9 - Includes trash and recycling services.						
	10 - Includes funds for two conservation interns						
	11 - Previously combined with salaries						
	12 - Programs/Projects can be implemented if funding is obtained for these endeavors.						
	13 - Includes funds for fundraising personnel (currently none) and tickets/mailling for the Endowment raffle.						
	14 - Includes fee(s) to rent a space for a program.						
	15 - Includes William Penn Foundation funding passed through to other members of the Alliance for Watershed Education.						
	16 - Includes total minus pass-through funds.						
	17 - Excludes the endowment and capital gifts.						
	18 - Accumulated funds transferred from restricted grant account/released from restriction.						
	19 - Allowed to accumulate in the endowment and reserve funds; see line 76 for amount withdrawn from endowment for operating expenses						
	20 - Includes individual and business memberships.						
	21 - Includes insurance reimbursement.						
	22 - Up to 3% of trailing 3-year average, 2018-20						
	23 - Includes LGNC income plus endowment dispersement.						
	UPDATED 7/27/20						