

Entity	99 - ABF
Department	10010 - Operational/Support

ABF 2016 Budget Report By Department

		2015	2015	2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Budget	FORECAST1	Budget												
Revenue																
4000	Grants	1,200,000	1,300,000	1,200,000	300,000	0	0	300,000	0	0	300,000	0	0	300,000	0	0
	<i>\$1.2M - quarterly payments</i>															
4700	Misc Income - Current Year	0	362	0	0	0	0	0	0	0	0	0	0	0	0	0
	<i>Corporate Credit card refund per usage less the \$500 no budgeted</i>															
4800	Interest & Div - Short Term	11,151	7,500	7,500	625	625	625	625	625	625	625	625	625	625	625	625
	<i>USA Mutuals estimate, per history average interest rate is 0.0249%, fluctuation is minimal. Assuming no additions to ST investments, assuming average constant rate. --AM 7/13/15</i>															
4802	Unrealized Appreciation	0	(70,422)	0	0	0	0	0	0	0	0	0	0	0	0	0
	<i>We do not budget for this.</i>															
4803	Interest/Dividends - Long Term	0	78,817	0	0	0	0	0	0	0	0	0	0	0	0	0
	<i>We do not budget for this.</i>															
	Total Revenue	1,211,151	1,316,257	1,207,500	300,625	625	625	300,625	625	625	300,625	625	625	300,625	625	625
Expense																
Divisional Expenses																
6100	Postage - Non MCC Project	1,300	1,300	1,000	83	83	83	83	83	83	83	83	83	83	83	87
	<i>Budget for unexpected office mailing expenses to outside vendors that come up throughout the year. SS 7/21/15</i>															
6103	Phone/Internet	1,800	1,050	2,420	202	202	202	202	202	202	202	202	202	202	202	198
	<i>Anticipate Ready Talk totaling \$500 for the year. Cell phones totaling \$1440 for the year. Two MiFis totaling \$480 for the year. All charges will be taken out monthly. SS 7/21/15</i>															
	<i>did not change this total MM I had \$1,700 MM</i>															
6107	Office Supplies	300	500	500	42	42	42	42	42	42	42	42	42	42	42	38
	<i>Budgeting for items that are not directly tied to an event or solicitation. SS 7/21/15</i>															
6108	Printing/Copying - MCC Related	10,689	406	0	0	0	0	0	0	0	0	0	0	0	0	0
6113	Director's & Officers Liab.Ins	7,248	7,857	8,016	668	668	668	668	668	668	668	668	668	668	668	668
	<i>D & O / Crime premium for period 01/01/2016 to 01/01/2017 is estimated for a 2% increase - Cora</i>															
6190	Bank Charges	6,850	6,850	6,850	0	580	480	580	625	525	550	575	560	550	675	1,150
	<i>Budgeted same rate as 2015 budget - no anticipated changes, membership activity timings are typically the same --AM 8/12/15</i>															
6191	Credit Card Fees	0	1,177	0	0	0	0	0	0	0	0	0	0	0	0	0
	<i>No anticipated credit card fees for 2016. 9/4/15</i>															
6700	Professional Services	9,840	88,341	78,501	6,560	4,598	2,079	5,974	3,279	831	3,040	30	50,950	80	80	1,000

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		Budget	FORECAST1	Budget												
<i>Budgeting \$100,000 for strategic consulting (split between January and June) – moved to 99-10400</i> <i>\$360 for LinkedIn membership (monthly fee)</i> <i>\$1,400 for Foundation Directory membership (renew in July)</i> <i>\$350 dry cleaning table cloths after events (\$50 in March, Oct, Nov & Dec plus \$150 in May)</i> <i>\$2,500 for charitable filings in January</i> <i>\$7,300 for audit (\$5000 in April, \$2300 in May)</i> <i>Also budgeting for 1 onsite and 1 offsite focus group and 1 survey to be conducted/executed by Member Insights.</i> <i>1 onsite = \$3,654</i> <i>1 offsite = \$4,031</i> <i>Survey = \$2,827 will be divided between December 2015 and January 2016 – moved to 99-10400</i> <i>Budgeting for ABF rebranding at \$50,000.</i> <i>SS 7/21/15</i> <i>Added Slocum quarterly fee for April, July, Sept and Dec for \$920 each.</i> <i>CLA Audit Fee Estimate - same as 2015, no increase - \$7,200,--AM 8/13/15</i>																
<i>Slocum Fee of \$35K Projected for CPI Increase of 1.63% - \$3,320 (note: allocated for ABF portion of investments, currently at 10.53% between AANI/AAN/ABF LT investments). Broken into quarterly payments. --AM</i>																
	SS		Slocum	CLA												
	Jan	24,641.00														
	Feb	20,350.00	915.00													
	Mar	16,746.00	2,000.00													
	Apr	19,696.00	920.00	2,025.00												
	May	19,146.00	800.00													
	Jun	16,696.00	800.00													
	Jul	1,460.00	920.00	660.00												
	Aug	30.00														
	Sep	50,030.00	920.00													
	Oct	80.00														
	Nov	80.00														
	Dec	80.00	920.00													
6710	Legal Fees	0	196	15,000	0	0	0	0	0	0	15,000	0	0	0	0	0
<i>Budgeting to work with outside counsel with expertise in philanthropic instruments. SS 7/21/15</i>																
6730	Recruitment	30,000	80,000	10,750	0	750	0	0	10,000	0	0	0	0	0	0	0
<i>Budgeting to recruit additional 1-2 staff members on job boards. SS 9/4/15</i> <i>Additional per discussion with Jane and Tim for recruiting open positions CE 11/30/15</i>																
6744	All Other Dues/Memberships	2,250	2,250	3,925	2,550	0	0	500	0	0	0	375	0	500	0	0
<i>This budget will be used for major gift staff to subscribe to professional associations as well as register for conferences and trainings for all foundation staff.</i>																
<i>Foundation staff trainings:</i> <i>3 staff to AFP conference: \$850 registration fee/staff member (January)</i> <i>1 staff to attend 2 conferences (TBD): \$500 registration fee</i>																
<i>AFP, MN, Minnesota Chapter = \$375 (Executive Director only, Major Gift Officer's membership is good through 2017) in August</i>																
<i>SS 7/21/15</i>																
7010	Food and Beverage	540	840	3,020	0	580	60	60	60	60	1,560	60	60	60	60	400

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Department	10010 - Operational/Support

ABF 2016 Budget Report By Department

		2015	2015	2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Budget	FORECAST1	Budget												
<i>Team Lunch on 01/18/2016, Total Amount = 60</i>																
<i>Offsite Focus Group on 01/20/2016, Total Amount = 420.2</i>																
<i>Onsite Focus Group on 01/26/2016, Total Amount = 100</i>																
<i>Team Lunch on 02/18/2016, Total Amount = 60</i>																
<i>Team Lunch on 03/18/2016, Total Amount = 60</i>																
<i>Team Lunch on 04/12/2016, Total Amount = 60</i>																
<i>Team Lunch on 05/18/2016, Total Amount = 60</i>																
<i>Staff Training on 06/01/2016, Total Amount = 1500</i>																
<i>Team Lunch on 06/18/2016, Total Amount = 60</i>																
<i>Team Lunch on 07/18/2016, Total Amount = 60</i>																
<i>Team Lunch on 08/18/2016, Total Amount = 60</i>																
<i>Team Lunch on 09/18/2016, Total Amount = 60</i>																
<i>Team Lunch on 10/18/2016, Total Amount = 60</i>																
<i>Team Lunch on 11/18/2016, Total Amount = 60</i>																
<i>Team Holiday Celebration on 12/18/2016, Total Amount = 340</i>																
7110	Airfare	1,500	2,318	2,500	0	0	0	0	2,500	0	0	0	0	0	0	0
<i>Staff Training on 06/01/2016, Total Amount = 2500</i>																
7120	Lodging	1,380	4,827	2,900	0	600	0	0	0	0	2,300	0	0	0	0	0
<i>Offsite Focus Group on 01/20/2016, Total Amount = 600</i>																
<i>Staff Training on 06/01/2016, Total Amount = 2300</i>																
7130	Ground Transportation	360	217	700	0	100	0	0	0	0	600	0	0	0	0	0
<i>Onsite Focus Group on 01/26/2016, Total Amount = 100</i>																
<i>Staff Training on 06/01/2016, Total Amount = 600</i>																
7410	Honoraria	0	0	1,000	500	500	0	0	0	0	0	0	0	0	0	0
<i>ABF will conduct 2 focus groups in 2016 and will pay each participant \$50. There will be 10 participants per focus group totalling \$1000 to be split between January and February. SS 7/21/15</i>																
7600	Depreciation	18,163	3,576	2,682	298	298	298	298	298	298	298	298	298	0	0	0
<i>Ran forecast report as-is. Currently don't have complete FA capital data from Kyle and Renee to budget for additions in 2016 --AM 8/12/15</i>																
<i>Per TE, no website in 15 or 16, no other additions in 15 or 16. MM 8 19</i>																
7650	Contingency	200,000	100,000	200,000	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,663
<i>Added contingency based on TE and JR's request. 9/4/15</i>																

Entity	99 - ABF
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Department	10010 - Operational/Support
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ABF 2016 Budget Report By Department

		Total Divisional Expenses	292,220	301,705	339,764	27,570	25,668	20,579	25,074	34,424	19,376	41,010	19,000	69,530	18,852	18,477	20,204
Allocations																	
5000	Salaries	474,059	330,365	603,078	44,300	44,300	66,450	44,300	44,300	44,300	44,300	44,300	66,450	44,300	44,300	44,300	71,478
5010	Employee Health Insurance	58,444	43,833	50,950	4,246	4,246	4,246	4,246	4,246	4,246	4,246	4,246	4,246	4,246	4,246	4,246	4,244
5011	Employee Dental Insurance	3,723	3,723	3,819	318	318	318	318	318	318	318	318	318	318	318	318	321
5012	Employee LT Dis/Life Ins.	1,509	1,509	1,301	108	108	108	108	108	108	108	108	108	108	108	108	113
5013	Worker's Compensation Ins.	980	980	1,048	88	88	88	88	88	88	88	88	88	88	88	88	80
5014	Other Employee Related Ins/Ben	2,880	17,160	7,880	240	240	240	240	240	240	240	240	5,240	240	240	240	240
5020	FICA	32,403	30,170	40,204	3,350	3,350	3,350	3,350	3,350	3,350	3,350	3,350	3,350	3,350	3,350	3,350	3,354
5021	Employee Retirement Contrib.	37,297	15,360	47,865	3,988	3,988	3,988	3,988	3,988	3,988	3,988	3,988	3,988	3,988	3,988	3,988	3,997
5022	Employee Training	6,300	6,300	6,550	546	546	546	546	546	546	546	546	546	546	546	546	544
5025	Employee Recognition & Social	600	600	700	58	58	58	58	58	58	58	58	58	58	58	58	62
8050	IT/IS	11,612	11,612	24,749	2,062	2,062	2,062	2,062	2,062	2,062	2,062	2,062	2,062	2,062	2,062	2,062	2,067
8051	Marketing	1,382	1,382	3,356	280	280	280	280	280	280	280	280	280	280	280	280	276
8052	Occupancy	38,104	38,104	92,490	7,707	7,707	7,707	7,707	7,707	7,707	7,707	7,707	7,707	7,707	7,707	7,707	7,713
8053	HR/Finance/Legal	11,821	11,821	35,059	2,922	2,922	2,922	2,922	2,922	2,922	2,922	2,922	2,922	2,922	2,922	2,922	2,917
8054	Mgmt/Board Oversight	489	489	1,369	114	114	114	114	114	114	114	114	114	114	114	114	115
8055	IT/IS Equipment	13,409	13,409	27,628	2,302	2,302	2,302	2,302	2,302	2,302	2,302	2,302	2,302	2,302	2,302	2,302	2,306
8060	Salaries / Benefits Allocation	75,893	75,893	131,631	131,631	0	0	0	0	0	0	0	0	0	0	0	0
Total Allocations		770,905	602,710	1,079,677	204,260	72,629	94,779	72,629	72,629	72,629	72,629	72,629	99,779	72,629	72,629	72,629	99,827
Total Expense		1,063,125	904,415	1,419,441	231,830	98,297	115,358	97,703	107,053	92,005	113,639	118,779	142,159	91,481	91,106	120,031	
Net Income (Loss)		148,026	411,842	(211,941)	68,795	(97,672)	(114,733)	202,922	(106,428)	(91,380)	186,986	(118,154)	(141,534)	209,144	(90,481)	(119,406)	

Operational support including general office expenses, professional services and travel for training. SS 7/7/15

Entity	99 - ABF
Department	10150 - Raisers Edge Software

ABF 2016 Budget Report By Department

		2015	2015	2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Budget	FORECAST1	Budget												
Revenue																
4905	Service Fee	12,498	22,713	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Revenue		12,498	22,713	0	0	0	0	0	0	0	0	0	0	0	0	0
Expense																
Divisional Expenses																
6321	Software	0	2,975	0	0	0	0	0	0	0	0	0	0	0	0	0
6329	Hardware/Software Maintenance	89,508	98,770	95,000	7,917	7,917	7,917	7,917	7,917	7,917	7,917	7,917	7,917	7,917	7,917	7,913
<i>Costs for maintenance of hosted Raiser's Edge and final installment of 3 year Luminate Go Program agreement and all other Blackbaud products (ResearchPoint, RE training, etc.) to be paid out each month. SS 8/4/15</i>																
6700	Professional Services	0	1,171	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Divisional Expenses		89,508	102,916	95,000	7,917	7,917	7,917	7,917	7,917	7,917	7,917	7,917	7,917	7,917	7,917	7,913
Allocations																
8050	IT/IS	2,424	2,424	0	0	0	0	0	0	0	0	0	0	0	0	0
8051	Marketing	288	288	0	0	0	0	0	0	0	0	0	0	0	0	0
8052	Occupancy	7,956	7,956	0	0	0	0	0	0	0	0	0	0	0	0	0
8053	HR/Finance/Legal	2,472	2,472	0	0	0	0	0	0	0	0	0	0	0	0	0
8054	Mgmt/Board Oversight	96	96	0	0	0	0	0	0	0	0	0	0	0	0	0
8055	IT/IS Equipment	2,796	2,796	0	0	0	0	0	0	0	0	0	0	0	0	0
8060	Salaries / Benefits Allocation	4,326	4,326	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Allocations		20,358	20,358	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Expense		109,866	123,274	95,000	7,917	7,917	7,917	7,917	7,917	7,917	7,917	7,917	7,917	7,917	7,917	7,913
Net Income (Loss)		(97,368)	(100,561)	(95,000)	(7,917)	(7,917)	(7,917)	(7,917)	(7,917)	(7,917)	(7,917)	(7,917)	(7,917)	(7,917)	(7,917)	(7,913)

This is to track all of the expenses related to Raisers Edge Software. The only revenue in this budget will come from AANI. SS 7/7/15

Entity	99 - ABF
Department	10300 - Board

ABF 2016 Budget Report By Department

		2015	2015	2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Budget	FORECAST1	Budget												
Expense																
Divisional Expenses																
6100	Postage - Non MCC Project	0	129	150	13	13	13	13	13	13	13	13	13	13	13	7
		<i>Budget \$150 for ad hoc mailings to the BOD. SS 7/21/15</i>														
6103	Phone/Internet	100	277	420	0	180	0	60	0	0	0	0	180	0	0	0
		<i>Fees for internet in hotel rooms. Budget for 2 face to face meetings that will last 2 days in Minneapolis, 1 in February and 1 in September. Budget for 9 BOD member's internet for 2 days at \$10/day.</i>														
		<i>((10 x 2) x 9) x 2 = \$360, split between Feb and Sept</i>														
		<i>Third BOD meeting will occur during the AM and the ABF will pay for 3 BOD member's internet fees for 2 days at \$10/day.</i>														
		<i>(10 x 2) x 3 = \$60</i>														
		<i>SS 8/5/15</i>														
6700	Professional Services	0	500	0	0	0	0	0	0	0	0	0	0	0	0	0
6730	Recruitment	0	836	0	0	0	0	0	0	0	0	0	0	0	0	0
6750	Contributions	0	50	0	0	0	0	0	0	0	0	0	0	0	0	0
7010	Food and Beverage	27,292	28,544	11,793	0	0	0	2,440	3,143	0	3,105	0	0	3,105	0	0

Entity	99 - ABF
Department	10300 - Board

ABF 2016 Budget Report By Department

		2015	2015	2016												
		Budget	FORECAST1	Budget	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<i>Strategic Planning Com. Mtg on 03/11/2016, Total Amount = 2440.08</i>																
<i>ABF BOD Meeting on 04/17/2016, Total Amount = 3143</i>																
<i>Budgeting for 14 individuals.</i>																
<i>Breakfast - \$30/person</i>																
<i>\$30 x 14 = \$420</i>																
<i>Break with snack - \$15/person</i>																
<i>\$15 x 14 = \$210</i>																
<i>Lunch - \$35/person</i>																
<i>\$35 x 14 = \$490</i>																
<i>Dinner - \$85/person, plus \$11/glass of wine</i>																
<i>(\$85 x 14) + (\$11 x 28) = \$1498</i>																
<i>Also budget for Goodno, Shenkman, and Utecht's f&b for additional travel day.</i>																
<i>Breakfast - \$30 x 3 = \$90</i>																
<i>Snack - \$15 x 3 = \$45</i>																
<i>Lunch - \$35 x 3 = \$105</i>																
<i>Dinner - \$85 x 3 = \$255</i>																
<i>Beverage - \$10 x 3 = \$30</i>																
<i>Totaling \$3,143</i>																
<i>ABF BOD Meeting on 06/24/2016, Total Amount = 3105</i>																
<i>Budget for 15 BOD members.</i>																
<i>Dinner night before BOD meeting - \$85/person plus \$55/bottle of wine</i>																
<i>(\$85 x 15) + (\$55 x 6) = \$1605</i>																
<i>Breakfast day of BOD meeting - \$30/person</i>																
<i>\$30 x 15 = \$450</i>																
<i>Break - \$20/person</i>																
<i>\$20 x 15 = \$300</i>																
<i>Lunch - \$50/person</i>																
<i>\$50 x 15 = \$750</i>																
<i>ABF BOD Meeting on 09/16/2016, Total Amount = 3105</i>																
<i>Budget for 15 BOD memebrrs.</i>																
<i>Dinner night before BOD meeting - \$85/person plus \$55/bottle of wine</i>																
<i>(\$85 x 15) + (\$55 x 6) = \$1605</i>																
<i>Breakfast day of BOD meeting - \$30/person</i>																
<i>\$30 x 15 = \$450</i>																
<i>Break - \$20/person</i>																
<i>\$20 x 15 = \$300</i>																
<i>Lunch - \$50/person</i>																
<i>\$50 x 15 = \$750</i>																
7020	Audio/Visual Production	3,000	3,112	803	0	0	0	0	803	0	0	0	0	0	0	0

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Department	10300 - Board

ABF 2016 Budget Report By Department

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		Budget	FORECAST1	Budget												
<p><i>ABF BOD Meeting on 04/17/2016, Total Amount = 803</i> <i>Budget for flipchart w/ markers, LCD projector/Comp/Screen, 5 power strips, polycom speakerphone.</i></p> <p>$\\$38 + \\$540 + (\\$30 \times 5) + \\$75 = \\$803$</p>																
7090	Space Rental	0	540	0	0	0	0	0	0	0	0	0	0	0	0	0
7110	Airfare	33,600	9,272	10,425	0	3,750	1,950	0	4,200	0	0	525	0	0	0	0
<p><i>Strategic Planning Com. Mtg on 03/11/2016, Total Amount = 3750</i> <i>Budget for 12 individuals.</i> <i>Dinner night before meeting - \$85/person plus \$55/bottle of wine</i> $(\\$85 \times 12) + (\\$55 \times 4) = \\$1240$</p> <p><i>Breakfast day of meeting - \$30/person</i> $\\$30 \times 12 = \\360</p> <p><i>Break - \$20/person</i> $\\$20 \times 12 = \\240</p> <p><i>Lunch - \$50/person</i> $\\$50 \times 12 = \\600</p> <p><i>Total: \$2440</i></p> <p><i>ABF BOD Meeting on 04/17/2016, Total Amount = 1950</i> <i>Budgeting only for Goodno, Shenkman, and Utecht's airfare assuming all other BOD members are already planning on attending AM.</i></p> <p><i>ABF BOD Meeting on 06/24/2016, Total Amount = 4200</i> <i>8 will fly, 2 will drive - Shenkman and Cascino.</i></p> <p><i>ABF BOD Meeting on 09/16/2016, Total Amount = 525</i> <i>Rosenfeld airfare only.</i></p>																
7120	Lodging	32,435	19,584	9,990	0	0	0	1,980	4,875	0	2,475	0	0	660	0	0
<p><i>Strategic Planning Com. Mtg on 03/11/2016, Total Amount = 1980</i></p> <p><i>ABF BOD Meeting on 04/17/2016, Total Amount = 4875</i> <i>Budgeting for 12 nights of hotel in case the meeting occurs a day before or after the AM and 3 additional nights for Goondo, Shenkman, and Utecht.</i></p> <p><i>ABF BOD Meeting on 06/24/2016, Total Amount = 2475</i> <i>Budgeting to have 5 stay one night, and 5 stay 2 nights for the meeting.</i></p> <p><i>ABF BOD Meeting on 09/16/2016, Total Amount = 660</i> <i>Budget for Rosenfeld and Shenkman lodging only. Rosenfeld for two nights and Shenkman for two nights.</i></p>																
7130	Ground Transportation	5,580	4,453	3,500	0	0	0	720	510	0	1,535	0	0	735	0	0

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Department	10300 - Board

ABF 2016 Budget Report By Department

		2015	2015	2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Budget	FORECAST1	Budget												
<i>Strategic Planning Com. Mtg on 03/11/2016, Total Amount = 720</i>																
<i>ABF BOD Meeting on 04/17/2016, Total Amount = 510</i>																
<i>Budgeting for Goodno, Shenkman, and Utecht only.</i>																
<i>ABF BOD Meeting on 06/24/2016, Total Amount = 1535.04</i>																
<i>Based on BOD reimbursement policy, Martin Shenkman will be reimbursed for the amount it would cost for him to fly to meetings - \$525 airfare plus \$50 baggage fee = \$575.</i>																
<i>Budgeting for other 8 traveling at \$120/person, totaling \$960.</i>																
<i>\$960 + \$575 = \$1535</i>																
<i>ABF BOD Meeting on 09/16/2016, Total Amount = 735</i>																
<i>Based on BOD reimbursement policy, Martin Shenkman will be reimbursed for the amount it would cost for him to fly to meetings - \$525 airfare plus \$50 baggage fee = \$575.</i>																
<i>Also budgeting \$120 for Rosenfeld, \$20 for Utecht, and \$20 for Goodno.</i>																
<i>\$575 + \$120 + \$20 + \$20 = \$735</i>																
7590	Honoraria/Award Related Costs	1,600	100	200	0	200	0	0	0	0	0	0	0	0	0	0
<i>Budget for 1 award in 2016 to fall in February for Annual Meeting.</i>																
<i>Chair award: \$200</i>																
<i>SS 7/21/15</i>																
Total Divisional Expenses		103,607	67,397	37,281	13	4,143	1,963	5,213	13,544	13	7,128	538	193	4,513	13	7
Allocations																
8050	IT/IS	1,704	1,704	0	0	0	0	0	0	0	0	0	0	0	0	0
8051	Marketing	204	204	0	0	0	0	0	0	0	0	0	0	0	0	0
8052	Occupancy	5,604	5,604	0	0	0	0	0	0	0	0	0	0	0	0	0
8053	HR/Finance/Legal	1,740	1,740	0	0	0	0	0	0	0	0	0	0	0	0	0
8054	Mgmt/Board Oversight	72	72	0	0	0	0	0	0	0	0	0	0	0	0	0
8055	IT/IS Equipment	1,968	1,968	0	0	0	0	0	0	0	0	0	0	0	0	0
8060	Salaries / Benefits Allocation	17,800	17,800	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Allocations		29,092	29,092	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Expense		132,699	96,489	37,281	13	4,143	1,963	5,213	13,544	13	7,128	538	193	4,513	13	7
Net Income (Loss)		(132,699)	(96,489)	(37,281)	(13)	(4,143)	(1,963)	(5,213)	(13,544)	(13)	(7,128)	(538)	(193)	(4,513)	(13)	(7)

This account code is for the American Brain Foundation Board of Directors. SS 7/7/15

Entity	99 - ABF
Department	10400 - Strategic Planning

ABF 2016 Budget Report By Department

		2015	2015	2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Budget	FORECAST1	Budget												
Expense																
Divisional Expenses																
6700	Professional Services	0	0	101,414	16,667	18,081	16,667	16,667	16,667	16,665	0	0	0	0	0	0
		<ul style="list-style-type: none"> •\$16,666.66 should be removed January-June Op's budget and added to the SP budget for Jan-June oNote: Budgeting \$100,000 for strategic consulting (split between Jan-June) •\$1,413.50 should be removed from January Op's budget and added SP budget in February oNote: Also budgeting for 1 onsite and 1 offsite focus group and 1 survey to be conducted/executed by Member Insights. 														
Total Divisional Expenses		0	0	101,414	16,667	18,081	16,667	16,667	16,667	16,665	0	0	0	0	0	0
Total Expense		0	0	101,414	16,667	18,081	16,667	16,667	16,667	16,665	0	0	0	0	0	0
Net Income (Loss)		0	0	(101,414)	(16,667)	(18,081)	(16,667)	(16,667)	(16,667)	(16,665)	0	0	0	0	0	0

Entity	99 - ABF
Department	11530 - Annual Fund

ABF 2016 Budget Report By Department

		2015	2015	2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Budget	FORECAST1	Budget												
Revenue																
4070	Donations	364,967	364,967	440,000	16,296	16,296	16,296	16,296	16,296	16,296	16,296	16,296	16,296	97,779	97,779	97,778
<i>Anticipate raising \$440,000 in unrestricted funds (includes the match) in 2016 from the following sources:</i>																
<i>Unrestricted revenue for budget:</i>																
<i>Major Gifts: \$60,000 (plus \$60,000 match)</i>																
<i>Solicitations: \$160,000 (plus \$160,000 match)</i>																
<i>Restricted revenue, not included in the budget, but for ABF staff to reference:</i>																
<i>Major Gifts: \$60,000 (plus \$60,000 match)</i>																
<i>Solicitations: \$73,000 (plus \$73,000 match)</i>																
<i>SS 7/7/15</i>																
4400	Advertising	15,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Do not anticipate any revenue for advertising in 2016. SS 7/7/15</i>																
Total Revenue		379,967	364,967	440,000	16,296	16,296	16,296	16,296	16,296	16,296	16,296	16,296	16,296	97,779	97,779	97,778
Expense																
Divisional Expenses																
6100	Postage - Non MCC Project	165	1,265	700	58	58	58	58	58	58	58	58	58	58	58	62
<i>Budgeting for misc. shipping costs related to the annual fund. SS 8/4/15</i>																
6101	Postage - MCC Project Related	4,500	0	10,400	0	0	0	0	0	0	0	0	400	0	0	10,000
<i>Budgeting for MCP to send 300 direct mails as part of Member Donor Acquisition campaign.</i>																
<i>Budgeting for MCP to send 44,000 letters for Year End appeal in December at \$10,000. SS 8/11/15</i>																
6107	Office Supplies	7,500	7,500	4,175	348	348	348	348	348	348	348	348	348	348	348	347
<i>Budgeting for several premium items, TBD, one at \$3 each (100), one at \$5 each (100), and one at \$15 each (130), totaling \$2750</i>																
<i>Budgeting for ABF pens at \$1 each, will order 1000 - \$1000 plus imprint, \$1050</i>																
<i>Order pens for planned gift donors at \$25/pen for 15 people - \$375 SS 8/4/15</i>																
6108	Printing/Copying - MCC Related	0	2,266	16,150	2,650	0	0	0	0	0	0	0	0	13,500	0	0
<i>Budgeting for MCP to print 500 ABF "Heart My Brain" t-shirts in January at \$2650.</i>																
<i>Budgeting for MCP to print 44,000 letters and envelopes for Year End appeal - \$6K for letter and \$7,500 for envelopes in October. SS 8/17/15</i>																
6109	Printing/Copying - Non MCC	1,000	4,500	500	42	42	42	42	42	42	42	42	42	42	42	38
<i>Budgeting \$500 for printing associated to appeals. S 8/4/15</i>																
6191	Credit Card Fees	7,500	5,993	6,600	175	100	160	1,000	1,000	400	100	250	700	1,115	1,100	500
<i>Applied 1.5% rate, estimating slightly higher rate of 2016 fees based on 2015 forecast and increased projected revenue --AM 8/12/15</i>																
6700	Professional Services	202,596	5,000	41,596	2,208	2,208	2,208	12,208	7,208	2,208	2,208	2,308	2,208	2,208	2,208	2,208

Entity	99 - ABF
Department	11530 - Annual Fund

ABF 2016 Budget Report By Department

	2015	2015	2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	Budget	FORECAST1	Budget												

Budget for Give by Cell contract renewal at \$2496 in August to be paid out monthly. The additional \$100 in August is the annual fee for the Mobile Giving Foundation.

Budgeting \$10K for 1 direct mail in April. Budgeting year end direct mail in Professional Services - MCP budget code.

Budgeting for one planned gift mailing at \$5000 in May.

Budget to reprint brochure, BRE's, envelopes, notecards, strategic plan, etc. \$24,000

SS 8/4/15

6701	Professional Serv - MCC	0	0	480	32	32	32	32	32	32	32	32	32	128	32
	<i>Budgeting for MCP to send out 3 ad-hoc emails on behalf of the ABF through Informz at \$96/email. Not sure when the emails will be sent so spreading across the year evenly. Also budgeting for MCP to send out 1 email through Informz at \$96 for Member Donor Acquisition campaign and 1 email through Informz at \$96 for Year End appeal (in November). SS 8/11/15</i>														
6744	All Other Dues/Memberships	210	210	0	0	0	0	0	0	0	0	0	0	0	0
7010	Food and Beverage	23,984	3,437	28,144	0	2,420	2,420	2,420	725	2,420	2,420	2,420	2,420	3,220	4,840

Entity	99 - ABF
Department	11530 - Annual Fund

ABF 2016 Budget Report By Department

		2015	2015	2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Budget	FORECAST1	Budget												
<i>Donor Meeting - External on 01/15/2016, Total Amount = 1119.96 Budgeting for 5 breakfasts, 3 lunches, and 9 dinners.</i>																
<i>Donor Meeting - Internal on 01/15/2016, Total Amount = 1300 \$100/day of travel.</i>																
<i>Donor Meeting - External on 02/15/2016, Total Amount = 1119.96</i>																
<i>Donor Meeting - Internal on 02/15/2016, Total Amount = 1300</i>																
<i>Donor Meeting - External on 03/15/2016, Total Amount = 1119.96</i>																
<i>Donor Meeting - Internal on 03/15/2016, Total Amount = 1300</i>																
<i>Donor Meeting - Internal on 04/23/2016, Total Amount = 800</i>																
<i>Donor Meeting - External on 04/23/2016, Total Amount = 724.68</i>																
<i>Donor Meeting - Internal on 05/15/2016, Total Amount = 1300</i>																
<i>Donor Meeting - External on 05/15/2016, Total Amount = 1119.96</i>																
<i>Donor Meeting - Internal on 06/15/2016, Total Amount = 1300</i>																
<i>Donor Meeting - External on 06/15/2016, Total Amount = 1119.96</i>																
<i>Donor Meeting - External on 07/15/2016, Total Amount = 1119.96</i>																
<i>Donor Meeting - Internal on 07/15/2016, Total Amount = 1300</i>																
<i>Donor Meeting - External on 08/15/2016, Total Amount = 1119.96</i>																
<i>Donor Meeting - Internal on 08/15/2016, Total Amount = 1300</i>																
<i>Donor Meeting - Internal on 09/15/2016, Total Amount = 1300</i>																
<i>Donor Meeting - External on 09/15/2016, Total Amount = 1119.96</i>																
<i>Donor Meeting - External on 10/15/2016, Total Amount = 1119.96</i>																
<i>Donor Meeting - Internal on 10/15/2016, Total Amount = 1300</i>																
<i>Donor Meeting - External on 11/15/2016, Total Amount = 1119.96</i>																
<i>Donor Meeting - Internal on 11/15/2016, Total Amount = 1300</i>																
<i>Donor Meeting - Internal on 12/15/2016, Total Amount = 1300</i>																
<i>Donor Meeting - External on 12/15/2016, Total Amount = 1119.96</i>																
7040	Signs	1,000	1,000	0	0	0	0	0	0	0	0	0	0	0	0	0
7110	Airfare	23,000	6,904	19,250	3,300	1,650	0	1,650	1,650	1,650	1,650	1,650	2,750	1,650	1,650	0

Entity	99 - ABF
Department	11530 - Annual Fund

ABF 2016 Budget Report By Department

		2015	2015	2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Budget	FORECAST1	Budget												
	<i>Donor Meeting - Internal on 01/15/2016, Total Amount = 1650 \$500 airfare/trip plus \$50 baggage fee/trip.</i>															
	<i>Donor Meeting - Internal on 02/15/2016, Total Amount = 1650</i>															
	<i>Donor Meeting - Internal on 03/15/2016, Total Amount = 1650</i>															
	<i>Donor Meeting - Internal on 04/23/2016, Total Amount = 1100</i>															
	<i>Donor Meeting - Internal on 05/15/2016, Total Amount = 1650</i>															
	<i>Donor Meeting - Internal on 06/15/2016, Total Amount = 1650</i>															
	<i>Donor Meeting - Internal on 07/15/2016, Total Amount = 1650</i>															
	<i>Donor Meeting - Internal on 08/15/2016, Total Amount = 1650</i>															
	<i>Donor Meeting - Internal on 09/15/2016, Total Amount = 1650</i>															
	<i>Donor Meeting - Internal on 10/15/2016, Total Amount = 1650</i>															
	<i>Donor Meeting - Internal on 11/15/2016, Total Amount = 1650</i>															
	<i>Donor Meeting - Internal on 12/15/2016, Total Amount = 1650</i>															
7120	Lodging	31,740	6,271	26,680	0	2,300	2,300	2,300	0	2,300	2,300	2,300	2,300	2,300	3,680	4,600
	<i>Donor Meeting - Internal on 01/15/2016, Total Amount = 2300 8 nights lodging for Lauren and 2 nights lodging for Jane.</i>															
	<i>Donor Meeting - Internal on 02/15/2016, Total Amount = 2300</i>															
	<i>Donor Meeting - Internal on 03/15/2016, Total Amount = 2300</i>															
	<i>Donor Meeting - Internal on 04/23/2016, Total Amount = 1380</i>															
	<i>Donor Meeting - Internal on 05/15/2016, Total Amount = 2300</i>															
	<i>Donor Meeting - Internal on 06/15/2016, Total Amount = 2300</i>															
	<i>Donor Meeting - Internal on 07/15/2016, Total Amount = 2300</i>															
	<i>Donor Meeting - Internal on 08/15/2016, Total Amount = 2300</i>															
	<i>Donor Meeting - Internal on 09/15/2016, Total Amount = 2300</i>															
	<i>Donor Meeting - Internal on 10/15/2016, Total Amount = 2300</i>															
	<i>Donor Meeting - Internal on 11/15/2016, Total Amount = 2300</i>															
	<i>Donor Meeting - Internal on 12/15/2016, Total Amount = 2300</i>															
7130	Ground Transportation	25,760	3,542	8,225	0	705	705	705	0	705	705	705	705	705	1,175	1,410

Entity	99 - ABF
Department	11530 - Annual Fund

ABF 2016 Budget Report By Department

		2015	2015	2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Budget	FORECAST1	Budget												
<i>Donor Meeting - Internal on 01/15/2016, Total Amount = 705 \$235/trip for taxi rental car.</i>																
<i>Donor Meeting - Internal on 02/15/2016, Total Amount = 705</i>																
<i>Donor Meeting - Internal on 03/15/2016, Total Amount = 705</i>																
<i>Donor Meeting - Internal on 04/23/2016, Total Amount = 470</i>																
<i>Donor Meeting - Internal on 05/15/2016, Total Amount = 705</i>																
<i>Donor Meeting - Internal on 06/15/2016, Total Amount = 705</i>																
<i>Donor Meeting - Internal on 07/15/2016, Total Amount = 705</i>																
<i>Donor Meeting - Internal on 08/15/2016, Total Amount = 705</i>																
<i>Donor Meeting - Internal on 09/15/2016, Total Amount = 705</i>																
<i>Donor Meeting - Internal on 10/15/2016, Total Amount = 705</i>																
<i>Donor Meeting - Internal on 11/15/2016, Total Amount = 705</i>																
<i>Donor Meeting - Internal on 12/15/2016, Total Amount = 705</i>																
Total Divisional Expenses		328,955	47,888	162,900	8,813	9,863	8,273	20,763	11,063	10,163	9,863	10,113	11,963	24,378	13,609	24,037
Allocations																
8050	IT/IS	5,472	5,472	0	0	0	0	0	0	0	0	0	0	0	0	0
8051	Marketing	648	648	0	0	0	0	0	0	0	0	0	0	0	0	0
8052	Occupancy	17,988	17,988	0	0	0	0	0	0	0	0	0	0	0	0	0
8053	HR/Finance/Legal	5,580	5,580	0	0	0	0	0	0	0	0	0	0	0	0	0
8054	Mgmt/Board Oversight	228	228	0	0	0	0	0	0	0	0	0	0	0	0	0
8055	IT/IS Equipment	6,324	6,324	0	0	0	0	0	0	0	0	0	0	0	0	0
8060	Salaries / Benefits Allocation	16,313	16,313	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Allocations		52,553	52,553	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Expense		381,508	100,441	162,900	8,813	9,863	8,273	20,763	11,063	10,163	9,863	10,113	11,963	24,378	13,609	24,037
Net Income (Loss)		(1,541)	264,526	277,100	7,483	6,433	8,023	(4,467)	5,233	6,133	6,433	6,183	4,333	73,401	84,170	73,741

Entity	99 - ABF
Department	

ABF 2016 Budget Report By Department

	2015	2015	2016												
	Budget	FORECAST1	Budget	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec

The Annual Fund will track the revenue from the following budgets:
 Annual Meeting Activities
 Fundraising Events
 Major Donors
 Planned Gift

This budget will track expenses for the Annual Fund and Major Giving only. Expenses include printing/postage for specific campaigns, advertising and communications that are purely for the purpose of fundraising, with no education or programmatic content.

Cannot forecast planned giving revenue for this budget because planned gifts are based on legal contracts which are not executed until an individual's passing.

SS 7/7/15

Entity	99 - ABF
Department	11560 - Research Advisory Committee

ABF 2016 Budget Report By Department

		2015	2015	2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Budget	FORECAST1	Budget												
Expense																
Divisional Expenses																
6103	Phone/Internet	440	440	0	0	0	0	0	0	0	0	0	0	0	0	0
7010	Food and Beverage	340	393	3,050	0	450	0	0	0	0	2,600	0	0	0	0	0
<i>Research Advisory Com. Mtg on 01/16/2016, Total Amount = 450</i>																
<i>Research Advisory Com. Mtg on 06/10/2016, Total Amount = 2600.01</i>																
<i>Breakfast: \$35/person</i>																
<i>\$35x9 = \$315</i>																
<i>Break: \$25/person</i>																
<i>\$25x9 = \$225</i>																
<i>Lunch:\$55/person</i>																
<i>\$55x9 = \$495</i>																
<i>Break: \$25/person</i>																
<i>\$25x9 = \$225</i>																
<i>Dinner: \$90/person plus \$55/bottle of wine</i>																
<i>\$90x9 = \$810</i>																
<i>\$55x6 = \$330</i>																
<i>Total: \$2400</i>																
<i>Also budget for staff travel of 2 days at \$100/day, totaling \$200</i>																
<i>Grand total: \$2600</i>																
7020	Audio/Visual Production	1,519	1,270	2,540	0	1,270	0	0	0	0	1,270	0	0	0	0	0
<i>Research Advisory Com. Mtg on 01/16/2016, Total Amount = 1270</i>																
<i>Flipchart, LCD support, LCD projector, conference phone.</i>																
<i>Research Advisory Com. Mtg on 06/10/2016, Total Amount = 1270</i>																
<i>Flipchart, LCD support, LCD projector, conference phone.</i>																
7040	Signs	47	47	0	0	0	0	0	0	0	0	0	0	0	0	0
7090	Space Rental	0	400	400	0	400	0	0	0	0	0	0	0	0	0	0
<i>Research Advisory Com. Mtg on 01/16/2016, Total Amount = 400</i>																
<i>Will have meeting in meeting room at hotel/convention center.</i>																
7110	Airfare	4,200	5,000	9,900	4,950	0	0	0	4,950	0	0	0	0	0	0	0

Entity	99 - ABF
Department	11560 - Research Advisory Committee

ABF 2016 Budget Report By Department

		2015	2015	2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Budget	FORECAST1	Budget												
<i>Research Advisory Com. Mtg on 01/16/2016, Total Amount = 4950</i>																
<i>Research Advisory Com. Mtg on 06/10/2016, Total Amount = 4950</i>																
<i>Airfare for 8 committee members and 1 staff including baggage fee of \$50 roundtrip</i>																
<i>\$550 x 9 = \$4950</i>																
7120	Lodging	0	230	6,210	0	2,070	0	0	0	0	4,140	0	0	0	0	0
<i>Research Advisory Com. Mtg on 01/16/2016, Total Amount = 2070</i>																
<i>Research Advisory Com. Mtg on 06/10/2016, Total Amount = 4140</i>																
7130	Ground Transportation	700	124	2,880	0	1,440	0	0	0	0	1,440	0	0	0	0	0
<i>Research Advisory Com. Mtg on 01/16/2016, Total Amount = 1440</i>																
<i>Budgeting for 9 people at \$40 one way.</i>																
<i>To airport, from airport to hotel, from hotel to airport, from airport to home.</i>																
<i>9 x (4x\$40) = \$1440.</i>																
<i>Research Advisory Com. Mtg on 06/10/2016, Total Amount = 1440</i>																
<i>Budgeting for 9 people at \$40 one way.</i>																
<i>To airport, from airport to hotel, from hotel to airport, from airport to home.</i>																
<i>9 x (4x\$40) = \$1440.</i>																
Total Divisional Expenses		7,246	7,904	24,980	4,950	5,630	0	0	4,950	0	9,450	0	0	0	0	0
Allocations																
8050	IT/IS	132	132	0	0	0	0	0	0	0	0	0	0	0	0	0
8051	Marketing	12	12	0	0	0	0	0	0	0	0	0	0	0	0	0
8052	Occupancy	456	456	0	0	0	0	0	0	0	0	0	0	0	0	0
8053	HR/Finance/Legal	144	144	0	0	0	0	0	0	0	0	0	0	0	0	0
8055	IT/IS Equipment	156	156	0	0	0	0	0	0	0	0	0	0	0	0	0
8060	Salaries / Benefits Allocation	372	372	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Allocations		1,272	1,272	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Expense		8,518	9,176	24,980	4,950	5,630	0	0	4,950	0	9,450	0	0	0	0	0
Net Income (Loss)		(8,518)	(9,176)	(24,980)	(4,950)	(5,630)	0	0	(4,950)	0	(9,450)	0	0	0	0	0

Research Advisory Committee is a newly formed committee. Will provide ABF direction for funding allocations. SS 8/19/15

Entity	99 - ABF
Department	11570 - Fundraising Events

ABF 2016 Budget Report By Department

		2015		2015		2016										
		Budget	FORECAST1	Budget	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Revenue																
4070	Donations	105,033	53,250	163,000	3,334	3,334	3,334	3,334	3,334	6,332	3,334	3,334	3,334	3,334	123,332	3,330
<i>Anticipate raising \$173,000 (this includes the match) in unrestricted funds from the following events:</i>																
<i>Standing Strong: goal is \$40,000 (plus \$40,000 match) paid out in November</i>																
<i>Bike helmet give away: \$1,500 (plus \$1,500 match) paid out in June</i>																
<i>Employee Giving Campaign: \$20,000 (plus \$20,000 match) paid out each month</i>																
<i>Third Party Fundraising: \$25,000 (plus \$25,000 match) paid out each month</i>																
SS 7/7/15																
Total Revenue		105,033	53,250	163,000	3,334	3,334	3,334	3,334	3,334	6,332	3,334	3,334	3,334	3,334	123,332	3,330
Expense																
Divisional Expenses																
6100	Postage - Non MCC Project	240	488	525	0	50	0	0	0	50	40	152	153	40	40	0
<i>Budgeting for:</i>																
<i>Mailing Brain Paver event toolkit to 5 new brain pavers with avg. mailing cost of \$40 totaling \$200 split between July-Nov.</i>																
<i>2 major donor cultivation events, mail to 50 individuals with avg. \$50/event totaling \$100 split between February and June</i>																
<i>Standing Strong event, mail to 300 individuals averaging \$225 split between August and September</i>																
<i>Total = \$525 SS 7/30/15</i>																
6107	Office Supplies	0	1,062	2,860	0	0	0	0	0	0	0	860	0	2,000	0	0
<i>Budget for ordering 50 footballs for Standing Strong event at \$860 in August.</i>																
<i>Budget for 200 Ben Utecht cd's at \$10/cd in October. SS 8/4/15</i>																
6108	Printing/Copying - MCC Related	1,500	4,310	4,310	0	0	0	0	0	0	0	0	4,310	0	0	0
<i>Budgeting for MCP to create all materials for Standing Strong event broken out as follows:</i>																
<i>Badges: 1000 at \$190</i>																
<i>Badge holders: 1000 at \$350</i>																
<i>Invite folders: 500 at \$1100</i>																
<i>Invite envelopes: 500 at \$1900</i>																
<i>Sell sheets: 500 at \$270</i>																
<i>Signs: 10 at \$500</i>																
<i>Totalling \$4310 SS 8/17/15</i>																
6109	Printing/Copying - Non MCC	0	150	350	100	0	0	0	100	0	0	0	0	150	0	0
<i>Budgeting for:</i>																
<i>Invitations and envelopes for 2 major donor cultivation events - 50 invitations/envelopes per event at \$1 each = (100 x \$1) x 2 = \$200 split between Jan and May.</i>																
<i>Thank you cards/envelopes for Employee Giving Campaign in October at \$150.</i>																
<i>Budgeting for Standing Strong invitations in Printing/Copying - MCP budget code. SS 7/30/15</i>																
6700	Professional Services	125	4,862	12,438	0	0	0	0	0	85	0	0	0	53	12,300	0

Entity	99 - ABF
Department	11570 - Fundraising Events

ABF 2016 Budget Report By Department

		2015	2015	2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Budget	FORECAST1	Budget												
<i>Budgeting for:</i>																
<i>Standing Strong entertainment (band fee): \$2300</i>																
<i>Standing Strong other professional services: \$10K 11/30/15 SS</i>																
<i>Easel rental: \$53 SS 7/30/15</i>																
<i>Bike Helmet Give Away helium tank rental for balloons: \$85 SS 8/4/15</i>																
6701	Professional Serv - MCC	25,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7010	Food and Beverage	2,300	14,690	36,792	0	0	1,050	0	0	0	1,050	0	0	0	34,202	490
<i>Major Don. Cultivation Event 1 on 02/25/2016, Total Amount = 1050</i>																
<i>Major Don. Cultivation Event 2 on 06/23/2016, Total Amount = 1050</i>																
<i>Standing Strong Event on 10/26/2016, Total Amount = 34202</i>																
<i>Employee Giving Campaign on 11/07/2016, Total Amount = 490</i>																
7020	Audio/Visual Production	1,200	1,200	13,990	0	0	1,000	0	0	0	1,000	0	0	0	11,990	0
<i>Major Don. Cultivation Event 1 on 02/25/2016, Total Amount = 1000</i>																
<i>Based on calculations CESC provided:</i>																
<i>LCD support package: \$300</i>																
<i>LCD Projector: \$700</i>																
<i>Major Don. Cultivation Event 2 on 06/23/2016, Total Amount = 1000</i>																
<i>Based on calculations provided by CESC:</i>																
<i>LCD support package: \$300</i>																
<i>LCD projector: \$700</i>																
<i>Standing Strong Event on 10/26/2016, Total Amount = 11990</i>																
<i>U of MN A/V charge of \$1690.</i>																
<i>Thayer Production charge for \$300</i>																
7030	Security	0	0	77	0	0	0	0	0	0	0	0	0	0	77	0
<i>Standing Strong Event on 10/26/2016, Total Amount = 77</i>																
7040	Signs	350	350	200	0	0	80	0	0	0	120	0	0	0	0	0
<i>Major Don. Cultivation Event 1 on 02/25/2016, Total Amount = 80</i>																
<i>2 22"x28" signs at \$40/sign at Kinkos.</i>																
<i>Bike Helmet Give Away on 06/18/2016, Total Amount = 40</i>																
<i>Print donation sign.</i>																
<i>Major Don. Cultivation Event 2 on 06/23/2016, Total Amount = 80</i>																
<i>Based on 2 - 22" x 28" signs at \$40/sign.</i>																
<i>Standing Strong Event on 10/26/2016, Total Amount = 0</i>																
<i>Will have 10 22" x 28" signs printed but falls in the 6108 Printing/Copying MCP Projects budget code.</i>																
7090	Space Rental	0	0	15,500	0	0	500	0	0	0	0	0	0	0	15,000	0

Entity	99 - ABF
Department	11570 - Fundraising Events

ABF 2016 Budget Report By Department

		2015	2015	2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Budget	FORECAST1	Budget												
<i>Major Don. Cultivation Event 1 on 02/25/2016, Total Amount = 500 Estimated fee to hold an event for 50 major donors/prospects.</i>																
<i>Standing Strong Event on 10/26/2016, Total Amount = 15000</i>																
Total Divisional Expenses		30,715	27,112	87,042	100	50	2,630	0	100	135	2,210	1,012	4,463	2,243	73,609	490
Allocations																
8050	IT/IS	1,068	1,068	0	0	0	0	0	0	0	0	0	0	0	0	0
8051	Marketing	132	132	0	0	0	0	0	0	0	0	0	0	0	0	0
8052	Occupancy	3,528	3,528	0	0	0	0	0	0	0	0	0	0	0	0	0
8053	HR/Finance/Legal	1,092	1,092	0	0	0	0	0	0	0	0	0	0	0	0	0
8054	Mgmt/Board Oversight	48	48	0	0	0	0	0	0	0	0	0	0	0	0	0
8055	IT/IS Equipment	1,236	1,236	0	0	0	0	0	0	0	0	0	0	0	0	0
8060	Salaries / Benefits Allocation	1,732	1,732	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Allocations		8,836	8,836	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Expense		39,551	35,948	87,042	100	50	2,630	0	100	135	2,210	1,012	4,463	2,243	73,609	490
Net Income (Loss)		65,482	17,302	75,958	3,234	3,284	704	3,334	3,234	6,197	1,124	2,322	(1,129)	1,091	49,723	2,840

This budget will track expenses for all fundraising events, i.e. Mill City Market, Standing Strong, major donor cultivation events, employee giving campaign. The only events not included in this budget are those that occur during the AM. Those events will be tracked in the Annual Meeting Activities budget, 99-26000. All donations are tracked in the Annual Fund budget. SS 7/7/15

Entity	99 - ABF
Department	26000 - Annual Meeting Activities

ABF 2016 Budget Report By Department

		2015	2015	2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Budget	FORECAST1	Budget												
Revenue																
4070	Donations	35,000	91,203	159,500	0	0	0	159,500	0	0	0	0	0	0	0	0
<i>Anticipate raising \$159,500 (includes the match) in unrestricted funds at this year's Annual Meeting from the following sources:</i>																
<i>Major donor event: \$40,000 (plus \$40,000 match)</i>																
<i>Plenary session call to action: \$4,000 (plus \$4,000 match)</i>																
<i>CMR site: \$20,000 (plus \$20,000 match)</i>																
<i>AM booth: \$15,000 (plus \$15,000 match)</i>																
<i>BHF booth: \$750 (plus \$750 match)</i>																
<i>SS 7/7/15</i>																
Total Revenue		35,000	91,203	159,500	0	0	0	159,500	0	0	0	0	0	0	0	0
Expense																
Divisional Expenses																
6100	Postage - Non MCC Project	198	287	296	0	0	196	100	0	0	0	0	0	0	0	0
<i>ABF will mail out invitations to our Major Donor Recognition Event to 400 individuals. Postage rate estimated to be \$0.49 each, so .49 x 400 = \$196.</i>																
<i>Additional \$100 budgeted for any unexpected mailing costs. SS 8/4/15</i>																
6103	Phone/Internet	0	96	210	0	0	0	210	0	0	0	0	0	0	0	0
<i>Budget for 3 staff to have internet in hotel room at \$10/day for 7 days. SS 8/4/15</i>																
6107	Office Supplies	0	36	0	0	0	0	0	0	0	0	0	0	0	0	0
6108	Printing/Copying - MCC Related	300	0	940	0	340	0	600	0	0	0	0	0	0	0	0
<i>Budgeting for MCP to create and print 12-22"x28" signs at \$50/each and print Commitment to Cures invitations and envelopes at \$340. SS 8/11/15</i>																
6109	Printing/Copying - Non MCC	0	54	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Budget for invitations to Commitment to Cures falls in the Printing/Copying MCP budget code. SS 8/4/15</i>																
6329	Hardware/Software Maintenance	200	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6700	Professional Services	1,000	1,589	1,000	0	0	0	1,000	0	0	0	0	0	0	0	0
<i>Budgeting for entertainment for Commitment to Cures event at \$1000. SS 8/4/15</i>																
7010	Food and Beverage	22,349	22,692	18,280	0	0	0	0	18,280	0	0	0	0	0	0	0
<i>4 ABF staff to AM on 04/15/2016, Total Amount = 3200</i>																
<i>AM Donor Meetings on 04/15/2016, Total Amount = 80</i>																
<i>Budgeting for 2 staff members to meet with 2 attendees for breakfast at \$20/person.</i>																
<i>Commitment to Cures Event on 04/16/2016, Total Amount = 15000</i>																
<i>Based on last year's costs.</i>																
7020	Audio/Visual Production	8,806	6,988	768	0	0	0	0	768	0	0	0	0	0	0	0
<i>BHF booth on 04/15/2016, Total Amount = 30</i>																
<i>Power strip at \$30.</i>																
<i>Commitment to Cures Event on 04/16/2016, Total Amount = 738</i>																
<i>Budgeting for wireless microphone, LCD projector/computer/screen, operator/tech in room, and power strip.</i>																
7040	Signs	2,638	880	1,328	0	0	0	0	1,328	0	0	0	0	0	0	0

Entity	99 - ABF
Department	26000 - Annual Meeting Activities

ABF 2016 Budget Report By Department

*BHF booth on 04/15/2016, Total Amount = 0
Budgeted for in 6108 Printing/Copying MCP Related.*

*ABF Booth on 04/15/2016, Total Amount = 1032.5
Budgeting for 7 meter panels at \$147.50/panel. Budgeting for 22"x28" signs in 6108 Printing/Copying MCP related budget code.*

*Commitment to Cures Event on 04/16/2016, Total Amount = 295
Budget for Freeman to print 2 meter panels at \$147.50 each. Budgeting for 22"x28" signs in 6108 Printing/Copying MCP related budget code.*

7050	Decorator	15,500	11,069	5,710	0	0	0	0	5,710	0	0	0	0	0	0	0
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*BHF booth on 04/15/2016, Total Amount = 510
Budgeting for 3 6' tables at \$100/table and 2 chairs at \$70/chair.*

*ABF Booth on 04/15/2016, Total Amount = 5000
Freeman fees for creating ABF booth and printing graphics as well as electrical charges for ABF booth.*

*Commitment to Cures Event on 04/16/2016, Total Amount = 200
Budgeting for flowers at Commitment to Cures event.*

7080	Shuttle Bus	500	1,024	500	0	0	0	0	500	0	0	0	0	0	0	0
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*Commitment to Cures Event on 04/16/2016, Total Amount = 500
One shuttle bus for guests. Based on last year's costs.*

7090	Space Rental	6,000	5,000	0	0	0	0	0	0	0	0	0	0	0	0	0
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7110	Airfare	2,400	1,596	2,800	0	0	2,800	0	0	0	0	0	0	0	0	0
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*4 ABF staff to AM on 04/15/2016, Total Amount = 2800
\$650 airfare plus \$50 baggage fee.*

7120	Lodging	9,660	1,715	2,100	0	0	0	0	2,100	0	0	0	0	0	0	0
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4 ABF staff to AM on 04/15/2016, Total Amount = 2100

7130	Ground Transportation	360	543	960	0	0	0	0	960	0	0	0	0	0	0	0
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*4 ABF staff to AM on 04/15/2016, Total Amount = 960
\$80 to/from airport to Vancouver
\$90 to/from airport to Minneapolis
\$70 taxis/Uber while in Vancouver*

7590	Honoraria/Award Related Costs	0	0	200	0	200	0	0	0	0	0	0	0	0	0	0
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*Budget for 1 award in 2016 to fall in February for Annual Meeting.
Chair's Award: \$200 LR 8/3/15*

Total Divisional Expenses		69,911	53,569	35,092	0	540	2,996	1,910	29,646	0	0	0	0	0	0	0
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Allocations

8050	IT/IS	2,304	2,304	0	0	0	0	0	0	0	0	0	0	0	0	0
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8051	Marketing	276	276	0	0	0	0	0	0	0	0	0	0	0	0	0
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8052	Occupancy	7,596	7,596	0	0	0	0	0	0	0	0	0	0	0	0	0
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8053	HR/Finance/Legal	2,352	2,352	0	0	0	0	0	0	0	0	0	0	0	0	0
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8054	Mgmt/Board Oversight	96	96	0	0	0	0	0	0	0	0	0	0	0	0	0
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8055	IT/IS Equipment	2,664	2,664	0	0	0	0	0	0	0	0	0	0	0	0	0
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8060	Salaries / Benefits Allocation	6,919	6,919	0	0	0	0	0	0	0	0	0	0	0	0	0
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Total Allocations		22,207	22,207	0	0	0	0	0	0	0	0	0	0	0	0	0
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Entity 99 - ABF

Department

ABF 2016 Budget Report By Department

Total Expense	92,118	75,776	35,092	0	540	2,996	1,910	29,646	0	0	0	0	0	0
Net Income (Loss)	(57,118)	15,427	124,409	0	(540)	(2,996)	157,590	(29,646)	0	0	0	0	0	0

All revenue is tracked in the Annual Fund budget. Only expenses are tracked in this budget code. SS 7/7/15

Entity	99 - ABF
Department	40000 - Public Outreach

ABF 2016 Budget Report By Department

		2015	2015	2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Budget	FORECAST1	Budget												
Expense																
Divisional Expenses																
6100	Postage - Non MCC Project	160	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6107	Office Supplies	0	11	0	0	0	0	0	0	0	0	0	0	0	0	0
6108	Printing/Copying - MCC Related	0	2,696	2,450	0	0	50	0	0	50	0	2,300	0	50	0	0
<i>Budgeting for MCP to print 3 signs for events at \$50/sign. Also budgeting for MCP to print 250 copies of Annual Report in August. SS 8/11/15</i>																
6700	Professional Services	11,500	13,125	59,625	51,375	1,375	1,375	1,375	1,375	1,375	1,375	0	0	0	0	0
<i>Budgeting for 7 month retainer with HJC at \$1375/month totaling \$9625 to fall in first 7 months of the year.</i>																
<i>Also budgeting for website redesign, total budget of \$400,000 to be split between 2015 and 2016. SS 8/4/15</i>																
<i>Adjusting so all of the website money falls in 2016. SS 11/2/15</i>																
<i>Per TE - I recommend a 2016 budget for the website of \$77,500 allocated to professional services at \$50,000 and depreciation to \$27,500. This is based on review of the three bids. The estimated average amount of the RFP's results in a capitalized cost of \$225,000. This is then amortized over a 5-year period at \$55,000. The professional services of \$50,000 is the expense related to planning, discovery and training. The amount was rounded up from \$40K (average of all proposals). Budgeted the \$50K to fall in Jan 11/30/15 SS</i>																
6701	Professional Serv - MCC	230,000	6,078	0	0	0	0	0	0	0	0	0	0	0	0	0
7010	Food and Beverage	0	0	370	0	0	0	370	0	0	0	0	0	0	0	0
<i>MPLS CEO Outreach on 03/09/2016, Total Amount = 370</i>																
<i>2 breakfasts at \$30</i>																
<i>2 snacks at \$20</i>																
<i>2 lunches at \$50</i>																
<i>2 dinners at \$85</i>																
<i>= \$370</i>																
7110	Airfare	0	0	525	0	525	0	0	0	0	0	0	0	0	0	0
<i>MPLS CEO Outreach on 03/09/2016, Total Amount = 525</i>																
7120	Lodging	0	0	330	0	0	0	330	0	0	0	0	0	0	0	0
<i>MPLS CEO Outreach on 03/09/2016, Total Amount = 330</i>																
7130	Ground Transportation	0	0	120	0	0	0	120	0	0	0	0	0	0	0	0
<i>MPLS CEO Outreach on 03/09/2016, Total Amount = 120</i>																
7500	Grants/Awards	0	200,000	0	0	0	0	0	0	0	0	0	0	0	0	0
7600	Depreciation	0	0	27,500	0	0	0	0	0	0	4,584	4,584	4,584	4,584	4,584	4,580
<i>Per TE - I recommend a 2016 budget for the website of \$77,500 allocated to professional services at \$50,000 and depreciation to \$27,500. This is based on review of the three bids. The estimated average amount of the RFP's results in a capitalized cost of \$225,000. This is then amortized over a 5-year period at \$55,000. Assuming the website is launched by July 1 the amortization/depreciation is \$27,500 for 2016. 11/30/15 SS</i>																
Total Divisional Expenses		241,660	221,910	90,920	51,375	1,900	1,425	2,195	1,375	1,425	5,959	6,884	4,584	4,634	4,584	4,580
Allocations																
8050	IT/IS	2,772	2,772	0	0	0	0	0	0	0	0	0	0	0	0	0
8051	Marketing	324	324	0	0	0	0	0	0	0	0	0	0	0	0	0
8052	Occupancy	9,132	9,132	0	0	0	0	0	0	0	0	0	0	0	0	0

Entity	99 - ABF
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Department	40000 - Public Outreach
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ABF 2016 Budget Report By Department

8053	HR/Finance/Legal	2,832	2,832	0	0	0	0	0	0	0	0	0	0	0	0	0
8054	Mgmt/Board Oversight	120	120	0	0	0	0	0	0	0	0	0	0	0	0	0
8055	IT/IS Equipment	3,204	3,204	0	0	0	0	0	0	0	0	0	0	0	0	0
8060	Salaries / Benefits Allocation	11,253	11,253	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Allocations		29,637	29,637	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Expense		271,297	251,547	90,920	51,375	1,900	1,425	2,195	1,375	1,425	5,959	6,884	4,584	4,634	4,584	4,580
Net Income (Loss)		(271,297)	(251,547)	(90,920)	(51,375)	(1,900)	(1,425)	(2,195)	(1,375)	(1,425)	(5,959)	(6,884)	(4,584)	(4,634)	(4,584)	(4,580)

This is a brand awareness and programmatic budget line, so there will be no direct revenue tied to the budget. Revenue will fall in the Annual Fund, 99-11530.

The purpose of this budget is to raise awareness of the ABF and to educate the public about neurologic disease and prevention. SS 7/7/15

Entity	99 - ABF
Department	40510 - Young Adult Stroke

ABF 2016 Budget Report By Department

		2015	2015	2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Budget	FORECAST1	Budget												
Expense																
Allocations																
8060	Salaries / Benefits Allocation	1,731	1,731	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Allocations		1,731	1,731	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Expense		1,731	1,731	0	0	0	0	0	0	0	0	0	0	0	0	0
Net Income (Loss)		(1,731)	(1,731)	0	0	0	0	0	0	0	0	0	0	0	0	0

Only expenses will be tracked in this budget as part out the Public Outreach for this campaign. SS 7/7/15

Entity	99 - ABF
Department	80001 - Awards/Prizes

ABF 2016 Budget Report By Department

		2015		2016													
		Budget	FORECAST1	Budget	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Revenue																	
4720	Release from Restrictions	194,000	194,000	180,000	0	0	0	167,500	10,000	2,500	0	0	0	0	0	0	
<i>Release Funds for:</i>																	
<i>\$100,000 Potamkin \$1,000 Wolff-Graham</i>																	
<i>\$50,000 Essey Awards \$1,000 Dreifuss-Penry</i>																	
<i>\$2,500 Schoenberg \$1,000 Hening</i>																	
<i>\$1,500 Movement Disorders \$1,000 NeuroOncology</i>																	
<i>\$1,500 Pessin \$1,000 Neuroendocrine</i>																	
<i>\$1,500 Sleep Science \$1,000 Founders</i>																	
<i>\$1,000 Geschwind \$1,000 S. Weir Mitchell</i>																	
<i>\$1,000 Stolk \$1,000 AINA</i>																	
<i>\$1,000 Max \$1,000 Viste</i>																	
<i>\$1,000 NeuroOncology Scientific \$10,000 AAN Residents Scholars (Secondary)</i>																	
Total Revenue		194,000	194,000	180,000	0	0	0	167,500	10,000	2,500	0	0	0	0	0	0	
Expense																	
Divisional Expenses																	
6100	Postage - Non MCC Project	0	52	0	0	0	0	0	0	0	0	0	0	0	0	0	
6909	Funds Transfered - Entities	193,000	191,457	0	0	0	0	0	0	0	0	0	0	0	0	0	
7500	Grants/Awards	1,000	1,000	180,000	0	0	0	167,500	10,000	2,500	0	0	0	0	0	0	
<i>Release Funds for:</i>																	
<i>\$100,000 Potamkin \$1,000 Wolff-Graham</i>																	
<i>\$50,000 Essey Awards \$1,000 Dreifuss-Penry</i>																	
<i>\$2,500 Schoenberg \$1,000 Hening</i>																	
<i>\$1,500 Movement Disorders \$1,000 NeuroOncology</i>																	
<i>\$1,500 Pessin \$1,000 Neuroendocrine</i>																	
<i>\$1,500 Sleep Science \$1,000 Founders</i>																	
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<i>\$1,000 Max \$1,000 Viste</i>																	
<i>\$1,000 NeuroOncology Scientific \$10,000 AAN Residents Scholars (Secondary)</i>																	
Total Divisional Expenses		194,000	192,509	180,000	0	0	0	167,500	10,000	2,500	0	0	0	0	0	0	
Allocations																	
8060	Salaries / Benefits Allocation	372	372	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total Allocations		372	372	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total Expense		194,372	192,881	180,000	0	0	0	167,500	10,000	2,500	0	0	0	0	0	0	
Net Income (Loss)		(372)	1,119	0	0	0	0	0	0	0	0	0	0	0	0	0	

