

Budget Overview 4/15/19				
Categories	2019 Budget	2019 YTD	2018 Budget	2018 YTD
<b>Revenue</b>				
Governmental Contracts	\$334,000	\$43,750	\$334,000	\$51,125
Private Sector Memberships	\$295,000	\$174,640	\$262,000	\$151,334
Chamber of Commerce Memberships	\$2,750	\$2,500	\$3,550	\$2,000
Other Revenue: events, etc.	\$274,700	\$54,781	\$264,700	\$113,356
<b>Total Revenue</b>	<b>\$906,450</b>	<b>\$275,671</b>	<b>\$864,250</b>	<b>\$317,814</b>
<b>Expenses</b>				
Bad Debt Expense	\$0	\$0	\$0	\$0
Membership & Volunteer Development	\$5,500	\$2,859	\$5,500	\$2,268
Advertising & Promotion	\$8,000	\$2,066	\$9,000	\$4,127
Wages & Compensation & Benefits	\$640,000	\$168,834	\$601,000	\$186,916
Communications	\$25,000	\$6,330	\$17,000	\$8,000
Insurance Expenses	\$5,000	\$2,568	\$4,600	\$2,417
General & Administrative Expenses	\$141,500	\$43,306	\$125,000	\$38,664
Prospect/Economic Development	\$41,500	\$13,347	\$32,500	\$13,187
<b>Total Expenses</b>	<b>\$866,500</b>	<b>\$239,310</b>	<b>\$794,600</b>	<b>\$255,579</b>
<b>Net Revenue</b>	<b>\$39,950</b>	<b>\$36,361</b>	<b>\$39,650</b>	<b>\$52,236</b>
Contributed to Reserve	\$30,000	\$10,000	\$30,000	\$10,000

Operations snapshot as of 4/15/19	
Restricted - PHA Grant; Gateway Projects	\$50,627
Accounts Receivable	\$278,766
Funds available:	\$516,277
Reserve Acct	\$262,384
Operating Acct	\$253,893
Accounts Payable	\$0
<b>Total Current Assets</b>	<b>\$845,669</b>

# Economic Alliance Houston Port Region

## 2019 Budget Worksheet

Updated as of April 15, 2019

### REVENUES

	2019 Budget	Weekly Prorated Budget	YTD Actual for 2019
Governmental Contracts	\$334,000	\$96,346	\$43,750
<b>Government Contract Revenues - TOTALS</b>	<b>\$334,000</b>	<b>\$96,346</b>	<b>\$43,750</b>
<b>Private Sector Membership Revenues</b>			
Partner Level (annual fees of \$5000)	\$100,000	\$28,846	\$65,341
Stakeholder Level (annual fees of minimum of \$3000)	\$74,000	\$21,346	\$42,090
Corporate Level (annual fees of minimum of \$1000)	\$61,000	\$17,596	\$37,620
Proprietor Level (annual fees of minimum of \$500)	\$15,000	\$4,327	\$11,075
New memberships	\$45,000	\$12,981	\$18,514
<b>Private Sector Membership Revenues - TOTALS</b>	<b>\$295,000</b>	<b>\$85,096</b>	<b>\$174,640</b>
<b>Chamber of Commerce Membership Revenues</b>	<b>\$2,750</b>	<b>\$793</b>	<b>\$2,500</b>
<b>Other Revenue Sources</b>			
Business Update Lunches - Net of Expenses	\$4,000	\$1,154	-\$2,722
Women's Networking Events - Net of Expenses	\$500	\$144	\$0
Procurement Breakfasts - Net of Expenses	\$5,000	\$1,442	\$0
Legislative Lunch - Net of Expenses	\$5,000	\$1,442	-\$5,031
GCIF - Net of Expenses	\$130,000	\$37,500	\$0
Annual Banquet - Net of Expenses	\$12,500	\$3,606	\$8,169
Contributions and Sponsorships	\$10,000	\$2,885	\$6,250
Interest Income	\$200	\$58	\$14,156
Other Income (SJTHD, Studies, Newsletter)	\$12,500	\$3,606	\$384
Lease Income	\$95,000	\$27,404	\$33,575
<b>Other Revenue Sources - TOTALS</b>	<b>\$274,700</b>	<b>\$79,240</b>	<b>\$54,781</b>
<b>TOTAL REVENUES</b>	<b>\$906,450</b>	<b>\$261,476</b>	<b>\$275,671</b>

**EXPENDITURES**

	2019 Budget	Weekly Prorated Budget	YTD Actual for 2018
<b>Bad Debt Expense - TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Membership &amp; Volunteer Development</b>			
Membership Recruitment Expenses	\$1,000	\$288	\$20
Recognition Sympathy/Appreciation	\$2,000	\$577	\$215
Membership Receptions (Open Houses, etc.)	\$1,500	\$433	\$2,040
Net - Chamber Presidents Luncheons	\$500	\$144	\$0
Net - Board Meeting Expenses	\$500	\$144	\$584
<b>Membership &amp; Volunteer Development - TOTALS</b>	<b>\$5,500</b>	<b>\$1,587</b>	<b>\$2,859</b>
<b>Advertising &amp; Promotion</b>			
Printing Costs - Bus. Cards & Annual Report	\$6,000	\$1,731	\$1,968
Advertising and Marketing Development (& DIDI)	\$2,000	\$577	\$98
<b>Advertising &amp; Promotion - TOTALS</b>	<b>\$8,000</b>	<b>\$2,308</b>	<b>\$2,066</b>
<b>Wages &amp; Compensation &amp; Benefits</b>			
Salaries/Wages	\$560,000	\$161,538	\$140,385
401K (Contributions + Plan Administration)	\$20,000	\$5,769	\$8,640
Payroll Taxes	\$42,000	\$12,115	\$12,907
Membership Commissions	\$12,000	\$3,462	\$2,875
Contract Labor & Interns	\$6,000	\$1,731	\$4,027
<b>Wages &amp; Compensation &amp; Benefits - TOTALS</b>	<b>\$640,000</b>	<b>\$184,615</b>	<b>\$168,834</b>
<b>Communications</b>			
Hardware Maintenance & Communications Software (loopn	\$12,000	\$3,462	\$2,967
Internet (High speed access)	\$3,000	\$865	\$1,075
Telephone (Cell & Office)	\$7,000	\$2,019	\$1,530
Website Development	\$3,000	\$865	\$758
<b>Communications - TOTALS</b>	<b>\$25,000</b>	<b>\$7,212</b>	<b>\$6,330</b>
<b>Insurance Expenses</b>			
Directors Insurance	\$2,500	\$721	\$0
General Liability	\$1,500	\$433	\$726
Workers Comp Insurance	\$1,000	\$288	\$1,842
<b>Insurance Expenses - TOTALS</b>	<b>\$5,000</b>	<b>\$1,442</b>	<b>\$2,568</b>

**EXPENDITURES - Continued**

	2019 Budget	Weekly Prorated Budget	YTD Actual for 2018
<b>General &amp; Administrative Expenses</b>			
Online Charge Fees & Payroll Processing Fees	\$3,000	\$865	\$1,738
Automobile Mileage Expenses	\$8,000	\$2,308	\$1,927
Postage & Delivery & Bulk Mailings	\$1,500	\$433	\$895
Bank Service Charges & Fees	\$4,000	\$1,154	\$1,822
Dues & Subscriptions & Membership Fees	\$5,000	\$1,442	\$985
Office Supplies & Stationary	\$8,000	\$2,308	\$4,063
Professional Fees - Audit & Accounting Service	\$10,000	\$2,885	\$704
Professional Fees - Legal	\$1,000	\$288	\$0
Reproduction & Xeroxing	\$12,000	\$3,462	\$6,169
Miscellaneous Item (and staff birthdays/meals)	\$3,000	\$865	\$944
<b>Building:</b>			
Note	\$13,000	\$3,750	\$4,219
Utilities	\$21,000	\$6,058	\$4,885
Maintenance	\$30,000	\$8,654	\$6,688
Insurance - Building	\$15,000	\$4,327	\$3,657
Building Property Taxes	\$7,000	\$2,019	\$4,610
<b>General &amp; Administrative Expenses - TOTALS</b>	<b>\$141,500</b>	<b>\$40,817</b>	<b>\$43,306</b>
<b>EA Development &amp; Economic Development Projects</b>			
Development Event(s) i.e. Pct. 2 Banquet	\$500	\$144	\$0
Economic Development Education Events (ED trade mission)	\$7,000	\$2,019	\$6
Professional Training Fees for Staff Development	\$2,000	\$577	\$3,000
Conferences - TEDC, IEDC, other	\$6,000	\$1,731	\$1,665
Meals - Networking Business Meetings	\$3,000	\$865	\$1,370
Net - Meals - Task Force Meetings	\$2,000	\$577	\$173
Give-Aways & Donations, Sponsor Ads	\$3,000	\$865	\$0
Travel	\$18,000	\$5,192	\$7,133
<b>Prospect/Economic Development - TOTALS</b>	<b>\$41,500</b>	<b>\$11,971</b>	<b>\$13,347</b>
<b>TOTAL EXPENDITURES</b>	<b>\$866,500</b>	<b>\$249,952</b>	<b>\$239,310</b>
<b>NET REVENUES</b>	<b>\$39,950</b>	<b>\$11,524</b>	<b>\$36,361</b>