

**Long Tom Watershed Council ~ FY '14 Provisional Budget** (July 1 '13- June 30, 14).

INTERNAL USE ONLY PLEASE					Notes
<b>BEGINNING BALANCE</b>			340,138		Calculated estimate
		Reserve: for emergency only	105,000		This fund built since 1998; notes below
		Restricted: Post-implementation Monitoring	6,010		
		Restricted (CD): Amazon Initiative	54,713		
		Restricted: Accrued leave liability	2,313		
<b>Subtotal Fund Balance</b>				<b>172,102</b>	
<b>INCOME</b>					
	<b>Grants and Contracts Income</b>		<b>Total</b>	<i>Pers &amp; Fiscal</i>	<i>Fiscal to Gen Fund to support all jobs</i>
1	6/13	C Council Support 213-027 (OWEB)	\$ 54,387.50	40,975	
2		Local Match - Council Support pledges	21,500	21,500	Dana will arrange pledges
3	3/14	E Model Watershed Yr 5 (MMT)	\$ -	67,805	Received, In beginning balance
4	3/15	E Model Watershed Yr 6 (MMT)	\$ 100,000.00	17,000	Can only use 25%; see Reserves
5		P 13-01 Amazon Creek PSP II (MMT), yr 2 of 3	\$ 29,000.00	32,530	\$35K received in May 2013
6	8/13	E Amazon Toxics (EPA)	\$ 8,833.94	8,141	
7		R Amazon Creek Init: Capital Projects (City)	\$ 20,000.00	0	Offset exactly by Contracted Svs sub-item
8	12/13	R 212-3999 SIP 2012 Coy-Bear-Ferg (OWEB)	\$ 38,631.47	0	Out of PM; fill with MMT
9		R 212-3999 SIP 2012 Coy-Bear-Ferg PE (OWEB)	\$ 17,515.00	0	Monitoring grant/contracted svcs; PM by MMT?
10	5/15	R 212-3022 South Marsh (OWEB)	\$ 57,855.58	6,548	
11	5/13	R 212-3023 Ferguson Fish Pass (OWEB)	\$ 4,294.54	0	Only education work remains
12		R 212-3064 Owens Cr (OWEB)	\$ 34,923.00	5,738	PM underfunded \$~1700; fill with MMT
13	12/13	R 209-3034 Lomatium Rest (OWEB)	\$ 9,251.82	0	Out of PM; does not qualify for MMT
14	12/13	R 210-3019 Coyote Creek (OWEB)	\$ 14,165.43	0	Out of PM; fill with MMT
15	12/13	R 211-3040 Kime Oak Savanna (OWEB)	\$ 30,696.03	1,472	Will need some PM from MMT
16	6/14	T 213-3007 Bear Creek TA	\$ 17,899.26	14,475	
17	12/14	R 213-3008 South Fork Ferguson (OWEB)	\$ 112,237.02	13,407	
18		M Cutthroat Migration Study (Evans)	\$ 7,500.00	8,500	Yay!
19	5/15	R BLM culverts RAC phase I (BLM)	\$ 132,913.23	9,076	
20		R Hagen SG fish passage (OWEB)	\$ 5,231.00	0	Small grant for materials, not PM; add some fiscal
21		R Watkins (SWG)	\$ 43,102.90	4,515	
22		R Brown oak savanna SG (OWEB)	\$ 6,913.75	1,000	
23		DEQ 319	\$ 22,500.00	18,750	delay to FY14 if necessary
24		R Schudel Fish Passage SG (OWEB)	\$ 9,990.00	0	Small grant for materials, not PM; add some fiscal
25	5/15	R BLM culverts RAC Owens (BLM)	\$ 6,330.00	4,812	
26		E Willamette Outreach & Proj Dev (MRT/SIP)	\$ -	4,009	\$25k previously received included in beg bal.
27		M WEW Wetland soils & water quality (BLM)	\$ 40,000.00	4,500	Second and final year
28		M WEW plants (BLM)	\$ -	0	\$15K rcvd, incl in expenses below
29		R Brown oak savanna (ODFW)	\$ 12,002.00	1,966	
30		M Kime Effectiveness Monitoring	\$ 2,730.00	0	Will need some PM from MMT
31		M Lomatium Effectiveness Monitoring	\$ 6,520.67	0	Does not qualify for MMT
32		M Wintergreen Farm Effectiveness Monitoring	\$ 545.00	0	Does not qualify for MMT
33		M Murphy Effectiveness Monitoring	\$ 5,160.00	0	Does not qualify for MMT
<b>Fee for Service arrangements</b>					
34		E Willamette Outreach & Invasives (NFWF)	\$ 1,500.00	1,500	\$2K pers (underfunded by \$2500)
35		CREP Riparian planting plans (CPRCD)	\$ 560.00	560	2 plans through joint OWEB TA grant
		<i>Subtotal grants &amp; contracts &amp; fee for svc</i>	<b>874,689</b>	288,778	
<b>General Fund Income</b>					
36		Annual Campaign plus general donations	22,500	22,500	Achieve personnel & fiscal needs
37		Business League	15,000	11,250	Use for 1.Personnel, 2. Events/marketing
38		Interest	200		Based on interest rcvd in FY12
		<i>Subtotal general fund income</i>	<b>37,700</b>	33,750	
<b>Total Income</b>			<b>912,389</b>	322,528	(cross-check with Personnel line item)
<b>Subtotal Fund Balance (beginning+income)</b>				<b>1,084,491</b>	

<b>EXPENSES</b>				
1		Materials, Supplies, & Assoc Services	220,069	mostly construction materials as outlined in grants
2		Contracted Services	282,325	mostly construction as outlined in grants
3		Fundrais, Web, Dbase, Marketing, Logo	10,150	\$3K FR, \$2300K Web, \$1,500 dbase, \$3K marketing
4		Restoration team contractors	19,100	Riparian work. Poss: Ed A, Bruce N.
5		Amazon Capital Projects	20,000	Reimbursement to Property Owners
6		Storm Monitoring	1,000	if needed for storm sampling
7		Education (restricted)	1,295	(Calculate) Restricted grant funds,tours & materials
8		Events & Volunteer gifts	5,000	Includes all events
9		Restoration project signage	1,500	Signs
10		Logo wear and inventory	2,350	Can sell some of these
11		Payroll expenses	322,186	-5.5 FTE+temps+10K match for new comm/developmnt
12		Training/Conferences (incl travel/lodging)	13,500	Each staff has training&travel allocation
13		Travel/Mileage (all except trainings)	12,742	Based on cost '13
14		Printing	1,000	
15		Risk Management	2,500	Based on cost '13
16		Occupancy	2,050	Cell phones/wireless; based on cost '12
17		Office Supplies	1,500	Based on cost '13
18		Equipment (copier, computers)	4,350	Est needs: fiscal computer, tablet
19		Meetings	2,350	Board, Staff, Perf Rww, Individual/Business
20		Postage (program & ops)	1,200	Based on cost '13
21		Professional Services	6,500	Review/990 (\$5500K) + Acctg (\$500) + Legal (\$500)
22		Dues & Subscriptions	750	Incl. newspapers, RLID, NOWC, EVDP, AFS, etc
23		Corporate Fees	230	\$50 regular + \$180 state filing fee
24		Bank Fee	100	Pay pal, other
25		Misc	750	Unplannable
		<i>subtotal expenses</i>	<b>934,497</b>	
<b>RESERVES</b>				
		New post-implementation & monitoring funds	13,000	Required reserve: pre-pay on grants closing this year
		Match accounts (Restoration, Amazon)	26,562	In Beg. Balance; used with E.D. approval, if project overages
		Bulk Prepaid Grants (MMT only)	95,300	Required reserve: pre-pay on Meyer PSP & Model WS
		Add to emergency reserve	5,000	Continue until Reserve goal met
<b>Total Expenses and new Reserves</b>			<b>1,074,359</b>	
<b>PROJECTED ENDING FUND BALANCE</b>				<b>10,132</b>
		Contingency (lose 5 office space/computers/both)	30,000	If we need to find other office space (estimated on the small side)
<b>Possible Ending Balance (including contingencies)</b>				<b>-19,868</b>
<b>Budget Calculation Notes</b>				
1	Budget may change if new grants are received.			
2	Part of beginning balance is advanced grant funds			
3	Contingency needed for potential office space changes since donated space is in partnership office			
4	In-kind resources/expense) should be shown in this budget - currently \$67K for office, conference, barn, cooler, storage, computer/phone/machines			
5	Grants and Contracts includes a few projects we might need to delay			
<b>Budget Committee Goals &amp; Notes (established 2008)</b>				
A.	Increase end fund balance by at least 10% each year			
B.	Reserve Goal: 6 mo. operations (staff time, basic expenses) or 10% of regular budget (whichever makes sense). (\$180K, ~\$100K)			
C.	In quarterly Budget to Actual reports, explain variances over 10% if >\$1,000.			
D.	Add \$5,000 or 5% to reserve every year (decided June 2011 Board meeting)			