

In 2021, Program had a net loss of \$83,990



2021 BUDGET

ACTIVITY NUMBER:	62-05
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ACTIVITY:	APTA Fellowship in Education Leadership
TYPE:	Program

BUDGET LEAD:	Bill Bolssonaut
BUDGET STAFF:	Anne Reicherter

TOTAL REVENUE:	\$ 126,000
TOTAL EXPENSES:	\$ 209,990
NET REVENUE:	\$ (83,990)

BRIEF ACTIVITY DESCRIPTION (DETAILED DESCRIPTION FOUND IN WORK PLAN)

The APTA Fellowship in Education Leadership is a year-long program designed to develop leaders within the profession's education community.

EXPENSES

Detail the expenses needed for this activity.

Expense	GL Code	Amount
Salaries	600	\$ 87,570
Benefits	602	\$ 25,900
Payroll taxes	603	\$ 6,100
Recruitment	604	-
Temporary employ.	605	-
Equipment leasing	606	-
Publish contract	607	-
Depreciation	610	-
Copying	611	20
Maintenance/repair	612	-
Occupancy	613	5,470
Supplies	614	30
Telephone/fax	615	-
Postage/shipping	616	800
Small office furn.	617	-
Printing - general	620	50
Printing - resale	621	-
Printing - Journal	622	-
Printing - APTA Mag	623	-
Advertising	624	600
Audiovisual	625	500
Data processing	626	1,000
Staff training/CE	629	-
Travel - staff	630	1,830
Travel - member	631	13,620
Travel - nonmember	632	-
Teleconferencing	634	-
Meeting services	635	28,500
Honoraria	636	36,500
Exhibits fees	638	1,500
Legal fees	639	-
Prof. charges	640	-
Awards/grants	641	-
Commissions	643	-
Do Not Use	645	-
Dues	650	-
Subscriptions	651	-
Insurance	652	-
Misc. donations	660	-
Doubtful accounts	695	-
Taxes	696	-
Distrib. to sections	697	-
Bank fees	698	-
Miscellaneous	699	-
Total expenses		\$ 209,990

REVENUE

Detail the revenue this activity earns, if any.

Revenue	GL Code	Amount
Dues income	420	\$ -
Interest income	421	-
Contract income	424	-
Accreditation fees	435	-
Examination fees	436	-
Commissions	437	-
Staff services	438	-
Sponsorships	440	-
Miscellaneous	444	-
Registration fees	451	126,000
Exhibit booth fees	452	-
Special events	453	-
Do Not Use	454	-
Subs - PT Partners	464	-
Subs - APTA Mag NM	465	-
Subs - PT J NM	466	-
Subs - Hooked	467	-
Subs - Other	469	-
Subs - APTA Mag Mem	488	-
Subs - PT J Mem	491	-
Ads - Display	502	-
Ads - Classified	503	-
Ads - Agency Comm	504	-
Ads - Program	505	-
Sale of mailing labels	516	-
Royalties - other	517	-
Sale of reprints	525	-
Sale of printed materials	526	-
Sale of promo items	527	-
Total revenue		\$ 126,000

SUMMARY AND PERCENTAGES

Information calculated based on numbers to the left.

Percentage of Staffing Expenses		
Salary	\$ 87,570	41.70%
Benefits and payroll taxes	32,000	15.24%
Other personnel expenses	-	0.00%
Total	\$ 119,570	56.94%

Percentage of Direct Expenses		
Professional charges	\$ -	0.00%
Meetings expenses	30,500	14.52%
Office expenses (note A)	6,520	3.10%
Travel	15,450	7.36%
Printing and postage exp.	850	0.40%
Awards and grants	-	0.00%
Honoraria	36,500	17.38%
Bank fees and taxes	-	0.00%
Other expenses (note B)	600	0.29%
Total	\$ 90,420	43.06%

Total expenses	\$ 209,990	100.00%
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Note A - Office expenses include depreciation, equipment leasing, copying, maintenance and repairs (of both software and buildings), occupancy, supplies, telephone and teleconferencing, small office furniture, data processing, and insurance.

Note B - Other expenses include publishing contracts, advertising, staff training, commissions, dues, subscriptions, donations, doubtful accounts, and misc.

OTHER REVENUE AND EXPENSE INFORMATION

Provide any additional information that would be beneficial to the reader of this worksheet.

ELI has had access for temporary staff since 2017, and that 1.0 FTE was split between ACA/62-02 and ELI/62-05. At a minimum, since only 1 staff member is assigned to both ACA and APTA Fellowship in Educational Leadership, that at least a .25 FTE be allowed from temp staff, assuming there can be other staff assistance from within the association. Revenue projections are based on 18 fellows. As the number of fellows admitted increases, so will revenue at \$7,000 per fellow up to 24 fellows. For the three on-site meetings, two (Sessions I and III) will be held at headquarters to reduce expenses. For Session II, we will continue with Albuquerque, as that is a low-cost time of year for that location (March).

