

APTA 2022 BUDGET

ACTIVITY NUMBER:	62-05
------------------	-------

ACTIVITY NAME:	APTA Fellowship in Education Leadership
ACTIVITY TYPE:	Program

BUDGET LEAD:	Tara Jo Manal
BUDGET STAFF:	Anne Reicherter

TOTAL REVENUE:	\$	168,000
TOTAL EXPENSES:	\$	180,910
NET REVENUE:	\$	(12,910)

BRIEF ACTIVITY DESCRIPTION (see Work Plan for more details)
 The APTA Fellowship in Education Leadership, an ABPTRFE-accredited year-long program, is designed to develop the next generation of leaders within the profession's education community.

EXPENSES

Detail the expenses needed for this activity.

Expense	GL Code	Amount
Salaries	600	\$ 82,350
Benefits	602	\$ -24,000
Payroll taxes	603	\$ 5,800
Recruitment	604	-
Temporary employ.	605	2,500
Equipment rent/leasing	606	-
Publish contract	607	-
Depreciation	610	-
Copying	611	90
Maintenance/repair	612	1,000
Occupancy	613	11,180
Supplies	614	60
Telephone/fax	615	-
Postage/shipping	616	1,200
Small office furn.	617	-
Printing - general	620	200
Printing - resale	621	-
Printing - Journal	622	-
Printing - APTA Mag	623	-
Advertising	624	750
Audiovisual	625	500
Data processing	626	-
Staff training/CE	629	-
Travel - staff	630	2,700
Travel - member	631	8,400
Travel - nonmember	632	-
Meeting services	635	9,500
Honoraria	636	28,000
Exhibits fees	638	3,500
Legal fees	639	-
Professional services	640	-
Awards/grants	641	-
Commissions	643	-
Contractor fees	645	-
Dues	650	1,180
Subscriptions	651	-
Insurance	652	-
Misc. donations	660	-
Doubtful accounts	695	-
Taxes	696	-
Distrib. to sections	697	-
Bank fees	698	-
Miscellaneous	699	-
Total expenses		\$ 180,910

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	-
Event registration fees	450	-
Application/Edu fees	451	168,000
Exhibit booth fees	452	-
Special events	453	-
Subs - PT Partners	464	-
Subs - APTA Mag NM	465	-
Subs - PTJ NM	466	-
Subs - Hooked	467	-
Subs - Other	469	-
Subs - APTA Mag Mem	488	-
Subs - PTJ Mem	491	-
Ads - Display	502	-
Ads - Classified	503	-
Ads - Agency Comm	504	-
Ads - Program	505	-
Sale of mailing labels	516	-
Royalties	517	-
Sale of printed materials	526	-
Total revenue		\$ 168,000

SUMMARY AND PERCENTAGES

Information calculated based on numbers to the left.

Percentage of Staffing Expenses		
Salary	\$ 82,350	49.52%
Benefits and payroll taxes	29,800	16.47%
Other personnel expenses	2,500	1.38%
Total	\$ 114,650	63.37%

Percentage of Direct Expenses		
Professional charges	\$ -	0.00%
Meetings expenses	13,500	7.46%
Office expenses (see note A)	12,330	6.82%
Travel	9,100	5.03%
Printing and postage exp.	1,400	0.77%
Awards and grants	-	0.00%
Honoraria	28,000	15.48%
Bank fees and taxes	-	0.00%
Other expenses (see note B)	1,930	1.07%
Total	\$ 66,260	36.83%

Total expenses	\$ 180,910	100.00%
-----------------------	-------------------	----------------

Note A - Office expenses include depreciation, equipment leasing, copying, maintenance and repairs (of both software and buildings), occupancy, supplies, telephone, 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 budget.

The Fellowship has been able to decrease costs and increase enrollment to increase revenue year over year. During 2020 and 2021, the Fellowship was provided virtually (COVID restrictions approved by American Board of Physical Therapy Residency and Fellowship Education). In 2022, the Fellowship will move forward with a greater hybrid component for the Immersive Sessions which will overall reduce 35 days of expenses for APTA staff and mentors, as well as significant cost savings for meeting services (compared to pre-COVID years). Immersion sessions have also been aligned with key meetings such as Education Leadership Conference.

PRIOR YEAR FINANCIAL INFORMATION (NOT APPLICABLE FOR NEW ACTIVITIES)

Provide prior year (PY) budget and forecast information for revenue, staffing expenses and direct expenses.

	2021			2022	
	Budgeted	Budgeted	Forecast	2022 Budgeted	2022 Forecast
Revenue	\$ 168,000	\$ 126,000	\$ 168,000	\$ 168,000	\$ 168,000
Expenses:					
Staffing	114,650	119,570	118,594	114,650	118,594
Direct	66,260	90,420	46,200	66,260	46,200
Total Exp	180,910	209,990	164,794	180,910	164,794
Net Revenue	(12,910)	(83,990)	3,216	(12,910)	3,216

	2021		2022	
	Change	% Change	Change	% Change
	CY Budget to PY Budget	CY Budget to PY Budget	CY Budget to PY Forecast	CY Budget to PY Forecast
Revenue	\$ 42,000	33.33%	\$ -	0.00%
Staffing	(4,920)	-4.11%	(3,934)	-3.32%
Direct	(24,160)	-26.72%	20,060	43.42%
Total Exp	(29,080)	-13.85%	16,126	9.79%
Net Revenue	71,080	0.00%	(16,126)	-501.43%

