

**LEE HIGHWAY ALLIANCE**  
**FY 2017-2019 Expense & Budget Summary**

November 28 2017

<u>Account Numbers</u>		<u>FY 2017 Actuals</u>	<u>FY 2018 Budget</u>	<u>FY 2019 Request</u>
1000	<b>REVENUE</b>			
1001	Arlington County Grant	49,100	60,500	99,000
1002	Other Grants			10,000
1010	Fundraising/Event Sponsorships		10,500	15,000
1030	Donations	1,725	1,000	2,000
1040	Rental Income			500
1050	Interest		100	100
1090	Other		1,500	
1099	Prior FY Carryover		45,320	7,292
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1000	<b>TOTAL REVENUE</b>	<b><u>50,825</u></b>	<b><u>118,920</u></b>	<b><u>133,892</u></b>
2000	<b>EXPENSES</b>			
2100	<b>Program Support/ Lee Corridor Support</b>			
2110	Recommending Policies & Advocating for for Improvements		1,000	1,000
2120	Educational Programs (incl Speakers)		1,000	1,500
2130	Community Events	2,320	10,000	10,000
2140	Maintenance Programs		200	500
2150	Maymount Farmers Market		50	100
2190	Organizational Memberships		500	450
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2100	<b>Total Program Support</b>	<b>2,320</b>	<b>12,750</b>	<b>13,550</b>
2200	<b>Communications &amp; Marketing</b>			

2210	Website	454	600	500
2220	<u>Community Outreach</u>			
2221	Advertising	825	1,000	1,000
2222	Publications		100	100
2223	Printing		100	100
2224	Social Media		200	300
2225	Graphic Design		500	500
2220	<b>Total Community Outreach</b>	<u>825</u>	<u>1,900</u>	<u>2,000</u>
2290	Other	<u>-</u>	<u>-</u>	<u>-</u>
2200	<b>Total Communications &amp; Marketing</b>	<u>1,279</u>	<u>2,500</u>	<u>2,500</u>
2300	<b>Management</b>			
2310	<u>Board of Directors</u>			
2311	Board Meetings (5)		250	250
2312	Board Training		800	1,240
2313	Board Travel/Parking/Meals		200	200
2310	<b>Total Board of Directors</b>	<u>-</u>	<u>1,250</u>	<u>1,690</u>
2320	Community Advisory Committee/ Planning Committee (5)		150	150
2330	<u>Staffing</u>			
2331	Executive Director Consulting Fee		57,780	83,160
2320	<b>Total Staffing</b>	<u>-</u>	<u>57,780</u>	<u>83,160</u>
2300	<b>Total Management</b>	<u>-</u>	<u>59,180</u>	<u>85,000</u>
2400	<b>Administration</b>			
2410	Accounting & Audit Fees		1,000	1,000
2411	Payroll Processing		500	500
2420	Banking Fees			
2421	PayPal Fees			
2430	Technology Fees		300	200
2440	Legal & Professional Fees	1,084	2,000	1,000

2450	<u>Insurance</u>			
2451	Property Insurance		512	600
2452	Event Insurance		200	300
2453	Directors & Officers Insurance	566	1,130	1,200
	Total Insurance	<u>566</u>	<u>1,842</u>	<u>2,100</u>
2460	Office Rent (incl Utilities)		<u>23,520</u>	<u>25,584</u>
2400	<b>Total Administration</b>	<u>1,650</u>	<u>29,162</u>	<u>30,384</u>
2500	<b>Office Support</b>			
2510	Furniture, Fixtures & Equipment		5,000	200
2520	Telephone & Internet		800	650
2530	Software & Computer Programs		600	500
2540	Web Site Service		40	50
2550	Email Service		100	100
2560	Office Supplies	256	1,000	450
2570	Postage		100	100
2500	<b>Total Office Support</b>	<u>256</u>	<u>7,640</u>	<u>2,050</u>
2600	<b>Taxes &amp; County Fees</b>			
2610	Business License			
2620	State Employment Commission Fees		50	50
2630	Occupancy Permit		346	
2600	<b>Total Taxes &amp; County Fees</b>	<u>-</u>	<u>396</u>	<u>50</u>
2900	<u>Contingencies</u>	45,320	7,292	200
2000	<b>TOTAL EXPENSES</b>	<u>50,825</u>	<u>118,920</u>	<u>133,734</u>
<b>Balance</b>		-	-	158