

National Association of Residential Property Managers-Atlanta Chapter

Budget Overview: 2022 Budget

	TOTAL
Income	
4000 Income	
4101 Member Dues	2,740.00
4102 Meeting Luncheons Income	15,000.00
4104 Meeting Sponsor Income	9,000.00
4105 CE Class Income	5,000.00
4106 Special Events	32,000.00
4107 Southern States Conf-Income	
Southern States Conference Registrations	34,375.00
Southern States Conference Sponsorships	83,750.00
Southern States Food Pass	495.00
Southern States Social Event Tickets	990.00
Total 4107 Southern States Conf-Income	119,610.00
4109 Affiliate Member Dues	12,600.00
Total 4000 Income	195,950.00
4500 National NARPM Proceeds	3,500.00
4510 National NARPM Classes	2,500.00
4520 National Grants Income	500.00
Total 4500 National NARPM Proceeds	6,500.00
Total Income	\$202,450.00
Cost of Goods Sold	
5000 Cost of Goods Sold	
5101 Luncheons-Room Rental & Equipment	5,000.00
5102 Luncheons-Food & Entertainment	22,500.00
5103 Luncheons-Paid Speakers	5,000.00
5104 Luncheons-Parking	3,000.00
5105 Luncheons-Sales Taxes	500.00
5110 Luncheon-Other Expense	1,000.00
5120 Directors Orientation	500.00
5201 CE Class-Paid Instructors	4,000.00
5202 Special Events	32,000.00
5207 Southern States Conference-Expense	
Southern States AV	13,000.00
Southern States Conference Speakers	12,000.00
Southern States Food & Beverage	39,300.00
Southern States Marketing Expenses	500.00
Southern States Misc Expense	1,500.00
Southern States Printing	2,500.00
Southern States Social Event	25,000.00
Total 5207 Southern States Conference-Expense	93,800.00
5221 Fees-Square	500.00
5222 Fees-American Express	750.00
5223 Fees-Sterling Payments	3,000.00

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	TOTAL
Total 5000 Cost of Goods Sold	171,550.00
Total Cost of Goods Sold	\$171,550.00
GROSS PROFIT	\$30,900.00
Expenses	
6200 Public Relations	
6209 Advertising & Business Promotions	4,000.00
6220 Conventions & Meetings	1,000.00
6223 Dues and Subscriptions-Sect.of State GA.	50.00
6230 Gifts & Scholarship Awards	3,000.00
6240 Lodging Expense-President	2,000.00
6241 Lodging Expense-Vice President	1,500.00
6265 Meals & Entertainment - President	500.00
6266 Meals & Entertainment - Vice President	300.00
6291 Travel - President	2,250.00
6292 Travel - Vice President	1,000.00
6295 Travel - Other	5,400.00
6296 Travel - National Day on the Hill	600.00
Total 6200 Public Relations	21,600.00
6500 Operating Expenses	
6507 Accounting	500.00
6510 Computer & Software Expenses	2,650.00
6565 Marketing Expense	1,500.00
6567 Miscellaneous	500.00
6570 Office Supplies	250.00
6573 Postage and Delivery	50.00
6575 Printing and Reproduction	1,000.00
6591 Website	500.00
Total 6500 Operating Expenses	6,950.00
QuickBooks Payments Fees	1,500.00
Total Expenses	\$30,050.00
NET OPERATING INCOME	\$850.00
NET INCOME	\$850.00

		Current Budget			
Revenue					
		2022			
Affiliate Dues					
	Affiliate Membership	\$20,000.00			
	Additional Employee Membership	\$500.00			
PM Membership Dues					
	PM Membership	\$7,200.00			
	Additional Employee Membership	\$4,500.00			
Sponsorships					
	In Person Breakfast Sponsorships	\$3,200.00			
	Guest Breakfast	\$420.00			
	Member Retention	\$1,100.00			
Vendor Fair					
	Non-Member Booths	\$2,500.00			
	Platinum Booth	\$1,000.00			
Total Revenue		\$40,420.00			

Expenses					
	Community Relations	\$4,000.00			
	Education	\$4,000.00			
	Webmasters	\$2,000.00			
	Ratting Trip	\$1,000.00			
	Vendor Fair	\$3,500.00			
	Breakfast Meetings	\$10,000.00			
	Christmas Raffel	\$750.00			
	Technology and Software	\$450.00			
	Office Supplies	\$100.00			
	Legislative	\$1,000.00			
	Meals and Entertainment	\$1,500.00			
	Strategic Planning	\$2,500.00			
	Total Expenses	\$30,800.00			
	Total Revenue	\$40,420.00			
	Total Expenses	\$30,800.00			
	Annual Net Profit	\$9,620.00			

2022 Budget

		2021 Budget	2021 Actual	2022 Budget
		Jan - Dec 2021	Jan - Oct 12	Jan - Dec 2022
Income				
	Affiliate Dues	\$1,500.00	\$718.68	\$5,000.00
	Conference Proceeds	\$750.00	243	\$750.00
	Event Registration	\$13,000.00	\$4,331.89	\$15,000.00
	Event Sponsors	\$0.00	\$0.00	\$0.00
	Retention Incentive	\$500.00	\$510.00	\$500.00
	Total Income	\$15,750.00	\$5,803.57	\$21,250.00
Expense				
	BOD Meeting	\$700.00	\$146.56	\$500.00
	Charity	\$1,000.00	\$0.00	\$1,000.00
	Business Supplies	\$50.00	\$29.26	\$50.00
	Speaker Appreciation	\$0.00	\$178.10	\$300.00
	Dues and Subscriptions			
	-RASM	\$250.00	\$0.00	\$250.00
	-Software (QB's)	\$300.00	\$250.00	\$300.00
	-Zoom	\$299.80	\$299.80	\$299.80
	Event Venue			
	-Social Events	\$1,500.00	\$0.00	\$3,500.00
	-Event Venue - Other	\$6,000.00	\$1,319.97	\$7,500.00
	Total Event Venue	\$7,500.00	\$1,319.97	\$11,000.00
	Licenses and Permits			
	-Sunbiz.org	\$61.25	\$61.25	\$61.25
	-FL Department of State	\$0.00	\$0.00	\$0.00
	Marketing			
	-Printing/Flyers	\$300.00	\$260.00	\$1,000.00
	-Constant Contact	\$840.00	\$700.00	\$840.00
	-Website Management	\$2,400.00	\$2,320.00	\$2,400.00
	Total Marketing	\$3,540.00	\$3,240.00	\$4,240.00
	Travel/Speaker Dinner	\$2,000.00	\$625.00	\$3,000.00
	Total Expense	\$15,701.05	\$5,669.94	\$21,001.05
	Net Income	\$48.95	\$133.63	\$248.95

Sample 10K Budget

2022 Annual Budget		
INCOME		
Professional/Associate/Support Membership Fees	\$3,528.00	42 NARPM members (70% conversion)
Affiliate Membership & Sponsorship Fees	\$1,680.00	7 Chapter affiliates
New membership	\$600.00	Goal: 5 new members
New affiliates or sponsors	\$480.00	Goal: 2 new affiliates
Meeting Fees (non-members)	\$800.00	Goal: 4 non-members per meeting (@\$25)
Raffle	\$0.00	
National Education Fees	\$500.00	
Chapter Grant/NARPM Support	\$3,000.00	aiming for all grants available
TOTAL INCOME	\$10,588.00	
EXPENSES		
Virtual Assistant	\$6,000.00	
Social Events	\$0.00	Sponsored
Annual Vendor Fair	\$0.00	Sponsored
Advertising & Marketing	\$0.00	
Education Expenses (NARPM class speaker travel, room rental)	\$0.00	Virtual Class
Realtor Fest Table	\$1,500.00	
Legal, Accounting & Professional (po box, corporation fees)	\$500.00	
Software (Zoom, QB Online)	\$1,500.00	
Taxes	\$0.00	
Officer Travel (to national events & trainings)	\$1,000.00	
Miscellaneous	\$88.00	
TOTAL EXPENSES	\$10,588.00	
NET INCOME	\$0.00	

2022 Budget

Ordinary Income/Expenses

Income

Affiliate Dues	\$1900.00
Grants	\$ 500.00
Luncheon Income	\$2000.00
Membership Dues	\$1800.00
Member Retention	\$ 300.00
Total Income	\$6,500.00

Expense

Christmas Banquet	\$1000.00
Member Social	\$1000.00
Licenses and Permits	\$ 61.25
Luncheon	\$ 600.00
Meeting Expense	\$ 150.00
Postage and Delivery	\$ 75.00
Professional Fees	\$ 750.00
Accounting	\$ 750.00
Total Professional Fees	\$ 750.00
Supplies	\$ 50.00
Travel Expense	\$1500.00
Taxes	\$1000.00
Total Expense	\$6,186.25
Net Ordinary Income	\$ 313.75
Net Income	\$ 313.75