

Tennessee Parks and Greenways Foundation  
Approved FY 2018 Budget (09.22.17)

Expanded	Adopted Budget	Projected Final	Proposed	
Last Edited: 9.14.17	FY 2017	FY 2017	FY 2018	FY 2018 Notes
Ordinary Income/Expense				INCLUDES STRATEGIC PLAN
Income				
Contributions				
Bequests		8,452	-	
Individuals	410,000	405,000	410,000	
Corporations	100,000	110,000	110,000	
Grants	35,000	14,042	10,000	2000 LTA grant - apply to strategic plan
Total Contributions	545,000	537,494	530,000	
Other Income				
Stewardship Income (baseline)	5,000	30,000	10,000	2 @ 2500; 1@ 5000
Interest Income				
Interest Income - Other	5,400	6,978	6,500	
Unrestricted Interest Income		54	-	
Total Interest Income	5,400	7,032	6,500	
Other Income - Other		5,110	-	
Solar Array Income	3,100	2,785	2,900	
Program Support Transfer		420	-	
Merchandise Sales	250	90	-	
Unrealized Gain/Loss		850	-	
Gain (Loss) on Investments		190	-	
Total Other Income	13,750	46,477	19,400	
Subtotal: Income	558,750	583,971	549,400	
Release from Temp Restrictions				
Forever Green TN transfer	47,065	50,504	25,986	
Restricted Gifts Applied	-	1,540	-	
Operating Reserve Transfer	50,000	50,000	37,000	
Project Surplus Transfer	75,000	-	114,000	
Grassy Cove				80,000
Mill Creek Falls				31,000
Wells Hill				3,000
Temp Restricted - Other			5,925	
Legal Def. Fund (Terra Firma)				1,625
LTA Leadership Grant				850 apply to Board & staff retreats
Appalachian Comm Foundation				1,000 apply to strategic plan
Collierville Comm Fund				2,450 apply to Greenprint project
Subtotal: Released Funds	172,065	102,043	182,911	
Total Income	730,815	686,014	732,311	
Gross Profit	730,815	686,014	732,311	

Tennessee Parks and Greenways Foundation  
Approved FY 2018 Budget (09.22.17)

Expanded	Adopted Budget	Projected Final	Proposed	
Last Edited: 9.14.17	FY 2017	FY 2017	FY 2018	FY 2018 Notes
Expense				
Admin Office/Randolph Rental				
Utilities-All				
Utilities-All - Other	10,200	4,288	4,300	
Security - Nashville				615 51/mo
Electric - Nashville				2,210
Gas - Nashville				420
Water - Nashville				265 22/mo
Utilities - Randolph				288 24/mo
Misc.				500
Internet	-	3,748	3,700	
Memphis				2,220 185/mo
Nashville				1,440 120/mo
Telephone	-	2,597	2,700	
Memphis				240 20/mo
Nashville				2,460 205/mo
Total Utilities-All	10,200	10,632	10,700	
Mortgage Payment/Rent	7,660	7,660	7,660	
Solar Array Expense	3,800	3,233	3,240	
Maintenance- Houses	4,100	3,560	2,700	
Pest Control - Office				260
Pest Control - Randolph				340
Lawn Maint. - Randolph				600 100/mo April - Sept
Yard Maint. - Office				1,500 100/mo + 75/ quarter weed prevention
Archive/Storage	1,068	1,068	1,070	
Total Admin Office/Randolph Rental	26,828	26,153	25,370	
Auto	1,000	655	1,000	
Registration & Emissions				82
Repair & Maint.				900
Clothing/Merchandise	1,000	350	1,000	pullovers or t-shirts & name tags - staff & Board
Computer/Equipment/Furniture				
Computer - Software	4,800	5,897	7,050	
Razors Edge				4,956
QB Payroll Subscription				565
Wix.com Web Subscription				395
Site Booster for Wix.com				60
Site Search for Wix.com				72
Canva				120
Adobe Creative Cloud				250
Photoshop Subscription - CR				235
Photoshop Renewal - PV				235
Office 2016				145 5 computers



Tennessee Parks and Greenways Foundation  
Approved FY 2018 Budget (09.22.17)

Expanded

Last Edited: 9.14.17

Insurance

Adopted Budget	Projected Final	Proposed	
FY 2017	FY 2017	FY 2018	FY 2018 Notes
Commercial Package- Property	6,582	7,030	7,460
Commercial Auto			1,266 305 (Nov); 305 (Jan); 328 (July); 328 (Sept)
Commercial Package			5,142 1248 (Nov); 1248 (Jan); 1323 (July); 1323 (Sept)
Commercial Umbrella			1,050 255 (Nov); 255 (Jan); 270 (July); 270 (Sept)
Directors & Officers Liability	1,600	1,680	1,780 1780 (July)
Event Insurance	250	1,262	1,340 1340 (Sept)
Workers Comp	1,155	1,155	1,300 181 (Oct); 181 (Nov); 181 (Dec); 181 (Jan); 192 (July); 192 (Aug); 192 (Sept)
Total Insurance	9,587	11,127	11,880

Licenses & Fees

Licenses & Fees - Other	6,000	7,300	6,475	
CRS				1,310 109/mo
Mail Meter Machine				1,000
Charitable Solicitation				265
TN Annual Report				25
Business Reply				225
TLC Name Registration				60
QB Payroll				420
Pay Pal / Credit Card Fees				3,000
Safe Deposit Boxes				162 2 boxes @ 81 each
Commissions and Fees		300	375	75 per stock gift
Total Licenses & Fees	6,000	7,600	6,850	

Marketing (including online media)

Stencil or Decal - Cornhole				50
Vinyl Backdrop - Photobooth				150
SWAG for Festival Booths				500
Social Media				500
Membership Supplies				700

Meeting Expenses

Board/Committees/Staff Meetings	1,500	1,700	4,625	
Current Level				1,700
Board & Staff Retreats				550 Meals/snacks (100 covered by LTA grant)
Strategic Plan				2,375 40,000 total cost less consultant fee of 37,625
Donor Meetings	2,500	1,901	2,500	
Meeting Expenses - Other	200	1,006	300	

Total Meeting Expenses

Merchandise Purchase for Resale	175	-	-	
---------------------------------	-----	---	---	--

Postage and Shipping

Mail Meter				1,650
Spring Fling				1,700
Cocktails & Conservation				500
TLC				500
Renewal Mailings/Appeals				3,700
Newsletters				3,000

Last Opened/edited:  
9/25/2017 2:11 PM

Tennessee Parks and Greenways Foundation  
Approved FY 2018 Budget (09.22.17)

Expanded

Last Edited: 9.14.17

Printing

	Adopted Budget	Projected Final	Proposed	
	FY 2017	FY 2017	FY 2018	FY 2018 Notes
Annual Report & Newsletters	6,500	8,939	8,000	
Marketing (including online media)	2,000	4,537		new line item in FY 2018; no longer sub-account
Stationary/Appeals	3,100	4,500	4,100	
Renewal Mailings				100
Appeals				3,000
Stationary Supplies				1,000
Printing - Other	11,200	3,500	2,600	
Brochures				2,100 Brochures - General, Land, Membership
Misc -				500 Misc
Invitations	9,500	3,808	3,900	
Spring Fling				1,500
Cocktails & Conservation				1,200
TLC				1,200
Signs/Banners/Posters	1,500	1,429	750	
Total Printing	33,800	26,713	19,350	
Professional Dev./Conf & wkshop	-	1,731	2,560	
LTA Leadership				2,500 1,000 (facility); 1,300 (airfair[2]+ car); 200 (incidentals - meals, gas) - SHL & MP
CNM - Sponsorship Opportunities				60 AHP
Professional Fees/Services				
Professional Fees/Services - Other	3,500	16,821	55,575	
TennGreen Video				500 Video
Event Photography				500 Misc.
Retreat Consultants				750 2 consultants - retreats
Strategic Plan				37,625
Graphic Design				16,200
Audit/Tax Return Services	13,500	14,250	6,900	6,900 5500 (audit); 1400 (Form 990)
Technology Services	20,400	10,513	11,000	
Concept Tech				7,800 650/mo
Concept Tech				1,000 set up 2 new computers
Concept Tech				2,200 misc
Legal Services	1,500	2,600	3,000	3,000
Accounting Services	5,000	1,350	2,400	2,400 \$75/hr @ 8 hrs / quarter
Mailhouse Services (inactive)		-		
Total Professional Fees/Services	43,900	45,534	78,875	
Property Tax	6,100	1,823	1,860	
Mail Meter Machine (Davidson)				75
Obed Preserve - Braun				175
Randolph				930
Belle Forest Cave				150
Mill Creek Falls				150
Hills Island				380

Tennessee Parks and Greenways Foundation  
Approved FY 2018 Budget (09.22.17)

Expanded	Adopted Budget	Projected Final	Proposed	
Last Edited: 9.14.17	FY 2017	FY 2017	FY 2018	FY 2018 Notes
Staffing - Payroll				
Staffing - Payroll - Other	439,109	418,596	417,842	
Payroll Taxes	33,592	32,023	31,965	* will be less based on health benefits program
Retirement Contribution	13,820	27,480	17,085	
Total Staffing - Payroll	486,521	478,099	466,892	
Supplies & Office Supplies	7,000	4,780	6,000	
Travel				
Travel - Other	9,000	10,805	12,000	
Monitoring		1,950	2,000	
Total Travel	9,000	12,755	14,000	
Total Expense	728,983	723,543	744,552	
Net Ordinary Income	1,832	(37,529)	(12,241)	

Other Income/Expense		
Other Income: Bequest (to be used for investments)		
Other Expense		
Write-off-Old Pledges		
Total Other Expense		
Net Other Income		
Net Income	1,832	(37,529)