

The Contributor, Inc.
Budget Overview: 2020 Budget
January - December 2020

Income	
Advertising Income	24000.00
Newspaper Sales Income	96000.00
Bumper Sticker Income	500.00
Miscellaneous Income	500.00
Discounts to Vendors	-6000.00
Total Income	115000.00
Cost of Goods Sold	
5000 Newspaper Costs	
5005 Freelance Feature Writers	5000.00
5010 Printing Costs	42000.00
5020 Vendor Editorial Payments	5000.00
5025 Freelance Photographer	500.00
5060 Managing Editor	39000.00
Total 5000 Newspaper Costs	91500.00
5100 Vendor Costs	
5110 Clear Plastic Bags	600.00
5125 Permanent Badges	2400.00
5138 Vendor Gear: Apron/Tshirt/Hats/Fleece	10000.00
5145 Temporary Badges	1200.00
Total 5100 Vendor Costs	13800.00
5300 Bumper Stickers	500.00
Total Cost of Goods Sold	105800.00
Gross Profit	9200.00
Expenses	
8900 Tax Expenses	
8900.01 Charitable License Fee	200.00
8900.05 Corporate Annual Reports	40.00
Total 8900 Tax Expenses	240.00
Business Expenses	

8500 IT & Communication Expenses	
8500.10 Internet Expense	960.00
8500.15 Online subscription software-ADOBE DROPBOX	750.00
8500.20 Website Expense	500.00
8500.45 IT Expenses	2000.00
8500.50 Quickbooks software	780.00
Total 8500 IT & Communication Expenses	4990.00
8800 Business Insurance	
8800.05 Directors & Officers Insurance	250.00
8800.10 General Liability Insurance	2600.00
Total 8800 Business Insurance	2850.00
8850 Database Expenses	4000.00
8855 Small Equipment <500	400.00
Total Business Expenses	12240.00
Contract Labor Expenses	
8100.05 CPA 990 & 1099 Preparation	1200.00
8100.20 Legal Fees	750.00
8100.30 Contract Labor: Outreach Worker/Housing Navigator	10000.00
8100.55 Webmaster Fees	500.00
Total Contract Labor Expenses	12450.00
Marketing & Advertising	
7000 Adv/Promotional Exp	
7000.05 Thank you cards	150.00
7000.07 Marketing postage	200.00
7000.10 Promotional Expense-Disposables Vendor event	1200.00
7000.35 T-Shirt for Donors	1200.00
Total 7000 Adv/Promotional Exp	2750.00
Purchases-sign for office and new computer	7000.00
8200 Membership Expense (Chamber/Downtown partnership)	1000.00
8300 Fundraising Expense	
8300.05 Year End Mailer	1000.00
8300.10 Breakfast Event/in kind	5000.00
8300.30 Printing Costs	500.00
8300.45 Professional Development	200.00
Total 8300 Fundraising Expense	6700.00
Total Marketing & Advertising	17450.00

Office Exp	
8700.05 Office Supplies	1200.00
8700.15 Post Office Box Expense	150.00
8700.18 Postage (G&A)	120.00
8700.30 Office/General Administrative Expenses	1200.00
Total Office Exp	2670.00
Direct Vendor Benefit Expenses	
8775.10 Outreach Expenses (Vendor bus passes/mileage/etc)	2500.00
8775.15 Vendor Recognition	3000.00
8775.50 Vendor water/lunch/handwarmers/breakfast	5000.00
Total Other Exp	10500.00
Payroll Expenses	
Taxes	15000.00
Wages	100000.00
Total Payroll Expenses	115000.00
Rent Exp	4800.00
Parking & Travel	
8600 Travel	0.00
8600.20 Parking Expense-Staff and Volunteers	7200.00
Total Travel &Parking Exp	7200.00
Total Expenses	182550.00
Net Operating Income	-173350.00
Other Income	
Donations Income - Bus/Ind	114400.00
Foundation Income	66400.00
Total Other Income	180800.00
Net Income	7450.00