



(1)	(2)	(3)	(4)	(5)	Notes
2018-2019 BUDGET	2018-2019 PRELIMINARY (through 6/30/19)	Variance	2018-2019 PROJECTED YEAR-END	2019-2020 BUDGET <i>approved 7/16/2019</i>	

Conference Revenue

4100-02	Opening Reception Guests	250	375	125	375	0	
4100-03	Conference Registration	89,490	99,110	9,620	102,680	89,250	<p>(1) BUDGET was based on actual 2018 attendance, and includes potential allocated sponsorship registration revenue and combined Conference/Summit Registrations</p> <p>(2) PRELIMINARY does not yet include allocated sponsor registration fees (based on draft June financials; adjustments currently being made and will be reflected on final prelim June statements)</p> <p>(4) PROJECTED now <i>INCLUDES</i> allocations from sponsorships (\$3,570 in sponsor revenue is now allocated to registration for "comped" registrations received by sponsors)</p> <p>(5) PROPOSED - see "Budget + Per Person Breakdowns" - conservative estimate - does not include non-Member/late paid incremental fee increases, nor revenue derived from sponsor/partner registrations</p>
4100-05	Student Conference Registration	1,450	2,950	1,500	2,950	2,550	(5) PROPOSED - see "Budget + Per Person Breakdowns"
4100-07	Day rate	6,075	3,100	-2,975	3,100	3,125	(5) PROPOSED - see "Budget + Per Person Breakdowns"
4100-08	Case Competition Team Fees	5,250	12,750	7,500	12,750	11,900	<p>(1) BUDGET was based on 9 teams @ \$750/team</p> <p>(4) PROJECTED is based on actual of 17 teams @ \$750/team</p> <p>(5) PROPOSED is based on 14 teams (in current Competition format) at 2019 team fee of \$850 per team (this does not include the \$5,000 Case Competition sponsorship revenue, which is included in the 4200-03 "Sponsorship" line item below. \$850 per team = \$11,900 in revenue, with \$11,623.09 in expenses, will ensure close to break-even on the Competition (not including the sponsorship revenue)</p>
4100-12	Summit	19,230	18,990	-240	20,635	23,500	<p>(1) BUDGET was based on 50 "Summit Only" registrants and 50 "Conference+Summit" @ \$195 each and included allocations from sponsorships</p> <p>(4) PROJECTED reflects the updated \$235 fee, and <i>INCLUDES</i> \$1,645 in sponsor registration fees</p> <p>(5) PROPOSED is based on calculations in "Budget + Per Person Breakdown" file, with same \$235 per person registration fee</p>
4100-15	Pre-Conference Workshops	570	0	-570	0	0	(5) PROPOSED - pending development of an INCOTERMS workshop; proposal to be brought to the Board in September 2019
4100-13	CGBP Pre-Conference Boot Camp	3,950	6,125	2,175	6,125	5,135	
4100-31	Closing Reception Guests	275	700	425	700	0	
4100-38	Miscellaneous Conference Revenue		1,000	1,000	1,000	0	(2) and (4): GA DEC's \$1,000 donation to offset Summit printing expenses
Subtotal: Conference Revenue		126,540	145,100	18,560	150,315	135,460	

Sponsorship/Partnership Revenue



		(1) 2018-2019 BUDGET	(2) 2018-2019 PRELIMINARY (through 6/30/19)	(3) Variance	(4) 2018-2019 PROJECTED YEAR-END	(5) 2019-2020 BUDGET approved 7/16/2019	Notes
4200-03	Sponsorships/Partnership Fees	36,045	27,000	-9,045	20,291	35,000	<p>(1) BUDGET was based on \$25,520 net sponsorship revenue from prior year, plus \$15,000.</p> <p>(4) PROJECTED is now \$20,291, based on unallocated Partnership/sponsorship payments (portions of sponsorship revenue have been allocated to Conference Registration, Summit Registration, CGBP exam fees, membership fees, and advertising) as follows:</p> <p>\$950.00 to 4400-00 - Advertising \$3,570 to 4100-03 - Conference Registration \$1,645 to 4100-12 - Summit Registration \$149 to 4000-03 - Membership \$395 to 4500-03 - CGBP exam fee \$20,291 remains in 4200-03 - Sponsorship Revenue TOTAL COLLECTED FROM SPONSORS: \$27,000</p>
Subtotal: Sponsorships/Partnership Revenue		36,045	27,000	-9,045	20,291	35,000	
Membership Revenue							
4000-03	Institutional Membership	1,620	2,560	940	2,560	3,495	<p>(1) BUDGET: was based on pre-January 1, 2019 membership/dues structure change</p> <p>(2) AND (4): Includes payments collected to-date for pre-1/1/2019 "Institutional" and post-1/1/2019 "Institutional" memberships</p> <p>(5) PROPOSED: Based on current membership counts:</p> <p>Institutional: 5+ persons (3) @ \$125/person (based on 5 people per) = \$1,875, plus Institutional: 2-4 persons (6) @ \$135 per person (based on 2 people per) = \$1,620 Total for budget: \$3,495</p> <p>Note: anticipate that current "free" Educational Partners that likely purchase Institutional Memberships when their 9-month free membership period expires</p> <hr/> <p>Membership & Dues Structure, effective January 1, 2019: Individual Memberships: \$149 per person Institutional Memberships: 2 to 4 individuals = \$135 per person Institutional Memberships: 5+ individuals = \$125 per person Student Memberships: \$25 per person Student Pathway Memberships: \$75 per person</p>
4000-05	Group Membership	720	285	-435	285	0	<p>(1) BUDGET was based on pre-1/1/2019 dues structure and then-current Group Memberships</p> <p>(2) and (4) reflects 1 "Group" membership that was renewed pre-1/1/2019</p> <p>(5) New membership/dues structure eliminates the former "Group" memberships</p>



		(1) 2018-2019 BUDGET	(2) 2018-2019 PRELIMINARY (through 6/30/19)	(3) Variance	(4) 2018-2019 PROJECTED YEAR-END	(5) 2019-2020 BUDGET approved 7/16/2019	Notes
4000-07	Individual Membership	5,215	6,314	1,099	6,463	5,587	<p>(1) BUDGET was based on 35 @ \$149 (\$5,215) + new CGBPs: 25% (40) @ \$149 (\$5,960) - total potential \$11,175</p> <p>(4) PROJECTED includes pre-1/1/2019 payments of \$95 and post-1/1/2019 payments of \$149 (total of 40 members) and includes an additional \$149 in sponsorship membership benefit revenue</p> <p>(5) PROPOSED: based on Member Services Task Force projections calculated as follows: 35 Individuals @ \$149 each = \$5,215 40 CGBPs now purchasing Individual Memberships @ \$149 each = \$5,960 Estimated \$11,175 x 50% (to be conservative) = \$5,587</p>
4000-08	Student Membership @ \$25 each	175	125	-50	125	0	<p>(1) BUDGET based on 7 Student Members @ \$25 each = \$175 (this was pre "Student Pathway Program" launch)</p> <p>(2) and (4) represent 5 Student Memberships purchased @ \$25 each = \$125</p> <p>(5) PROPOSED assumes no Student Memberships, due to new "Student Pathway Program" opportunity - although Student Memberships are still available for qualifying students not attending an Educational Partner school</p>
4000 - 09	Member Donations	0	100	100	0	0	<p>(2) PRELIMINARY - donations to Moebius Scholarship Fund (4) PROJECTED - this will be moved at YE to the Board-restricted asset (3996-00) (5) BUDGET - zero</p>
4000-10	Student Pathway Membership @ \$75 each	6,563	10,625	4,062	10,625	10,125	<p>(1) BUDGET - was based on an estimated 175 students x \$75 (25 schools, 7 students/school = 175 students) = \$13,125 x 50% = \$6,563</p> <p>(2) and (4) based on 14* Student Pathway Members *some Student Members were credited the \$25 previously paid to transfer to Student Pathway Membership</p> <p>(5) PROPOSED is based on 135 Student Pathway Members</p> <p>NOTE: Student Pathway Membership is a one-time fee that provides the Student Pathway Member with benefits through date of graduation from college/university - no "renewal" - so each year is based on NEW memberships and not renewals of past memberships</p>
Subtotal: Membership Revenue		14,293	20,009	5,716	20,058	19,207	
CGBP Revenue							
4500-03	CGBP Exam Fees	65,175	48,325	-16,850	48,720	48,325	<p>(1) BUDGET was based on 165 full-fee exam candidates @ \$395</p> <p>(2) and (4) reflects revenue for exam registrations as follows: on actual exam fees as follows: 76 @ \$395 - regular Exam Fee (\$30,020) 71 @ \$195 - Student Pathway Fee (\$13,845) - some were prepaid by school/not yet tested 15 @ \$150 - Failed Retake Exam Fee (\$2,250) 21 @ \$100 - No-show Retake Exam Fee or transfer to later window fee (if after deadline) (\$2,100)</p> <p>(5) PROPOSED is based on comparable activity in 2019-2020</p>



		(1) 2018-2019 BUDGET	(2) 2018-2019 PRELIMINARY (through 6/30/19)	(3) Variance	(4) 2018-2019 PROJECTED YEAR-END	(5) 2019-2020 BUDGET approved 7/16/2019	Notes
4500-07	CGBP Practice Exam Fees	3,000	2,502	-498	2,502	2,313	(2) and (4) Current activity (54 PEs taken through June 2019) - revenue based on net \$46.25 per \$50 fee paid, with some discount vouchers given to Student Pathway users (50% fee or Boot Camp participants (comped)) (5) PROPOSED is based on 2019-2020 anticipated activity: 50 paid @ \$46.25 each (\$50 less credit card fees)
4500-21	CGBP Plaques and Awards	700	524	-176	524	500	
4500-35	CGBP - Other Revenue	0	2,500	2,500	2,500	0	(2) and (4) represents FITT share of Independent Review of FITTskills training modules (\$1,500 payment received from FITT on June 25, 2019); Global Entrepreneur share of Independent Review (\$1,000 payment received June 30, 2019)
4500-39	Program Accreditation Fees	4,000	4,200	200	4,200	4,400	Currently there are 11 Accredited Training Programs, each due to pay \$400/year (or, may opt to pay \$1,000 for 3 years). In July 2018 an application fee of \$200 was received. (2) and (4) based on \$400 annual payment from 10 ATPs plus application fee = \$4,200 (5) PROJECTED based on 11 ATPs @ \$400 each
4500-41	CGBP Trainer Certification Fees	2,700	2,100	-600	2,100	1,200	(2) and (4) based on \$300 payments from 7 CTs (payments due every three years) (5) PROPOSED based on \$300 payments from 4 CTs in 2019-2020 (in 2021, 20 will be due to pay the \$300 fee)
4500-45	CGBP Recertification Fees	18,450	25,775	7,325	25,775	26,250	(1) BUDGET was based on 369 recertifications @ \$50 (current CGBPs due to recertify) (2) and (4) reflects 343 recertifications at new \$75 recert fee (and one at \$50, paid early) (5) PROPOSED is based on 350 recertifications @ \$75 each
4500-49	CGBP Approved Recertification Program Fees	500	0	-500	0	0	(1) BUDGET was based on fees collected in prior years (\$25 per course listed or \$100 for unlimited course listings) (2) and (4) no fees collected in advance, due to change in procedure (courses are listed if trainer agrees to revenue-share) - this has resulted in a significant decline in courses listed; no revenue collected - in early July, staff began generating lead reports to trainers to verify if any revenue-share fees are due to NASBITE) (5) PROPOSED based on no anticipated revenue
4500-52	CGBP Training Materials Royalties	2,500	2,204	-296	3,809	3,809	(1) BUDGET was based on anticipated activity for this new program (MindEdge) (40% royalties on CGBP Training) (2) reflects revenue collected to date (4) PROJECTED includes royalty anticipated for Q2 of 2019 (\$1,605) - pending payment from MindEdge (5) PROPOSED projects same level of activity as 2018-2019 FY
Subtotal: CGBP Revenue		97,025	88,130	-8,895	90,130	86,797	
Other Revenue							
4905-00	Apparel	200	389	189	389	400	
4400-00	Advertising and Commercial Demo presentation fees	4,475	500	-3,975	1,450	0	(4) PROJECTED now INCLUDES \$950 in advertising revenue derived from Sponsorships and \$500 derived from Commercial Demo Session fee paid (MarketLine)
4600-00	Webinar Fees (Non-Members)	0	300	300	300	0	
4920-00	Trade Passport Program - Subscription Fees	0	0	0	0	15,600	(5) PROPOSED is based on 16 of 19 potential subscribers @ 975 each
Subtotal: Other Revenue		4,675	1,189	-3,486	2,139	16,000	



		(1)	(2)	(3)	(4)	(5)	Notes
		2018-2019 BUDGET	2018-2019 PRELIMINARY (through 6/30/19)	Variance	2018-2019 PROJECTED YEAR-END	2019-2020 BUDGET	
Total Revenue		278,578	281,428	2,850	282,933	292,464	
Conference Expense							
5100-03	Attendee Gifts (200 @ \$10)	1,000	426	-574	426	500	(2) and (4) 2019 Conference: Pens (\$128), bags (\$297.50) (5) based on 2019 Conference expense
5100-05	Audio visual/Technology:	14,071	20,842	6,771	20,842	16,950	(2) and (4) Internet was complimentary, due to achievement of >80% block pickup in 2019; mobile app via Guidebook \$3,325 (discontinuing in 2020); includes replacement of 1 laptop charging cable (\$100) and 1 LCD projector repair; onsite a/v rental cost increased due to failure of one of the NASBITE projectors - had to rent equipment from the hotel (5) PROPOSED: based on 2019 usage, and 2020 preliminary pricing information. Actual expense may be less due to 20% discount on equipment rental if PSAV is contractor. Includes ALL for Boot Camps, Summit, and Conference, but NOT for Case Competition)
5100-07	Awards	300	514	214	514	600	
5100-11	BOG Meeting meals	2,269	0	-2,269	0	0	(1) (2) (4) - Included in total F&B Expense for 2018-2019 budget (5) PROPOSED - included in Miscellaneous
5100-16	Boot Camps/Workshops	1,314	877	-437	877	900	Printed materials (workbooks) and room nights for speakers
5100-17	Reception-Friday night	0	0	0	0	3,000	(1) (2) (4) - this was Included in total F&B eExpense for 2018-2019 budget (5) for 2020 conference, expense is separated - for facility rental + transportation
5100-25	Conference F&B (includes Summit & Conference for 2018-19)	81,928	80,625	-1,303	80,625	80,558	(2) and (4) - Includes all Preconference, Summit & Conference F&B and service charges/taxes (5) PROPOSED: see expense details in 2020 Conference Expense Estimates NOTE: MD state sales tax exemption factored in; 3% potential cost increase also factored in - to be confirmed 6 months out
5100-45	Summit expenses	1,500	727	-773	727	800	(2) and (4): 2019 Summit: \$727 in expenses, offset by \$1,000 from GA-DEC to offset costs (\$468 for certificates, programs, tent card printing; \$260 for certificate frames) - the \$1,000 from GA DEC is recorded as 4100-38-Misc Revenue in Conference Revenues. Adjusted in May 2019. (5) PROPOSED: budgeting for full expense; may be offset by local support? \$500 for Programs, Certificate printing, tent cards \$300 for certificate frames
5100-51	Program guides - Design and Duplicating	1,650	2,715	1,065	2,715	3,000	Conference AND Summit Program books
5100-63	Shipping costs	1,000	836	-164	836	250	(5) PROPOSED: reduced due to local (most materials will be transported by staff vehicles)
5100-75	Staff Travel: Conference	4,800	4,591	-209	4,591	3,000	(5) PROPOSED: reduced due to local (staff airfare not required; mileage only)
5100-83	Student Case Competition	1,500	1,170	-330	1,170	2,450	(1), (2) and (4): Case Comp awards only; F&B and A/V included in main conf 5100-25 (5) PROPOSED: for 2020, A/V costs related to Case Comp now allocated here (F&B still in 5100-25)
5100-85	Onsite supplies & Activities	2,000	1,588	-412	1,588	1,100	Miscellaneous and badges/holders (\$90), lanyards (\$645) ribbons, President's Reception, signage, printers/equipment, supplies; BOG expense
NEW	Convention Cancellation Insurance	0	0	0	0	250	(5) PROPOSED: Convention Cancellation Insurance Coverage, covers obligations to hotel should conference be cancelled and if shortfall in attendance triggers hotel room block attrition fees (with restrictions)
Subtotal: Conference Expense		113,332	114,911	1,579	114,911	113,358	
Partner Relations Expense							
7000-03	Memberships, Dues, & Subscriptions/ Conference Attendance	1,000	737	-263	737	700	FITT dues
7000-11	Other/Travel	500	0	-500	0	500	Expenses for materials/shipping to GTEC and ASBDC Conferences
Subtotal: Partner Relations Expense		1,500	737	-763	737	1,200	
Marketing & Website Expense							
8600-07	Marketing Collateral and Development	1,000	308	-692	308	1,000	
8600-17	Website Development and Monthly Domain Hosting	2,500	2,192	-308	2,192	3,000	
8600-20	Zoom Webinar Platform - Monthly Fees	1,260	1,260	0	1,260	1,260	



	(1) 2018-2019 BUDGET	(2) 2018-2019 PRELIMINARY (through 6/30/19)	(3) Variance	(4) 2018-2019 PROJECTED YEAR-END	(5) 2019-2020 BUDGET approved 7/16/2019	Notes	
Subtotal: Marketing & Website Expense	4,760	3,760	-1,000	3,760	5,260		
CGBP Expense							
5800-21	CGBP Marketing	800	0	-800	0	1,000	(5) PROPOSED: planned CGBP Promotional work via social media
5800-31	CGBP Online Practice Exam	800	615	-185	810	1,000	(2) based on 41 fees @ \$15 (billed through May) (4) based on 54 exam fees (5) RPOPOSED based on 50 @ \$20 (Scantron will charge \$20 per Practice Exam)
5800-41	CGBP Plaques and Awards	0	47	47	47	50	
5800-51	Vendor Annual Contract (TesTrac)	24,000	24,000	0	24,000	2,000	\$2,000 per month, through July 2019.
5800-51	Vendor Annual Contract (Scantron)	0	0	0	0	11,540	(2) and (4) 2018-2019 FY: \$0 (Scantron is holding billing until July 2019) (5) RPOPOSED: 2019-2020 FY: \$6,500 (program management and psychometric consultation), \$2,000 (item banking), \$1,250 (statistical analysis) + one-time IT setup of \$1,790 = \$11,540 2020-2021 FY: \$9,750 2021-2022 FY: \$9,750
5800-55	Vendor Exam Admin (TesTrac)	8,225	6,895	-1,330	6,895	0	Projection for exam candidates: 132 @ \$45 + \$800 Psychometric Services
5800-55	Vendor Exam Admin (Scantron)	0	0	0	0	7,560	\$63 per candidate for exam admin (average 35 per window x 4 windows = \$7,560)
NEW 5800-56	Vendor Exam Admin sales tax	0	0	0	0	1,200	Will set up a new, separate sub-account for state sales taxes. NASBITE can apply 2x year for a rebate of NC state sales tax paid during specific time periods dates TBD); cannot apply for an exemption, but can apply for a rebate (approx. \$1,200 per year)
NEW	Digital Badging (BadgeCert via Scantron)	0	0	0	0	0	(5) PROPOSED: BOG to consider in September 2019: rated negotiated for NASBTE by Scantron, details pending: \$1,000 set up fee \$2.00 per certificate/digital badge issued Can issue for current CGBPs and recertifications
5800-60	Training Material Review Fees	2,500	2,500	0	2,500	0	Expense associated with 4500-35 (Review Fee revenue)
	Subtotal: CGBP Expense	36,325	34,057	-2,268	34,252	24,350	
EC & BOG Expense							
8100-07	BOG Fall Meeting - F&B	3,000	3,028	28	3,028	3,500	
8100-09	BOG Fall meeting - Staff travel	2,000	2,503	503	2,503	1,000	
	Subtotal: EC & BOG Expense	5,000	5,531	531	5,531	4,500	
Administrative, Overhead, Other Expense							
9004-00	Accounting Services	1,800	1,800	0	1,800	2,000	(1) (2) and (4) - Engagement for 2017-2018 FY tax prep is confirmed at \$1,800 as of 4/11/2019 (5) PROPOSED - anticipated slight increase in fee for 2018-2019 year-end work
9011-00	Bank/Credit Card Transaction Fees	6,250	6,612	362	6,612	7,000	
9030-00	Insurance - Directors and Officers	1,361	1,361	0	1,361	1,355	(5) PROPOSED: Quote received 6/11/19, premium down \$6 from prior year
9031-00	Insurance - General Liability	475	525	50	525	525	(5) PROPOSED: Quote received 6/11/19, premium same as prior year
9037-00	Legal Fees & Expenses	200	304	104	304	350	
9039-00	Miscellaneous Admin Expense	500	360	-140	360	350	
9053-00	Postage and Shipping	500	677	177	677	500	
9059-00	Staffing & Administrative Support (SMG Management Fees)	96,000	96,000	0	96,000	96,000	
9065-00	Storage Fees (Offsite)	150	141	-9	141	150	
9073-00	Telephone & Mass Email Communications	2,600	2,813	213	2,813	3,000	



		(1)	(2)	(3)	(4)	(5)	Notes
		2018-2019 BUDGET	2018-2019 PRELIMINARY (through 6/30/19)	Variance	2018-2019 PROJECTED YEAR-END	2019-2020 BUDGET approved 7/16/2019	
9080-00	Trade Passport Website (Program Expense)	0	0	0	0	3,000	(5) PROPOSED: Expense of \$3,000 was approved by BOG on 4/12/2019 (Savannah)
9013-00	Commission on Sponsorship Revenue Increase	2,475	0	-2,475	0	0	
	Administrative, Overhead, Other Expense	112,311	110,593	-1,718	110,593	114,230	
Total Expenses		273,228	269,589	-3,639	269,784	262,898	
Change In Net Assets		5,350	11,839	6,489	13,149	29,566	

