

LRCA Budget: 2021-2022 Program Year									
Budget Category	Budget Subcategory	Budget Item	Description	Expense Amount	Duration	Credits/Deposits	Estimated Expense	Final Expense	Item Notes
Communications/ Marketing	Digital	Zoom	Online Conferencing Software	\$ 15.89	per month		\$ 190.68		12 month payment period
		Zoom Conferencing	Software to allow increase in attendance numbers	\$ 53.00	per month		\$ 212.00		October, 2021 - March, 2022 (excluding January as there is no meeting; one payment paid by donation) To be used again during the LRCA's Candidate Forum in May.
		Blue Sky Timer	Clock Timer for use during Zoom meeting sessions	\$ 12.49	per month		\$ 99.92		Usage period: November, 2021 - June, 2022.
		Website Hosting	Site Hosting Fees: IONOS		annual fee			\$ 101.76	First year introductory fee was \$1.06; future rate reduced to \$101.76 annually (down from \$120 annually) plus taxes and fees
		Domain Hosting	Website Domain Hosting Fee: Namecheap		annual fee			\$ 10.46	First year introductory fee; future rate billed at \$12.98 annually plus taxes and fees
		Website Maintenance	Website updates; modifications; site build work; maintenance	\$ -	per project			\$ -	Managed by Communication Committee
		eMarketing Campaign Manager	Member e-marketing engagement platform (Mailchimp)	\$ -	per month			\$ -	Using free license
		Google Drive	Google Drive Data Increase	\$ 21.79	annual fee			\$ 21.79	12 month recurring payment period
	Print	Newsletter Printing	Printing expenses. Vendor: Quality Printing (Petworth)	\$274.34 - \$564.34	per month	\$ 1,074.69		\$ 564.34	October, 2021 - June, 2022 (9 print jobs). November cost paid by LRCA; Remaining costs paid for by local vendor donations.
	Direct Mail	Post Office Box Rental	United States Postal Services Mailbox		annual fee			\$ 216.00	
Scholarship Program		Award Amount	Donated Amount (not expensed)			\$ 2,000.00			As of 4/4/2022: Two scholarship donation commitments received.
		Award Amount	Expensed Amount (from LRCA scholarship fund)				\$ 2,000.00		
		Promotional Printing	Flyer/Notice printing expenses. Vendor: Quality Printing (Petworth)						Copy expenses to be donated
		Online Scholarship Website Platform	Site pages/database build for program promotions and receiving scholarship applications		per project			\$ -	Developed and managed by Communication Committee
Association Memberships		Dues	DC Federation of Civic Associations	\$ 100.00	annual fee		\$ 100.00		
	Member Dues Received	Dues Received Electronically				\$ 578.24			PayPal account fees withdrawn from amount
	Deposits/Donations	Donations Received by Check				\$ 1,340.00			
	Donations Received	Donations Received Electronically				\$ 1,201.13			PayPal account fees withdrawn from amount

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Membership	PayPal Giving Fund	PayPal General Donation for Organizations	Additional donations received from LRCA supporters via the PayPal platform.			\$ 5.00				
Committee Program Expenses	Events	Senior Holiday Tea: 12/8/2021	Food and Drinks	\$ -				\$ -	Food/Decor items donated	
			Flyer/Notice printing expenses							
			Gift Item							
			Gift Item							
		Senior Mother's Day Tea: 5/8/2022	Food and Drinks					\$ 200.00		Estimated expense
			Flyer/Notice printing expenses							
			Gift Item							
			Gift Item							
		Senior Father's Day Gathering: 6/17/2022	Food and Drinks					\$ 200.00		Estimated expense
			Flyer/Notice printing expenses							
			Gift Item							
			Gift Item							
Promotional Item Purchases	Signage and Displays	Event Tent	Event tent with LRCA branding to be used for outdoor events	\$400 - \$600	one-time purchase		\$ 600.00		Estimated. Due to supply chain shortages/shipping cost increases, cost ranges between \$300-\$600 for product that is suitable for LRCA use. Cost excluding shipping/taxes.	
		Custom Display Banner	Custom designed banner to be used for events/during LRCA activities. 60" x 30", full color design, printed on 13 oz Tear-Resistant White Scrim Vinyl	\$ 100.00	one-time purchase		\$ 100.00			
Awards and Recognition		Year-end Volunteer Recognition	Printed Certificates	\$ 50.00			\$ 50.00		It is anticipated that costs will go towards the price of certificate materials (i.e.—speciality paper, etc). Certificate development/printing to be performed internal to the organization by the Communication Committee.	
							<b>LRCA Account Balance as of 04/02/2022</b>	\$ 9,717.87		
							<b>Estimated Expenses</b>	\$ 3,652.60	Expenses and Credits are updated as amounts are added into the fields above.	
							<b>Credits/Deposits Received</b>	\$ 6,199.06		
							<b>Final Expenses for 2021-2022</b>	\$ 1,014.35	Final Expenses pending year-end expense invoices for some items.	