



City of Ketchum

CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: Staff Member/Dept:

Agenda Item:

Recommended Motion:

Reasons for Recommendation:

- The City contracts with SVED for specific services as identified in the contract. The proposed contract is consistent with the last several years as it relates to the scope of associated services.
- The funding was approved in the adopted FY2025 budget.

Policy Analysis and Background (non-consent items only):

Sustainability Impact:

Financial Impact:

None OR Adequate funds exist in account:	The cost for services is \$15,000 for the year and funding will be allocated from the Local Option Tax Account within the approved FY2025 budget.
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Attachments:

- | |
|-----------------------------|
| 1. Proposed Contract #25024 |
| 2. Contract appendices |
| 3. Purchase order #25024 |
| 4. FY2025 funding request |

CONTRACT FOR SERVICES 25024

THIS CONTRACT FOR SERVICES (“Agreement”) is made and entered into this 21st day of October 2024, by and between the CITY OF KETCHUM, an Idaho municipal corporation (hereinafter referred to as “Ketchum”) and Sun Valley Economic Development, an Idaho non-profit corporation (hereinafter referred to as “SVED”).

RECITALS

A. Ketchum is a resort city, as defined by Idaho Code § 50-1044, deriving the major portion of its economic well-being from businesses catering to recreational needs and the needs of people traveling to Ketchum for an extended period of time;

B. Ketchum has the authority to enter into contracts and to take such steps as are reasonably necessary to maintain the health, safety and welfare of the City which includes the promotion of its trade, commerce, and industry;

E. SVED is experienced in providing economic development support for the advancement of the trade, commerce, and industry of the tourism-based economy of Ketchum;

F. SVED desires to create a strong economic climate for the City of Ketchum and the surrounding community and region;

G. It is in the best interest of the public health, safety, welfare, and prosperity of the City to promote the region and attract new businesses through targeted, economic development efforts. These activities, and any costs associated therein, are determined to be ordinary and necessary expenses for the economic well-being of Ketchum and its residents and guests;

H. Ketchum desires to contract with SVED for professional services to provide economic development services that will increase the number of businesses hiring permanent, full-time jobs within the City of Ketchum;

I. The parties acknowledge and agree that all funds paid to SVED under this Agreement shall be used to provide services for Ketchum for the purpose of job creation, which is a direct quantifiable and measurable result of investing public funds for a public purpose; and

J. Subject to the terms and conditions of this Agreement, the parties wish to enter into this agreement to provide the services described herein.

AGREEMENT

NOW THEREFORE, Ketchum and SVED, for and in consideration of the preceding recitals, mutual promises and covenants hereinafter set forth, do hereby agree as follows:

1. Consideration. In consideration for providing the services provided herein, Ketchum agrees to pay SVED the maximum sum of fifteen thousand dollars (\$15,000) for the term set forth in section 2 herein. Subject to the terms and conditions set forth herein, Ketchum shall make payments in four quarterly installments.
2. Term. Unless terminated pursuant to Section 7(B) of this Agreement and notwithstanding the date of execution hereof, this Agreement shall be in effect from October 1, 2024, until September 30, 2025.
3. Scope of Services. SVED shall provide the services presented in Attachment A to this contract.
4. Budget, IRS Filings, Annual Work Plan, Monthly Record Keeping and Availability of Records.
 - a. Budget. Within thirty (30) days after the execution of this Agreement, SVED shall submit a 2024 Year-to-Date P&L and Balance Sheet for SVED, which is satisfactory to Ketchum showing income, expenses and particular fund balances. SVED shall submit its 2024/25 Operating Budget to Ketchum when such budget has been approved by the SVED Board. This operating budget shall contain sufficient information and detail to permit meaningful review by the public.
 - b. IRS Filings. Within fifteen days (15) days after execution of this Agreement, SVED shall submit to Ketchum IRS Form 990 and all associated documents for the previous two (2) years of operation.
 - c. Financial Accounting and Reporting Requirements. SVED shall submit to Ketchum a year-end financial statement which shall be prepared in a format that details the expenditure of Ketchum funds paid to SVED under the terms of this Agreement. The City may request additional financial information it deems necessary or appropriate to assist the City in verifying the accuracy of SVED's financial records. Any duly authorized agents of the City shall be entitled to inspect and audit all books and records of SVED only for compliance with the terms of this Agreement. In the event the financial report indicates that funds were used for purposes not permitted by this Agreement, SVED shall remit the disallowed amount to Ketchum within thirty (30) days of notification by Ketchum of such improper expenditures.
 - d. General Requests. Upon request, and within a reasonable time period, SVED shall submit any other information or reports relating to its activities under this Agreement to Ketchum in such form and at such time as Ketchum may reasonably require.
 - e. Retention of Records. SVED agrees to retain all financial records, supporting documents, statistical reports, client or membership records and contracts,

property records, minutes, correspondence, and all other accounting records or written materials pertaining to this Agreement for three (3) years following the expiration or termination of this Agreement. Ketchum, at its own expense, may review or audit the financial transactions undertaken by SVED under this Agreement to ensure compliance with the terms and conditions herein with reasonable prior notice and during the normal business hours of SVED.

5. Payments. To receive payments for the services described in Section 3 of this Agreement, SVED shall submit the quarterly reports described in paragraph 3(a) of this Agreement. The quarterly sum to be paid to SVED shall not exceed one quarter (1/4) of the total amount approved by this agreement for fiscal year 2025.
6. Record of Funds. In order to insure proper financial accountability, SVED shall maintain accurate records and accounts of all funds received from Ketchum, keeping such accounts and records separate and identifiable from all other accounts, and making such accounts and records available to the City during normal business hours, on request of the City. Compliance with this provision does not require a separate bank account for the funds. The funds paid to SVED by Ketchum shall be expended solely for operations and activities in conformance with this Agreement. Further, no such funds shall be transferred, spent, loaned or encumbered for other SVED activities or purposes other than for operations and activities in conformance with this Agreement.
7. Miscellaneous Provisions.
 - a. Notices. All notices to be served pursuant to this Agreement or which are served with regard to this Agreement shall be sent by certified mail, return receipt, to the parties at the following addresses:

City of Ketchum
PO Box 2315
Ketchum, Idaho 83340

Sun Valley Economic Development
PO Box 3893
Ketchum, ID 83340

All notices of changes of address shall be sent in the same manner.

- b. Termination. The parties hereto covenant and agree that in the event Ketchum, in its sole and absolute discretion, lacks sufficient funds to continue paying for SVED's services under this Agreement, Ketchum may terminate this Agreement without penalty upon thirty (30) days written notice. Upon receipt of such notice neither party shall have any further obligation to the other. In the event of early termination of this Agreement, SVED shall submit to Ketchum a report of expenditures authorized by this Agreement as of the effective date of

termination. Any Ketchum funds not encumbered for authorized expenditures at the date of termination shall be refunded to Ketchum within twenty (20) days.

- c. Independent Contractor. Ketchum and SVED hereby agree that the SVED shall perform the Services exclusively as an independent contractor and not as employee or agent of Ketchum. The Parties do not intend to create through this Agreement any partnership, corporation, employer/employee relationship, joint venture or other business entity or relationship other than that of independent contractor. SVED, its agents and employees shall not receive nor be entitled to any employment-related benefits from Ketchum including without limitation, workers compensation insurance, unemployment insurance, health insurance, retirement benefits or any benefit that Ketchum offers to its employees. SVED shall be solely responsible for the payment of all payroll and withholding taxes for amounts paid to SVED under this Agreement and for SVED's payments for work performed in performance of this Agreement by SVED, its agents and employees; and SVED hereby releases, holds harmless and agrees to indemnify Ketchum from and against any and all claims or penalties, including without limitation the 100% penalty, which in any manner relate to or arise from any failure to pay such payroll or withholding taxes.
- d. Compliance With Laws/Public Records. SVED acknowledges that Ketchum is a public agency subject to the Idaho Public Records Act. SVED will communicate with and cooperate with Ketchum upon request by Ketchum so as to identify, address, potentially disclose, and evaluate exemptions as necessary for records that may be subject to Idaho public records law.
- e. Non-assignment. This Agreement may not be assigned by or transferred by SVED, in whole or in part, without the prior written consent of Ketchum.
- f. Hold Harmless Agreement. SVED shall indemnify, defend and save and hold harmless Ketchum, its officers, agents, and employees, from and against any and all claims, loss, damages, injury or liability, including but not limited to, the misapplication of Ketchum funds, state or federal anti-trust violations, personal injury or death, damages to property, liability arising out of the use of materials, concepts, or processes protected by intellectual property rights and liens of workmen and material men, howsoever caused, resulting directly or indirectly from the performance of the Agreement by SVED.
- g. Entire Contract. This Agreement contains the entire contract between the parties hereto and shall not be modified or changed in any manner, except by prior written contract executed by both parties hereto.
- h. Succession. This Agreement shall be binding upon all successors in interest of either party hereto.

- i. No Third-Party Beneficiaries. This Agreement shall not create any rights or interest in any third parties.
- j. Law of Idaho. This Agreement shall be construed in accordance with the laws of the State of Idaho.
- k. Severability. If any clause, sentence, or paragraph of this Agreement is held by a court of competent jurisdiction to be invalid for any reason, such decision shall not affect the remaining portions, and the parties do now declare their intention that each such clause, sentence, or paragraph of this Agreement is a separate part hereof.
- l. Preparation of Contract. No presumption shall exist in favor of or against any party to this Agreement as a result of the drafting and preparation of the document.
- m. No Waiver. No waiver of any breach by either party of the terms of this Agreement shall be deemed a waiver of any subsequent breach of the Agreement.
- n. Attorney's Fees. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, to recover damages resulting from a breach hereof or if either party defaults in the performance of this Agreement, the prevailing party shall be entitled to recover from the other party all reasonable attorney's fees incurred herein or on appeal.
- o. Conflict of Interest. No officer or director of SVED who has decision making authority either by them self or by vote, and no immediate family member of such individual, shall have a direct pecuniary interest in any contract or subcontract for work to be performed in connection with this Agreement. SVED shall incorporate or cause to be incorporated in all such contracts, a provision prohibiting such interest pursuant to this provision.

IN WITNESS WHEREOF, the parties hereto have caused this Contract for Services to be executed on the day and year first written above.

CITY OF KETCHUM

SUN VALLEY ECONOMIC DEVELOPMENT

Neil Bradshaw, Mayor

Harry Griffith, Director

ATTEST:

Trent Donat, City Clerk

SVED 2024 Strategic Plan

2024 Action Plan - Framework

Performance Objective Number	Action Plan Category	Strategic Categories
1	Business Attraction, Expansion, Retention and/or Creation	BUSINESS +
2		HOUSING & ACCOMMIDATION
3		INFRASTRUCTURE
4		WORKFORCE
5	Place Making	RECREATION
6		EVENTS
7	Training	PROFESSIONAL
8		OTHER
9	Organizational	MEMBERSHIP
10		FINANCIAL
11		ORGANIZATIONAL

Strategic Plan - Business Attraction, Creation, Expansion & Retention

	Potential Strategy	Potential Tactics/Projects	Priority/ Weight (3=Hi)	Potential Targets
1	Attract & recruit specific/ focused relocation leads	Food & Beverage services Small professional offices Outdoor recreation startups	3	New/existing restaurants/brands Professional, MM, PE, VCs, etc. Ski, bike, etc.
2	Support Dept Commerce Initiatives	Respond to RFPs as needed Rural Idaho Economic Impact project	2	Smaller low-infrastructure co's Input on state strategy
3	Solicit & draft Idaho incentive/other grant applications	Tax Reimbursement Incentive (TRI) Property Tax Exemption (PTE) Advantage, STEP & other	3	Global restaurants, SUN FBO 2, etc Mixed Use, Gannett & Ekles PUD's
4	Regular outreach to local businesses and organizations	Meetings & phone calls Succession planning	3	Commerce 75 list, minority business Aging business owners
5	Provide access to external funding sources	SBA program applications BBB grant applications Other agency applications Local grant applications	3	RIVDA loan candidates Seminars & grant support IWDC, Launch, other grant programs
6	Community education & advocacy	Prepare periodic economic analyses Publish membership newsletters Advocate on critical business issues	3	Adhoc topics & '23 Profiles Monthly issuance Regultry issues, LOT, new technology

Strategic Plan - Housing/Accommodation & Infrastructure

	Potential Strategy	Potential Tactics/Projects	Priority/ Weight (3=Hi)	Potential Targets
1	Community Education & Advocacy	Workforce demand/delivery analysis Multi-family projects & PUDs consulting Regulatory policy change evaluation Increase/ access WF supply incentives	3	Tracking & reporting Gannett & Ekles Ranch, other Residency, density, other zoning advoc Comp Plan rewrites & alignment Property Tax Exemption utilization
2	Increase Accessible Rental Options	Long-term rental incentive policies Short Term Rental market analysis	2	Rent rates, residency restrictions Support ST>LT rental conversion
3	Expand Accommodation & Lodging Options	Hotel projects Support WR Tourism & Lodging Coalitions	2	Marriott, Harriman advocacy ExCo participation & data analysis
4	Expand Sustainability Infrastructure	Sustainability Committee participation Identify & share grant opportunities	2	Support lead organization efforts
5	Improve Transportation Systems	Increase SUN access & capabilities Improve Commuting/Public Transit	1	Support lead organization efforts

Strategic Plan - Workforce

	Potential Strategy	Potential Tactics/Projects	Priority/ Weight (3=Hi)	Potential Targets
1	Improve Vocational Pathways	Leverage TPM® infrastructure Grow Vocational boot camps Build Apprenticeship programs	3	Update business talent needs analysis Expand pilots & add new skill sectors Resort operations & hospitality
2	Expand Childcare Options	Increase existing capacity Develop new capacity Improve educational content <5yo	2	Support lead organization efforts
3	Attract Talent	Quality of Place marketing Remote worker engagement Corporate event leverage	1	New QOP metrics & campaign Friends & family, trailing spouses, etc Enhance experiences & exposure
4	Community Education & Advocacy	ID Launch program improvements Labor statistics analysis	1	Change In-demand job/other deficiencies Analyze workforce & wage gaps

Strategic Plan - Place Making

	Potential Strategy	Potential Tactics/Projects	Priority/ Weight (3=Hi)	Potential Targets
1	Improve recreational assets & opportunities	Grow Sun Valley Culinary Institute Forest health projects participation Develop new RV parks	3	Grow endowment & earned income Private land match applications Fire insurance coverage advocacy Parcel advocacy
2	Improve economic impact of events	Conduct 3+ SVED Roundtables Alpine World Cup Finals	3	Remote work,vocational+other topic Conduct EIA Participate in Organizing Committee
3	Community Education & Advocacy	Grow social media program Conduct EIAs for local organizations		LinkedIn re-posts Music, Trailing, Comm School, etc

Strategic Plan - Organizational

	Potential Strategy	Potential Tactics/Projects	Priority/ Weight (3=Hi)	Potential Targets
1	Improve SVED team skills & influence	Increased IEDA engagement RIVDA Loan Board participation	2	Participate in Legislative committee Conduct SBA regional loan reviews
2	Expand Membership roster	Improve member value proposition Sustain participating membership Broadcast SVED successes Engage board directly in fundraising	3	Adjust membership benefits Achieve 75 business outreach target Leverage ROI methodology Industry-based outreach
3	Maintain/improve Financial Performance	Optimize P&L performance Secure additional grants	3	Positive overall P&L IWDC/other program admin. fees
4	Optimize organizational Structure	Evaluate collaboration alternatives Refresh Board Access additional work capacity Develop ED succession plan	3	Other NFPs Diversity & new skills Board volunteers, interns, other Prepare candidate list & transitn pln

Sun Valley Economic Development - YE Performance Criteria 2024

ANNUAL PERFORMANCE CRITERIA					
Performance Objective Number	Action Plan Category	Performance Criteria/Assessment	Target Date for Delivery	Weight (1=lo, 3=hi)	%
1	Business Attraction, Retention & Expansion	Attract & recruit businesses for relocation based on targeted criteria such as industry, scale, local impacts & doability; support with provision of timely advise/ data	30-Dec-24	3	13%
2		Advocate for and/or support five (5) local businesses with economic development objectives and/or with government incentive programs.	30-Dec-24	3	13%
3		Develop/support workforce housing project implementation	30-Dec-24	3	13%
4		Participate in five (5) tourism/hospitality-related expansion activites/programs	30-Dec-24	2	8%
5		Support incubation of early stage startup business or programs	30-Dec-24	2	8%
6	Place Making	Provide strategic and/or analytical support to three (3) community events, organizations and/or networks	30-Dec-24	1	4%
7		Deliver at least three (3) community educational events	30-Nov-24	2	8%
8		Conduct a minimum of six (6) annual conversations with each local government/representative	30-Dec-24	2	8%
9	Training	Participate in eight (8) community economic development seminars, conferences, networking, webinar and/or other events	30-Dec-24	1	4%
10	Organizational	Outreach to eight (8) local businesses/organizations per month	30-Dec-24	3	13%
11		Secure [7] new or lapsed members, and secure YE membership of [75]	30-Dec-24	2	8%
12		Maintain three (3) year ROI of at least \$5 delivered for each \$1 invested by community	30-Dec-24	3	13%
13		Deliver positive YE net operating income	30-Dec-24	3	13%

24 100%

Sun Valley Economic Development, Inc.

Budget vs. Actuals: FY 2023 Budget - FY23 P&L Classes

January - December 2023

	TOTAL		% OF BUDGET
	ACTUAL	BUDGET	
Income			
Income	214,599.96	200,975.00	106.78 %
Interest Income	22.49	2,800.00	0.80 %
z In Kind Revenue & Services	8,128.00	18,000.00	45.16 %
Total Income	\$222,750.45	\$221,775.00	100.44 %
GROSS PROFIT	\$222,750.45	\$221,775.00	100.44 %
Expenses			
Expenses		11,000.00	
Office Administration	8,627.31	24,400.00	35.36 %
Operating Expenses	140,622.60	157,775.00	89.13 %
Total Expenses	\$149,249.91	\$193,175.00	77.26 %
NET OPERATING INCOME	\$73,500.54	\$28,600.00	256.99 %
Other Expenses			
In-Kind Revenue & Services	8,128.00	18,000.00	45.16 %
Loans Repayment & Miscellaneous		4,572.00	
Total Other Expenses	\$8,128.00	\$22,572.00	36.01 %
NET OTHER INCOME	\$ -8,128.00	\$ -22,572.00	36.01 %
NET INCOME	\$65,372.54	\$6,028.00	1,084.48 %



CITY OF KETCHUM
 PO BOX 2315 * 191 5TH ST. * KETCHUM, ID 83340
 Administration 208-726-3841 (fax) 208-726-8234

PURCHASE ORDER
 BUDGETED ITEM? ___ Yes ___ No

PURCHASE ORDER - NUMBER: 25024

To: 3981 SUN VALLEY ECONOMIC DEVELOPMENT P.O. BOX 3893 KETCHUM ID 83340	Ship to: CITY OF KETCHUM PO BOX 2315 KETCHUM ID 83340
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P. O. Date	Created By	Requested By	Department	Req Number	Terms
10/16/2024	CCHING	CCHING		0	

Quantity	Description	Unit Price	Total
1.00	2025 CONTRACT 22-4910-6070	15,000.00	15,000.00
	SHIPPING & HANDLING		0.00
	TOTAL PO AMOUNT		15,000.00

 Authorized Signature



City of Ketchum

Agency Name: Sun Valley Economic Development
Project Name: FY25 Funding Request
Contact Person: Harry Griffith
Address: POB 3893 Ketchum, ID 83340
Email: harry@sunvalleyeconomy.org
Phone Number: 208-721-7847

Please provide the information requested below and return via email to aswindley@ketchumidaho.org by end of day, **Friday, May 3, 2024**.

- City Council’s Budget Strategic Session will be on June 18th from 9 - 1
- The public hearing will be on July 25th, with the readings as follows:
 - 1st – August 5st | 2nd – August 19 | 3rd – September 3rd

Feel free to expand the text fields. Supporting documents or any additional information for consideration are welcome as attachments.

If any of the below items do not apply to your request, please indicate with N/A.

-
1. Amount requested for fiscal year 2025: \$ 15,000
 2. What percentage of your overall budget does the requested amount represent? 8%
Please submit a budget sheet for FY2023 and FY2024 that shows overall revenue and expenditures.
 3. How would your program or project be impacted if it did not receive funding from the City or if funding were reduced? (Expand the box as needed or submit separately.)

Access to grant dollars from the Idaho Dept. of Commerce Rural ED Grant program would not be possible, and projected funding from the five other Blaine Co municipalities would be very difficult unless the City demonstrated leadership through this budget request. With the largest business community and employer base, Ketchum's continued support is critical. In order to leverage more than the projected \$48k in Blaine Co. non-Ketchum public sector and \$55k in private sector funding, the City contribution plays a pivotal “key contributor” role.

4. Does your program or project have a strategic/business plan in place? Yes No
If yes, please attach a copy upon submission.

5. If you received funds from the City in fiscal year 2024, please provide specific examples of how those funds were used to benefit the community. (Expand the box as needed or submit separately.)

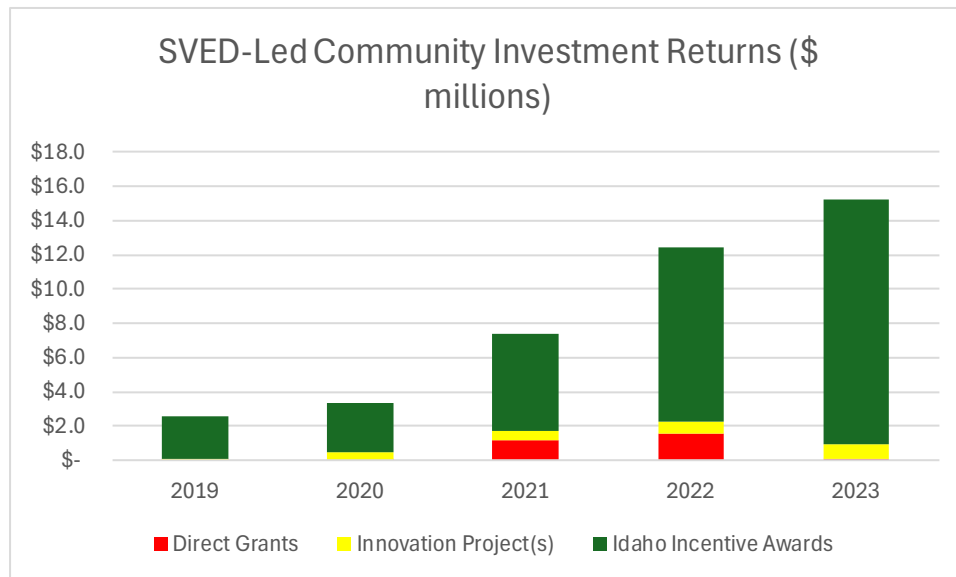
1. Grants/Incentives:
 - Commerce ED Pro grant \$25k
 - Idaho Workforce Development Council Talent Pipeline Management grant \$25k
 - WR Early Childhood Education grant \$1.5k
 - WRELC distributions of \$40k to 12 providers plus pending Advocates application

2. Collaborations/Consulting/Advocacy:
 - BC Sustainability, Baldy Forest Health, Ketchum Housing, Ketchum Technical Advisory Group
 - Ketchum hotels & 3 Mixed Use Commercial building & commercial ordinances
 - 2+ Economic impact assessments

3. Other:
 - Four Vocational Boot Camps delivered to 80 high school students
 - Economic data analysis & 2022 profiles
 - Culinary Institute growth to \$1m revenue
 - Revitalized Educational Roundtables x 3 with 150+ attendees
 - Positive Net Income

Sun Valley Economic Development has secured investment in our community through a combination of direct grant awards to local organizations, innovative project startups and Idaho Tax Reimbursement incentive awards to local companies that expand or relocate.

On a cumulative basis over the last five years, SVED has channeled more than \$40 million dollars into Blaine Co via new jobs and salaries, local operating expenditures and capital investments as shown in the graph below:



6. If you receive funds from the City in fiscal year 2024, please provide specific goals set by your organization.
(Expand the box as needed or submit separately.)

SVED delivers projects and programs that create economic value for Ketchum through:

1. More Jobs: Retain existing and attract new businesses
2. Improved Sales: Increase business traffic & reduce seasonality
3. Better Decision Making: Provide timely data & analysis on the local economy
4. Removing Obstacles: Improve the local business environment
5. Delivering Significant ROI: real and positive community-wide impact from sponsored projects & programs

Sun Valley Economic Development, Inc.
Budget: FY 2024 Budget
 January - December 2024

	Proposed 2024	Actuals 2023
Income		
Income		
Events		
Educational Events		
Registrations	0.00	75.00
Sponsorships	500.00	
Total Educational Events	\$ 500.00	\$ 75.00
Total Events	\$ 500.00	\$ 75.00
Grant Income		
IWDC Grant Income (Restricted)	20,830.00	16,666.64
Other Grant Income	0	1,500.00
State Dept of Commerce	24,100.00	24,150.00
Total Grant Income	\$ 44,930.00	\$ 42,316.64
Private Sector		
Membership	55,000.00	70,225.00
Total Private Sector	\$ 55,000.00	\$ 70,225.00
Public Sector		
Blaine County	30,000.00	60,000.00
Hailey	3,000.00	3,000.00
Ketchum	10,000.00	15,000.00
Kura	12,250.00	12,250.00
Sun Valley	7,500.00	8,500.00
Total Public Sector	\$ 62,750.00	\$ 98,750.00
Total Income	\$ 163,180.00	\$ 211,366.64
Interest Income	2,800.00	22.42
z In Kind Revenue & Services	18,000.00	8,128.00
Total Income	\$ 183,980.00	\$ 219,517.06
Gross Profit	\$ 183,980.00	\$ 219,517.06
Expenses		
Expenses		
Project Expenses		-150.00
Educational Events		
Facilities/Food/Bev	1,000.00	931.16
Total Educational Events	\$ 4,000.00	\$ 931.16
Incubation		
Culinary/Other	2,000.00	1,000.00
Total Incubation	\$ 2,000.00	\$ 1,000.00
Total Project Expenses	\$ 6,000.00	\$ 1,781.16
Total Expenses	\$ 6,000.00	\$ 1,781.16
Melio Service Fees		16.50
Office Administration		

Accounting			
General Accounting		6,000.00	6,000.00
Tax Preparation		1,500.00	1,400.00
Total Accounting	\$	7,500.00	\$ 7,400.00
Bank Costs		1,000.00	959.88
Dues & Subscriptions		300.00	250.93
Other Fees & Service		250.00	0.00
Total Office Administration	\$	9,050.00	\$ 8,610.81
Operating Expenses			
Compensation			
Executive Director			
Base		100,000.00	99,999.96
Bonus		10,000.00	8,530.00
Total Executive Director	\$	110,000.00	\$ 108,529.96
Total Compensation	\$	110,000.00	\$ 108,529.96
Consulting			
Project based		12,498.00	
Internship(s)		10,000.00	10,538.16
Headhunter		5,000.00	
Total Consulting	\$	27,498.00	\$ 35,542.20
Insurance			-213.00
Marketing		5,000.00	4,081.72
Web Site		3,500.00	3,051.88
Total Marketing	\$	8,500.00	\$ 7,133.60
Professional Fees		1,000.00	250.00
Training		800.00	
Travel, Meals & Entertainment Expense		2,000.00	1,045.44
Total Operating Expenses	\$	149,798.00	\$ 152,288.20
Total Expenses	\$	164,848.00	\$ 162,696.67
Net Operating Income	\$	19,132.00	\$ 56,820.39
Other Expenses			
In-Kind Revenue & Services		18,000.00	8,128.00
Loans Repayment & Miscellaneous		1,043.00	8,361.00
Total Other Expenses	\$	19,043.00	\$ 16,489.00
Net Other Income	-\$	19,043.00	-\$ 16,489.00
Net Income		\$89.00	\$ 40,331.39



Retainer