

| Portland Farmers' Market Association 2023 Budget | |
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| <i>Approved 1/7/23</i> | |
| | |
| <i>Bank Balance as of 12/31/22</i> | \$38,322.77 |
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| INCOME | |
| <i>Accounts Receivable (see below)</i> | \$29,429.56 |
| | |
| Projected Operating Income | |
| Membership Dues income (\$50/vendor/location: WED:18, SAT:30, WM:20) | \$3,400.00 |
| Membership/License Fees (38 vendors x \$200) | \$7,600.00 |
| Total Operating Income: | \$11,000.00 |
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| Winter Market Rent Fees- Pass through | |
| Winter Market Farmer Stall Fees- 2023 | \$19,167.84 |
| Total Winter Market Rent Fees: | \$19,167.84 |
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| Projected SNAP Program Funding/Fundraising | |
| FMSSG/MFFM Grant-Staffing | \$6,000.00 |
| FMSSG/MFFM Grant-Bookkeeping | |
| Cohen Foundation Grant via MFFM- for MHB | \$8,500.00 |
| Grants- for MHB | \$4,000.00 |
| Grants- general program | \$1,000.00 |
| Burch Ives Foundation- already in hand | \$1,000.00 |
| Sponsorships | \$10,000.00 |
| Donations | \$3,000.00 |
| Membership Program- Friends of the Market | \$6,500.00 |
| Donations from Market Goods | \$5,000.00 |
| 3.3% Token Redemption Fees | \$2,800.00 |
| <i>Projected SNAP Program Fundraising:</i> | \$47,800.00 |
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| Grant Funding for SNAP Incentives + Outreach (Maine Harvest Bucks/FINI) | \$37,500.00 |
| Total Projected SNAP Program Funding: | \$85,300.00 |
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| TOTAL INCOME & Pass Through TOTAL (includes A/R) | \$144,897.40 |
| EXPENSES | |
| PFMA Operating Expenses | |
| City of Portland License (38 farms @ \$100/ea) | \$3,800.00 |
| Insurance- Liability, D and O and Unemployment, & Workers Comp Ins | \$1,500.00 |
| Market Research | \$0.00 |
| Membership to Portland Buy Local | \$0.00 |

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| Membership to Farmers' Market Coalition | \$0.00 |
| Membership to MFFM | \$1,000.00 |
| Registration as State Non-Profit | \$35.00 |
| Accountant | \$400.00 |
| Bookkeeping (incl payroll taxes) | \$1,782.00 |
| Quickbooks Account | \$540.00 |
| Income Taxes (projected) | \$250.00 |
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| <i>Market Promotion Expenses</i> | |
| Website/Domain Name | \$132.00 |
| Advertising- general budget for Promotions Committee | \$3,250.00 |
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| <i>Total PFMA Operating Expenses</i> | \$12,689.00 |
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| <i>Winter Market Facility Rental 2023:</i> | |
| Winter Market Space Rental 2023 | \$19,167.84 |
| <i>Total Winter Market Facility Rental:</i> | \$19,167.84 |
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| <i>SNAP Program Expenses</i> | |
| Info Booth Staffing | \$10,500.00 |
| SNAP Coordinator | \$11,325.00 |
| Bookkeeping | \$4,300.00 |
| Payroll Processing Fees | \$1,000.00 |
| Taxes (payroll) | \$5,354.00 |
| Job advertisements | \$100.00 |
| Info Booth Supplies (paper goods, token printing, friends expenses, printing, petty cash, et | \$2,200.00 |
| Wifi Hotspot | \$175.00 |
| Market Office Rent/Storage | \$2,500.00 |
| Market Goods (Swag) Expenses | \$1,500.00 |
| Card Processing Fees (Square & ECommerce) | \$1,500.00 |
| <i>SNAP Program Operating Expenses</i> | \$40,454.00 |
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| SNAP Incentive Farmer Reimbursement + Outreach Expenses (Maine Harvest Bucks) | \$50,000.00 |
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| <i>Total SNAP Program Expenses</i> | \$90,454.00 |
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| <i>Total Accounts Payable (see below)</i> | \$60,724.33 |
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| TOTAL EXPENSES (includes A/P) | \$183,035.17 |
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| Balance (Total Carry-over to 2024) | \$185.00 |
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| <i>All entries below are already included above, listed here for reference:</i> | |
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| Accounts Receivable | |
| MFFM- MHB owed, staffing grants, bumper crop, etc | 27417.99 |
| Winter Market Payments owed | 496.36 |
| Bank Deposit not yet cleared | 1044 |
| Vendor payment, receivable | 471.21 |
| Total Accounts Receivable | 29429.56 |
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| Accounts Payable & Liabilities | |
| Market Goods on order, not yet paid | \$964.50 |
| Winter Market- 2nd payment to landlord (funds already paid by farmers) | \$8,963.64 |
| WMPG Payment 2022 check not yet cashed | \$1,100.00 |
| Maine Today Media check not cashed | \$500.00 |
| Winter Market- snowplowing reserve (funds carried over from 2018/2019 season) | \$1,050.00 |
| Winter Market- carryover budget (to be used for promotions) | \$320.95 |
| Unredeemed Purple Credit Tokens- as of 12/31/2022 | \$19,317.00 |
| Unredeemed SNAP Tokens- as of 12/31/2022 | \$19,962.00 |
| Unredeemed Black Tokens- as of 12/31/2020, Adjustment | \$4,000.00 |
| SNAP Program Carry-over funds | \$5,510.74 |
| Total Accounts Payable | \$60,724.33 |