

Portland Farmers' Market Association 2016 Budget- Approved 2/7/16

	<i>Projected:</i>
INCOME	
<i>Total carry over from 2015</i>	\$28,633.90
Projected Membership Fees	
Membership Dues income (43 vendors@\$50/vendor/location: MS:26, DO:37, WM:22) (*less \$100 for treasurer's fa	\$4,250.00
Membership License Fees (43 vendors x \$100) (*less \$100 for treasurer stipend)	\$4,200.00
Winter Market Stall Fees- full season	\$14,490.00
Total Projected Membership Fees	\$22,940.00
Projected Info Booth Funding/Fundraising	
FMSSG/MFFM Grant-Staffing	\$7,959.17
FMSSG/MFFM Grant-Bookkeeping	\$1,936.55
<i>Grant Funding for SNAP Incentives (Maine Harvest Bucks)</i>	<i>\$10,000.00</i>
<i>Sponsorship</i>	<i>\$5,000.00</i>
On-site Donations	\$5,000.00
Membership Program- Friends of the Market	\$1,000.00
Fundraising Events (Floral Dreamscapes, The Farmer Games, Cream of the Crop)	\$4,000.00
Annual Market Raffle	\$1,000.00
Projected income from current inventory of Market Goods (Swag)	\$4,000.00
Total Projected Info Booth Funding/Fundraising	\$39,895.72
Projected Processing Fees Paid by Farmers	
3.3% Fees paid by Farmers	\$7,000.00
Total Projected Processing Fees Paid by Farmers	\$7,000.00
PROJECTED INCOME TOTAL	
	\$103,372.72
EXPENSES	
Operating Expenses	
City of Portland License	\$4,300.00
Insurance- Liability, D and O	\$500.00
Postage	\$50.00
Copies/Paper Supplies	\$200.00
Membership to Portland Buy Local	\$200.00
Membership to Farmers' Market Coalition	\$40.00
Membership to MFFM	\$350.00
Registration as State Non-Profit	\$35.00
Accountant	\$1,000.00
Quickbooks Account	\$300.00
Vacuum for Winter Market	\$100.00
Winter Market Space Rental (full season)	\$14,490.00
Total Operating Expenses	\$21,565.00
Market Promotion Expenses-Proposed	

Website/Domain Name	\$120.00
Brochures (1000 printed locally)	\$500.00
Advertising- general budget for Promotions Committee	\$3,000.00
Membership to Buoy Local	\$200.00
250th Anniversary (multi year budget development)	\$500.00
Total Promotions Expenses	\$4,320.00
Info Booth Expenses	
Info Booth Staffing	\$15,000.00
Bookkeeping	\$1,936.55
Insurance- Workers Comp	\$900.00
Payroll Processing Fees	\$750.00
Taxes (payroll)	\$1,600.00
Info Booth Supplies (paper goods, token printing, printing, petty cash, etc)	\$2,500.00
Wifi Hotspot	\$300.00
Market Office Rent	\$1,200.00
Raffle Expenses	\$100.00
SNAP Incentive Farmer Reimbursement (Maine Harvest Bucks)	\$10,000.00
Market Goods (Swag) Expenses	\$0.00
Total Info Booth Expenses	\$34,286.55
Card Processing Fees Expenses	
Card Processing Fees	\$8,000.00
Total Card Processing Fees (Paid to Powerpay)	\$8,000.00
Accounts Payable	
Unredeemed Tokens	\$29,680.00
250th Anniversary budget contribution from 2015	\$500.00
Expired Checks Owing	\$340.53
Total Accounts Payable	\$30,520.53
TOTAL EXPENSES	
	\$98,692.08
Balance/Total Carry-over to 2017	
	\$4,680.64
Accounts Receivable- included in projected total income	
Card Processing Fees	\$1,000.00
Owed by MFFM for Incentives given out, over amount already paid to PFM	\$1,444.60
DHHS Reimbursement- 2015 projected	\$458.50
Winter Market Security Deposit Refund	\$2,000.00
Total Accounts Receivable	\$4,903.10
Actual Expenses	\$7,095.00