

Risk Management Practitioner Program Budget FY17/18

		July	August	September	October	November	December	January	February	March	April	May	June	TOTAL
Revenue	Projected Revenue	\$ 3,500.00	\$ -	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00	\$ -	\$ -	\$ -	\$ 24,500.00
Personnel	Instructional Staff (Curriculum and Training)	\$ 3,125.00	\$ 1,875.00	\$ 4,375.00	\$ 1,875.00	\$ 2,187.50	\$ 4,375.00	\$ 1,875.00	\$ 2,187.50	\$ 4,375.00	\$ 1,562.50	\$ 625.00	\$ 250.00	\$ 28,687.50
	Administrative Staff	\$ 810.00	\$ 440.00	\$ 810.00	\$ 440.00	\$ 440.00	\$ 810.00	\$ 440.00	\$ 440.00	\$ 810.00	\$ 220.00	\$ 220.00	\$ 220.00	\$ 6,100.00
	Fringe	\$ 1,652.70	\$ 972.30	\$ 2,177.70	\$ 972.30	\$ 1,103.55	\$ 2,177.70	\$ 972.30	\$ 1,103.55	\$ 2,177.70	\$ 748.65	\$ 354.90	\$ 197.40	\$ 14,610.75
	TOTAL PERSONNEL	\$ 5,587.70	\$ 3,287.30	\$ 7,362.70	\$ 3,287.30	\$ 3,731.05	\$ 7,362.70	\$ 3,287.30	\$ 3,731.05	\$ 7,362.70	\$ 2,531.15	\$ 1,199.90	\$ 667.40	\$ 49,398.25
General	Printing	\$ 175.00	\$ 25.00	\$ 350.00	\$ 25.00	\$ 25.00	\$ 350.00	\$ 25.00	\$ 25.00	\$ 350.00	\$ -	\$ -	\$ -	\$ 1,350.00
	Shipping	\$ 75.00	\$ -	\$ 150.00	\$ -	\$ -	\$ 150.00	\$ -	\$ -	\$ 150.00	\$ -	\$ -	\$ -	\$ 525.00
	Supplies	\$ 45.00	\$ 25.00	\$ 75.00	\$ 25.00	\$ 25.00	\$ 75.00	\$ 25.00	\$ 25.00	\$ 75.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 470.00
	TOTAL GENERAL	\$ 295.00	\$ 50.00	\$ 575.00	\$ 50.00	\$ 50.00	\$ 575.00	\$ 50.00	\$ 50.00	\$ 575.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 2,345.00
Travel Expense	Airfare	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Car Expense (Rental or Mileage)	\$ -	\$ -	\$ 378.00	\$ -	\$ -	\$ 378.00	\$ -	\$ -	\$ 378.00	\$ -	\$ -	\$ -	\$ 1,134.00
	Hotel	\$ -	\$ -	\$ 150.00	\$ -	\$ -	\$ 150.00	\$ -	\$ -	\$ 150.00	\$ -	\$ -	\$ -	\$ 450.00
	M & IE	\$ -	\$ -	\$ 298.00	\$ -	\$ -	\$ 298.00	\$ -	\$ -	\$ 298.00	\$ -	\$ -	\$ -	\$ 894.00
	TOTAL TRAVEL	\$ -	\$ -	\$ 826.00	\$ -	\$ -	\$ 826.00	\$ -	\$ -	\$ 826.00	\$ -	\$ -	\$ -	\$ 2,478.00
TOTALS	TOTAL OPERATING EXPENSES	\$ 5,882.70	\$ 3,337.30	\$ 8,763.70	\$ 3,337.30	\$ 3,781.05	\$ 8,763.70	\$ 3,337.30	\$ 3,781.05	\$ 8,763.70	\$ 2,556.15	\$ 1,224.90	\$ 692.40	\$ 54,221.25
	EXPECTED REVENUE	\$ 3,500.00	\$ -	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00	\$ -	\$ -	\$ -	\$ 24,500.00
	REINVESTMENT DOLLARS	\$ (2,382.70)	\$ (3,337.30)	\$ (1,763.70)	\$ (3,337.30)	\$ (3,781.05)	\$ (1,763.70)	\$ (3,337.30)	\$ (3,781.05)	\$ (1,763.70)	\$ (2,556.15)	\$ (1,224.90)	\$ (692.40)	\$ (29,721.25)

**Statement of Operations (One Day Instructor-led Course)
Risk Management Practioner Program Budget**

		Month - February 2016			Year to Date		
		Budget	Actual	Variance	Budget	Actual	Variance
Personnel	Instructor	\$ 1,000.00					
	Curriculum Design*	\$ 350.00					
	Technician	\$ 80.00					
	Office Assistant	\$ 160.00					
	CPS HR Administration	\$ 954.00					
	TOTAL PERSONNEL	\$ 2,544.00					
General	Printing	\$ 90.00					
	Shipping	\$ 75.00					
	Supplies	\$ 50.00					
	Overhead	\$ 100.00					
	TOTAL GENERAL	\$ 315.00					
Projected Travel	Airfare	\$ -					
	Mileage	\$ 378.00					
	Car Rental						
	Hotel	\$ 150.00					
	Per Diem	\$ 148.00					
	Miscellaneous	\$ 75.00					
	TOTAL TRAVEL	\$ 751.00					
TOTALS	TOTAL OPERATING EXPENSES	\$ 3,610.00					
	EXPECTED MINIMUM REVENUE**	\$ 3,600.00					
	REINVESTMENT DOLLARS	\$ (10.00)					

Budget Notes:

*Small amount to recoup cost of upfront design and development for program (estimated at \$30K)

**Two revenue models

(1) Flat rate of \$3,600

(2) Per person cost of \$199 for single classes or \$150 for whole series