

**FY20 BUDGET - Proposed Draft**  
**Friends of Casco Bay**  
**For the period April 1, 2019 to March 31, 2020**

The FY20 Operating Plan is an integral part of this budget.

\*\* See Supplemental Schedule for Notes

		PROPOSED DRAFT	FY19 - Not Final Projection as of 2/27/2019			historical information for comparative purposes only		
		4/1/2019 - 3/31/2020	4/1/2018 - 3/31/2019	4/1/2018 - 3/31/2019	Over (Under) Budget	4/1/2017 - 3/31/2018	4/1/2016 - 3/31/2017	4/1/2015 - 3/31/2016
See Note		FY20 DRAFT BUDGET	FY19 Not Final Projection	FY19 BUDGET		FY18 ACTUAL	FY17 ACTUAL	FY16 ACTUAL
<b>OPERATING INCOME/REVENUE</b>								
Individuals - Unrestricted								
	<b>A</b>	<b>375,000</b>	620,555	365,000	255,555	345,221	314,266	251,434
			(27,000)			(2,573)		
						(100)	(200)	(35)
			(1,000)				(485)	(350)
			(250,000)					
			(18,981)			(21,942)	(15,642)	
			<u>323,574</u>			<u>320,606</u>	<u>297,939</u>	<u>251,049</u>
Corporate Memberships								
	<b>B</b>	<b>45,000</b>	37,125	45,000	(7,875)	46,699	55,320	41,632
								(50)
			(790)			(9,575)	(8,375)	(4,000)
			<u>36,335</u>			<u>37,124</u>	<u>46,945</u>	<u>37,582</u>
Foundations - Unrestricted								
	<b>C</b>	<b>170,000</b>	155,384	170,000	(14,616)	161,025	169,990	268,650
							(13,625)	(76,500)
			(31,000)			(51,000)	(27,175)	(38,500)
			<u>124,384</u>			<u>110,025</u>	<u>129,190</u>	<u>153,650</u>
Government & Quasi-Government Revenue								
	<b>D</b>	<b>105,900</b>	299,850	120,200	179,650	95,182	122,622	124,107
			(122,350)			(95,182)	(122,622)	(124,107)
			(170,000)					
			<u>7,500</u>			<u>-</u>	<u>-</u>	<u>-</u>
Nonprofit Revenue								
	<b>E</b>	<b>20,800</b>	17,357	30,000	(12,643)	29,153	22,635	11,800
			(4,861)			(10,000)		(494)
			<u>12,496</u>			<u>19,153</u>	<u>22,635</u>	<u>11,306</u>
Releases and Transfers								
<b>Temp Restr Net Assets Released fr Restriction</b>								
	<b>F</b>	<b>27,000</b>	550	550	-	13,625	76,500	9,500
	<b>G</b>	<b>37,069</b>	38,127	38,127	-	42,968	47,664	49,505
	<b>G</b>	<b>10,000</b>	10,000	10,000	-	10,000	10,000	10,000
	<b>G</b>	<b>10,000</b>	10,000	10,000	-	10,000	10,000	10,000
			45,500	10,000				
			45,000					
			26,000					
<b>Transfers</b>								
	<b>H</b>	<b>-</b>				29,878	41,038	49,438
			(58,127)			(73,593)	(135,202)	(128,443)
			<u>10,550</u>			<u>32,878</u>	<u>50,000</u>	<u>-</u>
			245,770			263,022	308,516	296,946
<b>Other Operating Income</b>								
		<b>8,000</b>	7,930	8,000	(70)	7,510	11,798	6,630
	<b>I</b>	<b>27,700</b>	27,850	26,000	1,850	39,722	24,325	23,883
	<b>I</b>	<b>4,000</b>	4,010	9,000		-	-	-
			2,030					1,895
		<b>1,201</b>	87	123	(36)	(780)	192	702
	<b>J</b>	<b>958,170</b>	<b>796,476</b>	<b>832,000</b>	<b>(35,524)</b>	<b>829,260</b>	<b>891,540</b>	<b>783,643</b>

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**For the period April 1, 2019 to March 31, 2020**

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\*\* See Supplemental Schedule for Notes

	PROPOSED DRAFT	FY19 - Not Final Projection as of 2/27/2019			historical information for comparative purposes only			
		4/1/2019 - 3/31/2020	4/1/2018 - 3/31/2019	4/1/2018 - 3/31/2019	4/1/2017 - 3/31/2018	4/1/2016 - 3/31/2017	4/1/2015 - 3/31/2016	
See Note	FY20 DRAFT BUDGET	FY19 Not Final Projection	FY19 BUDGET	Over (Under) Budget	FY18 ACTUAL	FY17 ACTUAL	FY16 ACTUAL	
<b>EXPENDITURES</b>								
<b>Compensation</b>								
	Salaries	544,000	518,600	520,000	(1,400)	539,517	569,500	490,788
	Payroll Taxes	42,000	40,000	40,000	-	41,483	44,056	38,384
	Benefits	80,000	69,884	72,000	(2,116)	73,533	76,922	62,838
	Accrued Vacation Adj (non cash)		1,000	-	1,000	(2,908)	1,647	9,511
	Total Compensation	<b>K 666,000</b>	<b>629,484</b>	<b>632,000</b>	(2,516)	<b>651,625</b>	<b>692,125</b>	<b>601,521</b>
<b>Program Expenditures</b>								
	Baykeeping Program	57,100	22,817	48,830	(26,013)	30,072	32,532	38,389
	Boat and Vehicle Expenditures	14,000	12,260	14,160	(1,900)	8,797	14,467	15,832
	Water Quality Monitoring & Other Sampling	65,000	12,500	19,600	(7,100)	20,060	42,268	24,951
	Pumpout Program	9,300	10,600	8,650	1,950	6,124	6,459	7,365
	Total Program Expenditures	<b>L 145,400</b>	<b>58,177</b>	<b>91,240</b>	(33,063)	<b>65,053</b>	<b>95,726</b>	<b>86,537</b>
	<b>Management &amp; Administration</b>	<b>M 71,000</b>	<b>62,750</b>	<b>70,900</b>	(8,150)	<b>62,158</b>	<b>58,918</b>	<b>60,107</b>
<b>Fundraising</b>								
	Special Events	27,300	13,725	23,300	(9,575)	22,236	19,447	14,601
	Fundraising	33,180	26,500	27,640	(1,140)	25,185	15,084	20,598
	Total Fundraising Expenditures	<b>60,480</b>	<b>40,225</b>	<b>50,940</b>	(10,715)	<b>47,421</b>	<b>34,531</b>	<b>35,199</b>
<b>Campaign Expenses</b>								
	Special Contingency in case of Office Relocation	<b>M-1 12,000</b>	-	20,000	(12,000)	-	-	-
	Contingency		-	12,000	(12,000)	-	-	-
	<b>TOTAL EXPENDITURES</b>	<b>N 954,880</b>	<b>790,636</b>	<b>877,080</b>	(66,444)	<b>826,257</b>	<b>881,300</b>	<b>783,364</b>
<b>NET SURPLUS FROM OPERATIONS</b>								
	<b>BEFORE SPECIAL TRANSFER &amp; DEPRECIATION</b>	<b>3,290</b>	<b>5,840</b>	<b>(45,080)</b>	<b>30,920</b>	<b>3,003</b>	<b>10,240</b>	<b>279</b>
	<b>Use of Funds as Special Allowance Not to Exceed</b>	<b>O</b>	-	<b>50,000</b>	-	-	-	-
	<b>NET SURPLUS FROM OPERATIONS BEFORE DEPRECIATION</b>	<b>\$ 3,290</b>	<b>5,840</b>	<b>4,920</b>	<b>920</b>	<b>3,003</b>	<b>10,240</b>	<b>279</b>
<b>NONOPERATING AND CAPITAL ACTIVITY</b>								
<b>Boats Fund Activity</b>								
	Gifts to Baykeeper Boats Fund					-	585	350
	Boats Fund Net Earnings					9,094	11,700	3,325
	Release to Operations for Boats activities					(10,000)	(10,000)	(10,000)
	Transfer to Operations for campaign costs							
<b>Advocacy Fund Activity</b>								
	Gifts to the Emeritus Fund for Advocacy					100	200	85
	Advocacy Fund Net Earnings					5,232	7,147	2,154
	Release to Operations for Advocacy activities					(10,000)	(10,000)	(10,000)
<b>Baykeeping Fund Activity</b>								
	Baykeeping Fund Net Earnings					57,868	76,824	23,428
	Release to Operations for Baykeeping activities					(42,968)	(47,664)	(49,505)
	Release of Temporarily Restr Gifts for current use					(13,625)		(9,500)
	Temporarily Restr Gifts for use in Future Years					2,573	13,625	76,500
<b>Capital Acquisitions</b>								
	Pumpout Boat New Outboard							(18,421)
	Phone System							(5,302)
	Vehicle payments							
	Depreciation (non cash; FY19 estimate only)					(33,275)	(34,175)	(33,228)

**Supplemental Schedule for FY20 Budget  
Friends of Casco Bay**

3.4.2019

	<b>FY20 Budget</b>	<b>FY19 Projected</b>	<b>FY19 Budget</b>	FY18 Actual	FY17 Actual	FY16 Actual	FY15 Actual	FY14 Actual	FY13 Actual
<b>A Individual Gifts</b>									
For Operations	<b>375,000</b>	<b>342,555</b>	<b>365,000</b>	339,846	313,081	251,050	230,664	207,627	186,716
For Future Use in Programs		<b>27,000</b>		550					
For new Pumpout Boat (10% to be raised)		<b>1,000</b>		2,023					
For Climate Change and Casco Bay Fund		<b>250,000</b>							
For Special Events				2,702	500				
For The Emeritus Fund for Advocacy				100	200	35	73,363		
For Raiser's Edge (development management system)									20,680
For Boats Fund					485	350	385	8,647	62,585
Total raised from Individuals		620,555		345,221	314,266	251,435	304,412	216,274	269,981
<i>A look at year to year changes:</i>									
<b>For current year Operations, both restricted and unrestricted</b>	<b>375,000</b>	<b>342,555</b>		<b>339,846</b>	<b>313,081</b>	<b>251,050</b>	<b>230,664</b>	<b>207,627</b>	<b>186,716</b>
\$ increase (-decrease) over prior year	32,445	2,709	25,154	26,765	62,031	20,386	23,037	20,911	
% increase	9.5%	0.8%	7.4%	8.5%	24.7%	8.8%	11.1%	11.2%	
<b>B Corporate Support</b>									
For Operations	<b>45,000</b>	<b>37,125</b>	<b>45,000</b>	46,699	46,945	41,582	90,984 *	53,087	46,996
Other Corporate support:									
For Future Use in Programs					8,375				
For Sponsorships (FY18 was 10th Anniv Film Festival)	11,000	12,825	11,000	12,825	14,092	11,100	10,500	12,967	12,600
For The Emeritus Fund for Advocacy						50	3,350		
For Boats Fund								9,097	4,025
Total raised from Corporations	56,000	49,950	56,000	59,524	69,412	52,732	104,834	75,151	63,621
* FY15 benefitted from a one time \$50k gift from Nestle Waters North America in support of the Water Quality Monitoring and Educational Outreach programs.									
<b>C Foundation Income</b>									
For current year operations	<b>170,000</b>	<b>155,384</b>	<b>170,000</b>	161,025	129,190	192,150	160,373	213,000	209,500
For future use					40,800	76,500		13,500	2,500
For Boats Fund							500	3,500	
Total Foundation grants raised		155,384		161,025	169,990	268,650	160,873	230,000	212,000
<b>D Governmental and Quasi Governmental Revenue</b>									
Casco Bay Estuary Partnership (CBEP) - water quality work	-		-		9,308	53,192	52,500	63,000	69,000
CBEP for sonde station equipment					20,000			10,000	7,500
CBEP for sonde station maintenance and pH work			10,000	28,682	14,323				
CBEP for sonde station maintenance	15,000	4,992	6,200						
CBEP for sonde station maintenance	4,900	16,896	5,000						
CBEP for Nitrogen work, MOCA and more		20,000	19,500		2,500				
CBEP for Maine Ocean Coastal Acidification Partnership (MOCA)				900	2,700				
Maine DEP - Pumpout 90% cost reimbursement	61,000	62,962	62,000	62,532					
Maine DEP - Pumpout Boat registration etc 90% cost reimbursement	10,000								
Maine DEP - Pumpout 75% cost reimbursement					56,291	60,715	61,580	47,228	39,190
Maine DEP - various grants							5,000	5,000	1,000
Maine Dept Ag Cons Forestry - Me Coastal Program							2,500		
Maine Outdoor Heritage Fund		10,000	10,000		10,000		7,530		7,100
Portland Water District - unrestricted	7,500	7,500	5,000				5,000	7,500	7,500
CBEP via Portland Water District - Pumpout	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
City of South Portland Water Resources Division	5,000	5,000	5,000	5,000	5,000	5,000		5,000	
CBEP - Pumpout						2,500			
Town of Harpswell								200	

**Supplemental Schedule for FY20 Budget**  
**Friends of Casco Bay**

3.4.2019

	<b>FY20 Budget</b>	<b>FY19 Projected</b>	<b>FY19 Budget</b>	FY18 Actual	FY17 Actual	FY16 Actual	FY15 Actual	FY14 Actual	FY13 Actual
Town of Freeport							500		2,500
Town of Kennebunkport						200			
Less allowance		-	(5,000)	-					
<b>TOTAL Governmental Revenue Raised</b>	<b>105,900</b>	<b>129,850</b>	<b>120,200</b>	<b>99,614</b>	<b>122,622</b>	<b>124,107</b>	<b>137,110</b>	<b>140,428</b>	<b>136,290</b>
Special DEP Grant for new Pumpout Boat		170,000							
Less amount for future use carried over as Temp Restr Net Assets	-	-	-	-			(9,500)		(4,733)
<b>Total raised from Governmental Entities for current year</b>	<b>105,900</b>	<b>299,850</b>	<b>120,200</b>	<b>99,614</b>	<b>122,622</b>	<b>124,107</b>	<b>127,610</b>	<b>140,428</b>	<b>131,557</b>
<b>E Nonprofit Revenue</b>									
MaineShare	8,200	8,209	8,000	8,045	9,188	9,856	8,734	6,987	7,541
United Way	800	1,058	800	879	885				
Other Nonprofits	1,660	1,729	1,200	2,183		944	1,609	1,350	241
GreenDrinks					1,000				
University of Maine, Dr. D Townsend Ocean Acidification grant 2 yr	5,140	4,861	10,000	10,000	762				
Save Casco Bay (shut down, gifted remaining cash assets to us)							5,295		
Modern Woodman Fraternal Financial								2,500	2,500
Bowdoin College - Common Good Grant					2,500			2,500	
Maine Maritime Funding Association (net cash from boat donations)	5,000	1,500	10,000	8,046	8,300	1,000	9,753		2,471
<b>Total from Nonprofits</b>	<b>20,800</b>	<b>17,357</b>	<b>30,000</b>	<b>29,153</b>	<b>22,635</b>	<b>11,800</b>	<b>25,391</b>	<b>13,337</b>	<b>12,753</b>
<b>Temporarily restricted net assets (TRNA) revenue received in prior years released for use in current year</b>									
For ocean acidification investigations									
Patagonia							1,000		
Goldberg Foundation							1,000		
Davis Conservation Foundation							2,500		5,000
Morton-Kelly Charitable Trust				3,125	4,000				5,000
Daveis Benevolent Fund									1,500
Beim Foundation					15,000				
For Maine Ocean & Coastal Acidification Partnership - Broad Reach	27,000								
For Baykeeper Speakers Bureau - Wright Express									1,500
For Baykeeper Program, carry over from Endowment Transfer								16,000	26,055
For BayScaping/Stormwater Sampling - Maine Outdoor Heritage Fund								4,733	
For Mudflat pH Measuring - Maine Outdoor Heritage Fund							7,000		
For Water Quality and Nabbing Nitrogen - RBC Foundation				7,500					
For Water Quality and Nabbing Nitrogen - Davis Conservation Foundation					7,500				
For Champions - Maine Coastal Program						2,500			
For curriculum - Samuel L Cohen Foundation							6,000		
For storm drain stenciling - RBC Foundation							4,000		
For nitrogen pollution initiatives - Maine DEP									5,000
Unrestricted except for time frame		550	550	3,000				2,500	
For Operational Capacity during Baykeeper Transition - Jane's Trust			-		50,000				
<b>F Total received in prior years to be released for use this year</b>	<b>27,000</b>	<b>550</b>	<b>550</b>	<b>13,625</b>	<b>76,500</b>	<b>9,500</b>	<b>14,500</b>	<b>23,233</b>	<b>44,055</b>
<b>G Invested Fund Releases:</b>									
Releases from the Baykeeping Fund at MCF:									
Releases at 5% Baykeeping Program support	37,069	38,127	38,127	42,968	47,664	49,505	49,100	47,900	
Release for Building Legal Capacity Fund								13,437	
Release to support Capacity Building Baykeeping							52,500		
Transfer to support Baykeeper Search						10,000			
Releases from the Boats Fund									
Staff time for Fundraising, Event, and Boat Search and Selection									24,855

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3.4.2019

	<b>FY20 Budget</b>	<b>FY19 Projected</b>	<b>FY19 Budget</b>	FY18 Actual	FY17 Actual	FY16 Actual	FY15 Actual	FY14 Actual	FY13 Actual
Event Expenses FY14, Event & Campaign Expenses prior year								12,000	30,762
Maintenance of Fleet	10,000	10,000	10,000	10,000	10,000	10,000	10,000	5,000	6,799
Releases from The Emeritus Fund for Advocacy	10,000	10,000	10,000	10,000	10,000	10,000			
Releases from the Climate Change and Casco Bay Fund									
For campaign activity	45,500	10,000							
For capital equipment	45,000								
For monitoring and community engagement	26,000								
Total Invested Fund Releases	<u>173,569</u>	<u>68,127</u>	<u>58,127</u>	<u>62,968</u>	<u>67,664</u>	<u>79,505</u>	<u>111,600</u>	<u>78,337</u>	<u>62,416</u>
<b>Total Releases from Funds to Support Operations</b>	<b>200,569</b>	<b>68,677</b>	<b>58,677</b>	<b>76,593</b>	<b>144,164</b>	<b>89,005</b>	<b>126,100</b>	<b>101,570</b>	<b>106,471</b>
<b>H Transfer to offset Baykeeper Emeritus Retirement Costs</b>				29,878	41,038	40,839	54,574		
<b>I Special Events</b>									
11th Anniversary Film Festival									
Sponsorships (not including in-kind)	11,700	11,700	11,000	12,825	11,592	11,100	10,500	12,967	12,600
Ticket Sales	13,000	13,025	12,500	14,437	10,378	10,733	10,686	9,258	8,593
Special Raffle - Big Ticket Item(s) 200 tix @\$50				5,331					
Raffle and Other Event Income	3,000	3,125	2,500	2,699	2,355	2,050	1,611	1,871	1,896
Less Event Expenses	(9,300)	(7,936)	(9,300)	(9,354)	(9,345)	(8,338)	(8,031)	(9,210)	(8,248)
<b>Net Cash Flow from Film Festival</b>	<b>18,400</b>	<b>19,914</b>	<b>16,700</b>	25,938	14,980	15,545	14,766	14,886	14,841
Milholland Event				2,702					
Surfboard Raffle		4,010	-	1,729					
<b>J TOTAL OPERATING REVENUE</b>	<b>958,170</b>	<b>796,476</b>	<b>832,000</b>	829,560	<b>891,540</b>	<b>783,643</b>	<b>849,605</b>	<b>760,608</b>	<b>737,577</b>
<i>% increase over prior year</i>	20%	-4%	0.3%	-7%	14%	-8%	12%	3%	
Increase FY20 Budget over FY19 projected Actual	161,694								
<b>Reasons for increase FY20 over FY19:</b>									
Budgeted releases from Climate Change and Casco Bay Fund	\$ 116,500								
Increase in Individual Giving goal	30,000								
Carryover program funds to be released in FY20	27,000								
	<u>\$ 173,500</u>								
<b>K Compensation</b>									
Positions include: Eight full-time and one seasonal full time: Executive Director, Casco Baykeeper, Associate Director, Communications and Development Director, Research Associate, Community Engagement Coordinator, Design Data and Development Associate, Office Manager, Pumpout Captain/Coordinator.									
In fiscal years 09, 10, and 11, staff did not receive an increase in base pay, but instead received accruals released near the end of each fiscal year, dependent on budget/actual results of the year.									
In FY12, staff received 3% increase and we shifted to Health Savings Accounts, with FOCB contributing \$62 per pay period and 80% of individual premium cost.									
In FY13, staff received 2% increase and merit and 'in lieu of health insurance' adjustments were made for those who left the plan.									
Also in FY13, the pro rata split on health and dental premiums was adjusted to 75% paid by FOCB, 25% by employees (instead of 80/20).									
In FY14, FY15, FY16, FY17, and FY18, staff received 2% increases each year.									
In FY19, staff received a 3% increase.									
<b>FY20 Budget proposes 4% increase in base pay, 3 base adjustments, maintenance of benefits package.</b>									
Projected cost of FY20 4% budget increase in base	20,744								
plus allowance for additional adjustments to base	5,000								
plus estimated payroll taxes and retirement contribution	2,417	0.1165							
plus increase in health insurance cost (6k) plus est other insurances	8,355								
	<u>36,516</u>								
<b>Compensation Costs:</b>									
Gross Wages	544,000	518,600	520,000	539,517	569,500	490,788	540,069	470,448	460,603
Payroll Taxes	42,000	40,000	40,000	41,483	44,056	38,384	42,286	36,725	36,201

**Supplemental Schedule for FY20 Budget  
Friends of Casco Bay**

3.4.2019

	<b>FY20 Budget</b>	<b>FY19 Projected</b>	<b>FY19 Budget</b>	FY18 Actual	FY17 Actual	FY16 Actual	FY15 Actual	FY14 Actual	FY13 Actual
Benefits	80,000	69,884	72,000	73,533	76,922	62,838	65,496	68,738	65,095
Accrued Vacation Adjustment		1,000		(2,908)	1,647	9,511	(5,101)	4,051	(1,285)
<b>Total Cost of Compensation</b>	<b>666,000</b>	<b>629,484</b>	<b>632,000</b>	<b>651,625</b>	<b>692,125</b>	<b>601,521</b>	<b>642,750</b>	<b>579,962</b>	<b>560,614</b>
<i>Estimated Total Compensation Cost as a % of total Revenue</i>	<i>70%</i>	<i>79%</i>	<i>76%</i>	<i>79%</i>	<i>78%</i>	<i>77%</i>	<i>76%</i>	<i>76%</i>	<i>76%</i>

Benefits Package includes:

Health Insurance: Friends pay 75% premium, Employee 25%	Harvard Pilgrim
Health Savings Account: Friends contributes 75% deductible, 100 ppp	Key Bank Health Savings Accounts
Dental Insurance: Friends pay 75% premium, Employee 25%	Northeast Delta Dental
Retirement 403(b) Plan: Friends contributes 4% gross salary	Principal
Life and Accidental Death & Dismemberment Insurance: Friends pays 100% premium	Principal
Long Term Disability Insurance: Friends pays 100% premium	Principal
Workers Compensation Insurance	Maine Employers Mutual Insurance Company

Social Security Admin Cost of Living Increases compared with Friends of Casco Bay increases in base pay:

	FOCB		FOCB		SSA	
	FY	budgeted	FY	budgeted	COLA	
proposed	FY20	4.0%	FY20	4.0%	effective for 2019	2.8%
enacted	FY19	3.0%	FY19	3.0%	effective for 2018	2% - 2.2%
enacted	FY18	2.0%	FY18	2.0%	effective for 2017	0.3%
enacted	FY17	2.0%	FY17	2.0%	effective for 2016	0%
enacted	FY16	3.0%	FY16	3.0%	effective for 2015	1.7%
enacted	FY15	2.0%	FY15	2.0%	effective for 2014	1.5%
enacted	FY14	2.0%	FY14	2.0%	effective for 2013	1.7%
shifted to 75/20 health and dental premium split Er/Ee	FY13	2.0%	FY13	2.0%	effective for 2012	3.6%
shift to HSAs	FY12	3.0%	FY12	3.0%	effective for 2011	0.0%
accrued a 1.5% increase/bonus, held in budget, released at end of year plus \$500	FY11	0.0%	FY11	0.0%	effective for 2010	0.0%
budgeted 6 mo accrual bonus consider at YE; released at end of year 2.9% for year plus \$500	FY10	0.0%	FY10	0.0%	effective for 2009	5.8%
board directed 2% bonus pool for 1/2 yr Oct09-Mar10, release if rev goals met; released	2009	1.0%	2009	1.0%		
	2008	2.3%	2008	2.3%	effective for 2008	2.3%
	2007	3.3%	2007	3.3%	effective for 2007	3.3%
	2006	4.1%	2006	4.1%	effective for 2006	4.1%
	2005	3.0%	2005	3.0%	effective for 2005	2.7%
	2004	2.0%	2004	2.0%	effective for 2004	2.1%

<b>L Program Expenditures</b> (direct costs only; does not include shared costs)	<b>145,400</b>	<b>62,412</b>	<b>91,240</b>	<b>65,053</b>	95,726	86,537	108,437	82,325	63,847
<b>M Management &amp; Administration</b>	<b>71,000</b>	<b>62,000</b>	<b>66,800</b>	<b>62,158</b>	60,107	60,107	54,187	51,238	48,334
<b>M-1 Special Contingency in case of Office Relocation</b>			<b>20,000</b>						
<p>Friends of Casco Bay leases office space from Southern Maine Community College. Our lease expired on February 29, 2016. In the event we are asked to move or we find suitable office space and decide to move, \$40,000 would defray the costs of moving and additional occupancy costs for some portion of this fiscal year. This requires budgeting a Special Transfer Not To Exceed, from invested funds at MCF. See item O below.</p>									
<b>N TOTAL OPERATING EXPENDITURES before Depreciation</b>	<b>954,800</b>	<b>790,636</b>	<b>877,080</b>	<b>826,257</b>	<b>783,364</b>	<b>783,364</b>	<b>836,825</b>	<b>754,511</b>	<b>705,329</b>
Increase (-Decrease) over prior year	164,164	(35,621)	50,823	42,893	-	(53,461)	82,314	49,182	
<i>% increase over prior year</i>	<i>21%</i>	<i>-4%</i>	<i>6%</i>	<i>5%</i>	<i>0%</i>	<i>-6%</i>	<i>11%</i>	<i>7%</i>	
See supplemental schedule FY19 Why We Were Underbudget in Expenses									

**O Special Use of Special Funds for Operations Not to Exceed:**

	<b>FY20 Budget</b>	<b>FY19 Projected</b>	<b>FY19 Budget</b>	FY18 Actual	FY17 Actual	FY16 Actual	FY15 Actual	FY14 Actual	FY13 Actual
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Friends of Casco Bay has accumulated operating surpluses from prior years.

Some time ago (>16 years), the Board designated a Contingency Fund out of these accumulated surpluses (\$76,566).

The Board also designated (March 2011) a Legal Fund for Baykeeping use out of these surpluses but repaid Unrestricted Undesignated Net Assets back and replenished the Board Designated Fund for Baykeeping Legal Investigations with funds from the Baykeeping Fund at Maine Community Foundation (\$31,563).

We report Equity in Fixed Assets separately.

The Baykeeping Fund at the Maine Community Foundation is a spendable endowment fund for support of the Baykeeping Program.

We have three additional funds that support operations: the Boats Fund (at MCF) and the Emeritus Fund for Advocacy (created Dec 2015, at MCF), and the Climate Change and Casco Bay Fund (created Dec 2018).

We maintain a Line of Credit (never used) for working capital.

Like chimpanzees, dolphins, and crows, octopuses are among the special set of animals that have been observed using tools. Congratulations on reading this small print, thank you.

The combination of the recession beginning in 2008, the decrease in corporate and government resources available, the volatility in the cost of energy, and stock market fluctuations have affected the availability of funding. Many is the year we have anticipated a gap between operating revenue and expenditures.

We anticipated gaps during the short year FY09, and during FY10, FY11, FY12, FY13, and FY14, and then again in FY18 and FY19.

Each time, we budgeted potential use of our funds to help bridge the gap, to maintain the organizational integrity of the team and the annual plan.

The amounts budgeted for each year, were amounts not to exceed \$35k, \$45k, \$45k, \$45k, \$45k, \$26k, \$58k, and \$50k, respectively.

The FY19 budget amount not to exceed \$50k will not be utilized.

Happily, in all years, we have netted more surplus in operations than anticipated, and we have not touched the Contingency Funds.

**Sources of Funds to Use as Additional Resources should the need in Operations arise:**

In the event we have to move, we would request that the Board consider and approve transferring an appropriate amount to cover the costs of the move.

We ask that we not include this in the budget for two reasons: the timing and amount are uncertain, and the budget is already "inflated"

because of campaign costs and planned capital equipment expenditures from the Climate Change and Casco Bay Fund efforts.

	<i>estimated</i>	FYE 3/31/2019	FYE 3/31/2018	FYE 3/31/2017	FYE 3/31/2016	FYE 3/31/2015	FYE 3/31/2014	FYE 3/31/2013
<b>Accumulated Operating Surpluses</b>								
Unrestricted Undesignated Net Assets (does not include Equity in Fixed Assets) (Estimated for 3/31/18)		134,117	131,529	129,740	119,740	143,175	132,633	111,535
Unrestricted Net Assets Designated as Contingency Fund		76,566	76,566	76,566	76,566	76,566	76,566	76,566
Unrestricted Net Assets Designated as Legal Contingency Fund		31,563	31,563	31,563	31,563	30,063	30,063	15,000
<b>Total Accumulated Unrestricted Surplus Available</b>		<b>242,246</b>	<b>239,658</b>	<b>237,869</b>	<b>227,869</b>	<b>249,804</b>	<b>239,262</b>	<b>203,101</b>
<b>Invested Funds Balances at Maine Community Foundation :</b>		2/28/2019						
<i>Value is 12/31 value minus FY19 withdrawals for operations and market values have rebounded since 12/31/18:</i>								
Baykeeping Fund		681,103						
Boats Fund		93,710						
Emeritus Fund for Advocacy		45,696						
<b>Total Invested Funds Balances before 1st quarter 2019 rebound in values</b>		<b>820,509</b>						

For funds invested at Maine Community Foundation, we post net earnings on a quarterly basis.

We usually make our annual draws for operations in two phases, an automatic 4% from the Baykeeping Fund, then by request, an additional 1% draw, and \$10k each from the Boats and Advocacy funds.

The Climate Change and Casco Bay Fund is currently invested in a CD (\$100k) and in a savings/money market account.

Should we decide to budget a Special Allowance Not to Exceed, for FY20, in order to account for how we might pay for a move this year, we would utilize funds from MCF and work with Executive Committee to determine how much.

**Friends of Casco Bay**  
**FY19 Why We Were Underbudget in Expenses**

	<b>FY20 BUDGET</b>	<b>FY19 ACTUAL Projected</b>	<b>FY19 BUDGET</b>	<b>difference</b>	<b>Why We Were Underbudget</b>
<b>Compensation</b>					
Salaries	544,000	518,600	520,000	(1,400)	
Payroll Taxes	42,000	40,000	40,000	-	
Benefits	80,000	69,884	72,000	(2,116)	
Accrued Vacation Adj (non cash)		1,000	-	1,000	
Total Compensation	<b>K 666,000</b>	<b>629,484</b>	<b>632,000</b>	<b>(2,516)</b>	2,516
<b>Program Expenditures</b>					
Baykeeping Program	57,100	22,817	48,830	(26,013)	
<i>Reasons why FY19 ACTUAL less than FY19 BUDGET:</i>					
Postponed Shoreline Cleanup Assessment Technique training to FY20					1,250
Did not attend Waterkeeper Conference					2,000
Color Initiative did not need to spend funds					1,000
Water Reporter costs very low					5,000
Annual Meeting postponed to April 20, 2019, moved to FY20					5,000
Postponed making a film to FY20					3,000
Did not need web designer and other tools					4,300
Aggregate other costs less than budgeted					<u>4,463</u>
					26,013
Boat and Vehicle Expenditures	14,000	12,260	14,160	(1,900)	
Water Quality Monitoring & Other Sampling	65,000 *	12,500	19,600	(7,100)	
<i>Reason why FY19 ACTUAL less than FY19 BUDGET:</i>					
Secchi discs that we decided not to acquire, part of Color initiative					7,500
Pumpout Program	9,300	10,600	8,650	1,950	
Total Program Expenditures	<b>L 145,400</b>	<b>58,177</b>	<b>91,240</b>	<b>(33,063)</b>	
<b>Management &amp; Administration</b>					
<i>Reason why FY19 ACTUAL less than FY19 BUDGET:</i>					
New Copier actually acquired end of FY18					5,300
<b>Fundraising</b>					
Special Events	27,300	13,725	23,300	(9,575)	
Fundraising	33,180	26,500	27,640	(1,140)	
Total Fundraising Expenditures	60,480	40,225	50,940	(10,715)	
<i>Reasons why FY19 ACTUAL less than FY19 BUDGET:</i>					
Hosted only one house party, budgeted for two					5,000
Other events cost a bit less than budgeted					<u>4,200</u>
					9,200
<b>Campaign Expenses</b>					
Special Contingency in case of Office Relocation					
Contingency	12,000	-	20,000	(20,000)	20,000
TOTAL EXPENDITURES	<b>N 954,880</b>	<b>790,636</b>	<b>877,080</b>	<b>(86,444)</b>	<u>82,529</u>