

**THE DELTA KAPPA GAMMA SOCIETY INTERNATIONAL
2020 - 2022 PROPOSED BUDGET
REVENUE**

	A	B	C	D	E	G
1		ADOPTED	ADJUSTED	PROPOSED	PROPOSED	
2		BUDGET	BUDGET	BUDGET	BUDGET	
3		2018-2019	2019-2020	2020-2021	2021-2022	Money coming into the Society
4						
5	Active Dues (54,796 / 53,281) x 40.00	2,325,840	2,215,080	2,191,840	2,131,240	Dues from active members (membership projected for 1st year of biennium/ 2nd year of biennium)
6						
7	Reserve Dues (4,534 / 4,321) x 20.00	99,820	95,120	90,680	86,420	Dues from reserve members (membership projected for 1st year of biennium/2nd year of biennium)
8						
9	Collegiate Membership (60 / 60) x 20.00	2,000	2,000	1,200	1,200	Dues from collegiate membership (based on actual for 2020)
10						
11	Honorary Fees (20 / 20) x 49.50	990	990	990	990	One time fee for honorary member (projected number)
12						
13	Gross from Dues & Fees	2,428,650	2,313,190	2,284,710	2,219,850	Total income from dues and fees
14	Less Transfer to Permanent Fund	0	0			Amount transferred to the Permanent Fund (ISR 4.53b - no less than 5%)
15	Net from Dues & Fees	2,428,650	2,313,190	2,284,710	2,219,850	Actual operating income from dues and fees
16						
17	Society Material Sales	22,000	20,000	18,000	18,000	Sales from the Society store - new member kits, Ceremonies book, GoTo Guide, etc.
18	Journal Subscriptions	900	900	900	900	Outside subscriptions to copies of the <i>Bulletin/Collegial Magazine</i>
19	Web Space Hosting	1,000	1,000	850	850	Fees paid by chapters and state organizations for leasing server space from us for their website
20	GoToMeeting/Webinar	1,700	1,700	1,600	1,600	Fees paid by state organizations for 1/10 cost of GoTo Meeting license for their state to use
21	Royalty Income	15,000	15,000	5,000	5,000	Royalties on publications
22						
23	International Convention	0	0			Income from international convention
24	International Conferences	0	0		325,000	Income from international conferences
25						
26	Ads (Collegial)	1,500	1,500	1,500	1,500	Ads Collegial Magazine, app
27						
28	Admin Fee - International Educators Foundati	24,000	24,000	0	0	Fee paid to Society from Educational Foundation for office space and technology
29	Admin Fee - DKG Supporting Corp.	2,000	2,000	0	0	Fee paid to Society from DKG Supporting Corp. for print, mail, and credit card fees
30	Interest	2,000	2,000	100,000	100,000	Interest from Available Fund
31						
32	SOCIETY OPER. REV. CARRIED FWD.	2,498,750	2,381,290	2,412,560	2,672,700	Income carried forward
33						

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2		BUDGET	BUDGET	BUDGET	BUDGET	
3		2018-2019	2019-2020	2020-2021	2021-2022	Money coming into the Society
34	SOCIETY OPER. REV. BROUGHT FWD.	2,498,750	2,381,290	2,412,560	2,672,700	Income brought forward
35						
36	Permanent Fund	8,500	8,500	9,200	9,200	Transfer from the permanent fund for office space at int. president's apartment
37	Miscellaneous	3,000	3,000	150	150	Other various income that may come up
38						
39	TOTAL REVENUE	2,510,250	2,392,790	2,421,910	2,682,050	Total projected income for the year
40	Balance Brought Forward July 1	76,251	70,611	106,050	86,880	Amount to carry over from the previous year
41	Total Available for Budget	2,586,501	2,463,401	2,527,960	2,768,930	Total money available from the budget
42	TOTAL EXPENDITURES	2,586,501	2,478,401	2,527,960	2,768,930	Total expenses expected for the year
43						Revenue without Convention and Conferences
44	Permanent Fund Request					
45	Recommended Budget Reserve \$5.75 million					CPA recommends that we keep 11/2 to 2 years of operating fund in budget reserve amount is higher due to conference
46	Addition to Budget Reserve					Money added to budget reserve at the end of the fiscal year
47	Contingency for Society Work					Money allocated to the DKG Supporting Corp / Ed Foundation for continue work of the Society based on prior years audit

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2020 - 2022 ADOPTED BUDGET
EXPENDITURES

	A	B	C	D	E	G
1		PROPOSED	ADJUSTED	PROPOSED	PROPOSED	
2		BUDGET	BUDGET	BUDGET	BUDGET	
3		2018-2019	2019-2020	2020-2021	2021-2022	Money paid out from the Society
4						
5	Professional Staff Salaries					
6	Executive Director					Salary for Executive Director
7	Strategic Outreach Director					Salary for Strategic Outreach Director (New position replacing Bus Dir)
8	Membership Director					Salary for Membership Director (position replaced)
9	Director of Technology					Salary for Director of Technology
10	Finance Director					Salary for Finance Director (New position replacing Bus Dir)
11	Total Professional Staff Salaries	275,288	275,288	382,560	394,030	Total professional staff salaries
12						
13	Support Staff Salaries	637,876	637,876	543,200	559,500	Total for all other salaries of employees at Society HQ (12 full time)
14						
15	Payroll Taxes & Benefits					
16	Agency Fee-Temporaries/Background	100	100	100	100	Agency Fee - temp help/background checks
17	Staff Retirement 401(k)	69,987	69,987	69,500	71,250	Retirement Plan for the employees at Society Headquarters paid by the Society
18	Insurance Group Health/Life/Dental	180,000	180,000	180,000	180,000	Health, life, and dental insurance for the employees paid by the Society
19	Social Security - Employer	59,000	59,000	58,000	59,200	Social Security paid by Society
20	Medicare - Employer	13,000	13,000	13,500	13,850	Medicare paid by Society
21	Federal Unemployment	1,000	1,000	2,000	2,000	Federal Unemployment Tax
22	State Unemployment	11,000	11,000	4,000	4,000	State Unemployment Tax
23	Total Payroll Taxes & Benefits	334,087	334,087	327,100	330,400	Total for payroll taxes and benefits
24						
25	Audit Services	8,000	8,000	9,500	9,500	Fees paid to the CPA firm to do the annual audit and file all U.S. 990 Internal Revenue Reports
26	Legal Services	5,000	5,000	2,000	2,000	Fees paid to an attorney for legal advice
27						
28	SOCIETY OPER. EXP. CARRIED FWD.	1,260,251	1,260,251	1,264,360	1,295,430	Subtotal
29						

Administrative Board determines salaries

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2		BUDGET	BUDGET	BUDGET	BUDGET	
3		2018-2019	2019-2020	2020-2021	2021-2022	Money paid out from the Society
30	SOCIETY OPER. EXP. BROUGHT FWD.	1,260,251	1,260,251	1,264,360	1,295,430	Subtotal brought forward
31						
32	Insurance					
33	Professional Liability	7,000	7,000	7,100	7,100	Errors and Omissions Insurance for staff and Administrative Board (professional advice & service)
34	Automobile	450	450	500	500	Employees driving for Society business - ex. Committee dinners, banks, errands
35	Umbrella	1,500	1,500	1,500	1,500	Additional insurance for expanded level of coverage for finances
36	Business	25,000	25,000	27,500	27,500	Society Headquarters property and actual business related areas for employees and Administrative Board
37	Workers' Compensation	3,000	3,000	2,500	2,600	Insurance for work related injuries
38	Total Insurance	36,950	36,950	39,100	39,200	Total insurance costs (excluding employee benefits)
39						
40	Professional Growth					
41	Support Staff	6,000	6,000	6,000	6,000	Money for professional development for the staff
42	Executive Director	3,000	3,000	3,000	3,000	Money for workshops, conferences, webinars, etc.
43	Strategic Outreach Director	3,000	3,000	3,000	3,000	Money for workshops, conferences, webinars, etc. (new position replacing Business Director)
44	Membership Director	3,000	3,000	3,000	3,000	Money for workshops, conferences, webinars, etc.
45	Director of Technology	3,000	3,000	3,000	3,000	Money for workshops, conferences, webinars, etc.
46	Finance Director			3,000	3,000	Money for workshops, conferences, webinars, etc. (new position replacing Finance Director)
47	Total Professional Growth	18,000	18,000	21,000	21,000	Total set aside for professional development for support staff and administrators
48						
49	Technology	90,000	90,000	51,000	55,000	Fees, software, items related to technology- firewall, iMIS dbase, website, supplies (keyboards mice)
50	iMIS Database and Website			40,000	40,000	iMIS License
51	GoToMeeting/Webinar Expense	12,000	12,000	12,000	12,000	Fees paid to have access GoToMeeting and GoToWebinar
52	Office Machines Rental	52,000	52,000	24,100	20,000	Rental fees for leased copiers and postage machine for mailing to our members
53	Office Supplies	9,000	9,000	10,000	10,000	Pens, staplers, scissors, paperclips, paper etc. - for the Society Headquarters (does not include conv/conf)
54						
55	SOCIETY OPER. EXP CARRIED FWD.	1,478,201	1,478,201	1,461,560	1,492,630	Subtotal
56						

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1		PROPOSED	ADJUSTED	PROPOSED	PROPOSED	
2		BUDGET	BUDGET	BUDGET	BUDGET	
3		2018-2019	2019-2020	2020-2021	2021-2022	Money paid out from the Society
57	SOCIETY OPER. EXP BROUGHT FWD.	1,478,201	1,478,201	1,461,560	1,492,630	Subtotal brought forward
58						
59	Commercial Printing	6,000	1,000	4,000	2,500	Outsourced printing for items like DKG letterhead, envelopes and administrative board business cards
60	In-House Printing	20,000	20,000	11,000	11,000	In-House printing of any material for committees, conventions, conferences and material for membership
61	Postage	10,000	10,000	7,500	7,500	Postage
62	Telephone	19,000	19,000	19,000	19,000	Telephone, elevator phone, fax, internet lines, cell allowance for administrators and international president
63	Utilities - Electric/Gas	30,000	30,000	30,000	30,000	Electricity and gas for Society Headquarters
64	Couriers - Services	1,000	1,000	400	400	Mileage to store for HQ and committees, post office runs, bank, etc.
65						
66	Maintenance					
67	Maintenance/Repairs	25,000	25,000	25,000	25,000	Repairs and maintenance work for headquarters - plumber, electrician, heating & ac, roof, etc.
68	Custodial Services/Supplies	19,000	19,000	17,000	17,000	Cleaning service and supplies for cleaning
69	Grounds	16,000	16,000	16,000	16,000	Cutting grass, landscaper, treatment of trees
70	Kitchen Supplies	1,300	1,300	1,200	1,200	Supplies for kitchen and committees - coffee, snacks for meetings, paper goods
71	Security	1,000	1,000	1,500	1,500	Alarm system, monthly monitoring for Society Headquarters
72	Elevator & Chair Lift Service	6,000	6,000	6,000	6,000	State mandated inspection and annual license fees
73	Total Maintenance	68,300	68,300	66,700	66,700	Total cost to maintain Society HQ
74						
75	Property Taxes	70,000	70,000	82,000	84,000	Taxes paid to the City of Austin for property owned by the Society
76						
77	Fees					
78	Bank Fees	1,500	2,000	1,500	1,500	Fees charged for bank services including wire transfers
79	Credit Card Fees	15,000	15,000	2,000	2,000	Credit Card processing fees
80	Total Fees	16,500	17,000	3,500	3,500	Total cost of bank and credit card fees
81						
82	TOTAL SOCIETY OPERATIONAL EXPENS	1,719,001	1,714,501	1,685,660	1,717,230	Total Operational Expenses

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3		2018-2019	2019-2020	2020-2021	2021-2022	Money paid out from the Society
83	SOCIETY ADMINISTRATIVE EXPENSE					
84						
85	Society Materials	20,000	20,000	11,000	11,000	Cost to purchase supplies and materials for membership needs - most printing now in-house
86						
87	Publications					
88	Bulletin/Magazine	238,000	238,000	225,000	225,000	Cost to print and mail the <i>Bulletin/Collegial Magazine</i>
89	Bulletin/Magazine Editor	20,000	20,000	17,000	17,000	Stipend for editor of the Bulletin/Magazine
90	News Printing and Distribution			100,000	100,000	Cost to print and mail DKG News, amount pending member choice
91	News Editor			3,000	3,000	Stipend for editor of the <i>News</i>
92	Total Publications	258,000	258,000	345,000	345,000	Total cost for publications
93						
94	Marketing	40,000	40,000	30,000	30,000	Funds set aside to market the Society, CTAUN, NLS
95	Membership Revitalization/Expansion	25,000	25,000	20,000	20,000	Support to assist struggling state org.
96	DKGNext	0	10,000	11,000	0	IP program for new idea generation for Society request per Becky
97	UN-NGO / UN	600	600	500	500	Funds set aside for primary NGO for work done in association with the United Nations
98						
99	Executive Board					
100	Travel/State Org Presidents	45,000	0	40,000	0	Travel for State Org Presidents, lowered no international travel due COVID19
101	Total Executive Board	45,000	0	40,000	0	Total cost for executive board meeting
102						
103	Administrative Board					
104	Board Meetings	41,000	41,000	35,000	35,000	Travel, food, lodging for board meetings for administrative board meetings
105	Performance Appraisal Team	1,500	1,500	1,500	1,500	Travel, food, lodging for team that evaluates professional staff
106	Dir/Officers Liability Insurance	5,500	5,500	7,000	7,000	Directors & Officers insurance for administrative board
107	Travel/Accident Insurance	1,000	1,000	1,000	1,000	Travel insurance while traveling on Society business for board and international committees
108	Total Administrative Board	49,000	49,000	44,500	44,500	Total costs for administrative board
109						
110	INT'L SOC. ADM. EXP. CARRIED FWD.	437,600	402,600	502,000	451,000	Subtotal

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3		2018-2019	2019-2020	2020-2021	2021-2022	Money paid out from the Society
111	INT'L SOC. ADM. EXP. BROUGHT FWD.	437,600	402,600	502,000	451,000	Subtotal brought forward
112						
113	Orientation for Int.I Leaders (ILOM)	48,000	0	48,000	0	Travel, food, lodging, supplies for training of the new admin board, new comm chairs - formally planning meeting
114						
115	International Conf/State Night \$1,500	0	7,500			Is now part of conference expenses
116						
117	International Conf Expense	5,000	60,000		325,000	Total costs for international conferences
118						
119	L/D Conference/Pre Conf Mtgs	5,000	80,000	2,000	75,000	Cost for meals, meeting rooms, some lodging rooms, AV, supplies - training of new state org. presidents,
120						treasurers, membership chairs, webmasters, EEC - ISR 4.85 g and h
121	L/D Conference Travel State Org Pres	0	40,000	0	45,000	Travel and hotel for new state organization presidents to attend training at the beginning of the biennium
122	State Org Convention/Society Reps	40,000	35,000	46,000	35,000	Travel for Society Representatives to attend state organization conventions, carried some costs from 2019-2020 to 2020-2021 for re-scheduled conferences due to COVID 19
123						
124	Area Representatives					
125	Canada	2,500	2,500	2,500	2,500	Funds for area representative from Canada to visit and assist state organizations in Canada
126	Latin America	2,500	2,500	2,500	2,500	Funds for area representative from Latin America to visit and assist state organizations in Latin America
127	Area Rep. CA - Int'l Conference		1,500		1,500	Up to \$1,500 for each area representative to attend another regional conference other than their own
128	Total Area Representatives	5,000	6,500	5,000	6,500	Total allocated for the area representatives
129						
130	Latin American Leadership Conf	3,000	0	0	3,000	Funds to help cover the costs of the Latin America Leadership Conference
131						
132	Forums					
133	Canadian Forum	3,000	3,000	3,000	3,000	Funds for the Canadian Forum - budgets and final financial reports go to the International President
134	European Forum	3,000	3,000	3,000	3,000	Funds for the European Forum - budgets and final financial reports go to the International President
135	Latin American Forum	3,000	3,000	3,000	3,000	Funds for the Latin American Forum - budgets and final financial reports go to the International President
136	United States Forum	10,000	10,000	10,000	10,000	Funds for the United States Forum - budgets and final financial reports go to the IP along with 990 filing
137	Forum Chairs Meeting	5,000	0	5,000	0	Funds to bring all forum chairs together at request IP
138	Total Forums	24,000	19,000	24,000	19,000	Total for all the forums
139						
140	INT'L. SOC. ADM. EXP. CARRIED FWD.	567,600.00	650,600.00	627,000.00	959,500.00	Subtotal

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2		BUDGET	BUDGET	BUDGET	BUDGET	
3		2018-2019	2019-2020	2020-2021	2021-2022	Money paid out from the Society
141	INT'L. SOC. ADM. EXP. BROUGHT FWD.	567,600.00	650,600.00	627,000.00	959,500.00	Subtotal brought forward
142						
143	Achievement Award	200	200	1,000	1,000	New pin, chain, engraving and/or cleaning of the pin (excludes cost of medallion)
144						
145	International Convention Exp 20/22	155,000	0	80,000	0	Cost of convention
146						
147	Internat'l Convention Pre-Plan 2020/2022					
148	Marketing - Int Convention	3,000	500	1,500	500	Video or other ways to promote attendance at the international convention
149	General Exp - Int Convention	0	3,000		3,000	Any additional expenses prior to the convention
150	State Night	0	5,000	0	0	Is now part of convention budget / ticketed event (will become local promotion)
151	Total Internat'l Convention Pre-Plan	3,000	8,500	1,500	3,500	Total pre-planning cost for international convention
152						
153	Planning-Future Int'l Conv/Conf	3,000	3,000	3,000	3,000	Travel expenses for site visits for conferences and conventions prior to actual event
154						
155	Committees:					
156	Communications & Marketing	6,500	6,500	6,000	6,000	Travel, food and hotel costs for meeting
157	Constitution	6,500	6,500	6,500	6,500	Travel, food and hotel costs for meeting
158	Educators Award	6,500	0	6,000	0	Travel, food and hotel costs for meeting
159	Expansion	6,500	0	6,000	0	Travel, food and hotel costs for meeting
160	Finance	6,500	10,000	6,000	10,000	Travel, food and hotel costs for meeting
161	Golden Gift Fund	6,500	8,000	0	6,000	Travel, food and hotel costs for meeting
162	Non-Dues Revenue	6,500	0	6,000	0	Travel, food and hotel costs for meeting
163	Leadership Development	8,000	0	8,000	0	Travel, food and hotel costs for meeting
164	Membership	6,500	6,500	6,500	6,500	Travel, food and hotel costs for meeting
165	Nominations	10,000	10,000	0	9,000	Travel, food and hotel costs for meeting - IP recommends meeting face to face once per Biennium
166						
167	INT'L SOC. ADM. EXP. CARRIED FWD.	798,800.00	709,800.00	763,500.00	1,011,000.00	Subtotal

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168	INT'L SOC. ADM. EXP. BROUGHT FWD.	798,800.00	709,800.00	763,500.00	1,011,000.00	Subtotal brought forward
169						
170	Committees (continued):					
171	Educational Excellence	6,500	0	6,000	0	Travel, food and hotel costs for meeting
172	Scholarship	6,500	0	6,000	0	Travel, food and hotel costs for meeting
173	World Fellowship	6,500	0	6,000	0	Travel, food and hotel costs for meeting
174	Editorial Board	5,500	0	5,500	0	Travel, food and hotel costs for meeting
175	Int'l Speakers Fund	100	100	100	0	Travel, food and hotel costs for meeting
176	Arts and Humanities Jury	5,000	0	5,000	0	Travel, food and hotel costs for meeting
177	Total Committee Expenses	100,100	47,600	79,600	44,000	Total costs for international committee meetings
178						
179	Historical Preservation	100	100	100	100	Preservation of artifacts
180	Consultant Fee	7,000	7,000	5,000	5,000	Funds set aside for outside consultation
181	International President	2,500	2,500	2,500	2,500	Funds set aside for international president exp. Like attending a funeral of a past international president
182	International President's Pin	0	400	0	500	Funds for an international president's pin and /or cleaning of the pin
183	Apartment Lease (including utilities)	24,000	24,000	27,600	27,600	Lodging for IP and other members while in Austin (1/3 reimbursed by permanent fund for office in IP Apt)
184						
185	Miscellaneous Expense	5,000	5,000	5,000	5,000	Other extra items
186	Investigative Research Austin Property		15,000	10,000	0	Expense for research on possible uses/alternatives for Austin office
187						
188	TOTAL INT'L SOCIETY ADMIN. EXP	867,500	763,900	842,300	1,051,700	Total Int'l Society admin expense projected for the fiscal year
189	TOTAL SOCIETY OPERATIONAL EXP	1,719,001	1,714,501	1,685,660	1,717,230	Total Society operational expense projected for the fiscal year
190	TOTAL EXPENSES	2,586,501	2,478,401	2,527,960	2,768,930	Total expenses projected for the fiscal year