



Revenue

		Amount	Account
<b>General</b>			
1001	Miscellaneous Income	\$0	41400
1002	Interest - checking	\$0	41301
1003	APA Rebate	\$39,100	41101
1004	Chapter Only Dues	\$500	41200
1000	<i>Subtotal</i>	\$39,600	
<b>Chapter Administrator</b>			
1011		\$0	
1010	<i>Subtotal</i>	\$0	
<b>By Board Member responsibility</b>			
<b>President</b>			
1021	CPC Travel Assistance Grant (Postponed until 2012 Conference in LA)	\$0	62500
1020	<i>Subtotal</i>	\$0	
<b>PDO</b>			
1031	Sales of the CPC AICP Exam Study Guide through the Chapter Office--SALES	\$400	41130
1030	<i>Subtotal</i>	\$400	
<b>Policy and Legislation</b>			
1041	Sponsorship for legislative committee meeting	\$400	
1042	CPC Peer to Peer grant	\$2,000	
1040	<i>Subtotal</i>	\$2,400	
<b>Chapter Affairs</b>			
1051	Vendors	\$6,900	45200
1052	Registrations	\$73,750	45100
1050	<i>Subtotal</i>	\$80,650	
<b>External Affairs</b>			
1061	Newsbrief	\$600	
1062	Website job ads	\$500	48501
1060	<i>Subtotal</i>	\$1,100	
<b>Planning Director</b>			
1071		\$0	
1070	<i>Subtotal</i>	\$0	
<b>Sections</b>			
1081	Symposia Registration	\$4,000	49000
1082	Symposia Sponsorship(s)	\$1,000	49000
1083	Section Registrations	\$0	49000
1080	<i>Subtotal</i>	\$5,000	
<b>Membership</b>			
1091		\$0	
1090	<i>Subtotal</i>	\$0	
<b>Ethnic and Cultural Diversity</b>			
1101		\$0	42000
1100	<i>Subtotal</i>	\$0	
<b>Total Revenue</b>		<b>\$129,150</b>	

## Expenses

General			
2001	Five percent of revenue deposited to Chapter CD as emergency fund	\$553	
2002	Accounting Tax Prep	\$0	76300
2003	Consulting	\$0	76400
2004	Other Professional Fees	\$0	76000
2005	Audit/Financial Review	\$0	60100
2006	Insurance	\$600	
2000	<i>Subtotal</i>	\$1,153	
Chapter Administrator			
2010	Credit Card Processing Fees	\$1,300	60240
2011	Bank Service Charges	\$0	72000
2012	Office Supplies	\$100	77000
2013	Postage and Delivery	\$100	75000
2014	E-mail	\$0	60210
2015	List Serve	\$0	60220
2016	Telephone / Fax	\$180	60230
2017	Admin/Staff Travel	\$0	60200
2018	General Direct Expenses	\$0	60200
2019	Accounting Services (Chapter Administrator)	\$500	60200
2021	Management Fees	\$21,600	
2022	General Administrative Expenses	\$0	60000
2020	<i>Subtotal</i>	\$23,780	
Board Resources			
2031	Meetings	\$1,000	62300
2032	Meetings - Board Travel	\$450	62300
2033	Bi-Annual Retreat	\$0	62300
2034	Elections	\$0	62200
2035	Student Travel to Board Meetings	\$300	62100
2036	Annual Report Production	\$400	67300
2030	<i>Subtotal</i>	\$2,150	
By Board Member responsibility			
President			
	Spring 2011 APA Leadership Meeting (Boston) – airfare, accommodations, r	\$800	62500
	Fall 2011 APA Leadership Meeting (Washington, DC) – accommodations, me	\$400	62500
	2011 Annual Chapter Conference (Wintergreen) – conference registration, s	\$0	62500
	Other Travel TBD	\$150	62500
	Discretionary Expenses	\$150	62500
	<i>Subtotal</i>	\$1,500	
PDO			
	Travel costs – Boston	\$1,100	62400
	Travel costs – APA Virginia conference	\$0	62400
	Purchase CDs from APA National (exam prep)	\$200	61000
	Postage	\$0	61000
	APA Chapter CM Program annual fee. Allows the chapter to register an unli	\$1,000	61000
	Support to other partnered Virginia organizations to register as CM provide	\$0	61000
	Postage and packaging supplies for the Chapter's AICP CM CD loan program	\$200	61000
	Funding to cover msc. expenses associated with proposed AICP exam prep s	\$100	61000
	<i>Subtotal</i>	\$2,600	
Policy and Legislation			



VP Travel--APA Virginia Conference	\$50	65100
VP Travel--APA Legislative & Policy Program Briefing	\$1,100	65100
VP Travel--APA Delegate Assembly/ Legislative Liasons Meeting (pre-confer	\$1,100	65100
Legislative Committee Annual Meeting	\$400	65750
Consultant Services--contracted	\$15,750	65400
Consultant Services--overtime and additional	\$500	65400
Policy & Legislation--Other	\$150	65000
<i>Subtotal</i>	\$19,050	

Chapter Affairs

Travel	\$500	62100
Conference Expenses (non-food)	\$24,250	70200
Conference Expenses (food-\$142.68 per person)	\$37,292	70200
<i>Subtotal</i>	\$62,042	

External Affairs

Website maintenance/ hosting	\$750	60400
Online Event Registration (Constant Contact ®)	\$150	
Conference Awards	\$1,000	68100
Conference Student Recognition (Outstanding Students)	\$200	68630
Other External Affairs at Conference	\$0	70200
Conference - Student representatives	\$600	70200
Other Conference Expenses	\$0	70200
Newsbrief Mailing	\$0	67520
Newsbrief Printing	\$0	67510
Newsbrief Graphic Designer	\$2,000	67500
Newsbrief Travel	\$600	67500
Newsbrief Other	\$0	67500
Logo apparel setup fee	\$100	
National Community Planning Month	\$25	68700
<i>Subtotal</i>	\$5,425	

Planning Director

Planning Directors Committee*** (change title)	\$650	64000
<i>Subtotal</i>	\$650	

Sections

Misc. training and social events hosts by chapter sections	\$4,400	69000
VP Sections Travel	\$500	69000
Symposia	\$4,000	69000
<i>Subtotal</i>	\$8,900	

Membership

Outreach and other membership services	\$150	68000
<i>Subtotal</i>	\$150	

Ethnic and Cultural Diversity

Committee Meetings	\$250	62100
Brochure Printing	\$600	68210
Networking Events	\$900	68220
<i>Subtotal</i>	\$1,750	

**Total Expenses**      \$129,150

Balance      \$0.00