

MCKINNEY COMMUNITY DEVELOPMENT CORPORATION

Grant Application

Fiscal Year 2017

IMPORTANT:

- Please read the McKinney Community Development Corporation Grant Guidelines prior to completing this application.
- The Grant Guidelines and Application are available at www.mckinneycdc.org; by calling 972.547.7653 or by emailing cschneible@mckinneycdc.org
- **Please call to discuss your plans for submitting an application in advance of completing the form.** A completed application and all supporting documents are required to be submitted via email or on a thumb drive for consideration by the MCDC board. Please submit the application to:

McKinney Community Development Corporation
5900 S. Lake Forest Blvd., Suite 110
McKinney, TX 75070

- *If you are interested in preliminary Board of Directors review of your project proposal or idea, please complete and submit the **Letter of Inquiry** form, available at www.mckinneycdc.org, by calling 972.547.7653 or emailing cschneible@mckinneycdc.org.*

Applications must be completed in full, using this form, and received by MCDC, via email or on a thumb drive, by 5:00 p.m. on the date indicated in schedule below.

Please indicate the type of funding you are requesting:

- | | |
|---|---|
| <input type="checkbox"/> Project Grant
Projects that are eligible for funding in accordance with the Type B sales tax statute (refer to examples in Grant Guidelines) and that advance the mission of MCDC. | <input type="checkbox"/> Promotional or Community Event Grant (maximum \$15,000)
Initiatives, activities or events that promote the City of McKinney for developing new or expanded business opportunities and/or tourism – and enhancing quality of life for McKinney residents. |
|---|---|

Promotional and Community Event Grants:

Application Deadline	Presentation to MCDC Board	Board Vote and Award Notification
Cycle I: November 30, 2017	December 2017	January 2018
Cycle II: May 31, 2018	June 2018	July 2018

Project Grants:

Application Deadline	Presentation to MCDC Board	Board Vote and Award Notification
Cycle I: January 3, 2018	January 2018	February 2018
Cycle II: March 30, 2018	April 2018	May 2018
Cycle III: June 29, 2018	July 2018	August 2018

APPLICATION

ORGANIZATION INFORMATION

Name: The Heritage Guild of Collin County

Federal Tax I.D.: 75-1602150

Incorporation Date: 1973

Mailing Address: P.O. Box 583

City McKinney

ST: TX

Zip: 75070

Phone: 972-562-8790

Fax: 972-562-8790

Email: director@chestnutsquare.org

Website: www.chestnutsquare.org

Check One:

Nonprofit – 501(c) Attach a copy of IRS Determination Letter

Governmental entity

For profit corporation

Other

Professional affiliations and organizations to which your organization belongs: Go Texan (Tx Dept of Ag), Association of Living History, Center for Non-Profit Management, Texas Assoc of Museums, Collin County Historical Commission, McKinney Chamber of Commerce

REPRESENTATIVE COMPLETING APPLICATION:

Name: Jaymie Pedigo

Title: Executive Director

Mailing Address: PO Box 583

City: McKinney

ST: TX

Zip: 75069

Phone: 972-562-8790

Fax:

Email: director@chestnutsquare.org

CONTACT FOR COMMUNICATIONS BETWEEN MCDC AND ORGANIZATION:

Name: Jaymie Pedigo

Title: Executive Director

Mailing Address: PO Box 583

City: McKinney

ST: TX

Zip: 75069

Phone: 972-562-8790

Fax:

Email: director@chestnutsquare.org

FUNDING

Total amount requested: \$15,000

PROJECT/PROMOTION/COMMUNITY EVENT

Start Date: 8/2017

Completion Date: 12/2017

BOARD OF DIRECTORS *(may be included as an attachment)*

Greg Dawson, Chair

Rick Glew, Vice Chair

Jennifer Cobb, Treasurer

Kathy Moore

Carol Ownby

Adam Pagano

Sandi Dinehart

Stan Penn

Stella Stevens

LEADERSHIP STAFF *(may be included as an attachment)*

Jaymie Pedigo, E.D.

Alice Yeager, Bookkeeping, Membership Manager

Leisha Phipps, Curation

LaDonna Doyle, Education Event Coordinator

Kim Ducote, Facilities Sales & Coordinator

Sherri Murphy, Marketing Coordinator

Using the outline below, provide a written narrative no longer than 7 pages in length:

I. Applying Organization

Describe the mission, strategic goals and objectives, scope of services, day to day operations and number of paid staff and volunteers.

Disclose and summarize any significant, planned organizational changes and describe their potential impact on the Project/Promotion/Community Event for which funds are requested.

Who Are We?

With a mission of celebrating community, preserving history and inspiring the future, The Heritage Guild of Collin County, a 501(c)(3) nonprofit organization, oversees Chestnut Square Historic Village. The Village is comprised of five historic homes, a historically accurate replica of a one-room schoolhouse, a chapel, a store, a reception house, and a Visitors Center all settled on 2.5 acres just south of the downtown McKinney Square. Also included on the bucolic grounds are a blacksmith shop, smoke house, a (non-functioning) outhouse, and a reception pavilion and gardens. Buildings feature period artifacts highlighting the lifestyles of people living in Collin County during the nearly 100 years spanning 1854 to 1930.

How Did We Come to Be?

In the early 1970s, it became evident to McKinney resident Joan Palmer Hughston that the unique heritage of the city needed to be recorded and preserved for those currently living there, future generations and visitors to the region. Beautiful historic structures required attention and care, so with foresight and determination Mrs. Hughston organized a small group of local women to ensure an emblematic sample of the city's past be maintained, studied and shared.

Their vision was to establish a village where all who wished to experience buildings, artifacts and grounds showcasing how people lived during a key period in Collin County history could gather and celebrate their communal past. The first project this dedicated group launched was to host a Christmas tour of homes, with Joan's Mother-in-Law, Margaret Hughston's home on Howell Street representing A Children's Christmas, Joan's on Louisiana depicting A Victorian Christmas, Ethel Holt showing her farm house as A Farm Christmas, Martha Schubert offering A Family Christmas and Nanette Boyd's home depicting A Modern Christmas.

That first Home Tour was a Great Success and continues to be so Today!

Such were the financial rewards garnered through this event the proceeds enabled the group to begin the purchase of The Dulaney House and the Dulaney Cottage on Chestnut Street. These homes became the cornerstone of what we today call Chestnut Square Historic Village.

Subsequently, in 1974 the Heritage Guild of Collin County was formed to perpetuate the preservation of Chestnut Square Historic Village. The spirit and commitment of our founders still serves as a beacon, motivating our continued efforts to build a living portrait of McKinney and Collin County to this day.

Why Are We Important?

We accomplish our mission by providing educational programs, tours and picturesque venues for local weddings, meetings and social gatherings of all kinds. Chestnut Square hosts community events that bring people together to celebrate Collin County's heritage such as our Farmers Market which recreates the feel of bygone market days held in the old Jockey lot in downtown McKinney.

In addition, we maintain historic buildings, artifacts and grounds that illustrate and inform people about the past, serving to inform the future. Our educational programming demonstrates and disseminates information about the way people lived from 1850-1940, and we support Collin County and McKinney in achieving a community which owns its singular legacy in stewardship of its prosperous future.

A gem in the crown of Chestnut Square is our collection of structures that physically depict the everyday environment of those who came before. Considered the oldest standing house in McKinney, **The Faires House** was built by John Faires who arrived in the city and built his home in 1854. This Greek-revival shotgun style building boasts a front door hand-chiseled by Mr. Faires himself.

Built in 1863, The Taylor Inn, otherwise known as the **'Two-Bit' Taylor Inn**, provided drummers (or salesmen) a bed for the night, laundered clothes and offered a hot breakfast, all for 25 cents. In 1892, J.B. Wilmeth built the second schoolhouse in McKinney which was in use until 1922. The replica at the Village was built in 2005 and features two front doors, one for girls and the other for boys.

Home to Dr. Joseph Dulaney and his wife, the signature 1875 **Dulaney Cottage** was originally located on the corner of Chestnut and Anthony Street. Dr. Dulaney was a surgeon during the Civil War, and his office displays several of the doctor's medical pieces that were used in the 19th century.

When Dr. Dulaney passed, his wife, Lucy Ann Field, moved into **The Dulaney House** that was built by her brother and prominent Dallas banker, John Field. The home features sleeping quarters, original fixtures, solid mahogany pocket doors and (prestigious!) indoor plumbing. John Field was insistent that his sister live with prominence, and so he had the Dulaney Cottage moved from the corner lot in order that the grander "house" be built on the more significant parcel.

Built in 1870, **The Johnson House**, a stunning Victorian Cottage with Italianate eave brackets standing still on its original location, was home to State Senator and Legislator John Johnson who was known as a colorful politician credited with writing the Homestead Bill.

The Brimer Anderson Grocery, known as "**Dixie's Store**", the **Chapel at Chestnut Square** and **The Bevel House** round out the collection. All are historic, all significant to the story of McKinney.

Featured **Education Programming** includes Guided Village Tours for all ages, field trips that meet TEKS requirement for 2nd and 3rd grade (and can be modified for K-5), preschool programs, Boy & Girl Scout and other special educational events.

The Need

Chestnut Square Historic Village recognizes the importance of raising support from a plurality of funding streams. We currently pursue revenue through:

- Volunteers/Members
- Grants/Donations
- Sponsorships
- Programming/Events
- Facility Rentals

Chestnut Square faces the ongoing challenges of stewarding and preserving historic structures requiring authenticity and expensive upkeep. We are committed to preserving these precious symbols of our past with integrity and high standards, thereby serving the community whose history we represent.

While memberships, grants, events and earned income provide critical funding each year, the trials of maintaining seven 100+ year old buildings, three additional buildings, three structures and 2 acres of park-like grounds is a never-ending task.

Every penny raised by the Guild is put to good use in support of bringing our past to life for the enjoyment of our residents, students and guests. As a privately held charitable organization, we do not receive automatic public support and, as such, strive constantly to bridge the gap to ensure financial stability, fiduciary responsibility and funding for future growth.

The programs of the Heritage Guild of Collin County and the attractions of Chestnut Square host over 50,000 visitors annually, where "we bring history to life!"

Currently, the staff consists of an Executive Director; Bookkeeper & Membership Manager; Wedding and Events Sales Manager, part-time curator, a part-time education coordinator, part-time volunteer and social media manager, a contract Market Manager and Development Director. All programs are supported by volunteers, who contribute nearly 10,000 hours each year.

II. Project or Promotion/Community Event (whichever is applicable)

- Outline details of the Project/Promotion/Community Event for which funds are requested. Include information regarding scope, goals, objectives, target audience.
-

We are asking for funds to support the Farmers Market, The Annual Killis Melton Ice Cream Crank Off, and the Tour de Coop, an educational and fun way to learn about chicken keeping.

- The Farmers Market funds would be used for advertising both locally and in Edible Dallas, a "foodie" magazine supporting local sourcing. One emphasis in the coming year is to build a relationship with our new neighbors in an effort to become their "grocery" store. We are also open to re-establishing a market for our underserved community.
- Tour de Coop – the chicken coop tour has become an anticipated program of HGCC and a profitable event of the Farmers Market. Net income has been steady the 2 years that we have hosted the tour, at approximately \$9,500, making it more profitable than either the Ghost Walk or the Ice Cream Crank Off. Continued advertising in industry publications can help broaden our tourist audience.
- The Ice Cream Crank-Off is not a fundraiser, but a community event designed to keep part of McKinney's history alive. The 2017 event was thought to be the most successful year to date. Although we had logistical challenges related to the unexpected crowd, we have solutions for those issues and believe we can provide a better experience this year. (TV spots on Channel 5 and Good Morning Texas don't hurt – last year we met folks from Cleburne, Sulphur Springs, Garland & The Colony. This year maybe we'll get a few from further away!)
- **For Promotional Grants/Community Events – describe how this initiative will promote the City of McKinney for the purpose of business development and/or tourism.**

These events help MCDC meet their goals of both attracting visitors to McKinney and by providing quality of life events for our residents. Chestnut Square is a focal point for the Historic Downtown Square and the city and provides unique recreational tours and events for families.

Weddings held at Chestnut Square often bring overnight guests, who stay and eat in McKinney businesses. The new Sheraton has already mentioned that they have hosted many wedding parties who are booked at our chapel. Additionally, these parties utilize local caterers, florists, beauty services, etc. for their events.

- Describe how the proposed Project/Promotion/Community Event fulfills strategic goals and objectives for your organization.

Our goal of bringing history to life is the theme of all of our events; educational programs, special events and fundraisers all fit our historic mission.

- Please also include planned activities, time frame/schedule, and estimated attendance and admission fees if applicable.
- Include the venue/location for Project/Promotion/Community Event?
- Provide a timeline for the Project/Promotion/Community Event.

Planning for these events is already in place, with the exception of the Ice Cream Crank Off, for which planning will begin in February. Most of our events are on a year-round planning cycle.

- Detail goals for growth/expansion in future years.

Project Grants – please complete the section below:

- | | | |
|-----------------------------|------------------------------|-----------------------------|
| • An expansion/improvement? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A replacement/repair? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A multi-phase project? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A new project? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Has a feasibility study or market analysis been completed for this proposed project? *If so, please attach a copy of the Executive Summary.*

Provide specific information to illustrate how this Project/Promotion/Event aligns with one or more of the goals and strategies adopted by McKinney City Council and McKinney Community Development:

- Eligible for MCDC consideration under Sections 501 to 505 of the Texas Local Government Code (refer to MCDC Grant Guidelines)
- Support cultural, sports, fitness, entertainment, community projects and events that attract resident and visitor participation and contribute to quality of life, business development and growth of McKinney sales tax revenue
- Highlight and promote McKinney as a unique destination for residents and visitors alike
- Meet citizen needs for quality of life improvements, business development and sustainable economic growth for residents in the City of McKinney
- Demonstrate informed financial planning – addressing long-term costs, budget consequences and

- sustainability of projects for which funding is requested
- Educate the community about the impact local dining and shopping has on investment in quality of life improvements in McKinney

Indicate which goal(s) listed above will be supported by the proposed Project/Promotion/Event:

Several of the MCDC goals are met by HGCC events – promoting McKinney as a unique tourist destination, contribute to the quality of life for McKinney residents, and promoting McKinney business by not only attracting tourists, but also referrals to wedding and event parties for their ancillary goods and service needs.

Has a request for funding, for this Project/Promotion/Community Event, been submitted to MCDC in the past?

Yes No

III. Financial

- Provide an overview of the organization’s financial status including the impact of this grant request on organization mission and goals.
- Please attach your budget for the current year and audited financial statements for the preceding two years. If audited financials are not available, please indicate why.

What is the estimated total cost for this Project/Promotion/Community Event?

Event	Exp	Advertising	% MCDC (Adv)
Farmers Market	\$12,500	\$15,000	45%
Ice Cream Crank Off	\$3,500	\$5,000	80%
Tour de Coop	\$1,500	\$5,000	80%
Total	\$17,500	\$25,000	\$15,000

(Include a budget for the proposed Project/Promotion/Community Event.)

What percentage of Project/Promotion/Community Event funding will be provided by the Applicant?

Farmers Market – 75%

Tour de Coop – 40%

Ice Cream Crank Off – 53%

Are Matching Funds available? SOME Yes No

Cash \$	Source	% of Total
In-Kind \$	Source	% of Total

In-Kind services will be provided for much of the design & layout work for consumable marketing materials. Additionally, we will continue to leverage advertising funds with editorial content.

Are other sources of funding available? *If so, please list source and amount.*

Sponsorships

Have any other federal, state, or municipal entities or foundations been approached for funding? *If so, please list entity, date of request and amount requested.*

IV. Marketing and Outreach

Describe marketing plans and outreach strategies for your organization, for the Project/Promotion/Community Event for which you are requesting funding – and how they are designed to help you achieve current and future goals.

Events at Chestnut Square, are promoted year-round through the City's Historic Preservation calendar, "rack cards" with all activities at the CVB, Chamber and throughout McKinney, Collin County and at travel centers throughout Texas. Posters for each event are distributed throughout Collin County. Advertising is focused on food and tour magazines with spot ads in local and regional papers, and on local radio.

We are continuing our efforts to 1) rebrand as a museum and tourist attraction, so further outreach throughout Texas is one goal – some of these funds would be used to advertise in state-wide publications.

And 2) continued collaborations with the other museums in downtown. Last March we launched a collaborative membership with the 2 other history museums in downtown, The Heard Craig Center and the Collin County History Museum. Each museum is hosting 4 free events for this level of membership – we have 40 Heritage Alliance members. We are focusing our efforts on growing this membership in 2018.

V. Metrics to Evaluate Success

Outline the metrics that will be used to evaluate success of the proposed Project/Promotion/Community Event. If funding is awarded, a final report will be required summarizing success in achieving objectives outlined for the event.

All events are evaluated by using an exit survey to assess advertising effectiveness. We continue to be amazed at the number of people who visit from outside the area.

Acknowledgements

If funding is approved by the MCDC board of directors, Applicant will assure:

- The Project/Promotion/Community Event for which financial assistance is sought will be administered by or under the supervision of the applying organization;
- All funds awarded will be used exclusively for the purpose described in this application;
- MCDC will be recognized in all marketing, outreach, advertising and public relations as a funder of the Project/Promotion/Community Event. Specifics to be agreed upon by applicant and MCDC and included in an executed performance agreement;

- Organization's officials who have signed the application are authorized by the organization to submit the application;
- Applicant will comply with the MCDC Grant Guidelines in executing the Project/Promotion/Community Event for which funds were received.
- A final report detailing the success of the Project/Promotion/Community Event, as measured against identified metrics, will be provided to MCDC no later than 30 days following the completion of the Project/Promotion/Community Event.
- Up to 80% of the approved grant may be provided, on a reimbursement basis, prior to conclusion of the Project/Promotion/Community Event with submission of invoices/receipts to MCDC. The final 20% may be paid following MCDC's receipt of unpaid invoices/receipts; documentation of fulfillment of obligations to MCDC; and final report on the Project/Promotion/Community Event.
- The required performance agreement will contain a provision certifying that the applicant does not and will not knowingly employ an undocumented worker in accordance with Chapter 2264 of the Texas Government Code, as amended. Further, should the applicant be convicted of a violation under 8 U.S.C. § 1324a(f), the applicant will be required to repay the amount of the public subsidy provided under the agreement plus interest, at an agreed to interest rate, not later than the 120th day after the date the MCDC notifies the applicant of the violation.

We certify that all figures, facts and representations made in this application, including attachments, are true and correct to the best of our knowledge.

Chief Executive Officer

Representative Completing Application



Signature

Signature

Jaymie Pedigo
Printed Name
11/30/17

Same
Printed Name

Date

Date

INCOMPLETE APPLICATIONS, OR THOSE RECEIVED AFTER THE DEADLINE, WILL NOT BE CONSIDERED.

CHECKLIST:

Completed Application:

- Use the form/format provided
- Organization Description
- Outline of Project/Promotion/Community Event; description, goals and objectives
- Indicate the MCDC goal(s) that will be supported by this Project/Promotion/Community Event
- Project/Promotion/Community Event timeline and venue
- Plans for marketing and outreach
- Evaluation metrics
- List of board of directors and staff

Attachments:

- Financials: organization's budget for current fiscal year; Project/Promotion/Community Event budget; audited financial statements
- Feasibility Study or Market Analysis if completed (Executive Summary)
- IRS Determination Letter (if applicable)

A FINAL REPORT IS TO BE PROVIDED TO MCDC WITHIN 30 DAYS OF THE EVENT/COMPLETION OF THE PROJECT/PROMOTION/COMMUNITY EVENT.

FINAL PAYMENT OF FUNDING AWARDED WILL BE MADE UPON RECEIPT OF FINAL REPORT.

PLEASE USE THE FORM/FORMAT OUTLINED ON THE NEXT PAGE.



McKINNEY COMMUNITY DEVELOPMENT CORPORATION

Final Report

Organization:

Funding Amount:

Project/Promotion/Community Event:

Start Date:

Completion Date:

Location of Project/Promotion/Community Event:

Please include the following in your report:

- Narrative report on the Project/Promotion/Community Event
- Identify goals and objectives achieved
- Financial report – budget as proposed and actual expenditures, with explanations for any variance
- Samples of printed marketing and outreach materials
- Screen shots of online promotions
- Photographs, slides, videotapes, etc.
- Performance against metrics outlined in application

Please submit Final Report no later than 30 days following the completion of the Project/Promotion/Community Event to:

McKinney Community Development Corporation
5900 S. Lake Forest Blvd., Suite 110
McKinney, TX 75070

Attn: Cindy Schneible
cschneible@mckinneycdc.org

The Heritage Guild of Collin County
Balance Sheet
 As of September 30, 2017

	Sep 30, 17	Sep 30, 16	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
10000 · Petty Cash	76.77	150.00	(73.23)
10020 · Independent Bank - Operations	1,260.25	6,533.30	(5,273.05)
10030 · Independent Bank - Endowment	42,508.41	44,107.46	(1,599.05)
10060 · PayPal	1,191.84	(45.89)	1,237.73
Total Checking/Savings	<u>45,037.27</u>	<u>50,744.87</u>	<u>(5,707.60)</u>
Accounts Receivable			
11000 · Accounts Receivable	7,981.84	14,201.00	(6,219.16)
Total Accounts Receivable	<u>7,981.84</u>	<u>14,201.00</u>	<u>(6,219.16)</u>
Other Current Assets			
12000 · Undeposited Funds	25,485.00	3,060.00	22,425.00
Total Other Current Assets	<u>25,485.00</u>	<u>3,060.00</u>	<u>22,425.00</u>
Total Current Assets	<u>78,504.11</u>	<u>68,005.87</u>	<u>10,498.24</u>
Fixed Assets	<u>1,873,745.29</u>	<u>1,873,745.29</u>	<u>0.00</u>
TOTAL ASSETS	<u><u>1,952,249.40</u></u>	<u><u>1,941,751.16</u></u>	<u><u>10,498.24</u></u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
20000 · Accounts Payable	36,326.55	5,731.63	30,594.92
Total Accounts Payable	<u>36,326.55</u>	<u>5,731.63</u>	<u>30,594.92</u>
Other Current Liabilities			
24400 · Deferred Revenue, Dulaney House	0.00	1,500.00	(1,500.00)
24450 · Wedding Damage Deposit	8,000.00	19,750.00	(11,750.00)
24500 · Deferred Income Billings			
24510 · Weddings	35,590.00	55,775.00	(20,185.00)
Total 24500 · Deferred Income Billings	<u>35,590.00</u>	<u>55,775.00</u>	<u>(20,185.00)</u>
26000 · Security Deposits, Other	200.00	200.00	0.00
Total Other Current Liabilities	<u>43,790.00</u>	<u>77,225.00</u>	<u>(33,435.00)</u>
Total Current Liabilities	<u>80,116.55</u>	<u>82,956.63</u>	<u>(2,840.08)</u>
Total Liabilities	<u>80,116.55</u>	<u>82,956.63</u>	<u>(2,840.08)</u>
Equity			
30000 · Unrestricted Fund Balance	1,892,627.43	1,829,235.54	63,391.89
Net Income	(20,494.58)	29,558.99	(50,053.57)
Total Equity	<u>1,872,132.85</u>	<u>1,858,794.53</u>	<u>13,338.32</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,952,249.40</u></u>	<u><u>1,941,751.16</u></u>	<u><u>10,498.24</u></u>

The Heritage Guild of Collin County Profit & Loss Budget vs. Actual January through September 2017

Ordinary Income/Expense	Jan - Sep 17	Budget	\$ Over Budget	% of Budget
Income				
41000 · Direct Public Support				
41010 · Membership Dues	465.83	2,000.00	(1,534.17)	23.29%
41020 · Donations, General Public	4,304.58	4,700.00	(395.42)	91.59%
41030 · Corporate Contributions	36,964.75	21,000.00	15,964.75	176.02%
41050 · Special Purpose Gifts	28,015.00	24,500.00	3,515.00	114.35%
41060 · McKinney Heritage Membership	555.43	0.00	555.43	100.0%
Total 41000 · Direct Public Support	70,305.59	52,200.00	18,105.59	134.69%
42000 · Program Revenues				
42010 · Farmers' Market	49,477.42	44,500.00	4,977.42	111.19%
42020 · Tour de Coop	12,412.08	7,500.00	4,912.08	165.49%
42030 · Merchandise Sales	87.23	800.00	(712.77)	10.9%
42040 · Education Programs	4,961.00	6,500.00	(1,539.00)	76.32%
42050 · Ghostly Haunting	1,800.00	2,400.00	(600.00)	75.0%
42070 · Prairie Camps	9,720.00	11,000.00	(1,280.00)	88.36%
42080 · Public Village Tour	2,379.56	1,600.00	779.56	148.72%
42085 · Pumpkin Patch & Farm Days	210.00	2,000.00	(1,790.00)	10.5%
42090 · Tea & Tour	1,690.00	4,500.00	(2,810.00)	37.56%
42100 · Trolley Tour	1,552.70	600.00	952.70	258.78%
Total 42000 · Program Revenues	84,289.99	81,400.00	2,889.99	103.55%
42500 · Event & Fundraising Revenues				
42520 · Farm to Table Dinner	41,540.00	30,000.00	11,540.00	138.47%
42540 · Fashion Show	2,894.87	3,250.00	(355.13)	89.07%
42550 · Ghost Walk	330.00	500.00	(170.00)	66.0%
42560 · Holiday Home Tour	2,826.40	0.00	2,826.40	100.0%
42570 · Ice Cream Crank Off	9,301.25	8,000.00	1,301.25	116.27%
42580 · Murder Mystery	1,750.01	2,000.00	(249.99)	87.5%
42699 · Other Event/Fund Raising Income	4,971.00	2,500.00	2,471.00	198.84%
Total 42500 · Event & Fundraising Revenues	63,613.53	46,250.00	17,363.53	137.54%
43000 · Facility Rentals				
43010 · Weddings	120,405.00	119,000.00	1,405.00	101.18%
43020 · Rentals	1,900.00	1,500.00	400.00	126.67%
Total 43000 · Facility Rentals	122,305.00	120,500.00	1,805.00	101.5%
44000 · Other Operating Income				
44010 · Arcadia Book Royalties	0.00	37.50	(37.50)	0.0%
44020 · Background Check Fees	(151.15)	0.00	(151.15)	100.0%
44040 · Miscellaneous Revenue	26.77	0.00	26.77	100.0%
Total 44000 · Other Operating Income	(124.38)	37.50	(161.88)	(331.68%)
45000 · Investments				
45030 · Interest-Savings, Short-term CD	36.19	28.00	8.19	129.25%
Total 45000 · Investments	36.19	28.00	8.19	129.25%
Total Income	340,425.92	300,415.50	40,010.42	113.32%
Gross Profit	340,425.92	300,415.50	40,010.42	113.32%
Expense				
61100 · Wedding Expenses				

The Heritage Guild of Collin County
Profit & Loss Budget vs. Actual
January through September 2017

	<u>Jan - Sep 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
61110 · Wedding Costs	8,092.80	11,800.00	(3,707.20)	68.58%
61100 · Wedding Expenses - Other	2,520.83	0.00	2,520.83	100.0%
Total 61100 · Wedding Expenses	10,613.63	11,800.00	(1,186.37)	89.95%
61200 · Programming Expenses				
61210 · Farmers' Market Costs	12,431.79	7,750.00	4,681.79	160.41%
61220 · Tour de Coup Costs	1,577.06	5,000.00	(3,422.94)	31.54%
61230 · Merchandise Costs	286.16	600.00	(313.84)	47.69%
61240 · Educational Programs Costs	1,013.36	1,750.00	(736.64)	57.91%
61250 · Ghostly Haunting Costs	0.00	2,000.00	(2,000.00)	0.0%
61265 · Pumpkin Patch & Farm Days Costs	55.89	500.00	(444.11)	11.18%
61270 · Tour & Tea Costs	768.71	2,600.00	(1,831.29)	29.57%
61280 · Trolley Tour Costs	0.00	600.00	(600.00)	0.0%
61290 · Prairie Camp Costs	269.58	1,000.00	(730.42)	26.96%
61299 · Other Programming Costs	0.00	0.00	0.00	0.0%
61200 · Programming Expenses - Other	292.47	0.00	292.47	100.0%
Total 61200 · Programming Expenses	16,695.02	21,800.00	(5,104.98)	76.58%
61400 · Events & Fundraising Expenses				
61420 · Farm to Table Dinner Costs	15,089.94	15,000.00	89.94	100.6%
61440 · Fashion Show Costs	1,474.17	500.00	974.17	294.83%
61450 · Ghost Walk Costs	409.69	500.00	(90.31)	81.94%
61460 · Holiday Home Tour Costs	583.32	0.00	583.32	100.0%
61470 · Ice Cream Crank Off Costs	3,797.06	5,000.00	(1,202.94)	75.94%
61480 · Murder Mystery Costs	1,116.78	1,000.00	116.78	111.68%
61599 · Other Event Costs	250.00	0.00	250.00	100.0%
61400 · Events & Fundraising Expenses - Other	967.09	0.00	967.09	100.0%
Total 61400 · Events & Fundraising Expenses	23,688.05	22,000.00	1,688.05	107.67%
61600 · Business Expenses				
61610 · Advertising, PR & Marketing	10,075.16	14,500.00	(4,424.84)	69.48%
61630 · Board Meeting Expenses	0.00	225.00	(225.00)	0.0%
61640 · Business Registration Fees	125.00	115.00	10.00	108.7%
61660 · Rentals (Administrative)	10,939.00	7,200.00	3,739.00	151.93%
61670 · Volunteer Relations	635.59	600.00	35.59	105.93%
61680 · Staff Relations	148.48	50.00	98.48	296.96%
61699 · Other Business Expenses	0.00	1,350.00	(1,350.00)	0.0%
Total 61600 · Business Expenses	21,923.23	24,040.00	(2,116.77)	91.2%
61700 · Outside Services				
61710 · Accounting Fees	0.00	750.00	(750.00)	0.0%
61730 · Fundraising Expenses	920.06	0.00	920.06	100.0%
61740 · Outside Contract Services	130.00	700.00	(570.00)	18.57%
Total 61700 · Outside Services	1,050.06	1,450.00	(399.94)	72.42%
62000 · Facilities and Equipment				
62010 · Building and Equip Maintenance				
62011 · Yard	5,194.37	4,500.00	694.37	115.43%
62012 · Structures & Equipment	24,558.87	20,750.00	3,808.87	118.36%
62013 · Cleaning & Maintenance Supplies	3,576.55	2,650.00	926.55	134.96%
62010 · Building and Equip Maintenance - Other	25,261.89	0.00	25,261.89	100.0%
Total 62010 · Building and Equip Maintenance	58,591.68	27,900.00	30,691.68	210.01%

The Heritage Guild of Collin County
Profit & Loss Budget vs. Actual
January through September 2017

	Jan - Sep 17	Budget	\$ Over Budget	% of Budget
62020 · Curation	439.81	0.00	439.81	100.0%
62030 · Equip Rental & Maintenance	60.04	0.00	60.04	100.0%
62050 · Property Insurance	13,860.00	17,500.00	(3,640.00)	79.2%
62060 · Utilities	15,243.74	15,700.00	(456.26)	97.09%
62000 · Facilities and Equipment - Other	2,052.53	0.00	2,052.53	100.0%
Total 62000 · Facilities and Equipment	90,247.80	61,100.00	29,147.80	147.71%
63000 · Office Operations				
63010 · Books, Subscriptions, Reference	48.92	0.00	48.92	100.0%
63020 · Postage, Mailing Service	369.97	350.00	19.97	105.71%
63025 · Printing and Copying	(1,141.78)	5,350.00	(6,491.78)	(21.34%)
63030 · Supplies	1,151.82	1,150.00	1.82	100.16%
63035 · Telephone, Telecommunications	1,884.53	1,400.00	484.53	134.61%
63040 · IT Expense	5,115.62	4,750.00	365.62	107.7%
Total 63000 · Office Operations	7,429.08	13,000.00	(5,570.92)	57.15%
64000 · Other Administrative Expenses				
64015 · Bank Service Charges	91.75	0.00	91.75	100.0%
64020 · Credit Card Fees	6,264.65	4,750.00	1,514.65	131.89%
64035 · Insurance, Liability, D & O	4,173.00	0.00	4,173.00	100.0%
64055 · Memberships & Dues	435.00	0.00	435.00	100.0%
64099 · Other Admin Expenses	(25.00)	0.00	(25.00)	100.0%
Total 64000 · Other Administrative Expenses	10,939.40	4,750.00	6,189.40	230.3%
65000 · Payroll Expenses				
65010 · Salaries, Staff	81,504.73	76,050.00	5,454.73	107.17%
65020 · Salaries, Contract Employees	19,226.95	17,955.00	1,271.95	107.08%
65030 · Salaries, Wedding Coordinator	30,754.25	41,175.00	(10,420.75)	74.69%
65040 · Payroll Taxes	8,492.55	9,000.00	(507.45)	94.36%
65050 · Payroll Processing Costs	1,937.63	1,800.00	137.63	107.65%
Total 65000 · Payroll Expenses	141,916.11	145,980.00	(4,063.89)	97.22%
67000 · Travel Expenses				
67010 · Conferences & Meetings	331.00	0.00	331.00	100.0%
Total 67000 · Travel Expenses	331.00	0.00	331.00	100.0%
Total Expense	324,833.38	305,920.00	18,913.38	106.18%
Net Ordinary Income	15,592.54	(5,504.50)	21,097.04	(283.27%)
Other Income/Expense				
Other Income				
70000 · Grants (Restricted), Net				
70010 · Restricted Grants Received	229,801.11			
70020 · Grant Expenses (Advert & Mktg)	(15,851.64)			
70030 · Grant Expenses (Structures)	(39,859.29)			
70040 · Grant Expenses (Delaney House)	(210,177.30)			
Total 70000 · Grants (Restricted), Net	(36,087.12)			
Total Other Income	(36,087.12)			
Net Other Income	(36,087.12)			
Net Income	(20,494.58)			

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The Heritage Guild of Collin County
Profit & Loss
January through September 2017

11/10/17

Accrual Basis

	Jan - Sep 17	Jan - Sep 16	\$ Change	% of Income
Ordinary Income/Expense				
Income				
41000 · Direct Public Support				
41010 · Membership Dues	465.83	1,226.00	(760.17)	0.1%
41020 · Donations, General Public	4,304.58	831.11	3,473.47	1.3%
41030 · Corporate Contributions	36,964.75	9,892.49	27,072.26	10.9%
41050 · Special Purpose Gifts	28,015.00	18,080.00	9,935.00	8.2%
41060 · McKinney Heritage Membership	555.43	0.00	555.43	0.2%
Total 41000 · Direct Public Support	70,305.59	30,029.60	40,275.99	20.7%
42000 · Program Revenues				
42010 · Farmers' Market	49,477.42	55,864.52	(6,387.10)	14.5%
42020 · Tour de Coop	12,412.08	0.00	12,412.08	3.6%
42030 · Merchandise Sales	87.23	3,000.21	(2,912.98)	0.0%
42040 · Education Programs	4,961.00	7,480.75	(2,519.75)	1.5%
42050 · Ghostly Haunting	1,600.00	1,260.00	540.00	0.5%
42070 · Prairie Camps	9,720.00	12,010.00	(2,290.00)	2.9%
42080 · Public Village Tour	2,379.56	1,898.32	481.24	0.7%
42085 · Pumpkin Patch & Farm Days	210.00	2,256.00	(2,046.00)	0.1%
42090 · Tea & Tour	1,690.00	2,945.00	(1,255.00)	0.5%
42100 · Trolley Tour	1,552.70	446.75	1,105.95	0.5%
42199 · Other Program Revenues	0.00	207.50	(207.50)	0.0%
Total 42000 · Program Revenues	84,289.99	87,369.05	(3,079.06)	24.8%
42500 · Event & Fundraising Revenues				
42520 · Farm to Table Dinner	41,540.00	29,985.00	11,555.00	12.2%
42530 · Fun Run	0.00	7,155.00	(7,155.00)	0.0%
42540 · Fashion Show	2,894.87	1,929.50	965.37	0.9%
42550 · Ghost Walk	330.00	64.00	266.00	0.1%
42560 · Holiday Home Tour	2,826.40	1,521.40	1,305.00	0.8%
42570 · Ice Cream Crank Off	9,301.25	8,598.75	702.50	2.7%
42580 · Murder Mystery	1,750.01	5,244.00	(3,493.99)	0.5%
42699 · Other Event/Fund Raising Income	4,971.00	13,169.01	(8,198.01)	1.5%
Total 42500 · Event & Fundraising Revenues	63,613.53	67,666.66	(4,053.13)	18.7%
43000 · Facility Rentals				
43010 · Weddings	120,405.00	126,230.00	(5,825.00)	35.4%
43020 · Rentals	1,900.00	1,975.00	(75.00)	0.6%
Total 43000 · Facility Rentals	122,305.00	128,205.00	(5,900.00)	35.9%
44000 · Other Operating Income				
44020 · Background Check Fees	(151.15)	182.40	(333.55)	(0.0)%
44040 · Miscellaneous Revenue	26.77	500.00	(473.23)	0.0%
Total 44000 · Other Operating Income	(124.38)	682.40	(806.78)	(0.0)%
45000 · Investments				
45030 · Interest-Savings, Short-term CD	36.19	22.83	13.36	0.0%
Total 45000 · Investments	36.19	22.83	13.36	0.0%
Total Income	340,425.92	313,975.54	26,450.38	100.0%
Gross Profit	340,425.92	313,975.54	26,450.38	100.0%
Expense				
61100 · Wedding Expenses				
61110 · Wedding Costs	8,092.80	10,369.87	(2,277.07)	2.4%
61100 · Wedding Expenses - Other	2,520.83	0.00	2,520.83	0.7%
Total 61100 · Wedding Expenses	10,613.63	10,369.87	243.76	3.1%
61200 · Programming Expenses				
61210 · Farmers' Market Costs	12,431.79	6,352.65	6,079.14	3.7%
61220 · Tour de Coup Costs	1,577.06	0.00	1,577.06	0.5%
61230 · Merchandise Costs	286.16	1,070.53	(784.37)	0.1%
61240 · Educational Programs Costs	1,013.36	1,268.53	(255.17)	0.3%
61265 · Pumpkin Patch & Farm Days Costs	55.89	51.62	4.27	0.0%
61270 · Tour & Tea Costs	768.71	1,679.16	(910.45)	0.2%
61290 · Prairie Camp Costs	269.58	0.00	269.58	0.1%
61200 · Programming Expenses - Other	292.47	0.00	292.47	0.1%
Total 61200 · Programming Expenses	16,695.02	10,422.49	6,272.53	4.9%

The Heritage Guild of Collin County
Profit & Loss
 January through September 2017

11/10/17

Accrual Basis

	Jan - Sep 17	Jan - Sep 16	\$ Change	% of Income
61400 · Events & Fundraising Expenses				
61420 · Farm to Table Dinner Costs	15,089.94	12,497.05	2,592.89	4.4%
61435 · Fun Run Expenses & Promo	0.00	5,002.42	(5,002.42)	0.0%
61440 · Fashion Show Costs	1,474.17	1,284.00	190.17	0.4%
61450 · Ghost Walk Costs	409.69	185.00	224.69	0.1%
61460 · Holiday Home Tour Costs	583.32	147.63	435.69	0.2%
61470 · Ice Cream Crank Off Costs	3,797.06	7,273.86	(3,476.80)	1.1%
61480 · Murder Mystery Costs	1,116.78	2,613.81	(1,497.03)	0.3%
61599 · Other Event Costs	250.00	2,651.00	(2,401.00)	0.1%
61400 · Events & Fundraising Expenses - Other	967.09	0.00	967.09	0.3%
Total 61400 · Events & Fundraising Expenses	23,688.05	31,654.77	(7,966.72)	7.0%
61600 · Business Expenses				
61610 · Advertising, PR & Marketing	10,075.16	16,203.18	(6,128.02)	3.0%
61630 · Board Meeting Expenses	0.00	56.90	(56.90)	0.0%
61640 · Business Registration Fees	125.00	0.00	125.00	0.0%
61660 · Rentals (Administrative)	10,939.00	8,098.00	2,841.00	3.2%
61670 · Volunteer Relations	635.59	868.02	(232.43)	0.2%
61680 · Staff Relations	148.48	0.00	148.48	0.0%
Total 61600 · Business Expenses	21,923.23	25,226.10	(3,302.87)	6.4%
61700 · Outside Services				
61710 · Accounting Fees	0.00	745.00	(745.00)	0.0%
61730 · Fundraising Expenses	920.06	77.12	842.94	0.3%
61740 · Outside Contract Services	130.00	395.00	(265.00)	0.0%
Total 61700 · Outside Services	1,050.06	1,217.12	(167.06)	0.3%
62000 · Facilities and Equipment				
62010 · Building and Equip Maintenance				
62011 · Yard	5,194.37	5,764.47	(570.10)	1.5%
62012 · Structures & Equipment	24,558.87	16,080.19	8,478.68	7.2%
62013 · Cleaning & Maintenance Supplies	3,576.55	2,634.19	942.36	1.1%
62010 · Building and Equip Maintenance - Other	25,261.89	0.00	25,261.89	7.4%
Total 62010 · Building and Equip Maintenance	58,591.68	24,478.85	34,112.83	17.2%
62020 · Curation	439.81	198.80	241.01	0.1%
62030 · Equip Rental & Maintenance	60.04	0.00	60.04	0.0%
62050 · Property Insurance	13,860.00	0.00	13,860.00	4.1%
62060 · Utilities	15,243.74	14,022.41	1,221.33	4.5%
62000 · Facilities and Equipment - Other	2,052.53	0.00	2,052.53	0.6%
Total 62000 · Facilities and Equipment	90,247.80	38,700.06	51,547.74	26.5%
63000 · Office Operations				
63010 · Books, Subscriptions, Reference	48.92	110.90	(61.98)	0.0%
63020 · Postage, Mailing Service	369.97	450.59	(80.62)	0.1%
63025 · Printing and Copying	(1,141.78)	9,724.09	(10,865.87)	(0.3)%
63030 · Supplies	1,151.82	1,252.41	(100.59)	0.3%
63035 · Telephone, Telecommunications	1,884.53	1,760.72	123.81	0.6%
63040 · IT Expense	5,115.62	3,705.40	1,410.22	1.5%
Total 63000 · Office Operations	7,429.08	17,004.11	(9,575.03)	2.2%
64000 · Other Administrative Expenses				
64015 · Bank Service Charges	91.75	30.00	61.75	0.0%
64020 · Credit Card Fees	6,264.65	5,902.38	362.27	1.8%
64035 · Insurance, Liability, D & O	4,173.00	16,130.00	(11,957.00)	1.2%
64040 · Interest Expense, Loans	0.00	279.87	(279.87)	0.0%
64055 · Memberships & Dues	435.00	115.00	320.00	0.1%
64099 · Other Admin Expenses	(25.00)	6.16	(31.16)	(0.0)%
Total 64000 · Other Administrative Expenses	10,939.40	22,463.41	(11,524.01)	3.2%
65000 · Payroll Expenses				
65010 · Salaries, Staff	81,504.73	64,813.00	16,691.73	23.9%
65020 · Salaries, Contract Employees	19,226.95	16,212.50	3,014.45	5.6%
65030 · Salaries, Wedding Coordinator	30,754.25	34,055.00	(3,300.75)	9.0%
65040 · Payroll Taxes	8,492.55	7,544.65	947.90	2.5%
65050 · Payroll Processing Costs	1,937.63	2,027.01	(89.38)	0.6%
Total 65000 · Payroll Expenses	141,916.11	124,652.16	17,263.95	41.7%

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Accrual Basis

The Heritage Guild of Collin County
Profit & Loss
January through September 2017

	Jan - Sep 17	Jan - Sep 16	\$ Change	% of Income
67000 · Travel Expenses				
67010 · Conferences & Meetings	331.00	0.00	331.00	0.1%
Total 67000 · Travel Expenses	331.00	0.00	331.00	0.1%
Total Expense	324,833.38	281,710.09	43,123.29	95.4%
Net Ordinary Income	15,592.54	32,265.45	(16,672.91)	4.6%
Other Income/Expense				
Other Income				
70000 · Grants (Restricted), Net				
70010 · Restricted Grants Received	229,801.11	81,804.96	147,996.15	67.5%
70020 · Grant Expenses (Advert & Mktg)	(15,851.64)	(11,900.20)	(3,951.44)	(4.7)%
70030 · Grant Expenses (Structures)	(39,859.29)	(72,611.22)	32,751.93	(11.7)%
70040 · Grant Expenses (Delaney House)	(210,177.30)	0.00	(210,177.30)	(61.7)%
Total 70000 · Grants (Restricted), Net	(36,087.12)	(2,706.46)	(33,380.66)	(10.6)%
Total Other Income	(36,087.12)	(2,706.46)	(33,380.66)	(10.6)%
Net Other Income	(36,087.12)	(2,706.46)	(33,380.66)	(10.6)%
Net Income	(20,494.58)	29,558.99	(50,053.57)	(6.0)%

The Heritage Guild of Collin County
Budget Worksheet
January through December 2018

Ordinary Income/Expense	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	TOTAL
Income													
41000 - Direct Public Support													
41010 - Membership Dues	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
41020 - Donations, General Public	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
41030 - Corporate Contributions	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
Corporate Memberships	10,000.00												
41050 - Special Purpose Gifts	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
41060 - McKinney Heritage Membership	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00
Total 41000 - Direct Public Support	27,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	27,500.00
42000 - Program Revenues													
42010 - Farmers' Market	55,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	55,000.00
42020 - Tour de Coop	11,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,000.00
42030 - Merchandise Sales	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
42040 - Education Programs	7,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,500.00
42050 - Ghostly Haunting	3,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00
42070 - Prairie Camps	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
42080 - Public Village Tour	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00
42090 - Tea & Tour	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00
42100 - Trolley Tour	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00
Total 42000 - Program Revenues	95,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	95,500.00
42500 - Event & Fundraising Revenues													
42520 - Farm to Table Dinner	40,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40,000.00
42540 - Fashion Show	3,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00
42560 - Holiday Home Tour	30,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00
42570 - Ice Cream Crank Off	8,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,500.00
42580 - Murder/Mystery	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00
42599 - Other Event/Fund Raising Income	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
42550 Ghost Walk	8,000.00												
Total 42500 - Event & Fundraising Revenues	93,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	93,500.00
43000 - Facility Rentals													
43010 - Weddings	165,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	165,000.00
43020 - Rentals	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
Corp Rentals	10,000.00												
Total 43000 - Facility Rentals	180,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	180,000.00
44000 - Other Operating Income													
44020 - Background Check Fees	250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
44040 - Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 44000 - Other Operating Income	250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
45000 - Investments													
45030 - Interest-Savings, Short-term CD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 45000 - Investments	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

The Heritage Guild of Collin County
Budget Worksheet
January through December 2018

	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	TOTAL
Total Income	386,750.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	386,750.00
Gross Profit	386,750.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	386,750.00
Expense													396,750.00
61100 - Wedding Expenses													
61110 - Wedding Costs	12,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,000.00
61100 - Wedding Expenses - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 61100 - Wedding Expenses	12,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,000.00
61200 - Programming Expenses													
61210 - Farmers' Market Costs	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
61220 - Tour de Coup Costs	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00
61230 - Merchandise Costs	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
61240 - Educational Programs Costs	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
61270 - Tour & Tea Costs	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
61290 - Prairie Camp Costs	350.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	350.00
61200 - Programming Expenses - Other	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00
Trolley Tour Costs	900.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	900.00
Total 61200 - Programming Expenses	14,900.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14,900.00
61400 - Events & Fundraising Expenses													
61420 - Farm to Table Dinner Costs	16,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,000.00
61440 - Fashion Show Costs	1,200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,200.00
61450 - Ghost Walk Costs	750.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	750.00
61460 - Holiday Home Tour Costs	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
61470 - Ice Cream Crank Off Costs	3,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00
61480 - Murder Mystery Costs	1,200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,200.00
61599 - Other Event Costs	300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00
61400 - Events & Fundraising Exp - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 61400 - Events & Fundraising Expenses	27,950.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	27,950.00
61600 - Business Expenses													
61610 - Advertising, PR & Marketing	7,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,500.00
61660 - Rentals (Administrative)	6,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,000.00
61670 - Volunteer Relations	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
61680 - Staff Relations	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
Total 61600 - Business Expenses	15,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00
61700 - Outside Services													
61730 - Fundraising Expenses	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
61740 - Outside Contract Services	20,600.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,600.00
Total 61700 - Outside Services	21,600.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21,600.00
62000 - Facilities and Equipment													
62010 - Building and Equip Maintenance													
62011 - Yard	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
62012 - Structures & Equipment	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00
62013 - Cleaning & Maint Supplies	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00

JC corrected error in this subtotal

already at 10k thru 9.30.2017
1k per month in 9.2017

assuming this includes new?

The Heritage Guild of Collin County
Budget Worksheet
January through December 2018

	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	TOTAL
62010 - Building & Equip Maint - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 62010 - Building and Equip Maint	29,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	29,000.00
62020 - Curation	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
62030 - Equip Rental & Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
62060 - Property Insurance	18,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,500.00
62060 - Utilities	19,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,000.00
62000 - Facilities and Equipment - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 62000 - Facilities and Equipment	67,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	67,000.00
63000 - Office Operations													
63010 - Books, Subscriptions, Reference	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
63020 - Postage, Mailing Service	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
63025 - Printing and Copying	6,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,000.00
63030 - Supplies	1,200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,200.00
63035 - Telephone, Telecommunications	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00
63040 - IT Expense	4,700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,700.00
Total 63000 - Office Operations	15,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00
64000 - Other Administrative Expenses													
64015 - Bank Service Charges	150.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00
64020 - Credit Card Fees	7,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,000.00
64035 - Insurance, Liability, D & O	6,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,000.00
64055 - Memberships & Dues	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
64059 - Other Admin Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 64000 - Other Administrative Expenses	13,650.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,650.00
65000 - Payroll Expenses													
65010 - Salaries, Staff	115,700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	115,700.00
65020 - Salaries, Contract Employees	22,300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22,300.00
65030 - Salaries, Wedding Coordinator	54,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	54,000.00
65040 - Payroll Taxes	13,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,500.00
65050 - Payroll Processing Costs	2,400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,400.00
Total 65000 - Payroll Expenses	207,900.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	207,900.00
67000 - Travel Expenses													
67010 - Conferences & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 67000 - Travel Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expense	395,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	395,000.00
Net Ordinary Income	1,750.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,750.00
Other Income/Expense													
Other Income													
70000 - Grants (Restricted), Net													
70010 - Restricted Grants Received	85,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	85,000.00
70020 - Grant Expenses (Advert & Mktg)	18,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,000.00
70030 - Grant Expenses (Structures)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
70040 - Grant Expenses (Delaney House)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

3k WA + 239/mo Network for Good + 26/mo email = 6,180

are these grants you expect in 2018?
this should be a negative # - i.e. money out

The Heritage Guild of Collin County
Budget Worksheet
January through December 2018

	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	TOTAL
Total 70000 - Grants (Restricted), Net	-103,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	103,000.00
Total Other Income		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Other Income		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Income		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Internal Revenue Service

Department of the Treasury

District
Director

Heritage Guild of Collin County Texas
909 West Howell
McKinney, TX 75069

Person to Contact
ECMF Tax Examiner
Telephone Number

214-767-1766
Refer Reply to

RM:CSB:1200 DAL
Date NOV 20 1985

EIN: 75-1602150

Gentlemen:

Our records show that Heritage Guild of Collin County Texas is exempt from Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code. This exemption was granted September, 1979, and remains in full force and effect. Contributions to your organization are deductible in the manner and to the extent provided by Section 170 of the Code.

We have classified your organization as one that is not a private foundation within the meaning of Section 509(a) of the Internal Revenue Code because you are an organization as described in Section 170(b)(1)(A)(vi).

If we may be of further assistance, please contact the person whose name and telephone number are shown above.

Sincerely yours,



Tax Examiner