

MCKINNEY COMMUNITY DEVELOPMENT CORPORATION

Promotional and Community Event Grant Application

Fiscal Year 2023

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
7300 SH 121, SB, Suite 200
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.

Promotional and Community Event Grant Calendar:

Application Deadline	Presentation to MCDC Board	Board Vote and Award Notification
Cycle I: November 30, 2022	December 15, 2022	January 26, 2023
Cycle II: May 31, 2023	June 22, 2023	July 27, 2023

APPLICATION

INFORMATION ABOUT YOUR ORGANIZATION

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: Jaymie@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, Texas Lakes & Trails Tourism Bureau

REPRESENTATIVE COMPLETING APPLICATION:

Name: Jaymie Pedigo

Title: Executive Director

Mailing Address: 315 S Chestnut St

City: McKinney

ST: TX

Zip: 75069

Phone: 972.562.8790

Email: Jaymie@Chestnutsquare.org

CONTACT FOR COMMUNICATIONS BETWEEN MCDC AND ORGANIZATION:

Name: Jaymie Pedigo

Title: Executive Director

Mailing Address: 315 S Chestnut St

City: McKinney

ST: TX

Zip: 75069

Phone: 972.562.8790

Email: Jaymie@Chestnutsquare.org

FUNDING

Total amount requested: *\$13,750 (75%)

Matching Funds Available (Y/N and amount): \$3,500 (25%)

*Print medium only

Have you received or will funding be requested from any other City of McKinney entity (e.g. McKinney Convention and Visitors Bureau, Arts Commission, City of McKinney) for this event?

☐ Yes

☒ No

Please provide details and funding requested:
for SEO work on the wedding website.

*We received a \$2500 award in March from Visit McKinney

PROMOTIONAL/COMMUNITY EVENT

Start Date:

July 2023

Completion Date:

Dec 2023

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

Jennifer Druckamiller, Chair

Robin Forsythe, Secretary

Nick Keim, Treasurer

Mark Miserak, Vice Chair

Emil Dahl, Facilities Chair

Sandi Dinehart, Past Chair

Leigh Chamberlain, Member

Brian Medina, Marketing Chair

Paul Miles, Member

Melanie Perkins, Development Chair

Tricia Robles, Member

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

Jaymie Pedigo, ED

Jamie Seibert, Tour Manager

Kim Ducote, Wedding & Event Mgr

Anne Quinn, Curator

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.

The Heritage Guild of Collin County, a 501(c)(3) non-profit organization, oversees Chestnut Square Historic Village. Our mission is to continue the legacy of the founders of the Guild as we preserve McKinney's rich history, celebrate the community, and inspire future generations. Five historic homes, general store, chapel, a replica of a one-room schoolhouse, an original smokehouse, a functioning blacksmith shop, a non-functioning outhouse, a reception house, a Visitor Center, gardens, and a pavilion are part of the Village that spans 2.5 acres just south of the downtown McKinney Square. We represent McKinney's history spanning from 1854-1940.

Why Are We Important?

In 1973, a group of women in McKinney came together in order to save two historic homes in McKinney from being destroyed. They purchased the 1875 Dulaney Cottage and the 1916 Dulaney House with the vision of establishing a museum to preserve Collin County history. They also bought the 1870 Johnson House which sits on its original foundation. Over several years, they rescued other historic homes and buildings and moved them to the property which is now known as Chestnut Square. The homes include the Oldest Standing House in McKinney, the 1854 Faires House, the 1863 Two-bit Taylor Inn, the Foote Baptist Church, the 1918 Brimer-Anderson Grocery Store, and the 1920 Bevel House. Each of these structures have been painstakingly renovated to their former glory. Each building features period artifacts, many of which were donated by the families of the original pioneering families of McKinney.

Every year, we open the buildings to hundreds of school children and tourists in order to keep history alive. We maintain the buildings, artifacts, and grounds with the idea of informing people about McKinney's rich past. Our educational programming demonstrates and allows children and adults to experience life in the past. We strive to keep the stories of the people who put their blood, sweat, and tears into the founding and building of McKinney. Preserving the past enriches the future.

Whether it's through providing a picturesque venue for weddings and parties, hosting the historic award-winning Farmers Market, or being a place for community gatherings, Chestnut Square offers a place for McKinney and its community to celebrate.

The Need

Chestnut Square faces the ongoing challenges of preserving historic structures requiring authenticity and expensive upkeep. We are committed to preserving these unique, precious symbols of our past with high standards and integrity in order to continue to serve the community whose history we represent for future generations.

Our paid staff is comprised of 2 FTE salaried staff, 4 PTE hourly staff, 4 contractors. We added a contract Maintenance Technician in 2022.

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

II. Promotional/Community Event

- Outline details of the Promotional/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, Legends of McKinney History & Hauntings including the Fall Murder Mystery, BAR WARS, and \$3500 discretionary funds for the 50th Holiday Tour of Homes.

- Bar Wars – successful event that brings a younger crowd and many Farmers Market customers to see Chestnut Square in a different way.
 - Fall Murder Mystery - our partnership with the McKinney Repertory Theater is solid – we are delighted to work in collaboration. This is a win-win for both quality-of-life organizations. This year they will not only present the October Murder Mystery but also help staff the revised Legends of McKinney Trolley Tour.
 - **50th Annual Holiday Tour of Homes – amazing!** We are planning 2 weekends, both the 2&3 and the 9&10. We are requesting \$3500 to be used for additional advertising & signage for this special event!
- Describe how this event will **showcase McKinney and promote the City 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 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. We see visitors from a 50 mile radius on a regular basis.

- Describe how the proposed Promotional/Community Event fulfills strategic goals and objectives for your organization.
- Promotional/Community Events must be **open to the public**. If a registration fee is charged, it must be \$35 or less.
- **If the event benefits a nonprofit organization, specific detail must be provided regarding the benefit** (e.g. X\$ per entry; X% of overall revenue; X% of net revenue).
- Provide information regarding planned activities in support of the event, timeframe/schedule, estimated attendance and admission/registration fees, if planned.
- Include the venue/location for the proposed event.
- Provide a timeline for the production of the event.
- Detail goals for growth/expansion in future years.
- Provide plans to attract resident and visitor participation and contribute to business development, tourism and growth of McKinney sales tax revenue.
- Demonstrate informed budgeting/financial planning – addressing revenue generation, costs and use of net revenue.

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

X Yes

☐ No

Date(s): Bi-Annually

Financial

- Provide an overview of the organization's financial status including the projected impact of this event on your organization's ability to fulfill mission and goals.

- Please attach your organization’s budget and Profit and Loss statement for the current and previous fiscal year and audited financial statements for the preceding two years. If audited financials are not available, please indicate why.
- **In addition to your organization’s budget, please provide a detailed budget for the proposed Promotion/Community Event.**

Overview of Promotional/Community Event financial goal?

Gross Revenue	\$
Projected Expenses	\$
Net Revenue	\$

What dollar amount and percentage of Promotional/Community Event funding will be provided by other sources such as sponsorship, registration fees, individual or corporate donations, etc.?

Sponsorship Revenue	\$
Registration Fees	\$
Donations	\$
Other (raffle, auction, etc.)	\$
Net Revenue	\$

Projected revenues for these programs vary, but combined they are projected to bring approximately \$100,000 in revenues – more than half of our “non-wedding” income. Anticipated sponsorships for events are estimated at \$20,000 in 2023.

IV. Marketing and Outreach

- Provide specific detail regarding the advertising, marketing plans and outreach strategies developed for this event.

We have included in our budget this year \$3000/month for digital marketing services including website SEO. 2 **local** companies are providing content creation, advertising, social media marketing and SEO expertise to create brand identity, program/event unification, and advice on ad spends in both print and digital. We are able to support these expenses by reducing our print medium obligations and use proceeds carried over from 2022.

We have not amended our budget yet, but we will later in the year.

Additionally, we have implemented a signage strategy to advertise upcoming events at the Farmers Market. Sandwich board signs promoting BAR WARS, TOURS, TROLLEY Tour etc will be placed around the market on Saturdays.

- Provide a detailed outline and budget for planned marketing, advertising and outreach activities and promotional channels (e.g. print, radio, social media platforms, etc.). **The total expenditures planned must match the amount requested in this grant application.** If you need an example, please contact Linda Jones at ljones2@mckinneycdc.org.

V. Metrics to Evaluate Success

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

VI. Presentation to MCDC Board of Directors

Completed applications that are eligible for consideration by MCDC will be presented to the board according to the schedule included on the first page of this application. **Please be prepared to provide the information outlined below in your presentation:**

- Details regarding the specific marketing activities (promotional channels) that you plan to use and the budget allocated to each (print, radio, social media, etc.).
- If this is an annual/biennial event, please include results you saw from use of the various marketing activities in the past (what worked, what didn't).
- Do you plan to utilize the grant requested to fund your total marketing budget? If not, what percentage would the grant cover?
- If possible, please include examples of past marketing initiatives (screen shots of ads, social media, etc.). Also – please include photos of previous year's event in your presentation.
- Please share the attendance numbers from the previous year's event (if this is a repeat event).
- If possible, please identify the number of people who attended from McKinney – and those who were visitors to the city.
- If you are applying as a for-profit organization, with a nonprofit beneficiary identified for your event, please include the name(s) of the nonprofit groups who will be supported by the event and the percentage of revenue (indicate gross or net) or dollar amount that will be provided.
- Presentations to the Board will be limited to no more than five (5) minutes.

Acknowledgements

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

- The Promotional/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 advertising, marketing and promotion of the Promotional/Community event described in this application.
- MCDC will be recognized in all marketing, advertising, outreach and public relations as a funder of the Promotional/Community Event. A logo will be provided by MCDC for inclusion on all advertising, marketing and promotional materials. Specifics for audio messaging will be agreed upon by applicant and MCDC and included in an executed performance agreement.
- The Organization 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 Promotional/Community Event for which funds were received.
- A final report detailing the success of the Promotional/Community Event, as measured against identified metrics, will be provided to MCDC no later than 30 days following the completion of the Promotional/Community Event.
- Grant funding is provided on a reimbursement basis subsequent to submission of a reimbursement request, with copies of invoices and paid receipts for qualified expenses. Up to 20% of the grant awarded may be withheld until the final report on the Promotional/Community Event is provided to MCDC.
- Funds granted must be used within one year of the date the grant is approved by the MCDC board.

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

Jaymie Pedigo

Printed Name

05/12/23

Date

Signature

Printed Name

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 Promotional/Community Event; description, budget, goals and objectives
- ☒ Indicate how this event will showcase the City of McKinney for business development/tourism
- ☒ Promotional/Community Event timeline and venue included
- ☒ Overall organization **and** event budget that includes plans and budget for advertising, marketing and outreach included
- ☒ Evaluation metrics are outlined
- ☒ List of board of directors and staff
- ☒ Financials: organization's budget and P&L statement for current and previous fiscal year;
Promotional/Community Event budget; audited financial statements are provided
- ☒ IRS Determination Letter (if applicable)

A FINAL REPORT MUST BE PROVIDED TO MCDC WITHIN 30 DAYS OF THE EVENT/COMPLETION OF THE PROJECT/PROMOTIONAL/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 FOR THE FINAL REPORT.



McKINNEY COMMUNITY DEVELOPMENT CORPORATION

Final Report

Organization:

Funding Amount:

Project/Promotional/Community Event:

Start Date:

Completion Date:

Location of Project/Promotional/Community Event:

Please include the following in your report:

- Narrative report on the Project/Promotional/Community Event
- Identify goals and objectives achieved
- Financial report – budget as proposed and actual expenditures, with explanations for any variance. If the event includes a charitable component, include the donation made.
- Samples of printed marketing and outreach materials (MCDC logo to be included)
- Screen shots of online Promotions (MCDC logo to be included)
- Photographs, slides, videotapes, etc.
- Performance against metrics outlined in application

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

McKinney Community Development Corporation
7300 SH 21, SB, Suite 200
McKinney, TX 75070

Attn: Cindy Schneible
cschneible@mckinneycdc.org

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The Heritage Guild of Collin County

Budget vs. Actuals: FY 2023 - FY23 P&L

January - March, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
40000 Grants				
40050 MCDC Grant	6,624.00		6,624.00	
Restricted Grants	50,000.00	50,000.00	0.00	100.00 %
Total 40000 Grants	56,624.00	50,000.00	6,624.00	113.25 %
41000 Direct Public Support				
41010 Membership Dues	1,115.00	1,750.00	-635.00	63.71 %
41020 Donations, General Public	1,468.00	250.00	1,218.00	587.20 %
41030 Corporate Contributions	2,500.00	2,000.00	500.00	125.00 %
41050 Special Purpose Gifts	10,000.00	0.00	10,000.00	
41060 McKinney Heritage Membership	40.00		40.00	
Total 41000 Direct Public Support	15,123.00	4,000.00	11,123.00	378.08 %
42000 Program Revenues				
42010 Farmers' Market	27,593.50	14,000.00	13,593.50	197.10 %
42030 Merchandise Sales	68.00	0.00	68.00	
42040 Education Programs	892.00	1,000.00	-108.00	89.20 %
42050 Ghostly Haunting	954.80	1,500.00	-545.20	63.65 %
42070 Prairie Camps	540.92	750.00	-209.08	72.12 %
42080 Public Village Tour	595.66	650.00	-54.34	91.64 %
42090 Tea & Tour	950.00	0.00	950.00	
42100 Trolley Tour	120.00	0.00	120.00	
Total 42000 Program Revenues	31,714.88	17,900.00	13,814.88	177.18 %
42500 Event & Fundraising Revenues				
42520 Farm to Table Dinner		5,000.00	-5,000.00	
42550 Ghost Walk		0.00	0.00	
42560 Holiday Home Tour	28.80	1,500.00	-1,471.20	1.92 %
42580 Murder Mystery		0.00	0.00	
42610 Bar Wars	2,840.40	3,750.00	-909.60	75.74 %
Total 42500 Event & Fundraising Revenues	2,869.20	10,250.00	-7,380.80	27.99 %
43000 Facility Rentals				
43010 Weddings	13,170.00	19,000.00	-5,830.00	69.32 %
43020 Rentals	3,585.00	0.00	3,585.00	
Total 43000 Facility Rentals	16,755.00	19,000.00	-2,245.00	88.18 %
44000 Other Operating Income	30,925.00	30,925.00	0.00	100.00 %
44020 Background Check Fees	0.35		0.35	
Total 44000 Other Operating Income	30,925.35	30,925.00	0.35	100.00 %
45000 Investments				
45030 Interest-Savings, Short-term CD	110.29		110.29	
Total 45000 Investments	110.29		110.29	
Sales	0.00		0.00	
Total Income	\$154,121.72	\$132,075.00	\$22,046.72	116.69 %

The Heritage Guild of Collin County

Budget vs. Actuals: FY 2023 - FY23 P&L

January - March, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
GROSS PROFIT	\$154,121.72	\$132,075.00	\$22,046.72	116.69 %
Expenses				
61100 Wedding Expenses	2,009.05	3,200.00	-1,190.95	62.78 %
61110 Wedding Costs	2,862.88	1,800.00	1,062.88	159.05 %
Total 61100 Wedding Expenses	4,871.93	5,000.00	-128.07	97.44 %
61200 Programming Expenses				
61210 Farmers' Market Costs	4,809.13	3,900.00	909.13	123.31 %
61230 Merchandise Costs	1,480.60	600.00	880.60	246.77 %
61240 Educational Programs Costs	165.48	250.00	-84.52	66.19 %
61270 Tour & Tea Costs		0.00	0.00	
61280 Trolley Tour Costs		200.00	-200.00	
61290 Prairie Camp Costs	302.16	0.00	302.16	
61299 Other Programming Costs		100.00	-100.00	
Total 61200 Programming Expenses	6,757.37	5,050.00	1,707.37	133.81 %
61400 Events & Fundraising Expenses				
61420 Farm to Table Dinner Costs		1,000.00	-1,000.00	
61450 Ghost Walk Costs		0.00	0.00	
61460 Holiday Home Tour Costs	-1,438.10	0.00	-1,438.10	
61480 Murder Mystery Costs	31.44	0.00	31.44	
61490 Bar Wars Costs	195.96	500.00	-304.04	39.19 %
Total 61400 Events & Fundraising Expenses	-1,210.70	1,500.00	-2,710.70	-80.71 %
61600 Business Expenses				
61610 Advertising, PR & Marketing	7,364.94	4,250.01	3,114.93	173.29 %
61611 Advertising - Grant Reimbursable	6,624.00		6,624.00	
Total 61610 Advertising, PR & Marketing	13,988.94	4,250.01	9,738.93	329.15 %
61670 Volunteer Relations	298.78	100.00	198.78	298.78 %
61680 Staff Relations	234.00	0.00	234.00	
Total 61600 Business Expenses	14,521.72	4,350.01	10,171.71	333.83 %
61700 Outside Services				
61730 Fundraising Expenses		0.00	0.00	
61740 Outside Contract Services	1,700.00	2,250.00	-550.00	75.56 %
Total 61700 Outside Services	1,700.00	2,250.00	-550.00	75.56 %
62000 Facilities and Equipment		3,750.00	-3,750.00	
62010 Building and Equip Maintenance	4,600.00	1,200.00	3,400.00	383.33 %
62011 Yard	1,693.75	2,000.00	-306.25	84.69 %
62012 Structures & Equipment	3,853.74	2,400.00	1,453.74	160.57 %
62013 Cleaning & Maintenance Supplies	2,982.37	3,000.00	-17.63	99.41 %
62019 Grant Expenses - Structures	3,534.38		3,534.38	
Total 62010 Building and Equip Maintenance	16,664.24	8,600.00	8,064.24	193.77 %
62020 Curation	696.00	500.00	196.00	139.20 %
62050 Property Insurance		3,240.00	-3,240.00	

The Heritage Guild of Collin County

Budget vs. Actuals: FY 2023 - FY23 P&L

January - March, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
62060 Utilities	7,541.72	6,000.00	1,541.72	125.70 %
Total 62000 Facilities and Equipment	24,901.96	22,090.00	2,811.96	112.73 %
63000 Office Operations				
63010 Books, Subscriptions, Reference	90.00	100.00	-10.00	90.00 %
63020 Postage, Mailing Service	48.00	150.00	-102.00	32.00 %
63025 Printing and Copying	1,296.04	650.00	646.04	199.39 %
63030 Supplies	624.49	225.00	399.49	277.55 %
63035 Telephone, Telecommunications	786.18	795.00	-8.82	98.89 %
63040 IT Expense	2,225.44	5,050.00	-2,824.56	44.07 %
Total 63000 Office Operations	5,070.15	6,970.00	-1,899.85	72.74 %
64000 Other Administrative Expenses				
64015 Bank Service Charges		62.49	-62.49	
64020 Credit Card Fees	2,387.49	2,250.00	137.49	106.11 %
64021 QuickBooks Payments Fees	571.74		571.74	
64035 Insurance, Liability, D & O	4,451.60	562.50	3,889.10	791.40 %
64045 Finance Charges & Late Fees	81.30		81.30	
64055 Memberships & Dues	218.00	249.99	-31.99	87.20 %
Total 64000 Other Administrative Expenses	7,710.13	3,124.98	4,585.15	246.73 %
65000 Payroll Expenses	2,711.50		2,711.50	
65010 Salaries, Staff	22,154.99	29,500.00	-7,345.01	75.10 %
65030 Salaries, Wedding Coordinator	14,096.50	11,000.00	3,096.50	128.15 %
65040 Payroll Taxes	61.79	4,074.99	-4,013.20	1.52 %
65050 Payroll Processing Costs	768.16	600.00	168.16	128.03 %
Total 65000 Payroll Expenses	39,792.94	45,174.99	-5,382.05	88.09 %
Total Expenses	\$104,115.50	\$95,509.98	\$8,605.52	109.01 %
NET OPERATING INCOME	\$50,006.22	\$36,565.02	\$13,441.20	136.76 %
NET INCOME	\$50,006.22	\$36,565.02	\$13,441.20	136.76 %

The Heritage Guild of Collin County
Budget Worksheet: FY 2022

January - December 2022

	2021	2022	2023
Income			
40000 Grants	29,000.00		
40050 MCDC Grant	53,340.99		
Total 40000 Grants	\$ 82,340.99		
41000 Direct Public Support			
41010 Membership Dues	2,000.00	2000	2,000.00
41020 Donations, General Public	9,450.00	8500	5,000.00
41030 Corporate Contributions	15,000.00	18000	20,000.00
41050 Special Purpose Gifts	5,000.00	5000	5,000.00
Total 41000 Direct Public Support	\$ 31,450.00	33500	32,000.00
42000 Program Revenues			
42010 Farmers' Market	50,000.00	60000	62,000.00
42030 Merchandise Sales	1,500.00	2500	2,000.00
42040 Education Programs	4,500.00	3500	5,000.00
42050 Ghostly Haunting	4,000.00	4200	5,000.00
42070 Prairie Camps	12,000.00	14000	14,000.00
42080 Public Village Tour	2,000.00	2500	2,500.00
42090 Tea & Tour	3,500.00	2500	2,500.00
42100 Trolley Tour	1,500.00	1500	2,000.00
Total 42000 Program Revenues	\$ 79,000.00	90700	95,000.00
42500 Event & Fundraising Revenues			
42520 Farm to Table Dinner	24,000.00	25000	15,000.00
42550 Ghost Walk	7,500.00	7500	7,500.00
42560 Holiday Home Tour	35,000.00	40000	45,000.00
42570 Ice Cream Crank Off	6,500.00		
42580 Murder Mystery	5,000.00	5000	2,500.00
42699 Other Event/Fund Raising Income	5,000.00	10000	7,500.00 Bar Wars
Total 42500 Event & Fundraising Revenues	\$ 83,000.00	87500	77,500.00
43000 Facility Rentals			
43010 Weddings	115,000.00	155000	142,000.00
43020 Rentals	6,500.00	6000	3,000.00
Corp Rentals	2,500.00	2000	
Total 43020 Rentals	\$ 124,000.00	163000	145,000
Total 43000 Facility Rentals	\$ 124,000.00		
44000 Other Operating Income	250.00		50,000.00 City
Total Income	\$ 400,040.99	374700	349,500.00
Gross Profit	\$ 400,040.99		399,500.00
Expenses			
61100 Wedding Expenses			
61110 Wedding Costs	12,000.00	14000	
Total 61100 Wedding Expenses	\$ 12,000.00	14000	23,000.00 Incl Wedding
61200 Programming Expenses			Veronica
61210 Farmers' Market Costs	13,000.00	16500	18,000.00 Incl Mgr
61230 Merchandise Costs	250.00	1500	1,500.00
61240 Educational Programs Costs	1,000.00	1000	1,000.00
61270 Tour & Tea Costs	1,200.00	1200	1,200.00
61280 Trolley Tour Costs	500.00	600	1,000.00

61290 Prairie Camp Costs	1,800.00	2500	3,000.00	
61299 Other Programming Costs	50.00	100	100.00	
Total 61200 Programming Expenses	\$ 17,800.00	23400	25,800.00	Incl Camp Sta
61400 Events & Fundraising Expenses				
61420 Farm to Table Dinner Costs	10,000.00	7500	5,000.00	
61450 Ghost Walk Costs	350.00	500	500.00	
61460 Holiday Home Tour Costs	4,000.00	5000	5,000.00	
61470 Ice Cream Crank Off Costs	3,500.00		0.00	
61480 Murder Mystery Costs	1,100.00	1000	1,500.00	
61599 Other Event Costs	500.00	1000	1,000.00	Bar Wars
Total 61400 Events & Fundraising Expenses	\$ 19,450.00	15000	13,000.00	
61600 Business Expenses				
61610 Advertising, PR & Marketing	10,000.00	12000	12,000.00	Incl AJ
61611 Advertising - Grant Reimbursable	25,500.00			
Total 61610 Advertising, PR & Marketing	\$ 35,500.00			
61670 Volunteer Relations	500.00	750	750.00	
61680 Staff Relations	500.00	500	500.00	
Total 61600 Business Expenses	\$ 36,500.00	13250	13,250.00	
61700 Outside Services	1,500.00	1500	0.00	
61730 Fundraising Expenses	500.00	1000	500.00	
61740 Outside Contract Services	18,600.00	22000	9,000.00	Laura
Total 61700 Outside Services	\$ 20,600.00	24500	9,500.00	
				84550
62000 Facilities and Equipment				Staff
62010 Equip Maintenance & REPAIR		7500	5,000.00	15,000.00 is this a use;
62011 Yard	6,500.00	8400	10,000.00	
62012 Structure REPAIR & SUPPLIES	9,400.00	9500	10,000.00	
62013 Cleaning & Maintenance Supplies	8,000.00	10000	12,000.00	
62019 Grant Expenses - Structures	27,840.99			
Total 62010 Building and Equip Maintenance	\$ 51,740.99		52,000.00	
62020 Curation	500.00	1000	1,000.00	
62050 Property Insurance	18,500.00	12000	13,000.00	
62060 Utilities	23,000.00	24000	24,000.00	
Total 62000 Facilities and Equipment	\$ 93,740.99	72400	38,000.00	90000
63000 Office Operations				
63010 Books, Subscriptions, Reference	100.00	250	100.00	
63020 Postage, Mailing Service	250.00	350	500.00	
63025 Printing and Copying	5,000.00	4000	3,250.00	
63030 Supplies	750.00	1000	1,000.00	
63035 Telephone, Telecommunications	3,500.00	3500	3,200.00	
63040 IT Expense	6,500.00	7500	12,000.00	Anthony + Int ·
Total 63000 Office Operations	\$ 16,100.00	16600	20,050.00	
64000 Other Administrative Expenses				
64015 Bank Service Charges	150.00	200	250.00	
64020 Credit Card Fees	7,000.00	7500	10,000.00	
64035 Insurance, Liability, D & O	1,550.00	2200	2,250.00	
64040 Interest Expense	500.00	500	0.00	
64055 Memberships & Dues	500.00	750	1,000.00	
Total 64000 Other Administrative Expenses	\$ 9,700.00	11150	13,500.00	33500
65000 Payroll Expenses				
65010 Salaries, Staff	104,750.00			

65030 Salaries, Wedding Coordinator	47,000.00			
65040 Payroll Taxes	12,000.00			
65050 Payroll Processing Costs	2,400.00			
Total 65000 Payroll Expenses	\$ 166,150.00	184000	180,936.00	190528
Total Expenses	\$ 392,040.99	374300	386,436.00	398578
Net Operating Income	\$ 8,000.00	400	31,064.00	

65000 Payroll Expenses

65010	Staff	121,828.00
65030	Kim	50,000.00
65040 Payroll Taxes (8%)		16,300.00
65050 Payroll Processing Costs		2,400.00
Total 65000 Payroll Expenses		18,700.00
		190,528.00



iff

Program Exp
able code? Or do we need to add one?

Facilities Exp

+ Comp

399500

922



The Heritage Guild of Collin County

Budget vs. Actuals: FY 2023 - FY23 P&L

January - March, 2023

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
Income			
40000 Grants			
40050 MCDC Grant	6,624.00		6,624.00
Restricted Grants	50,000.00	50,000.00	0.00
Total 40000 Grants	56,624.00	50,000.00	6,624.00
41000 Direct Public Support			
41010 Membership Dues	1,115.00	2,000.00	-885.00
41020 Donations, General Public	1,468.00	5,000.00	-3,532.00
41030 Corporate Contributions	2,500.00	20,000.00	-17,500.00
41050 Special Purpose Gifts	10,000.00	5,000.00	5,000.00
41060 McKinney Heritage Membership	40.00		40.00
Total 41000 Direct Public Support	15,123.00	32,000.00	-16,877.00
42000 Program Revenues			
42010 Farmers' Market	27,092.54	62,000.00	-34,907.46
42030 Merchandise Sales	68.00	2,000.00	-1,932.00
42040 Education Programs	892.00	5,000.00	-4,108.00
42050 Ghostly Haunting	954.80	5,000.00	-4,045.20
42070 Prairie Camps	540.92	14,000.00	-13,459.08
42080 Public Village Tour	595.66	2,500.00	-1,904.34
42090 Tea & Tour	950.00	2,500.00	-1,550.00
42100 Trolley Tour	120.00	2,000.00	-1,880.00
Total 42000 Program Revenues	31,213.92	95,000.00	-63,786.08
42500 Event & Fundraising Revenues			
42520 Farm to Table Dinner		15,000.00	-15,000.00
42550 Ghost Walk		7,500.00	-7,500.00
42560 Holiday Home Tour	28.80	45,000.00	-44,971.20
42580 Murder Mystery		2,500.00	-2,500.00
42610 Bar Wars	2,840.40	7,500.00	-4,659.60
Total 42500 Event & Fundraising Revenues	2,869.20	77,500.00	-74,630.80
43000 Facility Rentals			
43010 Weddings	13,170.00	142,000.00	-128,830.00
43020 Rentals	3,585.00	3,000.00	585.00
Total 43000 Facility Rentals	16,755.00	145,000.00	-128,245.00
44000 Other Operating Income	30,925.00	30,925.00	0.00
44020 Background Check Fees	0.35		0.35
Total 44000 Other Operating Income	30,925.35	30,925.00	0.35
45000 Investments			
45030 Interest-Savings, Short-term CD	110.29		110.29
Total 45000 Investments	110.29		110.29
Sales	-200.00		-200.00
Total Income	\$153,420.76	\$430,425.00	\$ -277,004.24

The Heritage Guild of Collin County

Budget vs. Actuals: FY 2023 - FY23 P&L

January - March, 2023

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
GROSS PROFIT	\$153,420.76	\$430,425.00	\$ -277,004.24
Expenses			
61100 Wedding Expenses	2,009.05	15,800.00	-13,790.95
61110 Wedding Costs	2,862.88	7,200.00	-4,337.12
Total 61100 Wedding Expenses	4,871.93	23,000.00	-18,128.07
61200 Programming Expenses			
61210 Farmers' Market Costs	4,083.17	18,000.00	-13,916.83
61230 Merchandise Costs	1,480.60	1,500.00	-19.40
61240 Educational Programs Costs	165.48	1,000.00	-834.52
61270 Tour & Tea Costs		1,200.00	-1,200.00
61280 Trolley Tour Costs		1,000.00	-1,000.00
61290 Prairie Camp Costs	302.16	3,000.00	-2,697.84
61299 Other Programming Costs		100.00	-100.00
Total 61200 Programming Expenses	6,031.41	25,800.00	-19,768.59
61400 Events & Fundraising Expenses			
61420 Farm to Table Dinner Costs		5,000.00	-5,000.00
61450 Ghost Walk Costs		500.00	-500.00
61460 Holiday Home Tour Costs	-1,438.10	5,000.00	-6,438.10
61480 Murder Mystery Costs	31.44	1,500.00	-1,468.56
61490 Bar Wars Costs	195.96	1,000.00	-804.04
Total 61400 Events & Fundraising Expenses	-1,210.70	13,000.00	-14,210.70
61600 Business Expenses			
61610 Advertising, PR & Marketing	7,199.94	17,000.00	-9,800.06
61611 Advertising - Grant Reimbursable	6,624.00		6,624.00
Total 61610 Advertising, PR & Marketing	13,823.94	17,000.00	-3,176.06
61670 Volunteer Relations	298.78	750.00	-451.22
61680 Staff Relations	234.00	500.00	-266.00
Total 61600 Business Expenses	14,356.72	18,250.00	-3,893.28
61700 Outside Services			
61730 Fundraising Expenses		500.00	-500.00
61740 Outside Contract Services	1,700.00	9,000.00	-7,300.00
Total 61700 Outside Services	1,700.00	9,500.00	-7,800.00
62000 Facilities and Equipment		15,000.00	-15,000.00
62010 Building and Equip Maintenance	4,600.00	5,000.00	-400.00
62011 Yard	1,693.75	10,000.00	-8,306.25
62012 Structures & Equipment	3,853.74	10,000.00	-6,146.26
62013 Cleaning & Maintenance Supplies	2,982.37	12,000.00	-9,017.63
62019 Grant Expenses - Structures	3,534.38		3,534.38
Total 62010 Building and Equip Maintenance	16,664.24	37,000.00	-20,335.76
62020 Curation	696.00	1,000.00	-304.00
62050 Property Insurance		13,000.00	-13,000.00

The Heritage Guild of Collin County

Budget vs. Actuals: FY 2023 - FY23 P&L

January - March, 2023

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
62060 Utilities	7,541.72	24,000.00	-16,458.28
Total 62000 Facilities and Equipment	24,901.96	90,000.00	-65,098.04
63000 Office Operations			
63010 Books, Subscriptions, Reference	90.00	100.00	-10.00
63020 Postage, Mailing Service	48.00	500.00	-452.00
63025 Printing and Copying	1,296.04	3,250.00	-1,953.96
63030 Supplies	624.49	1,000.00	-375.51
63035 Telephone, Telecommunications	786.18	3,200.00	-2,413.82
63040 IT Expense	2,225.44	12,000.00	-9,774.56
Total 63000 Office Operations	5,070.15	20,050.00	-14,979.85
64000 Other Administrative Expenses			
64015 Bank Service Charges		250.00	-250.00
64020 Credit Card Fees	2,387.49	10,000.00	-7,612.51
64021 QuickBooks Payments Fees	571.74		571.74
64035 Insurance, Liability, D & O	4,451.60	2,250.00	2,201.60
64045 Finance Charges & Late Fees	81.30		81.30
64055 Memberships & Dues	218.00	1,000.00	-782.00
Total 64000 Other Administrative Expenses	7,710.13	13,500.00	-5,789.87
65000 Payroll Expenses	2,711.50		2,711.50
65010 Salaries, Staff	22,154.99	117,000.00	-94,845.01
65030 Salaries, Wedding Coordinator	14,096.50	50,000.00	-35,903.50
65040 Payroll Taxes	61.79	16,300.00	-16,238.21
65050 Payroll Processing Costs	768.16	2,400.00	-1,631.84
Total 65000 Payroll Expenses	39,792.94	185,700.00	-145,907.06
Total Expenses	\$103,224.54	\$398,800.00	\$ -295,575.46
NET OPERATING INCOME	\$50,196.22	\$31,625.00	\$18,571.22
NET INCOME	\$50,196.22	\$31,625.00	\$18,571.22

The Heritage Guild of Collin County

Balance Sheet

As of March 31, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
10000 Petty Cash	50.00
10020 Indep Bank - Operating	123,609.82
10030 Indep Bank - Reserve	79,201.90
10060 PayPal	4,191.54
Total Bank Accounts	\$207,053.26
Accounts Receivable	\$12,331.50
Other Current Assets	
10900 Marketable Securities	0.00
12000 Undeposited Funds	1,085.00
Other Receivables	0.00
Total Other Current Assets	\$1,085.00
Total Current Assets	\$220,469.76
Fixed Assets	
15000 Buildings, Furniture and Equip	
15001 Buildings, general	1,162,090.05
15010 Dulaney House	19,353.66
15012 Johnson House	12,469.90
15013 Chapel	12,692.55
15014 Faires House	312.16
15015 Dixie's Store	7,783.78
15016 Taylor Inn	36,723.53
15017 Wilmeth Schoolhouse	89,754.93
15018 405 Reception Hall	152,493.94
15019 Blacksmith Shop	3,931.90
15021 Landscape/Storage Buildings	15,433.39
15022 Visitors Center	150,000.00
15030 Antiques, Furnishings, Artifact	209,208.50
15040 Assets for Rental Business	1,497.00
15099 Accumulated Depreciation	0.00
Total 15000 Buildings, Furniture and Equip	1,873,745.29
Total Fixed Assets	\$1,873,745.29
Other Assets	
18600 Other Assets	0.00
18700 Security Deposits	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$2,094,215.05
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	

The Heritage Guild of Collin County

Balance Sheet

As of March 31, 2023

	TOTAL
Accounts Payable	\$0.00
Credit Cards	
21000 Credit card payable	0.00
21100 Indep MC 3622	1,927.33
Total Credit Cards	\$1,927.33
Other Current Liabilities	
24000 Payroll Liabilities	0.00
24400 Deferred Revenue, Dulaney House	0.00
24450 Wedding Damage Deposit	10,625.00
24500 Deferred Income Billings	
24510 Weddings	34,300.00
24520 Building Rentals	400.00
Total 24500 Deferred Income Billings	34,700.00
24600 Insurance Claim Reimbursement	0.00
25500 Sales Tax Payable	0.00
25800 Unearned or Deferred Revenue	0.00
26000 Security Deposits, Other	0.00
27000 Notes Payable	0.00
27100 Due to Officer	0.00
Accrued Expenses	0.00
Other Current Liabilities	0.00
Sales Tax Agency Payable	0.00
STATE COMPTROLLER Payable	0.00
Total Other Current Liabilities	\$45,325.00
Total Current Liabilities	\$47,252.33
Long-Term Liabilities	\$0.00
Total Liabilities	\$47,252.33
Equity	
30000 Unrestricted Fund Balance	1,996,766.50
Net Income	50,196.22
Total Equity	\$2,046,962.72
TOTAL LIABILITIES AND EQUITY	\$2,094,215.05

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

ENR: 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

The Heritage Guild of Collin County

Balance Sheet As of April 30, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
10000 Petty Cash	50.00
10020 Indep Bank - Operating	129,963.26
10030 Indep Bank - Reserve	79,214.91
10060 PayPal	6,691.31
Total Bank Accounts	\$215,919.48
Accounts Receivable	\$4,225.00
Other Current Assets	\$1,090.00
Total Current Assets	\$221,234.48
Fixed Assets	\$1,873,745.29
TOTAL ASSETS	\$2,094,979.77
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
24450 Wedding Damage Deposit	10,200.00
24500 Deferred Income Billings	
24510 Weddings	32,600.00
24520 Building Rentals	400.00
Total 24500 Deferred Income Billings	33,000.00
Total Other Current Liabilities	\$43,200.00
Total Current Liabilities	\$43,200.00
Total Liabilities	\$43,200.00
Equity	
30000 Unrestricted Fund Balance	1,996,766.50
Net Income	55,013.27
Total Equity	\$2,051,779.77
TOTAL LIABILITIES AND EQUITY	\$2,094,979.77

The Heritage Guild of Collin County

Budget vs. Actuals: FY 2023 - FY23 P&L

January - April, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
40000 Grants				
40050 MCDC Grant	6,624.00		6,624.00	
Restricted Grants	50,000.00	50,000.00	0.00	100.00 %
Total 40000 Grants	56,624.00	50,000.00	6,624.00	113.25 %
41000 Direct Public Support				
41010 Membership Dues	1,360.00	2,000.00	-640.00	68.00 %
41020 Donations, General Public	1,553.00	500.00	1,053.00	310.60 %
41030 Corporate Contributions	2,500.00	7,000.00	-4,500.00	35.71 %
41050 Special Purpose Gifts	10,000.00	0.00	10,000.00	
41060 McKinney Heritage Membership	40.00		40.00	
Total 41000 Direct Public Support	15,453.00	9,500.00	5,953.00	162.66 %
42000 Program Revenues				
42010 Farmers' Market	36,818.50	20,500.00	16,318.50	179.60 %
42030 Merchandise Sales	347.00	500.00	-153.00	69.40 %
42040 Education Programs	1,114.00	2,000.00	-886.00	55.70 %
42050 Ghostly Haunting	1,404.80	2,000.00	-595.20	70.24 %
42070 Prairie Camps	540.92	750.00	-209.08	72.12 %
42080 Public Village Tour	818.32	950.00	-131.68	86.14 %
42090 Tea & Tour	950.00	0.00	950.00	
42100 Trolley Tour	120.00	200.00	-80.00	60.00 %
Total 42000 Program Revenues	42,113.54	26,900.00	15,213.54	156.56 %
42500 Event & Fundraising Revenues				
42520 Farm to Table Dinner	14,797.45	10,000.00	4,797.45	147.97 %
42550 Ghost Walk		0.00	0.00	
42560 Holiday Home Tour	28.80	1,500.00	-1,471.20	1.92 %
42580 Murder Mystery	3,914.00	1,250.00	2,664.00	313.12 %
42610 Bar Wars	2,840.40	3,750.00	-909.60	75.74 %
Total 42500 Event & Fundraising Revenues	21,580.65	16,500.00	5,080.65	130.79 %
43000 Facility Rentals				
43010 Weddings	24,745.00	35,000.00	-10,255.00	70.70 %
43020 Rentals	3,585.00	1,000.00	2,585.00	358.50 %
Total 43000 Facility Rentals	28,330.00	36,000.00	-7,670.00	78.69 %
44000 Other Operating Income	30,925.00	30,925.00	0.00	100.00 %
44020 Background Check Fees	-39.45		-39.45	
Total 44000 Other Operating Income	30,885.55	30,925.00	-39.45	99.87 %
45000 Investments				
45030 Interest-Savings, Short-term CD	145.45		145.45	
Total 45000 Investments	145.45		145.45	
Sales	0.00		0.00	
Total Income	\$195,132.19	\$169,825.00	\$25,307.19	114.90 %

The Heritage Guild of Collin County

Budget vs. Actuals: FY 2023 - FY23 P&L

January - April, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
GROSS PROFIT	\$195,132.19	\$169,825.00	\$25,307.19	114.90 %
Expenses				
61100 Wedding Expenses	2,987.67	4,800.00	-1,812.33	62.24 %
61110 Wedding Costs	2,862.88	2,400.00	462.88	119.29 %
Total 61100 Wedding Expenses	5,850.55	7,200.00	-1,349.45	81.26 %
61200 Programming Expenses				
61210 Farmers' Market Costs	7,788.91	5,400.00	2,388.91	144.24 %
61230 Merchandise Costs	1,480.60	1,200.00	280.60	123.38 %
61240 Educational Programs Costs	165.48	500.00	-334.52	33.10 %
61270 Tour & Tea Costs		0.00	0.00	
61280 Trolley Tour Costs		300.00	-300.00	
61290 Prairie Camp Costs	302.16	0.00	302.16	
61299 Other Programming Costs		100.00	-100.00	
Total 61200 Programming Expenses	9,737.15	7,500.00	2,237.15	129.83 %
61400 Events & Fundraising Expenses				
61420 Farm to Table Dinner Costs	2,200.00	5,000.00	-2,800.00	44.00 %
61450 Ghost Walk Costs		0.00	0.00	
61460 Holiday Home Tour Costs	-1,438.10	0.00	-1,438.10	
61480 Murder Mystery Costs	1,929.14	750.00	1,179.14	257.22 %
61490 Bar Wars Costs	195.96	500.00	-304.04	39.19 %
Total 61400 Events & Fundraising Expenses	2,887.00	6,250.00	-3,363.00	46.19 %
61600 Business Expenses				
61610 Advertising, PR & Marketing	9,479.94	5,666.68	3,813.26	167.29 %
61611 Advertising - Grant Reimbursable	6,624.00		6,624.00	
Total 61610 Advertising, PR & Marketing	16,103.94	5,666.68	10,437.26	284.19 %
61670 Volunteer Relations	354.68	100.00	254.68	354.68 %
61680 Staff Relations	234.00	100.00	134.00	234.00 %
Total 61600 Business Expenses	16,692.62	5,866.68	10,825.94	284.53 %
61700 Outside Services				
61730 Fundraising Expenses		250.00	-250.00	
61740 Outside Contract Services	2,250.00	3,000.00	-750.00	75.00 %
Total 61700 Outside Services	2,250.00	3,250.00	-1,000.00	69.23 %
62000 Facilities and Equipment	5,984.45	5,000.00	984.45	119.69 %
62010 Building and Equip Maintenance	350.00	1,600.00	-1,250.00	21.88 %
62011 Yard	4,063.75	2,800.00	1,263.75	145.13 %
62012 Structures & Equipment	5,203.74	3,300.00	1,903.74	157.69 %
62013 Cleaning & Maintenance Supplies	3,732.37	4,000.00	-267.63	93.31 %
62019 Grant Expenses - Structures	3,534.38		3,534.38	
Total 62010 Building and Equip Maintenance	16,884.24	11,700.00	5,184.24	144.31 %
62020 Curation	696.00	500.00	196.00	139.20 %
62050 Property Insurance		4,320.00	-4,320.00	

The Heritage Guild of Collin County

Budget vs. Actuals: FY 2023 - FY23 P&L

January - April, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
62060 Utilities	8,678.10	8,000.00	678.10	108.48 %
Total 62000 Facilities and Equipment	32,242.79	29,520.00	2,722.79	109.22 %
63000 Office Operations				
63010 Books, Subscriptions, Reference	120.00	100.00	20.00	120.00 %
63020 Postage, Mailing Service	48.00	150.00	-102.00	32.00 %
63025 Printing and Copying	1,651.21	925.00	726.21	178.51 %
63030 Supplies	624.49	300.00	324.49	208.16 %
63035 Telephone, Telecommunications	1,217.67	1,060.00	157.67	114.87 %
63040 IT Expense	3,200.44	5,825.00	-2,624.56	54.94 %
Total 63000 Office Operations	6,861.81	8,360.00	-1,498.19	82.08 %
64000 Other Administrative Expenses				
64015 Bank Service Charges		83.32	-83.32	
64020 Credit Card Fees	3,602.19	3,050.00	552.19	118.10 %
64021 QuickBooks Payments Fees	961.90		961.90	
64035 Insurance, Liability, D & O	4,451.60	750.00	3,701.60	593.55 %
64045 Finance Charges & Late Fees	81.30		81.30	
64055 Memberships & Dues	350.48	333.32	17.16	105.15 %
Total 64000 Other Administrative Expenses	9,447.47	4,216.64	5,230.83	224.05 %
65000 Payroll Expenses	2,711.50		2,711.50	
65010 Salaries, Staff	30,353.99	41,000.00	-10,646.01	74.03 %
65030 Salaries, Wedding Coordinator	19,032.50	15,000.00	4,032.50	126.88 %
65040 Payroll Taxes	1,066.64	5,433.32	-4,366.68	19.63 %
65050 Payroll Processing Costs	984.90	800.00	184.90	123.11 %
Total 65000 Payroll Expenses	54,149.53	62,233.32	-8,083.79	87.01 %
Total Expenses	\$140,118.92	\$134,396.64	\$5,722.28	104.26 %
NET OPERATING INCOME	\$55,013.27	\$35,428.36	\$19,584.91	155.28 %
NET INCOME	\$55,013.27	\$35,428.36	\$19,584.91	155.28 %