

BREAKOUT SESSION

Operational Budget Exercise

1. In groups, review the Sample Budget Handout
2. Discuss, identify and record any additional items you may have experienced

REVENUES	EXPENDITURES	SURPLUS / DEFICIT
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-

3. Select a speaker to share your discussion points

Sample Budget-Category 1 (to be used as a tool in planning your own Budget with your own expenditures)	Budget 2019-2020		Budget 2020-2021	Budget 2021-2022	Budget 2022-2023
		<u>Notes</u>			
FNLM Operational Funding (Grant funding)	274,981	Annual funding base- Category 1	277,730	280,508	283,313
FNLM Transitional Funding (Contribution funding)	75,000	Initial Two Year funding after becoming Operational (please delete if operational over two years)	75,000		
Other revenues					
Carry Forward Surplus Funding from previous year			(517)	14,070	10,126
TOTAL REVENUES	349,981		352,213	294,578	293,439
EXPENDITURES:					
Lands Committee (Honorariums)	10,000	Lands Committee	10,000	10,000	10,000
Salaries & Benefits (Lands Governance personnel)	65,000	100% position	66,950	68,959	71,027
Salaries & Benefits (Enforcement)	25,000	part-time position employee	25,750	26,523	27,318
Salaries & Benefits (Environmental)	30,000	part-time position employee	30,900	31,827	32,782
Salaries & Benefits (Lands Assistant)	45,000	100% position	46,350	47,741	49,173
Staff (Training/Conferences)	6,500		6,695	6,896	7,103
Staff (Travel)	7,500		7,725	7,957	8,195
Environmental monitors	10,500	per diem basis as needed (community members)	3,500	3,500	3,500
Administrative overhead	34,998	this would be a % of overhead operating costs (possibly using % that the FN charges to other departments)	35,273	28,051	28,331
Capital Acquisitions	7,500	setting up office with furniture/any equipment needed for running the lands office	7,500	2,500	2,500
Computer Acquisitions	10,000	setting up office with computers/printers	5,000	2,500	2,500
Policy development/administrative structure	15,000	to set guidelines in place for the new laws/how the FN comm will enforce them	12,000		
Legal Costs - Drafting Laws	30,000		30,000	10,000	10,000
Legal Costs - Enforcing laws			5,000	5,000	5,000
Legal Costs - general	2,500		2,500	2,500	2,500
Liability Insurance	10,000	this is the special liability insurance now that you are responsible for lands/environment etc	10,000	10,000	10,000
Community engagement	3,500	to have community meeting/dinner	3,500	3,500	3,500
Meetings (catering, snacks, etc.)	3,000		2,500	2,500	2,500
Office Supplies & Postage	4,500		4,500	4,500	4,500
Professional Services (ex. Environmental, Engineer, Surveyor)	15,000	Consultants	15,000	10,000	10,000
Developmental plan expenses	15,000	Expenses re possible questions on development plans	7,500		
Other expenses 1					
Other expenses 2					
Other expenses 3					
TOTAL EXPENDITURES	350,498		338,143	284,452	290,429
CUMULATIVE - Surplus (Deficit)	(517)		14,070	10,126	3,010

Note in the wages/and travel categories a yearly increase of 3% in included in the calculations)