

<u>ACCOUNT CODE</u>	<u>DESCRIPTION</u>	<u>FY21</u>
	<u>INCOME</u>	
	<i>General Income (Donations and Grants)</i>	
1010	Donations (unspecified)	\$41,000
	1012 In Kind Donations (no cash received)	\$0
1020	Donations (Youth Education)	\$65
1030	Interest income	\$150
1040	Miscellaneous Income (not refunds) (NTD, etc)	\$250
1050	Grant Revenue	\$15,000
1060	Revenue from designated donations	
	1061 Dover Harbor designated donations	\$20,000
	1062 Equipment Fund Designated donations	\$0
	1063 Other designated revenue and donations	\$1,000
1070	Revenue from Credit Card Rewards Programs	\$1,500
1080	Refunds (Unexpected) from Creditors, Banks, Etc.	\$1,000
	GENERAL (Donations and Grants)	\$79,965
<hr/>		
1100	<i>Subscription Fees</i>	
	1111 Timetable Subscription (STATIONMASTER)	\$1,010
	SUBSCRIPTION FEES (e.g. Newsletter)	\$1,010
<hr/>		
1200	<i>Sales Income</i>	
1210	1211 Income from Crew Uniform Sales	0
	1212 Income from DVD Sales	0
	1213 Income from On Board Souvenir Sale Items	1200
	1214 Income from Railroadiana and Book Shows/Sales	550
	1215 Income from Collinsville Inn R&R Books	200
	1216 Income from Pullman Blankets Excessed	0
	1217 Income from Other Items sold as General Merchandise	\$1,500
	1218 Income from Digital DC Railroad Heritage Project Sales	\$20
	1219 Income for Shipping Costs (where separated out)	\$50
1220	1221 Sales Tax (Maryland)	35
	1222 Sales Tax (Virginia)	0
	1223 Sales Tax (DC)	0
	1224 Sales Tax (Other)	0

<u>ACCOUNT CODE</u>	<u>DESCRIPTION</u>	<u>FY21</u>
	SALES (e.g. Souvenirs, Books, Crew Uniforms)	\$3,555
1300	<i>Excursions, trips, charters (ETC)</i>	
1310	Trips Dover Harbor	\$70,000
1320	Trips Other	\$10,000
1330	Charters Dover Harbor	\$50,000
1340	1341 Charter Income Franklin Inn	\$30,000
	1342 Charter Income Collinsville Inn	\$20,000
1350	Full Train Excursions	\$0
1360	Trips Inn cars	\$0
	EXCURSIONS, TRIPS AND CHARTERS (rail-oriented trips and charters)	\$180,000
1500	<i>Event Income</i>	
1510	Public program donations	\$250
1520	Banquet/Gala	\$2,700
1530	Picnic	\$100
1540	Other	\$0
	EVENTS (e.g. Banquet, Programs, Picnic)	\$3,050
1000	TOTAL INCOME	\$267,580

<u>ACCOUNT CODE</u>	<u>DESCRIPTION</u>	<u>FY21</u>
	<u>EXPENSES</u>	
	<i>Administrative</i>	
2140	Information Management/IT Systems	
	2141 Membership Management (e.g. WildApricott)	\$2,400
	2142 Communications/E-Mail Management (e.g. Contstant Contact)	\$250
	2143 Domain Names (e.g. Dover Harbor, DCNRHS, DCRAILCARS)	\$120
	2144 Washington Terminal Project Hosting and Domain Services	\$325
	2145 Quickbooks On-line	\$50
	2146 Other Information Management/IT Systems	\$0
	2147 Software (Virus, Malwarebytes, etc)	\$200
2150	National Advisory Committee Representative	\$2,000
2200	Business Services (Phone, Answering Service, Mail)	\$3,600
2250	Postage (General Mailing and Shipping Costs)	\$300
2300	Association Memberships	\$1,100
2400	Donations made to other not-for-profits	\$100
2500	Insurance	
	2510 Bonding insurance	\$257
	2530 Property insurance	\$3,239
	2540 Officers and Directors Insurance	\$450
	2550 Liability insurance	\$7,978
	2560 Volunteer insurance	\$503
	2570 Meeting and Event Insurance	\$300
2600	Administrative Costs	
	2610 Supplies	\$700
	2620 P. O. Box Rental	\$120
	2630 Bank fees	\$200
	2650 Credit Card Fees	\$1,510
	2660 Credit Card Processor Fees	\$1,531
	2685 Grant Writing Costs	\$150
	2686 Member/Donation Handling (Postage, Stationery)	\$200
	2691 Outside Auditor Professional Services	\$6,500
	2692 Tax Preparation Services	\$1,000
	2695 Bookkeeping and Related Services	\$1,000
2700	Nominating Committee and Chapter Elections	\$0
2800	Legal	\$1,500
2900	Fund Raising (general) incl. Annual Membership Drive	\$2,000

<u>ACCOUNT CODE</u>	<u>DESCRIPTION</u>	<u>FY21</u>
2000	ADMINISTRATIVE (e.g. phone, office, audit, fund-raising, bank fees, insurance, tax preparation, information management systems, legal, supplies, association memberships)	\$39,583
<i>Sales</i>		
3100	Cost of Goods Sold (COGS)	
	3101 Costs of On Board Souvenir Sale Items	900
	3102 Costs of Items Given Away on Trips (Hats, etc)	300
	3103 Costs of Collinsville Inn R&R Books	0
	3104 Cost of Pullman Blankets Excessed	0
	3105 Costs of Other Items Purchased for Sale	100
	3107 Costs Crew Uniform Sale Items	100
3200	Sales Tax (state or federal) Paid (on items DCONRHS Sells only)	
	3201 Sales Tax on Good Sold Paid to Maryland	50
	3202 Sales Tax on Good Sold Paid to Virginia	0
	3203 Sales Tax on Good Sold Paid to DC	0
	3204 Sales Tax on Good Sold Paid to Other	0
3300	Others sales expense	\$0
3500	Costs of shipping items that are sold	\$50
3000	SALES EXPENSE (cost of goods, sales tax, shipping)	\$1,500
<i>Excursions, Trips and Charters (ETC) Program</i>		
4100	Trips Dover Harbor	\$62,000
	4115 Refunds Dover Harbor Trips	
4200	Trips Inn cars	\$0
	4215 Refunds Inn car Trips	
4300	Trips other not using Chapter Equipment	\$8,200
	4215 Refunds Trips other not using Chapter Equipment	
4500	Charters Dover Harbor	\$35,000
4600	Charters Inn cars	\$100
4700	ETC misc expenses	\$1,800
4800	Full Train Excursions	\$0

<u>ACCOUNT CODE</u>	<u>DESCRIPTION</u>	<u>FY21</u>
4000	EXCURSIONS, TRIPS AND CHARTERS (Dover Harbor trips and charters, Inn Car trips and charters, other rail-oriented trips)	\$107,100
	Operations & Equipment Program	
5100	Maintenance and Repair (M&R)	
5110	Dover Harbor M&R (General)	\$30,000
5120	Inn cars M&R (General)	\$35,000
5130	O&E Travel (CMO Approved)	\$350
5140	Baggage Cars M&R	\$1,000
5150	Track repair	\$0
5160	Maintenance of Way (Dover Park)	\$500
5200	Track rental	
5210	Dover Park track rental	\$8,580
5220	Other track rental	
5300	Electric	\$2,000
5400	Railroad Car Operating Expense	
5410	Diesel fuel	\$875
5420	Other POL (petroleum, oils, lubricants)	\$100
5430	UMLER	\$250
5450	Other operating expense	\$500
5500	Misc Railroad car moves	
5510	Dover Harbor Misc. moves (not trip related)	
5520	Inn Cars Misc. moves (not trip related)	
5600	RPCA Representative Convention Travel	\$1,000
5000	OPERATIONS & EQUIPMENT PROGRAM (railcar restoration, maintenance, and operations)	\$80,155
	<i>Educational Programs (non-trip)</i>	
6100	Monthly Program Expense	
6101	Monthly Program Location Rental Expense	\$2,700
6102	Monthly Program Laptop Expense	\$500
6103	Monthly Program Publicity	\$600
6104	Monthly Program Other Expense (Speaker, Laptop Supplies)	\$1,500
6300	Banquet/Gala	\$3,000

<u>ACCOUNT CODE</u>	<u>DESCRIPTION</u>	<u>FY21</u>
6400	Picnic	\$250
6500	Youth Activities	\$2,700
6600	National Train Day	\$0
6700	Other Educational Efforts	\$0
6800	Marketing Internship	
6900	Bookkeeping Internship	\$2,500
6000	Educational Programs (non-trip activities, internships, banquet, youth activities, monthly programs, banquet, picnic)	\$13,750
<i>Newsletter And Other Publications Program</i>		
7100	Timetable printing and mailing	\$2,400
7300	Misc Timetable expense	
7400	Flyers (non-Trip)	\$50
7500	Other Publications	
7000	NEWSLETTER & OTHER PUBLICATIONS PROGRAM	\$2,450
<i>Library and History Program</i>		
8100	Martin F. O'Rourke Memorial Railroad Library Operations	\$1,500
8200	Digital DC RR Heritage Project (Washington Terminal Project) - Digitization Services (not hosting)	\$400
8000	LIBRARY AND HISTORY PROGRAM	\$1,900
<i>Publicity</i>		
9100	General Promotion	
	9110 Radio Advertising	\$2,000
	9120 Print/Web Media Advertising	\$1,000
9200	Branding Initiative	\$362
9300	Strategic Partner Expenses (comp tickets, etc)	\$500
9400	75th Anniversary Celebration	\$0
9000	PUBLICITY	\$3,862
<i>Human Resources</i>		

<u>ACCOUNT CODE</u>	<u>DESCRIPTION</u>	<u>FY21</u>
10100	Awards	\$500
10200	Volunteer Recognition (may include flowers, etc for funerals)	\$500
10300	Volunteer Events and Trips	\$0
10400	HR administration	\$0
10000	HUMAN RESOURCE (awards and recognition)	\$1,000
<i>Restricted Funds</i>		
11100	Restricted Funds Restricted Funds (50/50 split between Chapter Reserve and Equipment Fund)	\$16,200
11000	RESTRICTED FUNDS (Planned savings for future year expenses and contingencies)	\$16,200
	TOTAL EXPENSE	\$267,500

<u>ACCOUNT CODE</u>	<u>DESCRIPTION</u>	<u>FY21</u>
2020-2021 DCONRHS FISCAL YEAR SUMMARY TABLE		
	TOTAL INCOME	\$267,580
	TOTAL EXPENSE	\$267,500
	SURPLUS/DEFICIT	\$80

File Date: 3/15/2020

