



Nebraska's  
Natural Resources  
Districts

[www.nrdnet.org](http://www.nrdnet.org)

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(402) 471-7670

Protecting Lives • Protecting Property • Protecting the Future

March 1, 2021

TO: NARD Board & NRD Managers  
FROM: Dean E. Edson  
RE: DRAFT Preliminary Budget FY 21-22 & FY 22-23

Attached is the proposed preliminary budget for FY 21-22 & FY 22-23 for the NARD General Operating and NARD Foundation. The NARD Fiscal Planning Committee will review this draft at their March 8<sup>th</sup> meeting. The committee will make a recommendation to the Board at the board meeting later that day. The NARD Board will then approve a draft budget for consideration by the districts. Final action will occur on the budget at the June board meeting.

For final budgeting purposes, we have included the 2021 NCF Envirothon in the NARD Budget for FY 21-22 as most of the income and expenses will occur in July and August of 2021. However, since there will be some expenses in FY 20-21, we will create a budget for the event on calendar year 2021 so all income and expenses will be accounted for against a budget in QuickBooks. We also will need to issue a final report to the NARD Board and NCF in January 2022.

The funds collected by the local districts and NARD since 2017 have been placed in reserve for the event. The NARD staff has received pledges from other contributors which, if all come through, gives us some cushion for the event. If we have excess after all income and expenses are in, the NARD Board will decide what to do with those funds. Below are the revised estimated totals for the 2021 Envirothon.

<b>TOTAL INCOME--</b>	<b>\$425,166</b>
<b>TOTAL EXPENSES --</b>	<b>\$423,200</b>
<b>NET INCOME --</b>	<b>\$ 1,966</b>

The two-year budget adopted last year asked for a 4% increase in dues each of the next two fiscal years. This is maintained. The other major changes included: 1) Increased income and expense for the Foundation programs to reflect the Fundraising efforts for the 2021 Envirothon to be held in Nebraska. This resulted in a significant increase in income and expenses for FY 2021-22. Note that income and expenses drop significantly the next fiscal year. 2) Decrease income and expenses for the annual conferences in 21-22 due to COVID-19 issues. 3) Use of our PPP Loan as a backup to cover lost conference revenue; and 4) an increased cost for NARD Board insurance (Property/Casualty, Liability, Errors & Omissions).

There were no changes proposed with the tree program or the reimbursements from the NARD Risk Pool. A spreadsheet with the budget follows, including an explanation for each line item. We welcome any suggestions for changes to the budget and/or position descriptions. The total budget numbers are as follows:

**Budget Summary**

	<u>FY 21-22</u>	<u>FY 22-23</u>
<b>TOTAL INCOME</b>	<b>\$1,624,872</b>	<b>\$1,447,475</b>
<b><u>TOTAL EXPENSES</u></b>	<b><u>\$1,619,506</u></b>	<b><u>\$1,441,283</u></b>
Addition to		
<b>CASH RESERVE</b>	<b>\$ 5,366</b>	<b>\$ 6,192</b>
<b><u>Income Ratios</u></b>		
Percent reserve to Total Income	<u>0.45%</u>	<u>0.43%</u>
Percent change in Total Income	<u>33.25%</u>	<u>-10.92%</u>
<b><u>Expense Ratios</u></b>		
Additional Cash Reserve as a percent of Expenses	<u>0.33%</u>	<u>0.43%</u>
Percent increase in Expenses from the previous year	<u>17.61%</u>	<u>-11.00%</u>

***Income:***

INCOME	DRAFT FY 21-22 Budget		DRAFT FY 22-23 Budget	
	Sub Account	Account	Sub Account	Account
	2021-22		2022-23	
<b>Foundation Programs</b>		\$451,666		\$26,500
Interest Income	1,500		1,500	
Donations & Fund Raisers	25,000		25,000	
2020 Envirothon	425,166		0	
<b>District Dues</b>	4 percent increase	\$628,415	4 percent increase	\$653,552
<b>Conferences</b>		\$68,500		\$234,500
Annual Conference	25,000		120,000	
Legislative Conference	20,000		89,000	
Basin Tour & Meetings (PRCA, Rep, other)	4,500		6,500	
NACD	1,000		1,000	
Other - NRD Managers, NARD Board, Etc.	18,000		18,000	
<b>Grants</b>		\$155,000		\$155,000
NARD/DNR Liaison	40,000		40,000	
NARD/DEE Liaison	85,000		85,000	
NRCS TSP	30,000		30,000	
<b>Information &amp; Education</b>		\$23,625		\$23,625
NACD Poster Winners	125		125	
Husker Harvest Days	3,500		3,500	
Special Projects - 50 Year Aniv. in 2022	15,000		15,000	
Nebraska Envirothon	5,000		5,000	
<b>Investment Income</b>		\$22,750		\$22,750
Union Bank Investment Income	5,250		5,250	
NPAT Sponsorship & Non- Spon. Income	4,500		4,500	
UBS	13,000		13,000	
<b>Miscellaneous Income</b>		\$500		\$500
NRD Tree Program Sales	400,000		400,000	
Less				
Cost of Goods Sold	376,000		376,000	
<b>Net Tree Program</b>		\$24,000		\$24,000
Washington, D.C. Mtg.		\$0		\$106,000
<b>Benefit Administration</b>		\$69,600		\$69,600
<b>Special Projects</b>		\$15,000		\$15,000
<b>Public Relations</b>		\$100,000		\$100,000
Reimb. for Part-Time Receptionist		\$15,816		\$16,449
SBA PPP Loan		\$50,000		\$0
<b>Total:</b>		\$1,624,872		\$1,447,475
<i>Percent reserve to income</i>		<i>0.45%</i>		<i>0.43%</i>
<i>Percent change in income</i>		<i>33.25%</i>		<i>-10.92%</i>

EXPENSES	DRAFT FY 21-22 Budget		DRAFT FY 22-23 Budget	
	Sub Account	Account	Sub Account	Account
	2021-22		2022-23	
Salaries		\$338,220		\$351,749
Contract Labor		\$35,000		\$35,000
NRD/DEE Position		\$128,076		\$133,980
Employee Benefits		\$92,560		\$96,262
Foundation Programs		\$444,200		\$24,000
Nebraska Ag Youth Leadership Inst.	0		3,000	
Envirothon, FFA, ACE Camp & Other	21,000		21,000	
2021 Envirothon	423,200		0	
NRD/DNR Position		\$131,495		\$137,567
Payroll Taxes		\$32,898		\$34,214
NARD Officers Expense		\$6,600		\$6,600
NACD Legislative Conf.	2,300		2,300	
NACD Reg. Meeting	2,300		2,300	
NACD Leadership Meeting	2,000		2,000	
Information & Education		\$34,250		\$34,250
Special Projects - 50 Year Aniv. in 2022	15,000		15,000	
Nebraska Envirothon	5,500		5,500	
Video & Public Relations	1,750		1,750	
Husker Harvest Days	7,000		7,000	
Awards	2,000		2,000	
I & E Other	3,000		3,000	
Staff Expense		\$22,500		\$22,500
Office Furniture		\$5,000		\$5,000
Office Rent		\$30,000		\$30,000
Equipment Rent		\$8,000		\$8,000
Insurance		\$9,500		\$9,500
General Taxes		\$500		\$500
Telephone/Internet/Cable		\$13,000		\$13,000
Unicameral/Law Books		\$500		\$500
Repairs & Maintenance		\$500		\$500
Professional Services		\$47,000		\$47,000
Zulkowski- Weber, Lobbyist	39,000		39,000	
Other	3,000		3,000	
Legal Services	5,000		5,000	
Accounting & Audit Services		\$8,000		\$8,000
Postage		\$3,500		\$3,500
Office Supplies		\$11,000		\$11,000
Dues & Subscriptions		\$4,500		\$4,500
Grants & Agreements		\$27,000		\$27,000
Miscellaneous		\$600		\$600
Conferences		\$64,107		\$169,561
Annual Conference	20,000		81,000	
Legislative Conference	18,000		62,000	
NACD Meetings	4,000		4,000	
NCF Envirothon Expense	4,000		4,000	
Basin Tours	6,750		6,750	
Other	11,357		11,811	
Washington, D.C. Mtg.		\$0		\$106,000
Special Projects		\$15,000		\$15,000
Public Relations		\$100,000		\$100,000
NRCS Expenses		\$6,000		\$6,000
Total: Expenses		\$1,619,506		\$1,441,283
Addition to Cash Reserve		\$5,366		\$6,192
Percent additional reserve to expenses		0.33%		0.43%
Percent change in expenses		17.61%		-11.00%

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***Income:***

**Foundation Programs (Account #600)**

For final budgeting purposes, we have included the 2021 Envirothon in the NARD Budget for FY 21-22 as most of the income and expenses will occur in July and August of 2021. The funds collected by the local districts and NARD since 2017 have been placed in reserve for the event. The NARD staff has received pledges from other contributors which, if all come through, gives us some cushion for the event. If we have excess after all income and expenses are in, the NARD Board will decide what to do with those funds.

The Foundation Account is estimated to generate funds annually from interest, contributions and fundraisers. The majority of these funds are targeted for the 2021 Envirothon to be held in Nebraska, which a separate detailed budget is attached. Additional programs funded include: The Nebraska Ag Youth Leadership Institute, FFA, ACE Camp, Nebraska Envirothon and other educational programs. The income was increased to reflect the fundraising efforts. (\$451,666 for FY 21-22 and \$26,500 for FY 22-23).

**District Dues (Account #601)**

Dues from NRDs – Last year’s preliminary budget called for a 4% increase in dues, which is maintained. The revised proposal adds 0.45% to the reserve as a percentage of total income for FY 21-22 and 1.84% for FY 22-23. Total -- \$628,415 for FY 21-22 and \$653,552 for FY 22-23.

**Conferences (Account #603)**

Conference registrations, vendor fees and other – Decrease in FY 2021-22 due to the impact of COVID-19 then increased to normal in FY 2022-23. The SBA PPP Loan (Income Item #622) approved in March of 2021 will be used to off-set loss of conference income. For both FY the totals are:

<u>Conference</u>	<u>FY 21-22</u>	<u>FY 22-23</u>
Annual	\$25,000	\$120,000
Legislative	\$20,000	\$89,000
Basin Meetings (Platte R. CA, Rep)	\$4,500	\$6,500
NACD	\$1,000	\$1,000
Other	<u>\$18,000</u>	<u>\$18,000</u>
<b>Total</b>	<b><u>\$68,500</u></b>	<b><u>\$234,500</u></b>

**Grants (Account #605)**

Three grant programs totaling \$155,000 for both fiscal years as follows:

1. **NARD/DNR Liaison position** –The contract is \$40,000 annually to be reimbursed quarterly.
2. **NARD/DEE Liaison position** – This position is reimbursed by a 319 grant at 85% of total cost capped at \$85,000. This is a \$15,000 reduction from previous fiscal years.
3. **NRCS TSP**– This is the NRCS TSP Grant which passes through NARD to the NRDs to pay for locally-hired Technical Service Providers to assist with implementing the Farm

Bill Conservation Programs. Estimates are \$30,000 in each FY. NARD receives 10% for processing the grant, which amounts to \$3,000/year in net income. This grant was once \$500,000.

**Information & Education (Account #608)**

NARD will be working with NRD I&E Staff committee on special projects for next year, including, but not limited to the NRD Basin Tour, NRD calendar, NRD jackets, and promotion of the NRDs. In 2022, it will be the 50<sup>th</sup> Anniversary of the NRDs. Other line items include the Envirothon, NACD Poster Contest, Husker Harvest Days contributions, and other various payments and reimbursements (\$23,625 for both FY).

**Investment Income (Account #609)**

Interest income. Three sub-accounts – 1) Union Bank interest income from NARD reserves; 2) NPAIT Sponsorship Income and Non-Sponsored Income; and 3) income from UBS investments. Sponsorship income has also decreased because of NPAIT's reduction of sponsorship fees. However, UBS investments have performed well and balance out the decreases in NPAIT. \$22,750 for both FY).

**Miscellaneous Income (Account #610)**

Other refunds/contributions (\$500 total for each FY).

**NRD Tree Program (Account #612)**

In FY 01-02 NARD took over the tree program from UNL for the NRDs. The margin charged by UNL was 18-25 cents/tree. NARD will maintain a three cents/tree margin to run the program and cover promotion and administrative costs. We will estimate orders of 785,000 trees in both FY (net \$24,000 for each FY).

**Washington, D.C. Meeting (Account #613)**

Income from billing participants for motel rooms, working luncheons and facility equipment rental. We budgeted zero in 2021, as it is uncertain whether the event can occur. If it does, it is all on reimbursements so it could occur. Increased to normal in the FY 22-23. (\$0 in FY 21-22 and \$106,000 in FY 22-23).

**Benefit Administration (Account #616)**

Payment for insurance administration of \$5,800/month which is no change from the previous fiscal year (\$69,600 total for each FY).

**Special Projects (Account #619-000)**

Income for special projects taken on by the NARD Board. A corresponding expense amount is also included (\$15,000 each FY).

**Public Relations Projects (Account #619-005)**

Income related to public relations efforts/programs. No programs will be undertaken unless approved by the board and a related income amount is determined. (Maintained at \$100,000 per FY).

**Reimbursement for Part-Time Receptionist (Account 621)**

This position was approved by the board in November 2010. Currently, we are hiring college students to work part-time. This position is reimbursed by the NARD Risk Pool. The expense for this position is included in Salaries. (\$15,816 for FY 21-22 and \$16,449 for FY 22-23).

**SBA PPP Loan (Account #622)**

NARD was approved for an SBA PPP Loan on March 1, 2021. The budget proposes to use \$50,000 of the loan to off-set loss of income from conferences in FY 2021-22. If conference income rebounds in FY 2021-22, the reliance on the loan can be reduced and the funds re-directed. (\$50,000 in FY 2021-22, \$0 in FY 2022-23)

**Expenses:**

**Salaries (Account #811)**

For FY 21-22, allowance of up to four percent salary adjustments totaling \$338,220 for four NARD Staff Positions. A similar four percent salary adjustment is budgeted for FY 22-23 totaling \$351,749. Salaries for the NARD/DNR and the NRD/DEE positions are accounted for on separate line items (See Account #'s 814 & 817).

<b><u>Proposed 21-22</u></b>	<b><u>Position</u></b>
\$ 184,230	Executive Director (\$176,230 Base, plus \$8,000 deferred)
73,693	Office Manager
64,481	Public Relations Director
<u>15,816</u>	<u>Intern/Receptionist</u>
\$338,220	Total

<b><u>Proposed 22-23</u></b>	<b><u>Position</u></b>
\$191,600	Executive Director (\$183,600 Base, plus \$8,000 deferred)
76,640	Office Manager
67,060	Public Relations Director
<u>16,449</u>	<u>Intern/Receptionist</u>
\$351,749	Total

**Contract Labor (Account # 812)**

This project retains a consultant to assist the NRDs with media and public relations. This has been discussed by the Executive Board and is recommended by the NRD managers. The consultant will work with local NRDs on developing better relationships with the media, basin wide and statewide messaging. Continuing education and training sessions for employees and directors at conferences is included. Districts would be billed separately for meetings and special projects specific to that district (\$35,000 each FY).

**NRD/DEE Water Quality Liaison Position (Account #814)**

This is the total expenses for the position including salary, benefits and expenses. We are reimbursed for salary, benefits, and all related expenses at 85% up to at \$85,000. (\$128,076 for

FY 21-22 and \$133,980 for FY 22-23. See account 603 for income).

<i>Proposed</i>	<i>FY 21-22</i>	<i>FY 22-23</i>
<i>Salary --</i>	<i>\$80,855</i>	<i>\$84,089</i>
<i>Benefits --</i>	<i>\$39,062</i>	<i>\$41,406</i>
<i>Expenses --</i>	<i>\$8,159</i>	<i>\$8,485</i>
<i>Total --</i>	<i>\$128,076</i>	<i>\$133,980</i>

**Employee Benefits (Account #815)**

Benefits for the three NARD staff positions. Insurance (health, life, dental and disability), retirement match – Increased 4% in FY 21-22 and 4% in FY 22-23 (\$92,560, & \$96,262 totals respectively per FY). Benefits for the NARD/DNR and the NRD/DEE positions are accounted for on separate line items (See Account #'s 814 & 817).

**Foundation Programs (Account #816)**

For final budgeting purposes, we have included the 2021 Envirothon in the NARD Budget for FY 21-22 as most of the income and expenses will occur in July and August of 2021. The funds collected by the local districts and NARD since 2017 have been placed in reserve for the event. The NARD staff has received pledges from other contributors which, if all come through, gives us some cushion for the event. If we have excess after all income and expenses are in, the NARD Board will decide what to do with those funds.

The Foundation Account is estimated to generate funds annually from interest, contributions and fundraisers. The majority of these funds are targeted for the 2021 Envirothon to be held in Nebraska, which a separated, detailed budget is attached. Additional programs funded include: The Nebraska Ag Youth Leadership Institute, FFA, ACE Camp, Nebraska Envirothon and other educational programs. The income was increased to reflect the fundraising efforts. (\$444,200 in FY 21-22 and \$24,000 in FY 22-23)

The amount above expenses goes to additional principal base in the NARD Foundation Account.

**NRD/DNR Water Quantity Liaison Position (Account #817)**

This is the total expenses for the position including salary, benefits and expenses. We are reimbursed \$40,000 for the position on an annual basis. The reimbursements are done quarterly. (\$131,495 for FY 21-22 and \$137,567 for FY 22-23. See account # 603 for income).

<i>Proposed</i>	<i>FY 21-22</i>	<i>FY 22-23</i>
<i>Salary --</i>	<i>\$77,719</i>	<i>\$80,828</i>
<i>Benefits --</i>	<i>\$40,617</i>	<i>\$43,054</i>
<i>Expenses --</i>	<i>\$13,159</i>	<i>\$13,686</i>
<i>Total --</i>	<i>\$131,495</i>	<i>\$137,567</i>

**Payroll Taxes (Account #819)**

Unemployment and Social Security - Increased to reflect salary changes (\$32,898 and \$34,214 totals respectively per FY).



**NARD Officers Expense (Account #820)**

President's and/or designated officer's expenses for the NACD Legislative Conference, NACD Annual Meeting, and NACD Regional Meeting. (\$6,600 for each FY).

**Information & Education (Account #826)**

Sub-account for public relations efforts including special projects, Envirothon, Husker Harvest Days, NET Programs (Baseball & Big Red Wrap-up), awards, PSA's and I & E other. It will be the 50<sup>th</sup> Anniversary of the NRDs in 2022. (\$34,250 for each FY).

**Staff Expense (Account #840)**

Staff mileage, lodging, meals, and other business-related expenses for four NARD Staff. (\$22,500 for each fiscal year). Expenses for NRD/DEQ and NRD/DNR are accounted for separately in Account #'s 814 and 817.

**Office Furniture (Account #842)**

Any office furniture, equipment or computers that need to be replaced (\$5,000 in each FY).

**Office Rent (Account #851)**

With the purchase of the building, the rents are locked in to the 2015 level at \$30,000 per year for the next five years minimum.

**Equipment Rent (Account #853)**

Copier, service contracts, and support for color copier contract. (\$8,000 total per FY).

**Insurance (Account #856)**

Property/Casualty, Liability, Errors & Omissions. This is increased from \$8,000 to \$9,500 per FY to reflect cost experience.

**General Taxes (Account #858)**

Personal property, sales tax and other misc. income tax charges (\$500 total per FY).

**Telephone/Internet/Cable (Account #860)**

State of Nebraska phone system, ALLO internet/cable, web hosting, other use and equipment upgrades (\$13,000 in each FY).

**Unicameral (Account #861)**

Lobby registration fees and other legislative reports (\$500 in each FY).

**Repairs & Maintenance (Account #871)**

Office cleaning services are paid by the NARD Foundation, but we do need an account for any repairs to personal property (no change; \$500 total per FY).

**Professional Services (Account #880)**

Lobbyist – Zulkoski & Weber, Legal Counsel for any legal review needs, and or other services to be determined by the board. (\$47,000 for each FY).

**Accounting & Audit Services (Account #881)**

Accounting Services increased to \$8,000 total per FY.

**Postage (Account #882)**

Postage meter, other postage cost. Lowered by \$500 per year to \$3,500 per FY reflecting increased email delivery.

**Office Supplies (Account #883)**

General office supplies, computer software, etc. Increased to \$11,000 per FY.

**Dues & Subscriptions (Account #885)**

NARD Corporation registrations, OWH week day newspaper subscription, Soil & Water Conservation Society, Groundwater Foundation, NE Water Resources Association, NACD, NE Society of Association Executives, Nebraska Ag Builders, and NACD Missouri River Representative. No change. (\$4,500 total per FY).

**Grants (Account #886)**

NRCS TSP– This is an estimate of the expenses passed through NARD to the NRDs to pay for locally-hired Technical Service Providers to assist with implementing the Farm Bill Conservation Programs. Expenses are estimated at \$27,000 out of \$30,000 in estimated revenue in each FY. NARD receives 10% for processing the grant, which amounts to \$3,000/year in net income. This program used to net up to \$50,000.

**Miscellaneous (Account #887)**

Miscellaneous expenses (\$600 total per FY).

**Conferences (Account #890)**

Conference registrations, vendor fees and other – Decrease in FY 2021-22 due to the impact of COVID-19 then increased to normal in FY 2022-23 For both FY the totals are:

	<u>FY 21-22</u>	<u>FY 22-23</u>
Annual	\$20,000	\$81,000
Legislative	\$18,000	\$62,000
NACD Meetings	\$4,000	\$4,000
NCF Envirothon	\$4,000	\$4,000
Basin Tour	\$6,750	\$6,750
Other	\$11,357	\$11,811
<b>Total</b>	<b>\$64,107</b>	<b>\$169,561</b>

**Washington, D.C. Meeting (Account #893)**

Income from billing participants for motel rooms, working luncheons and facility equipment rental. We budgeted zero in 2021, as it is uncertain whether the event can occur. If it does, it is all on reimbursements so it could occur. Increased to normal in the FY 22-23. (\$0 in FY 21-22 and \$106,000 in FY 22-23).

**Special Projects (Account #895-001)**

Expenses for special projects taken on by the NARD Board. A corresponding income amount is also included (\$15,000 each FY).

**Public Relations Expenses (Account #895-005)**

Expenses related to public relations efforts/programs. No programs will be undertaken unless approved by the board and a related income amount is determined (maintained at \$100,000 per FY).

**NRCS Expenses (Account #902)**

Expenses related to promotion of NRCS and NACD (maintained at \$6,000 per FY).

**Budget Summary**

	<u>FY 21-22</u>	<u>FY 22-23</u>
<b>TOTAL INCOME</b>	<b><u>\$1,624,872</u></b>	<b><u>\$1,447,475</u></b>
<b>TOTAL EXPENSES</b>	<b><u>\$1,619,506</u></b>	<b><u>\$1,441,283</u></b>
Addition to		
<b>CASH RESERVE</b>	<b><u>\$ 5,366</u></b>	<b><u>\$ 16,192</u></b>
<b><u>Income Ratios</u></b>		
Percent reserve to Total Income	<u>0.45%</u>	<u>0.43%</u>
Percent change in Total Income	<u>33.25%</u>	<u>-10.92%</u>
<b><u>Expense Ratios</u></b>		
Additional Cash Reserve as a percent of Expenses	<u>0.33%</u>	<u>0.43%</u>
Percent increase in Expenses from the previous year	<u>17.61%</u>	<u>-11.00%</u>

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Protecting Lives • Protecting Property • Protecting the Future

June 12, 2020

TO: NARD Board & NRD Managers

FROM: Dean E. Edson

RE: 2021 National Conservation Foundation Envirothon – NARD Foundation Budget

Attached is the preliminary budget for the 2020 National Conservation Foundation (NCF) Envirothon to be hosted by the Nebraska Association of Resources Districts in July of 2020. This is an excellent opportunity to showcase the success of Nebraska's NRD system to manage resources on river basin boundaries to the top environmental science students and future leaders in North America. We expect over 260 students and about 150 sponsors and teachers from the United States and Canada will be at the event.

Since the original budget was adopted in June of 2017, the NARD staff and various NRD staff have formed committees to work on the event. The staff has used the budget information from the 2017 North American Envirothon and projected our cost for 2020.

For final budgeting purposes, we have included the 2020 NCF Envirothon in the NARD Budget for FY 20-21 as most of the income and expenses were to occur in July and August of 2020. However, the 2020 event was cancelled due to COVID-19. Since then, we have worked with NCF Envirothon and the states that were to host in 2021 and 2022 to set everything back one year for all and allow Nebraska to host in 2021. The action to accept the offer to host will come from the NARD Executive Committee.

The funds collected by the local districts and NARD since 2017 have been placed in reserve for the event. The NARD staff has received pledges from other contributors which, if all come through, gives us some cushion for the event. If we have excess after all income and expenses are in, the NARD Board will decide what to do with those funds. Below are the revised estimated totals.

<b>TOTAL INCOME--</b>	<b>\$425,166</b>
<b>TOTAL EXPENSES --</b>	<b>\$423,200</b>
<b>NET INCOME --</b>	<b>\$ 1,966</b>

We have an opportunity to list the individual NRDs that contribute as sponsors for the testing stations, social events, ceremonies, etc. There are enough events so that all districts that contributed can get individual recognition. The idea is to have signage and information of the individual NRDs at such sites. We would hope that at least one representative from each participating NRD could attend the event.

The students will be housed at the UNL Abel and Sandoz student dorms. There will be deposits required, so we will have some expenses in FY 19-20, but the majority will be in FY 20-21. Therefore, the budget for the event will be on calendar year 2020.

We really appreciate the advisory committees that have been helping with the events, recognition, tours, judging, fundraising, testing/training and media. Most all of these individuals are local district employees.

Refer to the attached list of committees. We are going to need to rely on the expertise of the NRD staff and board members with these various committees. This will help shape the success of the event.

The Nebraska Envirothon Regional Coordinators have been very helpful in assisting with committee work as well. These are:

- Western Region: Tricia Goes, Upper Niobrara White NRD.
- Mid-Plains Region: Bill Carhart, Twin Platte NRD, and Collen Stone, Middle Republican NRD.
- Metro Region: Austen Hill, Papio Missouri River NRD.
- Central Region: Larry Schultz, Lower Loup NRD; Marcia Lee, Central Platte NRD.
- Southeast Region: Scott Theis, Lower Big Blue NRD.
- Northeast Region: Beth Walsh, Upper Elkhorn NRD.

Part of the event is an education day, which we would like to arrange for a field trip to some NRD projects and structures as well as a fun event for the students. These locations will be determined at a later date by advisory committees. Below is a list of the advisory committees.

**Logistics Committee**

**NARD Coordinators**

Jeanne Dryburgh

Jennifer Swanson

**Committee Members**

Deborah VanMatre – CPNRD

Beth Walsh – UENRD

Jane Kuhl – NNRD

Julie Wragge - LENRD

Amanda Shepperd – NPNRD

Milt Schmidt – LPSNRD

Bob Lorenz & Shirlee- LBBNRD

Al Langdale – LPSNRD

Craig Matulka – LPSNRD

**Testing Committee**

**NARD Coordinators**

Jennifer Swanson

Dustin Wilcox

**Committee Members**

Beth Walsh – UENRD

Austen Hill - Papio NRD

Adam Sutton - LPSNRD

Patrick Cowsert - NRCS

Joslynn VanDerslice - UENRD

Brian Bruckner - LENRD

Dick Ehrman - LPSNRD

Kaylyn Kelly - PMRND

Jay Seaton - LPSNRD

Troy Gilmore - UNL

**Volunteer Committee**

**NARD Coordinators**

Jeanne Dryburgh

Megan Grimes

**Committee Members**

Bob Hilske -- NNRD

Jane Kuhl - NNRD

Julie Wragge - LENRD

**Entertainment Committee**

**NARD Coordinator**

Dustin Wilcox

**Committee Members**

McKenzie Barry - LPSNRD

Colleen Stone - MRNRD/NRCS

Sasha Hahn – TBNRD

Larry Schultz - LLNRD

Lacey Sabatka - LPNNRD

Elle Bermel - LCNRD

**Media/Marketing Committee**

**NARD Coordinator**

Megan Grimes

**Committee Members**

Mike Mascoe - LPSNRD

Monica Macoubrie - NGPC

Sydney Norris, TPNRD

Chrystal Houston - UBBNRD

Marcia Lee - CPNRD

Connie McCarthy – LNNRD

By starting early, planning and spreading the costs out over several years, this can be a successful event that all can be proud of!

Please contact me if you have any questions.

<b>2020 North American Envirothon - NARD Foundation</b>					
Line	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	TOTAL
1				\$93,600	\$93,600
2				\$36,000	\$36,000
3	\$84,301	\$81,265	\$0	\$0	\$165,566
4	\$5,000	\$5,000	\$5,000	\$0	\$15,000
5				\$115,000	\$115,000
					\$0
					\$0
	<b>\$89,301</b>	<b>\$86,265</b>	<b>\$5,000</b>	<b>\$244,600</b>	<b>\$425,166</b>
<b>EXPENSES</b>					
6					<b>\$89,000</b>
7			\$18,000		
8			\$21,000	\$50,000	
9					<b>\$90,000</b>
10			\$18,000		
11			\$42,000	\$30,000	
12					<b>\$25,000</b>
13			\$5,000		
14			\$20,000		
15					<b>\$23,000</b>
16			\$6,000		
17			\$17,000		
18					<b>\$53,500</b>
19			\$7,000		
20			\$3,000		
21			\$2,500		
22			\$12,500		
23			\$6,000		
24			\$3,500		
25			\$10,000	\$500	
26			\$1,000		
27			\$7,500		
28			\$5,000		<b>\$5,000</b>
29			\$2,000	\$1,000	<b>\$3,000</b>
30					
31			\$2,500	\$5,000	<b>\$7,500</b>
32			\$5,000	\$25,000	<b>\$30,000</b>
33					<b>\$0</b>
34			\$5,000	\$23,000	<b>\$28,000</b>
35					<b>\$0</b>
36			\$2,500	\$1,000	<b>\$3,500</b>
37					
38			\$15,000		<b>\$15,000</b>
39			\$20,000		<b>\$20,000</b>
40			\$5,000		<b>\$5,000</b>
41			\$1,000		<b>\$1,000</b>
42			\$2,500		<b>\$2,500</b>
43			\$2,800		<b>\$2,800</b>
44					
45			\$3,000		<b>\$3,000</b>
46				\$1,500	<b>\$1,500</b>
47				\$400	<b>\$400</b>
48		\$3,000	\$3,000		<b>\$6,000</b>
49			\$5,000		<b>\$5,000</b>
50			\$500		<b>\$500</b>
51			\$1,500	\$1,500	<b>\$3,000</b>
	<b>\$0</b>	<b>\$3,000</b>	<b>\$281,300</b>	<b>\$138,900</b>	<b>\$423,200</b>
	<b>\$89,301</b>	<b>\$83,265</b>	<b>-\$276,300</b>	<b>\$105,700</b>	<b>\$1,966</b>

## 2021 NCF Envirothon – Nebraska Budget

### INCOME -- \$425,166

**Team Registration (Line 1)** – The maximum registration fee established by the NCF Envirothon is \$1,800 per team. We expect 52 teams to participate. Registration income will not come in until July 2021. Total - \$93,600.

**Individual Registration (Line 2)** – The maximum individual registration established by the NCF Envirothon is \$800. The individuals are Envirothon Committee members and other guests. We anticipate 45 individuals. Registration income will not come in until July 2021. Total - \$36,000.

**NRD Contribution (Line 3)** -- This was estimated to be \$177,333 spread out over two fiscal years, or \$88,867 per year. The districts were able to secure \$165,566 over the two fiscal year period – FY 2017-18 & FY 2018-19. A big thank you goes out to the districts that helped. If other contributions did not come in, a third-year contribution was a possibility. However, the NARD staff has been able to secure enough to cover the this, so the third-year contribution is no longer needed.

Those districts that contributed will be individually recognized as sponsors for the events, testing stations, ceremonies, etc. For example, we could have the Soils Testing Station sponsored by the Central Platte NRD. We would have signage at the station with information about the CPNRD. There are plenty of events to give all districts that contributed individual recognition. Total - \$165,566.

**NARD Foundation (Line 4)** – The foundation would set aside \$5,000 per fiscal year over the four fiscal years, totaling \$15,000 to the event. This was originally budgeted for \$5,000 per fiscal year over four years. However, the NARD Staff was able to secure pledges from other sources, so the fourth-year contribution will not be needed. Total - \$15,000.

**Private Sector Contributions (Line 5)** – We have secured a significant pledge from USDA-NRCS. We also have some other private sector pledges. With these pledges, the third-year contribution from the NRDs and the fourth year from the NARD Foundation will not be needed. The NARD Foundation is a 501 (C) (3) educational foundation, so contributions from the private sector can be tax deductible. Total - \$115,000.

### EXPENSES - \$423,200

**Housing (Lines 6-8)** - Housing will be at the University of Nebraska – Lincoln, City Campus. Abel and Sandoz Hall will be utilized as they will be available at the end of July 2021. The on-site cafeteria will be utilized (Lines 8-9). There is also some studio apartments available at the University Suites on campus for the Envirothon Committee members and other guests, just two blocks away. The dorms are estimated to be \$30/day/person and the studio apartments are estimated at \$40/day/person. We budgeted a deposit (\$18,000) in FY 2019-20 so we can reserve the space. The balance will be expended in FY 21-22. Total - \$89,000.

## 2021 NCF Envirothon – Nebraska Budget

**Meals (Lines 9-11)** – Meals will be provided at the Abel/Sandoz cafeteria for the registered students and individuals over the 6-day event. Three meals per day will be provided. Estimated costs at \$30/day/individual. We budgeted a deposit (\$18,000) in FY 2020-21. Total - \$90,000.

**Event Site Rentals (Lines 12-14)** – Sites will need to be reserved to handle all students for the social events, outdoor testing locations, opening and closing ceremonies, etc. We anticipate these will need to be secured in FY 2020-21. Total - \$25,000.

**Buses/Transportation (Lines 15-17)** – Buses will be needed to transport students, sponsors, and other individuals to training and testing days. We have received estimates from bus companies for the event but have not signed contracts yet. Total - \$23,000.

**Supplies/Shirts (Lines 18-27)** – These estimates are based upon other states costs for supplies provided to students, committee members, judges and volunteers. The students are all supplied with the same official notebooks, bags, backpacks. This is to prevent them from bringing their own supplies and notes to events. The costs from other states are adjusted for expected cost in FY 2020-21. Total - \$53,500.

**NRD Information Booklets (Line 28)** – Included an amount for an NRD Information Booklet to provide to all participants. By 2020, we may need to revise some existing information booklets that can be utilized for other purposes we could also use for this purpose. The NRD I&E staff can begin reviewing this issue over the next couple of fiscal years. The costs are based upon previous printing cost. Total \$5,000.

**Office Supplies/Copying/Postage (Line 29)** – Included an amount for office supplies, copying, and postage. Total - \$3,000.

**All of the following events will be developed through one of the advisory committees.**

- **Ceremonies (Lines 30-36)** -- Included an amount for the opening ceremony and a featured speaker. This could be a Nebraska celebrity or dignitary. This would include reception for about 700 attendees. Total - \$7,500.
- **Education Day Field Trip (Line 32)** -- We are planning a field trip to feature some local NRD flood control structures such as Antelope Valley, Lake Wanahoo, Chalco Hills, etc. The districts involved would be listed as sponsors for the event (see the NRD Contribution line 3 - summary above). The field day could also include a visit to the Omaha Zoo. Costs would include bus transportation, meals, refreshments and admissions for 550 people. Total - \$30,000.
- **Closing Awards Ceremony and Banquet (Line 34)** – This will include a featured speaker and meals for 550. Total - \$28,000.
- **Evening social events for the students (Line 36)** -- This would be ice cream social and/or pizza night. Total - \$3,500.



## 2021 NCF Envirothon – Nebraska Budget

**Testing Sites (lines 37-43)** – Testing sites will be off-campus in natural settings. Part of the event is a separate training day site, which has to be a different location than the test site.

- Tents (similar to Husker Harvest Days size tents) need to be available to shelter students & volunteers. Again, there will be over 530 people at these locations. Total - \$15,000
- Station testing materials, equipment will need to be provided for all 5 test locations. Site preparation such as digging and securing a soils pit, mowing, clearing debris, etc., will also be necessary. Total - \$20,000.
- Participants are not allowed to use their own laptops for the oral presentation. We have arranged with UNL to rent laptops for each team to use for the oral presentation. Total - \$5,000.
- Some materials for the oral presentation will also be needed. Total - \$1,000.
- Signs and banners will need to be developed to identify site locations, directions, etc. Total - \$2,500.
- Porta-Potties will have to be located at each teaching and testing site. Total - \$2,800.

**Judges/Volunteers (Lines 44-47)** – There will be expenses related to the judges and volunteers that help with the event. We anticipate needs for 75 judges and 125 volunteers to help over the six-day event.

- Meals, accommodations and appreciation gifts are needed for these non-paid individuals. Total - \$3,000.
- A separate hospitality room for the judges and volunteers will be necessary that is located away from the students. Total - \$1,500.
- Other miscellaneous expenses. Total - \$400.

**NRD Representation at the 2018 & 2019 NA Envirothons (Line 48)** – Included an amount to reimburse NARD for sending NARD Staff to volunteer on committees to the 2018 & 2019 NCF Envirothon. This has been helpful to have them attend a national competition to help make Nebraska's competition a top-notch event. This helped with refining the budget, supplies/shirts for participants, developing the agendas for ceremonies and materials/supplies for testing sites. This will not be reimbursed until all other income and expenses for the 2020 Envirothon are accounted. Total - \$6,000.

**Special Events Insurance (Line 49)** – General liability and errors/omissions insurance will be needed to protect the NARD and NRDs. Total \$5,000.

## 2021 NCF Envirothon – Nebraska Budget

**First Aid Kits (Line 50)** – Included an amount to purchase first aid kits to have at all locations for emergency purposes. Total \$500.

**Miscellaneous (Line 51)** -- Included an amount for miscellaneous expenses. Total \$3,000.

<b>TOTAL INCOME--</b>	<b>\$425,166</b>
<b>TOTAL EXPENSES --</b>	<b>\$423,200</b>
<b>NET INCOME --</b>	<b>\$ 1,966</b>