

# AEP 2026 Budget

Adopted 11-9-25

|                                              | 2026<br>Budget (\$) | Description<br>of<br>2026 Budget Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|----------------------------------------------|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Beginning Balance (Reserves from 2025)       | (97,637)            | Profit at the end of 2025 budget                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Income</b>                                |                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| -                                            |                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 4100 · Dues                                  |                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 4110 · Full Memberships                      | 179,900             | Assumes 1,031 @\$175 (increase of 5 over August 2025 actuals)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 4120 · Corporate Memberships                 | 20,625              | Assumes 75 @ \$275 (increase of 1 over August 2025 actuals)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 4125 · Agency Memberships                    | 58,300              | Assumes 212 at \$275 (Agency membership in August 2025)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 4130 · Student Memberships                   | 0.00                | Assumes 800 students at no charge to the student                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 4150 · Emeritus (retired)                    | 1,275               | Assumes 15 active in AEP initiatives, 15 are paying members at \$85 (increase of 3 over August 2025 actuals)                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 4160 · Young Professionals                   | 10,200              | Assumes 120 @ \$85 (increase of 1 over August 2025 actuals)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 4170 · Out-of-Work Adjustments               | 0.00                | Assumes 0 @ \$40 (August 2025 actuals)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Total 4100 · Dues</b>                     | <b>270,300</b>      | Total Members = 2,268 (includes 800 students)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 4200 · Conference and Workshops              |                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 4210 · Annual Conference                     |                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 4211 · Registration                          | 215,530             | Based on 350 paid registrants                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 4212 · Sponsorships                          | 75,000              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 4210 · Annual Conference - Other             | 875                 | Mobile workshops                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Total 4210 · Annual Conference</b>        | <b>291,405</b>      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 4220 · Workshops                             |                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 4221 · CEQA Advanced                         | 97,500              | 500 total at \$195 member rate for in-person                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 4222 · CEQA Essentials                       | 78,000              | 400 total over 9 chapters at \$195 member rate for in-person                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 4224 · NEPA Workshop                         | 29,985              | Live Webinar is based on a projected attendance of 100 participants with a projected revenue of \$22,985 based on the following assumptions: (33) participants) Member (Full/Agency/Corporate): \$175; (5) Member (Young Professional/Emeritus): \$125; (1) Member (Student): \$35; (58) Non-Member: \$275; (3) Non-Member Group Rate (per person for groups of 3+): \$200. Taped Webinar is based on a projected attendance of 45 participants with a projected revenue of \$6,750 based on the following assumptions: (45) participants) at \$150 per participant. |
| <b>Total 4220 · Workshops</b>                | <b>205,485</b>      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 4240 - AEP Symposium                         |                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 4240.01 · Sponsorship                        | 0                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 4240 · AEP Symposium - Other                 | 14,625              | 75 attendees x \$195 average for virtual event.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Total 4240 AEP Symposium</b>              | <b>14,625</b>       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 4311 - Webinars                              | 29,000              | Assumes 4-5 webinars including CEQA Advance and Essentials webinars at \$25 for members and \$150 non-members per webinar.                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Total 4200 · Conference and Workshops</b> | <b>540,515</b>      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

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|                                            | 2026<br>Budget (\$) | Description<br>of<br>2026 Budget Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|--------------------------------------------|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4300 · Publications Income</b>          |                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 4310 · CEQA Book Sales                     | 32,000              | Based on 2025 actuals                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Total 4300 · Publications Income</b>    | <b>32,000</b>       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>4400 · Advertising Income</b>           |                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 4410 · Website Advertising                 | 10,000              | Job Ads                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Total 4400 · Advertising Income</b>     | <b>10,000</b>       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>4500 - Sponsorships/Donations</b>       | <b>0</b>            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 4510 - Awards Application Fee Income       | 1,000               | Fees received for awards applications based on 20 submittals at \$50 each (Fees collected in 2025 for 2026)                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Total 4500 - Sponsorships/Donations</b> | <b>1,000</b>        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>4600 · Other Income</b>                 |                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 4610 - Investments                         |                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 4611 · Interest                            | 12,000              | Based on 2025 performance                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 4612 CEQA Portal                           | 8,750               | Assumes 50 AEP non-member use of CEQA Portal who pay \$175 per year                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Total 4600 - Other Income</b>           | <b>20,750</b>       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 4700 - Chapter Support Income              | 12,718              | Assumes \$200 per Chapter per year for book keeping services (9 x \$200 = \$1,800), assumes \$250 per Chapter per year for on line Quick Books ( 9 x \$250=\$2,250) (State pays a total of \$4,590) and \$200 per year per Chapter for Tax preparation services (9 x \$200 = \$1,800) and \$763.10 per year per Chapter for Insurance (9 x \$763.10 = \$6,867.90) paid back to the State to offset the Chapter share of accounting/tax and insurance services. (This amount is taken out of the subventions that the state owes the Chapters.) |
| <b>Total 4700 - Chapter Support Income</b> | <b>12,718</b>       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 4513 - 2027 State Conference               | 0                   | Collection of Sponsorships and Registrations for 2027 Conference. Rolls into 2027 Budget – Offset with expense line item. This to be zeroed and noted as being for tracking purposes only.                                                                                                                                                                                                                                                                                                                                                     |
| <b>TOTAL INCOME</b>                        | <b>\$887,283</b>    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Expenses</b>                            |                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>5100 · Program Expenses</b>             |                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>5110 · Chapter Support</b>              |                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 5111 · Chapter Subventions                 | 72,856              | 25% of total dues for all levels other than students. Chapters do not receive subventions for emeritus members since they will be paying an estimate of \$0.00. Includes the \$7 subvention per student member that is picked up by the State in the amount of \$5,600 based on 800 students.                                                                                                                                                                                                                                                  |
| 5112 · Chapter Summit                      | 10,000              | Food for Chapter Summit, Chapters pay for their reps to attend - State makes available \$800 per Chapter to attend if needed.                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 5113 · Chapter Program Support             | 0                   | For Chapter events, leadership training as approved by the EXCOM.                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

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| <b>5114 · Student Chapter Support</b>          | 4,000               | Student Chapter maintenance (no Chapter monetary match for Student Chapter maintenance is required and/or seed money per Chapter to open a new Student Chapter. Each Chapter can request up to \$1,000.                                                                                               |
| <b>5114.1 - Student Scholarships</b>           | 4,000               | 9,000 for student scholarships with proof of Chapter monetary match. Each Chapter can request up to \$1,000                                                                                                                                                                                           |
| <b>5115 · Chapter Events</b>                   | 0                   | MCLE and AICP fees paid by AEP State for all Chapter and State functions are rolled into the Workshops and State Conference.                                                                                                                                                                          |
| <b>Total 5110 · Chapter Support</b>            | <b>90,856</b>       |                                                                                                                                                                                                                                                                                                       |
| <b>5120 · Member Services</b>                  |                     |                                                                                                                                                                                                                                                                                                       |
| <b>5121 · Legislative Services</b>             |                     |                                                                                                                                                                                                                                                                                                       |
| <b>5121.1 · Lobbyist Services</b>              | 60,000              | Contract with Lobbyist (\$5,000/month)                                                                                                                                                                                                                                                                |
| <b>5121.2 · Lobbyist Expenses</b>              | 1,000               | Only related to State Legislative Lobbyist expenses - Chapters to pay lobbyist directly if they need additional services. The State will fund Lobbyist's travel to each of the Chapters at least once a year.                                                                                         |
| <b>5121.3 · Day at Capitol</b>                 | 5,000               | President & Executive VP travel and expenses to join lobbyist for this annual 2 day trip to Capitol to meet with legislators and their staff to provide CEQA training.                                                                                                                                |
| <b>Total 5121 · Legislative Services</b>       | <b>66,000</b>       |                                                                                                                                                                                                                                                                                                       |
| <b>5122 · Website</b>                          | 31,500              | \$1,200 per month (1,200 x 12 = \$14,400) for webmaster fees and \$9,600 for miscellaneous. Estimate of \$6,000 for cloud storage/sharing of data. Zoom paid by state (\$120 per month = \$1,440 )                                                                                                    |
| <b>5123 - MemberLeap</b>                       | 4,080               | \$340 per month is paid by State                                                                                                                                                                                                                                                                      |
| <b>5124 · Podcast</b>                          | 36,175              | Professional podcast consultant to co-create, launch, and host AEP Podcast Program of interviews/discussion about all things leadership in the environmental profession; includes at least 24 audio shows with option for video; available to members and non-members. Assumes no corporate sponsors. |
| <b>5125 - People &amp; Culture</b>             | 58,000              | \$48,000 (\$4,000 per month) to retain a half-time AEP support equivalent who will help to integrate Culture into AEP Administration and Operations and \$5,000 for expenses.                                                                                                                         |
| <b>5126 - Mentoring Program</b>                | 3,000               | \$3,000 for mentor reception at conference                                                                                                                                                                                                                                                            |
| <b>5127 - Sharepoint</b>                       | 4,000               |                                                                                                                                                                                                                                                                                                       |
| <b>Total 5120 · Member Services</b>            | <b>198,755</b>      |                                                                                                                                                                                                                                                                                                       |
| <b>5130 · Committees</b>                       |                     |                                                                                                                                                                                                                                                                                                       |
| <b>5131 · Standing Committees</b>              |                     |                                                                                                                                                                                                                                                                                                       |
| <b>5131.1 · Legislative Committee</b>          | 0                   |                                                                                                                                                                                                                                                                                                       |
| <b>5131.14 - Student Outreach Committee</b>    | 0                   | Calls fall under our Zoom Account which is \$14.99/month                                                                                                                                                                                                                                              |
| <b>5131.15 - Executive Committee</b>           | 0                   | Calls fall under our Zoom Account which is \$14.99/month                                                                                                                                                                                                                                              |
| <b>5131.2 · Permanent Conference Committee</b> | 0                   | Calls fall under our Zoom Account which is \$14.99/month                                                                                                                                                                                                                                              |

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|-----------------------------------------|---------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5131.3 • Membership Expansion           | 3,000               | Calls fall under our Zoom Account which is \$14.99/month, \$3,000 for new member first timer reception at Conference)                                                                                                                                                                                                                     |
| 5131.4 • Finance/Budget                 | 0                   | Calls fall under our Zoom Account which is \$14.99/month                                                                                                                                                                                                                                                                                  |
| 5131.5 • Emerging Issues                | 0                   | Calls fall under our Zoom Account which is \$14.99/month                                                                                                                                                                                                                                                                                  |
| 5131.6 • CEQA Workshops                 | 0                   | Calls fall under our Zoom Account which is \$14.99/month                                                                                                                                                                                                                                                                                  |
| 5131.7 • Communications/Publications    | 0                   | Calls fall under our Zoom account which is \$14.99/month.                                                                                                                                                                                                                                                                                 |
| 5131.8 • Awards/Prof. Recognition       | 8,500               | Expenses are for one face-to-face meeting with Award Committee members, conference calls, production of the Mountain Awards (two awards per winner all other awards to be charged to recipient), Time of Service Recognition Award, Certificates of Appreciation, Jurist gifts, Emcee gift, Posters for Awards Program, and Table flyers. |
| 5131.9 • AEP Institute                  | 0                   | Calls fall under our Zoom account which is \$14.99/month.                                                                                                                                                                                                                                                                                 |
| <b>Total 5131 • Standing Committees</b> | <b>11,500</b>       |                                                                                                                                                                                                                                                                                                                                           |
| <b>5132 • Ad Hoc Committees</b>         |                     |                                                                                                                                                                                                                                                                                                                                           |
| 5132.1 • GHG/Climate Change             | 7,000               | Budget is used for Chair to attend NAEP Conference including registration and travel, and other miscellaneous expenses.                                                                                                                                                                                                                   |
| 5132.2 • Audit Committee                | 0                   |                                                                                                                                                                                                                                                                                                                                           |
| 5132.3 • CEQA Portal Committee          | 13,850              | Website Maintenance/CyberScriber work on paywall and \$2,000 for an intern. Pay wall upgrade \$8,850                                                                                                                                                                                                                                      |
| <b>Total 5132 • Ad Hoc Committees</b>   | <b>20,850</b>       |                                                                                                                                                                                                                                                                                                                                           |
| <b>Total 5130 • Committees</b>          | <b>32,350</b>       |                                                                                                                                                                                                                                                                                                                                           |
| <b>5140 • Conferences and Workshops</b> |                     |                                                                                                                                                                                                                                                                                                                                           |
| <b>5141 • Annual Conference</b>         |                     |                                                                                                                                                                                                                                                                                                                                           |
| 5141.1 • Basic Expenses                 | 0                   |                                                                                                                                                                                                                                                                                                                                           |
| 5141.01 • Shipment of Supplies          | 1,125               |                                                                                                                                                                                                                                                                                                                                           |
| 5141.02 • Audio/Visual                  | 21,000              |                                                                                                                                                                                                                                                                                                                                           |
| 5141.03 • Attendee Packets              | 1,350               | Offset by sponsorships, includes name badges, bags and lanyards                                                                                                                                                                                                                                                                           |
| 5141.04 • Online Registration           | 0                   |                                                                                                                                                                                                                                                                                                                                           |
| 5141.05 • Food and Beverage             | 169,200             | Includes awards ceremony                                                                                                                                                                                                                                                                                                                  |
| 5141.06 • Continuing Education Fees     | 0                   |                                                                                                                                                                                                                                                                                                                                           |
| 5141.07 • Publications                  | 3,000               | Program design is sponsored. Printing costs for signage.                                                                                                                                                                                                                                                                                  |
| 5141.08 • Conference Planner Fees       | 25,000              | Based in 2019 contract                                                                                                                                                                                                                                                                                                                    |
| 5141.09 • Speaker Concessions           | 0                   |                                                                                                                                                                                                                                                                                                                                           |
| 5141.10 • Conference Committee          | 1,500               |                                                                                                                                                                                                                                                                                                                                           |
| 5141.11 • Mobile Workshops              | 1,365               | Includes snacks and transportation                                                                                                                                                                                                                                                                                                        |
| 5141.12 • Conference Planner Expenses   | 1,500               |                                                                                                                                                                                                                                                                                                                                           |
| 5141.13 • Website                       | 0                   |                                                                                                                                                                                                                                                                                                                                           |
| 5141.14 • Conference Marketing          | 500                 | Hand sanitizer                                                                                                                                                                                                                                                                                                                            |
| 5141.15 • ADA Requirement Expense       | 0                   |                                                                                                                                                                                                                                                                                                                                           |

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| 5141.17 · Merchant Service Fees         | 5,800               | Based on 2021 Actuals, on-line registration and Credit Card Merchant fees.                  |
| 5141.18 · Accounting                    | 500                 |                                                                                             |
| 5142.13 · Conf Décor/Related Costs      | 0                   |                                                                                             |
| 5141.19 · Mobile App                    | 2,000               |                                                                                             |
| <b>Total 5141.1 · Basic Expenses</b>    | <b>233,840</b>      |                                                                                             |
| 5141.2 · Host Chapter Profit Share      | 19,188              | 1/3 of profit to Host Chapter (San Diego), States' share \$38,377 (Total Profit = \$57,565) |
| 5141.3 · 2026 State Conf Expenses       | 0                   | Place holder for any 2027 Conference expenses incurred in 2026.                             |
| <b>Total 5141 · Annual Conference</b>   | <b>253,028</b>      |                                                                                             |
| <b>5142 · CEQA Workshops</b>            |                     |                                                                                             |
| <b>5142.1 · Advanced CEQA</b>           |                     |                                                                                             |
| 5142.5 · Basic Expenses                 | 37,500              | 500 total over 9 chapters at \$75 per person if on-site for location expenses               |
| 5142.51 Vendor/Food/Beverages           | 0                   |                                                                                             |
| 5142.52 Speaker Expenses                | 100                 |                                                                                             |
| 5142.53 Shipping                        | 200                 |                                                                                             |
| 5142.54 Accounting                      | 500                 |                                                                                             |
| 5142.55· Merchant Fees                  | 5,500               | at 8%                                                                                       |
| 5142.56 - Meeting Management Fees       | 10,000              |                                                                                             |
| 5142.57-Name Badges/ Ribbons /workbooks | 2,835               |                                                                                             |
| 5142.6 · Chapters Profit Share          | 19,483              | 30% split of profit to the Chapters which is \$19,483, \$46,461 profit to the State         |
| <b>Total 5142.1 · Advanced CEQA</b>     | <b>76,118</b>       |                                                                                             |
| <b>5142.2 · Essentials CEQA</b>         |                     |                                                                                             |
| 5142.7 · Basic Expenses                 | 30,000              | 400 total over 9 chapters at \$75 cap per person held on-site for location expenses         |
| 5142.71 Vendor/Food/Beverages           | 0                   |                                                                                             |
| 5142.72 Speaker Expenses                | 300                 |                                                                                             |
| 5142.73 Shipping                        | 175                 |                                                                                             |
| 5142.74 Accounting                      | 500                 |                                                                                             |
| 5142.75· Merchant Fees                  | 5,250               | at 8%                                                                                       |
| 5142.76 - Meeting Management Fees       | 10,025              |                                                                                             |
| 5142.77-Name Badges/ Ribbons /workbooks | 3,230               |                                                                                             |
| 5142.6 · Chapters Profit Share          | 19,785              | 30% split of profit to the Chapters which is \$19,785, \$46,165 to the State                |
| <b>Total 5142.2 · Essentials CEQA</b>   | <b>59,240</b>       | Based on 2024 actuals, until 2025 numbers are finalized                                     |
| <b>Total 5142 · CEQA Workshops</b>      | <b>135,358</b>      |                                                                                             |
| <b>5142.41 · NEPA Workshop</b>          |                     |                                                                                             |
| 5142.90 Merchant Fees                   | 2,100               | at 8%                                                                                       |
| 5142.91 Vendor/Food/Beverages           | 0                   | Virtual Event                                                                               |
| 5142.92 Speaker Expenses                | 0                   | Virtual Event                                                                               |

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| 5142.93 Shipping                              | 0                   | Shipping of workshop materials                                                                                                                                                                    |
| 5142.94 Accounting                            | 3,500               | MCLE, Workbook publication, Management Fees.                                                                                                                                                      |
| 5142.95 Basic Expenses                        | 0                   | Virtual Event                                                                                                                                                                                     |
| <b>Total 5142.41 • NEPA Workshops</b>         | <b>5,600</b>        |                                                                                                                                                                                                   |
| <b>5143• AEP Symposium</b>                    |                     |                                                                                                                                                                                                   |
| 5143.01 • Basic Expenses                      | 0                   | Virtual Event                                                                                                                                                                                     |
| 5143.02 • Venue/Food and Beverage             | 0                   |                                                                                                                                                                                                   |
| 5143.03 • Speaker Expenses                    | 0                   |                                                                                                                                                                                                   |
| 5143.04 • Shipping                            | 0                   |                                                                                                                                                                                                   |
| 5143.05 • Accounting                          | 500                 | Accountant Fee                                                                                                                                                                                    |
| 5143.06 • Merchant Service Charges            | 1,500               | at 8%                                                                                                                                                                                             |
| 5143.07 • After Event Reception               | 0                   |                                                                                                                                                                                                   |
| 5143.3 • Meeting Planner Fee                  | 5,000               |                                                                                                                                                                                                   |
| 5143.4 • Technical Writer                     | 0                   |                                                                                                                                                                                                   |
| 5143.5 Sponsorships/Scholarships              | 0                   |                                                                                                                                                                                                   |
| <b>Total 5143 • AEP Symposium</b>             | <b>7,000</b>        |                                                                                                                                                                                                   |
| <b>Total 5140 - Conferences and Workshops</b> | <b>477,104</b>      |                                                                                                                                                                                                   |
| <b>5150 • Publications</b>                    |                     |                                                                                                                                                                                                   |
| 5151 • CEQA Guidelines                        | 42,000              | Assumes 2,600 printed, 1,650 provided to members, 1100 sold, and 50 others distributed for free or not sold. Students do not receive a book; the students are provided the website link.          |
| 5152 • EM/EA                                  | 0                   | All issues go out by e-mail. Additional services for the EM/EA and other communication services provided by AMC. The EM/EA is provided as a sponsorship from Placemarks.                          |
| 5153 - Webinars                               | 4,000               | 4 webinars at \$1,000 each for web support (\$15 per person).                                                                                                                                     |
| <b>Total 5150 • Publications</b>              | <b>46,000</b>       |                                                                                                                                                                                                   |
| <b>5160- NAEP</b>                             |                     |                                                                                                                                                                                                   |
| 5161 • NAEP Affiliation Fee                   | 0                   |                                                                                                                                                                                                   |
| 5162 • NAEP Liaison/Board Meetings            | 2,200               | Assumes one day summit and one day board meeting in Chicago, although final location will be decided at October 2025 Board Meeting. Estimated cost = \$2,200 (7% of revenue from NEPA Essentials) |
| 5163 • NAEP Officer Dues                      | 350                 | President, Executive VP, Administrative VP, and Financial VP                                                                                                                                      |
| 5164 • NAEP Conference Attendance             | 4,336               | Assumes one day summit and one day board meeting I and four day conference in Anchorage, Alaska. Estimated cost = \$4,336 (15% of revenue from NEPA Essentials)                                   |
| <b>Total 5160 • NAEP</b>                      | <b>6,886</b>        |                                                                                                                                                                                                   |
| 5170 • Sponsorships                           | 0                   |                                                                                                                                                                                                   |
| <b>Total 5100 • Program Expenses</b>          | <b>851,951</b>      |                                                                                                                                                                                                   |
| <b>5200 • General and Administrative</b>      |                     |                                                                                                                                                                                                   |

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|----------------------------------------------------|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>5210 · Board of Directors</b>                   |                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>5211 · Board Meetings</b>                       | 15,000              | Assumes 4 meetings (assumes 2 of those meetings are by Zoom), AEP reimburses five Officers (President, three Vice Presidents, and the NAEP/AEP Liaison) and 3 Directors, and GHG Committee Chair for travel and lodging to quarterly Board meeting connected to the State Conference. All travel and lodging expenses of the nine Chapter Directors shall be paid by their respective Chapters. No reimbursement for Chapter Directors to attend dinner on the night before Board Meeting.                                                                                               |
| <b>5212 · Annual Retreat</b>                       | 10,000              | Food for the retreat.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>5213 · President's Expenses</b>                 | 5,500               | 1) Liaison with Local Chapters (Chapter Visits 4@ \$150 = \$600). 2. Marketing and Promotion of AEP (Board direction to coordinate with CAAPA and NAEP) to include a.) APA Liaison and attend 2021 CAAPA Conference (\$1,000), b.) NAEP Liaison and attend 2021 NAEP Conference/Bd Mtg. (\$1,500), c) AEP Institute "mini conference" (\$500) & d). Other expenses (meetings with other related organizations) (\$200), 3) Legislative Liaison (Capital visits \$350 x 2 = \$700), 4) Miscellaneous Visits/Meetings/Speaking Engagements (\$500) 5) Other Miscellaneous Expenses (\$500) |
| <b>5214 · Exec Committee Conference Attendance</b> | 8,000               | Conference registrations and/or travel expenses for president, three VPs, three DALs, and the NAEP rep. assumes \$750/person                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Total 5210 · Board of Directors</b>             | <b>38,500</b>       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>5220 · Management Services</b>                  |                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>5221 · Base Contract</b>                        | 47,000              | Contract amount                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>5222 · Membership Services</b>                  | 47,000              | Contract amount                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>5223 · Meeting Logistics</b>                    | 5,000               | Based on AMC Meeting Logistics and attendance for 2 in-person and 2 virtual State BOD Meetings, Summit, Retreat, and Webinars.                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>5224 · Record Storage</b>                       | 1,800               | \$150/month                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>5225 EM/EA &amp; Website Support</b>            | 5,000               | Contract amount                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Total 5220 · Management Services</b>            | <b>105,800</b>      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>5230 · Accounting and Legal</b>                 |                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>5231 · Bookkeeping</b>                          | 15,390              | Includes Chapters' share (9 Chapters x \$200 = \$1,800) , and \$4,590 for On-line Quick Books.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>5232 · Tax Preparation</b>                      | 10,000              | Includes Chapters' share (9 Chapters x \$200 = \$1,800) (\$8,200 is picked up by the State)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Total 5230 · Accounting and Legal</b>           | <b>25,390</b>       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>5240 · Taxes</b>                                | 10                  | State Taxes filing fees                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>5250 · Elections</b>                            | 0                   | State Elections 2026 through MemberLeap                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>5260 · Fee and Commissions</b>                  |                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>5261 · Investment Expenses</b>                  | 0                   | Based on actuals for 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>5262 · Merchant Credit Card Fees</b>            | 40,000              | Based on actuals for 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Total 5260 · Fees and Commissions</b>           | <b>40,010</b>       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

## AEP 2026 Budget

Adopted 11-9-25

|                                         | 2026<br>Budget (\$) | Description<br>of<br>2026 Budget Items                                                                                                                                                                                                                                                                                          |
|-----------------------------------------|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5270 • Insurance                        | 7,631               | Based on Insurance payment for policy and liability insurance and for State and Chapters and another for insurance for the Board for a total of \$7,631. [Each Chapter is responsible for \$763.10 per year to be deducted from Subventions $9 \times \$763.10 = \$6,867.90$ ]. State's payment is \$763.10 out of the \$7,631. |
| 5280 • Supplies                         | 0                   |                                                                                                                                                                                                                                                                                                                                 |
| 5281 • Postage                          | 5,500               | Postage for CEQA Books after first run for members only, Fedex, labor, etc.                                                                                                                                                                                                                                                     |
| 5283 • Office Expenses                  | 2,500               | Includes miscellaneous office equipment and products.                                                                                                                                                                                                                                                                           |
| Total 5280 • Supplies                   | 15,631              |                                                                                                                                                                                                                                                                                                                                 |
| 5290 • Wireless Phone                   | 1,080               | \$90 per month for 2 cell phones                                                                                                                                                                                                                                                                                                |
| Total 5200 • General and Administrative | 226,411             |                                                                                                                                                                                                                                                                                                                                 |
| 5300 • Other Expenses                   |                     |                                                                                                                                                                                                                                                                                                                                 |
| 5311 Communications Manager             | 0                   |                                                                                                                                                                                                                                                                                                                                 |
| 5312 Member Appreciation                | 0                   |                                                                                                                                                                                                                                                                                                                                 |
| Total 5300 • Other Expenses             | 0                   |                                                                                                                                                                                                                                                                                                                                 |
| TOTAL EXPENSE                           | 1,078,362           |                                                                                                                                                                                                                                                                                                                                 |
| NET INCOME                              | (191,079)           |                                                                                                                                                                                                                                                                                                                                 |
| Ending Balance (Reserves)               | (126,445)           | Estimated total reserves at end of Year 2026                                                                                                                                                                                                                                                                                    |
| Emergency Reserves                      | 539,181             | Minimum reserve level: 6 months operating expenses                                                                                                                                                                                                                                                                              |