

SCIENCE AND TECHNOLOGY CENTER IN UKRAINE - STCU

Draft 2008 Administrative Operating Budget 01 January - 31 December, 2008

	2007	Spent	Projected	Projected	Projected	Draft	% Change in	
	Budget	as of	Final	Final	Remaining	2008	AOB Line	
		31-Aug	4 Mo. Exp	Year Exp.	Budget	Budget	Y-O-Y	Note
Personnel								
LOCAL GRANT PAYMENTS	\$ 762,910	\$ 455,043	\$ 262,994	\$ 718,037	\$ 44,874	\$ 676,387	-11.34%	1
STAFF EDUCATION & TRAINING	\$ 88,520	\$ 59,189	\$ 29,700	\$ 88,889	\$ (369)	\$ 98,120	10.85%	2
EMPLOYEE MORALE & WELFARE	20,000	7,815	12,000	19,815	185	20,000	0.00%	3
MEDICAL & DENTAL PLANS	90,000	43,163	36,581	79,744	10,256	98,647	9.61%	4
Subtotal	\$ 961,430	\$ 565,210	\$ 341,275	\$ 906,484	\$ 54,946	\$ 893,154	-7.10%	
Travel								
INTERNATIONAL TRAVEL	\$ 38,600	\$ 35,480	\$ 10,200	\$ 45,680	\$ (7,080)	\$ 32,500	-15.80%	5
TRAVEL WITHIN THE CIS	\$ 128,840	\$ 98,664	\$ 41,600	\$ 140,264	\$ (11,424)	\$ 143,240	11.18%	6
LOCAL TRAVEL	22,925	16,982	8,491	25,473	(2,548)	27,625	20.50%	7
Subtotal	\$ 190,365	\$ 151,126	\$ 60,291	\$ 211,417	\$ (21,052)	\$ 203,365	6.83%	
Office Operations								
REPRESENTATION	\$ 10,000	\$ 1,974	\$ 2,000	\$ 3,974	\$ 6,026	\$ 10,000	0.00%	8
POSTAGE AND DELIVERY	11,000	4,996	2,498	7,494	3,506	11,000	0.00%	9
CUSTOMS STORAGE	500	238	119	357	143	500	0.00%	10
GENERAL OFFICE SUPPLIES	28,000	16,110	8,055	24,165	3,835	28,000	0.00%	11
OFFICE EQUIPMENT REPAIR/MAINT	3,000	746	373	1,119	1,881	3,000	0.00%	12
VEHICLE OPERATIONS	25,000	12,912	6,456	19,368	5,632	25,000	0.00%	13
PRINTING AND REPRODUCTION	25,000	12,292	5,000	17,292	7,708	17,000	-32.00%	14
TELECOMMUNICATIONS SERVICES	50,000	41,208	20,604	61,812	(11,812)	60,000	20.00%	15
BUSINESS MEETINGS & CONFERENCES	6,000	1,979	3,000	4,979	1,021	6,000	0.00%	16
SUBSCRIPTIONS AND PUBLICATIONS	4,000	3,163	1,581	4,744	(744)	4,000	0.00%	17
PUBLIC AFFAIRS	-	-	-	-	-	-	N/A	18
BUILDING SUPPLIES	12,000	7,862	3,931	11,792	208	12,000	0.00%	19
BRANCH OFFICES OVERHEAD	\$ 73,800	\$ 32,139	\$ 37,000	\$ 69,139	\$ 4,661	\$ 60,000	-18.70%	20
INSURANCE EXPENSE	11,000	3,928	8,000	11,928	(928)	11,550	5.00%	21
BANK FEES - OFFSHORE	80,000	57,317	28,659	85,976	(5,976)	75,000	-6.25%	22
BANK FEES - ONSHORE	42,000	19,338	9,669	29,007	12,993	35,000	-16.67%	23
Subtotal	\$ 381,300	\$ 216,202	\$ 136,945	\$ 353,146	\$ 28,154	\$ 358,050	-6.10%	
Contracted Services								
LEGAL SERVICES	\$ 15,000	\$ 8,773	\$ 2,000	\$ 10,773	\$ 4,227	\$ 5,000	-66.67%	25
ACCOUNTING AND AUDITING	91,624	91,624	-	91,624	-	92,968	1.47%	26
OTHER PROFESSIONAL	28,000	16,088	8,044	24,133	3,867	11,750	-58.04%	27
Subtotal	\$ 134,624	\$ 116,485	\$ 10,044	\$ 126,530	\$ 8,094	\$ 109,718	-18.50%	
Subtotal Recurring Costs	\$ 1,667,719	\$ 1,049,022	\$ 548,555	\$ 1,597,577	\$ 70,142	\$ 1,564,287	-6.20%	
Contingency - Recurring	10,000	-	-	-	10,000	10,000	0.00%	35
Total Recurring Costs	\$ 1,677,719	\$ 1,049,022	\$ 548,555	\$ 1,597,577	\$ 80,142	\$ 1,574,287	-6.17%	
Non-Recurring Costs								
FACILITY IMPROVEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	28
FURNITURE & FIXTURES	3,000	375	2,800	3,175	(175)	3,000	0.00%	29
TELECOMMUNICATIONS EQUIPMENT	-	-	-	-	-	-	N/A	30
OFFICE EQUIPMENT	3,000	577	2,500	3,077	(77)	3,000	0.00%	31
VEHICLE PURCHASE	-	-	-	-	-	25,000	N/A	32
COMPUTER HARDWARE	12,520	8,138	4,000	12,138	382	47,549	279.78%	33
COMPUTER SOFTWARE	11,840	7,693	4,000	11,693	147	26,008	119.66%	34
Subtotal Non-Recurring Costs	\$ 30,360	\$ 16,783	\$ 13,300	\$ 30,083	\$ 277	\$ 104,557	244.39%	
Contingency - Non-Recurring	25,000	-	-	-	25,000	25,000	0.00%	35
Total Non-Recurring Costs	\$ 55,360	\$ 16,783	\$ 13,300	\$ 30,083	\$ 25,277	\$ 129,557	134.03%	
TOTAL BUDGET:	\$ 1,733,079	\$ 1,065,805	\$ 561,855	\$ 1,627,660	\$ 105,419	\$ 1,703,844	-1.69%	