

**NATIONAL ASSOCIATION OF REALTORS®
2014 Proposed Budget Adjustments**

	2014	
Approved Budgeted Net Expense before proposed adjustments:		\$ (962,127)
<u>Proposed Budget Adjustments:</u>		
<u>Association Level:</u>		
Increase in Dues Income [10,000 members]	\$ 800,000	
Increase in Institute Affiliate Dues Income	\$ 95,000	
Revision of depreciation expense projected for Chicago & DC buildings (non-move related)	\$ 1,194,500	
Revision of Association tax obligations	\$ (301,000)	
Total Association Level Adjustments:		\$ 1,788,500
<u>Board Policy & Programs:</u>		
Redevelopment of online Code of Ethics training course [Pgs 1-2]	\$ (46,998)	
Total Board Policy & Programs Adjustment:		\$ (46,998)
<u>Business-to-Business Communications:</u>		
Consulting expense for outside technical support of Realtor.org and Realtor Magazine Online websites resulting from internal staff resources previously supporting these functions being redirected to creation & maintenance of Online Product Mall site (offset by \$300,000 of capital savings) [Pgs 3-4]	\$ (160,000)	
Total Business-to-Business Communications Adjustment:		\$ (160,000)
<u>Executive Offices:</u>		
Increase in direct expense levels attributable to higher number of attendees at Leadership Summit [Pgs 5-6]	\$ (250,000)	
Total Executive Offices Adjustments:		\$ (250,000)
<u>Finance & Tax Management:</u>		
Administrative expenses to hold REALTORS® Relief Foundation annual auction fundraising event [Pgs 7-8]	\$ (30,000)	
Total Finance & Tax Management Adjustment:		\$ (30,000)
<u>Legal Affairs:</u>		
Additional legal fees for antitrust lawsuit defense [Pgs 9-10]	\$ (400,000)	
Total Legal Affairs Adjustment:		\$ (400,000)
<u>Research:</u>		
Reduction in Survey Research product revenue (\$200K), partially offset by expense reductions (\$150K) [Pgs 11-12]	\$ (50,000)	
Total Research Adjustment:		\$ (50,000)
<u>Staffing Resources:</u>		
Increase in staffing levels (equivalent 4 headcount in 2014, reduced by 1 headcount in 2015 & 2016) in governmental & research functions to support analysis efforts needed as it relates to the continuing complexity of issues facing the real estate industry	\$ (489,313)	
Total Staffing Resources Adjustment:		\$ (489,313)
Adjusted Net Expense (net additional income) before additional requests:		\$ (599,938)
<u>Leadership Team Requests for funding:</u>		
<u>Center for REALTOR® Technology:</u>		
New programming to develop quantitative and predictive analytics data and models about staff, members, and consumers that will help the association make better business decisions and identify pattern related opportunities [Pgs 13-14]	\$ (405,144)	
<u>Conventions:</u>		
Creation of new, different and dynamic program offerings to increase interest and maintain attendance at the REALTOR® Party Convention & Trade Expo in May 2014. Note: The total for these programming enhancements does not, at this time, include the costs to be incurred if President Obama makes an appearance during these meetings. Should the President appear, an increase of \$100,000 to this funding request will be required to accommodate costs for additional security and logistics [Pgs 15-16]	\$ (259,700)	
<u>Information Technology Services:</u>		
New programming to develop the Master Member Profile System, which will deliver a single, unified view of member information and simplify trend analysis and other various reporting [Pgs 17-18]	\$ (440,746)	
Subtotal:		\$ (1,105,590)
Realtors Property Resource® request for additional funding for additional licensing and development:		\$ (3,416,940)
Adjusted Net Expense after additional requests:		\$ (5,122,468)

2014 Budget Adjustment Funding Request

(Requestor: Complete Blue Shaded Areas Only)

Date of Request:	1/22/2014	Finance Only:	Funding Request #: 14-02
-------------------------	-----------	----------------------	---------------------------------

Division:	Board Policy and Programs	Program Name:	Professional Standards Development and Enforcement
Committee:	n/a		<input checked="" type="checkbox"/> Existing Program
Strategic Objective #:	Professionalism		<input type="checkbox"/> New Program

NAR Staff Approval Signatures to Submit Request:		Nature of Request:	
Division Vice President:	Cliff Niersbach		<input checked="" type="checkbox"/> Funding Request
			<input type="checkbox"/> Reprogramming
Chief Financial Officer:	John Pierpoint		

Purpose for Funding Adjustment:

Development and maintenance costs for the enhanced NAR online Code of Ethics training course being produced in partnership with Learning Library. Includes portal development and integration, server and software installation and testing, and third party assessments of timing and test questions to ensure certification for continuing education credit. This will be a modular, highly engaging, interactive training course and virtual library of professional standards resources addressing emerging issues and key developments for REALTORS®. This enhanced program includes revenue from registration fees for the continuing education certified course, and fees charged to NAR Board Policy and Programs for students opting for the non-CE version of the course.

Benefit to the Member:

The redevelopment of the Code of Ethics training course will provide an upgraded, user friendly, module-based learning program that will satisfy REALTORS' mandatory Code of Ethics training requirement while providing them with the most up-to-date tools and guidance they need to conduct their business ethically and successfully.

Budget Funding Request : (From attached line item detail)			
Revenue:			\$4,125
Direct Expense:			\$51,123
Labor Expense:			
Exempt Labor Hours:	0		\$0
Non-Ex Labor Hours:	0		\$0
Net Expense (Revenue) Funding Request:			\$46,998

Approved Program Budget for 2014			
Revenue	\$0		
Direct Expense	\$39,000		
Labor Expense	\$643,003		
Net Expense (Revenue)	\$682,003		
Approved Division Budget for 2014			
Revenue	\$47,500		
Direct Expense	\$435,036		
Labor Expense	\$1,891,723		
Net Expense (Revenue)	\$2,279,259		

Finance Committee Review at:	<input checked="" type="checkbox"/> March Budget Review <input type="checkbox"/> Midyear <input type="checkbox"/> Annual <input type="checkbox"/> Conference Call
-------------------------------------	---

Finance Committee Action:	<input type="checkbox"/> Reprogram from favorable variance <input checked="" type="checkbox"/> Approve Funding Adjustment <input type="checkbox"/> Deny
	<input type="checkbox"/> Other (Describe): _____

Line Item Detail Supporting Budget Adjustment Funding Request

(Requestor: Complete the Blue Shaded Areas Only)

Finance Only: Funding Request #: 14-02		Cost Center #:	349	
Acct #:	Revenue:	2014 Budget		
32100	Courses			\$4,125
	Total Revenue:			\$4,125
Acct #:	Expenses:	2014 Budget		
47100	Consulting			\$51,123
	Total Direct Expenses			\$51,123
Acct #:	Labor & Overhead:	2014 Budget	2014 Hours	2014 Rates
82000	Exempt Labor/Overhead	\$0	0	100.81
83000	Non Exempt Labor/Overhead	\$0	0	52.93
	Total Labor & Overhead	\$0	0	
Net Expense (Revenue)		\$46,998		

2014 Budget Adjustment Funding Request

(Requestor: Complete Blue Shaded Areas Only)

Date of Request:	1/23/2014	Finance Only:	Funding Request #: 14-03
-------------------------	-----------	----------------------	--------------------------

Division:	Business-to-Business Communications	Program Name:	Realtor.org & Realtor Magazine Online
Committee:	Member Communications		<input checked="" type="checkbox"/> Existing Program
Strategic Objective #:	Data		<input type="checkbox"/> New Program

NAR Staff Approval Signatures to Submit Request:		Nature of Request:	
Division Vice President:	Stacey Moncrieff		<input checked="" type="checkbox"/> Funding Request
Senior Vice President:	Pamela Guerds Kabati		<input type="checkbox"/> Reprogramming
Chief Financial Officer:	John Pierpoint		

Purpose for Funding Adjustment:

Funding required to hire outside consultants to provide technical support of our websites, Realtor.org and Realtor Magazine Online as in-house support will no longer be provided. Hours for this program will be reduced by 3,000, offsetting the cost of the consultant.

Benefit to the Member:

Provides 24/7 access to NAR's programs, services, public policy positions, research and other information and resources. This helps site users become knowledgeable about the real estate industry and industry trends. It also helps members and AE's become more successful in their businesses and more aware of the value of their membership in NAR.

Budget Funding Request : (From attached line item detail)			
Revenue:			\$0
Direct Expense:			\$160,000
Labor Expense:			
Exempt Labor Hours:	0		\$0
Non-Ex Labor Hours:	0		\$0
Net Expense (Revenue) Funding Request:			\$160,000

Approved Program Budget for 2014 for Realtor.org		Approved Program for 2014 for RMO	
Revenue	\$75,000		\$0
Direct Expense	\$826,022	\$276,793	
Labor Expense	\$1,959,507	\$959,715	
Net Expense (Revenue)	\$2,710,529	\$1,236,508	
Approved Division Budget for 2014			
Revenue	\$3,999,275		
Direct Expense	\$4,300,280		
Labor Expense	\$5,190,776		
Net Expense (Revenue)	\$5,491,781		

Finance Committee Review at: March Budget Review Midyear Annual Conference Call

Finance Committee Action:

Reprogram from favorable variance Approve Funding Adjustment Deny
 Other (Describe): _____

Line Item Detail Supporting Budget Adjustment Funding Request

(Requestor: Complete the Blue Shaded Areas Only)

Finance Only: Funding Request #: 14-03		Cost Center #:	835 & 837	
Acct #:	Revenue:	2014 Budget		
	Total Revenue:	\$0		
Acct #:	Expenses:	2014 Budget		
47100	Consulting	\$160,000		
	Total Direct Expenses	\$160,000		
Acct #:	Labor & Overhead:	2014 Budget	2014 Hours	2014 Rates
82000	Exempt Labor/Overhead	\$0	0	100.81
83000	Non Exempt Labor/Overhead	\$0	0	52.93
	Total Labor & Overhead	\$0	0	
Net Expense (Revenue)		\$160,000		

2014 Budget Adjustment Funding Request

(Requestor: Complete Blue Shaded Areas Only)

Date of Request:	1/23/2014	Finance Only:	Funding Request #: 14-04
-------------------------	-----------	----------------------	--------------------------

Division:	Executive Offices	Program Name:	Leadership Summit
Committee:	n/a	<input checked="" type="checkbox"/> Existing Program <input type="checkbox"/> New Program	
Strategic Objective #:	Association Structure		

NAR Staff Approval Signatures to Submit Request:		Nature of Request:	
Division Vice President:	Denise Marx		<input checked="" type="checkbox"/> Funding Request <input type="checkbox"/> Reprogramming
Chief Financial Officer:	John Pierpoint		

Purpose for Funding Adjustment:

Increase proposed for the Leadership Summit Program to reflect actual costs of the event, which is held each year in August and reflects the anticipated attendance of approximately 1,600 participants.

Budget Funding Request : (From attached line item detail)			
Revenue:			\$0
Direct Expense:			\$250,000
Labor Expense:			
Exempt Labor Hours:	0		\$0
Non-Ex Labor Hours:	0		\$0
Net Expense (Revenue) Funding Request:			\$250,000

Approved Program Budget for 2014			
Revenue	\$0		
Direct Expense	\$1,116,900		
Labor Expense	\$284,056		
Net Expense (Revenue)	\$1,400,956		

Approved Division Budget for 2014			
Revenue	\$15,000		
Direct Expense	\$6,197,667		
Labor Expense	\$2,373,077		
Net Expense (Revenue)	\$8,555,744		

Finance Committee Review at:	<input checked="" type="checkbox"/> March Budget Review <input type="checkbox"/> Midyear <input type="checkbox"/> Annual <input type="checkbox"/> Conference Call
-------------------------------------	---

Finance Committee Action:	<input type="checkbox"/> Reprogram from favorable variance <input checked="" type="checkbox"/> Approve Funding Adjustment <input type="checkbox"/> Deny <input type="checkbox"/> Other (Describe): _____
----------------------------------	---

Line Item Detail Supporting Budget Adjustment Funding Request

(Requestor: Complete the Blue Shaded Areas Only)

Finance Only: Funding Request #:14-04		Cost Center #:	087	
Acct #:	Revenue:	2014 Budget		
	Total Revenue:	\$0		
Acct #:	Expenses:	2014 Budget		
40900	Temporary Help	\$500		
43000	Staff Travel	\$3,500		
43100	Member/Speaker Travel	\$105,400		
47100	Consulting	\$10,000		
50500	Printing	\$25,000		
54400	Postage	(\$200)		
55800	Gifts/Awards/Flowers	(\$1,000)		
55900	Office Supplies	(\$1,000)		
57500	Facilities & Meetings	\$100,000		
57600	Speaker Fees	\$10,000		
63000	Staff Telephone	(\$1,200)		
77500	Outside Computer Service	(\$1,000)		
	Total Direct Expenses	\$250,000		
Acct #:	Labor & Overhead:	2014 Budget	2014 Hours	2014 Rates
82000	Exempt Labor/Overhead	\$0		100.81
83000	Non Exempt Labor/Overhead	\$0		52.93
	Total Labor & Overhead	\$0	0	
Net Expense (Revenue)		\$250,000		

2014 Budget Adjustment Funding Request

(Requestor: Complete Blue Shaded Areas Only)

Date of Request:	2/1/2014	Finance Only:	Funding Request #: 14-06
-------------------------	----------	----------------------	--------------------------

Division:	Finance & Tax Management	Program Name:	REALTORS® Relief Foundation
Committee:	n/a		<input checked="" type="checkbox"/> Existing Program
Strategic Objective #:	Association Structure		<input type="checkbox"/> New Program

NAR Staff Approval Signatures to Submit Request:		Nature of Request:	
Senior Vice President:	John Pierpoint	<input checked="" type="checkbox"/>	Funding Request
Chief Financial Officer:	John Pierpoint	<input type="checkbox"/>	Reprogramming

Purpose for Funding Adjustment:

With the success of the RRF's first annual online silent auction in November 2013 (\$55,000 raised), the Foundation has identified a viable fundraising vehicle to proactively assist in infusing dollars into its corpus, beyond the historic reactive call for donations approach. Going forward, the RRF plans to hold this auction each November in conjunction with the activities occurring during the Annual Convention. The 2014 fundraising goal has been set at \$100,000. Associated costs to conduct the auction total \$30,000. NAR bears the administrative costs of the RRF, as none of the costs to run the Foundation are taken from donated dollars (100% of all donations go directly to victims of disasters).

Benefit to the Member:

Through this foundation's grant assistance mechanism, members of the REALTOR® family have the opportunity to demonstrate support for their communities and promote goodwill in times of need. Since inception in September 2001, the RRF has raised & distributed \$25 million to aid victims with housing and temporary shelter assistance in over 40 disasters including 9/11, Hurricane Katrina, and Superstorm Sandy.

Budget Funding Request : (From attached line item detail)			
Revenue:			\$0
Direct Expense:			\$30,000
Labor Expense:			
Exempt Labor Hours:	0		\$0
Non-Ex Labor Hours:	0		\$0
Net Expense (Revenue) Funding Request:			\$30,000

Approved Program Budget for 2014			
Revenue	\$0		
Direct Expense	\$13,000		
Labor Expense	\$46,916		
Net Expense (Revenue)	\$59,916		
Approved Division Budget for 2014			
Revenue	\$0		
Direct Expense	(\$500,092)		
Labor Expense	\$4,115,484		
Net Expense (Revenue)	\$3,615,392		

Finance Committee Review at:	<input checked="" type="checkbox"/> March Budget Review <input type="checkbox"/> Midyear <input type="checkbox"/> Annual <input type="checkbox"/> Conference Call
-------------------------------------	---

Finance Committee Action:	<input type="checkbox"/> Reprogram from favorable variance <input checked="" type="checkbox"/> Approve Funding Adjustment <input type="checkbox"/> Deny
<input type="checkbox"/> Other (Describe):	_____

Line Item Detail Supporting Budget Adjustment Funding Request

(Requestor: Complete the Blue Shaded Areas Only)

Finance Only: Funding Request #:14-06		Cost Center #:	178	
Acct #:	Revenue:	2014 Budget		
	Total Revenue:	\$0		
Acct #:	Expenses:	2014 Budget		
47100	Consulting	\$16,000		
50500	Printing	\$2,000		
50800	Art Services	\$5,000		
55900	Office Supplies	\$1,000		
57500	Facilities & Meetings	\$6,000		
	Total Direct Expenses	\$30,000		
Acct #:	Labor & Overhead:	2014 Budget	2014 Hours	2014 Rates
82000	Exempt Labor/Overhead	\$0	0	100.81
83000	Non Exempt Labor/Overhead	\$0	0	52.93
	Total Labor & Overhead	\$0	0	
Net Expense (Revenue)		\$30,000		

2014 Budget Adjustment Funding Request

(Requestor: Complete Blue Shaded Areas Only)

Date of Request:	1/24/2014	Finance Only:	Funding Request #: 14-07
-------------------------	-----------	----------------------	--------------------------

Division:	Legal Affairs	Program Name:	Counseling & Defense of NAR
Committee:	n/a		<input checked="" type="checkbox"/> Existing Program
Strategic Objective #:	Association Structure		<input type="checkbox"/> New Program

NAR Staff Approval Signatures to Submit Request:		Nature of Request:	
Division Vice President:	Ralph Holmen		<input checked="" type="checkbox"/> Funding Request
			<input type="checkbox"/> Reprogramming
Chief Financial Officer:	John Pierpoint		

Purpose for Funding Adjustment:
Increase budgeted amount for legal fees from 145,000 to 545,000 to cover legal expenses related to the defense of NAR in antitrust lawsuit.
Benefit to the Member:
Defense of association actions and policies; reduced risk of legal liability to NAR.

Budget Funding Request : (From attached line item detail)			
Revenue:			\$0
Direct Expense:			\$400,000
Labor Expense:			
Exempt Labor Hours:	0		\$0
Non-Ex Labor Hours:	0		\$0
Net Expense (Revenue) Funding Request:			\$400,000

Approved Program Budget for 2014			
Revenue	\$0		
Direct Expense	\$42,000		
Labor Expense	\$500,292		
Net Expense (Revenue)	\$542,292		
Approved Division Budget for 2014			
Revenue	\$0		
Direct Expense	\$3,403,832		
Labor Expense	\$1,281,792		
Net Expense (Revenue)	\$4,685,624		

Finance Committee Review at:	<input checked="" type="checkbox"/> March Budget Review	<input type="checkbox"/> Midyear	<input type="checkbox"/> Annual	<input type="checkbox"/> Conference Call
-------------------------------------	---	----------------------------------	---------------------------------	--

Finance Committee Action:	<input type="checkbox"/> Reprogram from favorable variance	<input checked="" type="checkbox"/> Approve Funding Adjustment	<input type="checkbox"/> Deny
	<input type="checkbox"/> Other (Describe): _____		

Line Item Detail Supporting Budget Adjustment Funding Request				
(Requestor: Complete the Blue Shaded Areas Only)				
Finance Only: Funding Request #:14-07		Cost Center #:	261	
Acct #:	Revenue:	2014 Budget		
	Total Revenue:	\$0		
Acct #:	Expenses:	2014 Budget		
48100	Legal Fees	\$400,000		
	Total Direct Expenses	\$400,000		
Acct #:	Labor & Overhead:	2014 Budget	2014 Hours	2014 Rates
82000	Exempt Labor/Overhead	\$0	0	100.81
83000	Non Exempt Labor/Overhead	\$0	0	52.93
	Total Labor & Overhead	\$0	0	
Net Expense (Revenue)		\$400,000		

2014 Budget Adjustment Funding Request

(Requestor: Complete Blue Shaded Areas Only)

Date of Request:	1/24/2013	Finance Only:	Funding Request #: 14-09
-------------------------	-----------	----------------------	--------------------------

Division:	Research	Program Name:	Survey Research*
Committee:	Research		<input checked="" type="checkbox"/> Existing Program
Strategic Objective #:	Data		<input type="checkbox"/> New Program

NAR Staff Approval Signatures to Submit Request:		Nature of Request:	
Division Vice President:	Paul Bishop		<input checked="" type="checkbox"/> Funding Request
Senior Vice President:	Lawrence Yun		<input type="checkbox"/> Reprogramming
Chief Financial Officer:	John Pierpoint		

Purpose for Funding Adjustment:

Reduction in budgeted revenue reflects lower participation among state and local associations in Member Survey and Home Buyer and Seller Survey oversample program. More conservative estimate of revenue potential for RCI in 2014 - the first year as a revenue generating product. Revenue reduction partially offset by direct expense reductions. ***Programs impacted: Survey Research, Policy/Industry Research, & Strategic Planning.**

Budget Funding Request : (From attached line item detail)			
Revenue:			(\$200,000)
Direct Expense:			(\$150,000)
Labor Expense:			
Exempt Labor Hours:	0		\$0
Non-Ex Labor Hours:	0		\$0
Net Expense (Revenue) Funding Request:			\$50,000

Approved Program Budget for 2014			
Revenue	\$415,000		
Direct Expense	\$374,944		
Labor Expense	\$384,340		
Net Expense (Revenue)	\$344,284		
Approved Division Budget for 2014			
Revenue	\$800,000		
Direct Expense	\$1,332,829		
Labor Expense	\$2,560,098		
Net Expense (Revenue)	\$3,092,927		

Finance Committee Review at:	<input checked="" type="checkbox"/> March Budget Review <input type="checkbox"/> Midyear <input type="checkbox"/> Annual <input type="checkbox"/> Conference Call
-------------------------------------	---

Finance Committee Action:	<input type="checkbox"/> Reprogram from favorable variance <input checked="" type="checkbox"/> Approve Funding Adjustment <input type="checkbox"/> Deny
	<input type="checkbox"/> Other (Describe): _____

Line Item Detail Supporting Budget Adjustment Funding Request

(Requestor: Complete the Blue Shaded Areas Only)

Finance Only: Funding Request #:		Cost Center #:	616	
Acct #:	Revenue:	2014 Budget		
34000	Product Sales	(\$15,000)		
34500	Survey Consulting	(\$185,000)		
	Total Revenue:	(\$200,000)		
Acct #:	Expenses:	2014 Budget		
43000	Staff Travel	(\$10,000)		
43100	Member/Speaker Travel	(\$15,000)		
47100	Consulting	(\$65,000)		
50500	Printing	(\$35,000)		
54400	Postage	(\$5,000)		
57500	Facilities & Meetings	(\$20,000)		
	Total Direct Expenses	(\$150,000)		
Acct #:	Labor & Overhead:	2014 Budget	2014 Hours	2014 Rates
82000	Exempt Labor/Overhead	\$0	0	100.81
83000	Non Exempt Labor/Overhead	\$0	0	52.93
	Total Labor & Overhead	\$0	0	
Net Expense (Revenue)		\$50,000		

2014 Budget Adjustment Funding Request

(Requestor: Complete Blue Shaded Areas Only)

Date of Request:	1/24/2014	Finance Only:	Funding Request #: 14-10
Division:	Center for REALTOR Technology	Program Name:	Data Analytics
Committee:	n/a	<input type="checkbox"/> Existing Program <input checked="" type="checkbox"/> New Program	
Strategic Objective #:	Data		
NAR Staff Approval Signatures to Submit Request:		Nature of Request:	
Senior Vice President:	Mark Lesswing	<input checked="" type="checkbox"/> Funding Request <input type="checkbox"/> Reprogramming	
Chief Financial Officer:	John Pierpoint		

Purpose for Funding Adjustment:

The Data Analytics Group will develop quantitative and predictive analytics programs to collect and measure data about staff, members, and consumers that helps the association and it's members make better business decisions. To collect and aggregate key member data, the group will work with departments to identify key performance indicators, goals, and processes for departmental activities, and help them develop a business strategy for MMPS integration. As data is aggregated and collected, the Data Analytics Group with collaborate with CRT and RAMCO to create an integrated inventory of all data about it's staff and members. Then it will begin to build quantitative and predictive models that identify pattern related opportunities for the associations. These patterns include identification of likely future leaders, future advocates, future consumers of NAR products and services, rising stars, potential recruits, and at risk members.

Benefit to the Member:

Members receive messaging, goods and services that more closely match their individual needs.

Budget Funding Request : (From attached line item detail)

Revenue:			\$0
Direct Expense:			\$223,686
Labor Expense:			
Exempt Labor Hours:	1,800		\$181,458
Non-Ex Labor Hours:	0		\$0
Net Expense (Revenue) Funding Request:			\$405,144

Approved Program Budget for 2014			
Revenue	\$0		
Direct Expense	\$0		
Labor Expense	\$0		
Net Expense (Revenue)	\$0		
Approved Division Budget for 2014			
Revenue	\$0		
Direct Expense	\$620,136		
Labor Expense	\$537,501		
Net Expense (Revenue)	\$1,157,637		

Finance Committee Review at:	<input checked="" type="checkbox"/> March Budget Review <input type="checkbox"/> Midyear <input type="checkbox"/> Annual <input type="checkbox"/> Conference Call
Finance Committee Action:	
<input type="checkbox"/> Reprogram from favorable variance <input checked="" type="checkbox"/> Approve Funding Adjustment <input type="checkbox"/> Deny	
<input type="checkbox"/> Other (Describe): _____	

Line Item Detail Supporting Budget Adjustment Funding Request

(Requestor: Complete the Blue Shaded Areas Only)

Finance Only: Funding Request #:14-10		Cost Center #:	096	
Acct #:	Revenue:	2014 Budget		
	Total Revenue:	\$0		
Acct #:	Expenses:	2014 Budget		
43000	Staff Travel	\$24,000		
47100	Consulting	\$191,086		
50500	Printing	\$1,500		
54400	Postage	\$300		
55900	Office Supplies	\$1,300		
63000	Staff Telephone	\$500		
77200	Software	\$5,000		
	Total Direct Expenses	\$223,686		
Acct #:	Labor & Overhead:	2014 Budget	2014 Hours	2014 Rates
82000	Exempt Labor/Overhead	\$181,458	1,800	100.81
83000	Non Exempt Labor/Overhead	\$0	0	52.93
	Total Labor & Overhead	\$181,458	1,800	
Net Expense (Revenue)		\$405,144		

2014 Budget Adjustment Funding Request

(Requestor: Complete Blue Shaded Areas Only)

Date of Request:	2/28/2014	Finance Only:	Funding Request #: 14-13
-------------------------	-----------	----------------------	---------------------------------

Division:	Conventions	Program Name:	REALTOR® Party Convention Governance Meetings
Committee:	Meeting & Planning		<input checked="" type="checkbox"/> Existing Program
Strategic Objective #:	Association Structure		<input type="checkbox"/> New Program

NAR Staff Approval Signatures to Submit Request:		Nature of Request:	
Division Vice President:	Matt Lombardi		<input checked="" type="checkbox"/> Funding Request
Senior Vice President:	Bob Goldberg		<input type="checkbox"/> Reprogramming
Chief Financial Officer:	John Pierpoint		

Purpose for Funding Adjustment *:

To add, new, exciting and different offerings to the 2014 REALTOR® Party Convention & Trade Expo, May 12-17 in Washington, DC. Includes big name speakers, tours, offsite meetings, etc.

The Midyear Legislative Meetings & Trade Expo has officially been renamed the REALTOR® Party Convention & Trade Expo. This event will take place in Washington, DC from May 12-17 with over 8,000 REALTORS® and REALTOR® association staff expected to attend. Due to the new name/brand, and because the House of Representatives will be on recess during the May meetings, NAR wants to create a new, different, and dynamic program to increase interest and maintain attendance in 2014.

The funding request is for the following:

- High profile speakers on each day of the program
- Washington, DC monument tours
- Field trips to regulatory agencies
- Rebranding and promotion of the REALTOR® Party & Trade Expo

Benefit to the Member:

Provides additional programming and options to maximize their attendance at the 2014 REALTOR® Party Convention & Trade Expo.

Budget Funding Request : (From attached line item detail)			
Revenue:			\$0
Direct Expense:			\$259,700 *
Labor Expense:			
Exempt Labor Hours:	0		\$0
Non-Ex Labor Hours:	0		\$0
Net Expense (Revenue) Funding Request:			\$259,700

*Should President Obama appear at this meeting, an additional \$100,000 in funding will be needed.

Approved Program Budget for 2014			
Revenue	\$14,000		
Direct Expense	\$517,122		
Labor Expense	\$808,856		
Net Expense (Revenue)	\$1,311,978		
Approved Division Budget for 2014			
Revenue	\$8,614,900		
Direct Expense	\$5,262,919		
Labor Expense	\$3,382,643		
Net Expense (Revenue)	\$30,662		

Finance Committee Review at:	<input checked="" type="checkbox"/> March Budget Review	<input type="checkbox"/> Midyear	<input type="checkbox"/> Annual	<input type="checkbox"/> Conference Call
-------------------------------------	---	----------------------------------	---------------------------------	--

Finance Committee Action:	<input type="checkbox"/> Reprogram from favorable variance	<input checked="" type="checkbox"/> Approve Funding Adjustment	<input type="checkbox"/> Deny
	<input type="checkbox"/> Other (Describe): _____		

Line Item Detail Supporting Budget Adjustment Funding Request

(Requestor: Complete the Blue Shaded Areas Only)

Finance Only: Funding Request #:14-13		Cost Center #:	917	
Acct #:	Revenue:	2014 Budget		
	Total Revenue:	\$0		
Acct #:	Expenses:	2014 Budget		
40900	Temporary Help	\$1,000		
43000	Staff Travel	\$2,500		
47100	Consulting	\$2,500		
50500	Printing	\$2,500		
50800	Art Services	\$2,500		
55800	Gifts/Awards/Flowers	\$500		
57500	Facilities & Meetings	\$60,000		
57600	Speaker Fees	\$65,000		
57700	Transportation	\$39,200		
58000	Tours	\$6,000		
60000	Equipment Rental	\$49,500		
67500	Decorating	\$3,500		
70000	Advertising	\$25,000		
	Total Direct Expenses	\$259,700		
Acct #:	Labor & Overhead:	2014 Budget	2014 Hours	2014 Rates
82000	Exempt Labor/Overhead	\$0	0	100.81
83000	Non Exempt Labor/Overhead	\$0	0	52.93
	Total Labor & Overhead	\$0	0	
Net Expense (Revenue)		\$259,700		

2014 Budget Adjustment Funding Request

(Requestor: Complete Blue Shaded Areas Only)

Date of Request:	1/24/2014	Finance Only:	Funding Request #: 14-11
-------------------------	-----------	----------------------	---------------------------------

Division:	Information Technology Services	Program Name:	Master Member Profile System
Committee:	n/a		<input type="checkbox"/> Existing Program
Strategic Objective #:	Data		<input checked="" type="checkbox"/> New Program

NAR Staff Approval Signatures to Submit Request:		Nature of Request:	
Division Vice President:	Keith Garner		<input checked="" type="checkbox"/> Funding Request
Senior Vice President:	Mark Lesswing		<input type="checkbox"/> Reprogramming
Chief Financial Officer:	John Pierpoint		

Purpose for Funding Adjustment:

Deliver a single, unified view of member information. Convert NAR staff to a CRM system as well as obtain third party data to supplement current member information. Enhance the collection of information from members with the profile portal. Provide an authoritative profile to Associations and MLS organizations. Members can add to their profile and choose to use the provided information to local, state and MLS organizations.

Benefit to the Member:

MMPS includes the analytical and system resources required to create groups of members based upon their common interests. Once grouped, messaging members about NAR events, programs and benefits becomes more targeted. The Master Member Profile System provides a single view of member information that simplifies trend analysis and other reporting.

Budget Funding Request : (From attached line item detail)			
Revenue:			\$0
Direct Expense:			\$440,746
Labor Expense:			
Exempt Labor Hours:	0		\$0
Non-Ex Labor Hours:	0		\$0
Net Expense (Revenue) Funding Request:			\$440,746

Approved Program Budget for 2014			
Revenue	\$0		
Direct Expense	\$0		
Labor Expense	\$0		
Net Expense (Revenue)	\$0		
Approved Division Budget for 2014			
Revenue	\$0		
Direct Expense	\$799,696		
Labor Expense	\$3,732,949		
Net Expense (Revenue)	\$4,532,645		

Finance Committee Review at:	<input checked="" type="checkbox"/> March Budget Review <input type="checkbox"/> Midyear <input type="checkbox"/> Annual <input type="checkbox"/> Conference Call
-------------------------------------	---

Finance Committee Action:	<input type="checkbox"/> Reprogram from favorable variance <input checked="" type="checkbox"/> Approve Funding Adjustment <input type="checkbox"/> Deny
<input type="checkbox"/> Other (Describe): _____	

Line Item Detail Supporting Budget Adjustment Funding Request

(Requestor: Complete the Blue Shaded Areas Only)

Finance Only: Funding Request #:14-11		Cost Center #:	112	
Acct #:	Revenue:	2014 Budget		
	Total Revenue:	\$0		
Acct #:	Expenses:	2014 Budget		
77500	Outside Computer Service	\$440,746		
	Total Direct Expenses	\$440,746		
Acct #:	Labor & Overhead:	2014 Budget	2014 Hours	2014 Rates
82000	Exempt Labor/Overhead	\$0	0	100.81
83000	Non Exempt Labor/Overhead	\$0	0	52.93
	Total Labor & Overhead	\$0	0	
Net Expense (Revenue)		\$440,746		