

APHP FINANCIAL RECORDS 2018-2019

Please find attached the following financial records:

- A 2018-2019 budget
- B Balance sheet for the period 01 April 2018 - 31 March 2019
- C Proposed budget 2019-2020
- D Detailed breakdown of income and expenses for the financial year 2018-2019

An independent audit of the APHP's financial records will accompany the AGM notification.

Key aspects of the proposed 2019-2020 budget include the following:

1. No annual increase in membership fees is deemed necessary.
2. The continued employment of secretarial support including a 10% annual increase.
3. The successful conference cost APHP R52,315 for the venue and catering, and netted delegate fees of R10,900, thus costs to APHP of R41,415. That leaves us with R18,585 remaining of the allocated R60,000 budget to put towards countrywide roadshows and furthering professional development. We propose to add to this amount to bring it to a total of R25,000

Louise van Riet
Treasurer
May 2019

A. 2018 - 2019 BUDGET

BALANCE SHEET ON 31 MARCH 2018

R 102,249.38

PROJECTED INCOME	ZAR
Membership fees	52,140.00
Candidate fees	7,590.00
Institutional fees	1,000.00
Associate fees	330.00
Friend fees	250.00
Application fees	3,000.00
Interest capitalised	1,00.00
Total projected income	65,310
Balance carried over from 31 March 2018	107,249.38
Total available funds	172,559.38
PROJECTED EXPENDITURE	
Secretariat	53,280.00
Professionalization consultancy fees	8,417.50
Events	60,000.00
Website	600.00
Accounting officer	2,000.00
Bank charges	120.00
Secretarial disbursements incl data bundle	1,500.00
Consultancy disbursements	5,500.00
Contingencies	5,000.00
Total projected expenditure	133,417.50

B. BALANCE SHEET ON 31 MARCH 2019

R 106,099.94

INCOME 2018 - 2019	ZAR
Membership fees	57,960.00
Candidate fees	6,540.00
Pro-rata fees	399.00
Associate fees	1,650.00
Friend fees	250.00
Application fees	2,000.00
Interest capitalised	1,007.08
Events [conference]	9,100.00
Total income	78,906.08
Balance carried over from 31 March 2018	102,249.38
Total available funds	181,155.46
EXPENDITURE 2018 - 2019	
Secretariat	52,872.00
Consultancy fees	2,030.00
Events	12,467.50
Website	1,150.00
Accounting officer	1,500.00
Bank charges	54,02
Secretarial disbursements	1,118.00
Data bundle	899.00
Membership fee reimbursement	660.00
Exco travel costs [roadshow]	2,305.00
Total expenditure	75,055.52

C. DRAFT 2019-2020 BUDGET

1. FEE STRUCTURE		ZAR
Membership fee structure	Accredited	660.00
	Candidate	330.00
	Associate	330.00
	Friend	250.00
	Institutional	1,000.00
	Application fee (Accredited, Candidate, Associate)	200.00
	Application fee (Friend)	100.00
	Application fee (Mentorship registration)	200.00
2. PROJECTED INCOME		
Membership fees 2019-2020	Accredited 87 x R660 (excluding new members)	57,420.00
	Candidate 24 x R330 (excluding new members)	7,920.00
	Institutional 0 x R1000 (excluding new members)	0.00
	Associate 6 x R330 (excluding new members)	1,980.00
	Friend 1 x 250 (excluding new members)	250.00
	Application fees	3,000.00
Conference fees full 20 x R500		10,000.00
Conference fees student 3 x R300		900.00
Interest capitalised		1,000.00
Subtotal Projected Income		82,470.00
Balance carried over from 31 March 2019		106,099.94
Total projected available funds		188,569.94
3. PROJECTED EXPENDITURE		
1	Secretarial support @ 20 hrs/month	58,560.00
2	Consultancy fees	8,417.50
3	Events: conference [a portion was spent in the 2018-2019 financial year]	41,350.00
4	Contingency fund for furthering professional development	25,000.00
5	Website	6,670.00
6	Accounting officer	2,000.00
7	Bank charges	120.00
8	Secretarial disbursements incl data bundle	2,500.00
9	Consultancy disbursements	5,500.00
10	Contingencies	5,000.00
Subtotal Projected Expenditure		155,117.50
Balance remaining		33,452.44

D. DETAILED BREAKDOWN OF INCOME & EXPENSES FOR THE FINANCIAL YEAR 2018-2019

D. DETAILED BREAKDOWN OF INCOMES AND EXPENSES 2018-2019

BALANCE ON THE 31ST MARCH 2018 102 249,38
 BALANCE ON THE 31ST MARCH 2019 106 099,94

INCOME	EXPENDITURE
Accredited member fees	Accounting fees
Candidate fees	Events
Associate fees	Bank charges
Friend fees	Website
Pro-rata fees	Secretariat
Institutional fees	Disbursements
Application fees	Data bundle
Interest	Consultancy fees
Events	Reimbursements
	ExCo travel
	75 055,52

INCOME BREAKDOWN												
Month	Professional Membership	Candidate	new member pro rata fees	Institutional	Associate	Friend	Application fees	Interest	Events			
April	660,00	330,00	330,00				400,00	85,79				
May			110x3				200,00	52,51				
June	29 700,00	2 970,00	330x9		330,00		400,00	67,01				
July	5 280,00	660x8			330,00		200,00	100,58				
August	1 980,00	660x3					200,00	104,32				
September	1 260,00	630,00					200,00	101,87				
October	3 300,00	330x1					200,00	95,64				
November	3 300,00	660x5			330,00		200,00	99,30				
December	12 480,00	660x18				250,00		86,41				
January	1 320,00	660x2	69,00					88,65				
February	1 980,00	660x3	399,00					66,72			500,00	
March	57 960,00	6 540,00	399,00	0,00	660,00	250,00	200,00	58,28			8 600,00	
Total					1 650,00	250,00	2 000,00	1 007,08			9 100,00	78 906,08

EXPENDITURE BREAKDOWN												
Month	Accounting fees	Events	Bank charges	exco travel	Website	Secretariat	Parking and/or travelling costs	Bundle	Consultancy fee	Reimbursements		
April	1 500,00		12,82			4 032,00	144,00					
May			2,22			4 440,00	134,40					
June		1 500,00	24,14		1 075,00	4 440,00	135,00		230,00			
July			2,22			4 440,00						
August			3,33		75,00	4 440,00	128,00			660,00		
September			1,11			4 440,00	48,00					
October			2,22			4 440,00	135,00	899,00				
November			1,11	2 305,00		4 440,00	40,00					
December			1,25			4 440,00			1 800,00			
January		10 967,50	1,10			4 440,00	104,00					
February			2,50			8 880,00	245,60					
March	1 500,00	12 467,50	54,02	2 305,00	1 150,00	52 872,00	1 118,00	899,00	2 030,00	660,00		
Total												75 055,52

BALANCE ON THE 31ST MARCH 2018 102 249,38
 INCOME 78 906,08
Subtotal 181 155,46
 EXPENSES 75 055,52
 BALANCE ON THE 31ST MARCH 2019 106 099,94