Building and Maintaining Site-based Athletic Budgets

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IDENTIFY YOUR SOURCES OF INCOME

DISTRICT FUNDS

Per pupil funding

Established

Consistent/Inconsistent

SITE FUNDS

Principal/Budget Mjr Allocation

1st Allocation/2nd Allocation*

Pre-set Established Amount and/or %

DEPARTMENT

Gate Receipts

Packet/Registrationas

Entry Fee (Tournaments)*

Team Fees (per sport)*

FUNDRAISING

Type and Goal/Purpose

Department Involvement

Yearly/Bi-annually

Permitted

SPONSORSHIP

Banners

Programs

Announcements

CORPORATE

School Deals – Incentive Money

Sport Dependent

Shoe Deals – Incentive Money

Duration

IDENTIFY YOUR EXPENSES

Seasonal

Uniforms

Equipment

Hudl/Krossover

Coaches Associations

Travel

Tournament Entry Fees

Field Paint*

Medical Supplies**

Yearly

League Dues

Transportation

Conferences

Officials/Referees

Floor Re-surfacing's

Painting

Upgrades (lesser)

Awards/Certificates

Long Term

Field Improvements

Facility Improvements

Scoreboards

Major Equipment

Structural Upgrades (greater)

Athletic Training Equipment

IDENTIFY YOUR EXPENSES

Personnel

Coaches' Salaries

Insurance

Officials

Facilities

Variable

Transportation

Official Fees

Equipment Refurbishment

Facility Use/Rental

Custodial

Permanent Equipment

Capital Expenditures

Awards/Letters/Etc

Extraneous

New Uniforms

New Equipment

Conferences

Facility Upgrades

Coaches Association/Education

HUDL/Krossover

Types of Budgets

Submitted Budget

- Each team given a final budget
- Head Coach controls the expenditures
- HC purchases their program needs
- Collaborate with upper leadership and administration

Zero Budget

- No established budget per program
- Head Coach and Admin collaboration on requested funding
- Based on "analysis of need"
- Adaptive to variables

Incremental Budget

- Previous year(s) determine current expenditures
- Stability in program spending
- Established budgetary limit
- Controlled release of money
- This year's money does not guarantee next year's expenditure

Submitted Budgets

Submitted Budget

- Each team given a final budget
- Head Coach controls the expenditures
- HC purchases their programs needs
- Collaborate with upper leadership and administration

Pro’s

- All the money is allocated
- Extraneous expenditures on the shoulders of the team
- Head Coach is responsible
- Title IX compliance monitoring

Con’s

- Wasteful spending with USE IT or LOSE IT mentality
- Expectation of financial stewardship of your personnel
- Fundraising becomes secondary concern
- Steak and Lobster vs Ramen

Zero Budgets

Zero Budget

- No established budget per program
- Head Coach and Admin collaboration on requested funding
- Based on “analysis of need”
- Adaptive to variables

Pro’s

- Administration and Coach work together
- Creates “Needs Assesements”
- Funding oversight at multiple levels
- Adaptive to variables
- Difficult decisions are often made in collaboration

Con’s

- Difficult decisions are often made
- Slug mentality about fundraising
- Victim mentality
- Star Trek mentality (needs of 1)

Incremental Budgets

Incremental Budget

- Previous year(s) determine current expenditures
- Stability in program spending
- Established budgetary limit
- Controlled release of money
- This year’s money does not guarantee next year’s expenditure

Pro’s

- Analysis of spending patterns
- Yearly growth of program needs
- Avoidance of potential downturns

Con’s

- Major team expenses must be prioritized
- Never a steady stream of funding
- Outside entities control programs

Building the Budget

Build Your Team

1. Administration/AD
2. Coaches
3. Athletic Trainer
4. Facility Administrator
5. Custodial/Grounds
6. Parent/Stakeholder

Your Funds

1. How much you need
2. How much you get
3. How much you use
4. How much you save
5. How much you carry over
6. How much you’re short

Determine The Budget

1. Type of budget you will utilize
2. How it will be monitored
3. Who will disperse funds
4. When will they be dispersed

Building the Budget

Identify Your Needs

1. Site Needs
2. Facility Needs
3. Operational Needs
4. Team Needs

Disperse Your Funds

1. When to Release
2. How Much
3. How Often
4. How To Access
5. How To Use
6. How To ASK FOR MORE
7. Procedures

Prepare for the STORM!

1. It will happen
2. You need to prepare
3. It is NOT PERSONAL

Periodic Review of the Budget

When do we meet?

1. Seasonally
2. Quarterly
3. Yearly

How are we doing?

1. Take a look at all financials
2. Are we meeting goals
3. Good stewards of the money
4. Is our plan working
5. Are we meeting goals and needs of our kids

Changes?

1. Do we need to re-allocate for unexpected expenses
2. Why
3. How would it impact our operations

Didn’t see that coming…

VOLLEYBALL

Volleyball won state, who is buying the banner and/or rings…

FOOTBALL

Your Head Football Coach washed an entire set of PURPLE football jerseys with WHITE jerseys, creating PINK uniforms the week of Homecoming…

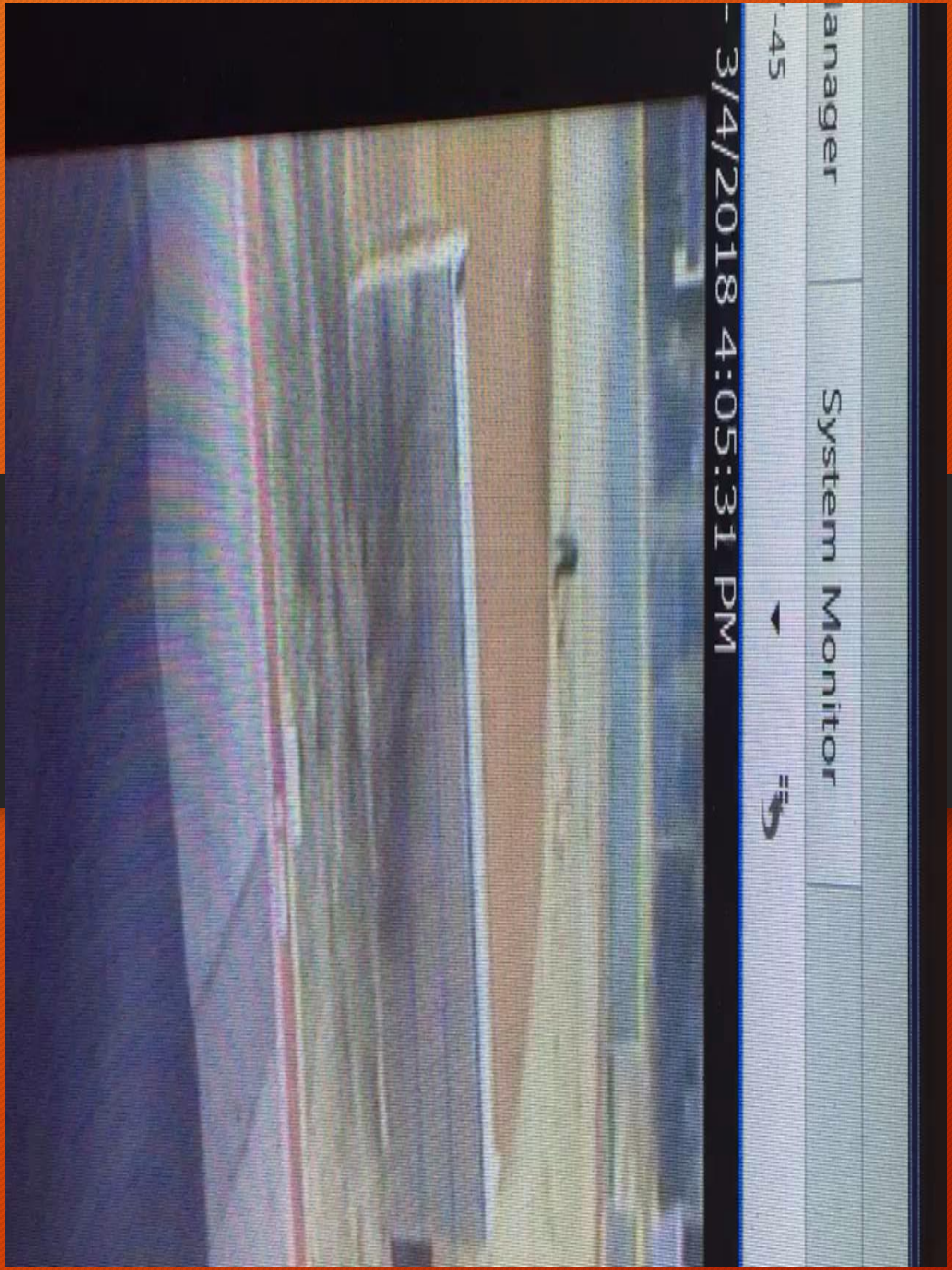
WEATHER

It rained 42 straight days, and you needed to repaint the entire football/soccer field 7 times more than normal…

But NOBODY saw this coming…

SOFTBALL

Your head softball coach torched the entire outfield with brand new grass trying to burn the weeds on the warning track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System Monitor

DEPARTMENT OF ATHLETICS
CENTRAL CONSOLIDATED SCHOOL DISTRICT
1VISION 1MISSION

Athletic Budget Presentation

Ben Tensay, CAA
District Athletic Director
CCSD

3 HIGH SCHOOLS- KIRTLAND CENTRAL: SHIPROCK: NEWCOMB


Men's Sports

- Football
- Cross Country
- Golf
- Soccer
- Basketball
- Wrestling
- Baseball
- Track & Field

Women's Sports

- Volleyball
- Cross Country
- Golf
- Soccer
- Basketball
- Wrestling
- Spirit(cheer)
- Softball
- Track & Field

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ORGANIZATIONAL STRUCTURE

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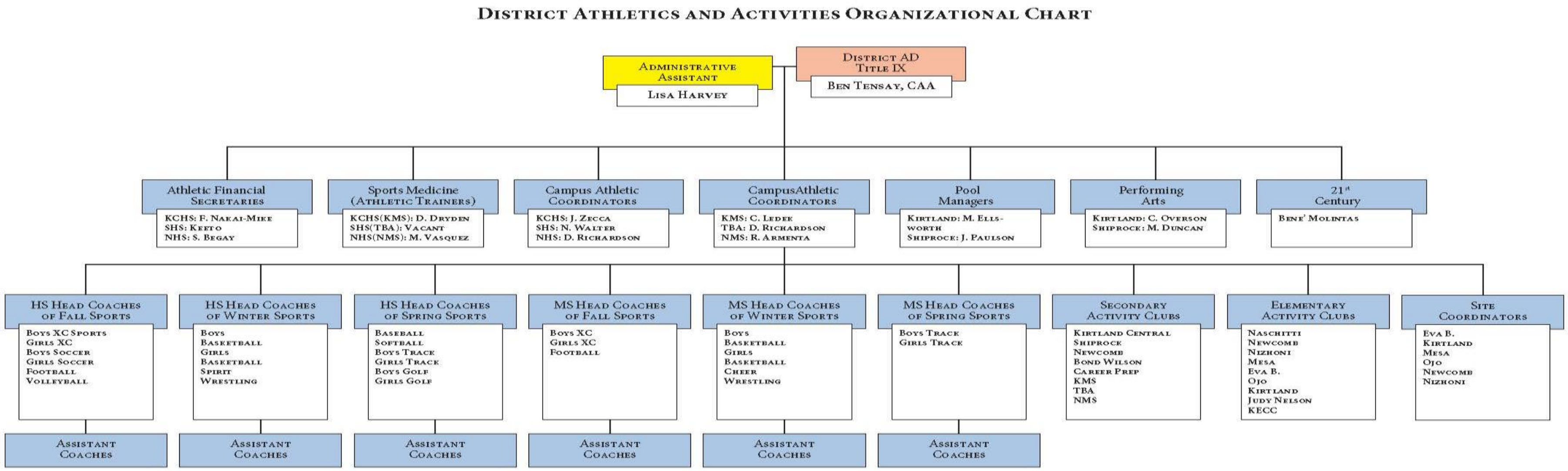

BUDGET CONCEPT (FINANCIAL GUIDING DECISIONS)

* Previous year budgeting * Zero-based budgeting

- Student participation numbers
- Sport specific needs (i.e. equipment, uniforms)
- Emergencies
- Lodging
- Meals
- Transportation
- Scheduling(**)
- Classification(**)
- Awards
- Registration (i.e. memberships)
- Safety
- Program coaches
- Officials pay
- Game worker pay (i.e. concessions, gate)

- **plays a huge role in the budget process

POSITIONS PER SPORT

Mid Schools	# of coaches		High Schools	# of coaches Head/Assts .	
FB	1 head/2 assts		FB VB	1/7 1/3	
VB	1 head/2 assts		XC(M) XC(W)	1/1 1/1	
XC(M&F)	1 head/1 asst		Soccer(M)	1/2	
GBsk	1 head/1 asst		Soccer(W)	1/2	
BBsk	1 head/1 asst		Spirit	1/1	
Wrestling	1 head/1 asst		GBsk BBsk	1/3 1/3	
Track	1 head/3 assts		Wrestling	1/2	
			Golf(M&F)	2 head	
			Baseball	1/3	
			Softball	1/3	
			Track(M)	1/3	
			Track(F)	1/3	

SPORT OPERATING BUDGET PRE-STATE COMPETITION

Travel/Meals/Supplies-pre-State Competition	Uniforms/Equipment (Varsity and 8th)
*$10/student/athletic staff-meals *1 long trip permitted per HS program (team bonding etc..)-can be up to three nights	3 year rotation (includes coaches gear, player travel warm ups, backpacks-all custom) *Equipment is as requested on the 3rd year rotation, except FB is every year)
0.45 cents/mile-activity bus (Location/destination is vital to projecting travel budget)	$8k per program for uniforms and package deals-Nike contract thru BSN
*School budget *District budget	Football-$12k for uniforms only (HS) Football-$6k for uniforms only (HS) Football helmet reconditioning and replacement-$6k
FB-$17,500 VB-$12k XC (Female)-$6k; (Male)-$6k Soccer (Male)-$9k; (Female)-$9k	**Membership Dues **For State travel-rosters are limited per NMAA
Basketball (Male)-$12k; (Female)-$12k Wrestling-$12k	
Golf (M&F)-$5k combined Baseball-$12k	
Softball-$12k Track & Field-combined $12k	

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SPORT OPERATING BUDGET STATE COMPETITION

Travel/Meals/Lodging
*Eligibility-academics
*Number of transportation vehicles
*Number of nights out of town
*Roster is limited per NMAA (the association)
WE BUDGET ASSUMING ALL PROGRAMS MAKE STATE TOURNAMENT EACH SEASON
***IF WE HOST FIRST ROUND OF STATE, GATE FUNDS GO DIRECTLY TO THE ASSOCIATION, THEN WE RECEIVE A PORTION BACK AT THE END OF THE YEAR

REVENUES

Income(gate, concession, donation)	By school
16-17SY	KCHS-$88,298; NHS-$39,070; SHS-$124, 044
17-18SY	KCHS-$110,144; NHS-$60,311; SHS-$96,739
18-19SY	KCHS-$95,122; NHS-$67,739; SHS-$86,740

*Donations are accepted by program or as entire athletic program
*Usually donations are kept at the school level using the correct account
*Fundraising is completed by program coach

DEPARTMENT OF ATHLETICS GUIDING FINANCIAL DECISIONS:

Internal controls (not in any specific order)
Scheduling
Uniforms/Number of athletes
Equipment
Travel-Extended
Day trips
Awards
Officials
Overall cost to competitions at Home

Thinking Processes

Identify
(develop a deeper understanding of the challenges you face)

Envision (come up with some solutions; select and develop your solution)

Define
(articulate the problem you want to solve)

Scenarios (come up with a series of scenarios to test all or part of what you envisioned)

Test (engage in a continuous shorty cycle process to continually improve what you have identified, defines, envisions with variety of scenarios)

KEYS TO SUCCESS

- Budget management must be a priority.
- Must be pro-active and not reactive.
- Engage your athletic staff, be transparent as much as possible.
- Be creative.
- Ask and seek help.

NEWCOMB
SKYHAWKS
NMAA
NEW MEXICO ACTIVITIES ASSOCIATION
Compete with Class

SHIPROCK
CHIEFTAINS
NMAA
NEW MEXICO ACTIVITIES ASSOCIATION
Compete with Class

KIRTLAND CENTRAL
BRONCOS
NMAA
NEW MEXICO ACTIVITIES ASSOCIATION
Compete with Class

THANK YOU!