

Financial report

October 31, 2001

BUDGET (copy from the Reviced Budget)**ACCOUNT pr. Oct 31, 2001**

INCOME	Budget	Sub total	Total	Accounted	Sub total	Total	Number	Invoiced, but not paid yet		Invoice for 2002		Details not ready		Grand total 2001	Grand total 2002
								Total	Number	Total	Number	Total	Number		
4 University Hosts	20 000 USD			15 000 USD			3	5 000 USD	1					20 000 USD	20 000 USD
5 Div 0 Members	25 000 USD			15 000 USD			3	5 050 USD	3	10 000 USD	2			20 050 USD	30 050 USD
5 Div 1 Member	11 250 USD			11 250 USD			5	0 USD	0					11 250 USD	11 250 USD
5 Div 2 Members	6 000 USD			6 000 USD			3	500 USD	1	2 250 USD	2	2 000 USD	4	6 500 USD	10 750 USD
9 Div 3 Members	4 250 USD			4 500 USD			6	1 050 USD	3	4 750 USD	10			5 550 USD	10 300 USD
14 Subscribers	700 USD			550 USD			7	700 USD	5	200 USD	4			1 250 USD	1 450 USD
2 Sponsors	- USD													0 USD	0 USD
		67 200 USD			52 300 USD		20	12 300 USD	8	17 200 USD	14	2 000 USD		64 600 USD	83 800 USD
ACH TEI account	9 500 USD			9 531 USD											
Interest	100 USD			76 USD											
NEH	65 982 USD			65 982 USD											
		75 582 USD			75 589 USD										
Host	20 000 USD			19 302 USD											
STAFF															
Executive Director HIT	30 000 USD			29 997 USD											
Administration HIT	5 000 USD			7 631 USD											
Editor Oxford	6 667 USD			5 667 USD											
Editor Brown	10 500 USD			5 288 USD											
IT/WEB/PUBL (Oxford)	5 000 USD			6 392 USD											
				8 300 USD											
		77 167 USD			74 277 USD										
Total Budget 2001			219 949 USD			202 166 USD									
EXPENSES															
Board-meetings	24 000 USD			9 420 USD											
Working-groups	8 000 USD			908 USD											
Travel staff	10 000 USD			4 507 USD											
Insurance	1 000 USD			0 USD											
Accounting and audit services	5 000 USD			5 400 USD											
Annual Conference	10 000 USD			0 USD											
Representation/PR	4 000 USD			1 694 USD											
Operational ex.	500 USD			842 USD											
Membership in other organisations	500 USD			500 USD											
		63 000 USD			23 271 USD										
NEH	65 982 USD			24 452 USD											
		65 982 USD			24 452 USD										
Expenses paid by hosts	20 000 USD			19 302 USD											
STAFF															
Executive Director HIT	30 000 USD			29 997 USD											
Administration HIT	5 000 USD			7 631 USD											
Editor Oxford (10% FTP)	6 667 USD			5 667 USD											
Editor Brown (13% FTP)	10 500 USD			5 288 USD											
Editor Brown (12% FTP)	9 500 USD														
IT/WEB/PUBL (Oxford)	5 000 USD			6 392 USD											
IT/WEB/PUBL (Oxford), new position	3 111 USD			0 USD											
				8 300 USD											
		89 778 USD			74 277 USD										
Total expenses 2001			218 760 USD			122 000 USD									
Balance			1 189 USD			80 166 USD									
Bank balance						44 138 USD									

Comments:
- Oct 30, 2001: Univ. of Georgia is not invoiced for 2001, but have paid \$5000 to UVA.
- UVA has not paid their 5000\$ membership fee for 2001.
- UVA has paid 5400 \$ to KPMG
- UVA has the NEH grant of 65 982\$ while we are waiting to the non-tax setification for TEI-C.
- The membership fee from Brown University and Univ. of Illinois Urbana-Champaign are not documented by receipts yet.

UVA staff, not on the budget

UVA staff, not on the budget

The TEI Consortium

Revised Budget for 2001.

Last update October 25, 2001 by T.M. Bruvik.

INCOME

		<i>Rate</i>	<i>Sub total</i>	<i>Total</i>	<i>Grand total</i>	<i>Comments</i>
4 University Hosts		5 000 USD	20 000 USD			
5 Div 0 Members		5 000 USD	25 000 USD			New members after Sept 15, will not pay fee for 2001
5 Div 1 Member		2 500 USD	11 250 USD			
5 Div 2 Members		1 500 USD	6 000 USD			
9 Div 3 Members		500 USD	4 250 USD			
14 Subscribers		50 USD	700 USD			
2 Sponsors			0 USD			
			67 200 USD			
ACH TEI account			9 500 USD			The money left on old TEI account at ACH
Interest			100 USD			
NEH			65 982 USD			131.963 for 2001/2002. Separate Budget
			75 582 USD			
Host	in kind	5 000 USD	20 000 USD			Sub budget
<i>STAFF</i>						
Executive Director HIT	in kind		30 000 USD			
Administration HIT	in kind		5 000 USD			
Editor Oxford	in kind		6 667 USD			
Editor Brown	in kind		10 500 USD			
IT/WEB/PUBL (Oxford)	in kind		5 000 USD			"up to 5000"
			77 167 USD			
Total Budget 2001					219 949 USD	

EXPENSES

Board-meetings			24 000 USD			Comments
Working-groups			8 000 USD			Tingviken and annual meeting
Travel staff			10 000 USD			2 WKG
Insurance			1 000 USD			Exc.dir & Editors
Accounting and audit services			5 000 USD			KPMG
Annual Conference			10 000 USD			not include. Board
Representation/PR			4 000 USD			Public Relations
Operational ex.			500 USD			
Membership in other organisations			500 USD			New. Added to the budget
			63 000 USD			
NEH			65 982 USD			Sub budget
			65 982 USD			
Expenses paid by hosts	in kind	5 000 USD	20 000 USD			Sub budget
<i>STAFF</i>						
Executive Director HIT	in kind		30 000 USD			
Administration HIT	in kind		5 000 USD			
Editor Oxford (10% FTP)	in kind		6 667 USD			
Editor Brown (13% FTP)	in kind		10 500 USD			
Editor Brown (12% FTP)			9 500 USD			Reduced from 20 000 USD
IT/WEB/PUBL (Oxford)	in kind		5 000 USD			Paid by the money left on the old TEI account at ACH
IT/WEB/PUBL (Oxford), new position			3 111 USD			4 months out of a total of 28 000 USD over 3 years
			89 778 USD			
Total expenses 2001					218 760 USD	

BALANCE pr. 31.12.2001

1 189 USD Transfer to 2002

TEI Host budget 2001

Travel, equipment, workingtime etc. Each host will hand in an account for this amount

Comment: The income from the NEH project is balanced by expenses at the hosts.

The HIT budget for TEI 2001

Contributions	
Membership fee	5 000 USD
additional cash or in-kind contribution of services	5 000 USD
40% salary for Tone Merete Bruvik, executive director	30 000 USD
10% (combined) salary for Kristine Breivik and others assisting	5 000 USD
NEH project management (e.g., overhead)	5 000 USD
NEH: participation in XSL work by Tone Merete	1 667 USD
Total Contributions	51 667 USD
Reimbursement (NEH part: first year: 2001/2002):	
NEH project management (e.g., overhead)	5 000 USD
NEH: participation in XSL work by Tone Merete	1 667 USD
Total Reimbursement	6 667 USD
Net contribution	45 000 USD

The UVA budget for TEI, 2001

Contributions	
Membership fee	5 000 USD
additional cash or in-kind contribution of services	5 000 USD
NEH one month from Kirk Hastings on XSL tools for DTD and Guideline production	5 000 USD
Total Contributions	15 000 USD
Reimbursement (NEH part: first year: 2001/2002):	
NEH one month from Kirk Hastings on XSL tools for DTD and Guideline production	5 000 USD
Total Reimbursement	5 000 USD
Net contribution	10 000 USD

The OUCS budget for TEI, 2001

Contributions	
Membership fee	5 000 USD
additional cash or in-kind contribution of services	5 000 USD
10% salary for Lou Burnard, editor	6 667 USD
IT/WEB/PUBL (Oxford), up to \$5000	5 000 USD
IT/WEB/PUBL, new position paid by TEI-C	3 111 USD
Implementing ED W69, editor	1 667 USD
XSLT tools for DTD & Guidelines, Lou Burnard	3 333 USD
XSLT tools for DTD & Guidelines, Sebastian Rahtz	6 667 USD
Rewriting the guidelines, editor	3 333 USD
Total Contributions	39 778 USD
Reimbursement (NEH part: first year: 2001/2002):	
IT/WEB/PUBL, new position paid by TEI-C	3 111 USD
Implementing ED W69, editor	1 667 USD
XSLT tools for DTD & Guidelines, Lou Burnard	3 333 USD
XSLT tools for DTD & Guidelines, Sebastian Rahtz	6 667 USD
Rewriting the guidelines, editor	3 333 USD
Total Reimbursement	18 111 USD
Net contribution	21 667 USD

The STG budget for TEI, 2001

Contributions	
Membership fee	5 000 USD
additional cash or in-kind contribution of services	5 000 USD
25% of Steve DeRose's time (North American Editor), In kind part	10 500 USD
25% of Steve DeRose's time (North American Editor)	9 500 USD
half a week from Steve on implementing EDW69 (another half contributed)	833 USD
one half-month from Steve on rewriting the guidelines (another half contributed)	3 333 USD
Total Contributions	34 167 USD
Reimbursement (NEH part: first year: 2001/2002):	
25% of Steve DeRose's time (North American Editor)	9 500 USD
half a week from Steve on implementing EDW69 (another half contributed)	833 USD
one half-month from Steve on rewriting the guidelines (another half contributed)	3 333 USD
Total Reimbursement	13 667 USD
Net contribution	20 500 USD

Budget for NEH project June 2001 - June 2003

Salaries & Wages	year	month	week	day	hour	
Steven DeRose, Editor	80000,00	6666,67	1666,67	333,33	43,01	(1860 hours a year)
Lou Burnard, Editor	80000,00	6666,67	1666,67	333,33	43,01	(1860 hours a year)
Sebastian Rahtz, Consultant	80000,00	6666,67	1666,67	333,33	43,01	(1860 hours a year)
Tone Merete Bruvik, Executive Director	80000,00	6666,67	1666,67	333,33	43,01	(1860 hours a year)
Kirk Hartings, Consultant	60000,00	5000,00	1250,00	250,00	32,26	(1860 hours a year)
Technical Writer	60000,00	5000,00	1250,00	250,00	32,26	(1860 hours a year)

1) Implementing ED W69 (before ACH/ALLC 2001)	NEH	Cost Sharing	Total
Editors, 2 weeks work	1666,67	1666,67	3333,33
Travel (include. Expences)	4000,00		4000,00
Subtotal	5916,67	1698,92	7615,59

2) XSLT tools for DTD & Guidelines	NEH	Cost Sharing	Total
Lou Burnard, 1 month	3333,33	3333,33	6666,67
Steven DeRose, non	0,00		0,00
Sebastian Rahtz, 1 months	6666,67		6666,67
Kirk Hastings, 1 month	5000,00		5000,00
Executive Director, 1 week	1666,67		1666,67
Travel (include. Expences)	11595,00		11595,00
Subtotal	28261,67	3333,33	31595,00

3) Rewriting the Guidelines	NEH	Cost Sharing	Total
Editors, 2 month	6666,67	6666,67	13333,33
Technical Writer, 1.5 months	7500,00		7500,00
Subtotal	14166,67	6666,67	20833,33

Project management			
Exec.dir. 1.5 months	5000,00	5000,00	10000,00

Subtotal - first year of the project:	53345,00	16698,92	70043,92
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4) Task force beginning in May 2002	Travels	Days	NEH	Cost Sharing	Total
5 independent persons, report to Tone Merete Bruvik					
1 startup meeting, 5 + 1 + 2 = 8 persons x 1 day	8,00	8,00			
1 workshop: 5 + 1 + 2 + 10 = 18 persons x 2 day	18,00	36,00			
1 meeting, 5 + 1 + 2 = 8 persons x 1 day	8,00	8,00			
Travel:			34000,00		34000,00
Expences			5200,00		5200,00
Editors, 1.5 month			6666,67	3333,33	10000,00
Executive Director, 1.5 month			6666,67	3333,33	10000,00
Technical Writer 3 months			15000,00		15000,00
Subtotal			67533,33	6666,67	74200,00

5) Redesigning Pizza Chef			
Spec. Editors, 1 week	1666,67		1666,67
Travel (include. Expences)	4410,00		4410,00
Subtotal	6076,67	0,00	6076,67

Project managment			
Exec.dir. 1.5 months	5000,00	5000,00	10000,00

Subtotal - second year of the project:	78610,00	11666,67	90276,67
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TOTAL	131955,00	28365,59	160320,59
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