



# READY! for Kindergarten®

## Welcome to Budget Basics



# What should you consider in a budget?

- Any income (grants, partners, sponsors, donations, etc.)
- Director (how many hours, salary?)
- Support Staff (volunteers, how many hours, pay?)
- Facilitators (pay per initial and ongoing training and each workshop facilitated?)
- Facilities, location (donated or rental?)
- Equipment (A/V equipment donated, loaned, or purchased?)
- Child care (if offered, volunteer or paid?)
- READY! Orientation and Workshop Kits, and Add-On Packs
- Other: travel, program evaluation, food, etc.





# Facilitators

- Initial Training
- Ongoing Training prior to each season (3x year)
- Stipends (\$50 - \$75 per workshop is average)
- Each facilitator should have an Orientation Binder. (\$24+s/h)\*
- Age Level Kits: it's also ideal to have a READY! Kit containing all materials needed for each workshop, including materials instructor brings to workshop. (\$65+s/h\* and additional supplies)

*\*Pricing subject to change. Please be sure to check with our office or online for current pricing.*



# READY! Materials

- Licensing Agreement with Director's Guide: \$340 flat fee
- Additional Director's Guide: \$50\*
- Orientation Kit: \$24 each\*
  - First time attendees receive a binder with important information about the program, a READY! Game Board and Alphabet and Number Strips
- Age Level Kits: \$65 each\*
  - 3 sessions: Fall, Winter and Spring
  - READY! Tote Bag (Optional): \$1.50
  - Age 3-4 Add-on Pack for new attendees: \$5.25
  - Age 4-5 Add-on Pack for new attendees: \$13
  - Additional Printed Facilitator Notes: \$15
- Shipping/handling: 15% of your total order
  - Except AK and BC –contact our office
- Sales tax for Washington state organizations

*\*Pricing subject to change. Please be sure to check with our office or online for current pricing.*

© The Children's Reading Foundation 2019. All rights reserved.



# Sample Budget\*

Example serving 50 families

	Cost Each	Amount	Cost
Orientation Kits	\$24	50	\$1,200
Age Level Kits	\$65		
Fall		50	\$3,250
Winter		50	\$3,250
Spring		50	\$3,250
TOTAL			\$10,950
15% Shipping and Handling			\$1,642.50
License Agreement/Director's Guide	\$340	1	\$340
<b>TOTAL</b>			<b>\$12,932.50</b>
Fall Age 3-4 Add-On Packs	\$5.25	25	\$131.25
Fall Age 4-5 Add-On Packs	\$13	25	\$325

\*May not cover all program costs (e.g., Facilitator stipend, child care costs)





## Other

- ❑ Will your director need to travel to several sites?
- ❑ Will you compensate for mileage?
- ❑ Will you send your director to the annual conference?
- ❑ Will you have someone evaluate your program?
  - ❑ Work with a local university to gather data?
  - ❑ Someone from your district may also gather data
- ❑ Will you provide food for families?