

acct	sub acct	REVENUES	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	2026 Budget	2025 Actuals	
1315		Lodging Tax	\$ 120,000	\$ 80,000	\$ 100,000	\$ 100,000	\$ 110,000	\$ 120,000	\$ 140,000	\$ 170,000	\$ 145,000	\$ 140,000	\$ 130,000	\$ 120,000	\$ 1,475,000	\$ 1,411,721	
320	1320	Grants		\$ 75,000				\$ 62,209							\$ 137,209	\$ 126,146	FY26 total \$137,209
322	1322	USA Cycling Revenue													\$ -	\$ -	
325	1325	Membership Dues	\$ 900	\$ 200	\$ 3,500	\$ 32,000	\$ 3,500	\$ 3,000	\$ 5,000	\$ 2,000	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 55,100	\$ 52,982	Annual Memberships Due in April
327	1327	Member Activities							\$ 1,500	\$ 1,500					\$ 3,000	\$ 1,865	
330	1330	Visitor Guide	20,000	\$ 3,500	\$ 5,800	\$ 8,000	\$ 2,500	\$ 4,000					10000	\$ 10,000	\$ 63,800	\$ 46,143	
335	1335	Publication Advertising													\$ -	\$ -	Shopping & Dining Guide Ad sales
336	1336	Coop Advertising													\$ -	\$ -	
340	1340	Vacation Value Pass													\$ -	\$ -	
348	1348	Sponsorships													\$ -	\$ -	
350	1350	Miscellaneous													\$ -	\$ 96,414	25 only
355	1355	Interest Income	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 8,400	\$ 41,469	
		<b>Total Revenues</b>	<b>\$ 141,600</b>	<b>\$ 159,400</b>	<b>\$ 110,000</b>	<b>\$ 140,700</b>	<b>\$ 116,700</b>	<b>\$ 189,909</b>	<b>\$ 147,200</b>	<b>\$ 172,700</b>	<b>\$ 147,700</b>	<b>\$ 142,200</b>	<b>\$ 142,200</b>	<b>\$ 132,200</b>	<b>\$ 1,742,509</b>	<b>\$ 1,776,739</b>	
		<b>ADMINISTRATION</b>													<b>2026 Budget</b>	<b>2025 Actuals</b>	
401	1401	Salaries and wages - Director													\$ -	\$ -	
404	1404	Salaries and wages - Staff	\$ 51,095	\$ 38,590	\$ 38,590	\$ 38,590	\$ 51,095	\$ 38,590	\$ 38,590	\$ 38,590	\$ 38,590	\$ 51,095	\$ 38,590	\$ 38,590	\$ 500,595	\$ 487,252	January raise
421	1421	Payroll taxes (SS& Med)	\$ 3,832	\$ 2,894	\$ 2,894	\$ 2,894	\$ 3,832	\$ 2,894	\$ 2,894	\$ 2,894	\$ 2,894	\$ 3,832	\$ 2,894	\$ 2,894	\$ 37,544	\$ 32,682	
423	1423	FUTA/SUTA	\$ 400	\$ 12	\$ 12	\$ 12	\$ 12	\$ 12	\$ 12	\$ 12	\$ 12	\$ 12	\$ 12	\$ 12	\$ 532	\$ 398	
431	1431	Employee Insurance	\$ 4,680	\$ 4,511	\$ 5,425	\$ 4,632	\$ 4,632	\$ 5,425	\$ 4,632	\$ 4,632	\$ 4,632	\$ 4,632	\$ 4,632	\$ 4,632	\$ 57,096	\$ 58,378	
433	1433	Workmen's Compensation						\$ 700							\$ 700	\$ 634	
435	1435	Retirement	\$ 6,500	\$ 3,900	\$ 3,900	\$ 3,900	\$ 5,109	\$ 3,900	\$ 3,900	\$ 3,900	\$ 3,900	\$ 5,109	\$ 3,900	\$ 3,900	\$ 51,818	\$ 56,770	TPA fees included
		Employee Recruitment													\$ -	\$ -	
437	1437-2437	Well Pay	0												\$ -	\$ -	5 employees
		Payroll taxes													\$ -	\$ -	
438	1438-2438	Bonuses	\$ 10,000				\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000					\$ 30,000	\$ 5,000	Performance based incentives CEO
	1411	Contracted Services/Intern													\$ -	\$ -	
	1412	Payroll Processing	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175	\$ 2,100	\$ 1,750	HCWHA \$6500
		<b>Total Administration</b>	<b>\$ 76,682</b>	<b>\$ 50,082</b>	<b>\$ 50,996</b>	<b>\$ 50,203</b>	<b>\$ 69,855</b>	<b>\$ 55,996</b>	<b>\$ 55,903</b>	<b>\$ 55,203</b>	<b>\$ 50,203</b>	<b>\$ 64,855</b>	<b>\$ 50,203</b>	<b>\$ 50,203</b>	<b>\$ 680,385</b>	<b>\$ 642,865</b>	
		<b>OPERATIONS</b>													<b>39.05%</b>	<b>36.18%</b>	are
		<b>2026 Budget</b>															
		<b>2025 Actuals</b>															
501	1501-2501	Administrative Telephone	\$ 650	\$ 650	\$ 650	\$ 650	\$ 650	\$ 650	\$ 650	\$ 650	\$ 650	\$ 650	\$ 650	\$ 650	\$ 7,800	\$ 7,539	
505	1505	Administrative Postage	\$ 510	\$ 510	\$ 510	\$ 510	\$ 1,500	\$ 510	\$ 510	\$ 1,500	\$ 510	\$ 510	\$ 510	\$ 510	\$ 8,100	\$ 6,892	
507	1507	Administrative Travel	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 300	\$ 10,544	Miscoded
	1510	Alarm Monitoring						\$ 200							\$ 200	\$ -	
	1513	Auto Expense	\$ 775	\$ 775	\$ 775	\$ 800	\$ 900	\$ 1,600	\$ 850	\$ 775	\$ 775	\$ 775	\$ 800	\$ 800	\$ 10,400	\$ 8,845	Lease/Auto Insurance
515	1515	Bank Charges	\$ 500	\$ 275	\$ 300	\$ 225	\$ 550	\$ 265	\$ 180	\$ 230	\$ 200	\$ 500	\$ 370	\$ 575	\$ 4,170	\$ 3,798	
516	1516	Board Expense	\$ 150				\$ 150	1400							\$ 1,850	\$ 2,079	
	1517	Board Insurance			\$ 1,590	\$ 1,600									\$ 3,190	\$ 4,680	
521	1521-2521	Building Maintenance	\$ 239	\$ 239	\$ 239	\$ 239	\$ 239	\$ 400	\$ 239	\$ 239	\$ 239	\$ 400	\$ 239	\$ 239	\$ 3,190	\$ 2,975	
523	1523	Building Rent	\$ 2,103	\$ 2,103	\$ 2,103	\$ 2,149	\$ 2,149	\$ 2,149	\$ 2,149	\$ 2,149	\$ 2,149	\$ 2,149	\$ 2,149	\$ 2,149	\$ 25,646	\$ 25,143	Rent, taxes, water, parking passes \$280
523	2523	Visitor Center Rent													\$ -	\$ -	
559	2559	Window Display/visitors Center Display													\$ -	\$ -	
526	1527	Computer Purchase/Supplies/Software	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 600	\$ 8,297	Photoshop \$50mth/-CRM/2025 computers
531	1531	Copier Purchase	\$ 70		\$ 920	\$ 100		\$ 920	\$ 100		\$ 920	\$ 100		\$ 920	\$ 4,050	\$ 4,063	New copier and agreement 9/23
532	1532	Depreciation	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 8,400	\$ 10,529	
533	1533	Equipment Maintenance	\$ 1,340	\$ 1,340	\$ 1,340	\$ 1,340	\$ 1,340	\$ 1,340	\$ 1,340	\$ 1,340	\$ 1,340	\$ 1,340	\$ 1,340	\$ 1,340	\$ 16,080	\$ 17,792	
534	1534	Equipment Rent			\$ 270			\$ 270			\$ 270			\$ 270	\$ 1,080	\$ 1,077	
535	1535	Interest Expense													\$ -	\$ -	PPP in 2024
537	1537	Office Printing	\$ 250			\$ 250	\$ 1,000			\$ 250			\$ 500		\$ 2,250	\$ 2,126	
538	1538-2538	Office Supplies	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 3,000	\$ 1,509	
539	1539	Professional Fees	\$ 1,550	\$ 1,550	\$ 5,550	\$ 5,550	\$ 5,000	\$ 2,500	\$ 1,550	\$ 1,550	\$ 1,550	\$ 1,550	\$ 1,550	\$ 1,550	\$ 31,000	\$ 38,398	New Accountant savings/Auditors
540		Penalties													\$ -	\$ -	
541	2541	Resale Merchandise													\$ -	\$ -	
543	2543	Merchandise Spoilage													\$ -	\$ -	
551	1551	Subscriptions and Publications	\$ 100	\$ 50	\$ 200	\$ 200	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 890	\$ 705	
553	1553	Uniforms		\$ 500		\$ 500				\$ 250					\$ 1,250	\$ 854	
557	1557-2557	Utilities	\$ 200	\$ 200	\$ 900	\$ 300	\$ 200	\$ 250	\$ 250	\$ 300	\$ 350	\$ 350	\$ 350	\$ 350	\$ 3,900	\$ 4,316	
561	2560	Newcomer House Expenses	\$ 175	\$ 175	\$ 500	\$ 250	\$ 300	\$ 700	\$ 700	\$ 700	\$ 700	\$ 500	\$ 500	\$ 500	\$ 5,700	\$ 7,455	
1561		Misc													\$ -	\$ -	
		<b>Total Operations</b>	<b>\$ 9,637</b>	<b>\$ 9,392</b>	<b>\$ 16,872</b>	<b>\$ 15,688</b>	<b>\$ 15,023</b>	<b>\$ 13,999</b>	<b>\$ 9,763</b>	<b>\$ 10,678</b>	<b>\$ 11,078</b>	<b>\$ 10,019</b>	<b>\$ 10,003</b>	<b>\$ 10,898</b>	<b>\$ 143,046</b>	<b>\$ 169,616</b>	
															<b>8.21%</b>	<b>9.55%</b>	

PROMOTIONAL PROGRAMS														2026 Budget	2025 Actuals		
		<b>Advertising</b>															
601	1601	Advertising Placements	\$ 25,000	\$ 25,000	\$ 30,000	\$ 25,000	\$ 30,000	\$ 20,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 20,000	\$ 20,000	\$ 295,000	\$ 318,845	2025 additional grants	
601.1	1601.1	SEO	\$ 1,980	\$ 1,980	\$ 1,980	\$ 1,980	\$ 1,980	\$ 1,980	\$ 1,980	\$ 1,980	\$ 1,980	\$ 1,980	\$ 1,980	\$ 23,760	\$ 23,760		
602	1602	Production	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 6,600	\$ 7,856	Ad designs	
603	1603	Web Page Design/Maintenance	\$ 290	\$ 290	\$ 290	\$ 290	\$ 37,500	\$ 2,290	\$ 290	\$ 290	\$ 290	\$ 45,000	\$ 290	\$ 87,400	\$ 5,757	New website/App \$2200 annual (July)	
604	1604	Fulfillment Services and Postage	\$ 2,500	\$ 900	\$ 1,200	\$ 2,400	\$ 17,000	\$ 9,800	\$ 4,500	\$ 2,800	\$ 2,800	\$ 5,000	\$ 3,200	\$ 55,100	\$ 57,104	Certified Travel Media/PA Display VG and t	
606	1606	ARPA County Expenditures												\$ -			
607	1607	ARPA City Expenditures												\$ -			
608	1608	EDA Strategic Planning												\$ -	\$ 44,460	2025 only	
609	1609	EDA Training Program/CDA			\$ 500			\$ 500						\$ 1,000	\$ 13170	2025 only	
		<b>Sales</b>															
610	1610	Travel Expenses	\$ 2,000	\$ 8,000	\$ 6,200	\$ 3,000	\$ 3,000	\$ 4,000	\$ 5,500	\$ 4,500	\$ 1,500	\$ 2,000	\$ 1,600	\$ 1,000	\$ 42,300	\$ 33,778	
611	1611	Show Registration/Booth Costs		\$ 600	\$ 250		\$ 100	\$ 100			\$ 800				\$ 1,850	\$ 4,175	
612	1612	Convention Services/Incentives		\$ 250						\$ 250					\$ 500		
249	1614	Sales Equipment/Supplies	\$ 200	\$ 50	\$ 300	\$ 100	\$ 50	\$ 100	\$ 100	\$ 100	\$ 1,600	\$ 100	\$ 100	\$ 2,900	\$ 1,393		
613	1613	Sales Blitz (2)								\$ 3,500				\$ 3,500			
615	1615	Sales Activities/Sponsorships	\$ 1,000		\$ 4,000	\$ 4,000		\$ 300	\$ 3,000		\$ 500		\$ 500	\$ 13,300	\$ 19,443	\$5K MFA: JRT	
		<b>Sponsorships</b>															
693	1693	Maryland International Film Fest		\$ 2,500										\$ 2,500	\$ 2,500		
600	1690	Civil War Trail/National Road Markers						7500	2700					\$ 10,200	\$ 7,500		
1700	1700	Miss Maryland/Miss Wash. Cty.												\$ -	\$ 10,000		
1700.1	1700.1	Heart of the CW Heritage Area				2000			\$ 12,778	\$ 12,778	\$ 12,778			\$ 40,333	\$ 40,283		
1700.2	1700.2	Antietam Velo Club	3000											\$ 3,000	\$ 3,000		
1700.3	1700.3													\$ -			
1700.4	1700.4	Racine MultiSports		3000										\$ 3,000	\$ 3,000		
1700.5	1700.5	Potomac Velo Club Events									\$ 2,000			\$ 2,000			
1700.6	1700.6	Antietam Illuminations											1500	\$ 1,500			
1700.7	1700.7	GreenFest												\$ -			
1701	1701	City of Hagerstown - Main Street							\$ 5,000					\$ 5,000		Main Street Conference 2026	
1701.1	1701.1													\$ -			
1701.2	1701.2	Augustoberfest				\$ 1,500								\$ 1,500	\$ 1,500		
1701.3	1701.3	Mummers Parade									\$ 1,500			\$ 1,500			
1701.4	1701.4													\$ -			
1701.5	1701.5	Maryland Theatre						\$ 2,500						\$ 2,500	\$ 4,415		
1701.6	1701.6	Fort Frederick Market Fair		\$ 2,500										\$ 2,500			
1701.7	1701.7	JFK 50 Mile (Cumberland Valley Ath)										2500		\$ 2,500	\$ 2,500		
1701.8	1701.8	Hagerstown Baseball	12200	\$ -	\$ 32,000									\$ 44,200			
1701.9	1701.9													\$ -			
1704	1704	James Shaul Nat'l Pike Wagontrain			\$ 750									\$ 750	\$ 1,475		
1705	1705	Doleman Black Heritage	\$ 1,500		\$ 500			\$ 25						\$ 2,025	\$ 2030	Juneteenth	
1706	1706	Discovery Station												\$ -			
1707	1707	Maryland Symphony Orchestra		\$ 2,500										\$ 2,500			
1708	1708	Geo Caching												\$ -			
617	1617	Misc Sales Travel Costs	\$ -	\$ -	\$ -	\$ -	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ 150	\$ -	\$ 300	\$ 1,579		
618	1618	Familiarization Tours			\$ 600				\$ 800		\$ 800			\$ 2,200	\$ (225)	Group Leader Fam/Frontline	
619	1619	International Pow Wow												\$ -			
620	1620	Maryland Motorcoach Association			\$ 1,200									\$ 1,200	\$ 1,125		
622	1622	USA Cycling												\$ -			
		<b>Public Relations</b>															
630	1630	Media Kits/Presentation folders/CD's												\$ -			
631	1631	Photography	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 600	\$ 450		
632	1632	Video		\$ 1,200			\$ 1,200			\$ 1,200				\$ 3,600	\$ 2,322		
633	1633	Travel Writer Fam Tours/Wash Cty	\$ 150				\$ 400		\$ -	\$ 150				\$ 700	\$ 624		
634	1634	Lobbying	3400	\$ 1,600										\$ 1,600	\$ (1,779)		
635	1635	Miscellaneous and Local PR	\$ 500	\$ 10,000	\$ 1,000	\$ 10,000	\$ -	\$ 1,000	\$ 3,000	\$ 1,000	\$ 4,000	\$ -	\$ 500	\$ 31,500	\$ 41,007	250th Celebration/Sav.Banannas/Jbrown I	
636	1636	Meals and Entertainment	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 1,800	\$ 3,019		
637	1638	PR Contract Services	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 360			
641	1641	Restaurant Week												\$ -			
		<b>Publications</b>															
1640	1640	Museum Ramble/Brochure						\$ 4,500						\$ 4,500			
1644	1644	Bike Map						\$ 2,000						\$ 2,000	\$ 4,080		
1645	1645	Walking Tour Brochure												\$ -	\$ 2,283		
1646	1646	Bridges Map												\$ -	\$ 75		
1647	1647	Movie Incentive												\$ -			
650	1650	Visitor Guide			\$ 30,000	\$ 1,000	\$ 7,500				\$ 25,000			\$ 63,500	\$ 65,549	Design/Cover/Print	
651	1651	Potomac River Atlas												\$ -			
652	1652	Calendar of Events				\$ 1,700					\$ 1,500			\$ 3,200	\$ 3,733	Rack card	
653	1653	Consumer Guides/Misc Pubs		\$ 2,000				\$ 3,000		\$ 3,500				\$ 8,500	\$ 14,931	Service Guide/Shop&Din	
656	1656	Coupon Booklet												\$ -			
656	1665	Product Development								3500				\$ 3,500		UPI	
659	1659	Miscellaneous							\$ 4,000					\$ 4,000		26 History Booklet (paid via grant)	
657	1657	Dest Planning/Brochure Updates												\$ -			
		<b>Member Relations</b>															
1670	1670	Member Services	\$ 50					\$ 50				\$ 50		\$ 150	\$ 213		
1671	1671	Member Activities			\$ 350		\$ 8,000			\$ 6,000				\$ 14,350	\$ 20,229	Annual Meeting/Picnic w/half paid	
		<b>Other Promotional Programs</b>															
1691	1691	Sports Marketing		5000					\$ 5,000					\$ 10,000	\$ 265,000	2026 Volleyball/ '25 HGR Boxcars Adv	
692	1692	Matching Grants, Donations, Co-ops												\$ -			
694	1694	Trade Memberships	\$ 3,800	\$ 200	\$ 1,500	\$ 2,500		\$ 1,200	\$ 3,000					\$ 12,200	\$ 19,485		
695	1695	Miscellaneous												\$ -			
699	1699	Research								\$ 5,200				\$ 5,200	\$ 16,315	STR	
698	1698	Staff Development and Training		\$ 1,000				\$ 500	\$ 500			\$ 2,000		\$ 4,000	\$ 9,851	2025 DJ/Continued Education complete	
		<b>Total Promotional Programs</b>	<b>\$ 58,350</b>	<b>\$ 69,350</b>	<b>\$ 83,400</b>	<b>\$ 83,750</b>	<b>\$ 65,450</b>	<b>\$ 88,260</b>	<b>\$ 62,525</b>	<b>\$ 83,428</b>	<b>\$ 62,328</b>	<b>\$ 81,228</b>	<b>\$ 75,860</b>	<b>\$ 29,150</b>	<b>\$ 843,078</b>	<b>\$ 1,081,109</b>	
														48.38%	60.85%		

Budget Recap	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	2026 Budget	2025 Actuals	
Revenues	\$ 141,600	\$ 159,400	\$ 110,000	\$ 140,700	\$ 116,700	\$ 189,909	\$ 147,200	\$ 172,700	\$ 147,700	\$ 142,200	\$ 142,200	\$ 132,200	\$ 1,742,509	\$ 1,776,739	2025 grants higher
Administration	\$ 76,682	\$ 50,082	\$ 50,996	\$ 50,203	\$ 69,855	\$ 55,996	\$ 55,903	\$ 55,203	\$ 50,203	\$ 64,855	\$ 50,203	\$ 50,203	\$ 680,385	\$ 642,865	2026 raises and bonuses
Operations	\$ 9,637	\$ 9,392	\$ 16,872	\$ 15,688	\$ 15,023	\$ 13,999	\$ 9,763	\$ 10,678	\$ 11,078	\$ 10,019	\$ 10,003	\$ 10,898	\$ 143,046	\$ 169,616	
Promotional Programs	\$ 58,350	\$ 69,350	\$ 83,400	\$ 83,750	\$ 65,450	\$ 88,260	\$ 62,525	\$ 83,428	\$ 62,328	\$ 81,228	\$ 75,860	\$ 29,150	\$ 843,078	\$ 1,081,109	2025 marketing grants higher
													\$ -	\$ -	
Balance	\$ (3,069)	\$ 30,576	\$ (41,268)	\$ (8,940)	\$ (33,627)	\$ 31,654	\$ 19,009	\$ 23,392	\$ 24,092	\$ (13,901)	\$ 6,134	\$ 41,949	\$ 76,001	\$ (116,850)	
<b>NON-EXPENSE ITEMS</b>													\$ -	\$ -	
525 1525 Capital Purchases	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
542 1542 Reserve Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
545 Loan Payments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Reserve Funding to be used	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
													\$ -	\$ -	
<b>Total Net Balance</b>	\$ (3,069)	\$ 30,576	\$ (41,268)	\$ (8,940)	\$ (33,627)	\$ 31,654	\$ 19,009	\$ 23,392	\$ 24,092	\$ (13,901)	\$ 6,134	\$ 41,949	\$ 76,001	\$ (116,850)	