

DBSM84 BATCH SUPPORT SYSTEM Fund Management and Administration Plan

Basic Premise: Projects need funding. The phased implementation of projects means that levels of the DBSM84 BSS Fund (hereinafter referred to as the Fund) on a given fiscal year must increase as the requirements increase.

Goal: To ensure that the fund level's increments are sustained over a period of 12 years or until such time that the BSS (or the Foundation for that matter) can be financially self-sufficient.

Objective: To formulate, design and implement workable and timely projects and strategies to raise funds and ensure the sustainability of the Fund's integrity.

3.0 The DBSM84 BSS Fund Raising Activities

3.1 External Sourcing of Funds.

Depending on the discretion and direction of the DBSM84 Council, the DBSM84 shall engage in activities for the purpose of raising funds. This shall be done in partnership with other persons, companies or organizations to address logistical concerns relating to its implementation. A projection is detailed below (see Fig.3.1.1).

- 3.1.1 Sponsorships of Concerts and Shows.** This can be carried out through concerts, shows, film showings and any other forms of visual exhibitions in cooperation with other organizations or entities during town fiestas, charter day celebrations and the like.
- 3.1.2 Sponsorships of Sporting Events.** Ideal activities are golf tournaments, tennis tournaments and the like.
- 3.1.3 Raffle Draws/Product Promotions.** Done through tie-ups with other organizations or companies promoting their products and services.
- 3.1.4 Direct Contributions from Persons and Organizations.** The Custodian of the External Database shall seek to identify, determine and contact persons, organizations and companies that can possibly be an avenue for Fund Raising Activities of DBSM84. Upon identification, a dossier is made and kept for future use and reference. In addition, for persons in politics or public service, or focused-groups organizations, an ideal condition for their contribution would be an outreach program by DBSM84 in their respective localities or major areas of concern. (e.g. environment, migrant workers, health, social welfare).
- 3.1.5 Auctions, Sales or Solicitations.** This may be carried out through donations by companies of their products which can be put in auction or sale and the proceeds accruing to the Fund. Solicitations through the publication of the DBSM84 Souvenir Program (commemorating a landmark year for the batch) may likewise be undertaken.
- 3.1.6 Tie-ups with fund raising activities of other organizations.** This is currently being undertaken by other batches of DBTI. They tie-up with the Fund raising activities of the National Federation of the DB Alumni and they derive a certain percentage of the proceeds of the events they sponsor.

Fig. 3.1.1 Projected Schedule of Externally Sourced Funds.

<i>Year</i>	<i>No. of Projects</i>	<i>Ave. Net Income Per Project</i>	<i>Total Amount</i>
1	2	5,000.00	10,000.00
2	3	7,000.00	21,000.00
3	4	10,000.00	30,000.00
4	4	12,500.00	50,000.00
5	4	15,000.00	60,000.00
6	4	17,500.00	70,000.00

3.2 Internal Generation of Funds. The General membership of DBSM84 consists of 102 graduates (now only 99) from DBTI and 63 graduates from SMMS. The figures relating to members' contributions are deemed extremely conservative. The Finance Committee is hereby tasked to develop efficient and effective schemes to solicit financial support from the members of DBSM84

3.2.1 Contributions from Expatriate Members. If members of DBSM84 gainfully employed abroad can contribute a certain amount per year, the Fund level's increments can be sustained. The following is a hypothetical situation:

Fig. 3.2.1 Projected Schedule of Expatriate Members' Contributions

<i>Year</i>	<i>No. of Member Contributors</i>	<i>Ave. Amount Per Contribution</i>	<i>Total Amount</i>	<i>Amount in PhP (approx.)</i>
1	10	\$100.00	\$1,000.00	50,000.00
2	15	\$100.00	\$1,500.00	75,000.00
3	20	\$100.00	\$2,000.00	100,000.00
4	25	\$100.00	\$2,500.00	125,000.00
5	25	\$110.00	\$2,750.00	137,500.00
6	25	\$120.00	\$3,000.00	150,000.00

3.2.2 Contributions From Members in the Philippines. If members in the Philippines contribute certain amounts each year, perhaps as membership dues (if approved by the General Membership), pledges or contributions, the Fund level's can likewise be sustained.

Fig. 3.2.2 Projected Schedule of Contributions from Members in the Philippines

<i>Year</i>	<i>No. of Member Contributors</i>	<i>Ave. Amount Per Contribution</i>	<i>Total Amount</i>
1	20	500.00	10,000.00
2	25	500.00	12,500.00
3	30	600.00	18,000.00
4	35	600.00	21,000.00
5	40	700.00	28,000.00
6	45	700.00	31,500.00

Fig. 3.2.3 Summary of Projected Schedule of Internal Generation of Funds. Figures indicated as total amounts are the combined contributions of expats and local members.

<i>Year</i>	<i>No. of Member Contributors</i>	<i>%age of Total Membership</i>	<i>Local Contributions</i>	<i>Contributions From Abroad</i>	<i>Total Amount</i>
1	30	19%	10,000.00	50,000.00	60,000.00
2	40	25%	12,500.00	75,000.00	87,500.00
3	50	31%	18,000.00	100,000.00	118,000.00
4	60	37%	21,000.00	125,000.00	136,000.00
5	65	40%	28,000.00	137,500.00	165,500.00
6	70	43%	31,500.00	150,000.00	181,500.00

3.3 Payments From Program Recipients. As previously indicated, all assistance programs are meant to be **paid back by each and every recipient**. The assumption is that all of the recipients of the Financial Assistance Programs dutifully pay off their obligations promptly and regularly. This sustains the Fund level's increments. (See Fig. 3.3.1.) For ease of computations, all payments for assistance granted on a certain year shall be considered as payments received on the succeeding year. The plan is for **50% of the total payments** to accrue to the regular **DBSM84 Fund**. Moreover, the BSS (Foundation) envisions to engage itself in **financial investments and other income generating undertakings** in the future. The other **fifty percent (50%)** shall accrue to a **trust fund** (the **DBSM84 Trust Fund**) that shall be accumulated over the years and used as seed money for future projects and financial investments that are designed to make the BSS (Foundation) financially self-sufficient (see Sec. 3.4). Guidelines creating and implementing this scheme shall be developed by the Finance Committee.

Fig. 3.3.1 Projected Schedule of Payments for the Financial Assistance Programs.

<i>Year</i>	<i>Assistance Program</i>	<i>Total Amount of Assistance</i>	<i>Total Payments</i>	<i>1st 50% (to BSS Fund)</i>	<i>2nd 50% (to Trust Fund)</i>
1	EMAP	25,000.00	0	0	0
2	EMAP LFAP	25,000.00 10,000.00	25,000.00	12,500.00	12,500.00
3	EMAP LFAP MEAP	36,000.00 15,000.00 15,000.00	35,000.00	17,500.00	17,500.00
4	EMAP LFAP MEAP	45,000.00 20,000.00 25,000.00	51,000.00	25,500.00	25,500.00
5	EMAP LFAP MEAP MDSP	52,500.00 25,000.00 25,000.00 15,000.00	80,000.00	40,000.00	40,000.00
6	102,500.00	51,250.00	51,250.00

3.4 Summary of Projected Schedule of Fund Generation. The figures indicated under the column “Variance” are “reduced” estimates of the projected total. This is meant to draw a clearer picture in the event of miscalculations or fund generation shortfalls. Figures indicated under the column heading “Savings” are intended to accrue to the “BSS Trust Fund”.

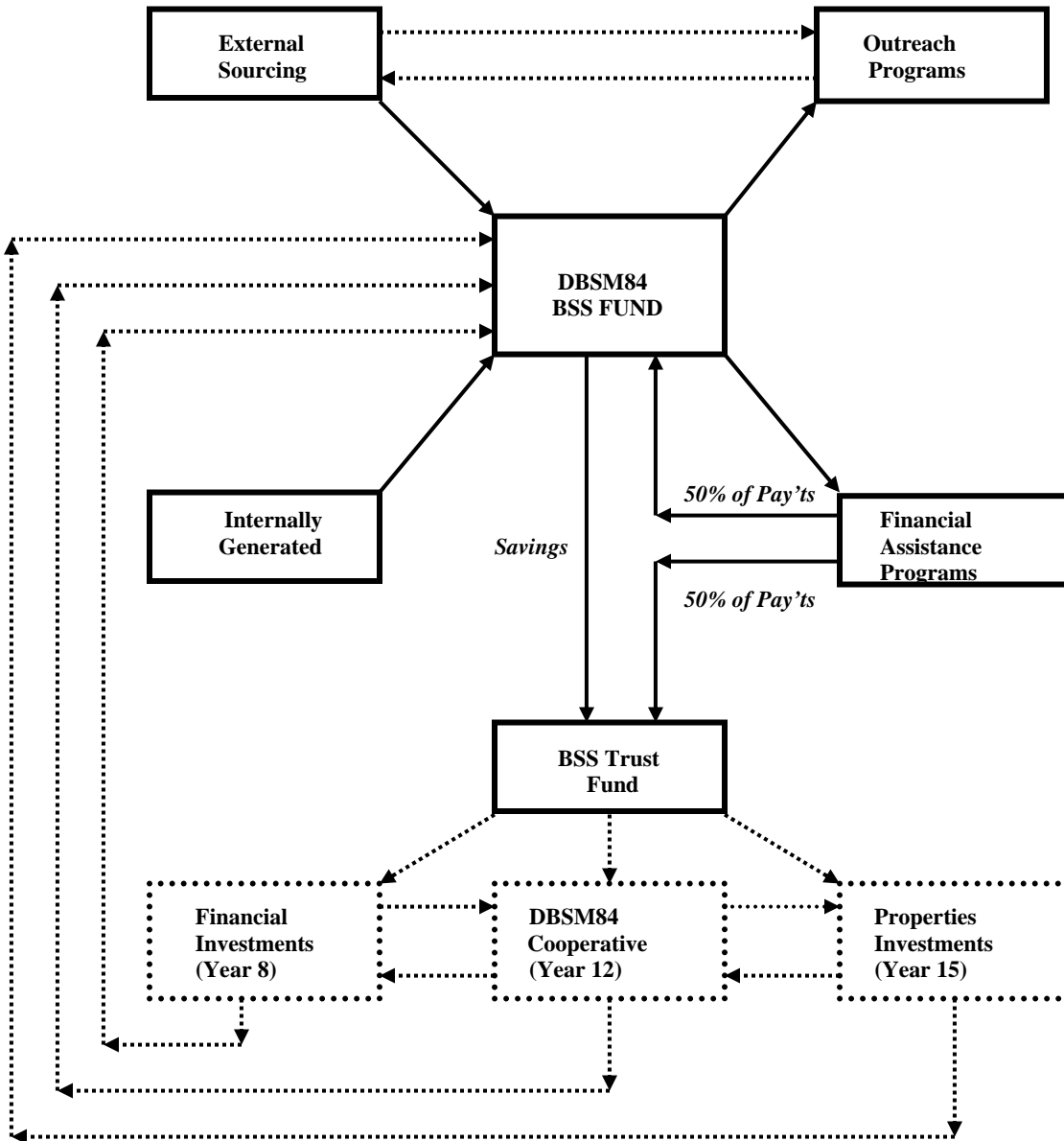
Fig. 3.4.1 Schedule of Fund Generation

<i>Year</i>	<i>External Sourcing</i>	<i>Internal Sourcing</i>	<i>FAP Payments</i>	<i>Total</i>	<i>Variance (Allowance For Miscalc.)</i>	<i>Requirement</i>	<i>Savings</i>
1	10,000.00	60,000.00	0.00	70,000.00	60,000.00	56,000.00	4,000.00
2	21,000.00	87,000.00	12,500.00	120,500.00	100,000.00	68,000.00	32,000.00
3	30,000.00	118,000.00	17,500.00	165,500.00	140,000.00	102,000.00	38,000.00
4	50,000.00	136,000.00	25,500.00	211,500.00	185,000.00	153,000.00	32,000.00
5	60,000.00	165,500.00	40,000.00	265,500.00	235,000.00	185,000.00	50,000.00
6	70,000.00	181,500.00	51,250.00	302,750.00	270,000.00	209,500.00	60,500.00

Fig. 3.4.2 Schedule of Projected Trust Fund Accumulated Balance. Note: The accumulated balance indicated does not include interest accrued.

<i>Year</i>	<i>FAP Payments</i>	<i>Savings</i>	<i>Total</i>	<i>Variance (Allow. For Miscalc.)</i>	<i>Accumulated Balance</i>
1	0.00	4,000.00	4,000.00	3,000.00	3,000.00
2	12,500.00	32,000.00	44,500.00	40,000.00	43,000.00
3	17,500.00	38,000.00	65,500.00	55,000.00	98,000.00
4	25,500.00	32,000.00	57,500.00	40,000.00	138,000.00
5	40,000.00	50,000.00	90,000.00	70,000.00	208,000.00
6	51,250.00	60,500.00	111,750.00	90,000.00	298,000.00

Fig. 3.4.3 Schematic Diagram of the BSS Fund Management and Administration Plan



3.5 **Endnotes.** The success of the BSS Fund Management and Administration Plan is contingent on all of the following:

1. Active financial participation of the members for at least 12 years;
2. Active participation of the members in all Fund Raising Activities of the BSS;
3. Consistent and timely payments by the recipients of the Financial Assistance Program;
4. Sound fiscal management (see Attachments for draft of the BSS Fiscal Policy); and
5. Sound investment planning (see Attachments for draft of the BSS Investments Policy).