

## Lesson 8A Exercise 1: Budget Scenario Exercise

**Instructions:** Below is a description of a fictitious organization and a fictitious project for which the organization is seeking funding. Use this information to create a budget, using the “Budget Sandbox” Google Sheet in your folder. You are welcome to make any assumptions, and fill in gaps as necessary to complete this exercise. If you **do** choose to make assumptions, please list those assumptions, either in this document, or in one of the sheets of your Budget Sandbox.



### Project Abstract

The community in which our organization is located – the 2,000-person community of XYZ – is densely populated and situated next door to a large transportation hub used daily by 50 companies. Each day, more than 500 diesel-powered tractor-trailers originating from this hub pass through our neighborhood, spewing noxious gasses and particulate matter. For years, this has been making our families sick, and making it difficult for our children to play outside.

We are seeking funds to (1) establish a demonstration project which will convert 10 tractors from diesel-powered engines to electric, and convert 20 refrigerated trailers to electric; and (2) Convince the XYZ County Government to require all vehicles in fleets based at this hub to convert to zero-emissions by 2030.

The project will be coordinated by a new full-time position, and our executive director will supervise this new staff and will be responsible for reporting to and liaising with key partners and stakeholders. Other existing staff may be involved as well, for small amounts of time.

Conversion of the 10 tractor engines from diesel to electric will first require that the diesel engines are destroyed (by drilling holes through the combustion chamber, as per EPA regulations); we will hire a third-party, independent contractor (DEF Environmental Concern) to document this step. We plan to hire the ABC Diesel Conversion Consulting Company (ABC Company) to implement the conversion process. ABC will source the new electric motors, test all equipment prior to installation, install the equipment, and test the equipment once installed. They will do the same for the conversion

of the refrigerated trailers. ABC has submitted a quote of \$1.7 million for all these services and for the purchase of the equipment.

In addition to the conversion of the tractors and trailers, one of the maintenance/ parking bays at the transportation hub will need upgraded electrical service, and charging stations will need to be installed. We have received a quote from a different vendor (QRS Electrical) to perform this upgrade. QRS has provided a comprehensive quote (including all equipment and labor) of \$345,999 for this work. DEF Environmental Concern will monitor this work and will serve as our technical consultant throughout the project, to help us ensure that it progresses smoothly, and in accordance with our budget and specifications.

We expect all work described above to be completed within 12 months of receiving grant funds. Aside from these infrastructure upgrades, described above, we will organize community meetings to keep our neighborhood informed about the process, and to document their concerns. We will educate them about the expected impact/ benefits to their families of this project, and will encourage them to attend local municipal government meetings to voice their support for expanding the project by requiring the entire transportation hub to convert to zero-emissions by 2030. We will provide a small stipend to several community leaders to enable them to participate at a high level, by attending weekly meetings and doing outreach to their neighbors. These community leaders will be provided with basic training in air pollution and toxicology so they have a better understanding of how this pollution is affecting them and their families, and so they can more effectively advocate for change. They will also receive tablet computers so they can record their interactions with people with whom they interact while doing their community outreach.