

合気手琉空手会

Aiki Te Ryu Karate Kai Honbu Dojo – Desk Reference of Shihan Franz

Topic: Make a budget and stick by it

A good Sensei is more than just a mentor and guide for their student's journey in martial arts. They have to have a decent sense of business and understand the self discipline of budgeting in order to have a successful dojo. I have included a sample budget which has items you should consider when operating your dojo. One thing I always tell me students who want to be a Sensei is that you only pay yourself LAST. Never go out of your budget and keep your expenses down. If you need help preparing a budget please contact me at kyoshi@franzkarate.com. There are notes in the budget below so please take time to read them. Good luck.

Budget for November				
Item	Funds Available	Budget	Actual	
Rent	\$10,800.00 Full Lease Term	\$900.00	\$900.00	First column is for lease term, gets lower each month
Insurance		\$ 78.00	\$ 58.65	We pay monthly but is cheaper to pay by year
Electric		\$225.00	\$218.95	
Gas		\$205.00	\$178.95	
Telephone		\$105.00	\$103.65	
Internet		\$ 40.00	\$ 34.85	
Office Supplies		\$ 65.00	\$ 45.00	this should be higher sometimes
Printing Expense		\$ 30.00	\$ 28.75	Newsletters, certificates, etc.
Repairs	\$750.00	\$100.00	\$	
Equipment Funds	\$1,500.00	\$100.00	\$	Available is from fundraisers
Marketing	\$340.00	\$250.00	\$300.00	available is 20% of last month Net
Payroll		\$1,500.00	\$1,245.86	I pay myself hourly
Misc Expenses		\$ 75.00	\$	
Professional Fees		\$ 55.00	\$	associations / legal fees
Travel Expense		\$ 85.00	\$ 64.95	cost of gas / events / seminars

Cost of Goods Sold		\$300.00	\$298.65	how much spent on student orders
Meals & Entertain.		\$ 45.00	\$	
Total Expenses		\$4,158.00	\$3,478.26	actual must always be lower!
Income from Dojo				
Tuition		\$4,056.00		Dues only
Test Fees		\$1,450.00		If you had a test that month
Fundraisers	\$2,250.00	\$		If you had one
Pro Shop Sales		\$465.00		What you sold
Total Income		\$5,971.00		
Net Income		\$2,492.74		
* Net is the actual amount you made after expenses				
Next month's marketing amount		\$498.55		
* 20% of net profit				