

The Tobacco Institute
1996 Proposed Budget

Revised December 6, 1995

2041212088

Ellen -

*I believe this is my
first budget?*

Just

UTE

1718 WEST
WASHINGTON
DC 20006
1/800-4433

WILLIAM A. ADAMS
Senior Vice President
202.457-4891
FAX 202.457-9350

December 15, 1995

*On
En*

Mr. Jan
President
Philip M
120 Par
New York

2041212089

RECEIVED
DEC 16 1995
BANK OF AMERICA

Dear Mr. Morgan:

The purpose of this letter is to notify you that, in accordance with Article III of the By-Laws of The Tobacco Institute, Inc., your company's 1996 Initial Annual Dues will be payable during the month of January. A copy of Article III is enclosed. Your remittance check for Initial Annual Dues should be made payable to The Tobacco Institute and sent to my attention.

For purposes of section 6033(e) of the Internal Revenue Code, we estimate that 40% of this dues assessment is attributable to activities that are treated as lobbying under section 162(e) of the Internal Revenue Code. Accordingly, 40% of this dues payment will not be deductible for federal income tax purposes. Dues and other payments to The Tobacco Institute are not deductible as charitable contributions.

Please do not hesitate to call me if you have any questions regarding the computation of your Initial Annual Dues.

Sincerely,

William A. Adams

William A. Adams

WAA:nrc

Enclosure

cc: David J. Anderson
Harry Steele
Elisa Mattera
Dennis Floam
Doug Werth
Ellen Merlo

2041212090

THE TOBACCO INSTITUTE

1875 I STREET, NORTHWEST
WASHINGTON, DC 20006
202/457-4800 • 800/898-4433

WILLIAM A. ADAMS
Senior Vice President
202/457-4891
FAX 202/457-9350

December 15, 1995

Mr. James J. Morgan
President and Chief Executive Officer
Philip Morris U.S.A.
120 Park Avenue
New York, NY 10017

Denise K

*OK
cm*

RECORDED

DEC 22 1995

DENISE F. KEANE

Dear Mr. Morgan:

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Sincerely,

William A. Adams

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Enclosure

cc: David J. Anderson
Harry Steele
Elisa Mattera
Dennis Floam
Doug Werth
Ellen Merlo

RECORDED

DEC 18 1995

DENISE F. KEANE

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BY LAWS
OF
THE TOBACCO INSTITUTE, INC.
(as amended December 3, 1993)

ARTICLE III

DUES

Section 1. Each member elected pursuant to Article II shall pay Initial Annual Dues as follows:

(a) two-fifths of a cent for every thousand tax-paid cigarettes produced by it during the preceding calendar year; plus

(b) one dollar and twenty cents for every thousand pounds of manufactured tobacco produced by it during the preceding year, plus

(c) \$5,000 if its annual sales of cigars for the preceding calendar year were between \$20 million and \$50 million, \$10,000 if such annual sales were between \$50,000,001 and \$100,000,000, and \$15,000 if such annual sales exceeded \$100,000,001.

Manufactured tobacco shall include chewing tobacco, snuff and smoking tobacco. Cigars shall include cigarillos and little cigars.

The minimum Initial Annual Dues of any member shall be in the amount of \$2,000. Initial Annual Dues shall be payable in January.

If a member's estimated production of tax-paid cigarettes has been more than two billion for the preceding calendar year, it shall also be liable for Additional Annual Dues, as hereinafter provided.

Additional Annual Dues may be called from time to time by the Board of Directors after determining the difference between the Institute's budget for a calendar year and the estimated income of the Institute for such year from sources other than Additional Annual Dues. Any deficit in such budget as made and revised from time to time shall be payable as Additional Annual Dues by each member liable for Additional Annual Dues in the amount of a percentage of its Initial Annual Dues for the calendar year in which the payment of Additional Annual Dues is due, said percentage to be set by the Board of Directors and to apply in determining the amount of Additional Annual Dues due from each member liable therefor. Upon such decision by the

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Board of Directors, each member shall be promptly notified of the percentage of its Initial Annual Dues which is payable as Additional Annual Dues and payment thereof shall be due within thirty days after notice but not before January 1 of the calendar year for which it is payable.

No member or former member of the corporation shall have any obligation except for dues fixed as provided in this Article.

Section 2. The Institute's budget for each calendar year shall be determined, and may be revised from time to time before or during such calendar year, by the Board of Directors of the Institute.

Neither the Board of Directors nor any officer, agent or employee of the Institute shall have any authority to create obligations beyond those provided for in any budget, except that the Board of Directors by resolution may authorize the creation of specific obligations. Each member shall be promptly notified of the budget when so made or revised and of any resolution authorizing the creation of any obligation.

Section 3. Upon termination of membership, a former member shall remain liable for dues and assessments thereafter to the extent necessary to cover any obligation created or expense incurred prior to the effective date of such termination; provided, however, that any member may, within ten days after notice of said original or revised budget or resolution, file in writing with the Secretary of the Institute its dissent therefrom and its resignation from the Institute, in which case such member shall not be liable for any new obligation or expense so authorized and shall only be liable for such portion of dues and assessments thereafter as shall represent its proportionate part of other obligations and expenses of the Institute duly authorized or incurred prior to the adoption of such budget or resolution.

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F. T.I

copy Ellen [unclear] sent 11/22

PHILIP MORRIS USA

INTER-OFFICE CORRESPONDENCE

120 PARK AVENUE, NEW YORK, NY 10017-5592

TO: Dennis Floam

DATE: November 13, 1995

FROM: Lenny Lubrano

SUBJECT: TOBACCO INSTITUTE 1996 BUDGET

↑
TT Budget

Attached per your request is an analysis of the Tobacco Institute's proposed 1996 budget.

Key highlights include:

The proposed 1996 T.I. budget of **\$31.7MM** is **\$4.9MM** higher than 1995 anticipated spending of **\$26.8MM**.

The Tobacco Institute will run a "Unified Youth Program" in 1996 as part of an industry-wide effort to address the responsible retailing of cigarettes. This program will replace PMUSA's "Ask First - It's The Law" program starting in the fourth quarter 1995. The increase over 1995 is **\$3.9MM** which represents the full-year impact of the program in 1996.

Inflation of **\$1.1MM** or **4%** has been added into the budget.

Salaries and benefits are increasing **\$0.6MM** primarily due to 3 additional headcount.

Professional fees are decreasing **\$0.8MM** primarily due to decreased New York State and New York City activity.

Fees relating to OSHA hearings are decreasing **\$0.6MM**.

Other variances are detailed in the backup package.

Attachments

cc:

D. Keane
H. Steele

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NOV 14 1995

DENISE F. KEANE

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TOBACCO INSTITUTE
1996 PROPOSED BUDGET
 (\$ IN THOUSANDS)

TOTAL 1995 ESTIMATE **\$26,783**

MAJOR CHANGES VS 1995 ESTIMATE - INCREASE / (DECREASE)

UNIFIED YOUTH PROGRAM	3,920	
SALARIES & BENEFITS - PRIMARILY 3 ADDITIONAL HEADCOUNT	628	
PROFESSIONAL FEES - "CONTINGENCY FUNDS"	400	
PROFESSIONAL FEES - "ETS" ISSUES	298	
SUPPORT TO CONSUMER TAX ALLIANCE	250	
LEGAL FEES - PRIMARILY OSHA HEARINGS	(260)	
PROFESSIONAL FEES - PRIMARILY NY STATE AND NY CITY ACTIVITY	(757)	
PRODUCT LIABILITY LITIGATION	(200)	
ALL OTHER	(391)	
INFLATION	1,071	
NET CHANGE		4,959

TOTAL 1996 BUDGET	\$31,742
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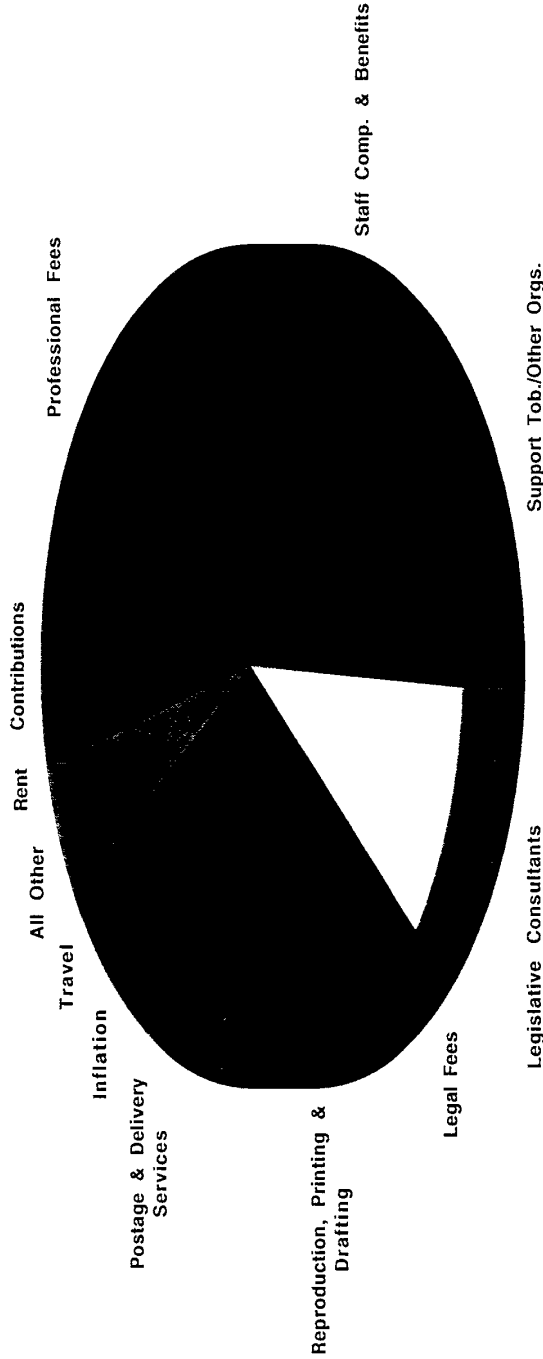
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THE TOBACCO INSTITUTE
 1996 PROPOSED BUDGET VS. 1995 ESTIMATED EXPENDITURES
 (\$ IN THOUSANDS)

HEADCOUNT	1996	1995	VARIANCE FAV/(UNFAV)	COMMENTS
	PROPOSED BUDGET	ESTIMATED EXPENDITURES		
	55	52	(3)	
FEDERAL	\$3,379	\$2,780	(\$599)	2 additional headcount for Federal Related activities, 1 additional headcount for State activities
				Full year impact of Sr. V.P. hired at mid-year of 1995. (\$148)
				Salaries & Benefits for 2 additional headcount. (125)
				Newly hired legislative consultant to work with Appropriations Committee. (120)
				Participation in National Conventions and Presidential Inaugurating Activities. (100)
				Inflation (111)
				Other 5
				Total Variance (\$599)
STATE ACTIVITIES	8,907	9,075	168	State & Local Projects - Primarily New York State and New York City \$913
				Elimination of one V.P. position 80
				Travel 55
				Organizations support (94)
				Office set-up and operating expenses (114)
				Salaries & Benefits for a 2 additional headcount. (132)
				Local legislative consultants (156)
				Inflation (363)
				Other (21)
				Total Variance \$168
PUBLIC AFFAIRS	8,779	8,436	(343)	OSHA ETS Hearings \$620
				Labor Management Committee 180
				Outreach Program 125
				Support to State and Federal Advertising Legislation (125)
				National Tobacco Council (173)
				ETS Economist Program (175)
				Special Projects and Promotion (200)
				ETS Witness Program Recruiting and Support (225)
				Support to the Consumer Tax Alliance (250)
				Inflation (465)
				Other 345
				Total Variance (\$343)
ADMINISTRATIVE	1,972	1,907	(65)	Primarily Inflation (\$76), partially offset by other \$11.
PRODUCT LIABILITY LITIGATION	1,200	1,400	200	Decrease in Legal Fees
CONTINGENCY FUNDS	400	-	(400)	General Contingency - non-allocated.
OPERATING BUDGET	\$24,637	\$23,598	(\$1,039)	
UNIFIED YOUTH PROGRAM	7,105	3,185	(3,920)	Full-year impact of program. PMUSA initiated and ran "responsible retailer" program under the alias of "Ask First - it's The Law". The T.I. assumed responsibility for this program in fourth quarter 1995.
TOTAL BUDGET	\$31,742	\$26,783	(\$4,959)	

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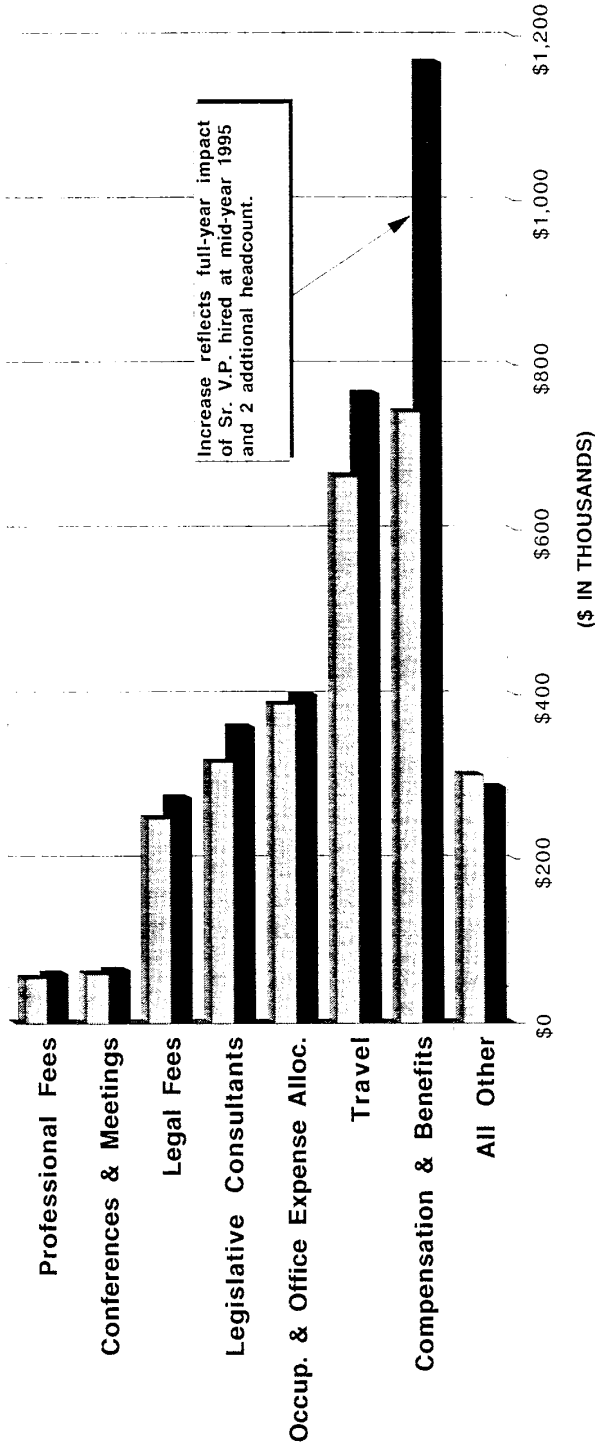
TOBACCO INSTITUTE 1996 PROPOSED BUDGET



SPENDING AREA	(\$000's)	%
Professional Fees	\$6,108	19%
Staff Comp. & Benefits	6,096	19%
Support Tob./Other Orgs.	3,932	12%
Legislative Consultants	3,257	10%
Legal Fees	2,990	9%
Reproduction, Printing & Drafting	2,269	7%
Postage & Delivery Services	2,121	7%
Inflation	1,071	3%
Travel	1,068	3%
All Other	1,642	5%
Rent	790	2%
Contributions	399	1%
TOTAL	\$31,743	100%

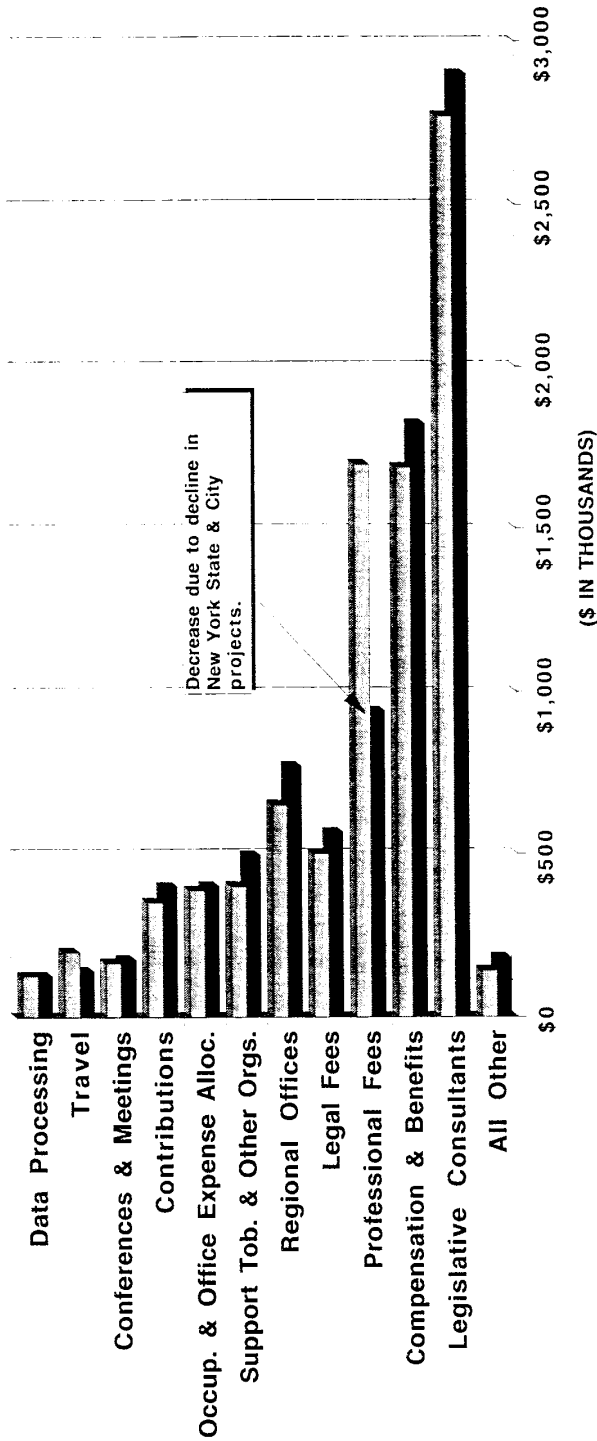
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FEDERAL RELATIONS DIVISION



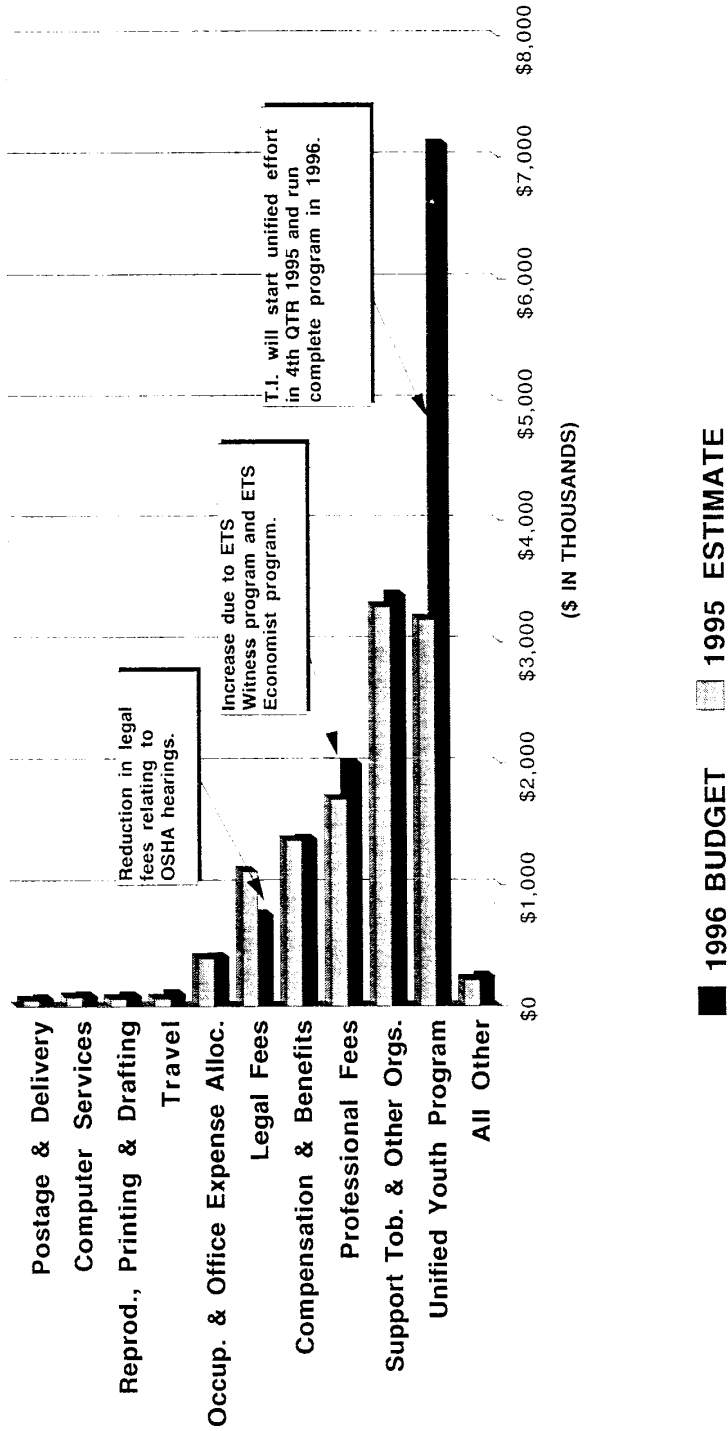
■ 1996 BUDGET ▨ 1995 ESTIMATE

STATE ACTIVITIES DIVISION



■ 1996 BUDGET ▨ 1995 ESTIMATE

PUBLIC AFFAIRS DIVISION



Note for Keane, Denise

From: Merlo, Ellen
Date: Fri, Nov 10, 1995 1:41 PM
Subject: RE: TI Budget Meeting
To: Barrington, Marty
Cc: Keane, Denise; Morgan, Jim

2041212100A

GREAT. THANKS. I INDICATED THE SAME THING -- IF THERE WAS NOT ENOUGH MONEY, WE WOULD REVISIT.

From: Barrington, Marty on Fri, Nov 10, 1995 1:36 PM
Subject: TI Budget Meeting
To: Keane, Denise
Cc: Merlo, Ellen; Morgan, Jim

Here's the report:

1. TI demonstrated to Reynold's satisfaction that the cost of opening the proposed Dallas office was incremental over Denver or DC. It was approved.
2. Very long, vigorous discussion over Unified Youth Program. Reynolds not happy yet that TI has mobilized retail. Net was acceptance of Ellen's proposal to adjust the '95 budget to \$4 million and budget \$3.5 for '96. FYI, Arthur Stevens yelled a lot about us and Reynolds backing away from what he characterized as a \$10 million "commitment" made at the last Executive Committee meeting. Also, everyone agreed to listen to TI if they claim to need more money on this issue in '96.

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2041212100A

Note for Keane, Denise

From: Merlo, Ellen
Date: Fri, Nov 3, 1995 11:10 AM
Subject: TI -- BUDGETS
To: Keane, Denise
Cc: Morgan, Jim

HAVE REVIEWED THE PROPOSED BUDGET WITH TI FOR '96.

OVERALL IT LOOKS OKAY. HOWEVER, THERE ARE TWO AREAS OF CONTROVERSY.

1. THEY WANT TO ADD A REGIONAL VP AND OFFICE IN TEXAS. WHILE THERE IS NO DISAGREEMENT AMONG US AND OR OTHERS THAT THE BODY IS NEEDED, THERE IS AN ISSUE WITH OPENING ANOTHER OFFICE. THE RECOMMENDATION IS TO EITHER CONSOLIDATE IN AN EXISTING REGIONAL OFFICE AND OR TO BASE THE PERSON IN DC. THE PROPOSED OFFICE IS IN TEXAS. WE ARE NEUTRAL ON THE OFFICE, ALTHOUGH BUDGET IS AN ISSUE, RJR IS AGAINST IT. I'M NOT SURE IT'S ENOUGH MONEY TO FIGHT ABOUT, BUT A HEAD'S UP.

2. THE UNIFIED INDUSTRY PROGRAM. CURRENTLY BRENNAN HAS IT BUDGETED FOR \$10MM. \$3MM IN '95 AND \$7MM IN '96. THIS IS EXCESSIVE AND THERE IS NO WAY WE CAN SUPPORT AT THIS LEVEL. WE HAVE INDICATED THAT WE BELIEVE WE CAN HELP TO CUT COSTS BY USING INDUSTRY SALES FORCES TO GAIN DISTRIBUTION, PLUS LESS COSTLY WAYS OF REACHING OUT TO NON-WORKLOAD ACCOUNTS. BOTTOM LINE: I HAVE INDICATED THAT WE WOULD SUPPORT A BUDGET OF \$4MM IN '95 (I HAVE THE MONEY) AND \$3MM TO \$3.5 IN '96.

3. TI SUBMITTED A REQUEST FOR \$31.8MM FOR '96. I HAVE INDICATED THAT WE WILL APPROVE \$28MM. I HAVE GIVEN THEM THE OPPORTUNITY TO MAKE WHATEVER CUTS THEY FEEL APPROPRIATE, BUT GIVEN THE NUMBERS I AM BEING ASKED TO LIVE WITH IN '96, WE CANNOT GO BEYOND THAT LEVEL. THIS DOES NOT INCLUDE INITIAITVES -- TINA HAS SET A RESERVE FOR THAT. I THINK YOUTH IS A GOOD PLACE TO CUT. OF COURSE YOU AND JJM MIGHT FIND OTHER AREAS.

HOPE THIS HELPS TO PREPARE YOU FOR NEXT WEEK. WE HAD A VERY GOOD CONVERSATION AND I AM SURE THEY UNDERSTAND OUR POSITION.

2041212101

11/10

THE TOBACCO INSTITUTE

1875 I STREET, NORTHWEST
WASHINGTON, DC 20006
202/457-4800 • 800/898-4433

WILLIAM A. ADAMS
Senior Vice President
202/457-4891
FAX 202/457-9350

MEMORANDUM

October 27, 1995

TO: Thomas C. Griscom
Denise F. Keane
Ernest Pepples
Arthur J. Stevens

FROM: William A. Adams *William A. Adams*

SUBJECT: 1996 Tobacco Institute Budget

I have attached two copies of The Institute's 1996 budget document. This budget will be discussed at the Executive Committee budget subgroup meeting scheduled for 9:30 a.m. on Friday, November 10, 1995 at The Institute.

Please call me you have any questions.

W.A.A.

cc: TI Senior Staff with attachment
David J. Anderson "
M. Alfred Peterson "
Carl L. Schoenbachler "
Harry G. Steele "
Stanley Temko "

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OCT 30 1995

DENISE F. KEANE

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The Tobacco Institute
1996 Proposed Budget
Index

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State Activities Division	3
Public Affairs Division	4
Administration Division	5
Contingency Funds	6

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DENISE F. KEANE

Revised December 6, 1995

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THE TOBACCO INSTITUTE
1996 SUMMARY PROGRAM BUDGET

	<u>Positions Authorized</u>	<u>Dollars (\$000)</u>
Existing Programs (1995 Estimated Expenditures)	52	\$27,598
1996 Additions (Deletions)		
Support to the Consumer Tax Alliance		250
ETS Witness Program Recruiting and Support		225
Public Affairs Special Projects and Promotions		200
ETS Economist Program		175
National Tobacco Council		173
Federal Relations Division Staffing (salary & benefits)		
Senior Vice President/Division Director (full year impact)		148
Legislative Assistant	1	95
Secretary	1	30
Open an Additional Regional Office		
Regional Vice President and Secretary (salary & benefits)	2	132
Office Operating and Set-Up Expenses		114
Local Legislative Consultants		156
Legislative Consultant to work with Appropriations Committees		120
OSHA ETS Hearings		(620)
Unified Youth Program		(500)
New York State and New York City Projects		(445)
Preparations for 1996 Initiatives		(330)
Labor Management Committee		(180)
Eliminate Local Legislative Coordinator Position	(1)	(135)
Other		(173)
Economic Change (Inflation)		1,104
Totals (1996 Budget)	<u>55</u>	<u>\$28,137</u>

12/06/95

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THE TOBACCO INSTITUTE

1996 BUDGET

	1995	1996	1996	% Change
	Budget (\$000)	Estimated Expenditures (\$000)	Proposed Budget (\$000)	95 Est vs 96 Budget
Federal Relations Division	\$2,935	\$2,780	\$3,379	22%
State Activities Division	9,103	9,075	8,907	< 2%>
Public Affairs Division	8,280	8,436	8,779	4%
Administration Division	1,778	1,907	1,972	3%
Product Liability Litigation	1,000	1,400	1,200	< 14%>
General Contingency Funds	238	-	400	-
Operating Budget	\$23,334	\$23,598	\$24,637	4%
Unified Youth Program	4,000	4,000	3,500	< 13%>
Total Budget	\$27,334	\$27,598	\$28,137	2%

The Tobacco Institute
(000)

1990 Actual Expenditures \$47,114

1991 Actual Expenditures 44,500

1992 Actual Expenditures 37,438

1993 Actual Expenditures 37,446

1994 Actual Expenditures 18,379 *

1995 Estimated Expenditures 27,598

1996 Proposed Budget 28,137

* Excludes Initiative Pass-Through Payments

2041212107

The Tobacco Institute

1996 Budget

Summary by Account

Acct Description	Federal Relations Division	State Activities Division	Public Affairs Division	Administrative Division	General Contingency Funds	Product Liability Litigation	Init. Pass Through Payments	Total 1996 Budget
2800 Staff Compensation	\$ 919	\$1,435	\$1,158	\$1,421	\$ -	\$ -	\$ -	\$4,933
3200 Employee Benefits	248	387	312	384	-	-	-	1,331
3900 Travel	765	599	110	68	-	-	-	1,542
4000 Conferences & Mtgs	65	175	-	21	-	-	-	261
4100 Automobiles-RVPs	-	48	-	-	-	-	-	48
4300 Rent - Space	-	77	-	790	-	-	-	867
4600 Other Occupancy Expe	-	6	1	45	-	-	-	52
4700 Furn., Fix. & Equip.	3	30	-	45	-	-	-	78
4800 Books & Subscription	1	2	30	3	-	-	-	36
4900 Equip., Rep. & Maint	-	-	-	68	-	-	-	68
5000 Office Supplies	-	10	3	39	-	-	-	52
5100 Postage & Delvly Serv	9	29	888	37	-	-	-	963
5200 Repro, Print & Draft	4	10	1,035	72	-	-	-	1,121
5300 Telephone	3	152	12	158	-	-	-	325
5400 Other Office Expense	84	2	21	60	-	-	-	167
5500 Membership Dues & Fees	19	5	8	16	-	-	-	48
5800 Legal Fees	275	565	750	200	-	1,200	-	2,990
6000 Legis. Consultants	360	2,897	-	-	1	-	-	3,257
6200 Advertising Expense	-	-	100	-	-	-	-	100
6600 Business Taxes	-	46	1	22	-	-	-	69
6900 Empl. Relo. & Recr.	-	72	20	15	-	-	-	107
7200 Misc. Expense	-	3	1	-	-	-	-	4
7300 Professional Fees	60	941	3,562	45	400	-	-	5,008
7400 Purch. Admin Svcs	-	-	2	-	-	-	-	2
7500 Suprt Tob & Oth Orga	50	494	3,638	-	-	-	-	4,182
7700 Contributions	-	399	2	-	-	-	-	401
8000 Computer Services	44	-	85	51	-	-	-	180
9100 Data Processing Allo	70	125	140	< 335>	-	-	-	-
9300 TITL Admin Alloc	-	-	-	< 53>	-	-	-	< 53>
9400 Occup & Off Exp Allo	400	400	400	< 1,200>	-	-	-	-
TOTALS	\$3,379	\$8,909	\$12,279	\$1,972	\$ 400	\$1,200	\$ -	\$28,139

ISR-SBAA(TYP2)

12/06/95

2041212108

The Tobacco Institute

1996 Budget

Summary by Account
Part 1 of 2

Acct Description	Federal Relations		State Activities		Public Affairs		Administrative		Genl Contingency Fds		
	1995 BUDGET	1996 BUDGET	1995 ESTIMATE	1996 BUDGET	1995 BUDGET	1996 ESTIMATE	1995 BUDGET	1996 ESTIMATE	1995 BUDGET	1996 ESTIMATE	
2800 Staff Compensation	\$ 627	\$ 584	\$ 1,444	\$ 1,330	\$ 1,044	\$ 1,078	\$ 1,158	\$ 1,286	\$ 1,370	\$ 1,421	
3200 Employee Benefits	169	248	390	359	283	291	312	347	370	384	
3900 Travel	540	665	540	611	120	69	110	76	66	68	
4000 Conferences & Mtgs	80	60	115	165	-	-	-	20	20	21	
4100 Automobiles-RVPS	-	-	-	37	48	-	-	-	-	-	
4300 Rent - Space	-	-	63	56	77	-	-	775	770	790	
4600 Other Occupancy Expe	-	-	-	7	6	1	1	40	44	45	
4700 Furn., Fix. & Equip.	-	6	48	25	30	-	-	39	44	45	
4800 Books & Subscription	1	1	-	2	2	30	30	3	3	3	
4900 Equip., Rep. & Maint	-	-	-	3	-	-	-	56	63	68	
5000 Office Supplies	-	-	-	15	10	1	2	40	40	39	
5100 Postage & Delvry Serv	7	8	25	25	1,235	1,256	888	35	37	37	
5200 Repro, Print & Draft	1	4	10	4	1,835	1,835	1,035	64	72	72	
5300 Telephone	2	3	73	102	5	4	12	135	151	158	
5400 Other Office Expense	65	80	-	2	50	16	21	52	60	60	
5500 Membership Dues & Fees	13	13	5	6	4	8	8	14	14	16	
5800 Legal Fees	480	250	515	500	742	1,110	750	190	190	200	
6000 Legis. Consultants	420	318	2,795	2,770	2,897	-	-	-	-	-	
6200 Advertising Expense	-	-	-	-	110	110	100	-	-	-	
6600 Business Taxes	-	-	37	41	2	1	1	21	21	22	
6900 Empl. Relo. & Recr.	-	76	71	50	15	15	20	15	15	15	
7200 Misc. Expense	-	-	3	3	1	1	1	-	-	-	
7300 Professional Fees	30	55	1,852	1,698	2,899	2,696	3,562	45	47	45	
7400 Purch. Admin Svcs	-	-	-	1	3	1	2	-	-	-	
7500 Suprt Tob & Oth Orga	-	50	405	400	3,282	3,312	3,638	-	-	-	
7700 Contributions	-	-	200	353	5	2	2	-	-	-	
8000 Computer Services	42	42	-	-	85	75	85	74	59	51	
9100 Data Processing Allo	70	70	125	125	140	140	140	< 335>	< 335>	< 335>	
9300 TITL Admin Alloc	-	-	-	-	-	-	-	< 50>	< 50>	< 53>	
9400 Occup & Off Exp Allo	388	388	388	388	388	388	400	< 1,164>	< 1,164>	< 1,200>	
TOTALS	\$ 2,935	\$ 2,780	\$ 9,104	\$ 9,078	\$ 8,909	\$ 12,280	\$ 12,436	\$ 12,279	\$ 1,778	\$ 1,907	\$ 1,972
									\$ 238	\$ -	\$ 400

ISR.SUM1(1)TY9D)

12/06/95

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The Tobacco Institute

1996 Budget

Summary by Account
Part 2 of 2

Acct Description	Prod.Liab.Litigation		Init. Pass-Throughs		1996 Budget		1995 Estimate		1996 Budget	
	1995 BUDGET	1995 ESTIMATE	1995 BUDGET	1995 ESTIMATE	1996 BUDGET	1996 BUDGET	1995 ESTIMATE	1995 ESTIMATE	1996 BUDGET	1996 BUDGET
2800 Staff Compensation	\$ -	\$ -	\$ -	\$ -	-	\$ 4,401	\$ 4,362	\$ 4,362	\$ 4,933	\$ 4,933
3200 Employee Benefits	-	-	-	-	-	1,189	1,178	1,178	1,331	1,331
3900 Travel	-	-	-	-	-	1,276	1,411	1,411	1,542	1,542
4000 Conferences & Mtgs	-	-	-	-	-	215	245	245	261	261
4100 Automobiles-RVPs	-	-	-	-	-	-	37	37	48	48
4300 Rent - Space	-	-	-	-	-	838	826	826	867	867
4600 Other Occupancy Expe	-	-	-	-	-	41	52	52	52	52
4700 Furn., Fix. & Equip.	-	-	-	-	-	87	75	75	78	78
4800 Books & Subscription	-	-	-	-	-	34	31	31	36	36
4900 Equip., Rep. & Maint	-	-	-	-	-	56	66	66	68	68
5000 Office Supplies	-	-	-	-	-	41	57	57	52	52
5100 Postage & Delvy Serv	-	-	-	-	-	1,302	1,326	1,326	963	963
5200 Repro, Print & Draft	-	-	-	-	-	1,910	1,915	1,915	1,121	1,121
5300 Telephone	-	-	-	-	-	215	259	259	325	325
5400 Other Office Expense	-	-	-	-	-	167	158	158	167	167
5500 Membrshp Dues & Fees	-	-	-	-	-	36	41	41	48	48
5800 Legal Fees	1,000	1,400	1,200			2,927	3,450	3,450	2,990	2,990
6000 Legis. Consultants	-	-	-	-	-	3,215	3,088	3,088	3,257	3,257
6200 Advertising Expense	-	-	-	-	-	110	110	110	100	100
6600 Business Taxes	-	-	-	-	-	60	63	63	69	69
6900 Empl. Relo. & Recr.	-	-	-	-	-	101	156	156	107	107
7200 Misc. Expense	-	-	-	-	-	4	4	4	4	4
7300 Professional Fees	-	-	-	-	-	5,064	4,496	4,496	5,008	5,008
7400 Purch. Admin Svcs	-	-	-	-	-	3	2	2	2	2
7500 Suprt Tob & Oth Orga	-	-	-	-	-	3,687	3,712	3,712	4,182	4,182
7700 Contributions	-	-	-	-	-	205	355	355	401	401
8000 Computer Services	-	-	-	-	-	201	176	176	180	180
9100 Data Processing Allo	-	-	-	-	-	-	-	-	-	-
9300 TITL Admin Alloc	-	-	-	-	-	<	50><	50><	53>	53>
9400 Occup & Off Exp Allo	-	-	-	-	-	-	-	-	-	-
TOTALS	\$ 1,000	\$ 1,400	\$ 1,200	\$ -	\$ -	\$ 27,335	\$ 27,601	\$ 27,601	\$ 28,139	\$ 28,139



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THE TOBACCO INSTITUTE
 1996 SUMMARY PROGRAM BUDGET
 FEDERAL RELATIONS DIVISION

	<u>Positions Authorized</u>	<u>Dollars (\$000)</u>
Existing Programs (1995 Estimated Expenditures)	5	\$2,780
1996 Additions (Deletions)		
Personnel (salary & benefits)		
Senior Vice President/Division Director (full year impact of employee hired at mid-year of 1995)		148
Legislative Assistant	1	95
Secretary	1	30
Legislative Consultant to work with Appropriations Committees		120
Participation in Republican and Democratic National Conventions and Presidential Inauguration Activities		100
Other		(5)
Economic Change (Inflation)	<u> </u>	<u>111</u>
Totals (1996 Budget)	<u>7</u>	<u>\$3,379</u>

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THE TOBACCO INSTITUTE

1996 BUDGET

Federal Relations Division

	1995		1996		% Change 95 Est vs 96 Budget
	Budget (\$000)	Estimated Expenditures (\$000)	Proposed Budget (\$000)	Authorized Positions Requested	
1201 Federal Relations Div.	\$2,935	\$2,780	\$3,379	7	22%
Totals	\$2,935	\$2,780	\$3,379	7	22%

THE TOBACCO INSTITUTE

1996 BUDGET

Federal Relations Division

Authorized Positions 1995 - 5
 Authorized Positions Requested 1996 - 7

ACCOUNT	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
2800 Staff Compensation	\$ 627	\$ 584	\$ 919
3200 Employee Benefits	169	158	248
3900 Travel	540	665	765
4000 Conferences & Meetings	80	60	65
4700 Furniture, Fixtures & Equipment	-	6	3
4800 Books & Subscriptions	1	1	1
5100 Postage & Delivery Services	7	8	9
5200 Reprod., Printing & Drafting	1	4	4
5300 Telephone	2	2	3
5400 Other Office Expense	65	80	84
5500 Membership Dues & Fees	13	13	19
5800 Legal Fees	480	250	275
6000 Legislative Consultants	420	318	360
6900 Employee Reloc. & Recruitment	-	76	-
7300 Professional Fees	30	55	60
7500 Suprt Tob & Oth Organizations	-	-	50
8000 Computer Services	42	42	44
9100 Data Processing Allocation	70	70	70
9400 Occup. & Office Expense Alloc.	388	388	400
Totals	\$2,935	\$2,780	\$3,379

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THE TOBACCO INSTITUTE
1996 BUDGET

COST CENTER Federal Relations No. 1201

STAFFING SCHEDULE

12/06/95

Months of Employment

<u>Employee Name</u>		<u>1995 Budget</u>	<u>1995 Estimated</u>	<u>1996 Budget</u>
S. Wilson	Sr. V.P./ Division Director	12	5	12
R. Tallon	V.P./Legislative Representative	0	6	12
R. Vinovich	V.P./Legislative Representative	12	12	12
R. White	V.P./Legislative Representative	12	12	12
New Hire	Legislative Assistant	0	0	12
S. Ruyle	Administrative Assistant	12	12	12
New Hire	Secretary	0	0	12
Totals		48	47	72

The Tobacco Institute

1996 BUDGET

COST CENTER	Federal Relations Division	No.	1201
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #4001 - Conference & Meetings</u>			
Tobacco family legislative conference in Washington, DC	\$ 80	\$ 60	\$ 65
TOTAL	\$ 80	\$ 60	\$ 65

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The Tobacco Institute

1996 BUDGET

COST CENTER	Federal Relations Division	No.	1201
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #5801 - Legal Fees</u>			
Covington & Burling - federal legislative matters	\$ 480	\$ 250	\$ 275
TOTAL	\$ 480	\$ 250	\$ 275

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1996 BUDGET

COST CENTER	Federal Relations Division	No.	1201
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #6001 - Legislative Consultants</u>			
Charles O. Whitley	\$ 170	\$ 170	\$ 170
Legislative consultant(s) to work with appropriations committees	-	-	120
Manahan & Company (Veterans' Program)	50	50	50
Allowance for increases in legislative consultant fees and contingency	30	20	20
Robin Tallon	170	78	-
TOTAL	\$ 420	\$ 318	\$ 360

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1996 BUDGET

COST CENTER	Federal Relations Division	No.	1201
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #7300 - Professional Fees</u>			
Honoraria payments to charities	\$ 30	\$ 55	\$ 60
TOTAL	\$ 30	\$ 55	\$ 60

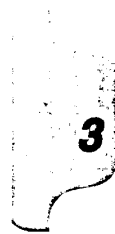
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The Tobacco Institute

1996 BUDGET

COST CENTER	Federal Relations Division	No.	1201
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #8000 - Computer Services</u>			
Access fees to "LegiSlate" and other legislative tracking services.	\$ 42	\$ 42	\$ 44
TOTAL	\$ 42	\$ 42	\$ 44

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THE TOBACCO INSTITUTE
1996 SUMMARY PROGRAM BUDGET
STATE ACTIVITIES DIVISION

	Positions Authorized	Dollars (\$000)
Existing Programs (1995 Estimated Expenditures)	19	\$9,075
1996 Additions (Deletions)		
Open an Additional Regional Office		
Regional Vice President (salary & benefits)	1	102
Secretary (salary & benefits)	1	30
Office Operating Expenses		94
Office Set-Up Expenses		20
Eliminate Local Legislative Coordinator Position		
Vice President (salary & benefits)	(1)	(80)
Travel		(55)
Local Legislative Consultants		156
Support of Tobacco and Other Organizations		94
State and Local Special Projects		
New York State and New York City Projects		(445)
Preparations for 1996 Initiatives		(330)
Other		(138)
Other		21
Economic Change (Inflation)		363
Totals (1996 Budget)	20	\$8,907

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THE TOBACCO INSTITUTE
1996 BUDGET

State Activities Division

	1995		1996		% Change
	Budget	Estimated Expenditures	Authorized Positions	Proposed Budget	95 Est vs 96 Budget
National Hdqtrs Administration	\$8,591,955	\$8,423,635	7	\$8,136,825	< 3%>
Regional Offices	511,000	651,460	12	770,670	18%
Total Budget	\$9,102,955	\$9,075,095	19	\$8,907,495	< 2%>

THE TOBACCO INSTITUTE

1996 BUDGET

State Activities Division

COST CENTER National Headquarters No. 1401

Authorized Positions 1995 - 7
 Authorized Positions Requested 1996 - 6

ACCOUNT	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
2800 Staff Compensation	\$1,444,000	\$1,330,000	\$1,435,000
3200 Employee Benefits	390,000	359,100	387,450
3900 Travel	190,000	197,000	140,000
4000 Conferences & Meetings	115,000	165,000	175,000
4700 Furniture, Fixtures & Equipment	-	100	-
4800 Books & Subscriptions	-	1,000	1,000
5100 Postage & Delivery Services	15,000	12,000	15,000
5200 Reprod., Printing & Drafting	10,000	500	7,900
5300 Telephone	58,000	33,000	45,000
5400 Other Office Expense	-	100	-
5500 Membership Dues & Fees	5,000	1,000	1,600
5800 Legal Fees	515,000	500,000	565,000
6000 Legislative Consultants	2,794,500	2,769,500	2,896,500
6600 Business Taxes	37,000	39,000	45,000
6900 Employee Reloc. & Recruitment	46,000	50,000	60,000
7200 Miscellaneous Expense	3,000	3,000	3,000
7300 Professional Fees	1,851,700	1,697,900	941,000
7500 Suprt Tob & Oth Organizations	404,755	399,935	494,375
7700 Contributions	200,000	352,500	399,000
9100 Data Processing Allocation	125,000	125,000	125,000
9400 Occup. & Office Expense Alloc.	388,000	388,000	400,000
Totals	\$8,591,955	\$8,423,635	\$8,136,825

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THE TOBACCO INSTITUTE
1996 BUDGET

COST CENTER State Activities - Headquarters

No. 1401

STAFFING SCHEDULE

12/06/95

Months of Employment

<u>Employee Name</u>		<u>1995 Budget</u>	<u>1995 Estimated</u>	<u>1996 Budget</u>
P. Donoho	Sr. V.P./Division Director	12	12	12
R. McAdam	V.P./Init. & Spec. Projects	12	12	12
Ro. Morris	Regional Vice President	12	12	12
J. Shipper	Regional Vice President	12	12	12
B. Pruettt	Regional Vice President	12	12	12
Ra. Morris	Regional Vice President	12	12	12
F. McEvoy	Regional Vice President	12	12	12
A. Shofe	Regional Vice President	12	12	12
D. Howle	Regional Vice President	12	12	12
New Hire	Regional Vice President	0	0	12
D. Wahby	V.P./Local Legislative Coordinator	12	10	0
M. Nyman	Director, Administrative Affairs	12	12	12
D. Heckman	Administrative Assistant	12	12	12
A. Spitler	Secretary	12	12	12
K. Geisler	Secretary	12	12	12
M. Byrne	Field Office Secretary	12	12	12
A. VanLoon	Field Office Secretary	12	12	12
T. Baldwin	Field Office Secretary	12	12	12
V. Brown	Field Office Secretary	12	12	12
T. Olivares	Field Office Secretary	12	11	12
New Hire	Field Office Secretary	0	0	12
Totals		228	225	240

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The Tobacco Institute

1996 BUDGET

COST CENTER	National Headquarters	No.	1401
	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
<u>Account #4001 - Conference & Meetings</u>			
NATIONAL HEADQUARTERS			
National lobbyist meeting	\$ 75,000	\$ 160,000	\$ 135,000
Field staff meeting	40,000	5,000	40,000
TOTAL	\$ 115,000	\$ 165,000	\$ 175,000

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The Tobacco Institute

1996 BUDGET

COST CENTER	National Headquarters	No.	1401
	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
<u>Account #5800 - Legal Fees</u>			
NATIONAL HEADQUARTERS			
Covington & Burling - state and local legislative matters	\$ 400,000	\$ 365,000	\$ 400,000
Legal fees in connection with a limited local legislative program.	100,000	110,000	150,000
General legal matters, initiative research, campaign reporting and filing in CA (J. Richard Eichman)	10,000	10,000	10,000
Legal/Accounting support for lobbyists' registration and filing requirements in Massa- chusetts (Bendall)	5,000	5,000	5,000
Arizona legal fees	-	5,000	-
Massachusetts legal fees	-	5,000	-
TOTAL	\$ 515,000	\$ 500,000	\$ 565,000

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THE TOBACCO INSTITUTE

1996 BUDGET

State Activities - Headquarters

	<u>1995 Budget</u>	<u>1995 Estimated</u>	<u>1996 Budget</u>
Account: 6000 - Legislative Consultants			
	\$2,794,500	\$2,769,500	\$2,896,500
	<u>\$2,794,500</u>	<u>\$2,769,500</u>	<u>\$2,896,500</u>

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The Tobacco Institute

1996 BUDGET

COST CENTER	National Headquarters	No.	1401
	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
<u>Account #6000 - Legislative Consultants</u>			
ALABAMA			
Lester White	\$ 45,000	\$ 45,000	\$ 47,000
ALASKA			
Wes Coyner	44,000	44,000	44,000
ARIZONA			
Don Isaacson	61,000	61,000	64,000
ARKANSAS			
Stewart Bell	28,000	28,000	29,500
CALIFORNIA			
Phil Dowd	140,000	140,000	145,000
COLORADO			
Frank Hays	60,000	60,000	63,000
CONNECTICUT			
Bourke Spellacy	92,500	92,500	95,000
DELAWARE			
Dave Poffenberger	30,000	30,000	32,000
FLORIDA			
Guy M. Spearman	70,000	70,000	73,500
Arthur R. Collins (Public Private Partnership)	30,000	30,000	35,000
GEORGIA			
Jim Hammock	58,000	58,000	-
To be announced	-	-	58,000
HAWAII			
Norman Suzuki	58,000	58,000	60,000
IDAHO			
William Roden	33,000	33,000	33,000
ILLINOIS			
John O'Connell	65,000	65,000	67,500

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The Tobacco Institute

1996 BUDGET

COST CENTER	National Headquarters	No. 1401		
		1995 BUDGET	1995 ESTIMATED	1996 BUDGET
<u>Account #6000 - Legislative Consultants</u>				
<u>(Continued)</u>				
INDIANA				
Thomas F. Fruechtenicht	\$ 40,000	\$ 40,000	\$ 40,000	
IOWA				
Charles Wasker	52,000	52,000	55,000	
KANSAS				
Pat Hubbell	38,000	38,000	40,000	
KENTUCKY				
Roy Strange	32,000	32,000	32,000	
LOUISIANA				
Joe G. Wood	53,000	53,000	-	
To be announced	-	-	53,000	
MAINE				
Severin Beliveau	67,000	67,000	70,000	
MARYLAND				
Bruce Bereano	60,000	-	-	
Bill Pitcher	-	60,000	62,000	
MASSACHUSETTS				
To be announced	-	-	72,000	
Martin Reilly	65,000	65,000	-	
MICHIGAN				
Governmental Consultant Services, Inc.	80,000	80,000	85,000	
MINNESOTA				
Tom Kelm/Doug Kelm	110,000	110,000	115,000	
MISSISSIPPI				
Ellis B. Bodron	34,000	34,000	34,000	
MISSOURI				
John Britton	50,000	50,000	52,500	

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The Tobacco Institute

1996 BUDGET

COST CENTER	National Headquarters	No.	1401
	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
<u>Account #6000 - Legislative Consultants</u>			
<u>(Continued)</u>			
MONTANA			
Jerome Anderson	\$ 42,000	\$ 42,000	\$ 44,000
NEBRASKA			
Bill Peters	28,000	28,000	28,000
NEVADA			
Jack Jeffrey	34,000	34,000	40,000
NEW HAMPSHIRE			
John Mitchell	35,000	35,000	35,000
NEW JERSEY			
Roger Bodman	71,000	71,000	75,000
NEW MEXICO			
Bob Barberousse	35,000	35,000	37,000
NEW YORK			
Daniel Adams	60,000	60,000	65,000
Jeff Hill	50,000	50,000	55,000
NORTH CAROLINA			
Roger W. Bone	54,000	54,000	58,000
NORTH DAKOTA			
Tom Smith	25,000	25,000	25,000
OHIO			
Pete O'Grady	50,000	50,000	50,000
OKLAHOMA			
Ken Nance	44,000	44,000	47,000
OREGON			
Richard Kosesan	44,000	44,000	47,000
PENNSYLVANIA			
Eugene Knopf	82,000	82,000	82,000

The Tobacco Institute

1996 BUDGET

COST CENTER	National Headquarters	No.	1401	
			1995 BUDGET	1995 ESTIMATED
<u>Account #6000 - Legislative Consultants</u>				
<u>(Continued)</u>				
RHODE ISLAND				
Dennis Roberts/Kelly Sheridan	\$ 36,000	\$ 36,000	\$ 38,000	
SOUTH CAROLINA				
Sterling Smith	46,000	46,000	48,000	
SOUTH DAKOTA				
Jeremiah Murphy	37,000	37,000	39,000	
TENNESSEE				
Cleve Smith	50,000	50,000	52,500	
TEXAS				
Jack Roberts	75,000	75,000	75,000	
UTAH				
Jim Stewart (Jones, Waldo)	47,000	47,000	50,000	
VERMONT				
Edward Miller	32,000	32,000	32,000	
VIRGINIA				
Anthony Troy	62,000	62,000	64,000	
WASHINGTON				
William Fritz	50,000	50,000	50,000	
To be announced	25,000	-	-	
WEST VIRGINIA				
Rodney Berry	35,000	35,000	35,000	
WISCONSIN				
Steve Bablitch	65,000	65,000	80,000	
WYOMING				
William Thomson	35,000	35,000	38,000	

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The Tobacco Institute

1996 BUDGET

COST CENTER	National Headquarters	No.	1401
	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
<u>Account #6000 - Legislative Consultants</u>			
<u>(Continued)</u>			
NATIONAL HEADQUARTERS			
Additional lobbyists/contingency (AR-Don Allen \$10,000, MA-Deacon Strategies \$12,000, TN-Leach \$6,000)	\$ 50,000	\$ 50,000	\$ 50,000
TOTAL	\$2,794,500	\$2,769,500	\$2,896,500

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The Tobacco Institute

1996 BUDGET

COST CENTER	National Headquarters	No.	1401
	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
<u>Account #6600 - Business Taxes</u>			
NATIONAL HEADQUARTERS			
The Tobacco Institute, because it makes state and local political contributions, is a "political organization" as defined in section 527(f) of the Internal Revenue Code. Such political organizations are subject to a 35% tax on their taxable income. For The Institute, taxable income is defined as the lesser of net investment income or campaign contributions. The Institute's 1994 taxable income was \$69,600. The Institute expects to have approximately \$90,000 in 1995 taxable income. The tax on this income will be payable in 1996.	\$ 31,000	\$ 25,000	\$ 31,000
Sales taxes (PA, CT, and SD) and miscellaneous business taxes.	6,000	14,000	14,000
TOTAL	<u>\$ 37,000</u>	<u>\$ 39,000</u>	<u>\$ 45,000</u>

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THE TOBACCO INSTITUTE

1996 BUDGET

State Activities - Headquarters

	<u>1995 Budget</u>	<u>1995 Estimated</u>	<u>1996 Budget</u>
Account: 7300 - Professional Fees			
Local Legislative Consultants (7310)	\$ 375,000	\$ 315,000	\$ 471,000
State & Local Special Projects (7320)	1,476,700	1,382,900	470,000
	<u>\$1,851,700</u>	<u>\$1,697,900</u>	<u>\$ 941,000</u>

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The Tobacco Institute

1996 BUDGET

COST CENTER	National Headquarters		No.	1401
	1995 BUDGET	1995 ESTIMATED		1996 BUDGET
<u>Account #7310 - Consultants</u>				
ALASKA				
Local consultants	\$ -	\$ -		\$ 5,000
ARIZONA				
Local Consultants	-	-		25,000
COLORADO				
Local consultants	-	-		10,000
HAWAII				
John Radcliffe	-	15,000		15,000
ILLINOIS				
Cook County (Tom Lyons)	30,000	30,000		30,000
Chicago (Tom Lyons)	30,000	30,000		30,000
Local consult. (J. O'Connell)	20,000	20,000		20,000
MASSACHUSETTS				
Local consultants	-	-		25,000
Local monitoring	-	-		16,000
MICHIGAN				
Local consultants	-	-		10,000
MINNESOTA				
Tom Briant	35,000	35,000		35,000
Local consultants	-	-		10,000
NEW JERSEY				
Local consultants	-	-		10,000
NEW YORK				
Norm Adler	60,000	-		60,000
OHIO				
Local consultants	-	-		5,000
TEXAS				
Local consultants	-	-		30,000
UTAH				
Local consultants	-	-		10,000

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The Tobacco Institute

1996 BUDGET

COST CENTER	National Headquarters	No.	1401
	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
<u>Account #7310 - Consultants</u>			
<u>(Continued)</u>			
WASHINGTON			
Local consultants	\$ -	\$ -	\$ 15,000
WEST VIRGINIA			
Local consultants	-	-	10,000
NATIONAL HEADQUARTERS			
Professional fees in connection with a limited local legislative program.	200,000	185,000	100,000
TOTAL	\$ 375,000	\$ 315,000	\$ 471,000

The Tobacco Institute

1996 BUDGET

COST CENTER	National Headquarters	No.	1401
	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
<u>Account #7320 - Special Projects</u>			
CALIFORNIA			
California Taxpayers' Majority Act Initiative Campaign	\$ 70,000	\$ 66,700	\$ -
COLORADO			
Amer. Constitutional Law Fdn	60,000	60,000	-
Colorado ASSIST program	-	7,000	-
MARYLAND			
Maryland Plan	100,000	96,200	-
MINNESOTA			
Minnesota ASSIST program	10,000	15,400	15,000
NEVADA			
Nevada OSHA project	-	-	25,000
NEW YORK			
New York State Preemption Plan	279,700	279,700	-
New York City Plan	165,000	165,000	-
UTAH			
Utah public relations program	-	-	30,000
WASHINGTON			
WA State Center for Tax Policy	62,000	62,000	-
Washington ASSIST program	25,000	45,300	10,000
Northwest business alliance	-	-	40,000
WISCONSIN			
Wisconsin tobacco growers	-	14,000	-
NATIONAL HEADQUARTERS			
National Initiative Strategy Team	135,000	103,300	160,000

SAD.DRBA (DRBA)

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The Tobacco Institute

1996 BUDGET

COST CENTER	National Headquarters		No.	1401
	1995 BUDGET	1995 ESTIMATED		1996 BUDGET
<u>Account #7320 - Special Projects</u>				
(Continued)				
Preparation for 1996 initiatives	\$ 330,000	\$ 330,000		\$ -
Professional fees for state and local special programs	140,000	39,000		140,000
Ted Trimpa - ASSIST program	10,000	9,300		50,000
Consultant fees and expenses for John Hager	90,000	90,000		-
TOTAL	<u>\$1,476,700</u>	<u>\$1,382,900</u>		<u>\$ 470,000</u>

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THE TOBACCO INSTITUTE

1996 BUDGET

State Activities - Headquarters

	1995 Budget	1995 Estimated	1996 Budget
Account: 7500 - Support to Other Organizations			
Wholesaler Organizations (7510)			
Contributions to state tobacco wholesaler organizations for purpose of maintaining and improving relationships with these organizations.	\$ 172,000	\$ 172,000	\$ 180,500
National/State Organizations (7520)			
Contributions made to national and state organizations for purposes of maintaining and improving relationships and political and legislative contacts.	232,755	227,935	313,875
	<u>\$ 404,755</u>	<u>\$ 399,935</u>	<u>\$ 494,375</u>

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1996 BUDGET

COST CENTER	National Headquarters	No.	1401
	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
<u>Account #7510 - Suprt State Tobacco Whole. Org</u>			
CALIFORNIA	\$ 30,000	\$ 30,000	\$ 30,000
COLORADO	-	2,000	2,000
FLORIDA	5,000	5,000	5,000
ILLINOIS	25,000	25,000	25,000
KENTUCKY	3,000	3,000	3,000
MARYLAND	-	-	10,000
MASSACHUSETTS	15,000	15,000	15,000
MICHIGAN	15,000	15,000	20,000
MINNESOTA	10,000	10,000	12,500
MONTANA	3,000	3,000	3,000
NEVADA	-	1,000	1,000
NEW MEXICO	3,000	-	-
OHIO	10,000	10,000	10,000
PENNSYLVANIA	10,000	10,000	10,000
SOUTH DAKOTA	3,000	3,000	3,000
VIRGINIA	5,000	5,000	5,000
WASHINGTON	10,000	10,000	-
WEST VIRGINIA	10,000	10,000	10,000
WISCONSIN	10,000	10,000	10,000
WYOMING	5,000	5,000	6,000

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1996 BUDGET

<u>COST CENTER</u>	<u>National Headquarters</u>	<u>No.</u>	<u>1401</u>
	<u>1995 BUDGET</u>	<u>1995 ESTIMATED</u>	<u>1996 BUDGET</u>
<u>Account #7510 - Suprt State Tobacco Whole. Org</u> <u>(Continued)</u>			
TOTAL	<u>\$ 172,000</u>	<u>\$ 172,000</u>	<u>\$ 180,500</u>

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1996 BUDGET

COST CENTER	National Headquarters	No.	1401
	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
<u>Account #7520 - Support of Nat'l/State Orgs.</u>			
ALABAMA			
Alabama Retail Association	\$ 1,000	\$ 1,250	\$ 1,250
Alabama Grocers Association	600	500	500
Alabama Oil Jobbers	200	500	500
Alabama Candy & Tobacco Assoc.	400	-	400
ALASKA			
Alaska Taxpayers Association	500	-	500
Alaska Restaurant Association	250	-	250
ARIZONA			
Arizona Licensed Beverage Association	500	500	1,000
Arizona Restaurant Association	500	400	400
Tucson Chamber of Commerce	250	270	250
Arizona Retail Association	-	250	250
Arizona Grocers Association	150	175	175
Tax Research Association	250	-	-
ARKANSAS			
Arkansas Associated Industries	500	-	500
Arkansas Hospitality Assoc.	500	-	500
CALIFORNIA			
California Licensed Bev. Assn	-	-	10,000
California Manufacturers Assn	-	-	5,000
California Taxpayers Assoc.	1,500	1,100	1,100
Golden Gate Restaurant Assoc.	1,000	-	1,000
Natl Black Chamber of Commerce	2,500	-	-
Les Benson Hotel Assoc. of LA	1,500	-	-
Political Pulse	255	-	-
CDA - PAC	-	1,000	-
COLORADO			
Colorado Lodging Association	500	-	250
CONNECTICUT			
Connecticut Restaurant Assoc.	1,000	-	1,000
Connecticut Business Assoc.	1,000	-	1,000

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1996 BUDGET

COST CENTER	National Headquarters		
	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
<u>Account #7520 - Support of Nat'l/State Orgs.</u>			
<u>(Continued)</u>			
DELAWARE			
Delaware Restaurant Assoc.	\$ 500	\$ -	\$ 500
Delaware Chamber of Commerce	500	-	-
FLORIDA			
Associated Industries of Fla.	5,000	5,000	5,000
Florida Conf. of Black Leg.	-	3,500	2,500
Florida Chamber of Commerce	1,000	1,070	1,000
Florida Restaurant Association	1,000	-	1,000
Florida Retail Federation	1,000	500	500
Florida Grocers Association	500	-	500
Lake City Comm. College Found.	-	250	250
Florida Tax Watch	-	250	-
GEORGIA			
Georgia Agri-Business Council	1,000	150	1,000
Georgia Convenience Store Assn	500	300	500
Georgia Retail Association	500	-	500
Georgia Chamber of Commerce	1,000	-	-
HAWAII			
Tax Foundation of Hawaii	-	300	300
Hawaii Restaurant Association	1,000	200	200
Hawaii Hotel/Motel Association	1,000	-	-
IDAHO			
Idaho Chamber of Commerce	1,000	548	1,000
Idaho Retail Association	500	-	500
Idaho Restaurant Association	500	-	500
Idaho Petroleum Association	-	-	500
Idaho Taxpayers Association	-	-	250
ILLINOIS			
Illinois Retail Association	2,500	2,500	4,000
Illinois Taxpayer Federation	2,000	1,000	1,500
Illinois Retail Merchants	-	750	-
INDIANA			
Indiana Manufacturers Assoc.	2,500	2,500	2,500

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1996 BUDGET

COST CENTER	National Headquarters		No.	1401
	1995 BUDGET	1995 ESTIMATED		1996 BUDGET
<u>Account #7520 - Support of Nat'l/State Orgs.</u>				
<u>(Continued)</u>				
Indiana Retail Federation	\$ 1,000	\$ 1,000		\$ 1,500
Indiana Rest. & Hosp. Assn	-	1,000		1,500
Indiana Grocers Association	-	-		500
Gary Peterson Economic Studies	2,000	-		-
IN Black Legislators Caucus	-	500		-
IOWA				
Iowa Restaurant Association	1,000	1,000		1,000
Iowa Retail Merchants Assoc.	500	500		500
KANSAS				
Kansas Civil Law Forum	-	-		500
Kansas Restaurant Association	300	-		-
KENTUCKY				
Kentucky Retail Federation	-	-		2,000
Associated Industries of KY	500	550		550
KY State Chamber of Commerce	300	400		400
Kentucky League of Cities	250	175		250
KY Association of Counties	200	-		200
KY County Judge/Exec. Assoc.	-	-		200
Kentucky Grocers Association	200	125		125
LOUISIANA				
Louisiana Assn of Bus. & Ind.	500	500		500
Louisiana Retailers Assoc.	500	-		500
Louisiana Restaurant Assoc.	500	250		250
Public Affairs Res. Council	200	200		200
Vending Machine Oper. Assn	100	95		100
MAINE				
Maine Chamber of Commerce	1,000	142		1,000
Maine Grocers Association	-	125		125
MARYLAND				
Metro-WA Assoc. of Restaurants	1,000	1,500		1,500
Maryland Retail Association	1,000	1,950		1,000
Maryland Chamber of Commerce	1,000	450		1,000
Maryland Licensed Bev. Assn	1,000	-		1,000
Mid-Atlantic Food Dealers	500	1,250		500

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1996 BUDGET

COST CENTER	National Headquarters		No.	1401
	1995 BUDGET	1995 ESTIMATED		1996 BUDGET
<u>Account #7520 - Support of Nat'l/State Orgs.</u>				
<u>(Continued)</u>				
Maryland Assn of Counties	\$ 500	\$ -		\$ 500
Maryland Hotel & Motel Assn	-	700		250
Maryland Speakers Conference	-	480		-
MASSACHUSETTS				
New England Conv. Store Assn	-	4,000		5,000
Associated Industries of Mass.	1,000	500		1,000
Massachusetts Restaurant Assn	-	-		1,000
MICHIGAN				
Michigan St. Chamber of Comm.	5,000	2,000		2,000
Michigan Food Dealers	-	-		2,000
MINNESOTA				
MN Retail Merchants Assn	4,000	5,000		5,000
MN Licensed Beverage Assn	2,500	2,500		2,500
MN Taxpayers Association	3,000	2,000		2,000
MN Petroleum Marketers Assn	1,000	1,000		1,000
Minnesota Grocers Association	1,000	1,000		1,000
Minnesota Chamber of Commerce	300	300		1,000
MISSISSIPPI				
Retail Association of MS	1,000	-		1,000
MS Wholesale Grocers Assoc.	650	625		625
MS Restaurant Association	500	-		500
MS Economic Council	250	-		250
MS Assn of Convenience Stores	250	300		250
MS Manufacturers Association	500	-		-
MONTANA				
Montana Power-Base Survey	-	-		400
Montana Chamber of Commerce	250	275		275
Montana Retailers Association	250	250		250
Montana Taxpayers Association	250	-		250
Montana Liability Coalition	-	250		250
Montana Tax Foundation	-	250		-
NEBRASKA				
NE Retail Merchants Assoc.	500	500		500
NE Tax Research Council	500	500		500

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1996 BUDGET

COST CENTER	National Headquarters		No.	1401
	1995 BUDGET	1995 ESTIMATED		1996 BUDGET
<u>Account #7520 - Support of Nat'l/State Orgs.</u>				
(Continued)				
NE Petroleum Marketers Assoc.	\$ 500	\$ 500	\$	500
NE Restaurant Association	500	-		500
NE Chamber of Comm. & Industry	-	500		-
NEVADA				
Nevada Taxpayers Association	1,000	1,000		1,000
Nevada Retail Association	250	175		1,000
Nevada Petroleum Marketers	-	-		550
NEW HAMPSHIRE				
NH Retail Grocers Association	-	500		1,500
NH Lodging & Restaurant Assn	-	200		1,000
NH Retail Merchants Assn	-	200		500
NH Retail Association	-	160		-
NH Food Merchants Association	2,000	-		-
NEW JERSEY				
NJ Restaurant Association	2,000	-		2,000
NJ Food Council	-	-		1,000
NJ Petroleum Marketers Assn	-	-		1,000
NJ Retail Council	-	-		1,000
NEW MEXICO				
NM Retail Grocery Association	200	-		250
NM Hotel/Motel Association	-	-		250
NEW YORK				
NY Tavern Association	1,000	500		10,000
New York Business Council	1,500	1,500		1,500
NY Convenience Store Assoc.	1,000	200		1,000
NY Restaurant Association	1,000	-		1,000
Public Policy Institute of NYS	-	100		500
NY Assn of T & C (mtg support)	-	-		500
NORTH CAROLINA				
North Carolina Free	2,000	-		2,000
North Carolina Farm Bureau	2,000	-		2,000
NC Business & Industry Assoc.	1,000	-		1,000
NC Retail Merchants Assoc.	500	500		500
NC Legis. Black Caucus Fdn	-	500		500

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The Tobacco Institute

1996 BUDGET

COST CENTER	National Headquarters		No.	1401
	1995 BUDGET	1995 ESTIMATED		1996 BUDGET
<u>Account #7520 - Support of Nat'l/State Orgs.</u>				
<u>(Continued)</u>				
NORTH DAKOTA				
Greater ND Association	\$ 1,000	\$ 1,000		\$ 1,000
ND Grocers Association	500	500		500
OHIO				
Central Ohio Licensed	-	7,000		5,000
ITECH (Peterson)	-	-		3,000
Ohio Retail Association	1,500	1,500		1,500
Ripley Tobacco Festival	1,500	-		1,000
Ohio Grocers Association	-	-		1,000
Bob Cat	-	-		1,000
Gary Peterson Economic Studies	5,000	-		-
OKLAHOMA				
OK Assoc. of Tobacco & Candy	500	-		500
OK Association of Vendors	500	-		500
OREGON				
Anti-Tax	-	-		5,000
Associated Oregon Industries	2,500	1,500		2,500
Oregon Food Industry	500	-		500
NFIB	500	-		500
Oregon Restaurant Association	500	-		500
Oregon Hotel Association	500	-		500
PENNSYLVANIA				
Pennsylvania Tobacco Farmers	2,000	-		2,000
PA Food Merchants Association	1,500	-		1,500
RHODE ISLAND				
RI Convenience Store Assoc.	500	-		-
SOUTH CAROLINA				
SC Chamber of Commerce	2,000	500		500
SC Retail Merchants Assoc.	500	500		500
SC Convenience Store Assoc.	250	-		250
SOUTH DAKOTA				
SD Retail Merchants Assoc.	3,000	3,000		5,000

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1996 BUDGET

COST CENTER	National Headquarters		No.	1401
	1995 BUDGET	1995 ESTIMATED		1996 BUDGET
<u>Account #7520 - Support of Nat'l/State Orgs.</u>				
<u>(Continued)</u>				
"No New Tax" Coalition	\$ 2,500	\$ 2,500		\$ 5,000
SD Innkeepers Association	2,500	2,000		3,000
Sioux Falls Chamber of Comm.	500	500		500
TENNESSEE				
TN Wholesale Grocers Assoc.	500	175		500
TN Association of Businesses	500	-		500
TN Restaurant Association	200	-		200
TEXAS				
TX Association of Businesses	500	-		500
TX Retailers Association	300	500		500
TX Retail Grocers	-	-		500
TX Oil Marketers Association	300	400		400
TX Restaurant Association	300	185		300
UTAH				
Utah Taxpayers Association	1,000	1,000		1,000
Utah Food Industry Association	350	300		500
Utah Hotel & Motel Association	250	-		250
VERMONT				
Vermont Grocers Association	2,500	155		2,500
Vermont Chamber of Commerce	-	450		-
VIRGINIA				
VA Free	2,000	-		2,000
VA Association of Counties	500	300		500
VA Retail Merchants Assoc.	500	-		500
VA Farm Bureau	500	-		500
Metro Chamber of Commerce	-	320		500
VA WS & Dist. (mtg support)	-	300		500
VA Chamber of Commerce	2,000	-		-
WASHINGTON				
WA State Association of Neighborhood Stores	-	-		20,000
WA State Tavern Association	1,000	-		250
WA Restaurant Association	250	-		250
WA State Hotel Association	250	-		250

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The Tobacco Institute

1996 BUDGET

COST CENTER	National Headquarters		No.	1401
	1995 BUDGET	1995 ESTIMATED		1996 BUDGET
<u>Account #7520 - Support of Nat'l/State Orgs.</u>				
(Continued)				
Association of WA Businesses	\$ 2,000	\$ -		\$ -
WA Retailers Association	250	-		-
WA State Food Dealers Assn	-	10,000		-
WEST VIRGINIA				
Legislative Reception	-	-		1,000
WV Chamber of Commerce	1,000	430		500
WV Retailers Association	500	500		500
WISCONSIN				
WI Petroleum Marketers Assoc.	2,500	2,500		2,500
Wisconsin Tobacco Farmers	2,000	-		2,000
WI Retail Merchants Assoc.	1,000	1,000		1,000
WI Manufacturing & Commerce	1,000	1,000		1,000
Madison Chamber of Commerce	500	500		500
WYOMING				
Wyoming Taxpayers Association	250	200		300
WY Hotel & Motel Association	250	150		250
WY Retail Merchants	-	100		100
WY State Liquor Association	-	500		-
NATIONAL HEADQUARTERS				
Nat'l Conference of State Legislature (NCSL)				
. Annual Meeting	30,000	22,600		20,000
. General support	6,000	1,500		1,500
American Legislative Exchange Council (ALEC)				
. Annual meeting	20,000	40,500		20,000
. General support	10,000	10,000		10,000
. ALEC Nat'l Leadership summit	-	550		5,000
. ALEC Day in Washington	-	500		1,000
Council of State Gov'ts (CSG)				
. CSG Annual Meeting	4,000	3,000		5,000

The Tobacco Institute

1996 BUDGET

COST CENTER	National Headquarters	No.	1401
	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
<u>Account #7520 - Support of Nat'l/State Orgs.</u>			
<u>(Continued)</u>			
. Eastern Regional CSG	\$ 2,000	\$ 1,000	\$ 2,000
. Southern Regional CSG	2,000	1,500	2,000
. mid-West Regional CSG	2,000	2,500	2,000
. Western Regional CSG	2,000	-	2,000
Contingency for national organizations	8,000	-	10,000
Contingency for other organizations:			
. SLLF-Nat'l Speakers Conf.	-	5,000	5,000
. SLLF-Senate Conference	-	-	5,000
. Midwestern Gov. Conf.	-	2,500	2,500
. Southern Governors Assn	-	2,500	2,500
. Natl Retail Federation	-	2,000	2,000
. US Conference of Mayors	-	630	1,000
. FIAE	-	1,500	1,000
. Nat'l Licensed Bev. Assn	-	5,000	-
. NY State T&C Distributors	-	900	-
. Nat'l Taxpayers Conference	-	750	-
. Southern Legis. Conf.	-	550	-
. To be announced	-	16,050	-
TOTAL	\$ 232,755	\$ 227,935	\$ 313,875

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THE TOBACCO INSTITUTE

1996 BUDGET

State Activities - Headquarters

	1995 Budget	1995 Estimated	1996 Budget
Account: 7700 - Campaign Support Program			
State Campaign Contributions (7710)	\$ 192,500	\$ 345,000	\$ 373,500
Local Campaign Contributions (7720)	7,500	7,500	25,500
	\$ 200,000	\$ 352,500	\$ 399,000

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1996 BUDGET

COST CENTER	National Headquarters		No.	1401
	1995 BUDGET	1995 ESTIMATED		1996 BUDGET
<u>Account #7710 - State Campaign Contributions</u>				
ALABAMA	\$ 3,000	\$ 5,000		\$ -
ARKANSAS	-	4,000		6,000
CALIFORNIA	40,000	60,000		80,000
COLORADO	4,000	8,000		10,000
DELAWARE	1,000	1,000		1,000
FLORIDA	15,000	80,000		80,000
GEORGIA	4,000	4,000		4,000
HAWAII	-	8,000		8,000
IDAHO	-	2,500		5,000
ILLINOIS	15,000	30,000		30,000
INDIANA	5,000	20,000		20,000
KANSAS	3,000	5,000		6,000
LOUISIANA	15,000	15,000		15,000
MAINE	3,000	3,000		3,000
MARYLAND	2,500	2,500		2,500
MISSISSIPPI	-	-		6,000
MISSOURI	15,000	15,000		20,000
NEBRASKA	-	3,000		-
NEVADA	5,000	10,000		15,000
NEW JERSEY	20,000	25,000		15,000
NEW MEXICO	-	-		6,000

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The Tobacco Institute

1996 BUDGET

COST CENTER	National Headquarters	No.	1401
	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
<u>Account #7710 - State Campaign Contributions</u>			
<u>(Continued)</u>			
NEW YORK	\$ 5,000	\$ 5,000	\$ 5,000
OREGON	5,000	5,000	-
SOUTH CAROLINA	2,000	2,000	2,000
UTAH	-	2,000	4,000
VIRGINIA	20,000	20,000	20,000
WASHINGTON	10,000	10,000	10,000
TOTAL	\$ 192,500	\$ 345,000	\$ 373,500

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1996 BUDGET

COST CENTER	National Headquarters	No.	1401
	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
<u>Account #7720 - Local Campaign Contributions</u>			
CALIFORNIA	\$ -	\$ -	\$ 10,000
COLORADO	-	-	5,000
ILLINOIS	-	-	5,000
KANSAS	-	-	1,000
UTAH	-	-	2,000
WASHINGTON	-	-	2,500
NATIONAL HEADQUARTERS Contingency	7,500	7,500	-
TOTAL	\$ 7,500	\$ 7,500	\$ 25,500

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1996 BUDGET

State Activities Division - Regional Offices

	1995		1996		
	Budget	Estimated Expenditures	Authorized Positions	Proposed Budget	Authorized Positions Requested
Region I	\$ 78,000	\$ 95,200	2	\$ 97,200	2
Region II	86,000	93,920	2	90,170	2
Region III	77,000	114,800	2	109,500	2
Region IV	81,000	107,990	2	114,500	2
Region V	89,000	105,050	2	112,200	2
Region VI	50,000	62,500	1	63,100	1
Region VII	50,000	72,000	1	70,000	1
Region VIII	-	-	-	114,000	2
TOTALS	\$ 511,000	\$ 651,460	12	\$ 770,670	14
					18%

% Change
95 Est vs
96 Budget

2%

< 4%>

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6%

7%

1%

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1996 BUDGET

State Activities Division

COST CENTER Region I - Frank McEvoy No. 1410

Authorized Positions 1995 - 2
 Authorized Positions Requested 1996 - 2

ACCOUNT	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
3900 Travel	\$ 50,000	\$ 56,500	\$ 58,500
4100 Automobiles-Regional VPs	-	5,800	6,800
4300 Rent - Space	12,000	15,900	14,700
4700 Furniture, Fixtures & Equipment	6,000	650	-
4900 Equip., Repairs & Maintenance	-	1,500	-
5000 Office Supplies	-	1,500	-
5100 Postage & Delivery Services	2,000	2,000	2,200
5300 Telephone	3,000	10,500	15,000
5500 Membership Dues & Fees	-	800	-
6600 Business Taxes	-	50	-
6900 Employee Reloc. & Recruitment	5,000	-	-
Totals	\$ 78,000	\$ 95,200	\$ 97,200

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1996 BUDGET

State Activities Division

COST CENTER Region II - Bob Pruett No. 1420

Authorized Positions 1995 - 2
 Authorized Positions Requested 1996 - 2

ACCOUNT	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
3900 Travel	\$ 50,000	\$ 50,000	\$ 50,000
4100 Automobiles-Regional VPs	-	5,900	6,300
4300 Rent - Space	12,000	10,200	9,700
4600 Other Occupancy Expense	-	2,050	2,050
4700 Furniture, Fixtures & Equipment	14,000	4,700	3,000
4800 Books & Subscriptions	-	200	-
4900 Equip., Repairs & Maintenance	-	400	-
5000 Office Supplies	-	3,500	-
5100 Postage & Delivery Services	2,000	2,500	2,500
5200 Reprod., Printing & Drafting	-	1,000	-
5300 Telephone	3,000	12,000	16,000
5400 Other Office Expense	-	620	620
5500 Membership Dues & Fees	-	500	-
6600 Business Taxes	-	350	-
6900 Employee Reloc. & Recruitment	5,000	-	-
Totals	\$ 86,000	\$ 93,920	\$ 90,170

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1996 BUDGET

State Activities Division

COST CENTER Region III - Allen Shofe No. 1430

Authorized Positions 1995 - 2
 Authorized Positions Requested 1996 - 2

ACCOUNT	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
3900 Travel	\$ 50,000	\$ 73,600	\$ 60,000
4100 Automobiles-Regional VPs	-	6,200	6,900
4300 Rent - Space	12,000	10,000	12,000
4600 Other Occupancy Expense	-	1,000	1,600
4700 Furniture, Fixtures & Equipment	5,000	4,300	3,000
4900 Equip., Repairs & Maintenance	-	600	-
5000 Office Supplies	-	1,800	2,000
5100 Postage & Delivery Services	2,000	2,000	2,000
5200 Reprod., Printing & Drafting	-	100	-
5300 Telephone	3,000	15,000	19,000
6600 Business Taxes	-	200	-
6900 Employee Reloc. & Recruitment	5,000	-	3,000
Totals	\$ 77,000	\$ 114,800	\$ 109,500

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1996 BUDGET

State Activities Division

COST CENTER Region IV - Randy Morris No. 1440

Authorized Positions 1995 - 2
 Authorized Positions Requested 1996 - 2

ACCOUNT	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
3900 Travel	\$ 50,000	\$ 68,000	\$ 70,000
4100 Automobiles-Regional VPs	-	6,000	7,200
4300 Rent - Space	12,000	9,000	9,400
4600 Other Occupancy Expense	-	1,550	2,000
4700 Furniture, Fixtures & Equipment	9,000	5,000	1,000
4800 Books & Subscriptions	-	100	200
5000 Office Supplies	-	2,000	2,000
5100 Postage & Delivery Services	2,000	4,000	3,000
5200 Reprod., Printing & Drafting	-	1,000	2,000
5300 Telephone	3,000	9,000	14,000
5400 Other Office Expense	-	800	1,000
5500 Membership Dues & Fees	-	1,000	1,000
6600 Business Taxes	-	540	700
6900 Employee Reloc. & Recruitment	5,000	-	1,000
Totals	\$ 81,000	\$ 107,990	\$ 114,500

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THE TOBACCO INSTITUTE

1996 BUDGET

State Activities Division

COST CENTER Region V - Dan Howle No. 1450

Authorized Positions 1995 - 2
 Authorized Positions Requested 1996 - 2

ACCOUNT	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
3900 Travel	\$ 50,000	\$ 50,000	\$ 50,000
4100 Automobiles-Regional VPs	-	7,100	7,200
4300 Rent - Space	15,000	11,000	16,500
4600 Other Occupancy Expense	-	2,500	-
4700 Furniture, Fixtures & Equipment	14,000	10,000	8,000
4800 Books & Subscriptions	-	550	300
4900 Equip., Repairs & Maintenance	-	600	300
5000 Office Supplies	-	6,350	6,350
5100 Postage & Delivery Services	2,000	2,000	2,000
5200 Reprod., Printing & Drafting	-	1,000	150
5300 Telephone	3,000	12,000	16,000
5500 Membership Dues & Fees	-	950	2,400
6600 Business Taxes	-	400	500
6900 Employee Reloc. & Recruitment	5,000	-	2,500
7400 Purchased Administrative Svces	-	600	-
Totals	\$ 89,000	\$ 105,050	\$ 112,200

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THE TOBACCO INSTITUTE

1996 BUDGET

State Activities Division

COST CENTER Region VI - John Shipper No. 1460

Authorized Positions 1995 - 1
Authorized Positions Requested 1996 - 1

ACCOUNT	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
3900 Travel	\$ 50,000	\$ 56,000	\$ 55,000
4100 Automobiles-Regional VPs	-	6,300	7,100
5300 Telephone	-	-	1,000
5500 Membership Dues & Fees	-	200	-
Totals	\$ 50,000	\$ 62,500	\$ 63,100

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THE TOBACCO INSTITUTE

1996 BUDGET

State Activities Division

COST CENTER Region VII - Ronald Morris No. 1470

Authorized Positions 1995 - 1
Authorized Positions Requested 1996 - 1

ACCOUNT	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
3900 Travel	\$ 50,000	\$ 60,000	\$ 60,000
4800 Books & Subscriptions	-	200	-
5100 Postage & Delivery Services	-	100	-
5300 Telephone	-	10,000	10,000
5500 Membership Dues & Fees	-	1,700	-
Totals	\$ 50,000	\$ 72,000	\$ 70,000

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THE TOBACCO INSTITUTE

1996 BUDGET

State Activities Division

COST CENTER Region VIII - New Hire No. 1480

Authorized Positions 1995 - 0
 Authorized Positions Requested 1996 - 2

ACCOUNT	1995 BUDGET	1995 ESTIMATED	1996 BUDGET
3900 Travel	\$ -	\$ -	\$ 55,000
4100 Automobiles-Regional VPs	-	-	6,500
4300 Rent - Space	-	-	14,500
4700 Furniture, Fixtures & Equipment	-	-	15,000
5100 Postage & Delivery Services	-	-	2,000
5300 Telephone	-	-	16,000
6900 Employee Reloc. & Recruitment	-	-	5,000
Totals	\$ -	\$ -	\$ 114,000

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THE TOBACCO INSTITUTE
 1996 SUMMARY PROGRAM BUDGET
 PUBLIC AFFAIRS DIVISION

	<u>Positions Authorized</u>	<u>Dollars (\$000)</u>
Existing Programs (1995 Estimated Expenditures)	16	\$12,436
1996 Additions (Deletions)		
Support to the Consumer Tax Alliance		250
ETS Witness Program Recruiting and Support		225
Special Projects and Promotion		200
ETS Economist Program		175
National Tobacco Council		173
Support to State and Federal Advertising Legislation		125
OSHA ETS Hearings		(620)
Unified Youth Program		(500)
Labor Management Committee		(180)
Outreach Research Program		(125)
Other		(377)
Economic Change (Inflation)		497
Totals (1996 Budget)	16	\$12,279

12/06/95

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THE TOBACCO INSTITUTE

1996 BUDGET

Public Affairs Division

	1995		1996		% Change 95 Est vs 96 Budget
	Budget (\$000)	Estimated Expenditures (\$000)	Proposed Budget (\$000)	Authorized Positions Requested	
1301 General Administration	\$8,195	\$8,309	\$8,479	15	2%
1302 Unified Youth Program	4,000	4,000	3,500	1	< 13%>
1316 National Tobacco Council	85	127	300	-	136%
Total Budget	\$12,280	\$12,436	\$12,279	16	< 1%>

THE TOBACCO INSTITUTE

1996 BUDGET

Public Affairs Division

COST CENTER General Administration No. 1301

Authorized Positions 1995 - 15
 Authorized Positions Requested 1996 - 15

ACCOUNT	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
2800 Staff Compensation	\$1,038	\$1,072	\$1,083
3200 Employee Benefits	281	289	292
3900 Travel	110	60	100
4600 Other Occupancy Expense	1	1	1
4800 Books & Subscriptions	30	25	30
5000 Office Supplies	1	2	3
5100 Postage & Delivery Services	25	50	60
5200 Reprod., Printing & Drafting	110	60	85
5300 Telephone	5	4	12
5400 Other Office Expense	50	16	21
5500 Membership Dues & Fees	4	8	8
5800 Legal Fees	742	1,110	750
6600 Business Taxes	2	1	1
6900 Employee Reloc. & Recruitment	15	15	20
7200 Miscellaneous Expense	1	1	1
7300 Professional Fees	1,892	1,699	1,997
7400 Purchased Administrative Svces	3	1	2
7500 Suprt Tob & Oth Organizations	3,272	3,292	3,388
8000 Computer Services	85	75	85
9100 Data Processing Allocation	140	140	140
9400 Occup. & Office Expense Alloc.	388	388	400
Totals	\$8,195	\$8,309	\$8,479

THE TOBACCO INSTITUTE
1996 BUDGET

COST CENTER

Public Affairs

No. 1301

STAFFING SCHEDULE
12/06/95
Months of Employment

<u>Employee Name</u>		<u>1995 Budget</u>	<u>1995 Estimated</u>	<u>1996 Budget</u>
B. Dawson	Sr. V.P./Division Director	12	12	12
W. Woodson	Vice President	12	12	12
W. Orzechowski	Director-Economic Issues	12	12	12
C. Yoe	Director-Legislative Information	12	12	12
W. Merryman	V.P./Director of Communications	12	12	12
T. Lauria	Assistant to the President	12	12	12
M. Rita Gore	Director-Issues Management	12	12	12
C. Hrycaj	Director-Issues Management	12	12	12
T. Mihas	Manager-Legislative Information	12	12	12
R. Walker	Manager-Issues Information	12	12	12
L. Kaiser	Manager-Communications	12	12	12
S. Russell	Administrative Assistant	12	12	12
L. Goelling	Administrative Assistant	12	12	12
E. Norris	Secretary	12	12	12
A. Moore	Secretary	12	12	12
Totals		180	180	180

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The Tobacco Institute

1996 BUDGET

COST CENTER	General Administration	No.	1301
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #5201 - Reprod., Printing & Drafting</u>			
TI Tax Publications			
. State data card reprints (50 states)	\$ 10	\$ -	\$ 25
. Tax Burden on Tobacco	20	20	20
Fire Program Materials	20	18	15
Issue Fact Sheets & TIP	20	10	10
Letterhead and miscellaneous	-	10	10
Committee presentations	10	2	5
It's the Law reprints	30	-	-
TOTAL	\$ 110	\$ 60	\$ 85

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The Tobacco Institute

1996 BUDGET

COST CENTER	General Administration	No.	1301
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #5801 - Legal Fees</u>			
Legal fees for preparation and participation in FDA hearings on regulation of tobacco products.	\$ -	\$ 400	\$ 400
Legal fees for preparation and participation in OSHA environmental tobacco smoke hearings.	620	620	250
Covington & Burling - General	122	90	100
TOTAL	\$ 742	\$ 1,110	\$ 750

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The Tobacco Institute

1996 BUDGET

COST CENTER	General Administration	No.	1301
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #7301 - Professional Fees</u>			
Consulting scientists on environmental tobacco smoke (ETS) and ventilation issues:			
. ETS witness program recruiting and support	\$ 225	\$ -	\$ 225
. ETS Economist program to report on the economic impact of smoking bans	-	-	175
. Ventilation consultant fees and expenses	150	120	150
. ETS literature search and retrieval	100	100	100
. Comments and testimony (per FRD and SAD request, including state OSHAs)	50	10	50
. ETS/IAQ meeting coverage	30	35	30
. ETS/IAQ articles	-	10	10
. New York City economic impact	-	50	-
Consultant fees for preparation and participation in OSHA environmental tobacco smoke hearings.	465	500	250

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The Tobacco Institute

1996 BUDGET

COST CENTER	General Administration	No.	1301
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #7301 - Professional Fees</u>			
(Continued)			
Public relations support as required by State Activities/Federal Relations Divisions; Media Relations consultants on breaking news stories and, promotion of other industry positions; satellite media activity.	\$ 125	\$ 75	\$ 275
Tri Data, Inc. for general consulting, data analyses, coalition building and fire safety research (includes travel)	150	153	158
. New fire research	-	16	-
Support to state and federal tax legislation -			
. State crossborder studies (7-8 priority states)	75	54	90
. Crossborder retailer surveys (data collection from merchants -- 2 to 3 locales)	-	-	60
. Update and promote economic impact study	30	78	25
. Social cost analysis	75	135	20
Liaison to agricultural organizations (David Senter)	72	75	72

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The Tobacco Institute

1996 BUDGET

COST CENTER	General Administration		No.	1301
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)		
<u>Account #7301 - Professional Fees</u>				
<u>(Continued)</u>				
Support to state and federal advertising legislation -				
. Testimony and comments	\$ 35	\$ -		\$ 75
. Advertising impact study (FAC)	50	-		50
Tax and IAQ strategy consultant (Michael Forscey)	60	70		72
Advertising support:				
. Economic impact study of retail promotions ban	-	-		50
. Retail guide promotion (local action guide)	-	-		20
. Ad ban economic impact study	-	7		-
Federal/state testimony on tax issues	40	-		30
Public Affairs Division general contingency reserve	10	6		10
Identify, provide outreach and assistance to groups who work to address what the public perceives as priorities.	75	125		-
Consultant fees in response to FDA proposal				
. Economists	-	60		-

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The Tobacco Institute

1996 BUDGET

COST CENTER	General Administration	No.	1301
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #7301 - Professional Fees</u>			
<u>(Continued)</u>			
. California/Massachusetts advertising study	\$ -	\$ 15	\$ -
. International advertising ban update	-	5	-
Public opinion polling	40	-	-
Satellite/electronic support	20	-	-
Research on anti-smoking efforts	15	-	-
TOTAL	<u>\$ 1,892</u>	<u>\$ 1,699</u>	<u>\$ 1,997</u>

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The Tobacco Institute

1996 BUDGET

COST CENTER	General Administration		No.	1301
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)		1996 BUDGET (\$000)
<u>Account #7501 - Suprt Tob & Other Organization</u>				
The Tax Foundation	\$ -	\$ 75		\$ 40
Washington Legal Foundation	35	35		35
American Civil Liberties Union	25	25		25
Federation of Southern Cooperatives	20	25		25
Other tax interest groups	-	-		25
Other ETS interest groups	-	-		25
Alexis de Tocqueville Institute	20	20		20
American Advertising	-	4		4
Fire safety program				
. Programs for local fire safety organizations	5	3		5
. National Association of State Fire Marshals	5	1		5
. National Volunteer Fire Council	5	8		5
. Congressional Fire Services Institute	2	3		2
American Agricultural Movement	15	10		-
IAQ business support program	50	-		-

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The Tobacco Institute

1996 BUDGET

COST CENTER	General Administration	No.	1301
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #7501 - Suprt Tob & Other Organization</u>			
(Continued)			
Tobacco Growers Information Committee (disbanded - refund from 1994 support)	\$ 38	<\$ 19>	\$ -
TOTAL	\$ 220	\$ 190	\$ 216

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The Tobacco Institute

1996 BUDGET

COST CENTER	General Administration	No.	1301
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #7502 - Support to Labor Mgmnt Comm.</u>			
National Labor Management Committee (LMC): counsel to support all Committee and national coalition group activities, and to provide direction to all state consul- tants relating to Committee positions; support of OSHA and IAQ program; support of national and state fair tax groups; and general coalitions reserves.	\$ 3,052	\$ 3,102	\$ 2,922
TOTAL	<u>\$ 3,052</u>	<u>\$ 3,102</u>	<u>\$ 2,922</u>

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TOBACCO INDUSTRY LABOR MANAGEMENT COMMITTEE

PROGRAM/CONSULTANT	1995 ESTIMATE	1996 BUDGET
NEMI - General Support	500,000	250,000
NEMI - Consultant	60,000	60,000
NEMI - OSHA-Four Building Study	65,000	-
NEMI - OSHA-Ten Building Study	140,000	-
NEMI - OSHA-CA ETS Review	15,000	-
NEMI - OSHA-Productivity Study	70,000	-
NEMI - State/Federal IAQ Projects	-	250,000
Citizens for Tax Justice - support	96,000	96,000
Citizen Action -support	96,000	96,000
Economic Policy Institute-support	30,000	30,000
Coalition of Labor Union Women	15,000	15,000
Labor Council for Latin American Adv	15,000	15,000
A. Philip Randolph Education Fund	15,000	15,000
National Council of Senior Citizens		
Florida Council	14,302	14,302
New York Association	14,302	14,302
California Congress	21,396	21,396
State & Regional Consultants		
Harry Kaiser (OH, Midwest, Federal)	160,000	160,000
Bill Holayter (Federal)	30,000	30,000
Strategy Group (Regional & Federal)	60,000	60,000
Bob Wolper (PA)-30K + sales tax	31,800	32,000
Frank Ortis (FL)	30,000	30,000
Joe Daniels (WA)	30,000	30,000
Doug Weiland (MI)	30,000	30,000
Art Carter (CA)	60,000	60,000
Lowell Junkins (IA)	18,000	18,000
Jim Featherstonhaugh (NY)	45,000	45,000
David Roe (MN)	24,000	30,000
New England (Donahue)	10,000	30,000
Joe. M Woods (TX)	30,000	-
Sam Dawson (TX, AZ, UT, Federal)	-	30,000
Spot Work in States	-	50,000
Staff & National Consultants		
Savarese & Associates	300,000	300,000
Mike Forscey	192,000	192,000
John Jarvis	150,000	150,000
Tommy Donahue	120,000	120,000
Robert McGlotten (10 mo. in '95)	90,000	108,000
PR support-Tricom	160,000	160,000
Other Consultants	10,000	20,000
Administrative & Travel	60,000	60,000
(MORE)		

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PROGRAM/CONSULTANT	1995 BUDGET	1996 BUDGET
Special Projects		
OSHA Priority Polling - Fingerhut	50,000	-
State Tax Fairness Study/Coalition		
-CTJ State Tax Fairness Study	70,000	30,000
-WI Citizen Action	15,000	-
-MN CTJ	15,000	-
-Displaced Worker Studies (Petersburg)	25,000	50,000
-Fed Budget Cuts-State Impacts (CTJ/CA)	-	120,000
Annual Legislative Conference	90,000	100,000
TOTAL	3,072,800	2,922,000
APPROVED 1995 TOTAL	3,102,000	
(includes special OSHA projects)		

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October 25, 1995

The Tobacco Institute

1996 BUDGET

COST CENTER	General Administration	No.	1301
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #7503 - Suprt to Consumer Tax Alliance</u>			
	\$ -	\$ -	\$ 250
TOTAL	\$ -	\$ -	\$ 250

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The Tobacco Institute

1996 BUDGET

COST CENTER	General Administration	No.	1301
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #8001 - Computer Services</u>			
News and data retrieval services access and usage charges	\$ 85	\$ 75	\$ 85
TOTAL	\$ 85	\$ 75	\$ 85

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THE TOBACCO INSTITUTE

1996 BUDGET

Public Affairs Division

COST CENTER Unified Youth Program No. 1302

Authorized Positions 1995 - 1
 Authorized Positions Requested 1996 - 1

ACCOUNT	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
2800 Staff Compensation	\$ 6	\$ 6	\$ 75
3200 Employee Benefits	2	2	20
5100 Postage & Delivery Services	1,205	1,205	825
5200 Reprod., Printing & Drafting	1,700	1,700	940
6200 Advertising Expense	110	110	100
7300 Professional Fees	977	977	1,540
Totals	\$4,000	\$4,000	\$3,500

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THE TOBACCO INSTITUTE
1996 BUDGET

COST CENTER

Unified Youth Program

No. 1302

STAFFING SCHEDULE

12/06/95

Months of Employment

<u>Employee Name</u>		<u>1995 Budget</u>	<u>1995 Estimated</u>	<u>1996 Budget</u>
New Hire	Program Director	1	1	12
Totals		1	1	12

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The Tobacco Institute

1996 BUDGET

COST CENTER	Unified Youth Program	No.	1302
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #5101 - Postage</u>			
Distribution and mailing of program materials to retailers	\$ 550	\$ 550	\$ 500
Mailings to retailers to solicit participation	575	575	250
Follow-up to solicit participation	80	80	75
TOTAL	\$ 1,205	\$ 1,205	\$ 825

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The Tobacco Institute

1996 BUDGET

COST CENTER	Unified Youth Program	No.	1302
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #5201 - Reprod., Printing & Drafting</u>			
Materials printing and development	\$ 1,500	\$ 1,500	\$ 870
Video, and audio, printing and production	200	200	70
TOTAL	\$ 1,700	\$ 1,700	\$ 940

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The Tobacco Institute

1996 BUDGET

COST CENTER	Unified Youth Program	No.	1302
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #6201 - Advertising Expense</u>			
Advertising in trade publications to promote programs	\$ 110	\$ 110	\$ 100
TOTAL	\$ 110	\$ 110	\$ 100

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The Tobacco Institute

1996 BUDGET

COST CENTER	Unified Youth Program	No.	1302
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #7301 - Professional Fees</u>			
Training seminars on "train the trainers" (Train, Inc.)	\$ -	\$ -	\$ 1,000
Training seminars for state associations and retail/wholesaler conventions	-	-	300
Training seminars - top 20 markets (Train, Inc.)	285	285	-
Public relations support:			
. Launch	250	250	-
. Top 20 market media	125	125	-
. On-going	-	-	100
Outreach and recruitment	100	100	30
Research	75	75	10
Database	50	50	-
Translation and other applications	92	92	100
TOTAL	\$ 977	\$ 977	\$ 1,540

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THE TOBACCO INSTITUTE

1996 BUDGET

Public Affairs Division

COST CENTER National Tobacco Council No. 1316

ACCOUNT	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
3900 Travel	\$ 10	\$ 9	\$ 10
5100 Postage & Delivery Services	5	1	3
5200 Reprod., Printing & Drafting	25	75	10
7300 Professional Fees	30	20	25
7500 Suprt Tob & Oth Organizations	10	20	250
7700 Contributions	5	2	2
Totals	\$ 85	\$ 127	\$ 300

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The Tobacco Institute

1996 BUDGET

COST CENTER	National Tobacco Council	No.	1316
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #7501 - Suprt Tob & Other Organization</u>			
Grants to reorganized tobacco growers groups	\$ -	\$ -	\$ 225
Grants to other organizations	10	20	25
TOTAL	\$ 10	\$ 20	\$ 250

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THE TOBACCO INSTITUTE
 1996 SUMMARY PROGRAM BUDGET
 ADMINISTRATION DIVISION

	<u>Positions Authorized</u>	<u>Dollars (\$000)</u>
Existing Programs (1995 Estimated Expenditures)	12	\$1,907
1996 Additions (Deletions)		
Other		(11)
Economic Change (Inflation)	<u> </u>	<u> 76</u>
Totals (1996 Budget)	<u> 12</u>	<u> \$1,972</u>

12/06/95

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THE TOBACCO INSTITUTE
1996 BUDGET

Administration Division

	1995		1996		% Change
	Budget (\$000)	Estimated Expenditures (\$000)	Proposed Budget (\$000)	Authorized Positions	95 Est vs 96 Budget
1101 General Administration	\$1,778	\$1,907	\$1,972	10	3%
1103 Data Processing	355	355	367	2	3%
Data Processing Allocation	< 355>	< 355>	< 367>	-	< 3%>
Total Budget	\$1,778	\$1,907	\$1,972	12	3%

THE TOBACCO INSTITUTE

1996 BUDGET

Administration Division

COST CENTER General Administration No. 1101

Authorized Positions 1995 - 10
 Authorized Positions Requested 1996 - 10

ACCOUNT	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
2800 Staff Compensation	\$1,164	\$1,245	\$1,289
3200 Employee Benefits	314	336	348
3900 Travel	60	60	63
4000 Conferences & Meetings	20	20	21
4300 Rent - Space	775	770	790
4600 Other Occupancy Expense	38	41	42
4700 Furniture, Fixtures & Equipment	4	4	4
4800 Books & Subscriptions	2	2	2
4900 Equip., Repairs & Maintenance	8	8	8
5000 Office Supplies	20	20	21
5100 Postage & Delivery Services	35	37	37
5200 Reprod., Printing & Drafting	64	72	72
5300 Telephone	135	140	142
5400 Other Office Expense	52	60	60
5500 Membership Dues & Fees	10	13	12
5800 Legal Fees	190	190	200
6600 Business Taxes	21	21	22
6900 Employee Reloc. & Recruitment	15	15	15
7300 Professional Fees	45	47	45
9100 Data Processing Allocation	20	20	32
9300 TITL Administrative Allocation	< 50 >	< 50 >	< 53 >
9400 Occup. & Office Expense Alloc.	< 1,164 >	< 1,164 >	< 1,200 >
Totals	\$1,778	\$1,907	\$1,972

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THE TOBACCO INSTITUTE
1996 BUDGET

COST CENTER General Administration

No. 1101

STAFFING SCHEDULE

12/06/95

Months of Employment

<u>Employee Name</u>		<u>1995 Budget</u>	<u>1995 Estimated</u>	<u>1996 Budget</u>
S. Chilcote	President	12	12	12
W. Adams	Sr. V.P./Division Director	12	12	12
D. Hilderley	Corporate Secretary and Office Manager	12	12	12
M. Radell	Controller	12	12	12
E. Fitzpatrick	Staff Accountant	12	12	12
L. Michel	Staff Accountant	3	4	0
D. Thomas	Executive Assistant	12	12	12
S. Mansinne	Receptionist	12	12	12
W. Mickens	Office Services Supervisor	12	12	12
S. Evans	Office Services Assistant	12	12	12
N. Caputo	Administrative Assistant	12	12	12
Totals		123	124	120

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1996 BUDGET

COST CENTER	General Administration	No.	1101
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #3201 - Employee Benefits</u>			
Health Insurance	\$ 750	\$ 650	\$ 575
Payroll Taxes	335	330	320
401(k) Employee Savings Plan	200	200	210
Group Life Insurance	73	70	70
Employee Parking-Washington,DC	52	45	45
Long Term Disability Insurance	27	28	28
Workmen's Compensation	23	38	40
Contingency and other	-	25	30
Allocation to other cost centers	< 1,146 >	< 1,050 >	< 970 >
TOTAL	\$ 314	\$ 336	\$ 348

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The Tobacco Institute

1996 BUDGET

COST CENTER	General Administration	No.	1101
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #4001 - Conference & Meetings</u>			
Annual meeting and Executive Committee meetings in New York City and Washington, D.C.	\$ 17	\$ 17	\$ 18
Committee of Counsel, Pension Committee, Finance Committee, and miscellaneous	3	3	3
TOTAL	\$ 20	\$ 20	\$ 21

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The Tobacco Institute

1996 BUDGET

COST CENTER	General Administration	No.	1101
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #4301 - Rent - Space</u>			
Washington, DC Headquarters - (22,412 s/f @ \$32.00 x 12 mos)	\$ 718	\$ 718	\$ 718
Operating expense pass-through (cumulative from 06/01/94)	30	30	38
CPI escalation (cumulative from 06/01/94)	8	3	15
Basement storage space (1,437 s/f @ \$13.00)	19	19	19
TOTAL	\$ 775	\$ 770	\$ 790

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The Tobacco Institute

1996 BUDGET

COST CENTER	General Administration	No.	1101
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #4601 - Other Occupancy Expense</u>			
Off-premises documents storage	\$ 33	\$ 36	\$ 37
Parking for Washington, D.C. pool automobile	5	5	5
TOTAL	\$ 38	\$ 41	\$ 42

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1996 BUDGET

COST CENTER	General Administration	No.	1101
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #5201 - Reprod., Printing & Drafting</u>			
Copier lease payments	\$ 23	\$ 23	\$ 23
Copier supplies and maintenance	16	20	22
Copier per page charges	10	14	12
Graphics, artwork, and printing	15	15	15
TOTAL	\$ 64	\$ 72	\$ 72

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1996 BUDGET

COST CENTER	General Administration		No.	1101
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)		1996 BUDGET (\$000)
<u>Account #5401 - Other Office Expense</u>				
Liability and other general insurance	\$ 23	\$ 25		\$ 27
Office cleaning	11	13		14
Benefits for Washington, D.C. employees (e.g., coffee, subsidized sodas, plant service, etc.)	10	14		11
Employee Christmas party	8	8		8
TOTAL	\$ 52	\$ 60		\$ 60

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The Tobacco Institute

1996 BUDGET

COST CENTER	General Administration	No.	1101
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #5801 - Legal Fees</u>			
Covington & Burling - general legal services	\$ 190	\$ 190	\$ 200
TOTAL	\$ 190	\$ 190	\$ 200

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The Tobacco Institute

1996 BUDGET

COST CENTER	General Administration	No.	1101
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #6601 - Business Taxes</u>			
D.C. personal property tax	\$ 13	\$ 12	\$ 13
D.C. sales and use tax	5	6	6
Other	3	3	3
TOTAL	\$ 21	\$ 21	\$ 22

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1996 BUDGET

COST CENTER	General Administration		No.	1101
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)		1996 BUDGET (\$000)
<u>Account #7301 - Professional Fees</u>				
Audit of the Institute by an outside CPA firm	\$ 31	\$ 31		\$ 31
Employee benefits plan consultants and fees	10	10		10
Miscellaneous	4	6		4
TOTAL	\$ 45	\$ 47		\$ 45

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The Tobacco Institute

1996 BUDGET

COST CENTER	General Administration	No.	1101
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #9401 - Occup. & Office Expense Alloc.</u>			
Federal Relations (1201)	<\$ 388>	<\$ 388>	<\$ 400>
State Activities (1401)	< 388>	< 388>	< 400>
Public Affairs (1301)	< 303>	< 388>	< 400>
Media Relations (1501)	< 85>	-	-
Administration allocation out (1101)	< 95>	< 95>	< 98>
Administration allocation in (1101)	95	95	98
TOTAL	<\$ 1,164>	<\$ 1,164>	<\$ 1,200>

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THE TOBACCO INSTITUTE
1996 BUDGET

COST CENTER

Data Processing

No. 1103

STAFFING SCHEDULE

12/06/95

Months of Employment

<u>Employee Name</u>		<u>1995 Budget</u>	<u>1995 Estimated</u>	<u>1996 Budget</u>
R. Miller	Director of Management Information Systems	12	12	12
G. Dieman	LAN Systems Administrator	<u>12</u>	<u>12</u>	<u>12</u>
Totals		24	24	24

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The Tobacco Institute

1996 BUDGET

COST CENTER	Data Processing	No.	1103
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #4701 - Furniture, Fixtures & Equipment</u>			
Personal computers for Local Area Network (LAN) for headquarters office, terminals, communications devices, and other equipment. Includes replacement of 386 class equipment with newer technology.	\$ 35	\$ 40	\$ 41
TOTAL	<u>\$ 35</u>	<u>\$ 40</u>	<u>\$ 41</u>

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The Tobacco Institute

1996 BUDGET

COST CENTER	Data Processing	No.	1103
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #4901 - Equip., Repairs & Maintenance</u>			
Computer hardware maintenance			
Headquarters office personal computers and local area network.	\$ 45	\$ 50	\$ 50
On-site coverage of field office equipment.	3	5	10
TOTAL	\$ 48	\$ 55	\$ 60

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The Tobacco Institute

1996 BUDGET

COST CENTER	Data Processing	No.	1103
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)
<u>Account #5001 - Office Supplies</u>			
Computer toner cartridges, cables, connectors and ribbons for the Institute's systems, and hardware purchases costing less than \$300.00 each.	\$ 15	\$ 15	\$ 15
Additional computer supplies for field office computers.	5	5	3
TOTAL	\$ 20	\$ 20	\$ 18

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The Tobacco Institute

1996 BUDGET

COST CENTER	Data Processing		No.	1103
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)		1996 BUDGET (\$000)
<u>Account #8000 - Computer Services</u>				
Local Area Network software maintenance and support.	\$ 18	\$ 18		\$ 18
Purchased software for personal computers and the Local Area Network.	10	12		12
Payroll and payroll taxes processing service bureau fees.	9	9		10
State legislative tracking system, software maintenance, and support.	18	3		5
Internal accounting system software maintenance and support.	4	4		5
State historical/legislative and miscellaneous database software maintenance and support.	3	1		1
Software for field office computers.	12	12		-
TOTAL	\$ 74	\$ 59		\$ 51

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1996 BUDGET

COST CENTER	Data Processing	No.	1103
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)	1996 BUDGET (\$000)

Account #9100 - Data Processing Allocation

Federal Relations (1201)	<\$ 70>	<\$ 70>	<\$ 70>
State Activities (1401)	< 125>	< 125>	< 125>
Public Affairs (1301)	< 70>	< 140>	< 140>
Media Relations (1501)	< 70>	-	-
Administration (1101)	< 20>	< 20>	< 32>
TOTAL	<\$ 355>	<\$ 355>	<\$ 367>

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THE TOBACCO INSTITUTE
1996 BUDGET

Contingency Funds

	1995	1996	% Change
	Estimated Expenditures (\$000)	Proposed Budget (\$000)	95 Est vs 96 Budget
1901 General Contingency Funds	\$ -	\$ 400	-
1902 Product Liability Litigation	1,400	1,200	< 14%>
Total Budget	\$1,400	\$1,600	14%

The Tobacco Institute

1996 BUDGET

COST CENTER	General Contingency Funds		No.	1901
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)		1996 BUDGET (\$000)
<u>Account #7301 - Professional Fees</u>				
General contingency funds	\$ 500	\$ 262		\$ 400
1995 Allocations:				
New York City Plan	< 165 >	< 165 >		-
Grant to Washington State Center for Tax Policy	< 62 >	< 62 >		-
Support to American Consti- tutional Law Foundation	< 60 >	< 60 >		-
ASSIST programs in WA, CO and MN	< 45 >	< 45 >		-
Maryland Plan	< 100 >	< 100 >		-
California Taxpayers' Major- ity Act Initiative Campaign	< 70 >	< 70 >		-
National Initiative Strategy Team	< 135 >	< 135 >		-
Supplemental funds:				
Colorado Executive Committee refund check	375	375		-
TOTAL	\$ 238	\$ -		\$ 400

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The Tobacco Institute

1996 BUDGET

COST CENTER	Product Liability Litigation		No.	1902
	1995 BUDGET (\$000)	1995 ESTIMATED (\$000)		1996 BUDGET (\$000)
<u>Account #5801 - Legal Fees</u>				
Covington & Burling	\$ 800	\$ 1,000		\$ 900
Other firms	200	400		300
TOTAL	<u>\$ 1,000</u>	<u>\$ 1,400</u>		<u>\$ 1,200</u>

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