

WESTOP SoCal Chapter 2016-2017 Budget

CHAPTER INCOME					
Chapter Fundraising					
Event / Item	Code	Description	Notes		Proposed
Chapter Fund Development	1025	Sports Event or Cultural Enrichment			\$3,000.00
Chapter Fund Development	1025	Chapter T-shirt Fundraiser & Scholarship Drive			\$1,000.00
Drawing Donations	1035	Drawing donations at chapter meetings			\$1,000.00
Silent Auction Donations	1045	PDS and SLC programs			\$1,000.00
TRIO Day of Service Registration	1105-16	300 students @ \$20			\$6,000.00
Program Ads	1505	PDS and SLC programs	2 ads for \$250 each		\$500.00
Private Donations	1800	Student Scholarship Donations			\$1,000.00
Chapter PDS Registration	1085-15	115 participants @ \$250			\$28,750.00
Chapter SLC Registration	1095-16	450 students @ \$40			\$18,000.00
Career & Professional Development	1085-15	15 participants @ \$1000 each	2 payments of \$350 will be collected		\$15,000.00
				Total	\$75,250.00
CHAPTER EXPENDITURES					
Chapter Functions					
Event / Item	Code	Description	Notes		Proposed
Postage	24-165				\$25.00
Printing/Duplication	24-175				\$200.00
Dues & Service Fees	24-35	Cvent Annual Service or position trainings	i.e. Technology Cvent training		\$100.00
Supplies	24-195	Supplies for chapter meetings and functions			\$500.00
Awards & Prizes	24-25	Awards and prizes to recognize chapter members and to improve chapter comradery. WESTOP Conference New Members Reception gift cards.			\$500.00
Meals-Lunch	24-115	Chapter Retreat	Continental Breakfast & Lunch		\$300.00
Host Campus Stipend	24-115	2 campuses @ \$500			\$1,000.00
Subtotal					\$2,625.00
Chapter President (Costs for President to attend Leadership Summit and Policy Seminar)					
Event / Item	Code	Description	Notes		Proposed
Dues/Service Fees	25-35	Policy Seminar Registration			\$450.00
Travel-Plane Fare (Including parking fee & Luggage fee)	25-225	Air fare, parking, and luggage			\$550.00
Transportation (bus, train, taxi, mileage)	25-215	Ground Transportation in DC \$100	Mileage for chapter meetings \$200		\$300.00
Meals - Per Diem	25-145	Policy Seminar 4 @ \$55/day			\$220.00
Lodging	25-095	Policy Seminar 4 nights @ \$400/night			\$1,600.00
Subtotal					\$3,120.00

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President-Elect (attend last WESTOP BOD Meeting)				
Event / Item			Notes	Proposed
Travel-Plane Fare (Including parking fee & Luggage fee or mileage)	25-225	Air fare, parking, and luggage or mileage		\$500.00
Meals - Per Diem	25-145	WESTOP BOD Meeting 2 @ \$55/day		\$110.00
Transportation	24-215	Mileage for chapter meetings & visit venu		\$200.00
Subtotal				\$810.00
Past-President (Professional Development Chair)-Career & Professional Development				
Event / Item			Notes	Proposed
Equipment	49-45			\$500.00
Facility Rental	49-55			\$0.00
Lodging (room & board)	49-95	15 participants & 2 staff members @ \$500 each		\$8,500.00
Travel	49-225			\$0.00
Honorariums-Speakers	49-75	5 speakers @ 1000 each		\$5,000.00
Transportation	24-215		Visit venue \$100	\$100.00
Subtotal				\$14,100.00
Treasurer, Treasurer-Elect, Parliamentarian, Secretaary				
Event / Item	Code	Description	Notes	Proposed
Supplies	38-175		\$50 for each position	\$200.00
Printing/Duplication	38-195			\$100.00
Transportation	24-215	Mileage to attend chapter meetings	\$200.00 for each position	\$800.00
Subtotal				\$1,100.00
Legislation & Education Chair				
Dues & Service Fees- Registration	36-035	Policy Seminar		\$450.00
Lodging	36-095	Policy Seminar 4 nights @ \$400/night		\$1,600.00
Meals Per Diem	36-145	Policy Seminar 4 @ \$55/day		\$220.00
Transportation (bus, train, taxi, mileage)	36-215	Ground Transportation in DC \$100	Mileage for chapter meetings \$200	\$300.00
Travel-Plane Fare (Including parking fee & luggage fee)	36-225			\$550.00
Supplies	34-195			\$50.00
Subtotal				\$3,170.00
Research & Technology Committee				
Event / Item		Description	Notes	Proposed
Supplies	37-195		\$50 for each position	\$100.00
Printing/Duplication	37-175			\$50.00
Transportation	24-215	Bus, train, taxi, mileage, etc.	\$200.00 for each position	\$400.00
Subtotal				\$550.00
Public Relations Committee				
Event / Item		Description	Notes	Proposed
Printing /Duplication	43-175	Promotional items to improve chapter and association visibility and branding	Annual WESTOP Conference Ad-Half Page	\$500.00
Supplies	43-195			\$50.00
Transportation	24-215	Bus, train, taxi, mileage, etc.	Mileage for chapter meetings	\$200.00
Subtotal				\$750.00
Resource Development Committee				
Event / Item		Description	Notes	Proposed
Dues & Service Fees - Ticket Purchase	45-35	Cultural event or sporting event		\$4,000.00
Supplies	45-195			\$400.00
Printing/Duplication	45-175	SoCal Chapter T-shirt	25 T-shirts @ \$23	\$575.00
Transportation	24-215	Bus, train, taxi, mileage, etc.	Mileage for chapter meetings	\$200.00
Subtotal				\$5,175.00

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COE Fair Share					
Event / Item	Code	Description	Notes		Proposed
Printing /Duplication	46-175				\$50.00
Supplies	46-195				\$50.00
Transportation	24-215	Bus, train, taxi, mileage, etc.	Mileage for chapter meetings		\$200.00
Subtotal					\$300.00
Professional Development Seminar					
Event / Item	Code	Description	Notes		Proposed
Advertising	49-15				\$0.00
Awards	49-25				\$100.00
Equipment	49-45				\$0.00
Facility Rental	49-55				\$2,000.00
Grant Proposal Workshop	1605		Includes all related travel expenses		\$2,500.00
Lodging	49-95				\$0.00
Travel	49-225				\$0.00
Honorariums-Entertainers	49-65				\$500.00
Honorariums-Speakers	49-75				\$500.00
Meals - President's Reception	49-155	President's Reception	Includes: Service Charge & Taxes		\$2,000.00
Meals - Breakfast	49-105	40 guest @ \$21 Breakfast	Includes: Service Charge & Taxes		\$1,000.00
Meals - Lunch	49-115	115 guest @ \$24 Lunch for 2 days	Includes: Service Charge & Taxes		\$6,800.00
Meals - New Members Reception	49-125				\$500.00
Postage	49-165				\$0.00
Printing/Duplication	49-175	Programs and agendas			\$610.00
Hospitality	49-085		DJ President's Reception		\$500.00
Supplies	49-195	Registration and workshop materials, folders, awards, gifts, etc.			\$500.00
Transportation	24-215	Bus, train, taxi, mileage, etc.	Mileage to visit sites		\$100.00
Subtotal					\$17,610.00
Student Development Committee					
Event / Item	Code	Description	Notes		Proposed
Advertising	71-15				\$0.00
Equipment	71-45				\$0.00
Facility Rental	71-55				\$3,000.00
Honorariums - Speakers	71-75				\$500.00
Meals - Breakfast	71-105		450 estimated participants @ \$3		\$1,350.00
Meals - Lunch	71-115		450 estimated participants @ \$7		\$2,940.00
Printing/Duplication	71-175	Conference Programs			\$500.00
Postage	71-165				\$0.00
Supplies	71-195	Registration materials, folders, awards, gifts, etc.			\$1,000.00
Workshop Supplies	71-235				\$250.00
TRIO Day of Service - Supplies	71-195		T-shirts for 300 @ \$5		\$1,500.00
TRIO Day of Service - Meals - Lunch	71-115		300 estimated participants @ \$7		\$2,100.00
Transportation	24-215	Bus, train, taxi, mileage, etc.	Mileage for chapter meetings		\$400.00
Subtotal					\$13,540.00
Scholarship Committee					
Event / Item	Code	Description	Notes		Proposed
Printing /Duplication	47-175				\$50.00
Supplies	47-195				\$50.00
Postage	47-165				\$0.00
Staff Development Scholarships	47-25	Professional Development, Emerging Leadership Institute, and Career Development Initiative	(\$1,000 x 4 = \$4,000 PD & Conference Scholarships) (\$300 x 15 participants Career & PD=\$4,500) (WESTOP ELI participant \$1,000 x 1)		\$9,500.00
Student Leadership Scholarship	47-25	5 Student Leadership Scholarships	\$500 each		\$2,500.00
Meals (Lunch)	24-115	Committees to review applications	\$150 per committee		\$300.00
Subtotal					\$12,400.00
Total Income					\$75,250.00
Total Expenses					\$75,250.00
Difference					\$0.00

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