

2021-22 BUDGET REQUEST FORM

(In addition to annual allocations)

NAME OF CHAPTER

Cortland

8/31/2021 Chapter Cash Balance (Anticipated)

\$12,583

Note: Normal Annual Allocation = (# bargaining unit members * \$14) + \$1,500

ESTIMATED ANNUAL REVENUE	Gross September Transmittal	\$4,424	
	Gross January Transmittal	\$3,424	
	Gross April Transmittal	\$5,636	
	Interest Earned	\$0	
	Reimbursements	\$0	
	Other (Explain) _____ Picnic	\$600	
	Total Estimated Revenue		\$14,084

ESTIMATED ANNUAL EXPENDITURES	Membership Meetings	\$11,000	
	Chapter Committee Meetings	\$0	
	Executive Board Meetings	\$0	
	Outreach Expenses	\$1,000	
	Grievance Expenses	\$0	
	Office Expenses	\$400	
	Printing/Duplicating	\$800	
	Newsletter/Publications	\$0	
	Telephone/Internet/Website Expenses	\$400	
	Postage/Shipping	\$800	
	Bank Charges	\$0	
	Workshop Expenses	\$300	
	Equipment/Furniture	\$0	
	Chapter Release Time Support	\$4,074	
	Chapter Assistant Addtl Hours	\$6,030	
	Other (Explain) _____	\$1,500	
	Total Estimated Expenditures		\$26,304

OVERAGE (SHORTFALL) \$363

The amount of shortfall, if any, should be your Supplemental Allocation Request
Requests for supplemental allocation funding should accompany this chapter budget form. All supplemental allocation funding requests will be presented to the Finance Committee for final approval.

Expenditures not directly related to terms and conditions of employment
should not exceed 5% of the normal chapter allocations.

The recommended amount for the 2021-22 fiscal year is: \$674.20

RETAIN ONE COPY FOR YOUR FILES

Chapter President or Treasurer

Date of chapter budget vote: _____

Results of chapter budget vote: In favor _____ Opposed _____ Abstained _____