

SAMPLE SECTION BUDGET

SECTION NAME: _____ SECTION BUDGET FOR 12 MO. YR. (7/1 TO 6/30)

INCOME

	<i>Proposed</i> <i>(Prior Year)</i>	<i>Actual</i> <i>(Prior Year)</i>	<i>Proposed</i> <i>(Current Year)</i>	<i>Mid-Year Review</i> <i>(Current Year)</i>
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DUES PAYMENT PER ANNUAL MEMBER

_____ Members @ \$_____ (a) (Exclusive of Life Members)	_____	_____	_____	_____
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LIFE MEMBERS REIMBURSEMENT

_____ Members @ \$8 per Life Member (b)	_____	_____	_____	_____
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PERSONAL GIVING (c)	_____	_____	_____	_____
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FUNDRAISING - Enter events and their net profit on lines below (d)

_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

GRANTS (e)

_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

COMMUNITY SERVICE

Thrift Shop (Net Income) (f)(g)	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

INCOME FROM INVESTMENTS*

US Treasuries (Principal_____)	_____	_____	_____	_____
CD's (Principal_____)	_____	_____	_____	_____
Money Market Acct (Principal_____)	_____	_____	_____	_____
_____	_____	_____	_____	_____

*Reserves should be 6 months of operating expenses

TOTAL INCOME

EXPENDITURES

Proposed Actual Proposed Mid-Year Review
(Prior Year) (Prior Year) (Current Year) (Current Year)

PER CAPITA PAYMENT

_____ Members @ \$12
 Exclusive of Life Members (h)

SERVICE TO MEMBERS

Bulletin
 General Meetings
 Study Groups
 Installation
 Training Events
 Annual National Meeting

MEMBERSHIP

Recruitment
 Paid-Up Membership Event
 Retention/Involvement Campaign
 Life Membership Campaign

COMMUNITY SERVICE (g)

National Program Support Assignment (i)

SAMPLE SECTION BUDGET FOOTNOTES

- a. As set by the NCJW Board of Directors, per NCJW By-Laws, Article V, Section 3.
- b. Per NCJW By-Laws, Article V, Section 5, NCJW Life Membership dues are set by the NCJW Board of Directors. Section Life Membership will be placed into the Section Life Membership Fund. 60% of the annual realized investment income, but no less than \$8.00 per life member, pro-rated on the number of section life members, will be remitted to sections. The balance of the annual realized investment income will remain with NCJW, Inc.
- c. Contributions to NCJW by individuals in support of the national programs. Individuals' contributions may be made directly to a section and forwarded to NCJW, Inc. (including individual members' names), or a personal contribution may be made directly to NCJW, Inc. and credited to a section.
- d. Please attach budgets for each individual fund raising event/campaign, including gross income and expenses. The section budget should only show net numbers.
- e. Only show grant income amounts that offset budgeted expenses. Separate grant budgets should be attached to this budget.
- f. The IRS views thrift shops as providing a service to the community - whether in employing traditionally marginalized constituencies, or by providing, at minimal cost (or free) clothing and furniture to an underserved segment of the population – so that is why it is included here.
- g. Separate thrift Shop budget should be attached to this budget.
- h. Per capita dues are currently set at \$12.00. See NCJW Bylaws Article V, Section 4.
- i. Program support is a term used to describe the support for NCJW programs, which is assigned annually to each section. The full amount of the assignment should be shown.
- j. Advocacy can include paid advertisements (e.g. to support the anniversary of Roe v. Wade, forums for pro-choice events, etc.)
- k. Includes those supplies not associated with previously budgeted items.