## COMMITTEE BUDGET PLANNING DOCUMENT

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| **NAME of COMMITTEE :** | Communication |
| **NAME of CHAIR:** | Evie Stern |
| **Chair's email:** | |
| **Chair's Phone #:** | |

## COMMITTEE BUDGET PROPOSAL FOR JANUARY 2012 through DECEMBER 31, 2012

| **TYPE of EXPENSE** | **Estimated Amount** | **Estimated Amount** | **Estimated Amount** | **Estimated Amount** | **TOTAL** |
|---|---|---|---|---|---|
| | **1st QTR 2012** | **2nd QTR 2012** | **3rd QTR 2012** | **4th QTR 2012** | **2012** |
| **Postage** (most comm. spend zero) | | | | | $ - |
| **Supplies** (most comm. spend zero) | | | | | $ - |
| **Telephone** | | | | | $ - |
| (Free conference calls are easy to arrange. See your "Meeting Planning" document for details.) | | | | | |
| **Outside Services** (most comm. spend zero) | $ 900.00 | $ 900.00 | $ 900.00 | $ 900.00 | $ 3,600.00 |
| **Copying** | | | | | $ - |
| | | | | | |
| **Travel for Committee Meetings, as needed:** | | | | | |
| (See your Meeting Planning Document) | | | | | |
| Airfare | | | $ 1,000.00 | | $ 1,000.00 |
| Lodging | | | $ 500.00 | | $ 500.00 |
| Meals | | | $ 400.00 | | $ 400.00 |
| Mileage | | | $ 50.00 | | $ 50.00 |
| Misc. Travel | | | $ 50.00 | | $ 50.00 |
| Parking | | | $ 50.00 | | $ 50.00 |
| | | | | | |
| **Chair's Travel for Conference 2012** | | | | | |
| Airfare | | | $ 500.00 | | $ 500.00 |
| Lodging | | | $ 250.00 | | $ 250.00 |
| Meals | | | $ 200.00 | | $ 200.00 |
| Mileage | | | $ 25.00 | | $ 25.00 |
| Misc. Travel | | | $ 25.00 | | $ 25.00 |
| Parking | | | $ 25.00 | | $ 25.00 |
| **TOTAL** | $ 900.00 | $ 900.00 | $ 3,975.00 | $ 900.00 | $ 6,675.00 |

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| Note: This is an estimate of a new FSW position that is being recommended by our committee | | | | |
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| Note: Planned f2f meeting of 2 additional committee members during entire CSC to assist with committee goals | | | | |
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