

**B W HARRIS EPISCOPAL SCHOOL ALUMNI ASSOCIATION-USA, INC.**  
**APPROVED OPERATING BUDGET**  
**JULY 1, 2019 - JUNE 30, 2020**

INCOME/REVENUE:		OPERATIONS	CAPITAL CAMPAIGN	TOTAL
Cash		\$16,000.00		\$16,000.00
Hall of Fame	6 @ 500		\$3,000.00	\$3,000.00
Wall of Recognition	6 @ 200		\$1,200.00	\$1,200.00
Spartan Pride	6 @ 100		\$600.00	\$600.00
Lifetime Membership (Endowment Fund) *	6 @ 1200		\$7,200.00	\$7,200.00
Wall of Memory	6 @ 150		\$900.00	\$900.00
Annual Giving			\$1,500.00	\$1,500.00
Projects (Chapter and Classes)		\$2,000.00		\$2,000.00
Liaison Stipend		\$600.00		\$600.00
Scholarship		\$26,050.00		\$26,050.00
Chapters Assessment	7 @ 1500	\$10,500.00		\$10,500.00
Pre-Registration for Convention	100 @ 125	\$12,500.00		\$12,500.00
Late Registration for Convention	50 @ 150	\$7,500.00		\$7,500.00
Advertisement - Convention Souvenir Program				
5 Ads @ \$75.00 ea = \$375.00	5 @ 75	\$375.00		\$375.00
3 Ads @ \$100.00 ea = \$300.00	2 @ 100	\$200.00		\$200.00
7 Ads @ \$50.00 ea = \$350.00	4 @ 50	\$200.00		\$200.00
<b>TOTAL INCOME</b>		<b>\$75,925.00</b>	<b>\$14,400.00</b>	<b>\$90,325.00</b>
<b>Association General Expenses</b>				
Association 2019 Annual Report Filing Fee with the State of Delaware		(\$25.00)		(\$25.00)
Association Incorporation Fee (Registered Agent)		(\$50.00)		(\$50.00)
Board Honorarium - October Board Meeting				
8 National Officers @ \$250.00 ea = \$2,000.00		(\$2,000.00)		(\$2,000.00)
7 Chapters Presidents @ \$200.00 ea = \$1,400.00		(\$1,400.00)		(\$1,400.00)
National Chair/ Principal Travel to or from Liberia **** In Alternate Years		(\$3,000.00)		(\$3,000.00)
Membership Outreach (Approved 2nd National Chair Travel)		(\$3,000.00)		(\$3,000.00)
6 Laptops for National Officers @ \$376/laptop (Chair, 1st VC, 2nd VC, Treasurer, Fin Sec, Secretary		(\$2,256.00)		(\$2,256.00)
Miscellaneous (General Management Expense) ***		8% (\$5,931.95)		(\$5,931.95)
<b>National Convention Expenses</b>				
National Contribution to Host Chapter for Convention 2020		(\$5,000.00)		(\$5,000.00)
Convention Souvenir Program		(\$1,200.00)		(\$1,200.00)
Convention Souvenirs (T-Shirts & Bags)		(\$1,800.00)		(\$1,800.00)
DJ Convention		(\$1,500.00)		(\$1,500.00)
Convention Photographer		(\$1,500.00)		(\$1,500.00)
Convention Awards		(\$1,000.00)		(\$1,000.00)
National total Contribution towards Convention 2020		(\$12,000.00)		(\$12,000.00)
<b>Association Administrative Expenses</b>				
Post Office Box Annual Rental Fee		(\$250.00)		(\$250.00)
Bank Fees		(\$300.00)		(\$300.00)
PayPal Fee **		2% (\$1,474.50)		(\$1,474.50)
Website Subscription		(\$300.00)		(\$300.00)
Printing/Stationery/Office Supplies		(\$775.00)		(\$775.00)
Shipping/Handling		(\$600.00)		(\$600.00)
Postage		(\$300.00)		(\$300.00)
Public Relations		(\$600.00)		(\$600.00)
<b>Scholarship Program Tuition (B. W. Harris Episcopal School)*****</b>				
<b>Tuitions</b>				
1st - 6th Grade 10 Students @ \$460.00 ea		-\$4,600.00		-\$4,600.00
7th - 8th Grade 10 Students @ \$560.00 ea		-\$5,600.00		-\$5,600.00
9th - 10th Grade 10 Students @ \$640.00 ea		-\$6,400.00		-\$6,400.00
11th - 12th Grade 10 Students @ \$660.00 ea		-\$6,600.00		-\$6,600.00
<b>TOTAL</b>		<b>-\$23,200.00</b>		<b>-\$23,200.00</b>
<b>Programs</b>				
Tutoring/After School Program		-\$2,500.00		-\$2,500.00
Teacher/s of the Year Incentive		-\$250.00		-\$250.00
Student/s of the Year Incentive		-\$100.00		-\$100.00
Big Brother and Sister program		-\$1,000.00		-\$1,000.00
<b>TOTAL</b>		<b>-\$3,850.00</b>		<b>-\$3,850.00</b>
<b>TOTAL TUITION EXPENSES</b>		<b>-\$27,050.00</b>		<b>-\$27,050.00</b>
<b>Program Expenses (B. W. Harris Episcopal School)</b>				
Teaching and Learning Material for Elective Classes		(\$2,000.00)		(\$2,000.00)
Teacher Training		(\$3,000.00)		(\$3,000.00)
Teacher Caroline Cole 2019-2020 Incentive Program		(\$5,000.00)		(\$5,000.00)
School Project Request		(\$1,500.00)		(\$1,500.00)
<b>SMARTTECH Program (B. W. Harris Episcopal School)</b>				
Smart Technology VII Annual Maintenance		(\$1,000.00)		(\$1,000.00)
Science Technology Engineering Math and Arts (STEMA)		(\$2,000.00)		(\$2,000.00)
<b>LIBRARY UPGRADE PROJECT (B. W. Harris Episcopal School)</b>				
Library Upgrade		(\$2,000.00)		(\$2,000.00)
<b>Administrative Expenses (B. W. Harris Episcopal School)</b>				
B W Harris 2019-2020 Principal Subsidy/Incentive		(\$600.00)		(\$600.00)
Board Rep Stipend in Liberia		(\$100.00)		(\$100.00)
Liaison Stipend		(\$500.00)		(\$500.00)
Repairs & Maintenance of School *****		(\$2,500.00)		(\$2,500.00)
<b>TOTAL EXPENSES</b>		<b>(\$81,512.45)</b>		<b>(\$81,512.45)</b>
<b>NET EXCESS/(LOSS)</b>				<b>\$8,812.55</b>
<b>Note:</b>				
* Restricted Funds not applied to Operating Expenses				
** Total Income/Revenue Less Cash				
*** Total Expenses				
**** Actual Expenditure in 2019/2020 restricted to exigent or emergent circumstances with prior approval by the Executive Board				