

**B W HARRIS EPISCOPAL SCHOOL ALUMNI ASSOCIATION-USA, INC.**  
**APPROVED OPERATING BUDGET**  
**JULY 1, 2018 - JUNE 30, 2019**

<u>BWHESAA-USA APPROVED Operation Budget July 1st, 2018 - June 30th,2019</u>	OPERATIONS	CAPITAL CAMPAIGN	TOTAL
<b><u>INCOME/REVENUE:</u></b>			
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)	\$20,000.00		\$20,000.00
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 @ 100	\$10,000.00	\$10,000.00
Late Registration for Convention	75 @ 110	\$8,250.00	\$8,250.00
Advertisement - Convention Souvenir Program			
5 Ads @ \$75.00 ea = \$375.00	5 @ 75	\$375.00	\$375.00
3 Ads @ \$100.00 ea = \$300.00	3 @ 100	\$300.00	\$300.00
7 Ads @ \$50.00 ea = \$350.00	7 @ 50	\$350.00	\$350.00
<b>TOTAL INCOME</b>	<b>\$92,425.00</b>	<b>\$14,400.00</b>	<b>\$106,825.00</b>
<b><u>Association General Expenses</u></b>			
Association 2018 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 = \$1,600.00	(\$1,600.00)		(\$1,600.00)
7 Chapters Presidents @ \$200.00 ea = \$1,050.00	(\$1,050.00)		(\$1,050.00)
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)
Miscellaneous (General Management Expense) ***	8% (\$5,931.95)		(\$5,931.95)
<b><u>National Convention Expenses</u></b>			
National Contribution to Host Chapter for Convention 2019	(\$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	(\$1,400.00)		(\$1,400.00)
Convention Awards	(\$1,000.00)		(\$1,000.00)
National total Contribution towards Convention 2019	(\$11,900.00)		
<b><u>Association Administrative Expenses</u></b>			
Post Office Box Annual Rental Fee	(\$250.00)		(\$250.00)
Bank Fees	(\$300.00)		(\$300.00)
PayPal Fee **	2% (\$1,804.50)		(\$1,804.50)
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><u>Scholarship Program Tuition (B. W. Harris Episcopal School)*****</u></b>			
<b><u>Tuitions</u></b>			
1st - 6th Grade 10 Students @ \$400.00 ea	-\$4,000.00		-\$4,000.00
7th - 8th Grade 10 Students @ \$500.00 ea	-\$5,000.00		-\$5,000.00
9th - 10th Grade 10 Students @ \$540.00 ea	-\$5,400.00		-\$5,400.00
11th - 12th Grade 10 Students @ \$580.00 ea	-\$5,800.00		-\$5,800.00
<b>TOTAL</b>	<b>-\$20,200.00</b>		
<b><u>Programs</u></b>			
Tutoring/After School Program	-\$2,500.00		-\$2,500.00
Breakfast Program	-\$2,000.00		-\$2,000.00
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>-\$5,850.00</b>		
<b>TOTAL TUITION EXPENSES</b>	<b>-\$26,050.00</b>		
<b><u>Program Expenses (B. W. Harris Episcopal School)</u></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 2018-2019 Incentive Program	(\$5,000.00)		(\$5,000.00)
School Project Request	(\$1,500.00)		(\$1,500.00)
<b><u>SMARTTECH Program (B. W. Harris Episcopal School)</u></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)
Additional Computers in Lab 10 @ \$374.90/computer (Pending Report from Principal, as well as phr	(\$3,744.90)		(\$3,744.90)
<b><u>Administrative Expenses (B. W. Harris Episcopal School)</u></b>			
B W Harris 2018-2019 Principal Subsidy/Incentive	(\$600.00)		(\$600.00)
Board Rep Stipend in Liberia	(\$100.00)		(\$100.00)
Liaison Stipend	(\$500.00)		(\$500.00)
Liaison Laptop	(\$600.00)		(\$600.00)
Repairs & Maintenance of School *****	(\$2,500.00)		(\$2,500.00)
<b>TOTAL EXPENSES</b>	<b>(\$80,081.35)</b>		<b>(\$80,081.35)</b>
<b>NET EXCESS/(LOSS)</b>			<b>\$26,743.65</b>

**Note:**

\* Restricted Funds not applied to Operating Expenses

\*\* Total Income/Revenue Less Cash

\*\*\* Total Expenses

\*\*\*\* Actual Expenditure in 2018/2019 restricted to exigent or emergent circumstances with prior approval by the Executive Board