



# Chapter Timeline & Budget

Chapter President: \_\_\_\_\_

Staff Advisor/Host Site Coordinator: \_\_\_\_\_

Person Filling out Form: \_\_\_\_\_

How often does your chapter hold events?

Weekly  
  Bi-Weekly  
  Monthly  
 Every \_\_\_\_\_ At what time \_\_\_\_\_  
(Monday, 15th etc.) (Lunch, After school, 4pm etc.)

Will you be requesting funding for group events?  Yes  No

## Expected Chapter Income

Expected Income

<b>First Semester Fundraiser</b> Date: _____ Location: _____ Approx # of Attendees _____ Explain the fundraiser: _____	\$ _____
<b>Second Semester Fundraiser</b> Date: _____ Location: _____ Approx # of Attendees _____ Explain the fundraiser: _____	\$ _____
<b>September Balance</b>	\$ _____
<b>Other Income</b>	\$ _____

## Expected Chapter Costs

Expected Cost

<b>Administrative Chapter Costs</b> (ex. photocopying, supplies etc.)	\$ _____
<b>Chapter Executive Meeting</b> Date: _____ Location: _____ Approx # of Attendees _____ Explain the meeting: _____	\$ _____
<b>First Group Activity (Meet and Greet)</b> Date: _____ Location: _____ Approx # of Attendees _____ Explain the event: _____	\$ _____
<b>Second Group Activity</b> Date: _____ Location: _____ Approx # of Attendees _____ Explain the event: _____	\$ _____
<b>Third Group Activity</b> Date: _____ Location: _____ Approx # of Attendees _____ Explain the event: _____	\$ _____
<b>Fourth Group Activity</b> Date: _____ Location: _____ Approx # of Attendees _____ Explain the event: _____	\$ _____

Additional Costs	Details	Cost \$
Fundraising (purchasing supplies etc)		\$ _____
Conference Delegate		\$ _____
Other		\$ _____