



District #: 8
 Budget Currency: USD
 Fiscal Year 2018-2019

	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Total
Membership revenue	421	1,074	12,261	5,057	1,575	627	899	1,069	13,251	5,100	2,202	1,465	45,001
Conference revenue	-	-	-	-	-	-	-	-	-	-	8,036	-	8,036
Fundraising revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
TLI revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
District store revenue	-	-	-	150	-	300	-	-	-	-	300	-	750
Speech contest revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Other revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Total revenue	421	1,074	12,261	5,207	1,575	927	899	1,069	13,251	5,100	10,538	1,465	53,787
Conference expense	-	-	-	-	-	-	-	-	-	-	7,988	-	7,988
Fundraising expense	-	-	-	-	-	-	-	-	-	-	-	-	-
TLI expense	-	-	-	-	-	4,630	-	-	-	-	230	4,400	9,260
District store expense	-	-	-	-	225	-	-	-	500	-	-	-	725
Marketing expense	20	610	990	1,640	70	2,080	184	88	90	2,840	40	1,540	10,192
Communications & public relations expen	-	-	60	90	-	-	60	-	2,700	440	-	-	3,350
Education & training expense	-	-	-	2,170	600	-	657	150	-	-	-	-	3,577
Speech contest expense	-	-	-	-	-	-	1,575	150	-	150	-	-	1,875
Administration expense	93	1,257	188	333	453	593	593	541	218	93	93	107	4,562
Travel expense	20	8,946	2,135	2,832	835	2,906	1,173	2,082	2,102	80	80	125	23,317
Other expense	187	187	187	187	187	187	187	187	187	187	187	187	2,244
	320	11,000	3,560	7,252	2,370	10,396	4,429	3,198	5,797	3,790	8,618	6,359	67,089
District net income/(loss)	101	(9,926)	8,701	(2,045)	(795)	(9,469)	(3,530)	(2,129)	7,454	1,310	1,920	(4,894)	(13,302)

We, the undersigned, certify that this budget and narrative cover estimated receipts and expenditures for the district year. This budget directs the financial resources entrusted to the district toward achieving the district mission and will be presented to the district council for approval at its next meeting.

District Director _____ Date _____

Program Quality Director _____ Date _____

Club Growth Director _____ Date _____

Finance Manager _____ Date _____

	Total	Budget	%	Policy Max
Conference expense	7,988			
Fundraising expense	-			
District store expense	725			
Marketing expense	10,192			
	18,905	28.2%	Unlimited	
TLI expense	9,260			
Education & training expense	3,577			
	12,837	19.1%	30.0%	
Communications & public relations expense	3,350		5.0%	25.0%
Speech contest expense	1,875		2.8%	10.0%
Administration expense	4,562		6.8%	20.0%
Travel expense	23,317		34.8%	30.0%
Other expense	2,244		3.3%	10.0%
	35,347			
One of the expense categories is over the policy max. Please review and adjust appropriately.				
Total Expenses	67,089	100.0%		

Total Stockholders Equity per Balance Sheet as of June 30, 2018 **39,738.71**

Retention amount needed on June 30, 2019* **11,250**

Remaining funds at Year-end (estimated)** **15,186.39**

*This amount is provided by World Headquarters in an email.

**The goal is to budget the Remaining funds at Year-end to be as close to zero as possible without creating a loss. This amount should not be negative.



**TOASTMASTERS INTERNATIONAL
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2018-2019**

DISTRICT

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Following is a brief description/explanation of the estimated income and estimated expenses based on the goals outlined in the district success plan. The white rows are not password protected. Users may adjust the white area as necessary by adjusting the row height. Alternatively, a separate sheet may be used. **Each section of this narrative page must be completed in order for this report to be considered complete and counted as received by WHQ.** There are example questions to answer in each box. These can be deleted and replaced by your answers.

(Numbers are pulled from Summary tab)

Membership Revenue	Budgeted 45,001
<p>Membership goals: 5% increase in membership, member retention 80%. New or existing Strategies: Membership retention is equally important as new club development.</p>	

Conference Net Income/(Loss)	48
<p>Spring Conference selling 52 Full registrations @ \$110 plus meals and late registration adjustments= 8736 Expenses for hotel food and listed conference expenses 8663 leaving a projected surplus Hotel is not secured at this time</p>	

Fundraising Net Income/(Loss)	-
<p>No district fund raising events planned</p>	

TLI Net Income/(Loss)	(9,260)
<p>There will be two events held Mid year and Summer events, club officers are not charged to attend the TLI</p>	

District Store Net Income/(Loss)	25
<p>Three events planned (October leadership event, Mid year TLI, Spring conference. District store is technically open year round and sales of existing inventory are available. Will accommodate special requests. There are membership and education incentives planned that result in awards for gift certificates to district store. No outside vendor products except district history book for sale.</p>	

Other Revenue	-
<p>District Prison club fund raiser planned for TI maintained District Prison club Trust fund . No funds for district revenue and accounting is tracked by TI, not at District level</p>	



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DISTRICT

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Following is a brief description/explanation of the estimated income and estimated expenses based on the goals outlined in the district success plan. The white rows are not password protected. Users may adjust the white area as necessary by adjusting the row height. Alternatively, a separate sheet may be used. **Each section of this narrative page must be completed in order for this report to be considered complete and counted as received by WHQ.** There are example questions to answer in each box. These can be deleted and replaced by your answers.

(Numbers are pulled from Summary tab)

	<u>Budgeted</u>
Marketing	10,192
District focus: Table events, Small Business Monthly, Social media (FB, MeetUp, LinkedIn, etc.), newsletter. Planned events Open Houses, Two tabling events, advertisement in Small Business Monthly. Additional Trade shows added , maintaining MeetUp (costed item)	
Communications and Public Relations	3,350
Positive promotion of District 8 Toastmasters. Printed district newsletter for proxy distribution in spring Planned events: Two tabling events, advertisement in Small Business Monthly. More printed and social media presence planned this year with emphasis on cost	
Education and Training	3,577
Judges training, Trophies for division and district contests TLI is a separate line item.	
Speech contests	1,875
Two District speech contests planned as the emphasis of the Spring conference Trophies for budgeted area contests trophies. Trophies for division and District contests To film contests (a TI requirement) the purchase of flash memory cards to record contests on film	
Administration	4,562
Storage locker charges; digitizing historical materials to free out Storage costs. Software charges for web hosting, royalty for Tile presentation, Web security, Survey monkey subscription for year.	
Travel	23,317
CGD (\$700 mileage for the year; food from Int Conv), Club Extension Chair (\$75 mileage for the year). International Convention travel and accommodations; Convention registration fees for top three Area director travel to clubs This budget item will exceed. Any one not turning in a budget is limited to \$250 (assuming funds are available)	
Other Expenses	2,244
Monthly TI Allocation charge	



TOASTMASTERS INTERNATIONAL
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DISTRICT 8

USD

Account

#	Account Name	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Total
6005	Membership Revenue	421	1,074	12,261	5,057	1,575	627	899	1,069	13,251	5,100	2,202	1,465	45,001

**This amount is provided by World Headquarters in an email.



TOASTMASTERS INTERNATIONAL
ANNUAL BUDGET
2018-2019

DISTRICT 8

USD														
Account #	Account Name	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Total
Conference Revenue														
6025	Conference Registration-Member											5,720		5,720
6025	Conference Registration-Spouse / guest													-
6025	Conference-Late registrations											240		240
6025	Conference Registration -Meal Events											2,886		2,886
6025	Conference Registration-Speech contest													-
6025	Conference Registration -Other													-
6025	Conference Registration-Training													-
6050	Conference Refunds - Registration & Tickets											110		(110)
6055	Conference Refunds - Other													-
6060	Reimbursments - Registration & Tickets											700		(700)
6030	Conference-Sponsorship/Advertising													-
6035	Conference-Raffle													-
6040	Conference-Auction													-
6010	Conference-Donation													-
6020	Conference-Other Revenue													-
Total Conference Revenue		-	-	-	-	-	-	-	-	-	-	8,036	-	8,036
Conference Expenses														
7004	Conference-Badges & Pins											75		75
7008	Conference-Promotional Materials													-
7010	Conference-Awards Expense (Trophies,											200		200
7012	Conference-Supplies & Stationery Expense											100		100
7014	Conference-Room Rental Event Expense													-
7016	Conference-Meal Event Expense											6,538		6,538
7018	Conference-Decorations Expense											100		100
7020	Conference-Printing Expense											300		300
7022	Conference-Audio Visual Expense											75		75
7030	Conference-Photocopying Expense											50		50
7042	Conference-Outside Contractor Expense													-
7048	Conference-Equipment Purchase Expense												-	-
7070	Conference-Bank Charges & Credit Card Fee													-
7072	Conference-Sales Tax Expense (incl. GST,												-	-
7078	Conference-Food Expense											250		250
7080	Conference-Gifts & Thank Yous											50		50
7086	Conference-Miscellaneous Expenses													-
7090	Equipment Rental											250		250
														-
														-
														-
Total Conference Expenses		-	-	-	-	-	-	-	-	-	-	7,988	-	7,988
Conference Net Income/(Loss)		-	-	-	-	-	-	-	-	-	-	48	-	48



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USD														
Account #	Account Name	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Total
TLI Revenue														
6025	TLI Registration-Member registrations													-
6025	TLI Registration-Spouse / guest registrations													-
6025	TLI Registration-Late registrations													-
6025	TLI Registration-Meal Events													-
6025	TLI Registration-Speech contest													-
6025	TLI Registration-Other													-
6025	TLI Registration-Training													-
6025	TLI Registration-Speechcraft													-
6050	TLI Refunds - Registration & Tickets													-
6055	TLI Refunds - Other													-
6060	Reimbursements - Registration & Tickets													-
6030	TLI Sponsorship/Advertising													-
6035	TLI Raffle													-
6010	TLI Donation													-
6020	TLI Other Revenue													-
Total TLI Revenue		-	-	-	-	-	-	-	-	-	-	-	-	-
TLI Expenses														
7006	TLI-Educational Materials													-
7010	TLI-Awards Expense (Trophies, Plaques,													-
7012	TLI-Supplies & Stationery Expense						80					80		160
7014	TLI-Room Rental Event Expense						3,500						3,500	7,000
7016	TLI-Meal Event Expense						750						750	1,500
7020	TLI-Printing Expense						150						150	300
7030	TLI-Photocopying Expense													-
7070	TLI-Bank Charges & Credit Card Fee													-
7072	TLI-Sales Tax Expense (incl. GST, VAT, etc.)													-
7080	TLI-Gifts & Thank Yous													-
7086	TLI-Miscellaneous Expenses						100					100		200
7090	Equipment Rental						50					50		100
														-
														-
														-
Total TLI Expenses		-	-	-	-	-	4,630	-	-	-	-	230	4,400	9,260
TLI Net Income/(Loss)		-	-	-	-	-	(4,630)	-	-	-	-	(230)	(4,400)	(9,260)



TOASTMASTERS INTERNATIONAL
ANNUAL BUDGET
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DISTRICT

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		USD												
Account #	Account Name	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Total
6045	District Store Revenue				150		300					300		750
7002	Cost of Sales Expense - District Store					225				500				725
District Store Net Income/(Loss)		-	-	-	150	(225)	300	-	-	(500)	-	300	-	25

7082 Marketing-Incentives				1,500						1,500			3,000
7086 Marketing-Miscellaneous Expenses													-
													-
													-
	-	-	-	1,500	-	40	44	48	-	1,500	-	-	3,132
Marketing-Other Expense													-
7008 Marketing-Promotional Materials													-
7010 Marketing-Awards Expense (Trophies,													-
7036 Marketing-Advertising Expense													-
7048 Marketing-Equipment Purchase Expense													-
7078 Marketing-Food Expense	20	60	40	40	40	40	40	40	40	40	40	40	480
7080 Marketing-Gifts & Thank Yous													-
7086 Marketing-Miscellaneous Expenses													-
													-
													-
	20	60	40	40	40	40	40	40	40	40	40	40	480
Total Marketing Expenses	20	610	990	1,640	70	2,080	184	88	90	2,840	40	1,540	10,192



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DISTRICT 8

USD														
Account #	Account Name	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Total
PR Manager														
7058	Lodging Expense													-
7060	Transportation - Airfare Expense													-
7062	Transportation - Mileage Expense					25	84	13						123
7064	Transportation - Taxis/Shuttle Expense													-
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7072	Travel-Sales Tax Expense (incl. GST, VAT,													-
		-	-	-	-	25	84	13	-	-	-	-	-	123
Administration Manager														
7058	Lodging Expense													-
7060	Transportation - Airfare Expense													-
7062	Transportation - Mileage Expense			250										250
7064	Transportation - Taxis/Shuttle Expense													-
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7072	Travel-Sales Tax Expense (incl. GST, VAT,													-
		-	-	250	-	-	-	-	-	-	-	-	-	250
Division Director														
7058	Lodging Expense													-
7060	Transportation - Airfare Expense													-
7062	Transportation - Mileage Expense		1,420	1,500	750	750	750							5,170
7064	Transportation - Taxis/Shuttle Expense													-
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7072	Travel-Sales Tax Expense (incl. GST, VAT,													-
		-	1,420	1,500	750	750	750	-	-	-	-	-	-	5,170
Area Director														
7058	Lodging Expense													-
7060	Transportation - Airfare Expense													-
7062	Transportation - Mileage Expense				2,022		2,022		2,022	2,022				8,088
7064	Transportation - Taxis/Shuttle Expense													-
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7072	Travel-Sales Tax Expense (incl. GST, VAT,													-
		-	-	-	2,022	-	2,022	-	2,022	2,022	-	-	-	8,088



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USD														
Account #	Account Name	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Total
IPDG														
7058	Lodging Expense													-
7060	Transportation - Airfare Expense													-
7062	Transportation - Mileage Expense			75										75
7064	Transportation - Taxis/Shuttle Expense													-
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7078	Travel-Food Expense													-
		-	-	75	-	-	-	-	-	-	-	-	-	75
Keynote Speaker														
7058	Lodging Expense													-
7060	Transportation - Airfare Expense													-
7062	Transportation - Mileage Expense													-
7064	Transportation - Taxis/Shuttle Expense													-
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7072	Travel-Sales Tax Expense (incl. GST, VAT,													-
		-	-	-	-	-	-	-	-	-	-	-	-	-
Other Member														
7058	Lodging Expense													-
7060	Transportation - Airfare Expense													-
7062	Transportation - Mileage Expense													-
7064	Transportation - Taxis/Shuttle Expense													-
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7072	Travel-Sales Tax Expense (incl. GST, VAT,													-
		-	-	-	-	-	-	-	-	-	-	-	-	-
Total Travel Expenses		20	8,946	2,135	2,832	835	2,906	1,173	2,082	2,102	80	80	125	23,317

