

NENY Area 48 2023 Proposed Budget

Amounts allocated are the maximum allowable expenditures for each category. Actual expenditures must be reported in writing and documented with receipts. Reports are due by April 15th, July 15th, October 15th and December 15th. The Finance Committee must review all reports past due before any payments are made. Allocated monies are disbursed when requested, and only when an accounting of the previous allocation has been made. Eligible expenses include mileage at \$0.45 per mile, tolls, postage, supplies, telephone, printing, copies and other. Receipts and mileage details are required.

The funded amount for various events is based on hotel costs, registration costs, tolls and mileage to the year's event and estimated costs to the 2023 event. It is hoped that this method will help bring the budget closer to the actual expenses and give all those who want to serve the NENY Area an equal opportunity. Allocations are for the specific event only and cannot be utilized for another event. There will be no reimbursement for hotel costs if the participant lives within a 25 mile radius of the event. This will not apply if special accommodations are required. **As always, those funded are asked to share expenses whenever possible.**

<u>(A) Expenses:</u>	Position Total	Expense Allocation	NERAASA Albany NY Feb 2023	NERF Boston, MA June 2023	NYSIW Area 50 Aug 2023	NENY Convention Western Cluster Nov 2023
<u>Area Officer Allocations:</u>						
Area Delegate	\$ 5,000	\$ 5,000	Event costs are included in allocation			
Area Chairperson	\$ 4,000	\$ 4,000	Event costs are included in allocation			
Alternate Area Chairperson	\$ 2,100	\$ 600	\$ 450	\$ 550	\$ -	\$ 500
Secretary	\$ 1,900	\$ 400	\$ 450	\$ 550	\$ -	\$ 500
Treasurer	\$ 2,600	\$ 1,100	\$ 450	\$ 550	\$ -	\$ 500
Registrar/Alt. Secretary	\$ 2,200	\$ 700	\$ 450	\$ 550	\$ -	\$ 500
Alt Treasurer/Finance Chair	\$ 1,900	\$ 400	\$ 450	\$ 550	\$ -	\$ 500
Alternate Registrar	\$ 300	\$ 300	\$ -	\$ -	\$ -	\$ -
<u>Committee Chair Allocations:</u>						
Accessibilities Committee Chair	\$ 2,400	\$ 400	\$ 450	\$ 550	\$ 500	\$ 500
Archivist	\$ 2,400	\$ 400	\$ 450	\$ 550	\$ 500	\$ 500
Bridging-the-Gap (BTG) Committee Chair	\$ 2,500	\$ 500	\$ 450	\$ 550	\$ 500	\$ 500
Cooperation w/Professional Comm. (CPC) Committee Cha	\$ 2,400	\$ 400	\$ 450	\$ 550	\$ 500	\$ 500
Corrections Committee Chair	\$ 2,500	\$ 500	\$ 450	\$ 550	\$ 500	\$ 500
Grapevine Chair	\$ 2,400	\$ 400	\$ 450	\$ 550	\$ 500	\$ 500
Inclusivity Chair	\$ 2,400	\$ 400	\$ 450	\$ 550	\$ 500	\$ 500
Literature Chair	\$ 2,400	\$ 400	\$ 450	\$ 550	\$ 500	\$ 500
Newsletter Editor	\$ 2,400	\$ 400	\$ 450	\$ 550	\$ 500	\$ 500
Public Information (PI) Committee Chair	\$ 2,400	\$ 400	\$ 450	\$ 550	\$ 500	\$ 500
Technology Committee Chair	\$ 2,400	\$ 400	\$ 450	\$ 550	\$ 500	\$ 500
Treatment Committee Chair	\$ 2,500	\$ 500	\$ 450	\$ 550	\$ 500	\$ 500
<u>Other Position Allocations:</u>						
Finance Committee Past DCM	\$ 400	\$ 400	\$ -	\$ -	\$ -	\$ -
Finance Committee Past Delegate	\$ 400	\$ 400	\$ -	\$ -	\$ -	\$ -
NENY Convention Chair	\$ 300	\$ 300	\$ -	\$ -	\$ -	\$ -
Travel expenses to Area Events (see note c)	\$ 750	\$ 750	\$ -	\$ -	\$ -	\$ -
Sub-Totals (A)	\$ 50,950	\$ 19,450	\$ 7,650	\$ 9,350	\$ 6,000	\$ 8,500

<u>(B) Other Expenses:</u>	Proposed 2023	
GSO Conference Contribution	\$ 3,000	Contribution is \$1800 plus donation of \$1200
Area Events:		
Area Inventory Day (even years)	\$ -	Allocations to clusters for Area functions will be \$750. Amount allocated should be sufficient to cover event costs- if clusters need assistance staying within budget, they should contact the Alternate Area Chair and/or seek guidance from experienced members. The reimbursement of expenses exceeding the allocated amount will be considered by the Finance Committee if requested. Any 7th Tradition contributions collected in excess of the expenses shall be returned to the Area. There are two Area Assemblies in even-numbered years (May and October). There are three Area Assemblies in odd-number years including the Area Election Assembly held in September.
Day of Sharing/Delegates Day	\$ 750	
Area Assemblies (2 even years, 3 on odd years)	\$ 2,250	
Fellowship Days (2)	\$ 1,500	
Joy of Service Day	\$ 750	
Orientation Day	\$ 750	
Newsletter Postage	\$ 2,100	
Newsletter Printing	\$ 1,600	
Archive Storage Fees	\$ 1,100	
Literature:		
NENY Meeting Schedules for (8) Committee Chairs (200 e:	\$ 800	Committees receiving NENY Meeting Schedules are PI, CPC, TF, BTG, CFC, ACC, LIT and INCL. ~\$0.50 per book
NENY Service Manual Updates	\$ 200	For printing of manuals and distribution to Area members (also on the website)
Service Literature for Area Officers/Committees	\$ 1,000	Area Chair responsible for this budget line.

Bridging the Gap Workbooks	\$	225	Estimated for 10 workbooks per year
Seed Money:			
NENY Convention 2024 (Seed Money)	\$	2,000	2024 NENY Convention Host Committee
1800 Additional NENY Meeting Schedule Books(Seed Mon	\$	900	\$900.00 is allocated as seed money for additional NENY meeting schedules to fulfill orders received after approved deadline; schedules are to be distributed as needed by the Alternate Area Treasurer. NENY Area will recover the cost of the schedules if all books are sold.
Other Event Allocations:			
5th Tradition Workshops (2)	\$	500	For two workshops (old corrections connection)
Area funded Scholarships	\$	2,500	For scholarships that may be awarded by lottery in each of 5 clusters @ \$500 a piece (App'd 10/2019 Assembly)
Administrative Expenses:			
Mail Box Service	\$	500	
Insurance Costs	\$	700	General liability policy, events, storage unit.
Computer Maintenance	\$	400	idrive backup software, malware, misc RAM purchases, QB upgrades
Computer Purchase	\$	1,500	Budgeted amount is contingency for replacement of 1 PC. Area computers maintained for Registrar, Alt Registrar, Treasurer, Alt Treasurer, Secretary, Webmaster positions.
Airtable Software	\$	1,440	Database used by Area and District Registrars for managing group updates.
JotForm Software	\$	200	Data collection software (Convention registration, expense submission, group/meeting updates)
Winhost	\$	95	Communications between AirTable and Wordpress. 2 year contract (paid thru 2022)
Siteground (Website hosting, Wordpress)	\$	1,008	3 years prepaid (1 year paid in 2022)
Malware detection & Domain ID Protection	\$	120	Misc. Siteground charges
Virtual online meeting software (e.g. Zoom)	\$	300	To facilitate online meetings for the Area.
Tax Preparation	\$	1,100	Includes \$50 annual NYS filing fee for non-profit status.
Bank Fees	\$	200	Check printing, bounced check fees, etc.
PayPal Fees	\$	100	Service fees
Prior Year Expenses	\$	500	
Sub-Total (B)	\$	30,088	

Total Expenses (A+B):	\$	81,038
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Income:

NENY 2022 Convention (Seed Money Return in 2023)	\$	2,000	
Extra NENY Meeting Books (Seed Money Return in 2023)	\$	900	(assumes schedules will be printed for 2023)
Projected Group Contributions	\$	53,138	
Estimated Checkbook Carryover on 1/1/23	\$	25,000	
Total Income Needed:	\$	81,038	

Misc Information:

Prudent Reserve	\$	7,000	
Mileage Rate	\$	0.45	(Proposed increase from \$0.35 per mile, to be voted on at October 2022 Assembly)

Notes:

- Additional items may be funded at the discretion of the NENY Finance Committee.
- 50% Contribution to GSO of any Surplus Funds over \$20,000 upon year end numbers (Approved Oct 2019 Assembly)
- Reimbursement for travel expenses to Area Events for AA members asked by the Area Chair or Delegate to take on a role at an Area event, but who are not eligible for reimbursement through other AA means. (Approved at May 2020 Assembly).