

**TOASTMASTERS**  
INTERNATIONAL®

District #: 61  
Budget Currency: CAD  
Fiscal Year **2011-12**

	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Total
Membership Revenue	349	295	19,498	6,447	2,554	1,080	983	1,039	27,342	4,023	1,966	2,672	68,248
Conference Revenue	-	-	-	-	50,090	-	-	-	-	49,950	-	-	100,040
Fundraising Revenue	-	-	-	-	-	-	-	3,500	-	-	-	-	3,500
TLI Revenue	-	-	-	-	-	-	5,100	-	-	-	-	5,100	10,200
District Store Revenue	-	100	950	-	5,700	300	1,500	-	-	1,900	4,000	1,600	16,050
Other Revenue	-	-	-	2,000	-	-	-	-	-	-	-	-	2,000
<b>Total Revenue</b>	<b>349</b>	<b>395</b>	<b>20,448</b>	<b>8,447</b>	<b>58,344</b>	<b>1,380</b>	<b>7,583</b>	<b>4,539</b>	<b>27,342</b>	<b>55,873</b>	<b>5,966</b>	<b>9,372</b>	<b>200,038</b>
Conference Expenses	-	-	-	-	49,145	-	-	-	-	46,710	-	-	95,855
Fundraising Expenses	-	-	-	-	-	-	-	1,000	-	-	-	-	1,000
TLI Expenses	-	-	-	-	-	-	5,050	-	-	-	-	5,050	10,100
District Store Expenses	-	5,450	-	-	2,900	175	400	-	-	5,900	-	1,200	16,025
Marketing	33	578	4,253	968	463	465	888	438	488	438	1,438	1,085	11,535
Communications & Public Relations	-	-	470	70	70	70	1,070	70	70	470	70	70	2,500
Education & Training	800	-	700	300	300	100	700	-	1,050	400	400	300	5,050
Speech Contest	-	1,297	-	1,720	-	-	-	-	2,200	-	-	480	5,697
Administration	175	90	1,645	150	275	50	485	50	1,525	425	50	50	4,970
Travel	2,750	14,010	2,950	2,800	3,363	2,310	3,350	2,500	3,500	2,650	2,900	4,200	47,283
Other Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-
	3,758	21,425	10,018	6,008	56,516	3,170	11,943	4,058	8,833	56,993	4,858	12,435	200,015
District Net Income/(Loss)	(3,409)	(21,030)	10,430	2,439	1,828	(1,790)	(4,360)	481	18,509	(1,120)	1,108	(3,063)	23

	%	
	Total	Budget Policy Max
Conference Expenses	95,855	
Fundraising Expenses	1,000	
District Store Expenses	16,025	
Marketing	11,535	
	<u>124,415</u>	62.2% Unlimited
TLI Expenses	10,100	
Education & Training	5,050	
	<u>15,150</u>	7.6% 30.0%
Communications & Public Relations	2,500	1.2% 25.0%
Speech Contest	5,697	2.8% 10.0%
Administration	4,970	2.5% 20.0%
Travel	47,283	23.6% 30.0%
Other Expenses	-	0.0% 10.0%
	<u>60,450</u>	
Total Expenses	<u>200,015</u>	100.0%

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 Governor	Date
Lt. Governor Education and Training	Date
Lt. Governor Marketing	Date
District Treasurer	Date

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 WHO.** There are example questions to answer in each box. These can be deleted and replaced by your answers.

(Numbers are pulled from Summary tab)

Budgeted

**Membership Revenue**

**68,248**

Revenue amounts provided by TI Aug. 5. Increase in revenue is due to the TI dues increase, effective Oct/2011. District is planning for an increase of 3% in membership. Impact of the dues increase on membership is unknown and not included in the totals.

**Conference Net Income/(Loss)**

**4,185**

Both conferences will be held in the Ottawa/Gatineau region. Forecasting a small profit for the Fall conference and a small profit for the Spring Conference. Attendance for Fall conference is based on 305 attendees, with most registrations costing between \$160 and \$199. Spring conference plans based on 255 attendees with costs between \$160 and \$200.

**Fundraising Net Income/(Loss)**

**2,500**

Two events will be held. Each will be a workshop given by Toastmasters who have a special skill and offer a benefit to attendees. All funds will be used in the regular District operations. Planned workshops are:

Teri Kingston, Carl Richards - paid workshops (revenue 100 x \$20, venue cost \$500)  
Raymond Brisebois - workshop (revenue 50 x \$30, venue cost \$500)

**TLI Net Income/(Loss)**

**100**

Two TLI events will be held (Jan/2012, Jun/2012). Revenue is based on 170 paid clubs @ \$30 each. Main expense is for room rental. Events will be on a 'break even' basis.

**District Store Net Income/(Loss)**

**25**

District operates a bookstore with two locations for the inventory (Ottawa, Montreal/Quebec). Inventory is brought to the District events for on-site sales. All purchases are from Toastmasters International. The bookstore orders can be placed electronically any time. However, majority of sales occur at TLI's and District Conferences. Estimates of the impact on sales due to re-branding are unknown, and are not included in the totals.

**Other Revenue**

**2,000**

Sell Entertainment coupon books (\$2000).

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(Numbers are pulled from Summary tab)

Budgeted

**Marketing**

**11,535**

Main focus is to provide incentives to members to encourage lead generation for potential clubs. Expenses include: New Club incentives (banners, educational materials \$1600), club re-buildng incentives (\$1200), incentives for sponsors/mentors (\$420), incentives for leads (\$200), corporate visits (\$200), job fairs (\$3400 & \$1500), incentives for Area & Division Governors (\$500).  
Small incentives (purchases from TI bookstore) - DEC meetings (\$150).

**Communications and Public Relations**

**2,500**

Translation committee activities funded by District: \$1000; includes annual subscription to Termium (a translation tool), as well as necessary supplies. Other expenses include printing of business cards and reprinting of other print materials due to re-branding.

**Education and Training**

**5,050**

Expenses for events related to training for Area & Division Governors.

**Speech contests**

**5,697**

Funds budgeted for Division and District contest requirements (trophies, room rentals) - \$1500 in Oct & Mar. \$1297 in Aug for contest kits for Area & Division Governors.

**Administration**

**4,970**

Mailing envelopes and stamps, District website, telephone for District business, District badges; also the fees for customs and shipping.

**Travel**

**47,283**

District reimburses \$0.25 per kilometer.  
Budget is for travel to International conference, District Executive meetings, District events, and club visits.

**Other Expenses**

**-**

n/a.

		CAD												
Account #	Account Name	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Total
6005	Membership Revenue	349	295	19,498	6,447	2,554	1,080	983	1,039	27,342	4,023	1,966	2,672	<b>68,248</b>







		CAD												
Account #	Account Name	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Total
6045	District Store Revenue		100	950		5,700	300	1,500			1,900	4,000	1,600	16,050
7002	District Store Expenses		5,450			2,900	175	400			5,900		1,200	16,025
	District Store Net Income/(Loss)	-	(5,350)	950	-	2,800	125	1,100	-	-	(4,000)	4,000	400	25













		CAD												
Account #	Account Name	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Total
<b>Speech Contest Expenses</b>														
7010	SC-Awards Expense (Trophies, Plaques, Ribbons & Certificates)				1,500					1,500				3,000
7086	SC-Miscellaneous Expenses				220					700			480	1,400
7086	SC-Miscellaneous Expenses		1,297											1,297
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<b>Total Speech Contest Expenses</b>		-	1,297	-	1,720	-	-	-	-	2,200	-	-	480	5,697











