

	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Total
Membership revenue	1,009	983	25,020	6,901	2,227	1,017	1,183	1,311	25,431	7,087	2,655	3,383	78,064
Conference revenue	-	-	-	-	29,300	-	-	-	-	-	36,400	-	65,700
Fundraising revenue	3,432	-	-	-	-	-	-	-	-	-	-	-	3,432
TLI revenue	2,388	-	-	-	700	490	4,490	-	-	-	400	2,800	11,268
District store revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Speech contest revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Other revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Total revenue	6,826	883	25,020	6,901	32,227	1,507	5,673	1,311	25,431	7,087	39,455	6,183	158,464
Conference expense	-	-	-	-	32,296	-	-	-	-	-	32,800	-	65,096
Fundraising expense	7,254	-	-	-	-	-	-	-	-	-	-	5,090	12,254
TLI expense	7,250	-	625	200	1,800	2,150	4,125	1,000	1,500	1,500	2,670	3,821	25,141
District store expense	-	-	-	-	-	-	-	-	-	-	-	-	-
Marketing expense	1,330	2,835	2,005	2,470	465	340	1,860	340	340	2,570	340	1,870	16,585
Communications & public relations expense	-	-	3,835	300	300	100	300	625	3,550	550	675	550	10,785
Education & training expense	955	-	450	100	-	-	450	100	450	3,000	-	650	6,155
Speech contest expense	-	-	-	2,500	300	-	-	-	-	2,800	-	-	5,600
Administration expense	1,091	1,475	980	2,255	1,405	705	805	830	930	780	1,405	780	13,391
Travel expense	240	5,220	200	400	300	400	1,300	400	200	400	200	400	9,660
Other expense	-	-	-	-	-	-	-	-	-	-	-	-	-
Total expense	18,120	6,330	6,045	6,225	36,886	3,695	8,640	3,295	5,470	11,600	38,090	13,071	164,647
District net income/(loss)	(11,294)	(8,447)	16,975	(1,324)	(4,659)	(2,188)	(3,167)	(1,984)	19,961	(4,533)	1,385	(6,888)	(6,183)

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: Heddie V. Osuna 10/4/14
 Date: _____
 District treasurer: [Signature] 10/4/14
 Date: _____
 District governor education and training: [Signature] 10/4/14
 Date: _____
 District governor marketing: [Signature] 10/4/14
 Date: _____

	Total	Budget	Policy Max
Conference expense	65,096	32,296	Unlimited
Fundraising expense	12,254	7,254	Unlimited
District store expense	-	-	Unlimited
Marketing expense	18,585	93,915	Unlimited
TLI expense	25,141	6,155	30.0%
Education & training expense	31,296	6,155	30.0%
Communications & public relations expense	10,785	10,785	100.0%
Speech contest expense	5,600	5,600	100.0%
Administration expense	13,391	13,391	100.0%
Travel expense	9,660	9,660	100.0%
Other expense	-	39,436	0.0%
Total Expenses	164,647	164,647	100.0%

Cash & Cash Equivalents per Balance Sheet as of June 30, 2014: 66,653.00
 Retention amount needed on June 30, 2015*: 19,516
 Remaining funds at Year-end (estimated)**: 40,954.00

*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.

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
78,064**

The district budget is in line with the membership plans. Our dues renewal team is focused on notifying the corporate clubs to request their dues in a timely manner in order to make on time payments. Educate the members on the use of the online payment system. Develop a member retention program. Add additional incentives to the Smedley, Beat the Clock, Talk Up Toastmasters campaigns by including on Facebook and the District website. Host Toastmasters booths at public events to encourage new membership. Encourage Open House programs and provide information on best practices. Make brochures on "How to Triple Your Membership in Six Months" available to all clubs.

Conference Net Income/(Loss) **604**

The Fall Conference will be in Tucson and the Spring Conference will be held in the Phoenix Metro-Area. We have budgeted for \$604 net income for the Spring conference for anticipated larger registration numbers due to our keynote speaker and location. A full conference package is \$165. Tucson's budgeted cost is \$32,296 and Phoenix Spring conference budgeted costs are at \$32,800. Free conference packages have been used as an incentive for starting new clubs. There was a carry over for free conference packages from last year as several clubs were chartered during the month of June. There have been four new clubs chartered during the first three months of 2014-2015 club year, therefore, four free conference packages.

Fundraising Net Income/(Loss) **(8,822)**

Only one event each year-July Jubilee. An event to honor and award outstanding members, Area Governors, Division Governors, Committee Chairs, District officers and outgoing District Governor.

TLI Net Income/(Loss) **(13,873)**

There are ten TLI sessions held each year - five in the summer and five in the winter. With the Super Bowl in Phoenix this year, it is extremely difficult to find low cost, large multi-room facilities. We are splitting the venues by going to two churches for reasonable costs for the buildings but no food and two hotels where the food is the majority of the costs. The charge per officer is \$7 to entice more clubs to send their officers. On an estimated 1609 officers being trained, the cost for each officer is \$15.63, therefore, the loss is \$8.63 per officer.

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

District 3 does not have a district store.

Other Revenue

-

No other revenue is expected.

Marketing**16,565**

Marketing team is working on a dues renewals campaign with clubs earning club ribbons. Educate the members on the use of the online payment system. Make sure all Division and Area Governors know this process. Develop a member retention program to educate the clubs in the value of retaining their members. Making the program rewarding for the clubs and exciting for their members. Add more hype and incentives to the Smedley, Beat the Clock, Talk Up Toastmasters campaigns by including on Facebook and the District website. Excite the clubs with the District 3 monthly membership contest "Bragging Rights" by posting online and issuing gift

Communications and Public Relations**10,785**

Host Toastmasters booths at public events to encourage new membership. Encourage Open House programs and provide information on best practices. Make brochures on "How to Triple Your Membership in Six Months" available to all clubs. Participation in media outreach programs throughout the different communities.

Education and Training**6,155**

Training for Division and Area Governors on how to start a new club. Working with Area Governors on supporting the club leads in their Areas. Educating the members on activities and opportunities available to them. Promotion of what Toastmasters offers for individuals professional and personal needs. The district has held training classes to help the Area Governors and Division Governors understand how they can help the clubs become successful. They have made the brochure "How to Triple Your

Speech contests**5,600**

District 3 holds four speech contests each year. Humorous and Table Topics(or Evaluations) in the fall and International and Tall Tales in the spring. The Area contests are held in September and March, Division Contests in October and April, District at the Fall and Spring conferences. Trophies are ordered for Area, Division and

Administration**13,391**

Most Administration charges are in bank charges, credit card charges and other fees. Website and Printing costs, photocopying and telephone. Storage is \$1,500.

Travel**9,660**

Trip expenses for conventions in registration fees and lodging. Mileage

Other Expenses

No other expenses

Account # Account Name
6005 Membership Revenue

USD												
Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Total
1,006	883	28,028	6,901	2,227	1,017	1,183	1,311	25,431	7,067	2,655	3,363	78,064

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

Account #	Account Name	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Total
Fundraising Revenue														
6025	Fundraising Registration	3,432												3,432
6010	Fundraising Donations - Individual													-
6010	Fundraising Donations - Corporate													-
6010	Fundraising Donations - Other													-
6050	Fundraising Refunds - Registration & Tickets													-
6055	Fundraising Refunds - Other													-
6060	Reimbursements - Registration & Tickets													-
6020	Fundraising Other Revenue													-
6030	Fundraising Sponsorship/Advertising Revenue													-
6035	Fundraising Raffle Revenue													-
6040	Fundraising Auction Revenue													-
	Total Fundraising Revenue	3,432												3,432

Account #	Account Name	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Total
Fundraising Expenses														
7008	Fundraising-Promotional Materials													-
7010	Fundraising-Awards Expense (Trophies, Plaques, Ribbons, etc.)													4,000
7012	Fundraising-Office Expenses													-
7014	Fundraising-Room Rental Event Expense	7,104												1,000
7018	Fundraising-Decorations Expense													-
7022	Fundraising-Audio Visual Expense													-
7042	Fundraising-Outside Contractor Expense													-
7070	Fundraising-Bank Charges & Credit Card													-
7078	Fundraising-Food Expense													-
7086	Fundraising-Miscellaneous Expenses	150												150
7090	Equipment Rental													-
	Total Fundraising Expenses	7,254												5,000
	Fundraising Net Income/(Loss)	(3,822)												(8,822)

USD

USD

Account #	Account Name	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Total
TLI Revenue														
6025	TLI Registration-Member registrations	2,388				700	490	4,490				400	2,800	11,268
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													-
8020	TLI Other Revenue													-
Total TLI Revenue		2,388				700	490	4,490				400	2,800	11,268

Account #	Account Name	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Total
TLI Expenses														
7006	TLI-Educational Materials													1,500
7010	TLI-Awards Expense (Trophies, Plaques,					500								500
7012	TLI-Supplies & Stationery Expense							520	1,000					1,000
7014	TLI-Room Rental Event Expense	2,476		625	200		1,000	520						7,341
7016	TLI-Meal Event Expense	3,454					800	3,255						9,980
7020	TLI-Printing Expense					1,300								2,600
7030	TLI-Photocopying Expense						100						100	400
7070	TLI-Bank Charges & Credit Card Fee													-
7072	TLI-Sales Tax Expense (Incl. GST, VAT,													-
7080	TLI-Gifts & Thank You's													-
7086	TLI-Miscellaneous Expenses						250							250
7090	Equipment Rental													-
Total TLI Expenses		7,250		625	200	1,800	2,150	4,125	1,000		1,500	2,670	3,621	25,141
TLI Net Income/(Loss)		(4,862)		(625)	(200)	(1,100)	(1,660)	365	(1,000)		(1,500)	(2,270)	(1,021)	(13,873)

Account # Account Name

Other Revenue

6010 Donation Revenue

6015 Interest Income

6020 Miscellaneous Income

6025 Registration & Ticket Revenue

6030 Sponsorship/Advertising Revenue

6035 Raffle Revenue

6050 Refunds - Registration & Tickets

6055 Refunds - Other

District Share Net Income/(Loss)

	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Total
6010 Donation Revenue													
6015 Interest Income													
6020 Miscellaneous Income													
6025 Registration & Ticket Revenue													
6030 Sponsorship/Advertising Revenue													
6035 Raffle Revenue													
6050 Refunds - Registration & Tickets													
6055 Refunds - Other													
District Share Net Income/(Loss)													

USD

Account #

Account Name

APR-14 MAY-14 JUN-14 JUL-14 AUG-14 SEP-14 OCT-14 NOV-14 DEC-14 JAN-15 FEB-15 MAR-15 APR-15 MAY-15 JUN-15 JUL-15

Total

USD

Marketing Expenses
 Marketing - Building New Clubs
 7008 Marketing-Educational Materials
 7008 Marketing-Promotional Materials
 7010 Marketing-Awards Expenses (Trophies,
 7012 Marketing-Supplies & Stationery Expense
 7028 Marketing-Advertising Expense
 7044 Marketing Postage & Shipping Expense
 7082 Marketing-Incentives
 7088 Marketing-Printing Expenses
 7098 Marketing-Promotional Materials

Account #	Account Name	APR-14	MAY-14	JUN-14	JUL-14	AUG-14	SEP-14	OCT-14	NOV-14	DEC-14	JAN-15	FEB-15	MAR-15	APR-15	MAY-15	JUN-15	JUL-15	Total
7008	Marketing-Educational Materials																	
7008	Marketing-Promotional Materials																	
7010	Marketing-Awards Expenses (Trophies, 7012 Marketing-Supplies & Stationery Expense																	
7028	Marketing-Advertising Expense																	
7044	Marketing Postage & Shipping Expense																	
7082	Marketing-Incentives	1,200	1,250	300	300	300	300	300	300	300	300	300	300	300	300	300	300	5,450
7088	Marketing-Printing Expenses		100			100												300
7098	Marketing-Promotional Materials		25	450		25					25							550
		1,200	1,375	750	300	425	300	425	300	425	300	300	300	325	300	300	300	8,300

Marketing - Membership Growth
 7004 Marketing-Badges & Pins
 7008 Marketing-Educational Materials
 7010 Marketing-Award Expenses (Trophies,
 7038 Marketing-Advertising Expense
 7040 Marketing-Trade Show Registration
 7096 Marketing-Miscellaneous Expenses
 7098 Marketing-Incentives
 7098 Marketing-Printing Expenses
 7098 Marketing-Postage & Shipping Expense

Account #	Account Name	APR-14	MAY-14	JUN-14	JUL-14	AUG-14	SEP-14	OCT-14	NOV-14	DEC-14	JAN-15	FEB-15	MAR-15	APR-15	MAY-15	JUN-15	JUL-15	Total
7004	Marketing-Badges & Pins																	
7008	Marketing-Educational Materials																	
7010	Marketing-Award Expenses (Trophies, 7038 Marketing-Advertising Expense				600													1,200
7040	Marketing-Trade Show Registration																	
7096	Marketing-Miscellaneous Expenses	25	40	40	40	40	40	40	40	40	40	40	40	40	40	40	40	485
7098	Marketing-Incentives		1,120	115	1,500													5,735
7098	Marketing-Printing Expenses		250								100							350
7098	Marketing-Postage & Shipping Expense	25	1,180	405	2,170	40	40	140	40	40	40	40	40	2,170	30	40	1,570	7,840

Marketing-Club coaches
 7008 Marketing-Educational Materials
 7010 Marketing-Awards Expenses (Trophies,
 7020 Marketing-Printing Expenses
 7098 Marketing-Incentives
 7098 Marketing-Postage & Shipping Expense

Account #	Account Name	APR-14	MAY-14	JUN-14	JUL-14	AUG-14	SEP-14	OCT-14	NOV-14	DEC-14	JAN-15	FEB-15	MAR-15	APR-15	MAY-15	JUN-15	JUL-15	Total
7008	Marketing-Educational Materials																	
7010	Marketing-Awards Expenses (Trophies, 7020 Marketing-Printing Expenses	75									75							150
7020	Marketing-Printing Expenses										1,000							1,000
7098	Marketing-Incentives										180							180
7098	Marketing-Postage & Shipping Expense	30									30							60
		105		100							1,285							1,490

Marketing-Robukening
 7004 Marketing-Badges & Pins
 7008 Marketing-Educational Materials
 7010 Marketing-Awards Expenses (Trophies,
 7098 Marketing-Incentives

Account #	Account Name	APR-14	MAY-14	JUN-14	JUL-14	AUG-14	SEP-14	OCT-14	NOV-14	DEC-14	JAN-15	FEB-15	MAR-15	APR-15	MAY-15	JUN-15	JUL-15	Total
7004	Marketing-Badges & Pins																	
7008	Marketing-Educational Materials																	
7010	Marketing-Awards Expenses (Trophies, 7098 Marketing-Incentives										100							175
7098	Marketing-Incentives																	
				100														175

Marketing-Recognition
 7004 Marketing-Badges & Pins
 7009 Marketing-Promotional Materials
 7010 Marketing-Awards Expenses (Trophies,
 7020 Marketing-Printing Expenses
 7080 Marketing-Gifts & Thank You's
 7082 Marketing-Incentives
 7088 Marketing-Miscellaneous Expenses

Account #	Account Name	APR-14	MAY-14	JUN-14	JUL-14	AUG-14	SEP-14	OCT-14	NOV-14	DEC-14	JAN-15	FEB-15	MAR-15	APR-15	MAY-15	JUN-15	JUL-15	Total
7004	Marketing-Badges & Pins																	
7009	Marketing-Promotional Materials																	
7010	Marketing-Awards Expenses (Trophies, 7020 Marketing-Printing Expenses																	
7080	Marketing-Gifts & Thank You's																	
7082	Marketing-Incentives																	
7088	Marketing-Miscellaneous Expenses																	

Marketing-Other Expenses
 7008 Marketing-Promotional Materials
 7010 Marketing-Awards Expenses (Trophies,
 7036 Marketing-Advertising Expense
 7048 Marketing-Equipment Purchase Expense
 7078 Marketing-Food Expense
 7080 Marketing-Gifts & Thank You's
 7088 Marketing-Miscellaneous Expenses

Account #	Account Name	APR-14	MAY-14	JUN-14	JUL-14	AUG-14	SEP-14	OCT-14	NOV-14	DEC-14	JAN-15	FEB-15	MAR-15	APR-15	MAY-15	JUN-15	JUL-15	Total
7008	Marketing-Promotional Materials																	
7010	Marketing-Awards Expenses (Trophies, 7036 Marketing-Advertising Expense																	850
7048	Marketing-Equipment Purchase Expense																	
7078	Marketing-Food Expense																	
7080	Marketing-Gifts & Thank You's																	
7088	Marketing-Miscellaneous Expenses																	
																		850

Total Marketing Expenses

1,230 2,635 2,006 2,470 466 340 1,880 340 340 2,570 340 1,870 16,565

USD

Account #	Account Name	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Total
Speech Contest Revenue														
6010	SC-Donation Revenue													-
6015	SC-Interest Income													-
6020	SC-Miscellaneous Income													-
6025	SC-Registration & Ticket Revenue													-
6030	SC-Sponsorship/Advertising Revenue													-
6035	SC-Raffle Revenue													-
6050	SC-Refunds - Registration & Tickets													-
6055	SC-Refunds - Other													-
	Total Speech Contest Revenue													-

Account #	Account Name	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Total
Speech Contest Expenses														
7006	SC-Educational Materials													-
7010	SC-Awards Expense (Trophies, Plaques,						2,500						2,500	5,000
7012	SC-Supplies & Stationery Expense													-
7014	SC-Room Rental Event Expense													-
7078	SC-Food Expense													-
7086	SC-Miscellaneous Expenses					300							300	600
7090	Equipment Rental													-
	Total Speech Contest Expenses					300	2,500						300	5,600
	Speech Contest Net Income/(Loss)						(300)						(300)	(5,600)

USD

Account #	Account Name	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Total
Administration Expenses														
7004	Admin-Badges & Pins	456	520											976
7008	Admin-Promotional Materials													-
7010	Admin-Awards Expense (Trophies,													-
7012	Admin-Supplies & Stationery Expense													-
7014	Admin-Room Rental Event Expense					100		100						200
7020	Admin-Printing Expense		125	100										225
7022	Admin-Audio Visual Expense													-
7026	Admin-Website Expense	180	250	250	250	250	250	250	250	250	250	250	250	2,900
7030	Admin-Photocopying Expense													-
7032	Admin-Telephone Expense	55	55	55	55	55	55	55	55	55	55	55	55	680
7034	Admin-Telephone Calls & Webinars													-
7044	Admin-Postage & Shipping Expense		50		50									200
7046	Admin-Express Mail/Courier Expense													-
7048	Admin-Equipment Purchase Expense													-
7070	Admin-Bank Charges & Credit Card Fee	300	375	375	350	900	300	300	375	375	375	900	375	5,300
7078	Admin-Food Expense													-
7086	Admin-Miscellaneous Expenses	100	100	100	100	100	100	100	100	100	100	100	100	1,200
7088	Sympathy Expenses				1,500									1,500
7088	Storage Expenses													-
7090	Equipment Rental													-
Total Administration Expenses		1,091	1,475	930	2,255	1,405	705	805	830	930	780	1,405	780	13,391

