AIAA Section Audit and Budget Form

A. SECTION: San Francisco **B. REGION: VI** **C. TAX ID #:**

The reporting year start June 1, 2024 and ends May 31, 2025.

	D. 2024-2025 Annual Actual	E. 2024-2025 Annual Budget	F. 2023-2024 Annual Prior Yr. Act.	G. 2025-2026 Future Budget
H. Beginning Balance/Cash on Hand:				
Checking (reconciled balance net of Outstanding Checks)				
Savings				
Certificate of Deposit/Other				
Total Beginning Balance Cash/Savings				
I. Income:				
Lunch/Dinner Programs		200.00		
Technical Programs	1,290.74	1,000.00	1,136.31	1,300.00
Education Programs				
Precollege Programs				
Prof Development Programs				
Public Policy Programs				
Young Professionals Programs				
Field Trips		500.00		200.00
Other Programs (specify)				
Section Council Meetings				
Interest	16.61	20.00	19.53	20.00
Section Rebate- Cat I	3,900.00	3,000.00	5,500.00	3,500.00
Award Rebate - Cat II				
Incentive Rebate - Cat III (specify event)				
Contributions/Donations	2,500.00	300.00		2,500.00
Newsletter Advertisements				
Other: Annual Banquet	590.97	800.00	711.41	700.00
Travel Stipend				
Subtotal Income	8,298.32	5,820.00	7,367.25	8,220.00
J. Expense				
Lunch/Dinner Programs		300.00		
Technical Programs	3,860.19	2,000.00	1,535.57	4,000.00
Education Programs				
Precollege Programs		1,200.00		
Prof Development Programs				
Public Policy Programs				
Young Professionals Programs	576.68	1,200.00	378.47	700.00
Other Programs (specify)		99.00		
Field Trips		1,000.00		500.00
Section Council Meetings	362.07	800.00	761.16	700.00
Membership Promotions		200.00		200.00
Student Activities/Branch Support	141.41	2,100.00	206.65	500.00
Communications (incl Newsletter)	49.00	175.00		49.00
Postage		100.00		
Honors & Awards		200.00		200.00
Scholarship Awards				400.00
Supplies	19.76	100.00		50.00
Insurance				
Employment				
Section Travel	1,041.31	1,100.00		1,100.00
Bank Charges				
Other: Website	130	1800	46.34	2500
Other: Awards Banquet	2,001.27	3,000.00	2,331.39	3,000.00
Other Meeting Expenses: Speaker Gift		600.00		800.00
Region VI Student Conference supplement				1,000.00
Diversity and Inclusion		300.00		
Subtotal Expense	8,181.69	16,274.00	5,259.58	15,699.00
K. Net Increase (Decrease)	116.63	(10,454.00)	2,107.67	(7,479.00)

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L. Ending Balance/Cash on Hand End of Year	116.63

M. BUDGETING GUIDELINES

This year's budgeted cash on hand (cell I10)	
This year's budgeted expenses (cell I 59)	15,699.00

*** This year's Budgeted Cash on Hand should not exceed 1.5 times this year's Budgeted Operating Expenses.**

...therefore, **should be less than or equal to** 23548.50

N. Total No. of Meetings

Number of Council Meetings:	
Number of Section Activities:	

O: Total No. of Mtg Attendees:

Total No. of Professional Members:	
Total No. of Non-Members:	
Total No. of Students (member and non-member):	
Avg Attendee Count per Meeting:	#DIV/0!