Royal Society of Biology Branch Budget Proposal 2017-18

Budget Table 1: Branch Administration

Date	Branch Name	Branch Administration Expenditure								Branch General Income			
		Branch Administration (e.g. Postage)	Committee Meeting Catering	Committee Meeting Travel	Committee Meeting Room Hire	Other Cost Specify:	Other Cost Specify:	Other Cost Specify:	**Total Administration Expenditure (£)**	Expected Income (e.g. Grants)	Annual RSB Allocation	Total General Income	**AGM & Events Available Balance**
1 July 2017	**Ankh Morpork**	**£25.00**	**£25.00**	**£200.00**	**£0.00**	**£0.00**			**£250.00**	**£0.00**	**£1,000.00**	£1,000.00	**£750.00**

Budget Table 2: Branch Events

Event Date (month) [PROPOSED]	Event Title & Type (e.g. Talk)	Branch Event Expenditure								Branch Event Income		
		Catering	Room Hire	Marketing and / or Publicity	Speaker Expenses and / or Fees	Event Resources	Other Cost Specify:	Other Cost Specify:	**Total Expenditure per Event (£)**	Estimated Income (e.g. Tickets)	Event Profit / Income required	Additional Funding Source (e.g. Funds, Sponsor) State:
Nov 2017	**Branch AGM**		£250.00						**£250.00**		-£250.00	Branch allocation
Nov 2017	Lecture after branch AGM	£300.00			£200.00	£0.00	£0.00	£0.00	**£500.00**		-£500.00	Branch allocation
Oct 2017	Wildlife trust visit and talk	£0.00	£0.00	£0.00	£100.00	£0.00	£0.00	£0.00	**£100.00**	£150.00	£50.00	N/a
Dec 2017	Christmas social	£500.00	£100.00	£0.00	£0.00	£0.00	£100.00	£0.00	**£700.00**	£100.00	-£600.00	depends on bar sales/branch allocation
March 2018	Stand at festival	£30.00	£0.00	£0.00	£0.00	£50.00	£0.00	£0.00	**£80.00**	£600.00	£520.00	Branch allocation
May 2018	Branch lecture joint with XXX, shared costs	£150.00	£0.00	£0.00	£100.00	£0.00	£0.00	£0.00	**£250.00**	£0.00	-£250.00	additional event funding
									£0.00	£0.00	£0.00	
									£0.00		£0.00	
									£0.00		£0.00	
									£0.00		£0.00	
									£0.00		£0.00	
									£0.00		£0.00	
	Totals:	**£980.00**	**£350.00**	**£0.00**	**£400.00**	**£50.00**	**£100.00**	**£0.00**	**£1,880.00**	**£850.00**	**-£1,030.00**	

Additional information, if required.

Christmas social: other costs for cash bar staff will be waived if sales are over £150
Joint lecture with XXX: venue provided free, branch will cover helf catering and speaker costs