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## BUDGET-WORKSHEET & SAMPLE

Take some time at the beginning of each year to determine how much money you expect to receive and how you plan to use the funds. This should be worked on by the Executive Board and presented to the Resident Council for Approval.

Resident Council Name: \_\_\_\_\_ Fiscal Year: \_\_\_\_\_

Category	Expenses
<b>TOTAL</b>	

*Budget Narrative*

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# Sample Budget

Table 1: This is a sample budget with an explanation of each expense. This is the Budget that would be submitted for approval.

Category	Expenses
Training and Development (RC, Parent & Youth)	\$5,000.00
Resident Council Technical Support (24/7)	\$1,990.00
(NRCC) National Resident Council Coalition Membership	\$150.00
Light Refreshments(Meetings)	\$600.00
Office Supplies	\$700.00
Conferences (RCLC, NAR-SAAH & CCHRCO)	\$3,000.00
Community Day (Annual Event)	\$1,000.00
Stipends	\$4,800.00
<b>TOTAL</b>	<b>\$17,240.00</b>

## Budget Narrative

### Training & Development

This annual training and development fee will cover the cost resident council leadership training and parenting & pregnancy prevention training for youth and young adults

### Resident Council Technical Support

To strengthen our training and development, this technical assistance, support and guidance gives our council what they need to become strong and independent.

### NRCC Membership

The National Resident Council Coalition is our membership dues to our national affiliation with resident organization Can I Live, Inc.

### Light Refreshments

This line item covers the cost for food to be served during our meetings and on-site training events.

### Office Supplies

This line item covers the cost for printing, paper and general offices supplies for the year.

## **State Conferences**

Below is a brief description of the conferences that the Resident Council is seeking to send its executive board for training.

1. NAR-SAAH: <http://narsaah.com/>
2. CAN I LIVE: <http://www.canilive.org/RCLC>- The Resident Council Legislative Conference (RCLC)
3. CAROLINA COUNCIL RESIDENTS RETREAT

## **Community Day**

Every year, the Resident Council host a community day to make residents aware of the various services the housing authority and community service providers offer. It is a day that the RC recruits and engages residents in hopes to increase resident participation and gage resident satisfaction.

## **Stipends**

A stipend of \$100 for all five (5) officers a month over the course of one year for the volunteer work performed by the resident council executive board members.