

SAMPLE
Expense by Program
For the Nine Months Ending September 30, 2021

EXPENSES	Current Month	Year to Date	Budget	Variance
A-1 General Operation/Executive Committee				
910 Equipment Purchases	\$ 0.00	\$ 0.00	\$ 0.00	0.00
912 Supplies	0.00	0.00	200.00	200.00
913 Duplication	0.00	0.00	0.00	0.00
914 Postage/Shipping	0.00	0.00	0.00	0.00
915 Telephone	0.00	8.12	100.00	91.88
920 Printing/Composition	0.00	0.00	0.00	0.00
930 Travel Expenses	0.00	0.00	1,025.00	1,025.00
931 Meeting Space	0.00	0.00	0.00	0.00
941 Insurance	0.00	0.00	0.00	0.00
971E Outside Services-Other	0.00	0.00	0.00	0.00
990 Contributions	0.00	1,550.00	3,400.00	1,850.00
999 Miscellaneous	0.00	0.00	0.00	0.00
Total for Activity A-1	0.00	1,558.12	4,725.00	3,166.88
A-2 Membership Records/Recruitment				
912 Supplies	0.00	0.00	100.00	100.00
913 Duplication	0.00	0.00	0.00	0.00
914 Postage/Shipping	0.00	0.00	0.00	0.00
915 Telephone	0.00	0.00	0.00	0.00
920 Printing/Composition	0.00	0.00	25.00	25.00
930 Travel & Expenses	0.00	0.00	500.00	500.00
931 Meeting Space	0.00	0.00	300.00	300.00
971C Outside Serv-Support Svc	0.00	0.00	0.00	0.00
990 Contributions	0.00	0.00	0.00	0.00
999 Miscellaneous	0.00	0.00	466.00	466.00
Total for Activity A-2	0.00	0.00	1,391.00	1,391.00
B-4 Newsletter				
912 Supplies	0.00	0.00	0.00	0.00
913 Duplication	0.00	0.00	0.00	0.00
914 Postage/Shipping	0.00	0.00	0.00	0.00
920 Printing/Composition	0.00	0.00	0.00	0.00
971B Outside Services-Audio/	0.00	0.00	0.00	0.00
Total for Activity B-4	0.00	0.00	0.00	0.00
C Public Relations				
912 Supplies	0.00	0.00	0.00	0.00
913 Duplication	0.00	0.00	0.00	0.00
914 Postage/Shipping	0.00	0.00	0.00	0.00
920 Printing/Composition	0.00	0.00	0.00	0.00
930 Travel Expenses	0.00	0.00	0.00	0.00
931 Meeting Space	0.00	0.00	1,250.00	1,250.00
971C Outside Serv-Support Svc	0.00	0.00	0.00	0.00
971D Outside Serv-Advertising	0.00	0.00	0.00	0.00
999 Miscellaneous	0.00	0.00	0.00	0.00
Total for Activity C	0.00	0.00	1,250.00	1,250.00
E-1 Membership Meetings				
912 Supplies	0.00	0.00	0.00	0.00
913 Duplication	0.00	0.00	0.00	0.00
930 Travel & Expenses	0.00	0.00	0.00	0.00
931 Meeting Space	784.98	784.98	1,200.00	415.02
971 Outside Svcs-Speaker	0.00	0.00	300.00	300.00
990 Contributions	0.00	0.00	0.00	0.00
999 Miscellaneous	0.00	0.00	0.00	0.00
Total for Activity E-1	784.98	784.98	1,500.00	715.02

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E-2 Continuing Education Offerings				
911 Equipment Maint/Lease	0.00	0.00	0.00	0.00
912 Supplies	0.00	53.26	100.00	46.74
913 Duplication	0.00	0.00	0.00	0.00
914 Postage/Shipping	0.00	0.00	0.00	0.00
920 Printing/Composition	0.00	0.00	0.00	0.00
930 Travel & Expenses	(615.97)	316.27	750.00	433.73
931 Meeting Space	0.00	0.00	0.00	0.00
971A Speakers	0.00	400.00	900.00	500.00
971B Outside Services-Audio/	0.00	0.00	0.00	0.00
971C Outside Services-Support	0.00	0.00	0.00	0.00
971D Advertising	0.00	0.00	0.00	0.00
971E Outside-Other	0.00	0.00	0.00	0.00
999 Miscellaneous	0.00	0.00	0.00	0.00
Total for Activity E-2	(615.97)	769.53	1,750.00	980.47
F Assembly of Representatives				
912 Supplies	0.00	0.00	0.00	0.00
913 Duplication	0.00	0.00	0.00	0.00
915 Telephone	0.00	0.00	0.00	0.00
920 Printing/Composition	0.00	0.00	0.00	0.00
914 Postage/Shipping	0.00	0.00	0.00	0.00
930 Travel & Expenses	0.00	0.00	2,550.00	2,550.00
931 Meeting Space	0.00	0.00	0.00	0.00
Total for Activity F	0.00	0.00	2,550.00	2,550.00
J-1 Nominating Committee				
912 Supplies	0.00	0.00	60.00	60.00
913 Duplication	0.00	0.00	0.00	0.00
914 Postage/Shipping	0.00	0.00	0.00	0.00
915 Telephone	0.00	0.00	20.00	20.00
971B Outside Serv-Audio/Visu	0.00	0.00	0.00	0.00
971C Outside Serv-Support Svc	0.00	0.00	0.00	0.00
971E Outside-Other	0.00	0.00	0.00	0.00
Total for Activity J-1	0.00	0.00	80.00	80.00
J-3 Golf Tournament				
912 Supplies	0.00	0.00	0.00	0.00
913 Duplication	0.00	0.00	0.00	0.00
914 Postage/Shipping	0.00	0.00	0.00	0.00
920 Printing/Composition	0.00	0.00	0.00	0.00
931 Meeting Space	0.00	0.00	0.00	0.00
941 Insurance	0.00	0.00	0.00	0.00
930 Travel & Expenses	0.00	0.00	0.00	0.00
990 Contributions	0.00	0.00	0.00	0.00
999 Miscellaneous	0.00	0.00	0.00	0.00
Total for Activity J-3	0.00	0.00	0.00	0.00
J-4 HOD				
912 Supplies	0.00	0.00	0.00	0.00
914 Postage/Shipping	0.00	0.00	0.00	0.00
930 Travel & Expenses	0.00	0.00	900.00	900.00
Total for Activity J-4	0.00	0.00	900.00	900.00

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J-5 PAC				
912 Supplies	0.00	0.00	0.00	0.00
913 Duplication	0.00	0.00	0.00	0.00
914 Postage/Shipping	0.00	0.00	50.00	50.00
915 Telephone	0.00	0.00	0.00	0.00
920 Printing/Composition	0.00	0.00	0.00	0.00
930 Travel & Expenses	0.00	0.00	50.00	50.00
931 Meeting Space	0.00	0.00	0.00	0.00
Total for Activity J-5	0.00	0.00	100.00	100.00
O-1 State of the Association				
930 Travel & Expenses	0.00	0.00	0.00	0.00
Total for Activity O-1	0.00	0.00	0.00	0.00
O-2 Legislative Day				
930 Travel & Expenses	0.00	300.00	1,250.00	950.00
990 Contributions	0.00	0.00	0.00	0.00
Total for Activity O-2	0.00	300.00	1,250.00	950.00
O-3 Strategic Planning Meeting				
930 Travel & Expenses	0.00	0.00	300.00	300.00
Total for Activity O-3	0.00	0.00	300.00	300.00
O-4 Leadership Training				
930 Travel & Expenses	0.00	131.96	500.00	368.04
Total for Activity O-4	0.00	131.96	500.00	368.04
Z Miscellaneous				
930 Travel Expenses	0.00	0.00	0.00	0.00
999 Miscellaneous	0.00	0.00	0.00	0.00
Total for Activity Z	0.00	0.00	0.00	0.00
*****TOTAL EXPENSES**	\$ 169.01	\$ 3,544.59	\$ 16,296.00	12,751.41