

## Royal Society of Biology Branch Budget Proposal 2016-17

### 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 2016	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 2016	Branch AGM		£250.00						£250.00		-£250.00	Branch allocation
Nov 2016	Lecture after branch AGM	£300.00			£200.00	£0.00	£0.00	£0.00	£500.00		-£500.00	Branch allocation
Oct 2016	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 2016	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 2017	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 2017	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	
									£0.00		£0.00	
<b>Totals:</b>		<b>£980.00</b>	<b>£350.00</b>	<b>£0.00</b>	<b>£400.00</b>	<b>£50.00</b>	<b>£100.00</b>	<b>£0.00</b>	<b>£1,880.00</b>	<b>£850.00</b>	<b>-£1,030.00</b>	

**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 half catering and speaker costs