



Project Proposal / Request Form

PROPOSAL FOR YEAR(s):	2020, 2021
PROJECT PROPOSAL TITLE:	ERDBA Non Discretionary Expenses
SUBMITTER NAME:	Ellen Law
SUBMITTER CLUB:	ERDBA Officers

About this project

ACTION - (The HOW) describe how to get this done:

- Expenses required to conduct Organizational operations

DESCRIPTION - (The WHAT) describe the project and scope:

- \$3000 - Annual USDBF membership dues
- \$1120 - Annual D&O Insurance with Jacka-Liquori Agency (3/5/20-3/5/21)
- \$308 - P.O. Box rental, New Hope (12/19/19-12/31/21)
- \$400 - Misc Officer expenses (flyers, supplies, postage, misc travel)
- \$44 - Namesecure.com ERDBA.net Domain name renewal (8/5/19-8/4/22)
- \$119 - Weebly 2 year starter site for Hosting ERDBA.net (12/10/20-12/9/22)
- \$0 - Conference call service

BENEFIT TO ERDBA - (The WHY) list benefit(s) to ERDBA and/or Members:

- Allows ERDBA to continue to provide member support during the year.

REQUIREMENTS - (The NEED) list support needed to initiate and complete project:

- Ensure these are renewed before expiration to ensure uninterrupted service.

Operational Budget

REVENUE - estimated number of attendees, fee to charge and gross revenue to host and/or ERDBA: ZERO

EXPENSES - estimated expenses, costs:

- \$184 of the \$4,991 represents 2020 payments for 2019 or 2022 activity.

NET ANNUAL BUDGET IMPACT TO ERDBA - \$5,011

Project Details / Logistics

SITE - Project Location: none / course taken ONLINE

EQUIPMENT REQUIRED: NONE

DATE(s) (please try not to conflict with area member events): NA

Other Comments: NONE

Director name/date:	Confirmed by Exec Officer:
Circle Vote: Yes No Abstain Reason for "No" vote:	Ver 10.23.18