



Brooklyn College Association Inc. Budget Request Form

2900 Bedford Avenue • Brooklyn, NY 11210
Effective Date: July 16, 2014

Organization	Account	Fiscal Year	Date
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Line	Description	Prior FY Allocation (Office Use Only)	Current FY Allocation Request	Notes
6-01	Office Supplies			
6-02	Xeroxing (Copies)			
6-03	Books and Periodicals			
6-04	Speakers			
6-05	Social and Cultural Events			
6-06	Publicity			
6-07	Mailing			
6-08	Transportation (Local)			
6-09	Publications			
6-10	Telephone			
6-11	Equipment			
6-12	Meetings			
6-13	Films			
6-14	Photo Supplies			
6-15	Staff Salaries			
6-16	Operating Expenses			
6-17	Trips/Conferences			
6-19	Awards/Reception			
6-20	Elections			
6-22	Donations/Grants			
6-23	Stipends			
	Total			

Instructions:

Central Depository must complete the first column. You must justify your line item requests. You may not spend over your allocation.

President's Signature Date

Treasurer's Signature Date

Authorized Signature Date