

QB		2025 CNCA 06 Proposed Budget Panel 75	2026 Budget	2025 YTD 10/31/25	2025 Budget	2024 Actual	2024 Budget	2023 Actual	2023 Budget	2022 Actual	2022 Budget
		INCOME									
2		Group Contributions	\$117,364	\$97,803	\$115,000	\$101,050	\$120,000	\$113,919	\$95,000	\$93,455	\$75,000
3		District Contributions	9,427	7,856	20,000	26,442	18,000	15,936	20,000	25,459	19,000
4		Assembly Contributions	8,431	7,026	7,000	7,362	6,000	5,542	3,000	4,045	9,500
5		Tradition 7, Area Comm.	4,046	3,372	4,000	3,867	4,000	3,825	3,000	3,994	3,275
8		Personal/Misc Contributions	7,212	6,010	3,000	4,851	6,700	6,028	3,000	4,257	3,700
		Square Income									
10		Interest Income	4	3	4	3	5	4	5	8	5
		Other Income (Refunds/Rebates)	868	723							
		Total Income	\$ 146,484	\$ 122,793	\$ 149,004	\$ 143,575	\$ 154,705	\$ 145,254	\$ 124,005	\$ 131,218	\$ 110,480
20		EXPENSE									
21		DELEGATE EXPENSE									
22		Travel									
23		Reports on Conference *	\$2,527	\$1,612	\$2,500	\$2,899	\$2,417	\$3,199	\$2,248	\$1,139	\$2,328
24		District Travel *	3,790	2,725	2,400	2,393	1,789	1,327	4,495	1,359	4,656
25		Area Assemblies *	556	804	1,000	979	682	1,113	750	778	750
26		Area Committee Mtg	305	185	350	1,008	1,284	1,086	975	331	202
		Delegate to International *			0	0	0	0	0	0	0
30		Regional Travel									
		Membership Survey	700	0	0	0	0	0	0	627	0
32		Central Office Mgrs		0	0	0	50	0	50	0	50
33		H&I General Meeting		0	0	0	0	0	250	0	250
34		Regional Forum	800	0	0	802	1,000	0	0	1,451	1,220
		Special Forum		0	0	0	0	0	0	0	0
36		NCCAA: Conf. & Steering Mtgs. *	525	82	400	0	500	539	500	0	500
37		PRAASA *	1,500	1,903	1,500	837	750	899	1,000	30	15
		Total Delegate Travel	\$10,703	\$7,312	\$8,150	\$8,918	\$8,472	\$8,163	\$10,268	\$5,716	\$9,971
40		Copies, Postage, Supplies, Virtual Costs									
41		Postage	\$25		\$0	\$0	\$0	\$0	\$20	\$23	\$20
42		Supplies & Virtual Costs	50	216	20	0	50	18	150	98	20
43		Agenda Topics	50		0	0	0		175	163	0
44		Agenda Topics Background			0	0	0		175		175
45		Other Copies	50		50	0	100	59	100	349	150
		Total Copies, Postage, Supplies & Virtual Costs	\$175	\$215.84	\$70	\$0	\$150	\$78	\$620	\$633	\$365
		Conference Expense *	\$1,300	\$1,300	\$1,300	1,300	1,300	1,300	1,300	1,300	1,300
		Total Delegate Expenses	\$12,178	\$8,828	\$9,520	\$10,218	\$9,922	\$9,541	\$12,188	\$7,649	\$11,636
50		OFFICER EXPENSES									
		Travel									
		District Travel									
51		Alternate Delegate	\$3,703	\$2,064	\$2,400	\$2,100	\$3,179	\$1,837	\$4,354	\$2,393	\$4,106
52		Chair	2,880	1,439	2,000	1,230	2,861	1,722	4,231	1,631	3,942
54		Treasurer	2,489	3,249	2,000	1,938	2,825	1,021	4,579	1,772	4,694
55		Registrar	3,203	3,471	2,200	630	2,262	942	3,334	1,546	4,590
56		Recording Secretary	2,554	1,253	2,000	1,796	3,065	1,659	4,323	715	7,564
57		Assembly Coordinator	4,451	3,449	3,000	1,459	2,291	1,772	3,391	565	3,030
58		Literature Chair	3,868	3,191	2,400	2,491	3,707	1,286	3,016	1,137	3,016
		Total District Travel	\$23,148	\$18,117	\$16,000	\$11,644	\$20,190	\$10,239	\$27,228	\$9,759	\$30,942
		Area Assembly Travel									
61		Alternate Delegate	\$607	\$859	\$800	\$594	\$682	\$1,012	\$730	\$550	\$730
67		Chair	196	391	600	659	278	1,289	730	801	730
68		Treasurer	203	305	500	651	275	508	730	815	730
69		Registrar	436	50	600	137	457	496	730	475	730
70		Recording Secretary	561		500	843	675	417	730	887	730
71		Assembly Coordinator	1,415	592	1,300	631	1,287	1,424	730	1,308	730
72		Assembly Coord. to Sites *	600	129	600	226	400	1,023	400	39	400
		AC To Planning Mtgs.	300		300	393	100	46	0	68	0
74		Literature Chair	624	126	700	1,319	779	1,294	730	378	730
		Total Area Assembly Travel	\$4,942	\$2,453	\$5,900	\$5,453	\$4,933	\$7,507	\$5,510	\$5,321	\$5,510
		Area Committee Meeting Travel									
80		Alternate Delegate	\$254	\$120	\$300	\$1,031	\$1,140	\$1,028	\$953	\$925	\$929
81		Chair	656	394	700	250	288	387	259	995	989
83		Treasurer	618	327	600	216	240	234	914	291	423
84		Registrar	1,127	734	1,000	511	624	502	806	141	151
85		Recording Secretary	606	155	600	639	1,068	1,022	941	439	776
86		Assembly Coordinator	1,534	1,360	3,500	446	576	724	535	332	526
87		Literature Chair	1,242	776	1,200	2,475	3,500	2,506	556	349	556
		Total Area Cmte Meeting Travel	\$6,037	\$3,866	\$7,900	\$5,568	\$7,436	\$6,403	\$4,964	\$3,472	\$4,350
90		Other Travel									
		PRAASA - Alt. Delegate	\$1,500	\$1,636	\$1,500	\$663	\$400	\$711	\$1,000	\$0	\$0
		PRAASA - Third Area Officer *		1,573	0	0	0	758	0	0	0
		Total PRAASA	1,500	3,210	1,500	663	400	1,469	1,000	0	0
		NCCAA - Other			0	0	0	0	0	0	0
		Regional Forum			0	0	0	0	0	0	0

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96		Pass-it-On, etc.	200		0		200	478	100	475	100
		Agenda Topic Summaries	450		450	451	300	250	0	0	0
		Total Other Travel	\$2,150	\$3,210	\$1,950	\$1,114	\$900	\$2,197	\$1,100	\$475	\$100
		Total Officer Travel	\$36,277	\$27,646	\$31,750	\$23,779	\$33,459	\$26,346	\$38,802	\$19,027	\$40,902
110		Postage, Copies, Virtual Costs									
111		Alt. Delegate	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0
112		Chair *	500	242	500	374	1,000	843	500	901	250
113		Treas Mailing Supplies	50		50	56	250	1,349	500	743	500
115		Treas Postage	100	29	100	76	250	526	750	747	1,100
116		Registrar	200	122	144	144	100		100	95	144
117		Recording Secretary	50		50	0	0	0	0	0	0
118		Assembly Coordinator			0	0	600	400	100	53	105
119		Literature Chair			0	0	0	0	0	0	110
120		Literature Purchases & Printing *	200	94	100	72	100	268	80	80	0
		Total Postage, Copies, Virtual Costs	\$1,100	\$487	\$944	\$721	\$2,300	\$3,386	\$2,030	\$2,618	\$2,209
		Total 7 Officer Expenses	\$37,377	\$28,133	\$32,694	\$24,501	\$35,759	\$29,732	\$40,832	\$21,645	\$43,111
130		COMMITTEE EXPENSES									
140		Accessibilities									
141		Chair Travel	\$600		\$600	\$410	\$600	\$49	\$700	\$0	\$666
142		Copies/Printing/Virtual Costs	100	74	100	45	100	0	75	135	75
		Total Accessibilities	\$700	\$74	\$700	\$456	\$700	\$49	\$775	\$135	\$741
150		Archives									
151		Chair Travel *	\$1,000	\$940	\$1,000	\$7	\$1,000	\$942	\$900	\$1,079	\$900
		Archivist Travel *	800	259	800	438	816	252			
152		Literature/Tapes	100		50		50	0	0	31	75
153		Office Supplies, Virtual Costs, Postage	200	83	400	90	125	10	100	226	100
154		Rent Walnut Creek	6,300	4,725	6,300	5,775	6,300	6,300	6,300	3,675	6,300
156		Construction/Display Materials	500		300		350	96	300		300
157		Preservation/Conservation & Materials	200		200		350	0	300	99	300
158		Printing/Copies*	300	27	200	128	300	0	300	230	75
159		Major Equipment	300	341	0		300	0	500	1,258	575
160		Archives Conference *	1,200		0		1,500	1,600	1,300	1,261	1,300
161		Open House	500		250		400	153	350	1,008	350
		Total Archives	\$11,400	\$6,375	\$9,500	\$6,438	\$11,491	\$9,353	\$10,350	\$8,866	\$10,275
170		Bridging The Gap									
171		Chair Travel *	\$1,200	\$417	\$1,500	\$930	\$1,500	\$1,029	\$1,500	\$277	\$1,500
172		Literature/Tapes	400	502	500		500	358	200	695	850
173		Office Supplies, Virtual Costs	60		30	41	30		30		30
174		PO Box Rental	300	256	300	248	300	232	300	264	204
175		Phone, Postage	500	306	400	280	250	318	135	96	135
176		Printing/Copies	1,000	558	800	504	700	842	450		300
177		BTG H&I Conference *	200		200	200	200		200		200
178		BTG Workshop Weekend BTGWW *	1,500	1,007	1,350	1,300	1,350	1,045	1,350	848	1,350
		BTG Forum *	1,500		1,500		1,500	840	1,500		1,200
		Total Bridging The Gap	\$6,660	\$3,045	\$6,580	\$3,503	\$6,330	\$4,664	\$5,665	\$2,180	\$5,769
190		Finance Committee									
191		Chair Travel	\$1,200	\$372	\$1,000	\$1,353	\$700	\$1,125	\$700	\$205	\$700
192		Post Office Travel	1,200	1,017	300	300	300	1,627	1,500	1,826	1,306
193		Copies & Misc.	400		400	424	100	548	85	159	280
194		Accounting Software-Treasurer *	1,200	1,107	1,200	1,026	1,020	1,330	1,020	985	960
		Total Finance Committee	\$4,000	\$2,496	\$2,900	\$3,103	\$2,120	\$4,630	\$3,305	\$3,176	\$3,246
200		PI/CPC									
201		Copies/Printing/Supplies *	\$75	\$64	\$75	\$0	\$75	\$0	\$75	\$0	\$75
202		Literature/Videos/Tapes	125	43	75	0	75	0	75	0	75
203		Chair Travel	75		125	0	225	148	225	0	225
205		PI Booth Rental *	0		0	0	750	0	750	0	750
		Booth Display	0		0	0	155				
		Workshop	320		300	227	300				
		Total PI/CPC	\$595	\$107	\$575	\$227	\$1,580	\$148	\$1,125	\$0	\$1,125
210		Interpretation & Translation									
211		Chair Travel	\$1,800		\$1,800	\$1,716	\$1,500	\$1,691	\$1,200	\$1,550	\$1,200
212		Other Travel *	2,000	1,674	2,000	887	2,000	1,933	2,000	1,427	1,200
213		Copies, Supplies, Virtual Costs	50		50	20	50	90	50	794	50
215		Equip. Maintenance	100		100	0	100	130	300	294	300
216		Interpretation Equipment *	300	638	300		400	1,851	500	396	1,000
		Software	500		560	552	600	552	600		
		Total Interpretation & Translation	\$4,750	\$2,312	\$4,810	\$3,175	\$4,650	\$6,247	\$4,650	\$4,462	\$3,750
220		Technology									
221		Chair Travel	\$900	\$740	\$900	\$651	\$850	\$1,727	\$750	\$459	\$750
221a		Other Travel	6,000	4,200	6,200	3,906	8,200	4,687	0	85	
221b		NAAATW *	1,500		1,500	1,290	0	0	0	0	0
222		Copies, Printing, Virtual Costs	300	47	300	223	150	409	113	0	0
		Subscriptions	150	167	200	99					

NOTES		
Excel Line	Description	Note
DELEGATE EXPENSE		
14	Reports on Conference	Conference Reports are frequently given at district meetings, but are charged to this account. District visit expense then shows as lower
15	District Travel	Figure is based on actual mileage to each district. Typically each officer will make about 36 district visits per year
16	Area Assemblies	Based on actual mileage to known Pre-Conf in District 03 , Post in SFO and Fall in Napa, with Summer TBD
18	Delegate to International (every 5 years)	Per Area motion if funds are available. Vancouver, BC
22	H&I General Meeting	H&I business meetings are virtual going forward
25	NCCAA: Conference & Steering Meetings	Based on (150 for one hotel night, 150 miles distance x 2 for round trip, 10 x 2 for meals) x 1 conference per year only.
26	PRAASA	PRAASA 2025 will be in Alaska
35	Conference Expense	Reimbursement for out-of-pocket costs
OFFICER EXPENSE		
55	Assembly Coordinator To New Sites	Assembly Coordinator travel to potential assembly sites
70	Third Area Officer to PRAASA	Per motion 90 Sum-2, if funds available
74	Pass-it-On, etc.	Included off-site officer inventory in 2023
80	Chair Copies	For ACMs only; Assembly Agendas listed under "Assembly Fliers/Programs"
87	Literature Purchases & Printing	2 grapevine subscriptions; new or updated books or pamphlets
COMMITTEE EXPENSE		
96	Archives Chair Travel	Includes Chair travel to workdays
97	Archivist Travel	Per motion, Archivist is funded to the monthly Archives workday
103	Archives Printing/copies	Guidelines approved September 2022, cost increase to cover new District archivist
105	Archives Conference	Housekeeping motion is expected in advance. In 2025 No Conference due to the
109	BTG Chair Travel	Includes travel to 4 Assemblies and the ACM
115	BTG H&I Conference	Housekeeping motion is expected in advance.
116	BTG Workshop Weekend	Housekeeping motion is expected in advance.
117	BTG Forum	Housekeeping motion is expected in advance.
123	Accounting Software - Treasurer	\$99 per month for Quickbooks
126	Copies/Printing/Supplies	2021 Actual Cost based on Motion 21-06-3
129	PI Booth rental	A housekeeping motion is expected in advance.
135	I&T Other Travel	Early setup at assemblies & Portable Radio coordinator
138	Interpretation Equipment	Housekeeping motion expected in advance: Additional equipment, etc.
143	NAATW	Housekeeping motion expected in advance
144	Copies, Printing, Virtual Costs	Zoom and Hotspot costs are covered in Assembly and ACM expenses.
145	Equipment	Housekeeping motion expected in advance: Additional equipment, etc.
150	Domain Name/Hosting Fees	Covers: GoDaddy.com, InMotion Hosting, Back-up at InMotion, Extra space for
154	NAATW	Housekeeping motion is expected in advance.
159	Printing	Taking into account motion passed at 2022 Summer Assembly, default to email unless
160	Postage (including Returns)	Taking into account motion passed at 2022 Summer Assembly, default to email unless
161	Supplies & Misc	Taking into account motion passed at 2022 Summer Assembly, default to email unless
164	Printing	Commentarios was included in the Comments Bid for this panel - may be bid for
165	Postage	Commentarios was included in the Comments Bid for this panel - may be bid for
166	Rent, Supplies & Misc.	Commentarios was included in the Comments Bid for this panel - may be bid for
ASSEMBLY EXPENSE		
173	Food & Coffee	Based on accepted bids and an estimate for other Assemblies
174	Rent / Facility Expenses	Based on accepted bids and an estimate for other Assemblies
175	Security / Attendant / Parking	Expense dictated by facility requirement
176	ASL Translation	Post-Conference translation only, upon request.
177	Spanish Interpretation	Based on 2023 actual and projected values. Cost increased from \$60 to \$75 per hour
178	Interpreter Travel	Based on 2023 actual and projected values
181	Damage Repair-Deposit Deduction	2019 Fall Assembly deposit of \$500 not returned
AREA COMMITTEE EXPENSE		
185	CNCA Motions Book	Motions book sent via email, used to be on USB drives.
186	Spanish Interpretation at ACM	Based on 2023 Actual. Cost of interpretation increased from \$60 to \$75 per hour per
187	Translation - Written	Software being used for translation
188	Interpreter Travel	Based on 2023 Actual
189	CNCA PO Box Rental	Cost of Petaluma P.O. Box for the six months, June-December
190	Rent	\$1,278/month; based on 2023 actuals, including a little surplus if needed
193	Hot Spot / Data Plan	Motion passed in 2017 for hot spot / data plan. Estimate inflationary increase to
194	Virtual Platform	Based on New pricing for Area 06 only pricing
OTHER CONFERENCES EXPENSE		
198	General Serv Conference	Reflects motion (Dec 2016), CNCA will now contribute at least \$3,500, and possibly up
200	Hispanic Women's Workshop - Liaison Travel	Housekeeping motion is expected in advance. (May 2020 Motion)
201	Hispanic Women's Workshop	Housekeeping motion is expected in advance. (August 2020 Motion)
NET INCOME		
213	Net Income	Income less all expenses.
up to	GENERAL NOTES	
	Mileage: Officers, Chairs, & Interpreters	Estimated Rate of \$0.53 per mile used. (District Visits, Area Assemblies, and Area Committee Meetings included). CNCA rate based on 75% of Federal Rate
	Hotel: Officers, Chairs, and Translators	Current Rate \$150.00 per night (See Reimbursement Guidelines: if travel greater than 125 miles one way or 2.5 hrs one way)
	Meals: Officers, Chairs, and Translators	Current Rate \$20 per day if Hotel Stay Required (See Reimbursement Guidelines: \$10 breakfast, \$10 Dinner if applicable)
	Rates: Interpretation	Current Rate \$75 per Hour.
	Rates: Interpretation Officer Meeting	Current Rate \$75 per Hour.