

Report Name: Preliminary Financial Report

Department: Computing and Information Sciences

Departmental Chair(s): Robert McDevitt (student), Devin Kelly-Collins (student), Russell Feldhausen (Faculty Advisor)

Date: February 27, 2014

Current Budget

Funding Source	Amount
SGA Funding (estimate based on past years' allocation)	\$200
Department Funding (expenses must be approved by department head)	\$500
Fundraising (no fundraising events planned/held)	\$0

Planned Expenditures

Date	Description	Amount	Source
	Department Contest Prizes	\$150	Department
	BNSF Activity Supplies	\$100	Department
	BNSF Activity Giveaways	\$50	Department
	Display Supplies (Curriculum & Student Organizations)	\$100	Department
	Float/Skit Supplies	\$150	SGA Funding

Notes

At this point in our Open House planning, we have yet to spend any of our actual Open House budget. However, we will be purchasing supplies for the activities and events in the next week or two. In the tables above we have listed our estimated funding available from the 3 allowed sources, as well as estimated expenditures and which funding source will be used for each purchase.

Our department head will approve any expenses from the department's funding. We have earmarked the majority of the SGA funding for the Open House float and skit. This will help give that group a defined budget and help us ensure that the funding is being used appropriately for items that will only be used at Open House.