

# ACSA Region 8 Budget Planning Template

Please submit this budget to ajhereathome@gmail.com

Type/Title of Event \_\_\_\_\_

Purpose of event/alignment to Region Plan \_\_\_\_\_

Person Submitting Request \_\_\_\_\_

Contact Phone Number & Email address  
\_\_\_\_\_

Amount	Descriptor

\$ \_\_\_\_\_ Total Requested

# \_\_\_\_\_ Number of People Expected/Invited

Descriptors to consider: Food and Beverage, Honorariums,  
Facility Rental Costs, Decorations, Give-Aways, etc.