

Outreach Working Group's Accessibility Fair Budget

April 2023

Operational Costs and Equipment

8' Tables	12.50 x 50=625.00
Basic Folding Chairs	2.20 x 100=220.00
Retractable Stanchions*	19.69 x 12=236.28
White Linens 72" x 144"	9.95 x 40=398.00
Wireless PA System Rental***	=185.00
Rental Delivery Fee:	=79.99
Parking Permits	33.30 x 3=100.00
Food & Drink Volunteers/Members	12.00 x 50=600.00
Equipment and PPE for Activities/Events*	=500.00
Sub total	=2944.27
Taxes	=317.76
Total	=3262.03

Advertising Costs

Wordpress Website**	=400.00
Professional Email	=50.00
Banner reservation fee	=404.00
Banner Cost	=978.00

Badges for Volunteers/Members	=120.00
Additional Advertising for example: Posters/Schedules/Handouts/etc...*	=400.00
Subtotal	=1374.00
Taxes	=74.10
Total	=1448.10
Grand Total	=5811.67

*This is a contingency item; I have built in a few cushions to make sure there is enough money if needed.

**I may be able to get from 20 to 30 percent off as they are always sending me coupons if I sign up for another year. Web Domain Address is included in the cost as well as enhanced accessibility features and support.

***We have been offered the use of a member's PA system, but in case something happens, we have a back-up ready to go.