

COMBINED INDEPENDENT SCHOOLS SPORTS COUNCIL

Ph: 92992845 Fax: 92902274

BUDGET PROJECTION - NSWCIS OFFICIALS APPOINTED TO STATE TEAM

NSWCIS OFFICIALS/REPRESENTATIVES ATTENDANCE AT STATE CARNIVALS/CHAMPIONSHIPS AND FUNCTIONS

Sport _____ Year _____ Name _____

Team _____ Event _____

INCOME	\$	EXPENDITURE	\$
Grants provided by State parent body (eg NSW Rugby League) Please attach itemised list if possible		Venue Hire	
Grant from PSSA/All Schools		Equipment hire	
Area/Sector levy		First Aid	
		Officials	
		Gifts	
		Travel	
		Accommodation	
		Uniform	
		Sustenance	
		Functions	
		Teacher Replacement Costs	
		Phone (Please attach list)	
		Other (Please attach list)	
TOTAL		TOTAL	

Please forward to the NSWCIS Office at least 4 weeks prior to event Lyndall Jesse Fax: 92902274 Email: ljesse@aisnsw.edu.au

BUDGET PROJECTIONS

Three forms are provided to enable budget projections and to enable reimbursement of expenses –

- a. For NSWCIS Selection Trial Days / NSWCIS Carnivals
- b. For NSWCIS Teams competing at State Championships or Carnivals
- c. For NSWCIS Officials appointed to State Team or NSWCIS Officials/Representatives attendance at State Carnivals/Championships and functions

When completing these forms please note the following –

Teacher replacement costs are paid at the rate of **80% of the cost of replacement per day**. The name of the replacement, their payment rate per day must be included in documentation together with the tax invoice, and signed by the school Business Manager/Bursar.

Sustenance for officials is paid at the rate of **\$55.00 per day**. Where meals are provided by the organising body a claim should not be made.

Apparel to the value of **\$170** is available to team officials ie coach and managers at no cost. This covers the purchase of Trackpants **or** shorts, Jersey **or** Tracktop and Polo Shirt. Apparel above this amount will be invoiced to the official. Convenors of Major Events – Swimming, Athletics and Cross Country are entitled to \$170 worth of gear. Apparel above this amount will be invoiced to the Co nvenor. Team Officials and Major Events Convenors will be entitled to another \$150 of gear after two years of active service.

Travel costs will be reimbursed at the rate of **55 cents per kilometre for the first 100km then 37 cents per km after the first 100km** in the case of use of own car. Any other travel costs will be reimbursed appropriately on submission of appropriate receipts for involved costs.

All other expenses involved in the conduct of the event and students and officials travel, accommodation and related costs must be cost recovery and built into the students' levies. If travel costs are in excess of \$ 70 per student please contact NCWCIS

Please note that requests for payment for venue hire, equipment hire, St John Ambulance Donation etc must be made at least two weeks prior to required date to allow processing by the AIS Office. No payments will be made without a tax invoice.

Similarly requests for medallions, certificates, gifts etc must be made well in advance to allow processing and delivery.

PLEASE NOTE

Teachers/Managers/Coaches

Teacher replacement costs are covered by Sponsorship so are not to be included in these budgets

The form/s must be returned to Lyndall Jesse at least 4 weeks prior to the scheduled event.

This is important so the student levy or team levy can be formulated and distributed to participants

**BUDGET PROJECTION – NSW CIS SELECTION DAY(S)
AND/OR NSW CIS CARNIVALS**

Sport _____ Year _____ Convenor _____

INCOME	\$	EXPENDITURE	\$
Player/competitor nomination fee or Team levy		Venue Hire	
Spectator Admission		Equipment Hire (Please attach list) (e.g. PA system, marquees, vehicles, computers, electronic timing, two way radio)	
Sponsorship			
Donations		Catering/Refreshments	
Programs		Donations (eg St John Ambulance)	
Parking		Gifts	
Other – Please list		First Aid	
		PROGRAM	
		Development	
		Printing	
		PRESENTATIONS	
		Medallions (@\$6.00 each)	
		Participation Certificates (@ 20 cents each)	
		Other (Please attach list)	
		OFFICIALS COSTS	
		Umpiring/Refereeing	
		Payments	
		Sustenance	
		Other (Please attach list)	
TOTAL		TOTAL	

Please submit to the NSW CIS Office at least 4 weeks prior to event
Attention Lyndall Jesse
Fax: 92902274 Email: ljesse@aisnsw.edu.au

**BUDGET PROJECTION - NSW CIS TEAM COMPETING AT
STATE CHAMPIONSHIP OR STATE CARNIVAL**

Sport _____ Year _____ Convenor _____

INCOME	\$	EXPENDITURE	\$
Team Member Levy*		Team Entry Levy	
Sponsorship		Photographs	
Other – Please list		Accommodation	
		Equipment Hire	
		Other (Please attach list)	
		OFFICIALS COSTS	
		Sustenance	
		Travel	
		Accommodation	
		VIP Functions	
		Other (Please attach list)	
TOTAL		TOTAL	

*The Team member levy should cover all items listed in expenditure

Please submit to the NSW CIS Office at least 4 weeks prior to event
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