

	Color for cost category that may change substantially in revised budget							
		Previous Year Actual				Current Year Budget		
	Section II – Budget Detail	#	fee	total		#	fee	total
	REVENUE			USD				EUR 1 = \$1.30
	<i>Registration Income</i>							
	<i>Advance</i>							
	ACM/SIG Members	0	\$0	\$0	20	250	5000	\$6,500.00
	Non-ACM/SIG Members	0	\$0	\$0	20	300	6000	\$7,800.00
	Student	0	\$0	\$0	10	150	1500	\$1,950.00
	Complimentary	0	\$0	\$0	5	0	0	\$0.00
	<i>Late/On-site</i>							
	ACM/SIG Members	0	\$0	\$0	20	325	6500	\$8,450.00
	Non-ACM/SIG Members	0	\$0	\$0	20	400	8000	\$10,400.00
	Student	0	\$0	\$0	0	200	0	\$0.00
	Other: _____							
	<i>Other Categories</i>							
	Full-time Student	0	\$0	\$0	0	0	0	\$0.00
	1 Day	0	\$0	\$0	0	0	0	\$0.00
	Exhibits Only	0	\$0	\$0	0	0	0	\$0.00
	Other: _____	0	\$0	\$0	0	0	0	\$0.00
	Other: _____	0	\$0	\$0	0	0	0	\$0.00
	Total Registration Income	0		\$0	95		27000	\$35,100.00
	<i>Special Functions</i>							
	Other: _____	0	\$0	\$0	0	0	0	\$0.00
	Other: _____	0	\$0	\$0	0	0	0	\$0.00
	Total Special Functions	0		\$0	0		0	\$0.00
	<i>On-site Merchandise Sales</i>							
	Proceedings	0	\$0	\$0	45	35	1575	\$2,047.50
	CD Rom	0	\$0	\$0	0	0	0	\$0.00
	Total On-site Sales			\$0	45		1575	\$2,047.50
	<i>Half-day Tutorial Registration Advance</i>							
	ACM/SIG Members	0	\$0	\$0	5	110	550	\$715.00
	Non-ACM/SIG Members	0	\$0	\$0	5	110	550	\$715.00
	Tutorial Only	0	\$0	\$0	20	150	3000	\$3,900.00
	Student	0	\$0	\$0	10	75	750	\$975.00
	<i>Half-day Tutorial Registration Late/On-Site</i>							
	ACM/SIG Members	0	\$0	\$0	2	160	320	\$416.00
	Non-ACM/SIG Members	0	\$0	\$0	3	160	480	\$624.00
	Tutorial Only	0	\$0	\$0	5	200	1000	\$1,300.00
	Student	0	\$0	\$0	5	125	625	\$812.50
	Total Tutorial Registration	0		\$0	55		6650	\$8,645.00
	<i>Exhibit Income</i>							
	Table tops	0	\$0	\$0	0	0	0	\$0.00
	Booths	0	\$0	\$0	0	0	0	\$0.00
	Other: _____	0	\$0	\$0	0	0	0	\$0.00
	Total Exhibit Income			\$0	0		0	\$0.00
	<i>Workshop Income</i>							
	Workshop Early Reg.	0	\$0	\$0	30	50	1500	\$1,950.00
	Workshop Only Early Reg.	0	\$0	\$0	25	100	2500	\$3,250.00
	Workshop Late Reg.	0	\$0	\$0	10	75	750	\$975.00
	Workshop Only Late Reg.	0	\$0	\$0	25	150	3750	\$4,875.00
	Total Workshop Income			\$0	90		8500	\$11,050.00
147 060	TOTAL INCOME			\$0			43725	\$56,842.50
		Previous Year Actual				Current Year Budget		
		#	fee	total		#	fee	total

	EXPENSES							
	Publicity							
	Call For Papers (CFP)							
	CFP Typesetting/Design	0	\$0.00	\$0	0	0	0	\$0.00
	CFP Printing	0	\$0.00	\$0	0	0	0	\$0.00
	CFP Labels – Mailing Lists	0	\$0.00	\$0	0	0	0	\$0.00
	CFP Labeling	0	\$0.00	\$0	0	0	0	\$0.00
	CFP Envelope Insertion	0	\$0.00	\$0	0	0	0	\$0.00
	CFP U.S. Postage	0	\$0.00	\$0	0	0	0	\$0.00
	CFP Non–U.S. Postage	0	\$0.00	\$0	0	0	0	\$0.00
	CFP Shipping	0	\$0.00	\$0	0	0	0	\$0.00
	CFP Other	0	\$0.00	\$0	0	0	0	\$0.00
	Total Call for Papers			\$0			0	\$0.00
	Advance Program (AP)							
	AP Typesetting/Design	0	\$0.00	\$0	0	0	0	\$0.00
	AP Printing	0	\$0.00	\$0	0	0	0	\$0.00
	AP Labels–Mailing Lists	0	\$0.00	\$0	0	0	0	\$0.00
	AP Labeling	0	\$0.00	\$0	0	0	0	\$0.00
	AP Envelope Insertion	0	\$0.00	\$0	0	0	0	\$0.00
	AP U.S. Postage	0	\$0.00	\$0	0	0	0	\$0.00
	AP Non–U.S. Postage	0	\$0.00	\$0	0	0	0	\$0.00
	AP Shipping	0	\$0.00	\$0	0	0	0	\$0.00
	AP Other	0	\$0.00	\$0	0	0	0	\$0.00
	Total Advance Program			\$0			0	\$0.00
	Final Program (FP)							
	FP Typesetting/Design	0	\$0.00	\$0	1	25	25	\$32.50
	FP Printing	0	\$0.00	\$0	150	0.5	75	\$97.50
	FP Shipping to conference site	0	\$0.00	\$0	0	0	0	\$0.00
	<u>FP Other</u>	0	\$0.00	\$0	0	0	0	\$0.00
	Total Final Program			\$0			100	\$130.00
	Advertisements	# of pages	\$/page		# of pages	EUR/page		
	Call For Papers (CFP)							
	<u> </u>	0	\$0.00	\$0	0	0	0	\$0.00
	<u> </u>	0	\$0.00	\$0	0	0	0	\$0.00
	Advance Program (AP)							
	<u> </u>	0	\$0.00	\$0	0	0	0	\$0.00
	<u> </u>	0	\$0.00	\$0	0	0	0	\$0.00
	Other							
	<u> </u>	0	\$0.00	\$0	0	0	0	\$0.00
	<u> </u>	0	\$0.00	\$0	0	0	0	\$0.00
	Total Advertisements			\$0			0	\$0.00
	Other Promotion							
	<u> </u>	0	\$0.00	\$0	0	0	0	\$0.00
	<u> </u>	0	\$0.00	\$0	0	0	0	\$0.00
	Total Other Promotion			\$0			0	\$0.00
148 100	Total Publicity			\$0			100	\$130.00
		Previous Year Actual			Current Year Budget			
		#	fee	total		#	fee	total
	Committee Expenses							
	Travel	0	\$0.00	\$0	H	0	0	\$0.00
	Clerical Support	0	\$0.00	\$0	0	0	0	\$0.00
	Telephone	0	\$0.00	\$0	0	0	0	\$0.00
	Stationery/Supplies	0	\$0.00	\$0	0	0	0	\$0.00
	Postage	0	\$0.00	\$0	0	0	0	\$0.00
	Copying	0	\$0.00	\$0	0	0	0	\$0.00
	Other (mementos, etc.)	0	\$0.00	\$0	0	0	0	\$0.00
	Conference Workshop Attendance	0	\$0.00	\$0	0	0	0	\$0.00

	CyberChairPRO (e-submission and e-P	0	\$0.00	\$0		0	2000	0	\$0.00
	Committee Dinner	0	\$0.00	\$0		8	40	320	\$416.00
	Other: 35% tax	0	\$0.00	\$0				112	\$145.60
148 210	Total Committee			\$0				432	\$561.60
	Registration								
	Personnel (per person/day)	0	\$0	\$0		0	0	0	\$0.00
	Typewriter/Computer Rental	0	\$0	\$0		0	0	0	\$0.00
	Reg. Desk Rental	0	\$0	\$0		0	0	0	\$0.00
	Telephone	0	\$0	\$0		0	0	0	\$0.00
	Participant kit (bag, badge,...)	0	\$0.00	\$0		95	12	1140	\$1,482.00
	Registration Handling Fee	0	\$0.00	\$0		95	10	950	\$1,235.00
	Postage Acknowledgments	0	\$0.00	\$0		50	0	0	\$0.00
148 220	Total Registration			\$0				2090	\$2,717.00
	On-Site Logistical Expenses								
	Meeting Room Expenses								
	Signs	0	\$0.00	\$0		0	0	0	\$0.00
	Room Rental (incl. related events)	0	\$0.00	\$0		1	2100	2100	\$2,730.00
	Audio/Visual								
	Screens	0	\$0.00	\$0		3	30	90	\$117.00
	Overhead Projectors	0	\$0.00	\$0		0	0	0	\$0.00
	Data Projectors	0	\$0.00	\$0		3	110	330	\$429.00
	Microphone Rental	0	\$0.00	\$0		3	110	330	\$429.00
	Networks (incl. Related events)	0	\$0.00	\$0		1	450	450	\$585.00
148 230	Total On-Site Logistical Exp.			\$0				3300	\$4,290.00
	Conference Food & Beverage	# of pp	\$/person		# of events	# of pp	EUR/person		
	Continental Breakfast	0	\$0.00	\$0	0	95	0	0	\$0.00
	Coffee Breaks	0	\$0.00	\$0	6	95	3	1710	\$2,223.00
	Luncheons	0	\$0.00	\$0	3	95	10	2850	\$3,705.00
	Receptions	0	\$0.00	\$0	1	95	20	1900	\$2,470.00
	Banquet/Dinners	0	\$0.00	\$0	0	95	40	0	\$0.00
148 240	Total Food & Beverage			\$0				6460	\$8,398.00
		Previous Year Actual				Current Year Budget			
		#	fee	total		#	fee	total	
	Program/Publications								
	Proceedings								
	Total # of proceedings to be printed:	0				140			
	Total # of papers to be accepted:	0				25			
	Maximum # of pages/paper:	0				16			
	Total # of pages:	0				400			
	Unit cost based on above:	\$0.00				30			
	Total # of copies to conf.:	0				140			
	Printing								
	Production Cost Allocated to Conference	0	\$0.00	\$0		90	30	2700	\$3,510.00
	Shipping to conference site	0	\$0.00	\$0		140	3	420	\$546.00
	Shipping post conference	0	\$0.00	\$0		0	0	0	\$0.00
	Other: _____	0	\$0.00	\$0		0	0	0	\$0.00
	Total Proceedings Expenses			0		0	0	3120	\$4,056.00
	CD ROM								
	Total # of CD ROM to be produced:	0				0			
	Unit cost based on above:	\$0.00				0			
	Total # of copies to conference:	0				0			
	Cost allocated to conference	0	\$0.00	\$0		0	0	0	\$0.00
	Shipping to conference site	0	\$0.00	\$0		0	0	0	\$0.00
	Shipping post conference	0	\$0.00	\$0		0	0	0	\$0.00
	Total CD ROM Expenses			\$0				0	\$0.00

	Speakers Expenses								
	Travel/Hotel/Subsistence	0	\$0.00	\$0	2	1400	2800	\$3,640.00	
	Other: 35% tax	0	\$0.00	\$0			980	\$1,274.00	
	Total Speakers Expenses			\$0			3780	\$4,914.00	
	Program Committee Expenses								
	Travel	0	\$0.00	\$0	0	0	0	\$0.00	
	Telephone	0	\$0.00	\$0	0	0	0	\$0.00	
	Stationery/Supplies	0	\$0.00	\$0	0	0	0	\$0.00	
	Postage	0	\$0.00	\$0	0	0	0	\$0.00	
	Copying	0	\$0.00	\$0	0	0	0	\$0.00	
	Evaluation Printing	0	\$0.00	\$0	0	0	0	\$0.00	
	Evaluation Tabulation	0	\$0.00	\$0	0	0	0	\$0.00	
	Committee Meetings (A/V, catering)	0	\$0.00	\$0	0	0	0	\$0.00	
	Committee Dinner	0	\$0.00	\$0	0	0	0	\$0.00	
	Total Program Cttee. Expense			\$0			0	\$0.00	
148 300	Total Program/Publications			\$0			6900	\$8,970.00	
		Previous Year Actual			Current Year Budget				
		#	fee	total	#	fee	total		
	Tutorials and Workshops								
	Tutorial Operation Expenses								
	Speaker Expenses								
	Half-day Honorarium (fixed part)	0	\$0.00	\$0	4	150	600	\$780.00	
	Half-day Honorarium (variable part)	0	\$0.00	\$0	55	10	550	\$715.00	
	Other:	0	\$0.00	\$0	0	0	0	\$0.00	
	Meeting Room Expense								
	Meeting Room Rental	0	\$0.00	\$0	0	0	0	\$0.00	
	Audio/Visual (screen+data projector)	0	\$0.00	\$0	5	95	475	\$617.50	
	Signs	0	\$0.00	\$0	0	0	0	\$0.00	
	Microphone Rental	0	\$0.00	\$0	0	0	0	\$0.00	
	Tutorial Publications								
	Tutorial Books	0	\$0.00	\$0	55	5	275	\$357.50	
	Workshop Books	0	\$0.00	\$0	90	9	810	\$1,053.00	
	Evaluation Printing/Tabulation	0	\$0.00	\$0	0	0	0	\$0.00	
	Total Tutorial Operation Expenses			\$0			2710	\$3,523.00	
	Tutorial Food & Beverage				# of events	# of people	EUR/person		
	Participant kit (Tutorial/Workshop only)	0	\$0.00	\$0	1	75	12	900	\$1,170.00
	Coffee Breaks	0	\$0.00	\$0	1	235	3	705	\$916.50
	Luncheons	0	\$0.00	\$0	1	145	10	1450	\$1,885.00
	Registration Handling Fee	0	\$0.00	\$0	0	145	10	1450	\$1,885.00
	Banquet/Dinners	0	\$0.00	\$0	0	0	0	0	\$0.00
	Total Tutorial Food & Beverage			\$0			4505	\$5,856.50	
148 400	TOTAL TUTORIAL AND WORKSHOP EXPENSES			\$0			7215	\$9,379.50	
	Exhibits								
	Space Rental	0	\$0.00	\$0	0	0	0	\$0.00	
	Equipment Rental	0	\$0.00	\$0	0	0	0	\$0.00	
	Pipe and Drape Booths	0	\$0.00	\$0	0	0	0	\$0.00	
	Draped Tables	0	\$0.00	\$0	0	0	0	\$0.00	
	Carpet	0	\$0.00	\$0	0	0	0	\$0.00	
	Booth Signs	0	\$0.00	\$0	0	0	0	\$0.00	
	Electricity	0	\$0.00	\$0	0	0	0	\$0.00	
	Labor	0	\$0.00	\$0	0	0	0	\$0.00	
	Security Guards	0	\$0.00	\$0	0	0	0	\$0.00	
	Printing Exhibit Brochure	0	\$0.00	\$0	0	0	0	\$0.00	
	Stationery/Envelopes	0	\$0.00	\$0	0	0	0	\$0.00	
	Postage for Brochures	0	\$0.00	\$0	0	0	0	\$0.00	

148 500	Total Exhibits			\$0			0	\$0.00
		Previous Year Actual			Current Year Budget			
		#	fee	total	#	fee	total	
	Financial Activities							
	Banking Expenses							
	Bank Charges	0	\$0.00	\$0	0	0	0	\$0.00
	Returned Checks	0	\$0.00	\$0	0	0	0	\$0.00
	Credit Card Discount							
	Visa/MasterCard/American Express	0	\$0.00	\$0	43725	0.04	1530.38	\$1,989.49
	Foreign Transactions	0	\$0.00	\$0	0	15	0	\$0.00
	Bookkeeping Services	0	\$0.00	\$0	0	0	0	\$0.00
	Bad Debts	0	\$0.00	\$0	0	0	0	\$0.00
	Audit Review	0	\$5,000	\$0	0	10000	0	\$0.00
148 600	Total Financial Activities			\$0.00			1530.38	\$1,989.49
	Conference Management							
	Professional Management Fee	0	\$0.00	\$0	1	2000	2000	\$2,600.00
	Management Staffing	0	\$0.00	\$0	0	0	0	\$0.00
148 630	TOTAL CONFERENCE MANAGEMENT			\$0			2000	\$2,600.00
	Administrative Fees							
	Requirements for Return to SIG Sponsors							
	SIGPLAN	\$0	Err:503	\$-	30027.38	0.18	5404.93	\$7,026.41
148 700	TOTAL ADMINISTRATIVE FEES			\$0			5404.93	\$7,026.41
	Total Expenses			\$0			35432.3	\$46,061.99
	Contingency	\$0	15%	\$0	35432.3	0.15	5314.85	\$6,909.30
	Gross Expenses			\$0			40747.15	\$52,971.29
	REVENUE SUMMARY							
	Registration		\$0	0%		27000	0.62	
	Special Functions		\$0	0%		0	0	
	On-Site Sales		\$0	0%		1575	0.04	
	Tutorials		\$0	0%		6650	0.15	
	Exhibits		\$0	0%		0	0	
	Workshop		\$0	0%		8500	0.19	
147 060	Gross Revenue		\$0			43725		
	EXPENSE SUMMARY							
148 100	Publicity		\$0	0%		100	0	
148 210	Committee		\$0	0%		432	0.01	
148 220	Registration		\$0	0%		2090	0.05	
148 230	On-Site Logistics		\$0	0%		3300	0.08	
148 240	Food & Beverage		\$0	0%		6460	0.16	
148 300	Program/Publications		\$0	0%		6900	0.17	
148 400	Tutorials		\$0	0%		7215	0.18	
148 500	Exhibits		\$0	0%		0	0	
148 600	Financial Activities		\$0	0%		1530.38	0.04	
148 630	Conference Management		\$0	0%		2000	0.05	
148 700	Service Fees		\$0	0%		5404.93	0.13	
	Total Expenses		\$0			35432.3		
	Contingency		\$0	0%		5314.85	0.13	
	Gross Expenses		\$0	0%		40747.15	1	
	Gross Revenue		\$0			43725		
	Gross Expenses		\$0			40747.15		
	Surplus		\$0			2977.85		
	BREAKEVEN ANALYSIS							
	Tutorials and Workshops							
	Gross Income		\$0			15150		
	Variable Expenses		\$0			4505		
	Fixed Expenses		\$0			2710		

	Gross Expenses		\$0			7215	
	Surplus		\$0			7935	
	Average Income Per Person		\$0			275.45	
	Variable Cost Per Person		\$0			81.91	
	Tutorial Breakeven Attendance		0			14	
	Conference						
	Gross Income		\$0			43725	
	Variable Expenses		\$0			13395.3	
	Fixed Expenses		\$0			12822	
	Contingency		\$0			5314.85	
	Gross Expenses		\$0			40747.15	
	Surplus		\$0			2977.85	
	Average Income Per Person		\$0			300.79	
	Variable Cost Per Person		\$0			141	
	Conference Breakeven Attendance		0			117.04	
141 020	Conference Advance Info.			Date Rec			
	Amount of Advance	\$0					
	Amount of Advance	\$					
	Milestones (weeks prior to mtg.)						
				Date Due	Individual		Date
					Responsible		Completed
	Submission of TMRF to ACM HQ (60)			8/5/04	Chair		
	Tentative Hotel Commitment (52)			9/30/04	Chair		
	Finalize Hotel Commitment (48)			10/28/04	Chair		
	Schedule Tutorials (48)			10/28/04	TC		
	Plan for Exhibits (48)			10/28/04	EC		
	Approval of Meeting Proposal			9/30/04	ACM HQ		
	CFP designed, typeset & printed (40)			12/23/04	PC		
	CFP mailed(36)			1/20/05	PC		
	Deadline for papers (26)			3/31/05	PC		
	PC chooses accepted papers (24)			4/14/05	PC		
	Submit schedule of functions to hotel (24)			4/14/05	LAC		
	Acceptance & copyright forms to authors (21)			5/5/05	PC		
	Finalize registration form (16)			6/9/05	RC		
	Papers from authors (18)			5/26/05	PC		
	AP designed, typeset, printed (17)			6/2/05	PC		
	AP mailed (14)			6/23/05	PC		
	AP ad appears in CACM (12)			7/7/05	PC		
	Camera-ready papers to printer (8)			8/4/05	PC		
	On-site registration forms printed (6)			8/18/05	RC		
	Badges and ribbons available (6)			8/18/05	RC		
	Final requirements to hotel (4)			9/1/05	LAC		
	FP to printer (4)			9/1/05	PC		
	Advance registration closes (4)			9/1/05	RC		
	FP and proceedings delivered (1)			9/22/05	LAC		
	Guaranteed function numbers to hotel (1)			9/22/05	LAC		
	ENTER THE CONFERENCE START DATE			9/29/05	Chair		
	Submit final report & close bank account (17)			1/27/06	Chair &T		
	Chair – Conference Chair						
	IPC – Program Chair						
	RC – Registration Chair						
	LAC – Local Arrangements Chair						
	T – Treasurer						
	TC – Tutorial Chair						
							revised 02/04
This completes Section II. If you have chosen to complete the TMRF without the assistance of an ACM Program Director please complete Sections I, II and III.							

Administrative Fees									
Total Operating Expenses		\$0	18.00%	\$-		###	0.18	5404.93	
	0	-	17.20%	\$-	0	\$-	0.17	0	
	0	-	16.40%	\$-	0	\$-	0.16	0	
	0	-	15.60%	\$-	0	\$-	0.16	0	
	0	-	14.80%	\$-	0	\$-	0.15	0	
	0	-	14.00%	\$-	0	\$-	0.14	0	
	0	-	13.20%	\$-	0	\$-	0.13	0	
	0	-	12.40%	\$-	0	\$-	0.12	0	
	0	-	11.60%	\$-	0	\$-	0.12	0	
	0	-	10.80%	\$-	0	\$-	0.11	0	
	0	-	10.00%	\$-	0	\$-	0.1	0	
	0	-	9.20%	\$-	0	\$-	0.09	0	
	0	-	8.40%	\$-	0	\$-	0.08	0	
	0	-	7.60%	\$-	0	\$-	0.08	0	
	0	-	7.35%	\$-	0	\$-	0.07	0	
		-		\$-		###		5404.93	