S.W.A.N.A.
SUBCOMMITTEE
(Upcoming) QUARTERLY WORK PLAN

SUBCOMMITTEE: _____ Today's Date: _____

Name Person Submitting Report: _____ Subcommittee Position: _____

Work Period: **JAN-MARCH** **APRIL-JUNE** **JULY-SEPT.** **OCT.-DEC.**
(Circle One)

1. Subcommittee Projects for the Next Quarter:

   _____

   _____

   _____

   _____

2. Amount of Quarterly Budget (if applicable): $_____

3. Estimated Amount of Expenses for Next Quarter (including literature orders, office supplies, etc.):

   Description: _____ $_____

   Description: _____ $_____

   Description: _____ $_____

   Total Expenses:($_____)

4. Balance After Expenses (*subtract Expenses from Budget:)* $_____

5. Estimated Amount of Generated Income for Next Quarter: Income:$_____

6. Balance *Plus* Income (amount to be turned back into ASC) $_____

7. Suggestions, Questions or Concerns for the ASC:

   _____

   _____

TREASURY USE ONLY

Requested Amount $_____ Check # _____

Approved By: _____

Updated: November 2008