



## Transportation Division

Annual LCA \_\_\_\_\_ Budget Worksheet for Year \_\_\_\_\_  
Local # \_\_\_\_\_

### SECTION 1 – LCA REVENUE

- 1a Number of active, dues paying members (12-month average) \_\_\_\_\_
- 1b Monthly LCA dues assessment (not to include Local, GCA, Legislative, or TD dues) \$ \_\_\_\_\_
- 1c Average monthly LCA revenue \$ \_\_\_\_\_
- 1d Total estimated annual LCA revenue \$ \_\_\_\_\_

### SECTION 2 – LCA SALARIES

- 2a Local Chairperson's monthly salary (if established) \$ \_\_\_\_\_
- 2b Monthly salaries paid to other LCA Committeepersons \$ \_\_\_\_\_
- 2c Total monthly salaries paid to LCA Committeepersons \$ \_\_\_\_\_
- 2d Total annual salaries paid to Local Committeepersons \$ \_\_\_\_\_

### SECTION 3 – LCA LOST TIME AND EXPENSES

To be calculated as an annual estimate based on the prior year's totals.  
Assumptions may be made where prior year's information is incomplete and/or  
significant changes are anticipated.

- 3a Training and education of LCA Committeepersons \$ \_\_\_\_\_
- 3b Office Supplies \$ \_\_\_\_\_
- 3c Phone, Fax, and Internet \$ \_\_\_\_\_
- 3d Mileage, Per Diem, and Meals \$ \_\_\_\_\_
- 3e Lost time claims paid to Local Committeepersons \$ \_\_\_\_\_
- 3f Other \$ \_\_\_\_\_



3g Total annual estimate of lost time and expenses \$ \_\_\_\_\_

**SECTION 4 – LCA TAXES**

4a Estimated annual tax liability on Local Committeepersons' salaries \$ \_\_\_\_\_

4b Estimated annual tax liability on compensation for lost time \$ \_\_\_\_\_

4c Total estimated annual LCA tax liability \$ \_\_\_\_\_

**SECTION 5 – LCA BUDGET TOTALS**

5a Total estimated annual LCA revenue \$ \_\_\_\_\_

5b Total estimated annual LCA disbursements \$ \_\_\_\_\_

**5c Estimated annual LCA surplus or deficit** \$

**Signature:** \_\_\_\_\_  
(Local President)

**Signature:** \_\_\_\_\_  
(Local Treasurer)

\*Because this number is based on averages and certain assumptions, the Local's realized surplus or deficit may differ from that which is shown. This worksheet is intended for use as a tool to assist with planning and budgeting the Local's fund and does not constitute as authorization for any disbursements listed above.