

Appendix I

Colonial League Budget Preparation Procedures

- The Colonial League budget shall be developed annually by the officers of the league and approved at the May Full Member meeting.
- The Colonial League will carry a fund balance of \$20,000.
- Official Assignor Stipends - The stipend for league assignors should mirror the District XI officials' fee schedule. If the District XI fee schedule reflects an increase in the officials pay per game the League should consider increasing the assignor stipend by \$.05 per event per \$1.00 increase. Whereas, if the District XI officials' fee schedule reflects a \$0.00 increase the assignor stipend will also reflect a \$0.00 increase.
- Individual sport post season meeting expense for food should not exceed \$125 per sport. If the food expense exceeds \$125 the league will only reimburse up to the \$125 amount.
- All proposed budgetary items for the league should be made in a formal request by using the league budget request form. All requests should be turned into the League President by November 1st. Each item will be discussed at the November Athletic Directors' meeting to be formally presented at the December full member meeting in preparation for the final budget approval in May.