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1984

## 1983 - 1984 Budget Request

Commission for Women

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### Recommended Citation

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The University of Tennessee, Knoxville  
Commission for Women

October 25, 1984

Denise Harvey  
Director, Affirmative Action  
519 Andy Holt Tower

CAMPUS

Dear Denise:

In my meeting this fall with Chancellor Reese, he suggested that the most appropriate way to handle the financial arrangements necessary to support the work of the Commission for Women would be to set up a budget for the Commission within your budget. The overall figure that we discussed was in the range of eight to ten thousand dollars, and our proposed expenditures are just within that range.

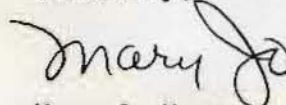
In summary, we will need the following for the 1983-84 academic year:

Supplies	\$ 225.00
Hospitality, Luncheon, Subsidies, etc.	750.00
Travel and Honoraria	
Spring Training Program	2500.00
Networker - 3 issues	
4-5 thousand	<u>6510.00</u>
Subtotal	\$9985.00
Contingency Fund	<u>1000.00</u>
Grand Total	\$10985.00

In reference to the last item, since it is at this point so difficult to be very accurate about the cost of speakers for the spring training program or other events, I would be grateful if we could establish an amount that we could call upon in case of the unexpected.

I am enclosing a more detailed break down for your use in setting up your account. Finally, Denise, thank you for your patience with my delay in getting this to you.

Sincerely,



Mary Jo Hoover  
Chairperson

MJH/kd

cc: Chancellor Reese