

Youth and Young Adult Ministry  
POST EVENT PROFILE  
Financial Report

Deanery: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Event Coordinator: \_\_\_\_\_

Budget for Event: \$ \_\_\_\_\_ Total Cost of Event: \$ \_\_\_\_\_

Event Finance Details

EXPENDITURES:

Administrative (non-personnel, ie. Non food supplies)..... \$ \_\_\_\_\_

Administrative (personnel, ie. Stipends, musician fees, speakers,etc) \$ \_\_\_\_\_

Location Fee/Cost..... \$ \_\_\_\_\_

Food and Beverages..... \$ \_\_\_\_\_

Event Supplies..... \$ \_\_\_\_\_

Transportation..... \$ \_\_\_\_\_

Other (please specify).....\$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

INCOME:

Registration/Application Fees.....\$ \_\_\_\_\_

Donations.....\$ \_\_\_\_\_

Other (please specify)\_\_\_\_\_

\$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

Submit completed form to:

Mary Cobiella  
The Diocese of Southeast Florida  
525 NE 15<sup>th</sup> Street  
Miami, FL 33132

mary@diosef.org