

MEMORANDUM

May 30, 2017

TO: David Marwell

CC: Jeremy Gunn, Tom Samoluk

FROM: Tracy J. Shycoff

SUBJECT: Final Budget Estimates for FY1997

I have detailed below my best estimates for spending for FY1997 as of September 26, 1997:

Outstanding obligations as of 9/26/97	13,183
Annual leave cash-outs	<u>8,254</u>
	21,437
Other Recurring Outstanding Costs (detailed on attached sheet)	6,165
Totals for Anticipated Spending	
Oct96 - Sep26 Outlays (see spreadsheet)	2,011,362
Totals from above	<u>27,602</u>
	2,038,964

The total of \$2,038,814 leaves us with a remaining balance of \$111,036.

Recurring Cost Estimates:

Canon Copiers	727	
Bell Atlantic Local Phones		300
AT&T		
Calling Cards	800	
Long Distance	350	
Ascom Hasler (postage meter rental)	108	
Oval Office Supply		1500
Federal Register		630
Federal Express		250
Contact Courier		200
Miller Reporting		750
Water		150
CompuServe	200	
Interliant		<u>200</u>
	6,165	

Possible Expenditures for FY97:

Letterhead	1000
Lifton tapes	1500
Federal Staff Directory	100
Congressional Yellow Book	