BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	015 Admin Activity Account		Please check one:
ACCOUNT NAME & PROJECT:	208DA ADMIN ACTIVITY	*RENAMED from Project 892	X NEW / REVISED
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)		

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	$ 1,200.00
2021-2022	Dues & fees; Rentals	$ 200.00
2021-2022	Registration fees	$ 100.00
2021-2022	Restaurant profit sharing	$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 1,600.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Catering	$ 50.00
2021-2022	Rentals; Lease Services	$ 50.00
2021-2022	Communication Services	$ 50.00
2021-2022	Printing & Binding	$ 50.00
2021-2022	Copy supplies and paper	$ 50.00
2021-2022	Health, First-Aid & Hygiene Supplies	$ 50.00
2021-2022	Kitchen products & supplies	$ 50.00
2021-2022	General Supplies <$5,000 non-durable	$ 50.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	$ 50.00
2021-2022	Appliances, Furniture & Fixtures <$5,000	$ 50.00
2021-2022	Technology-related supplies, small equipment & software	$ 50.00
2021-2022	Uniforms; T-shirts	$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Flowers; Cards	$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	$ 50.00
2021-2022	Donations	$ 50.00
2021-2022	Refunds; Reimbursements	$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ 800.00
	Total Expenditures	$ 1,600.00

Beginning Fund Balance	$	-	(A1) From Report**
Revenue	$	1,600.00	(A2)
Expenditures	$	1,600.00	(B1)
Ending Fund Balance	$	-	(B2) (A1+A2-B1=B2)

** Report in iAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X Amanda Grace — 9.24.2021
Sponsor's Signature — Date

X Natalie R Gulf — 9/24/21
Activity Fund Custodian's Signature — Date

Form completed on 9/24/2021

BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:	015 Admin Activity Account
ACCOUNT NAME & PROJECT:	809 DA ADMIN ACTIVITY
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X	NEW
	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Total Revenue	$ -

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	$ 50.00
2021-2022	Transportation expenses; Travel expenses; Lodging	$ 50.00
2021-2022	Cleaning, Maintenance supplies	$ 50.00
2021-2022	Fundraiser Expenses	$ 150.00
2021-2022	Payroll; Employee Pay & Benefits	$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	$ 50.00
2021-2022	Repairs & Maintenance Services	$ 50.00
2021-2022	Contracted Services; Other Professional Services	$ 50.00
2021-2022	Special purchases for which money was received	$ 50.00
2021-2022	Adaptive Supplies	$ 50.00
2021-2022	Incentives; Bereavement items; Recognition expenses	$ 50.00
2021-2022	Outside Improvements	$ 50.00
2021-2022	Professional Development; Certifications approved by HR	$ 25.00
2021-2022	Chromebooks	$ 25.00
	Total Expenditures	$ 800.00

Form completed on 9/24/2021