



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

175 Liberty Elem School

ACCOUNT NAME & PROJECT:

892 SAF STUDENT RAISED FUNDS

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

NEW

REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	\$ 1,140.64
2021-2022	Dues & fees; Registration fees; Name badges; Rental fees	\$ 1,000.00
2021-2022	Catalog/Brochure Sales	\$ 300.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	\$ 2,000.00
2021-2022	Reimbursements; Refunds	\$ 1,000.00
2021-2022	Interest; Commissions	\$ 100.00
2021-2022	Restaurant profit sharing	\$ 100.00
2021-2022	School Pictures; Yearbooks	\$ 3,500.00
2021-2022	Concession Sales; School Store Sales	\$ 2,500.00
2021-2022	Ticket Sales; Admission Costs	\$ 100.00
2021-2022	Special Events, Purchases	\$ 200.00
2021-2022	Book Fairs; Box Tops	\$ 200.00
2021-2022	Snack/Drink Cart	\$ 500.00
2021-2022	Consumable Item Sales (Chewies, car tags, parent ID's, etc.)	\$ 500.00
2021-2022	Walk-a-thon Turkey Trot; Boosterthon; Speed Stacks; Jump Rope for Heart; Pumpkin Decorating Contest	\$ 200.00
2021-2022	United Way	\$ 500.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ 50.00
Total Revenue		\$ 13,890.64

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	\$ 1,140.64
2021-2022	Rentals; Lease Services	\$ 500.00
2021-2022	Communication Services	\$ 500.00
2021-2022	Printing & Binding; Copying Services	\$ 500.00
2021-2022	Copy supplies and paper	\$ 1,000.00
2021-2022	Health, First-Aid & Hygiene Supplies	\$ 300.00
2021-2022	Kitchen products & supplies	\$ 500.00
2021-2022	General Supplies <\$5,000 non-durable; Name Badges	\$ 2,450.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	\$ 1,000.00
2021-2022	Appliances, Furniture & Fixtures <\$5,000	\$ 1,500.00
2021-2022	Technology-related supplies, small equipment & software	\$ 1,500.00
2021-2022	Uniforms; T-shirts	\$ 1,000.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals; Incentives; Appreciation; Flowers	\$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	\$ 75.00
2021-2022	Donations; Scholarships; Charitable Giving	\$ 50.00
2021-2022	Refunds; Reimbursements	\$ 75.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ 1,700.00
Total Expenditures		\$ 13,890.64

Beginning Fund Balance	\$	-	(A1) From Report**
Revenue	\$	13,890.64	(A2)
Expenditures	\$	13,890.64	(B1)
Ending Fund Balance	\$	-	(B2) (A1+A2-B1=B2)

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

X Norma King 8-20-21
 Sponsor's Signature Date

X [Signature] 8/20/21
 Activity Fund Custodian's Signature Date

