



# BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

## ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2022 - June 30, 2023

SCHOOL SITE:

720 BA Senior High School

ACCOUNT NAME & PROJECT:

933 FAF ECH TEACHER ACADEMY TEACHER/STAFF ACTIVITY

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

NEW  
 REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2022-2023	Donations; Gifts	\$ 250.29
2022-2023	Dues & Fees; Registration fees; Name Badges; Rental Fees	\$ 250.00
2022-2023	Catalog/Brochure Sales	\$ 100.00
2022-2023	Food Items Sales; Clothing Sales; Spirit Item Sales; Art Sales	\$ 250.00
2022-2023	Reimbursements; Refunds	\$ 50.00
2022-2023	Interest; Commissions	\$ 50.00
2022-2023	Restaurant Profit Sharing	\$ 300.00
2022-2023	School Pictures; Yearbooks	\$ 150.00
2022-2023	Concession Sales; School Store Sales	\$ 300.00
2022-2023	Ticket Sales, Admission Costs; Parking Pass Sales	\$ 150.00
2022-2023	Special Events, Purchases	\$ 50.00
2022-2023	Snack/Drink Cart Sales	\$ 100.00
2022-2023	United Way	\$ 200.00
2022-2023	Walk a thon's; Contests	\$ 100.00
2022-2023	Name Badges	\$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	\$ -
	<b>Total Revenue</b>	<b>\$ 2,400.29</b>

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2022-2023	Co-Curricular Materials	\$ 50.00
2022-2023	Rentals; Lease Services	\$ 200.00
2022-2023	Communication Services	\$ 50.00
2022-2023	Printing and Binding	\$ 200.00
2022-2023	Copy Supplies and Paper	\$ 388.00
2022-2023	Health, First Aid, & Hygiene Supplies	\$ 50.00
2022-2023	Kitchen Products and Supplies	\$ 50.00
2022-2023	General Supplies <\$5000 non durable; Name Badges	\$ 50.00
2022-2023	Books; magazines, newspapers; periodicals; subscriptions; memberships, registrations	\$ 50.00
2022-2023	Appliances, Furniture & Fixtures <\$5000	\$ 100.00
2022-2023	Technology related supplies, small equipment, software parts, replacements and service	\$ 100.00
2022-2023	Uniforms; T-shirts, hoodies, jackets etc.	\$ 100.00
2022-2023	Awards, gifts, decorations, regalia, refreshments, meals, teacher or student appreciation; flowers	\$ 100.00
2022-2023	donations; scholarships	\$ 50.00
2022-2023	refunds, reimbursements	\$ 50.00
2022-2023	Petty cash	\$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	\$ 950.00
	<b>Total Expenditures</b>	<b>\$ 2,588.00</b>

Beginning Fund Balance	\$	187.71	(A1) From Report**
Revenue	\$	2,400.29	(A2)
Expenditures	\$	2,588.00	(B1)
Ending Fund Balance	\$	-	(B2) (A1+A2-B1-B2)

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

\_\_\_\_\_  
 Sponsors Signature  
 \_\_\_\_\_  
 Activity Fund Custodian's Signature

\_\_\_\_\_  
 Date  
 4/21/22  
 \_\_\_\_\_  
 Date



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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2022-2023	Transportation expenses, Travel Expenses, lodging	\$ 50.00
2022-2023	Incentives, Bereavement Items, Special Events	\$ 50.00
2022-2023	Fundraisers Expenses	\$ 50.00
2022-2023	Payroll, Employee Pay & Benefits	\$ 100.00
2022-2023	Films, Videos, Audio tapes, & Audiovisual supplies	\$ 50.00
2022-2023	Speakers, Clinicians, Substitutes, Special Guests, Accompanists	\$ 100.00
2022-2023	Repairs and maintence services, Equipment	\$ 100.00
2022-2023	Contracted Services; Other Professional Services	\$ 100.00
2022-2023	Yearbook, School pictures	\$ 150.00
2022-2023	Adaptive Supplies	\$ 50.00
2022-2023	School Pet Supplies	\$ 50.00
2022-2023	Outside Improvements, small equipment	\$ 50.00
2022-2023	Cleaning Maintenance Supplies	\$ 50.00
Total Expenditures		\$ 950.00