

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:	915 DA CENTRAL WHSE/PLANT OPS
PROGRAM (ONLY for 893-Club Accounts):	SELECT PROGRAM (ONLY FOR PROJECT 893)

Please	check one:
Х	NEW
	REVISED

REVENUE				EXPENDITURES																								
Fiscal Year	Deposits		Estimated Amount										Estimated												Fiscal Year	Expenses		stimated Amount
				- F																								
2021-2022	Donations; Gifts; Grants	\$	1,000.00	⊢	2021-2022	Repairs & Maintenance Services	\$	50.00																				
2021-2022	Dues & Fees; Registration fees; Rental fees	\$	200.00	⊢	2021-2022	Rentals; Lease Services	\$	50.00																				
					2021-2022	Communication Services	\$	50.00																				
					2021-2022	Printing & Binding; Copying services	\$	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; Name Badges	\$	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; catering	\$	50.00																				
					2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	\$	50.00																				
					2021-2022	Donations	\$	50.00																				
				L	2021-2022	Refunds; Reimbursements	\$	50.00																				
	Go to Page 2 if more rows/cells are needed			L		Go to Page 2 if more rows/cells are needed																						
	Total from Page 2	\$	-	L		Total from Page 2	\$	400.00																				
	Total Revenue	\$	1,200.00	L		Total Expenditures	\$	1,200.00																				

Beginning Fund		
Balance	\$ -	(A1) From Report**
Revenue	\$ 1,200.00	(A2)
Expenditures	\$ 1,200.00	(B1)
Ending Fund Balance	\$ -	(B2) (A1+A2-B1=B2)

* Report in i	Accounting (Wengage): Options> Analysis	s Tools/Reports>	Revenue Expenditure Summary
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X (Signature Below)	7/8/2021
Sponsor's Signature	Date
X Natalie Eneff	7/8/2021
	Date

Activity Fund Custodian's Signature Signed by: e31a82ad-fd03-48fe-a97f-6d901d1ccfb4



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REVENUE		EXPENDITURES					
Fiscal Year	Deposits	Estimated Amount	Fiscal Year	Fiscal Year Expenses		Estimated Amount	
	Continued from Page 1:			Continued from Page 1:			
			2021-2022	Petty Cash	\$	50.00	
			2021-2022	Transportation expenses; Travel expenses; Lodging	\$	50.00	
			2021-2022	Professional Development; Certifications; Workshops	\$	50.00	
			2021-2022	Substitutes; Tutors; Special Guests; Clinicians; Speakers	\$	50.00	
			2021-2022	Payroll; Employee Pay & Benefits	\$	50.00	
			2021-2022	Films, videos, audio tapes & audiovisual supplies	\$	50.00	
			2021-2022	Contracted Services; Other Professional Services	\$	50.00	
			2021-2022	Cleaning, Maintenance supplies	\$	50.00	
	Total Revenue	\$-		Total Expendi	itures \$	400.00	

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Please check one: