



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

Please check one:

<input checked="" type="checkbox"/>	NEW
<input type="checkbox"/>	REVISED

SCHOOL SITE:
 ACCOUNT NAME & PROJECT:
 PROGRAM (ONLY for 893-Club Accounts):

720 BA Senior High School
834 SAF FOCUS, INSPIRATION, SHARE, HOOK
SELECT PROGRAM (ONLY FOR PROJECT 893)

REVENUE		Estimated Amount
Fiscal Year	Deposits	
2021-2022	Donations, Gifts	\$ 50.00
2021-2022	Dues & fees; Registration fees; Name badges; rental fees	\$ 50.00
2021-2022	Catalog/Brochure Sales	\$ 50.00
2021-2022	Food Item sales; Clothing sales; Spirit Item sales; Art sales	\$ 50.00
2021-2022	Reimbursements; Refunds	\$ 50.00
2021-2022	Restaurant profit sharing	\$ 50.00
2021-2022	School pictures; Yearbook	\$ 25.00
2021-2022	Concession sales; School Store sales	\$ 25.00
2021-2022	Special Events; Purchases	\$ 25.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ -
Total Revenue		\$ 375.00

EXPENDITURES		Estimated Amount
Fiscal Year	Expenses	
2021-2022	Rentals; Lease Services	\$ 25.00
2021-2022	Printing & Binding	\$ 25.00
2021-2022	General Supplies; Name badges	\$ 100.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	\$ 25.00
2021-2022	Uniforms; T-shirts	\$ 100.00
2021-2022	Awards; Gifts; Decorations; Regalia; Refreshments; Meals; Incentives; Appreciation Flowers	\$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank Fees	\$ 100.00
2021-2022	Donations; Scholarships	\$ 67.67
2021-2022	Refunds; Reimbursements	\$ 25.00
2021-2022	Transportation expense; Travel expenses; Lodging	\$ 50.00
2021-2022	Fundraiser Expenses	\$ 100.00
2021-2022	Yearbook; School pictures	\$ 25.00
2021-2022	Speakers; Clinicians; Substitutes; Special Guests; Tutors	\$ 50.00
2021-2022	Petty Cash	\$ 25.00
2021-2022	Health; First Aid & Hygiene Supplies	\$ 25.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ -
Total Expenditures		\$ 842.67

Beginning Fund Balance	\$ 467.67 (A1) from Report
Revenue	\$ 375.00 (A2)
Expenditures	\$ 842.67 (B1)
Ending Fund Balance	\$ 0.00 (B2) (A1+A2-B1)

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

Sponsor's Signature: *X [Signature]* Date: 9-28-2021
 Activity Fund Custodian's Signature: *X [Signature]* Date: 9-28-21