



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

ACCOUNT NAME & PROJECT:

PROGRAM (ONLY for 893-Club Accounts):

105 Aspen Creek Early Childhood Ct
938 FAF TEACHER/STAFF ACTIVITY
SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2022-2023	Dues & Fees; Fines; Registrations	\$ 600.00
2022-2023	Donations; Gifts; Grants	\$ 25.00
2022-2023	Restaurant Profit Sharing	\$ 50.00
2022-2023	Clothing sales; Spirit item sales	\$ 50.00
2022-2023	Food item sales (lounge snack cart)	\$ 50.00
2022-2023	Name Badges	\$ 50.00
2022-2023	Concession Sales	\$ 25.00
2022-2023	Vending Account/Machines	\$ 25.00
2022-2023	Special Events	\$ 25.00
2022-2023	Turkey TrotFundraiser- Staff Participation	\$ 25.00
2022-2023	Car Washes, jeans day stickers	\$ 25.00
2022-2023	Ticket sales, admission costs	\$ 25.00
2022-2023	Freckles Fridays- Staff Participation	\$ 25.00
2022-2023	Popsicle or Freezer Pop Fridays- Staff Participation	\$ 25.00
2022-2023	Hat Day- Staff Participation	\$ 25.00
2022-2023	Popcorn Sales- Staff Participation	\$ 50.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ 50.00
Total Revenue		\$ 1,150.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2022-2023	Kitchen/Lounge supplies	\$ 150.00
2022-2023	Staff awards, gifts, decorations,regalia, refreshments	\$ 150.00
2022-2023	Staff appreciation, recognition, incentives	\$ 150.00
2022-2023	Special Events	\$ 108.03
2022-2023	Refunds & reimbursements	\$ 75.00
2022-2023	T-Shirts, spirit wear	\$ 400.00
2022-2023	Fundraising expenses/special events purchases	\$ 400.00
2022-2023	Cleaning, maintenance supplies	\$ 100.00
2022-2023	General Supplies	\$ 150.00
2022-2023	Name Badges	\$ 100.00
2022-2023	Copy supplies & paper	\$ 75.00
2022-2023	Lodging	\$ 100.00
2022-2023	Donations; petty cash	\$ 150.00
2022-2023	Professional development; travel expenses; transportation	\$ 75.00
2022-2023	Appliances; furniture & fixtures <\$5,000; equipment	\$ 150.00
2022-2023	Printing & Binding; Communication services	\$ 150.00
2022-2023	Go to Page 2 if more rows/cells are needed	
Total from Page 2		\$ 775.00
Total Expenditures		\$ 3,258.03

Beginning Fund Balance	\$	2,108.03	(A1) From Report**
Revenue	\$	1,150.00	(A2)
Expenditures	\$	3,258.03	(B1)
Ending Fund Balance	\$	0.00	(B2) (A1+A2-B1-B2)

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

Carrie Jenkinson 8-16-22
 Date
 X Ratin Saputo 8.16.22
 Date
 Activity Fund Custodian's Signature



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

105 Aspen Creek Early Childhood Ct

ACCOUNT NAME & PROJECT:

938 FAF TEACHER/STAFF ACTIVITY

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
	Continued from Page 1:	
	Coke Rewards	\$ 25.00
	Casey's General Store Rewards	\$ 25.00
Total Revenue		\$ 50.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
	Technology related supplies, small equipment & software	\$ 100.00
	Books, magazines, subscriptions, periodicals, & newspapers	\$ 75.00
	Dues and fees, registrations, licensing fees, bank fees	\$ 100.00
	Rental, lease services	\$ 75.00
	Repairs & maintenance services	\$ 75.00
	Contracted services; other professional services	\$ 75.00
	Films, videos, audio tapes, software, and audiovisual supplies	\$ 75.00
	Items as stipulated in grant or donation	\$ 75.00
	Health, first aid & hygiene supplies	\$ 25.00
	Payroll; employee pay and benefits	\$ 25.00
	Snack and drink cart items	\$ 25.00
	Guest speakers, clinicians, substitutes, special guests, accompanists, tutors, labor costs	\$ 25.00
	Adaptive supplies	\$ 25.00
Total Expenditures		\$ 775.00



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

103 Arrow Springs Early Chldhd Ctr

ACCOUNT NAME & PROJECT:

938 FAF TEACHER/STAFF ACTIVITY

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2022-2023	Gifts/Donations	\$ 100.00
2022-2023	Fines/Penalties	\$ 50.00
2022-2023	Dues/Fees/Registrations	\$ 50.00
2022-2023	Collections/Contributions	\$ 100.00
2022-2023	Interest/Commissions	\$ 50.00
2022-2023	Vending Commissions	\$ 50.00
2022-2023	Book Fairs	\$ 600.00
2022-2023	Concession Sales	\$ 50.00
2022-2023	Restaurant Profit-Sharing "Spirit Nights"	\$ 500.00
2022-2023	Admission Fees/Ticket Sales	\$ 50.00
2022-2023	Reimbursements/Refunds	\$ 25.00
2022-2023	Yearbook Sales	\$ 500.00
2022-2023	Art Fundraiser	\$ 200.00
2022-2023	Food Items Sales	\$ 25.00
2022-2023	Clothing Sales/Spirit Items Sales/T-shirt Sales	\$ 250.00
2022-2023	Special Projects/Events	\$ 25.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ 500.00
Total Revenue		\$ 3,125.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2022-2023	Kitchen Products & Supplies/Lounge Supplies	\$ 100.00
2022-2023	Awards/Gifts/Decorations/Regalia/Refreshments/Recognition/Incentives/Appreciation/Special Events	\$ 500.00
2022-2023	Refunds & Reimbursements	\$ 50.00
2022-2023	School/BA Clothing/Spirit Wear/T-shirts	\$ 50.00
2022-2023	Fundraiser Expenses	\$ 100.00
2022-2023	Cleaning, Maintenance Supplies & Chemicals	\$ 50.00
2022-2023	General Supplies/Office Supplies/Name Badges/Copy Supplies & Paper	\$ 250.00
2022-2023	Payroll, Employee Pay & Benefits	\$ 50.00
2022-2023	Donations/Petty Cash/Charitable Giving	\$ 50.00
2022-2023	Professional Development/Travel Expenses/Transportation/Lodging/T-shirts/Classroom materials	\$ 500.00
2022-2023	Appliances; Furniture & Fixtures <\$5,000	\$ 100.00
2022-2023	Printing & Binding; Communication Services	\$ 50.00
2022-2023	Technology-related supplies, small equipment, & software	\$ 50.00
2022-2023	Books, magazines, subscriptions, and periodicals	\$ 50.00
2022-2023	Dues & Fees	\$ 50.00
2022-2023	Health; First Aid & Hygiene Supplies	\$ 125.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ 1,429.46
Total Expenditures		\$ 3,554.46

Beginning Fund Balance	\$	429.46	(A1) From Report**
Revenue	\$	3,125.00	(A2)
Expenditures	\$	3,554.46	(B1)
Ending Fund Balance	\$	-	(B2) (A1+A2-B1=B2)

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

X Julie Emanuel 9-6-22
 Sponsor's Signature Date

X Julie Wallace 9-6-22
 Activity Fund Custodian's Signature Date



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

ACCOUNT NAME & PROJECT:

PROGRAM (ONLY for 893-Club Accounts):

100 Creekwood Early Childhood Ctr
938 FAF TEACHER/STAFF ACTIVITY
SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2022-2023	Donations; Gifts	\$ 100.00
2022-2023	Dues and Fees; registration fees, name badges, rental fees	\$ 300.00
2022-2023	Catalog/Brochure Sales	\$ 100.00
2022-2023	Food item sales; concessions, snacks, drinks	\$ 300.00
2022-2023	Clothing sales; t-shirts, spirit items, spiritwear	\$ 200.00
2022-2023	Reimbursements; Refunds	\$ 50.00
2022-2023	Interest; Commissions	\$ 50.00
2022-2023	Restaurant Profit Sharing	\$ 200.00
2022-2023	Ticket Sales; Admission Costs	\$ 100.00
2022-2023	Special Events; Art Sales, walk-a-thons, read-a-thons	\$ 100.00
2022-2023	Book Fairs	\$ 200.00
2022-2023	Box Tops	\$ 25.00
2022-2023	Consumable item sales; chewies, car tags, parent ID's, etc.	\$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	\$ -
	Total Revenue	\$ 1,775.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2022-2023	Co-curricular materials	\$ 700.00
2022-2023	Rentals; lease services	\$ 300.00
2022-2023	Communication Services	\$ 200.00
2022-2023	Printing and Binding; copying services	\$ 200.00
2022-2023	Copy Supplies and Paper	\$ 200.00
2022-2023	Health, First Aid, and Hygiene supplies	\$ 200.00
2022-2023	General Supplies <\$5000 non-durable	\$ 700.00
2022-2023	Books, magazines, newspapers, periodicals, subscriptions	\$ 300.00
2022-2023	Appliances, Furniture and Fixtures <\$5000	\$ 500.00
2022-2023	Technology related supplies; small equipment, software	\$ 300.00
2022-2023	Uniforms; t-shirts	\$ 200.00
2022-2023	Awards, Gifts, Décor, Refreshments; meals, incentives, appreciation, flowers, bereavement	\$ 700.00
2022-2023	Dues and Fees; registrations, licensing fees, bank fees	\$ 100.00
2022-2023	Donations; scholarships, charitable giving	\$ 200.00
2022-2023	Refunds; Reimbursements	\$ 100.00
2022-2023	Kitchen products and supplies	\$ 269.69
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	\$ 3,900.00
	Total Expenditures	\$ 9,069.69

Beginning Fund Balance	\$	7,294.69	(A1) From Report**
Revenue	\$	1,775.00	(A2)
Expenditures	\$	9,069.69	(B1)
Ending Fund Balance	\$	-	(B2) (A1+A2-B1=B2)

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

[Signature] _____ 9/6/2022
 Date
 Sponsor's Signature
 [Signature] _____ 9/6/2022
 Date
 Activity Fund Custodian's Signature



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

100 Creekwood Early Childhood Ctr

ACCOUNT NAME & PROJECT:

938 FAF TEACHER/STAFF ACTIVITY

PROGRAM (ONLY for 893-Club Accounts):

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2022-2023	Continued from Page 1:	
2022-2023	Petty Cash	\$ 200.00
2022-2023	Transportation; travel expenses, lodging	\$ 300.00
2022-2023	Purpose for which funds were received	\$ 300.00
2022-2023	Fundraiser expenses, special events purchases	\$ 300.00
2022-2023	Payroll; employee pay and benefits	\$ 200.00
2022-2023	Films, videos, audio tapes, audiovisual supplies	\$ 300.00
2022-2023	Guest speakers, clinicians, substitutes, special guest, accompanists, tutors, labor costs	\$ 200.00
2022-2023	Repairs and maintenance services; equipment, replacement of equipment	\$ 200.00
2022-2023	Contracted services and other professional services	\$ 300.00
2022-2023	Yearbooks and school pictures	\$ 300.00
2022-2023	Addaptive supplies	\$ 200.00
2022-2023	School pet supplies	\$ 200.00
2022-2023	Playground Materials; small equipment, outside improvements	\$ 500.00
2022-2023	Cleaning and maintenance supplies	\$ 200.00
2022-2023	Snack and Drink cart Items	\$ 200.00
Total Expenditures		\$ 3,900.00