BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

FISCAL YEAR: July 1, 2023 - June 30, 2024

SCHOOL SITE: 015 Admin Activity Account

ACCOUNT NAME & PROJECT: 989 PERFORMING ARTS CENTER - DA

Please check one:

	NEW
X	REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2023-2024	Facility fees from ticketed events	$ 5,000.00
2023-2024	One Club sponsorship	$ 10,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Revenue	$ 15,000.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2023-2024	Repairs and maintenance services	$ 10,000.00
2023-2024	Rentals, lease services	$ 15,000.00
2023-2024	Furniture and fixtures <$5,000	$ 5,000.00
2023-2024	Technology related supplies, small equipment, and software	$ 5,000.00
2023-2024	Technology related repairs	$ 5,000.00
2023-2024	Software, licenses	$ 5,000.00
2023-2024	Awards, gifts, decorations, regalia, refreshments, catering	$ 10,000.00
2023-2024	Transportation; Travel Expenses, Lodging	$ 1,000.00
2023-2024	Other support services for students	$ 20,000.00
2023-2024	Professional development, registrations	$ 1,000.00
2023-2024	Dues, fees, bank fees	$ 1,000.00
2023-2024	Special Projects/Event Supplies	$ 6,583.79
2023-2024	General Supplies <$5,000 non-durable	$ 3,000.00
2023-2024	Refunds; Reimbursements	$ 1,000.00
2023-2024	Contracted Services; Other Professional Services	$ 1,000.00
2023-2024	Donations; Scholarships/Charitable Giving	$ 1,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	$ -
	Total Expenditures	$ 90,583.79

Beginning Fund Balance	$ 75,583.79	(A1) From Report**
Revenue	$ 15,000.00	(A2)
Expenditures	$ 90,583.79	(B1)
Ending Fund Balance	$ -	(B2) (A1+A2-B1=B2)

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

X

Sponsor's Signature

Date

X

Activity Fund Custodian's Signature

11/9/23

Date

Form completed on 11/9/2023