



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:

805 DA CHILD NUTRITION

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	\$ 50.00
2021-2022	Transportation expenses; Travel expenses; Lodging	\$ 50.00
2021-2022	Cleaning, Maintenance supplies	\$ 50.00
2021-2022	Fundraiser Expenses	\$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	\$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	\$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	\$ 50.00
2021-2022	Repairs & Maintenance Services	\$ 50.00
2021-2022	Contracted Services; Other Professional Services	\$ 50.00
2021-2022	Special purchases for which money was received	\$ 50.00
2021-2022	Incentives; Bereavement items; Recognition expenses	\$ 50.00
Total Expenditures		\$ 550.00



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

ACCOUNT NAME & PROJECT:

PROGRAM (ONLY for 893-Club Accounts):

015 Admin Activity Account
806 DA ENGAGE BA
SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	\$ 1,000.00
2021-2022	Dues & Fees; Registration fees; Rental fees	\$ 350.00
	Go to Page 2 if more rows/cells are needed	
Total from Page 2		\$ -
Total Revenue		\$ 1,350.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Repairs & Maintenance Services	\$ 400.00
2021-2022	Rentals; Lease Services	\$ 400.00
2021-2022	Communication Services	\$ 400.00
2021-2022	Printing & Binding; Copying services	\$ 400.00
2021-2022	Copy supplies and paper	\$ 400.00
2021-2022	Health, First-Aid & Hygiene Supplies	\$ 400.00
2021-2022	Kitchen products & supplies	\$ 400.00
2021-2022	General Supplies <\$5,000 non-durable; Name Badges	\$ 400.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	\$ 400.00
2021-2022	Appliances, Furniture & Fixtures <\$5,000	\$ 400.00
2021-2022	Technology-related supplies, small equipment & software	\$ 400.00
2021-2022	Uniforms; T-shirts	\$ 400.00
2021-2022	Awards, gifts, decorations, regalia, refreshments; catering; flowers	\$ 400.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	\$ 204.79
2021-2022	Donations	\$ 300.00
2021-2022	Refunds; Reimbursements	\$ 300.00
	Go to Page 2 if more rows/cells are needed	
Total from Page 2		\$ 2,200.00
Total Expenditures		\$ 8,204.79

Beginning Fund Balance	\$	6,854.79 (A1)	From Report**
Revenue	\$	1,350.00 (A2)	
Expenditures	\$	8,204.79 (B1)	
Ending Fund Balance	\$	-	(B2) (A1+A2-B1-B2)

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

X Amanda Grace

 Date 6/2/2021

Sponsor's Signature
 Signed by: Amanda Grace
 X

 Date 6/2/2021

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:

015 Admin Activity Account

ACCOUNT NAME & PROJECT:

806 DA ENGAGE BA

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	\$ 200.00
2021-2022	Transportation expenses; Travel expenses; Lodging	\$ 200.00
2021-2022	Professional Development; Certifications; Trainings; Workshops	\$ 200.00
2021-2022	Substitutes; Tutors; Special Guests; Clinicians; Speakers	\$ 200.00
2021-2022	Payroll; Employee Pay & Benefits	\$ 200.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	\$ 200.00
2021-2022	Contracted Services; Other Professional Services	\$ 200.00
2021-2022	Cleaning, Maintenance supplies	\$ 200.00
2021-2022	Advertising	\$ 200.00
2021-2022	Student Needs (Christmas wish list, Bus or Treat, etc.)	\$ 200.00
2021-2022	Fundraiser Expenses	\$ 200.00
Total Expenditures		\$ 2,200.00



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

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

Table with 3 rows: 015 Admin Activity Account, 816 DA SCHOOL NUTRITION ASSOC. BA, SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

X NEW
REVISED

Table with 3 columns: Fiscal Year, Deposits, Estimated Amount. Lists revenue sources like Donations, Gifts, Grants, etc. Total Revenue is \$1,350.00.

Table with 3 columns: Fiscal Year, Expenses, Estimated Amount. Lists expense categories like Professional Development, Rentals, Lease Services, etc. Total Expenditures is \$1,350.00.

Summary table: Beginning Fund Balance \$-, Revenue \$1,350.00, Expenditures \$1,350.00, Ending Fund Balance \$-

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

(Signature Below) 5/13/2021
Date
Sponsor's Signature
X Natalie Eneff 5/13/2021
Date

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



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:

816 DA SCHOOL NUTRITION ASSOC. BA

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	\$ 50.00
2021-2022	Transportation expenses; Travel expenses; Lodging	\$ 50.00
2021-2022	Cleaning, Maintenance supplies	\$ 50.00
2021-2022	Fundraiser Expenses	\$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	\$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	\$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	\$ 50.00
2021-2022	Repairs & Maintenance Services	\$ 50.00
2021-2022	Contracted Services; Other Professional Services	\$ 50.00
2021-2022	Special purchases for which money was received	\$ 50.00
2021-2022	Incentives; Bereavement items; Recognition expenses	\$ 50.00
Total Expenditures		\$ 550.00



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

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

015 Admin Activity Account
825 DA GRANTS
SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Grants; Gifts	\$ 850.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ -
Total Revenue		\$ 850.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Purpose for which Grants or Donations were Received	\$ 50.00
2021-2022	Co-curricular materials, small equipment	\$ 50.00
2021-2022	Films, videos, audio tapes, and audiovisual supplies	\$ 50.00
2021-2022	Appliances, Furniture & Fixtures	\$ 50.00
2021-2022	Books, magazines, subscriptions, periodicals, and/or newspapers	\$ 50.00
2021-2022	General Supplies <\$5,000 non-durable	\$ 50.00
2021-2022	Technology related supplies, web-based supplies, small equipment & software	\$ 50.00
2021-2022	Awards, Gifts, Décor, Regalia, and Refreshments; Meals	\$ 50.00
2021-2022	Adaptive Supplies	\$ 50.00
2021-2022	Uniforms; Clothing	\$ 25.00
2021-2022	Health, First-Aid & Hygiene Supplies	\$ 25.00
2021-2022	Professional Development; Travel expenses; Transportation	\$ 25.00
2021-2022	Dues & Fees; Registrations; Lodging	\$ 25.00
2021-2022	Yearbooks; Pictures	\$ 50.00
2021-2022	Contracted Services; Other Professional Services	\$ 50.00
2021-2022	Outside Improvements	\$ 50.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ 150.00
Total Expenditures		\$ 850.00

Beginning Fund Balance	\$ -	(A1) From Report**
Revenue	\$ 850.00	(A2)
Expenditures	\$ 850.00	(B1)
Ending Fund Balance	\$ -	(B2) (A1+A2-B1=B2)

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

X (Signature Below) _____ 5/13/2021
 Date

Sponsor's Signature

X Natalie Eneff _____ 5/13/2021
 Date

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



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:

825 DA GRANTS

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Refunds/Reimbursements	\$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	\$ 50.00
2021-2022	Rentals	\$ 25.00
2021-2022	Petty Cash; Donations	\$ 25.00
Total Expenditures		\$ 150.00



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

Please check one:

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

015 Admin Activity Account
901 DA ONE TO ONE
SELECT PROGRAM (ONLY FOR PROJECT 893)

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; gifts	\$ 50.00
2021-2022	Dues & Fees; Registration fees; Rental fees	\$ 50.00
2021-2022	Warranty Repair	\$ 100.00
2021-2022	Interest; Commissions	\$ 50.00
2021-2022	Insurance Collections	\$ 950.00
2021-2022	Grants	\$ 50.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ -
Total Revenue		\$ 1,250.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Repairs & Maintenance Services; Summer repair stipend	\$ 50.00
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
2021-2022	Refunds; Reimbursements	\$ 50.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ 450.00
Total Expenditures		\$ 1,250.00

Beginning Fund Balance	\$ -	(A1) From Report**
Revenue	\$ 1,250.00	(A2)
Expenditures	\$ 1,250.00	(B1)
Ending Fund Balance	\$ -	(B2) (A1+A2-B1=B2)

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

X Natalie Eneff

Sponsor's Signature
Signed by: e31a82ad-fd03-48fe-a97f-6d901d1ccfb4

X Natalie Eneff

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

5/13/2021
Date

5/13/2021
Date



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:

901 DA ONE TO ONE

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	\$ 50.00
2021-2022	Transportation expenses; Travel expenses; Lodging	\$ 50.00
2021-2022	Professional Development; Certifications; Trainings; 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
2021-2022	Instructional material	\$ 50.00
Total Expenditures		\$ 450.00



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

ACCOUNT NAME & PROJECT:

PROGRAM (ONLY for 893-Club Accounts):

015 Admin Activity Account
903 DA ONE CLUB
SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	\$ 1,000.00
2021-2022	Dues & Fees; Registration fees; Rental fees	\$ 50.00
2021-2022	Advertising	\$ 150.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ -
Total Revenue		\$ 1,200.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Repairs & Maintenance Services	\$ 50.00
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
2021-2022	Refunds; Reimbursements	\$ 50.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ 400.00
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 iAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

(Signature Below) _____ 5/13/2021
 Date
 Sponsor's Signature
 Natalie Eneff _____ 5/13/2021
 Date

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



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:

903 DA ONE CLUB

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

NEW
 REVISED

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	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 Expenditures		\$ 400.00



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

ACCOUNT NAME & PROJECT:

PROGRAM (ONLY for 893-Club Accounts):

015 Admin Activity Account
930 DA ADMIN ACTIVITY
SELECT PROGRAM (ONLY FOR PROJECT 893)

*RENAMED from Project 892

Please check one:

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	\$ 1,000.00
2021-2022	Dues & fees; Rentals	\$ 200.00
2021-2022	Contributions from sites	\$ 100.00
2021-2022	Temporary deposit of money for special purposes	\$ 100.00
2021-2022	Restaurant profit sharing	\$ 50.00
2021-2022	Interest; Commissions	\$ 50.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ -
Total Revenue		\$ 1,500.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Catering	\$ 50.00
2021-2022	Rentals; Lease Services	\$ 50.00
2021-2022	Communication Services	\$ 50.00
2021-2022	Printing & Binding	\$ 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	\$ 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; Flowers; Cards	\$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	\$ 50.00
2021-2022	Donations	\$ 50.00
2021-2022	Refunds; Reimbursements	\$ 50.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ 700.00
Total Expenditures		\$ 1,500.00

Beginning Fund Balance	\$	-	(A1) From Report**
Revenue	\$	1,500.00	(A2)
Expenditures	\$	1,500.00	(B1)
Ending Fund Balance	\$	-	(B2) (A1+A2-B1=B2)

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

X (Signature Below)

5/13/2021
Date

Sponsor's Signature

X Natalie Eneff

5/13/2021
Date

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



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

ACCOUNT NAME & PROJECT:

PROGRAM (ONLY for 893-Club Accounts):

015 Admin Activity Account
930 DA ADMIN ACTIVITY
SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	\$ 50.00
2021-2022	Transportation expenses; Travel expenses; Lodging	\$ 50.00
2021-2022	Cleaning, Maintenance supplies	\$ 50.00
2021-2022	Fundraiser Expenses	\$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	\$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	\$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	\$ 50.00
2021-2022	Repairs & Maintenance Services	\$ 50.00
2021-2022	Contracted Services; Other Professional Services	\$ 50.00
2021-2022	Special purchases for which money was received	\$ 50.00
2021-2022	Adaptive Supplies	\$ 50.00
2021-2022	Incentives; Bereavement items; Recognition expenses	\$ 50.00
2021-2022	Outside Improvements	\$ 50.00
2021-2022	Professional Development; Certifications approved by HR	\$ 50.00
Total Expenditures		\$ 700.00



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

ACCOUNT NAME & PROJECT:

PROGRAM (ONLY for 893-Club Accounts):

015 Admin Activity Account
931 DA TEACHER OF THE YEAR
SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	\$ 1,250.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ -
Total Revenue		\$ 1,250.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Repairs & Maintenance Services	\$ 50.00
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; flowers	\$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	\$ 50.00
2021-2022	Donations	\$ 50.00
2021-2022	Refunds; Reimbursements	\$ 50.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ 450.00
Total Expenditures		\$ 1,250.00

Beginning Fund Balance	\$	-	(A1) From Report**
Revenue	\$	1,250.00	(A2)
Expenditures	\$	1,250.00	(B1)
Ending Fund Balance	\$	-	(B2) (A1+A2-B1=B2)

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

(Signature Below)

5/13/2021
Date

Sponsor's Signature

Natalie Eneff

5/13/2021
Date

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



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

015 Admin Activity Account
931 DA TEACHER OF THE YEAR
SELECT PROGRAM (ONLY FOR PROJECT 893)

ACCOUNT NAME & PROJECT:

PROGRAM (ONLY for 893-Club Accounts):

Please check one:

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

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	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; Labor costs	\$ 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
2021-2022	Plaques; Picture Framing	\$ 50.00
Total Expenditures		\$ 450.00



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

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

015 Admin Activity Account
947 DA TRANSPORTATION
SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	\$ 1,000.00
2021-2022	Dues & Fees; Registration fees; Rental fees	\$ 200.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ -
Total Revenue		\$ 1,200.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Repairs & Maintenance Services	\$ 50.00
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
2021-2022	Refunds; Reimbursements	\$ 50.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ 400.00
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 iAccounting (Wengage): Options --> Analysis Tools/Reports --> Revenue Expenditure Summary

X (Signature Below) _____

5/13/2021
Date

Sponsor's Signature

X Natalie Eneff _____

5/13/2021
Date

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



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:

947 DA TRANSPORTATION

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	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 Expenditures		\$ 400.00



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

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

015 Admin Activity Account
986 DA UNITED WAY
SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	\$ 100.00
2021-2022	Dues & Fees	\$ 50.00
2021-2022	Restaurant Profit Sharing	\$ 50.00
2021-2022	Car wash sales, Food item sales, Concession sales, Walks/runs	\$ 50.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ -
Total Revenue		\$ 250.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Donations; Payment to United Way	\$ 50.00
2021-2022	Fundraiser Expenses	\$ 50.00
2021-2022	Petty Cash	\$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	\$ 50.00
2021-2022	Refunds; Reimbursements	\$ 50.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ -
Total Expenditures		\$ 250.00

Beginning Fund Balance	\$	-	(A1) From Report**
Revenue	\$	250.00	(A2)
Expenditures	\$	250.00	(B1)
Ending Fund Balance	\$	-	(B2) (A1+A2-B1=B2)

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

(Signature Below) _____ 5/13/2021
 Date
 Sponsor's Signature
 Natalie Eneff _____ 5/13/2021
 Date

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



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES
ALL FUNDRAISING ACTIVITIES
FISCAL YEAR: July 1, 2021 - June 30, 2022

SCHOOL SITE:

015 Admin Activity Account
987 DA COKE VENDING
SELECT PROGRAM (ONLY FOR PROJECT 893)

ACCOUNT NAME & PROJECT: **987 DA COKE VENDING**

PROGRAM (ONLY for 893-Club Accounts): **SELECT PROGRAM (ONLY FOR PROJECT 893)**

Please check one:

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	\$ 900.00
2021-2022	Dues & Fees; Registration fees; Rental fees	\$ 100.00
2021-2022	Interest; Commissions	\$ 100.00
2021-2022	Commissions from check card program	\$ 50.00
2021-2022	Vending Commissions: quarterly contract payment	\$ 50.00
2021-2022	Vending Commissions: monthly payments	\$ 50.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ -
Total Revenue		\$ 1,250.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Repairs & Maintenance Services	\$ 50.00
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
2021-2022	Refunds; Reimbursements to GF	\$ 50.00
Go to Page 2 if more rows/cells are needed		
Total from Page 2		\$ 450.00
Total Expenditures		\$ 1,250.00

Beginning Fund Balance	\$ -	(A1) From Report**
Revenue	\$ 1,250.00	(A2)
Expenditures	\$ 1,250.00	(B1)
Ending Fund Balance	\$ -	(B2) (A1+A2-B1=B2)

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

(Signature Below) _____ 5/13/2021
Date

Sponsor's Signature

Natalie Eneff _____ 5/13/2021
Date

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



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:

987 DA COKE VENDING

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	\$ 50.00
2021-2022	Transportation expenses; Travel expenses; Lodging	\$ 50.00
2021-2022	Professional Development; Certifications as approved by HR; Workshops; Trainings	\$ 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
2021-2022	Fireworks Display; Graduation expenses	\$ 50.00
Total Expenditures		\$ 450.00



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

003 Athletic Dept

ACCOUNT NAME & PROJECT:

803 SAF ATHLETICS

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; gifts	\$ 2,500.00
2021-2022	Dues & Fees; Registration fees; Name Badges; rental fees	\$ 2,000.00
2021-2022	Catalog/Brochure Sales	\$ 500.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	\$ 500.00
2021-2022	Reimbursements; Refunds	\$ 9,000.00
2021-2022	Interest; Commissions	\$ 50.00
2021-2022	Restaurant profit sharing	\$ 50.00
2021-2022	Ad and Radio Sales	\$ 4,500.00
2021-2022	Concession Sales	\$ 500.00
2021-2022	Ticket Sales; Admission Costs; Gate Receipts	\$ 155,000.00
2021-2022	Allocations from overall athletic budget	\$ 190,000.00
2021-2022	Payments/Reimbursements from Booster Clubs/Outside Sources	\$ 1,000.00
2021-2022	Rentals	\$ 1,000.00
2021-2022	Start-up from Gate	\$ 3,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	\$ -
	Total Revenue	\$ 369,600.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	\$ 500.00
2021-2022	Rentals; Lease Services	\$ 5,000.00
2021-2022	Communication Services	\$ 10,000.00
2021-2022	Printing & Binding; Copying services	\$ 25,000.00
2021-2022	Copy supplies and paper	\$ 25,000.00
2021-2022	Health, First-Aid & Hygiene Supplies	\$ 1,000.00
2021-2022	Kitchen products & supplies	\$ 300.00
2021-2022	General Supplies <\$5,000 non-durable; Name Badges	\$ 5,000.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	\$ 1,000.00
2021-2022	Appliances, Furniture & Fixtures <\$5,000	\$ 15,000.00
2021-2022	Technology-related supplies, small equipment & software	\$ 30,000.00
2021-2022	Uniforms; T-shirts; Gear; Gear repairs or reconditioning	\$ 75,000.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments	\$ 10,000.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	\$ 40,000.00
2021-2022	Donations	\$ 1,000.00
2021-2022	Refunds; Reimbursements	\$ 150,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	\$ 112,516.00
	Total Expenditures	\$ 506,316.00

Beginning Fund Balance	\$ 136,716.00	(A1) From Report**
Revenue	\$ 369,600.00	(A2)
Expenditures	\$ 506,316.00	(B1)
Ending Fund Balance	\$ -	(B2) (A1+A2-B1=B2)

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

X HDRainey	5.10.21
	Date
Sponsor's Signature	
Signed by: ea1ad573-4eb1-4da1-a07d-ed1c0887387a	
X Steve Dunn (Email approval attached)	5/11/2021
	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:

003 Athletic Dept

ACCOUNT NAME & PROJECT:

803 SAF ATHLETICS

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	\$ 3,000.00
2021-2022	Transportation expenses; Travel expenses	\$ 10,000.00
2021-2022	Lodging	\$ 3,000.00
2021-2022	Fundraiser Expenses	\$ 1,000.00
2021-2022	Payroll; Employee Pay & Benefits	\$ 3,000.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	\$ 1,000.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests; Tutors	\$ 5,000.00
2021-2022	Repairs & Maintenance Services	\$ 5,000.00
2021-2022	Contracted Services; Other Professional Services	\$ 1,000.00
2021-2022	Tournament Expenses	\$ 30,000.00
2021-2022	Adaptive Supplies	\$ 416.00
2021-2022	Officials; Security	\$ 50,000.00
2021-2022	Cleaning, Maintenance supplies	\$ 100.00
Total Expenditures		\$ 112,516.00

Otto, Kelle E

From: Rainey, Holly D
Sent: Wednesday, May 12, 2021 7:40 AM
To: Otto, Kelle E
Subject: FW: AF GUIDELINES 803.857.862

Thank you!

Holly Rainey
Athletics Financial Operations
Broken Arrow Public Schools
918-259-5902

-----Original Message-----

From: Dunn, Steve L
Sent: Tuesday, May 11, 2021 5:17 PM
To: Rainey, Holly D <hrainey@baschools.org>
Subject: Re: AF GUIDELINES 803.857.862

Approved

Sent from my iPhone

> On May 11, 2021, at 2:49 PM, Rainey, Holly D <hrainey@baschools.org> wrote:

>

> At your convenience, please let me know if these AF guidelines 803, 857 and 862 for the 2021-2022 school year have your approval.

> Thank you,

>

> Holly Rainey

> Athletics Financial Operations

> Broken Arrow Public Schools

> 918-259-5902

>



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

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

003 Athletic Dept
857 DA FOOTBALL ACTIVITY
SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	\$ 200.00
2021-2022	Dues & Fees; Registration	\$ 400.00
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	Interest; Commissions	\$ 50.00
2021-2022	Restaurant profit sharing	\$ 50.00
2021-2022	Summer Camps	\$ 60,000.00
2021-2022	Concession Sales	\$ 500.00
2021-2022	Ticket Sales; Admission Costs	\$ 150.00
2021-2022	Car washes; Poster sales	\$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	\$ -
	Total Revenue	\$ 61,550.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	\$ 50.00
2021-2022	Rentals; Lease Services	\$ 50.00
2021-2022	Communication Services	\$ 50.00
2021-2022	Printing & Binding; Copying Services	\$ 1,000.00
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	\$ 200.00
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, Gear and Apparel	\$ 12,000.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals	\$ 100.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	\$ 100.00
2021-2022	Donations	\$ 50.00
2021-2022	Refunds; Reimbursements	\$ 1,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	\$ 99,869.92
	Total Expenditures	\$ 114,769.92

Beginning Fund Balance	\$	53,219.92	(A1) From Report**
Revenue	\$	61,550.00	(A2)
Expenditures	\$	114,769.92	(B1)
Ending Fund Balance	\$	-	(B2) (A1+A2-B1=B2)

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

HDRainey _____ 5.11.21
Date

Sponsor's Signature
Signed by: ea1ad573-4eb1-4da1-a07d-ed1c0887387a

Steve Dunn (Email approval attached) _____ 5/11/2021
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:

003 Athletic Dept

ACCOUNT NAME & PROJECT:

857 DA FOOTBALL ACTIVITY

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	\$ 3,000.00
2021-2022	Transportation expenses; Travel expenses; Lodging	\$ 50.00
2021-2022	Professional Development; Workshops; Trainings	\$ 50.00
2021-2022	Fundraiser Expenses	\$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	\$ 96,419.92
2021-2022	Films, videos, audio tapes & audiovisual supplies	\$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests; Tutors; Coaches & Support Salaries	\$ 100.00
2021-2022	Repairs & Maintenance Services	\$ 50.00
2021-2022	Contracted Services; Other Professional Services	\$ 50.00
2021-2022	Cleaning, Maintenance supplies	\$ 50.00
Total Expenditures		\$ 99,869.92

Otto, Kelle E

From: Rainey, Holly D
Sent: Wednesday, May 12, 2021 7:40 AM
To: Otto, Kelle E
Subject: FW: AF GUIDELINES 803.857.862

Thank you!

Holly Rainey
Athletics Financial Operations
Broken Arrow Public Schools
918-259-5902

-----Original Message-----

From: Dunn, Steve L
Sent: Tuesday, May 11, 2021 5:17 PM
To: Rainey, Holly D <hrainey@baschools.org>
Subject: Re: AF GUIDELINES 803.857.862

Approved

Sent from my iPhone

> On May 11, 2021, at 2:49 PM, Rainey, Holly D <hrainey@baschools.org> wrote:

>

> At your convenience, please let me know if these AF guidelines 803, 857 and 862 for the 2021-2022 school year have your approval.

> Thank you,

>

> Holly Rainey

> Athletics Financial Operations

> Broken Arrow Public Schools

> 918-259-5902

>



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

003 Athletic Dept

ACCOUNT NAME & PROJECT:

862 SAF BOYS GOLF BOOSTER

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	\$ 930.00
2021-2022	Dues & Fees; Registration	\$ 1,000.00
2021-2022	Catalog/brochure sales	\$ 10.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	\$ 10.00
2021-2022	Reimbursements; Refunds	\$ 10.00
2021-2022	Interest; Commissions	\$ 10.00
2021-2022	Restaurant profit sharing	\$ 10.00
2021-2022	Golf Tournament	\$ 10,000.00
2021-2022	Concession Sales	\$ 1,000.00
2021-2022	Ticket Sales; Admission Costs	\$ 10.00
2021-2022	Car washes; Poster sales	\$ 10.00
	<i>Go to Page 2 if more rows/cells are needed</i>	
Total from Page 2		\$ -
Total Revenue		\$ 13,000.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	\$ 1,117.27
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	\$ 500.00
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	\$ 3,000.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals	\$ 500.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	\$ 1,000.00
2021-2022	Donations	\$ 400.00
2021-2022	Refunds; Reimbursements	\$ 400.00
	<i>Go to Page 2 if more rows/cells are needed</i>	
Total from Page 2		\$ 7,441.94
Total Expenditures		\$ 14,809.21

Beginning Fund Balance	\$	<u>1,809.21</u> (A1) From Report**	
Revenue	\$	<u>13,000.00</u> (A2)	
Expenditures	\$	<u>14,809.21</u> (B1)	
Ending Fund Balance	\$	<u>(0.00)</u> (B2) (A1+A2-B1=B2)	

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

X <u>HDRainey</u> Sponsor's Signature Signed by: ea1ad573-4eb1-4da1-a07d-ed1c0887387a	5.11.21 <hr style="border: 0.5px solid black; width: 60%; margin: 0 auto;"/> Date
X <u>Steve Dunn (Email approval attached)</u> Activity Fund Custodian's Signature	5/11/2021 <hr style="border: 0.5px solid black; width: 60%; margin: 0 auto;"/> Date



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

003 Athletic Dept

ACCOUNT NAME & PROJECT:

862 SAF BOYS GOLF BOOSTER

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	\$ 50.00
2021-2022	Transportation expenses; Travel expenses	\$ 3,841.94
2021-2022	Lodging	\$ 50.00
2021-2022	Fundraiser Expenses	\$ 1,000.00
2021-2022	Payroll; Employee Pay & Benefits	\$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	\$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests; Tutors	\$ 50.00
2021-2022	Repairs & Maintenance Services	\$ 50.00
2021-2022	Contracted Services; Other Professional Services	\$ 50.00
2021-2022	Cleaning, Maintenance supplies	\$ 50.00
2021-2022	Adaptive Supplies	\$ 50.00
2021-2022	Senior Gifts	\$ 50.00
2021-2022	Golf Equipment, Balls, Gloves, Bags, etc.	\$ 100.00
2021-2022	Team Activities/Outings	\$ 2,000.00
Total Expenditures		\$ 7,441.94

Otto, Kelle E

From: Rainey, Holly D
Sent: Wednesday, May 12, 2021 7:40 AM
To: Otto, Kelle E
Subject: FW: AF GUIDELINES 803.857.862

Thank you!

Holly Rainey
Athletics Financial Operations
Broken Arrow Public Schools
918-259-5902

-----Original Message-----

From: Dunn, Steve L
Sent: Tuesday, May 11, 2021 5:17 PM
To: Rainey, Holly D <hrainey@baschools.org>
Subject: Re: AF GUIDELINES 803.857.862

Approved

Sent from my iPhone

> On May 11, 2021, at 2:49 PM, Rainey, Holly D <hrainey@baschools.org> wrote:

>

> At your convenience, please let me know if these AF guidelines 803, 857 and 862 for the 2021-2022 school year have your approval.

> Thank you,

>

> Holly Rainey

> Athletics Financial Operations

> Broken Arrow Public Schools

> 918-259-5902

>



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

003 Athletic Dept

ACCOUNT NAME & PROJECT:

863 SAF GIRLS GOLF BOOSTER

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	\$ 200.00
2021-2022	Dues & Fees; Registration	\$ 500.00
2021-2022	Catalog/brochure sales	\$ 50.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	\$ 200.00
2021-2022	Reimbursements; Refunds	\$ 50.00
2021-2022	Interest; Commissions	\$ 50.00
2021-2022	Restaurant profit sharing	\$ 200.00
2021-2022	Tiger Classic Golf Fundraiser Golf Tournament	\$ 6,000.00
2021-2022	Concession Sales	\$ 500.00
2021-2022	Ticket Sales; Admission Costs	\$ 250.00
2021-2022	Car washes; Poster sales	\$ 50.00
2021-2022	WOGA Golf Grant	\$ 500.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	\$ -
	Total Revenue	\$ 8,550.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	\$ 50.00
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	\$ 100.00
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	\$ 500.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals	\$ 750.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	\$ 400.00
2021-2022	Donations	\$ 100.00
2021-2022	Refunds; Reimbursements	\$ 50.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	\$ 9,298.78
	Total Expenditures	\$ 11,698.78

Beginning Fund Balance	\$	3,148.78 (A1) From Report**
Revenue	\$	8,550.00 (A2)
Expenditures	\$	11,698.78 (B1)
Ending Fund Balance	\$	0.00 (B2) (A1+A2-B1=B2)

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

X HDRainey _____ 5.11.21
Date

Sponsor's Signature
Signed by: ea1ad573-4eb1-4da1-a07d-ed1c0887387a

X Steve Dunn (Email approval attached) _____ 5/11/2021
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:

003 Athletic Dept

ACCOUNT NAME & PROJECT:

863 SAF GIRLS GOLF BOOSTER

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	\$ 50.00
2021-2022	Transportation expenses; Travel expenses	\$ 3,500.00
2021-2022	Lodging	\$ 50.00
2021-2022	Fundraiser Expenses	\$ 1,000.00
2021-2022	Payroll; Employee Pay & Benefits	\$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	\$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests; Tutors	\$ 50.00
2021-2022	Repairs & Maintenance Services	\$ 50.00
2021-2022	Contracted Services; Other Professional Services	\$ 50.00
2021-2022	Cleaning, Maintenance supplies	\$ 50.00
2021-2022	Adaptive Supplies	\$ 50.00
2021-2022	Senior Gifts	\$ 1,100.00
2021-2022	Golf Equipment, Balls, Gloves, Bags, etc.	\$ 1,248.78
2021-2022	Team Activities/Outings	\$ 2,000.00
Total Expenditures		\$ 9,298.78

Otto, Kelle E

From: Rainey, Holly D
Sent: Wednesday, May 12, 2021 7:40 AM
To: Otto, Kelle E
Subject: FW: AF Guidelines 863.864.936

Thank you!

Holly Rainey
Athletics Financial Operations
Broken Arrow Public Schools
918-259-5902

-----Original Message-----

From: Dunn, Steve L
Sent: Tuesday, May 11, 2021 5:18 PM
To: Rainey, Holly D <hrainey@baschools.org>
Subject: Re: AF Guidelines 863.864.936

Approved

Sent from my iPhone

> On May 11, 2021, at 2:51 PM, Rainey, Holly D <hrainey@baschools.org> wrote:

>

> At your convenience, please let me know if these AF guidelines 863, 864 and 936 for the 2021-2022 school year have your approval.

> Thank you,

>

>

> Holly Rainey

> Athletics Financial Operations

> Broken Arrow Public Schools

> 918-259-5902

>



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

003 Athletic Dept

ACCOUNT NAME & PROJECT:

864 SAF ESPORTS

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Sponsorships (Snap Raise, etc.)	\$ 1,000.00
2021-2022	Dues & Fees; Registration fees	\$ 100.00
2021-2022	Catalog/brochure sales (Amish Bakery, etc.)	\$ 1,000.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	\$ 4,000.00
2021-2022	Reimbursements; Refunds	\$ 50.00
2021-2022	Interest; Commissions	\$ 50.00
2021-2022	Restaurant profit sharing	\$ 50.00
2021-2022	Physicals; Spat & Braces	\$ 50.00
2021-2022	Concession Sales	\$ 500.00
2021-2022	Ticket Sales; Admission Costs	\$ 100.00
2021-2022	Car washes; Poster sales	\$ 50.00
2021-2022	Cotton Candy Sales; Kettle Corn Sales; Candy Bar sales	\$ 50.00
2021-2022	Video Game Tournament	\$ 1,250.00
2021-2022	Ad Revenue; Revenue Profit Sharing (Twitch, etc)	\$ 1,250.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	\$ -
	Total Revenue	\$ 9,500.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	\$ 1,000.00
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	\$ 500.00
2021-2022	General Supplies <\$5,000 non-durable; Name Badges	\$ 100.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	\$ 50.00
2021-2022	Appliances, Furniture & Fixtures <\$5,000	\$ 1,173.12
2021-2022	Technology-related supplies, small equipment & software	\$ 1,000.00
2021-2022	Uniforms; T-shirts	\$ 1,000.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals	\$ 1,000.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	\$ 50.00
2021-2022	Donations	\$ 100.00
2021-2022	Refunds; Reimbursements	\$ 400.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	\$ 3,350.00
	Total Expenditures	\$ 9,973.12

Beginning Fund Balance	\$	473.12 (A1) From Report**
Revenue	\$	9,500.00 (A2)
Expenditures	\$	9,973.12 (B1)
Ending Fund Balance	\$	0.00 (B2) (A1+A2-B1=B2)

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

HDRaineys _____ 5.10.21
Date

Sponsor's Signature
Signed by: ea1ad573-4eb1-4da1-a07d-ed1c0887387a
 Steve Dunn (Email approval attached) _____ 5/28/2021
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:

003 Athletic Dept

ACCOUNT NAME & PROJECT:

864 SAF ESPORTS

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	\$ 50.00
2021-2022	Transportation expenses; Travel expenses	\$ 1,000.00
2021-2022	Lodging	\$ 50.00
2021-2022	Fundraiser Expenses	\$ 1,000.00
2021-2022	Payroll; Employee Pay & Benefits	\$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	\$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests; Tutors	\$ 50.00
2021-2022	Repairs & Maintenance Services	\$ 50.00
2021-2022	Contracted Services; Other Professional Services	\$ 50.00
2021-2022	Cleaning, Maintenance supplies	\$ 50.00
2021-2022	Adaptive Supplies	\$ 50.00
2021-2022	Gaming App Purchases; Stream accounts	\$ 450.00
2021-2022	League Entry Expenses	\$ 450.00
Total Expenditures		\$ 3,350.00

Otto, Kelle E

From: Rainey, Holly D
Sent: Friday, May 28, 2021 3:47 PM
To: Otto, Kelle E
Subject: FW: 864-Esports Guidelines
Attachments: Copy of Athletics - Project 864 (SAF ESports).xlsx

Holly Rainey
Athletics Financial Operations
Broken Arrow Public Schools
918-259-5902

-----Original Message-----

From: Dunn, Steve L
Sent: Friday, May 28, 2021 3:43 PM
To: Rainey, Holly D <hrainey@baschools.org>
Subject: Re: 864-Esports Guidelines

Approved

Sent from my iPhone



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

ACCOUNT NAME & PROJECT:

PROGRAM (ONLY for 893-Club Accounts):

003 Athletic Dept
936 SAF SWIM BOOSTER
SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Sponsorships	\$ 6,000.00
2021-2022	Dues & Fees; Registration fees	\$ 1,000.00
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	Interest; Commissions	\$ 50.00
2021-2022	Restaurant profit sharing (Cain's, Mazzio's, etc.)	\$ 50.00
2021-2022	Physicals; Spat & Braces	\$ 50.00
2021-2022	Concession Sales	\$ 500.00
2021-2022	Ticket Sales; Admission Costs; Banquet Tickets	\$ 1,000.00
2021-2022	Car washes; Poster sales	\$ 7,000.00
2021-2022	Snap Raise	\$ 4,000.00
2021-2022	Clinics/Swim Lessons	\$ 1,000.00
2021-2022	Easter Egg Sales	\$ 500.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	\$ -
	Total Revenue	\$ 21,300.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	\$ 50.00
2021-2022	Rentals; Lease Services	\$ 50.00
2021-2022	Communication Services	\$ 467.57
2021-2022	Printing & Binding; Copying Services	\$ 50.00
2021-2022	Copy supplies and paper	\$ 1,000.00
2021-2022	Health, First-Aid & Hygiene Supplies	\$ 500.00
2021-2022	Kitchen products & supplies	\$ 50.00
2021-2022	General Supplies <\$5,000 non-durable; Name Badges	\$ 1,000.00
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	\$ 50.00
2021-2022	Appliances, Furniture & Fixtures <\$5,000	\$ 1,000.00
2021-2022	Technology-related supplies, small equipment & software	\$ 50.00
2021-2022	Uniforms; T-shirts; Swimsuits; Warmups; Swimcaps; Spirit wear; Backpacks	\$ 12,000.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals	\$ 13,000.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	\$ 3,000.00
2021-2022	Donations	\$ 1,000.00
2021-2022	Refunds; Reimbursements	\$ 1,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	\$ 10,029.33
	Total Expenditures	\$ 44,296.90

Beginning Fund Balance	\$	22,996.90	(A1) From Report**
Revenue	\$	21,300.00	(A2)
Expenditures	\$	44,296.90	(B1)
Ending Fund Balance	\$	-	(B2) (A1+A2-B1=B2)

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

X	HDRaine	5.11.21
		Date
	Sponsor's Signature Signed by: ea1ad573-4eb1-4da1-a07d-ed1c0887387a	
X	Steve Dunn (Email approval attached)	5/11/2021
		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:

003 Athletic Dept

ACCOUNT NAME & PROJECT:

936 SAF SWIM BOOSTER

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	\$ 50.00
2021-2022	Transportation expenses; Travel expenses	\$ 2,879.33
2021-2022	Lodging	\$ 50.00
2021-2022	Fundraiser Expenses	\$ 1,000.00
2021-2022	Payroll; Employee Pay & Benefits	\$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	\$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests; Tutors	\$ 50.00
2021-2022	Repairs & Maintenance Services	\$ 50.00
2021-2022	Contracted Services; Other Professional Services	\$ 50.00
2021-2022	Cleaning, Maintenance supplies	\$ 50.00
2021-2022	Adaptive Supplies	\$ 50.00
2021-2022	Poster Costs; Plaque Costs	\$ 3,000.00
2021-2022	Senior Gifts; State Qualifier Gifts	\$ 2,700.00
Total Expenditures		\$ 10,029.33

Otto, Kelle E

From: Rainey, Holly D
Sent: Wednesday, May 12, 2021 7:40 AM
To: Otto, Kelle E
Subject: FW: AF Guidelines 863.864.936

Thank you!

Holly Rainey
Athletics Financial Operations
Broken Arrow Public Schools
918-259-5902

-----Original Message-----

From: Dunn, Steve L
Sent: Tuesday, May 11, 2021 5:18 PM
To: Rainey, Holly D <hrainey@baschools.org>
Subject: Re: AF Guidelines 863.864.936

Approved

Sent from my iPhone

> On May 11, 2021, at 2:51 PM, Rainey, Holly D <hrainey@baschools.org> wrote:

>

> At your convenience, please let me know if these AF guidelines 863, 864 and 936 for the 2021-2022 school year have your approval.

> Thank you,

>

>

> Holly Rainey

> Athletics Financial Operations

> Broken Arrow Public Schools

> 918-259-5902

>



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

003 Athletic Dept

ACCOUNT NAME & PROJECT:

970 SAF TIGER SPORTS MEDICINE

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts	\$ 75.00
2021-2022	Dues & Fees; Registration fees	\$ 1,000.00
2021-2022	Catalog/brochure sales (candy, kettle corn, cookie dough, etc.)	\$ 300.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	\$ 400.00
2021-2022	Reimbursements; Refunds	\$ 50.00
2021-2022	Interest; Commissions	\$ 50.00
2021-2022	Restaurant profit sharing (Cain's, Mazzio's, etc.)	\$ 400.00
2021-2022	Physicals; Spat & Braces	\$ 2,200.00
2021-2022	Concession Sales	\$ 150.00
2021-2022	Ticket Sales; Admission Costs	\$ 150.00
2021-2022	Car washes; Discount Sales; BOK;Kona Ice; Mask	\$ 1,200.00
2021-2022	Atwoods (hot dog sales)	\$ 600.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	\$ -
	Total Revenue	\$ 6,575.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	\$ 50.00
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; Rings	\$ 7,000.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals	\$ 2,000.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	\$ 1,000.00
2021-2022	Donations	\$ 50.00
2021-2022	Refunds; Reimbursements	\$ 1,413.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	\$ 2,281.80
	Total Expenditures	\$ 14,294.80

Beginning Fund Balance	\$	7,719.80	(A1)	From Report**
Revenue	\$	6,575.00	(A2)	
Expenditures	\$	14,294.80	(B1)	
Ending Fund Balance	\$	-	(B2)	(A1+A2-B1=B2)

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

HDRainey 5.11.21
 Date
 Sponsor's Signature
 Signed by: ea1ad573-4eb1-4da1-a07d-ed1c0887387a
 Steve Dunn (Email approval attached) 5/11/2021
 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:

003 Athletic Dept

ACCOUNT NAME & PROJECT:

970 SAF TIGER SPORTS MEDICINE

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	\$ 50.00
2021-2022	Transportation expenses; Travel expenses	\$ 50.00
2021-2022	Lodging	\$ 50.00
2021-2022	Fundraiser Expenses	\$ 281.80
2021-2022	Payroll; Employee Pay & Benefits	\$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	\$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests; Tutors	\$ 50.00
2021-2022	Repairs & Maintenance Services	\$ 50.00
2021-2022	Contracted Services; Other Professional Services	\$ 50.00
2021-2022	Cleaning, Maintenance supplies	\$ 50.00
2021-2022	Adaptive Supplies	\$ 50.00
2021-2022	Physicals	\$ 1,000.00
2021-2022	Banquet Expenses	\$ 500.00
Total Expenditures		\$ 2,281.80

PAGE 2

Otto, Kelle E

From: Rainey, Holly D
Sent: Wednesday, May 12, 2021 7:40 AM
To: Otto, Kelle E
Subject: FW: AF GUIDELINES 970.974.976

Thank you!

Holly Rainey
Athletics Financial Operations
Broken Arrow Public Schools
918-259-5902

-----Original Message-----

From: Dunn, Steve L
Sent: Tuesday, May 11, 2021 5:18 PM
To: Rainey, Holly D <hrainey@baschools.org>
Subject: Re: AF GUIDELINES 970.974.976

Approved

Sent from my iPhone

> On May 11, 2021, at 2:53 PM, Rainey, Holly D <hrainey@baschools.org> wrote:

>

> At your convenience, please let me know if these AF guidelines 970, 974 and 976 for the 2021-2022 school year have your approval.

> Thank you,

>

>

> Holly Rainey

> Athletics Financial Operations

> Broken Arrow Public Schools

> 918-259-5902

>



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

003 Athletic Dept

ACCOUNT NAME & PROJECT:

974 SAF SPECIAL OLYMPICS

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:



NEW



REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	\$ 5,250.00
2021-2022	Dues & Fees; Registration fees	\$ 250.00
2021-2022	Catalog/Brochure Sales	\$ 1,000.00
2021-2022	Food item sales; Clothing sales; Spirit item sales; Art sales	\$ 2,000.00
2021-2022	Reimbursements; Refunds	\$ 50.00
2021-2022	Interest; Commissions	\$ 50.00
2021-2022	Restaurant profit sharing	\$ 400.00
2021-2022	Special projects/events - Chili Cookoff, Bowling Tournament, 5K Run, etc.	\$ 2,000.00
2021-2022	Concession Sales	\$ 1,000.00
2021-2022	Ticket Sales; Admission Costs	\$ 100.00
2021-2022	Profit Sharing - Insurance, Corporate Sales, etc.	\$ 3,000.00
2021-2022	Donation Events (Freezin' for a Reason, etc.)	\$ 8,000.00
2021-2022	Silent Auctions	\$ 100.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	\$ -
	Total Revenue	\$ 23,200.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Co-curricular materials	\$ 3,000.00
2021-2022	Rentals; Lease Services	\$ 50.00
2021-2022	Communication Services	\$ 50.00
2021-2022	Printing & Binding; Copying Services	\$ 1,000.00
2021-2022	Copy supplies and paper	\$ 1,229.17
2021-2022	Health, First-Aid & Hygiene Supplies	\$ 50.00
2021-2022	Kitchen products & supplies	\$ 1,000.00
2021-2022	General Supplies <\$5,000 non-durable; Name Badges	\$ 2,125.63
2021-2022	Books; magazines; newspapers; periodicals; subscriptions	\$ 50.00
2021-2022	Appliances, Furniture & Fixtures <\$5,000	\$ 500.00
2021-2022	Technology-related supplies, small equipment & software	\$ 4,500.00
2021-2022	Uniforms; T-shirts	\$ 9,000.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals	\$ 9,500.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	\$ 2,000.00
2021-2022	Donations	\$ 50.00
2021-2022	Refunds; Reimbursements	\$ 500.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	\$ 32,400.00
	Total Expenditures	\$ 67,004.80

Beginning Fund Balance	\$	43,804.80 (A1)	From Report**
Revenue	\$	23,200.00 (A2)	
Expenditures	\$	67,004.80 (B1)	
Ending Fund Balance	\$	- (B2)	(A1+A2-B1=B2)

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

HDrainey

6/21/2021

Date

Sponsor's Signature
Signed by: ea1ad573-4eb1-4da1-a07d-ed1c0887387a

Steve Dunn (Email approval attached)

6/22/2021

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:

003 Athletic Dept

ACCOUNT NAME & PROJECT:

974 SAF SPECIAL OLYMPICS

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	\$ 50.00
2021-2022	Transportation expenses; Travel expenses	\$ 5,000.00
2021-2022	Lodging	\$ 75.00
2021-2022	Fundraiser Expenses	\$ 10,000.00
2021-2022	Payroll; Employee Pay & Benefits	\$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	\$ 2,000.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors	\$ 50.00
2021-2022	Repairs & Maintenance Services	\$ 50.00
2021-2022	Contracted Services; Other Professional Services	\$ 50.00
2021-2022	Cleaning, Maintenance supplies	\$ 50.00
2021-2022	Adaptive Supplies	\$ 25.00
2021-2022	Unified Partners Club Expenses	\$ 5,000.00
2021-2022	Summer Games Expenses	\$ 10,000.00
Total Expenditures		\$ 32,400.00

Otto, Kelle E

From: Rainey, Holly D
Sent: Tuesday, June 22, 2021 8:11 AM
To: Otto, Kelle E
Subject: FW: 974-REVISED GUIDELINES
Attachments: Copy of Athletics - Project 974 (SAF Special Olympics).xlsx

Good morning, here is the email approval from Steve Dunn for the 974-revision. Thank you for your help! 😊

Holly Rainey
Athletics Financial Operations
Broken Arrow Public Schools
918-259-5902

From: Dunn, Steve L
Sent: Tuesday, June 22, 2021 8:08 AM
To: Rainey, Holly D <hrainey@baschools.org>
Subject: RE: 974-REVISED GUIDELINES

Approved.

Steve Dunn, M.Ed., CMAA
Executive Director of Athletics
Broken Arrow Public Schools
918-259-5900

From: Rainey, Holly D
Sent: Monday, June 21, 2021 3:44 PM
To: Dunn, Steve L <sldunn@baschools.org>
Subject: 974-REVISED GUIDELINES

Do the revised guidelines attached for Special Olympics have your approval? If so, I will send to Kelle Otto to submit for the next board meeting.

Thank you,

Holly Rainey
Athletics Financial Operations
Broken Arrow Public Schools
918-259-5902

Otto, Kelle E

From: Rainey, Holly D
Sent: Wednesday, May 12, 2021 7:40 AM
To: Otto, Kelle E
Subject: FW: AF GUIDELINES 970.974.976

Thank you!

Holly Rainey
Athletics Financial Operations
Broken Arrow Public Schools
918-259-5902

-----Original Message-----

From: Dunn, Steve L
Sent: Tuesday, May 11, 2021 5:18 PM
To: Rainey, Holly D <hrainey@baschools.org>
Subject: Re: AF GUIDELINES 970.974.976

Approved

Sent from my iPhone

> On May 11, 2021, at 2:53 PM, Rainey, Holly D <hrainey@baschools.org> wrote:

>

> At your convenience, please let me know if these AF guidelines 970, 974 and 976 for the 2021-2022 school year have your approval.

> Thank you,

>

>

> Holly Rainey

> Athletics Financial Operations

> Broken Arrow Public Schools

> 918-259-5902

>



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

082 B & A Connections

ACCOUNT NAME & PROJECT:

982 DA B & A CONNECTIONS ACTIVITY

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; gifts	\$ 500.00
2021-2022	Dues & Fees; Registration fees; Name Badges; rental fees	\$ 500.00
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	Interest; Commissions	\$ 75.00
2021-2022	Restaurant profit sharing	\$ 50.00
2021-2022	Special Projects/Events	\$ 150.00
Go to Page 2 if more rows/cells are needed		
	Total from Page 2	\$ -
Total Revenue		\$ 1,425.00

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Extracurricular materials	\$ 1,378.21
2021-2022	Rentals; Lease Services	\$ 50.00
2021-2022	Communication Services; Postage	\$ 50.00
2021-2022	Printing & Binding	\$ 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; Cell phone; Electronic communication expenses	\$ 50.00
2021-2022	Uniforms; T-shirts	\$ 50.00
2021-2022	Awards, Gifts, Decorations, Regalia, Refreshments; Meals	\$ 50.00
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	\$ 50.00
2021-2022	Donations	\$ 50.00
2021-2022	Refunds; Reimbursements	\$ 50.00
Go to Page 2 if more rows/cells are needed		
	Total from Page 2	\$ 1,013,800.00
Total Expenditures		\$ 1,015,928.21

Beginning Fund Balance	\$	1,014,503.21	(A1) From Report**
Revenue	\$	1,425.00	(A2)
Expenditures	\$	1,015,928.21	(B1)
Ending Fund Balance	\$	-	(B2) (A1+A2-B1=B2)

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

Casey Smith 5/4/2021
 Sponsor's Signature Date
 Signed by: 3f1177dc-cb31-48a9-9fe3-c638aa8de10c

David Sutton 5/4/2021
 Activity Fund Custodian's Signature Date
 Signed by: 3f1177dc-cb31-48a9-9fe3-c638aa8de10c



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

082 B & A Connections

ACCOUNT NAME & PROJECT:

982 DA B & A CONNECTIONS ACTIVITY

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	\$ 50.00
2021-2022	Transportation expenses; Travel expenses; Lodging	\$ 2,500.00
2021-2022	Professional Development; Certifications	\$ 1,500.00
2021-2022	Fundraiser Expenses	\$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	\$ 1,000,000.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	\$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests; Tutors; Provisional Employees	\$ 1,500.00
2021-2022	Repairs & Maintenance Services; Equipment Leases	\$ 50.00
2021-2022	Contracted Services; Other Professional Services	\$ 1,000.00
2021-2022	Scholarships	\$ 50.00
2021-2022	Summer Camp Expenses	\$ 5,000.00
2021-2022	Advertising/Recruiting	\$ 25.00
2021-2022	Special Events/Projects	\$ 2,000.00
2021-2022	Cleaning, Maintenance supplies	\$ 25.00
Total Expenditures		\$ 1,013,800.00



BUDGET GUIDELINES FOR ACTIVITY FUND REVENUE/EXPENDITURES

ALL FUNDRAISING ACTIVITIES

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

SCHOOL SITE:

720 BA Senior High School

ACCOUNT NAME & PROJECT:

925 DA TIGER THREADS SPIRIT STORE

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

NEW
 REVISED

REVENUE		
Fiscal Year	Deposits	Estimated Amount
2021-2022	Donations; Gifts; Grants	\$ 107.78
2021-2022	Store Sales; Pop up Shops Sales; Online Sales	\$ 250,000.00
2021-2022	District Orders/Custom Orders/Fundraisers	\$ 50,000.00
2021-2022	Start up Change	\$ 300.00
2021-2022	Special Events	\$ 15,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	\$ -
	Total Revenue	\$ 315,407.78

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
2021-2022	Dues & Fees; Registrations; Licensing Fees; Bank fees	\$ 10,000.00
2021-2022	Professional Development, Work shops, Trade Shows	\$ 5,000.00
2021-2022	Shipping Supplies; Postage	\$ 2,000.00
2021-2022	Printing , Copying Services, Sacks and Bags	\$ 5,000.00
2021-2022	Travel	\$ 3,000.00
2021-2022	Furniture and Fixtures	\$ 10,000.00
2021-2022	Advertising	\$ 1,000.00
2021-2022	Mileage	\$ 200.00
2021-2022	Profit Split/fundraisers	\$ 20,000.00
2021-2022	Football ticket proceeds - to BAPS and Opponents	\$ 20,000.00
2021-2022	Office Equipment - Technology	\$ 10,000.00
2021-2022	Operating Expenses, Point of Sale, Website, Tech Support	\$ 20,000.00
2021-2022	Reimbursements to BAPS Funds	\$ 10,000.00
2021-2022	Payroll, Employee Pay and Benefits	\$ 75,000.00
2021-2022	Office Supplies, Staff Appreciation	\$ 2,500.00
2021-2022	Store Merchandise and samples	\$ 225,000.00
	Go to Page 2 if more rows/cells are needed	
	Total from Page 2	\$ 650.00
	Total Expenditures	\$ 419,350.00

Beginning Fund Balance	\$	103,942.22 (A1)	From Report**
Revenue	\$	315,407.78 (A2)	
Expenditures	\$	419,350.00 (B1)	
Ending Fund Balance	\$	- (B2)	(A1+A2-B1-B2)

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

X Darci Delso (Email approval attached)

5/28/2021

Darci Delso
Tiger Threads Store Manager

Date

Signed by: a6c6e027-0278-4d70-9614-f5c97b236e01

X

5/28/2021

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:

720 BA Senior High School

ACCOUNT NAME & PROJECT:

925 DA TIGER THREADS SPIRIT STORE

PROGRAM (ONLY for 893-Club Accounts):

SELECT PROGRAM (ONLY FOR PROJECT 893)

Please check one:

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

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

EXPENDITURES		
Fiscal Year	Expenses	Estimated Amount
	Continued from Page 1:	
2021-2022	Petty Cash	\$ 50.00
2021-2022	Transportation; Travel expenses; Lodging; Mileage	\$ 50.00
2021-2022	Professional Development; Certifications; Trade Shows	\$ 50.00
2021-2022	Fundraiser Expenses	\$ 50.00
2021-2022	Payroll; Employee Pay & Benefits	\$ 50.00
2021-2022	Films, videos, audio tapes & audiovisual supplies	\$ 50.00
2021-2022	Speakers, Clinicians, Substitutes, Special Guests, Accompanists; Tutors; Labor Costs	\$ 50.00
2021-2022	Repairs & Maintenance Services; Equipment; Replacement of equipment	\$ 50.00
2021-2022	Contracted Services; Other Professional Services	\$ 50.00
2021-2022	Profit Split - Club fundraisers	\$ 50.00
2021-2022	Ticket proceeds to BA Athletic Dept and Opponents	\$ 25.00
2021-2022	Advertising	\$ 25.00
2021-2022	Operating expenses - Point of Sale, Website, Tech Support, etc.	\$ 25.00
2021-2022	Cleaning, Maintenance supplies	\$ 25.00
2021-2022	Store Merchandise; Custom Orders; Custom Order Supplies	\$ 25.00
2021-2022	Sacks; Bags; Wrapping Supplies	\$ 25.00
Total Expenditures		\$ 650.00

Otto, Kelle E

From: Delso, Darci E
Sent: Friday, May 28, 2021 2:43 PM
To: Otto, Kelle E
Subject: Tiger Threads - Reconciliation Worksheet Approval

May 28, 2021

I approve Project 925 – Tiger Threads

Darci Delso
Tiger Threads
Store Manager