

# SAMPLE BUDGET

School PTA/PTSA  
PROPOSED BUDGET

	Budgeted	Actual	Proposed
Balance from Previous Year:	\$610.89	\$610.89	4,428.47
<b>RECEIPTS:</b>			
1. Membership Dues	1,250.00	1,300.00	1,500.00
2. Donations	1,000.00	1,000.00	1,000.00
3. Fund Raising			
a. Candy Sale	20,000.00	19,892.50	20,000.00
b. Bazaar	2,500.00	5,250.00	5,500.00
c. Bookfair	2,500.00	3,000.00	3,000.00
d. Yearbook	1,000.00	975.00	975.00
4. Sales Tax	1,410.00	1,432.50	1,500.00
<b>TOTAL RECEIPTS</b>	<b>\$30,270.89</b>	<b>\$33,460.89</b>	<b>\$37,903.47</b>
<b>DISBURSEMENTS:</b>			
<b>Organizational Expenses:</b>			
10. State & National Dues	812.50	845.00	975.00
11. PTA Council Dues	250.00	260.00	300.00
12. PTA Publications	25.00	21.75	50.00
13. Delegate Expenses	1,000.00	950.00	1,200.00
14. Insurance	200.00	179.00	200.00
Total Organizational Expenses	<b>\$2,287.50</b>	<b>\$2,255.75</b>	<b>\$2,725.00</b>
<b>Operating Expenses:</b>			
20. Supplies/Postage	250.00	200.00	250.00
21. Committees	650.00	578.25	700.00
22. Newsletter	150.00	150.00	175.00
23. Bank Charges/Fees	50.00	80.00	80.00
Total Operating Expenses	<b>\$1,100.00</b>	<b>\$1,008.25</b>	<b>\$1,205.00</b>
<b>PTA Objectives:</b>			
30. Parent Programs	1,000.00	1,000.00	1,400.00
31. Life Membership & Awards	500.00	427.30	500.00
32. Reflections	400.00	400.00	400.00
33. Cultural Arts	5,000.00	4,850.00	5,000.00
34. Classroom Teachers	1,000.00	900.00	1,000.00
35. Fund Raising Expenses			
a. Candy Sale	10,000.00	9,946.25	10,000.00
b. Bazaar	1,400.00	1,387.37	1,400.00
c. Bookfair	1,250.00	1,500.00	1,500.00
d. Yearbook	1,000.00	975.00	975.00
36. Sales Tax	1,410.00	1,432.50	1,500.00
37. Student Activities	3,000.00	2,950.00	3,000.00
38. Appreciation	0.00	0.00	2,000.00
Total PTA Objectives	<b>\$25,960.00</b>	<b>\$25,768.42</b>	<b>\$28,675.00</b>
Carryover	\$923.39	\$4,428.47	\$5,298.47
<b>TOTAL DISBURSEMENTS</b>	<b>\$30,270.89</b>	<b>\$33,460.89</b>	<b>\$37,903.47</b>

Board of Directors has the authority to move budgeted funds within categories.

Adoped by Membership: \_\_\_\_\_ (date)

Sample