



everychild.one voice.

### BUDGET (SAMPLE)

FISCAL YEAR \_\_\_\_\_

Name of Unit \_\_\_\_\_ IRS EI # \_\_\_\_\_

Council \_\_\_\_\_ District PTA \_\_\_\_\_

Bank Name \_\_\_\_\_ Account # \_\_\_\_\_

Bank Address \_\_\_\_\_

**BALANCE ON HAND** from previous year \$ \_\_\_\_\_

**ESTIMATED RECEIPTS**

Interest income \$ \_\_\_\_\_

Membership dues (unit portion only) \$ \_\_\_\_\_

Fundraising (list individually) \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

**RECEIPTS NOT BELONGING TO UNIT**

Council, district, State and National PTA membership per capita \$ \_\_\_\_\_

Founders Day freewill offering \$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

TOTAL RECEIPTS \$ \_\_\_\_\_

**ESTIMATED DISBURSEMENTS**

**Operating expenses**

Membership envelopes \$ \_\_\_\_\_

Insurance premium \$ \_\_\_\_\_

Newsletter and publicity \$ \_\_\_\_\_

Council/district PTA leadership workshops \$ \_\_\_\_\_

Convention (State/National PTA) \$ \_\_\_\_\_

Officers' and chairmen's reimbursement \$ \_\_\_\_\_

Past president's pin \$ \_\_\_\_\_

Honorary Service Award \$ \_\_\_\_\_

**Program expenses**

Programs and assemblies \$ \_\_\_\_\_

Reflections Program \$ \_\_\_\_\_

Family Engagement \$ \_\_\_\_\_

Emergency preparedness \$ \_\_\_\_\_

Hospitality \$ \_\_\_\_\_

**Fundraising**

Carnival \$ \_\_\_\_\_

Book fair \$ \_\_\_\_\_

Gift wrap \$ \_\_\_\_\_

**Carry-over to next year**

\$ \_\_\_\_\_

**Unallocated reserves**

\$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

**DISBURSEMENTS NOT BELONGING TO UNIT**

Council, district, State and National PTA membership per capita \$ \_\_\_\_\_

Founders Day freewill offering \$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

TOTAL DISBURSEMENTS \$ \_\_\_\_\_

**BALANCE ON HAND** \$ \_\_\_\_\_

Date \_\_\_\_\_

Treasurer's Signature \_\_\_\_\_