



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

Parent Involvement \$ \_\_\_\_\_

Emergency Preparedness \$ \_\_\_\_\_

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

**Fundraising**

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

Book Fair \$ \_\_\_\_\_

Gift Wrap \$ \_\_\_\_\_

**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** \$ \_\_\_\_\_

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