

**SAMPLE SCHOOL PTA BUDGET**  
**20XX-20XX**  
 APPROVAL DATE: MONTH DD, YYYY

**STARTING BALANCE ON HAND** \$0

PURPOSE	TAG	LINE ITEM (CATEGORY)	EXPENSES		INCOME		PROFIT		UNDER / OVER BUDGET (PROFIT)	ASSUMPTIONS
			20XX/XX BUDGET	2016/17 Actual	20XX/XX BUDGET	2016/17 ACTUAL	20XX/XX BUDGET	20XX/XX ACTUAL		
Spend	Classroom Supplies	Communication Folder & Agendas					\$0	\$0	\$0	
Spend	Classroom Supplies	Teacher-Staff Supplies					\$0	\$0	\$0	
Spend	Classroom Supplies	Technology / Equipment					\$0	\$0	\$0	
Spend	Instructional Support	Assemblies					\$0	\$0	\$0	
Spend	Instructional Support	Books (Guided Reading & Library)					\$0	\$0	\$0	
Spend	Instructional Support	DARE (5th Grade Program shirts)					\$0	\$0	\$0	
Spend	Instructional Support	Field Trips					\$0	\$0	\$0	
Spend	Instructional Support	Instruction Manipulatives					\$0	\$0	\$0	
Spend	Instructional Support	Movie License					\$0	\$0	\$0	
Spend	Instructional Support	Outdoor Classrooms					\$0	\$0	\$0	
Spend	Instructional Support	PBIS Recognition					\$0	\$0	\$0	
Spend	Instructional Support	Teacher Professional Development					\$0	\$0	\$0	
Spend	School Improvement	Beautification - Indoor					\$0	\$0	\$0	
Spend	School Improvement	Beautification - Outdoor Maint.					\$0	\$0	\$0	
Spend	School Improvement	Playground Areas-Equipment					\$0	\$0	\$0	
Spend	Community Support	Community Family Support					\$0	\$0	\$0	
Spend	Community Support	School Service Projects					\$0	\$0	\$0	
Spend	Family Engagement	Bedtime Stories					\$0	\$0	\$0	
Spend	Family Engagement	Family Breakfasts					\$0	\$0	\$0	
Spend	Family Engagement	Ice Cream Social					\$0	\$0	\$0	
Spend	Family Engagement	Movie Night					\$0	\$0	\$0	
Spend	Family Engagement	Reflections Art Evening					\$0	\$0	\$0	
Spend	Family Engagement	STEAM Night					\$0	\$0	\$0	
Spend	Family Engagement	Talent Show					\$0	\$0	\$0	
Spend	Family Engagement	WATCH DOGS					\$0	\$0	\$0	
Spend	Family Engagement	Winter Crafts Night					\$0	\$0	\$0	
Spend	Family Engagement	Fifth Grade Promotion					\$0	\$0	\$0	
Spend	Thanks	Appreciation Events/ Teacher Gift					\$0	\$0	\$0	
Spend	PTA Admin	Membership Dues					\$0	\$0	\$0	
Spend	PTA Admin	Liability & Bond Insurance					\$0	\$0	\$0	
Spend	PTA Admin	LEAP Dues					\$0	\$0	\$0	
Spend	PTA Admin	Meeting Hospitality & Sitter					\$0	\$0	\$0	
Spend	PTA Admin	MySchoolAnywhere/PTBoard/Membership Toolkit					\$0	\$0	\$0	
Spend	PTA Admin	Officer Conference and Training					\$0	\$0	\$0	
Spend	PTA Admin	Operating Expense					\$0	\$0	\$0	
Spend	PTA Admin	Paypal - Credit Card Fee					\$0	\$0	\$0	
Spend	PTA Admin	Tax Preparation					\$0	\$0	\$0	
<b>TOTAL</b>										
Raise	Business Donation	Box Tops					\$0	\$0	\$0	
Raise	Business Donation	Corporate Sponsorship					\$0	\$0	\$0	
Raise	Business Donation	Spirit Nights @ Businesses					\$0	\$0	\$0	
Raise	Business Donation	Store Rewards (Giant, Harris T, Target)					\$0	\$0	\$0	
Raise	Personal Donation	Direct Donation (Paper or E check)					\$0	\$0	\$0	
Raise	Fundraiser	After School Classes/Activities					\$0	\$0	\$0	
Raise	Fundraiser	Bingo					\$0	\$0	\$0	
Raise	Fundraiser	Carnival					\$0	\$0	\$0	
Raise	Fundraiser	Family Dance					\$0	\$0	\$0	
Raise	Fundraiser	Original Works					\$0	\$0	\$0	
Raise	Fundraiser	Pancake Meal					\$0	\$0	\$0	
Raise	Fundraiser	Scholastic Book Fair					\$0	\$0	\$0	
Raise	Fundraiser	Silent Auction					\$0	\$0	\$0	
Raise	Fundraiser	Spaghetti Dinner					\$0	\$0	\$0	
Raise	Fundraiser	Logo Items					\$0	\$0	\$0	
Raise	Fundraiser	Spirit Wear					\$0	\$0	\$0	
Raise	Fundraiser	Taco Dinner					\$0	\$0	\$0	
<b>TOTAL</b>										
<b>NOTE CASHBOX</b>			Net OUT \$1200 AND NET IN \$1200 == \$0							

CATEGORY SUBTOTALS		BUDGET		
SPEND		EXPENSE	INCOME	PROFIT
Classroom Supplies		\$0	\$0	\$0
Instructional Support		\$0	\$0	\$0
Thanks		\$0	\$0	\$0
Family Engagement		\$0	\$0	\$0
School Spirit (5th Grade Party/Gift)		\$0	\$0	\$0
School Improvement		\$0	\$0	\$0
Community Support		\$0	\$0	\$0
PTA Admin		\$0	\$0	\$0
<b>SUBTOTAL</b>		\$0	\$0	\$0
<b>RAISE</b>				
Business Donation		\$0	\$0	\$0
Personal Donation		\$0	\$0	\$0
Fundraiser		\$0	\$0	\$0
<b>SUBTOTAL</b>		\$0	\$0	\$0
<b>GRAND TOTAL</b>		\$0	\$0	\$0

**VOTED CHANGES**

**NOTE: ANY CHANGE TO THE APPROVED BUDGET THAT EXCEEDS \$300 REQUIRES A MEMBERSHIP VOTE**