Sample PTA Budget						
	Proposed Budget					
	20 20					
Current Balance Fo	orward from 20	\$7,059.00				
INCOME						
Fundrais	er	\$10,250.00				
Members	ship dues	\$525.00				
School t-	shirts	\$200.00				
Box Tops		\$600.00				
Donation	ıs	\$1,000.00				
Sales Tax		\$250.00				
TOTAL INCOME		\$19,884.00				
EXPENDITURES						
	ity Involvement					
	Teacher Appreciation Week	\$750.00				
	PTC Dinners	\$575.00				
	Volunteer Luncheons	\$100.00				
Educatio						
	Kindergarten Orientation	\$50.00				
	AR Program	\$950.00				
	Reading awards	\$1,000.00				
Family Lif	e					
	Father-Son night	\$600.00				
	Mother-Daughter night	\$600.00				
	Fall Carnival	\$1,200.00				
	Grandparents Day	\$250.00				
Health						
	Maturation	\$200.00				
	Physical Fitness Awards	\$800.00				
	Health Fair	\$200.00				
Safety						
	Ribbon Weeks	\$800.00				
	DARE	\$250.00				
General a	and Administrative					
Generare	Leadership Training	\$400.00				
	Valentine Treats	\$250.00				
	Bank Charges	\$120.00				
	Membership Drive	\$100.00				
	Supplies	\$450.00				
	• •					
TOTAL EXPENDITURES		\$9,645.00				
BALANCE TO MOV	\$10,239.00					

Masters - Board Files > Treasurer > General Forms > Sample Forms - All Originals.xi

Sample PTA Budget Proposed Budget 20 20				
Current Balance Forward from 20	\$7,059.00			
INCOME				
Fundraiser	\$10,250.00			
Membership dues	\$525.00			
School t-shirts	\$200.00			
Box Tops	\$600.00			
Donations	\$1,000.00			
Sales Tax	\$250.00			
TOTAL INCOME	\$19,884.00			
EXPENDITURES				
Community Involvement	\$1,425.00			
Education				
	\$2,000.00			
Family Life	\$2,650.00			
Health	\$1,200.00			
Safety General and Administrative	\$1,050.00			
General and Administrative	\$1,320.00			
TOTAL EXPENDITURES	\$9,645.00			
BALANCE TO MOVE FORWARD	\$10,239.00			

Masters - Board Files > Treasurer > General Forms > Sample Forms - All Originals.xisx

Total Receipts	DOOK Fall S				
Membership Dues	Total Receipts		\$5,398.22		
Total Receipts \$25.00 Remittance of council, state, and national portions \$16.625 \$8.75 \$8.75 \$1.00 \$1	Related Costs	_	(\$3,024.78)	\$2,373.44	
Remittance of council, state, and national portions Sea.75 Interest Income Cother Contributions Received \$25.00 School T-Shirts Total Receipts \$240.80 Related Costs \$10.12 \$99.32 \$99.32 \$2,943.34 \$2,943.3	Membership Dues				
Interest Income	Total Receipts		\$25.00		
Other Contributions Received \$25.00	Remittance of council, state, and national portions	_	(\$16.25)	\$8.75	
Contributions Received School T-Shirts \$25.00 \$99.32 Total Receipts Related Costs \$240.80 (\$166.48) \$74.32 \$99.32 TOTAL INCOME \$2,943.34 EXPENDITURES \$2,943.34 EXPENDITURES \$22.32 (\$110.12) \$132.44 Spirit Week Spir	Interest Income	·			
School T-Shirts Total Receipts Related Costs S240.80 Related Costs S240.80 S74.32 \$99.32 S2,943.34 S2,943.	Other				
Total Receipts \$240.80 \$74.32 \$99.32 \$99.32 \$99.32 \$99.32 \$99.32 \$99.32 \$99.33 \$	Contributions Received		\$25.00		
Related Costs (\$166.48) \$74.32 \$99.32	School T-Shirts				
### TOTAL INCOME \$2,943.34	Total Receipts	\$240.80			
EXPENDITURES Community Involvement Spirit Week SEP Conferences - Dinners for teachers Education Accellerated Rader Awards Field Trips Science Programs/Equipment Health Maturation Individual Development Birthday Table TOTAL COMMISSIONS General And Administrative Other (checks, film, postage, paper, etc.) Sales Tax Paid TOTAL EXPENDITURES BALANCE AS OF MARCH 1, 2000 Checking Account Balance Savings Account Balance Savings Account Balance Submitted by: , Treasurer	Related Costs	(\$166.48)	\$74.32	\$99.32	
Community Involvement Spirit Week Spirit Week SEP Conferences - Dinners for teachers Education Accellerated Rader Awards Field Trips Science Programs/Equipment Health Maturation Birthday Table TOTAL COMMISSIONS General And Administrative Other (checks, film, postage, paper, etc.) Sales Tax Paid Checking Account Balance Savings Account Balance Spirit Week Span Span Span Span Span Span Span Span	TOTAL INCOME				\$2,943.34
Community Involvement Spirit Week SPCOnferences - Dinners for teachers Education Accellerated Rader Awards Field Trips Science Programs/Equipment Health Maturation Birthday Table TOTAL COMMISSIONS General And Administrative Other (checks, film, postage, paper, etc.) Sales Tax Paid Checking Account Balance Savings Account Balance Submitted by: , Treasurer	EXPENDITURES				
Spirit Week \$22.32 \$110.12 \$132.44 Education \$267.51 \$161.12 \$132.44 Accellerated Rader Awards \$267.51 \$161.12 \$176.00 Field Trips \$987.50 \$1,660.01 \$177.70 Science Programs/Equipment \$177.70 <td< td=""><td></td><td></td><td></td><td></td><td></td></td<>					
SEP Conferences - Dinners for teachers Education Accellerated Rader Awards Field Trips Science Programs/Equipment Health Maturation Birthday Table TOTAL COMMISSIONS General And Administrative Other (checks, film, postage, paper, etc.) Sales Tax Paid BALANCE AS OF MARCH 1, 2000 Checking Account Balance Submitted by: Total EXPENDITURES Since Programs/Equipment \$517.70 \$1,660.01 \$177.70 \$1,660.01 \$177.70 \$1,660.01 \$1,660.01 \$1,770 \$1,660.01 \$1,770 \$1,660.01 \$1,600.01 \$1,60	•		\$22.32		
Education Accellerated Rader Awards Field Trips Science Programs/Equipment Health Maturation Individual Development Birthday Table TOTAL COMMISSIONS General And Administrative Other (checks, film, postage, paper, etc.) Sales Tax Paid TOTAL EXPENDITURES BALANCE AS OF MARCH 1, 2000 Checking Account Balance Submitted by: Treasurer	•			\$132.44	
Field Trips Science Programs/Equipment Health Maturation Birthday Table Other (checks, film, postage, paper, etc.) Sales Tax Paid TOTAL EXPENDITURES BALANCE AS OF MARCH 1, 2000 Checking Account Balance Savings Account Balance Submitted by: Treasurer \$987.50 \$4405.00 \$1,660.01 \$4405.00 \$1,77.70 \$1,660.01 \$1,77.70		-	<u> </u>	,	
Science Programs/Equipment \$405.00 \$1,660.01 Health Maturation \$177.70 Individual Development Birthday Table \$54.47 TOTAL COMMISSIONS \$2,024.62 General And Administrative Other (checks, film, postage, paper, etc.) \$74.10 Sales Tax Paid \$55.51 TOTAL EXPENDITURES \$2,154.23 BALANCE AS OF MARCH 1, 2000 \$19,693.17 Checking Account Balance \$4,162.31 Savings Account Balance \$15,530.86	Accellerated Rader Awards		\$267.51		
Health Maturation \$177.70 Individual Development Birthday Table \$54.47 TOTAL COMMISSIONS \$2,024.62 General And Administrative Other (checks, film, postage, paper, etc.) \$74.10 Sales Tax Paid \$55.51 TOTAL EXPENDITURES \$2,154.23 BALANCE AS OF MARCH 1, 2000 \$19,693.17 Checking Account Balance \$4,162.31 Savings Account Balance \$15,530.86	Field Trips		\$987.50		
Health Maturation \$177.70 Individual Development Birthday Table \$54.47 TOTAL COMMISSIONS \$2,024.62 General And Administrative Other (checks, film, postage, paper, etc.) \$74.10 Sales Tax Paid \$55.51 TOTAL EXPENDITURES \$2,154.23 BALANCE AS OF MARCH 1, 2000 \$19,693.17 Checking Account Balance \$4,162.31 Savings Account Balance \$15,530.86	·		\$405.00	\$1,660.01	
Individual Development Birthday Table \$54.47 TOTAL COMMISSIONS \$2,024.62 General And Administrative Other (checks, film, postage, paper, etc.) \$74.10 Sales Tax Paid \$55.51 TOTAL EXPENDITURES \$2,154.23 BALANCE AS OF MARCH 1, 2000 \$19,693.17 Checking Account Balance \$4,162.31 Savings Account Balance \$15,530.86 \$19,693.17		_			
Individual Development Birthday Table \$54.47 TOTAL COMMISSIONS \$2,024.62 General And Administrative Other (checks, film, postage, paper, etc.) \$74.10 Sales Tax Paid \$55.51 TOTAL EXPENDITURES \$2,154.23 BALANCE AS OF MARCH 1, 2000 \$19,693.17 Checking Account Balance \$4,162.31 Savings Account Balance \$15,530.86 \$19,693.17	Maturation			\$177.70	
Birthday Table \$54.47 TOTAL COMMISSIONS \$2,024.62 General And Administrative Other (checks, film, postage, paper, etc.) \$74.10 Sales Tax Paid \$55.51 TOTAL EXPENDITURES \$2,154.23 BALANCE AS OF MARCH 1, 2000 \$19,693.17 Checking Account Balance \$4,162.31 Savings Account Balance \$15,530.86 \$19,693.17	Individual Development				
TOTAL COMMISSIONS \$2,024.62 General And Administrative Other (checks, film, postage, paper, etc.) \$74.10 Sales Tax Paid \$55.51 TOTAL EXPENDITURES \$2,154.23 BALANCE AS OF MARCH 1, 2000 \$19,693.17 Checking Account Balance \$4,162.31 Savings Account Balance \$15,530.86 \$19,693.17 Submitted by:	•			\$54.47	
Other (checks, film, postage, paper, etc.) Sales Tax Paid TOTAL EXPENDITURES \$2,154.23 BALANCE AS OF MARCH 1, 2000 \$19,693.17 Checking Account Balance Savings Account Balance \$4,162.31 Savings Account Balance \$15,530.86 \$19,693.17 Submitted by:, Treasurer	-		-	•	\$2,024.62
Other (checks, film, postage, paper, etc.) Sales Tax Paid TOTAL EXPENDITURES \$2,154.23 BALANCE AS OF MARCH 1, 2000 \$19,693.17 Checking Account Balance Savings Account Balance \$4,162.31 Savings Account Balance \$15,530.86 \$19,693.17 Submitted by:, Treasurer	General And Administrative				
Sales Tax Paid \$55.51 TOTAL EXPENDITURES \$2,154.23 BALANCE AS OF MARCH 1, 2000 \$19,693.17 Checking Account Balance \$4,162.31 Savings Account Balance \$15,530.86 \$19,693.17 Submitted by:					\$74.10
TOTAL EXPENDITURES \$2,154.23 BALANCE AS OF MARCH 1, 2000 \$19,693.17 Checking Account Balance Savings Account Balance \$4,162.31 \$15,530.86 \$19,693.17 Submitted by:					=
BALANCE AS OF MARCH 1, 2000 \$19,693.17 Checking Account Balance \$4,162.31 Savings Account Balance \$15,530.86 \$19,693.17 Submitted by:				•	· .
Checking Account Balance \$4,162.31 Savings Account Balance \$15,530.86 \$19,693.17 Submitted by:, Treasurer	TOTAL EXPENDITURES				\$2,154.23
Savings Account Balance \$15,530.86 \$19,693.17 Submitted by:, Treasurer	BALANCE AS OF MARCH 1, 2000			;	\$19,693.17
Savings Account Balance \$15,530.86 \$19,693.17 Submitted by:, Treasurer	Checking Account Balance				\$4,162.31
Submitted by:, Treasurer	Savings Account Balance				\$15,530.86
Submitted by:, Treasurer					\$19,693.17
	Submitted by:	Treasurer		:	

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INTEREST INCOME	\$72.25	\$72.25
MEMBERSHIP		
Total Income	\$25.00	
State/National	-\$20.00	
Council	-\$0.50	\$4.50
TOTAL INCOME		\$5,916.82
EXPENDITURES		
COMMUNITY INVOLVEMENT		
Spirit Week	\$22.32	\$22.32
EDUCATION		
Reading Rewards	\$267.51	
Science Fair	\$522.10	\$789.61
HEALTH	\$50.00	\$50.00
INDIVIDUAL DEVELOPMENT	\$0.00	\$0.00
BOOKFAIR COSTS	\$3,624.78	\$3,624.78
GENERAL & ADMINISTRATIVE	\$74.10	\$74.10
SALES TAX PAID	\$55.10	\$55.10
TOTAL EXPENDITURES	\$4,615.91	\$4,615.91
BALANCE AS OF FEBRUARY 28,	2013	\$18,205.00
CHECKING	\$4,162.31	
<u>SAVINGS</u>	<u>\$13,970.44</u>	
	\$18,132.75	

SUBMITTED BY: ______, Treasurer

Date: April 13, 2022

Example Elementary PTA FINANCIAL STATEMENT

For the Period: July 1, 20___ to March 31, 20___

BEGINNING BALANCE		<u>Annual</u>	Budget \$ 4,897	<u>A</u>	ctual Ye	ar-To-Date \$ 4,897	% of Budget
INCOME Membership Dues (Local Portion Only) Book Fiars (Net of Related Costs) Business Contributions Fundraisers (Net of Related Costs)	\$ \$ \$	1,675 3,000 3,000 8,000	-	\$ \$ \$ \$	1,772 1,485 1,601 7,898		106% 50% 53% 99%
TOTAL INCOME			\$ 15,675	=		\$ 12,756	_
			\$ 20,572			\$ 17,653	
EXPENDITURES							
Community Involvement	\$	1,325		\$	898		
Education	\$	2,000		\$	1,854		
Family Life	\$	2,500		\$	1,289		
Health	\$	1,200		\$	1,304		
Individual Development	\$	5,750		\$	5,801		
Safety	\$	650		\$	647		
General & Administrative	\$	950	-	\$	479		
TOTAL EXPENSES			\$ 14,375	-		\$ 12,272	
ENDING BALANCE			\$ 6,197	=		\$ 5,381	=

Gross Receipts Test

2022-2023 \$

2021-2022 \$

2020-2021 \$

Total: \$

Divide Total Amout by 3

Average: \$

Is the Average greater than \$50,000? Then file **Form 990EZ**

Otherwise file Form 990N e-Postcard