**PROJECT BUDGET WORKSHEET**

**Income**

Fundraising money

Allocation from club budget

Co-sponsorship income

Food or clothing sales

School Funding

Other

**Total income**

**Expenses**

Program materials

Presenter’s fee

Publicity

Travel

Postage

Housing

Food

Rentals

Awards, certificates

Other

**Total expenses**

INCOME – EXPENSES = NET PROFIT or NET LOSS

**Net profit or loss**

Submit a copy of this proposal to the treasurer to request funds.

Save and submit all receipts.

\*\*Work with your club treasurer on all financial matters!\*\*