

## Budget Monitoring for ASB or Club

Name of School \_\_\_\_\_

Name of Club \_\_\_\_\_

### Budget Monitoring Fiscal Year: \_\_\_\_\_

As of: \_\_\_\_\_  
Date

#### Part I: Revenues

Account Number	Account Description	Budgeted Revenues	Revenues Received to Date
	Total		

#### Part II: Expenses

Account Number	Account Description	Budgeted Expense	Actual Spent to Date
	Total		

#### Part III: Ending Balance and Carryover

Difference between total revenues and expenses: \_\_\_\_\_

Plus carryover (ending balance) from prior year: \_\_\_\_\_

Projected ending balance: \_\_\_\_\_

#### Part IV: Budget Approval

Submitted and Approved by:

Student Club Representative: \_\_\_\_\_  
Signature, Title and Date

Club Advisor: \_\_\_\_\_  
Signature, Title and Date

Approved by:

Principal/School Administrator: \_\_\_\_\_  
Signature, Title and Date

ASB Student Council President: \_\_\_\_\_  
Signature, Title and Date

Recorded in ASB Student Council Minutes on: \_\_\_\_\_  
Date