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