

Fundraising Budget Worksheet

Keep in mind that all funds need to be deposited within **3 days** of being collected with the exception of ongoing fundraisers. In the case of ongoing fundraisers a weekly deposit is required. Fundraising must cease when the funds needed for the purpose or activity are raised. The dates of the fundraiser and the purpose for fundraising must be stated clearly on the fundraiser application and attached to this sheet.

BUDGET DETAILS

Food

Printing

Guest speaker/presenter

Supplies/ activity materials

Off-campus venue

Miscellaneous (Explain below)

Total needed for fundraising activity

CLUB FUNDING ON HAND

Club fundraising balance

SGA award balance

Total funds on hand

Total for activity from above

Remainder

Additional Comments:

NOTE: If additional funds are needed, attach the Additional Club Funding Proposal Form and submit to SGA for approval.