**Committee Budget Worksheet**

The committee budget worksheet helps our committees to plan and track the expenses and income for PTA events or programs, ensuring they stay within budget. It provides transparency, accountability, and a clear record of financial activity for approval by the PTA @board. This form also serves as a useful reference for future planning.

Questions? Email Treasurer@MapleHillsPTA.com

| **Budget Year:**  |  |
| --- | --- |

| Program/Event Name: |  |
| --- | --- |
| **Program/Event Budgeted $:** |  |
| Program/Event Date/s: |  |
| Committee Chair: |  |  |
| Committee Chair: |  |  |
| PTA Officer: |  |  |

| **Item/Income (Including Donations):**  | **Current year Actual $:** | **Current year Estimate $:** | **Previous** **year** **Actual $:** |
| --- | --- | --- | --- |
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| **Income Total:** |  |  |  |

| **Item/Expense/Donations:**  | **Source/** **Supplier:** | **Current year Actual $:** | **Current Year Estimate $:** | **Previous** **year** **Actual $:** |
| --- | --- | --- | --- | --- |
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|  |  |  |  |  |
| **Expense Total:** |  |  |  |

| **Total Income:** |  |  |  |
| --- | --- | --- | --- |
| **Total Expense:** |  |  |  |
| **Net income or cost:** |  |  |  |

Committee Budget Worksheet (2018) 

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