



WESTMONT HIGH SCHOOL
 Campbell Union High School District
 4805 Westmont Avenue
 Campbell, CA 95008

Budget Monitoring

Fiscal Year: _____

Name of Club: _____ As of (date): _____

Part I: Revenues

| Revenue Description | Budgeted Revenues Based on Currently Approved Budget | Actual Revenues Received to Date Based on Current Reports | Difference Between Budget and Actuals |
|---------------------|--|---|---------------------------------------|
| | | | |
| | | | |
| | | | |
| Total | | | |

Part II: Expenditures

| Account Description | Budgeted Expenditures Based on Currently Approved Budget | Actual Expenditures Spent to Date Based on Current Reports | Difference between Budget and Actuals |
|---------------------|--|--|---------------------------------------|
| | | | |
| | | | |
| | | | |
| Total | | | |

Part III: Ending Balance and Carryover

1. Difference between actual total revenues and expenses: _____
2. Plus carryover (ending balance) from prior year: _____
3. Projected ending balance: _____

Balances in excess of 20% of the budget must be spent by June 30th. If this is not going to be possible a request to carryover excess funds must be submitted for approval

Part IV: Budget Submission and Approval

| | Name | Signature | Date |
|-------------------------------------|------|-----------|------|
| Student Club Representative | | | |
| Club Advisor | | | |
| ASB Student Council Representative | | | |
| Principal/School Site Administrator | | | |
| Activities Director | | | |

Reviewed by Banker: _____ Date: _____