PROJECT BUDGET

Figure out how much your club's service project will cost by creating a budget. A budget is a tool that helps you keep track of the amount of money you can spend on items.

ITEM DESCRIPTION	ESTIMATED COST	CAN WE GET THIS DONATED OR BORROWED?*	DATE PURCHASED	ACTUAL COST
TOTALS				

*Remember to not include a cost for anything you mark as "donated" or "borrowed." But if your club can't get a donation or borrow the item, it will need to be added to the budget as a cost. Also inform the advisor.