**Troop Budget Planning Worksheet**

**Step 1**: Estimate your income and expenses.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Estimated Income** |  |  | **Estimated Expenses** |  |
|  |  |  |  |  |
| Fall Sale Program  (troop profit per item **X** number of items sold) | $\_\_\_\_\_\_\_\_ |  | Recognition items  (Journey awards, pins, badges, patches) | $\_\_\_\_\_\_\_\_ |
|  |  |  |  |  |
| Cookie Sales Program -  Regular Cookies  (troop profit per box **X** number of boxes sold) | $\_\_\_\_\_\_\_\_ |  | Troop meeting Items  (first aid kit, markers, scissors, etc.) | $\_\_\_\_\_\_\_\_ |
|  |  |  |  |  |
| Cookie Sales Program -  Specialty Cookies  (troop profit per box **X** number of boxes sold) | $\_\_\_\_\_\_\_\_ |  | Craft supplies | $\_\_\_\_\_\_\_\_ |
|  |  |  |  |  |
| **Subtotal:** | $\_\_\_\_\_\_\_\_ |  | Service projects | $\_\_\_\_\_\_\_\_ |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  | Program Fees  (entry fees, event registration, trips, etc.) | $\_\_\_\_\_\_\_\_ |
|  |  |  |  |  |
|  |  |  | Contingency  (spur-of-the moment ideas & unexpected opportunities) | $\_\_\_\_\_\_\_\_ |
|  |  |  |  |  |
|  |  |  | Other:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | $\_\_\_\_\_\_\_\_ |
|  |  |  |  |  |
|  |  |  | Other:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | $\_\_\_\_\_\_\_\_ |

|  |  |
| --- | --- |
| **Step 2**: Subtract your INCOME from your total EXPENSES. Your answer is the amount that will need to be covered by troop dues. | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |
| **Step 3**: Divide your answer in Step 2 by the number of girls in your troop. This is the total amount of dues needed per girl for the year. | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |
| **Step 4:** Divide your answer in Step 3 by the number of meetings you’ll hold this year. This is the amount of dues you’ll need to collect from each girl at each troop meeting. | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Is the amount in Step 4 reasonable?** If not, increase your Fall Sale or Cookie Program goals, or have your troop plan an additional money-earning project.\*

\*Your troop will need to participate in both the Fall Sale and cookie program before planning a money-earning project.

**What Will You Do, See, Make, Visit?**

**Step 1**: Brainstorm ideas about what the girls want to do. All ideas are welcome. No ideas are tossed out or turned down.

**Step 2**:Attach a price tag to each idea. Use ¢ for inexpensive ideas, $ for more expensive, and $$ for the most expensive ideas (like big trips, huge projects, etc.).

**Step 3**: Organize ideas according to their cost using the boxes below.

**Our Brainstorming List**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **¢ ideas**  **(Things we can do right now)** |  | **$ ideas**  **(Things we can work toward)** |  | **$$ ideas**  **(Special planning and money-earning effort needed)** |