

Approximate Cost Breakdown of Trip

These numbers are purely estimates and based on 2026 prices. Airline prices will fluctuate from year to year.

Description	Quantity	Amount per Student	Total Cost
Hotel	TBA	\$370	TBA
Airfare	TBA	\$616	TBA
Metro Cards	TBA	\$47	TBA
Dinners	TBA	\$120	TBA
Sponsorship Shirts	TBA	\$20	TBA
TOTAL		\$1173	

Complete Section A or B; and C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name _____										
Account Number _____										
		<u>Fund</u>	<u>Function</u>	<u>Object</u>	<u>Cost Center</u>	<u>Project</u>	<u>Sub Project</u>			
Original Approved Budget	+	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
\$ _____		\$ _____		\$ _____		\$ _____		\$ _____		\$ _____

Account Name _____										
Account Number _____										
		<u>Fund</u>	<u>Function</u>	<u>Object</u>	<u>Cost Center</u>	<u>Project</u>	<u>Sub Project</u>			
Original Approved Budget	+	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
\$ _____		\$ _____		\$ _____		\$ _____		\$ _____		\$ _____

B. Item Currently Not Budgeted -**

Funding Source Student Funded

Account Name _____

Account Number	<u>802</u>	<u>9800</u>	<u>331</u>	<u>0351</u>	<u>922</u>	<u>2027</u>
	<u>Fund</u>	<u>Function</u>	<u>Object</u>	<u>Cost Center</u>	<u>Project</u>	<u>Sub Project</u>

Amount \$ _____

Funding Source _____

Account Name _____

Account Number _____

	<u>Fund</u>	<u>Function</u>	<u>Object</u>	<u>Cost Center</u>	<u>Project</u>	<u>Sub Project</u>
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Amount \$ _____

C. History

Check one:
 Prior Year Budget:
 New for Current Year:

Prior Year Approved Budget: \$ _____

Prior Year Actual Spent: \$ _____

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****