

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

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

| B. Item Currently Not Budgeted -** | | | | | | | |
|------------------------------------|---------------------------|-------------|-------------|-------------|--------------|--------------|--|
| Funding Source | <u>Student Self Pay</u> | | | | | | |
| Account Name | <u>Journalism Account</u> | | | | | | |
| Account Number | <u>8020</u> | <u>9800</u> | <u>3310</u> | <u>0391</u> | <u>22000</u> | <u>00000</u> | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | |
| Amount | <u>\$ 2,800.00</u> | | | | | | |

| Funding Source | _____ | | | | | | |
|----------------|----------|----------|--------|-------------|---------|-------------|--|
| Account Name | _____ | | | | | | |
| Account Number | _____ | _____ | _____ | _____ | _____ | _____ | |
| | Fund | Function | Object | Cost Center | Project | Sub Project | |
| Amount | \$ _____ | | | | | | |

| C. History | |
|-----------------------------|----------------------------------|
| Check one: | |
| Prior Year Budget: | <input checked="" type="radio"/> |
| New for Current Year: | <input type="radio"/> |
| 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****