



SAMPLE ENCAMPMENT BUDGET WORKSHEET

PART A: INCOME

To establish the per girl/adult fee, fill in the costs in Part B first and then divide the total expenses by the total number of people coming.

PLANNED INCOME		ACTUAL INCOME	
Total number of participants	#	Total number of participants	#
Encampment per girl fee	\$	Encampment per girl fee	\$
Encampment per adult fee	\$	Encampment per adult fee	\$
1. #____ girls @ \$_____	\$	1. #____ girls @ \$_____	\$
2. #____ adults @ \$_____	\$	2. #____ adults @ \$_____	\$
3. Incidental Income	\$	3. Incidental Income	\$
Total Income (1+2+3)	\$	Total Income (1+2+3)	\$

PART B: EXPENSES

PLANNED EXPENSES		ACTUAL EXPENSES	
Food	\$	Food	\$
Activity Fees	\$	Activity Fees	\$
Office Supplies	\$	Office Supplies	\$
Health / First Aid	\$	Health / First Aid	\$
Program Supplies	\$	Program Supplies	\$
Patches / Badges	\$	Patches / Badges	\$
T-Shirts	\$	T-Shirts	\$
Site Rental	\$	Site Rental	\$
Postage	\$	Postage	\$
Volunteer Recognition	\$	Volunteer Recognition	\$
Other	\$	Other	\$
Other	\$	Other	\$
Total Expenses	\$	Total Expenses	\$
Income	\$	Income	\$
BALANCE (Income - Expenses)	\$	BALANCE (Income - Expenses)	\$