



Work with your troop leader to fill in the blanks below. Then, share your work with your troop!

### BALANCE REPORT

A bank account “balance” is the amount of money in the account.

- » Last month, the balance of our troop account was \$\_\_\_\_\_.
- » This month, the balance of our troop account was \$\_\_\_\_\_.

We have \$\_\_\_\_\_ MORE or LESS (CIRCLE ONE) money in our account this month than we did last month.

### WITHDRAWAL

When money comes OUT of your bank account, it’s called a withdrawal. Review last month’s bank statement with your leader. For each withdrawal, find out:

1. How much did it cost?
2. Who received this money?
3. Why did we need to spend it?

Then, pick 3 withdrawals to share with your troop.

WITHDRAWAL #1 DATE	WITHDRAWAL #2 DATE	WITHDRAWAL #3 DATE
AMOUNT	AMOUNT	AMOUNT
WHO RECEIVED THIS MONEY?	WHO RECEIVED THIS MONEY?	WHO RECEIVED THIS MONEY?
WHY DID WE SPEND IT?	WHY DID WE SPEND IT?	WHY DID WE SPEND IT?

### DEPOSITS

When money comes IN to your bank account, it’s called a deposit. Review last month’s bank statement with your leader.

For each deposit find out:

1. Why did we get this deposit?
2. How much was it?
3. How was it paid? (cash, check, etc...)



Then, pick 3 deposits to share with the troop.

DEPOSIT #1 DATE
AMOUNT
WHERE DID THIS MONEY COME FROM?

DEPOSIT #2 DATE
AMOUNT
WHERE DID THIS MONEY COME FROM?

DEPOSIT #3 DATE
AMOUNT
WHERE DID THIS MONEY COME FROM?

## BUDGET

A budget is a plan for future spending. It's important to have a budget so you can balance your income (money you get) and expenses (money you spend).

### WHAT WILL WE SPEND NEXT MONTH?

Talk with your troop leader about the money your troop will need to spend next month. List the expenses below, and then add them up to determine your monthly budget. Be sure to include an allowance for "miscellaneous" in case an expense comes up that you didn't foresee.

EXPENSE	AMOUNT
BUDGET FOR THE MONTH	

### WHAT WILL WE EARN NEXT MONTH?

Talk with your troop leader about the money your troop expects to earn next month. List the ways you plan to make money below, and then add them up to determine your expected monthly income.

SOURCE OF INCOME	AMOUNT
TOTAL INCOME FOR THE MONTH	



## BALANCE YOUR BUDGET

You just determined how much your troop expects to earn and spend next month.

- » Which number was higher?

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- » If the expenses were higher, how can you spend less money as a troop?

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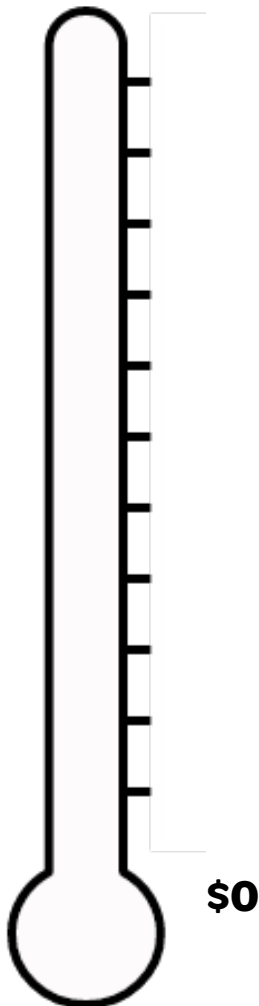
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- » If the income was higher, how can you save some of that extra money to use in the future?

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### OUR TROOP GOAL

- » We are raising money for: \_\_\_\_\_
- » Total amount we need: \_\_\_\_\_
- » How much we have so far: \_\_\_\_\_
- » How much more we need: \_\_\_\_\_

*Use the thermometer to the left to show your troop how close they are to reaching their goal!*

**CADETTE BADGE WORK:** Completing these tasks can help you earn the “Budgeting” badge.





# FINANCIAL LITERACY

## Treasurer Report Completion Form

### ADULT LEADERSHIP/TROOP OR GROUP LEADER INFORMATION

TROOP / GROUP # / IGM	<input type="checkbox"/> DAISY <input type="checkbox"/> BROWNIE <input type="checkbox"/> JUNIOR <input type="checkbox"/> CADETTE <input type="checkbox"/> SENIOR <input type="checkbox"/> AMBASSADOR	# OF GIRLS	# OF ADULTS
TROOP / GROUP LEADER NAME		PHONE (DAY)	PHONE (EVENING)
ADDRESS	CITY	STATE	ZIP
EMAIL			

### GIRL SCOUT INFORMATION

TROOP / GROUP # / IGM	<input type="checkbox"/> DAISY <input type="checkbox"/> BROWNIE <input type="checkbox"/> JUNIOR <input type="checkbox"/> CADETTE <input type="checkbox"/> SENIOR <input type="checkbox"/> AMBASSADOR	
GIRL SCOUT NAME	PHONE (DAY)	PHONE (EVENING)
GIRL / GUARDIAN EMAIL		

### FORM SUBMISSION

Please submit all troop/group forms together in one envelope to:

Girl Scouts–Arizona Cactus–Pine Council  
 ATTN: **Troop Treasurer**  
 119 East Coronado Rd.  
 Phoenix, AZ 85004