

Girl Scout Gold Award Project Budget Planning Worksheet

Your Name: _			
_			
Project Title:			

Your project budget must be included with in your Gold Award Project Proposal. This worksheet is provided as a tool to help develop your budget and lists typical costs to be considered. You may have additional items not listed below that will have an associated cost (ex. Consider technology related fees). Those items should be added to this worksheet in the "other" section to determine your overall project budget. Proposed budget information should be transferred into the Go Gold system in the section titled "Estimate your project expenses and how you plan to meet those costs (e.g., donations, cookie proceeds, money-earning project)". Be sure to review the GSNCA Money Earning Guidelines as you make your project plan.

Projected Expenses:

Site or facilities rental or fees	\$
Fees (custodians, equipment, etc.)	\$
Permits (building, plumbing, activity, etc.)	\$
Supplies (program, cleaning, first aid, etc.)	\$
Printing	\$
Postage/shipping	\$
Food/beverages	\$
Thank You gifts (Project Advisor, Troop Advisor, etc.)	\$
Other: (list specifics below)	\$
Total Estimated Expenses	\$

Donations: List items that you may be able to get donated and by whom. *You must receive permission from the council before asking for donations*. Contact your council staff member for more information by emailing mygoldaward@girlscoutsnca.org.

Item(s) that may be donated	Possible donor	Who will contact the donor

Income:	Brainstorm ways you might raise money to support your project.	You must
submit a	Money-Earning Activity Application and have it approved bef	<u>ore</u>
beginnin	g your money-earning activity.	

1.

2.

3.

Once your Gold Award Project has been approved, you need keep track of all donations and expenses. You may use your own record keeping form but MUST enter all Income and Expense information into Step 6 of Go Gold. Income/Expense information is required for approval of Final Report.