BLACK PINE ANIMAL PARK
Fundraising Plan

Use this sheet to summarize the fundraising project/event for future planners & final evaluation.

PROJECT / EVENT NAME: _____

Chairperson Name: _____

Notetaker: _____

Budget Overseer: _____

Assign sub-project leaders:

Project _____ Leader _____

Project _____ Leader _____

Project _____ Leader _____

Project _____ Leader _____

Project _____ Leader _____

Project _____ Leader _____

PROJECT / EVENT BUDGET

Income		***Estimated Income***	***Actual Income***
Expense		***Estimated Cost***	***Actual Cost***
Marketing			
	Fliers / posters		
	Invitations		
	Press Releases		
	Print Ads		
	Other		
Venue			
	Rental Fees		
	Parking Fees		
	Coat Check		
	Bar / Catering Services		
Décor			
	Seasonal Décor		
	Table Coverings		
	Lighting		
	Other		
Food / Drink			
	Appetizers		
	Beverages		
	Snacks		
	Dinners		
	Other		
Other Expenses			
NET INCOME			