

CADDO PARISH SCHOOL BOARD
 REPORT ON FUNDRAISING PROJECT
 SCHOOL: C.E. Boyd High School
 YEAR: 2024-2025

IA-82(Rev.08/21)
 Exhibit F
 # 60
 For Office Use

THE FOLLOWING SHOULD BE COMPLETED BY THE SPONSOR BEFORE THE PROJECT BEGINS.

Name of organization student council
 School General Ledger Account Number C-4180
 Name of sponsor Carberry
 Type of project (Fundraiser Name) LASC convention Registrations
 If food/drink sold, attach smart snack compliance documentation (see instructions).
 Business from which items are purchased LASC
 Proposed starting date 10/21/2024 Proposed ending date 11/30/2024

Highlighted cells contain formulas and cannot be deleted.

	Projected (#'s ONLY)
A. Number of units to be ordered for sale	<u>10</u>
B. Proposed sales price per unit or ticket	<u>200</u>
C. Anticipated sales from the project (A times B)	<u>2000.00</u>
D. Estimated total cost of all units	<u>2000.00</u>
E. Anticipated profit (C minus D)	<u>0.00</u>
F. Proposed use of profit	<u>no profit</u>

Requested by April Carberry Date 10/2/24
 Sponsor's Signature
 Approved by [Signature] Date 10/3/24
 Principal's Signature

THE FOLLOWING IS TO BE COMPLETED BY THE SPONSOR WITHIN TWO WEEKS AFTER THE PROJECT IS ENDED

G (1). Beginning inventory units from prior year or previous fundraiser. _____ Previous Fundraiser # _____
 G (2). Total units received per invoice(s), including free items. _____
 H. Less units still on hand (Inventory).**
 (Please attach plans for items left in inventory)
 I. Less units given away as prizes or awards. **
 J. Less units lost, stolen, damaged or spoiled.**
 K. Total units available for sale _____ X _____ = _____
 L. ACTUAL funds collected (Should agree with ATTACHED General Ledger print out of account) _____
 M. DIFFERENCE (K minus L) _____
 Explanation: Uncollected from students ** _____
 Other: (Attach explanation) _____
 TOTAL: Should agree with M _____

N. ACTUAL funds collected: (Same as L) \$ _____
 O. Less COST of all items (Should agree with checks written per General Ledger). _____
 P. PROFIT or (Loss) on this project (N minus O) _____

*For multiple-priced item sales, attach detail.
 **Attach appropriate list or form.

As sponsor, by signing this form, I am attesting to the accuracy of the information and will maintain supporting documentation. The Sponsor should keep all records that support this project for three years AFTER it is audited.

Submitted By _____ Date _____
 Sponsor's Signature
 Reviewed By _____ Date _____
 Principal's Signature

SEND TO CPSB INTERNAL AUDITING DEPT. IMMEDIATELY UPON COMPLETION OF FORM