

Budget Worksheet

Anticipate and track costs through the season using the template below. Put anticipated expenses and the projected amount in the "Budget Amt." column. Track line items and the actual dollar amount in the "Actual Amt." column as you spend. Teams who need to create reports for awarded grants, sponsors, or schools might need to use the "Category" and "Rationale" columns. Delete rows irrelevant to your team. Required items are denoted with an asterisk (*). Find season pricing at <https://www.firstinspires.org/robotics/fll/challenge/pricing-and-payment>. Consult the [FIRST® fundraising toolkit](#) for tips.

Item	Budget Amt.	Actual Amt.	Category	Rationale/Explanation
Expenses				
Registration*			Registration	Season registration fee (required & non-refundable). Does not include Official Event registration fee.
Challenge Set*			Registration	Changes with the Challenge each season.
Robot Set*			Robot Supplies	All teams need a robot. Purchase at a discount via the Team Registration System. One-time cost.
Additional robot parts			Robot Supplies	You may want to purchase an expansion set or additional items.
Robot Game table			Robot Supplies	To set up Challenge set Mission Models for the Robot Game.
Laptop or Tablet*			Robot Supplies	Minimum of 1 required for programming. Extras can be used for Project research, etc.
Event registration fee			Registration	Official Event fees vary by region.
Travel/transportation			Team Supplies	To and from events, if applicable.
Meeting Supplies			Team Supplies	
Snacks			Team Supplies	
Other				
Other				
Sub-Total				Projected. Actuals may differ.
Income				
Rollover Amount				Leftover funds from the previous season. (Veteran teams only.)
Grant			Grants	Support from outside entities.
Fundraiser			Fundraiser	Targeted amount to raise.
Other				
Sub-Total				Anticipated funds. Actuals may differ.

