



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 to track each expense and its purpose.

Delete rows irrelevant to your team. Find the season pricing at www.firstinspires.org/robotics/fll/pricing-and-payment. Required items are denoted with an asterisk (*).

Consult the *FIRST*® fundraising toolkit for tips: <https://www.firstinspires.org/resource-library/fundraising-toolkit>

| 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 LEGO® MINDSTORMS® 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. |
| Official 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 | 0.00 | | | 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. |

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