SciPacket

FICTIONAL SAMPLE

BUDGET ASSUMPTIONS & FUNDING STATUS

What is funded for this season?

Attach this sheet to the Team season budget packet. Record assumptions, funding status and the next checks.

TEAM / SEASON
Sample robotics team · 2026–27

PREPARED BY / AS OF
Lead mentor · 3 Nov 2026

NEED		INCOME	
Total expenses	$22,800.00	Confirmed income	$9,500.00
+ Reserve target	$1,500.00	+ Expected income	$14,800.00
= **Budget need**	**$24,300.00**	= **Total income**	**$24,300.00**

Confirmed gap
Budget need − confirmed income
$14,800.00

Funding gap
Budget need − total income
$0.00

Copy current tool results. **Funding gap** uses all income; **confirmed gap** uses confirmed income only. Both include the reserve. Expected support is not permission to spend.

01 What do the costs assume?

ASSUMPTION	AMOUNT	BASIS / NEXT CHECK
Registration	$6,000.00	Allowance only. Lead mentor checks current official program and event fees.
Robot & tools	$10,700.00	Estimate. Parts lead checks inventory and quotes, including tax and delivery.
Travel & outreach	$6,100.00	$5,200 travel scenario + $900 outreach. Confirm event plans and local approvals.

02 Which support is still expected?

INCOME SOURCE	STATUS	AMOUNT
School allocation + renewing sponsors	Confirmed	$9,500.00
Grant applications	Expected	$12,300.00
Fall fundraiser	Expected net proceeds	$2,500.00

03 What happens next?

Pending funding decisions · business lead reviews by 10 Nov

Verify grant and fundraiser status. Update changes in the worksheet; print a new packet. Lead mentor and activities office decide what can proceed.

Attach / reference: Packet, estimates and confirmation references. Fictional sample amounts.

scipacket.com/tools/robotics-team-budget-calculator/
Choose **Open print packet** in the worksheet for current values.

Independent resource; no program or school endorsement. Check official fees, purchasing and event rules. Use roles; omit student, private donor/buyer, banking, tax and credential details.