

Project Finances

It is likely that you spent money on your 4-H Project this year. This section will help you add up what it cost to complete your project.

Expenses (E)

This section is where you can keep track of what materials, supplies, and equipment you purchased or used for your project and what they cost.

Don't Forget:

- Cost of items purchased including equipment and supplies
- Cost of maintenance or repairs
- Entry fees for any shows or exhibitions



Date	Description of Expense	Cost (\$)
<i>Ex: 10/10/07</i>	<i>Purchased measuring spoons and cups, mixing bowl, and spoon</i>	<i>\$12.00</i>
Total Expenses	(Add up all expenses from above and put the final number in the box to the right.)	

****We encourage you to add another page as necessary.****

Income (I)



List any income received from your project this year. For example, sales of any project related items or cash prizes from contests or exhibitions. It is quite likely your project had no income. If so, enter “**NONE**” under description and “**0**” under Total Income.

Date	Description of Income	Income (\$)
<i>Ex: 12/3/07</i>	<i>Baked Good Sale</i>	<i>\$22.00</i>
Total Income	(Add up all income from above and put number in the box to the right)	

Net Project Cost or Profit (N)

If your project earned more money than it cost, then your project made a profit. Don't worry if your project did not make money! Although a business aims to earn a profit, a 4-H project is meant for learning. The important point to learn is that most activities have costs. Therefore, you must be careful to spend money wisely.

Total Income (I)	minus Total Expenses (E)	= Net Project Cost or Profit (N)
<i>Ex: \$22.00</i>	<i>-\$12.00</i>	<i>= \$10.00</i>
My actual numbers:		

If your Net Project Cost (N) is a negative number, this means that you spent more than you made. If it is a positive number, you made a profit. Congratulations!

