Colorado 4-H Organization Financial Worksheet **(Beginning Year July 1 2021 - Year Ending June 30, 2022)**

**NOTE: This worksheet is OPTIONAL and may be used for collecting financial data which will then be entered into the excel worksheet.   
“22-23 Club and Group Chartering”. This worksheet WILL NOT be accepted as an upload as your financial report!**

**4-H Club or Group Organization Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
**Employer Identification Number (EIN):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Organizational Leader:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Treasurer**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

List **ALL** Financial Accounts: (checking, savings, foundation, money market, funds held by Colorado 4-H Foundation etc.) – Include **all** account details

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Financial Institution** | **Account Number** | **Account Type (savings/checking)** | **Starting Balance (ending balance from last years’ report 6/30/2021)** | **Ending Balance as of June 30, 2022** |
|  |  |  | $ | $ |
|  |  |  | $ | $ |
|  |  |  | $ | $ |
|  |  | **Totals** | $ | $ |

**Persons authorized to sign checks, deposit and withdraw funds. Two signatures are required**.

|  |  |
| --- | --- |
| **Name** |  |
|  |  |
|  |  |
|  |  |

**Financial Summary** **Total Starting Balance =** **$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**   
**Annual Income**

|  |  |
| --- | --- |
| Activity/Event fees (programs, registration, entry fees, clinics, etc.) | $ |
| 4-H Membership Dues/Fees | $ |
| \*Donations/Grants/Contributions | $ |
| Awards/Scholarships | $ |
| \*\*Fundraising | $ |
| Investment Income (Interest) | $ |
| Other (list below) |  |
|  | $ |
|  | $ |
|  | $ |
| **Total Income** | **$** |

**Annual Expenses**

|  |  |
| --- | --- |
| Educational Activities/Events | $ |
| 4-H Membership Dues/Fees | $ |
| Awards/Monetary Scholarships | $ |
| Fundraising Expense | $ |
| Recognition/Trophies/Non-monetary Awards | $ |
| Bank Fees | $ |
| Supplies | $ |
| Other (list below) |  |
|  | $ |
|  | $ |
|  | $ |
| **Total Expenses** | **$** |

**Total Ending Balance = $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Did you have one or more donation that grossed over $5,000? \_\_\_\_\_\_\_\_\_\_\_ (yes or no)  
  
Did you have one or more fundraiser that grossed over $5,000? \_\_\_\_\_\_\_\_\_\_\_ (yes or no)  
  
If you answered **YES** to either of the above questions, list the event/person and amount raised/given

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Event or Donor | Description of Event/Donor gift | Amount |
|  |  |  | $ |
|  |  |  | $ |
|  |  |  | $ |
|  |  |  | $ |

We believe the above information to be an accurate and correct accounting of 4-H funds. We understand the Colorado State University has the legal authority, under federal and state law, to request and obtain information, freeze, and designate authorized signatures in regard to 4-H accounts in the event of suspicious activity.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Authorized Signature (1)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Authorized Signature (2)