



4-H Club Long-Term Spending Plan



4-H clubs are required to manage their treasury responsibly. The 4-H clubs are not allowed to accumulate excessively large fund balances unless there is a specific project and activity that the 4-H club has identified.

If your 4-H club created their 4-H Club Budget Worksheet and finds they have a balance that exceeds the current and prior year's expenses recorded in the 4-H Club Annual Financial Verification Report, a **Long-Term Spending Plan** is required to be submitted to the Extension Office along with the 4-H Club Treasurer's Book.

Please complete the following 4-H Club Treasury Balance Verification (this information is on the Annual Budget Worksheet):

4-H Club EIN _____	Account No. _____	Balance of Account _____
<u>CASH FLOW</u>		
1. Name of Financial Institution for checking account _____	_____	\$ _____
2. Name of Financial Institution for savings account _____	_____	\$ _____
3. Club's total cash flow (Line 1 + Line 2)		\$ _____
<u>EXPENSES</u>		
4. Current Year's Expense Total		\$ _____
5. Prior Year's Expense Total		\$ _____
6. Club's total expenses (Line 4 + Line 5)		\$ _____

If line 3 is larger than line 6 the club should not plan a fundraiser.

4-H Club Goal or Special Project

Explain in detail the specific 4-H Youth Development goal or special project planned by your 4-H club that requires these excess funds in your club treasury.

4-H Club Timeline to Complete this Goal or Special Project

Describe the estimated amount of time needed to complete this goal or special project. (must be within 3 years)

_____	_____	_____	_____
4-H Club Treasurer	Date	4-H Club Leader	Date
_____	_____		
County Extension Director	Date		