



**Budget Planning Sheet  
2017-18 School Year**

This form is for school planning purposes. Your school's Right Brain or Arts Integration Leadership Team (ALIT) and/or Administrator should complete the form before scheduling a residency. If the school chooses to reserve funds for teacher planning, you will need to complete and submit a Reserve Funds Form. If you have any questions please contact your Arts Integration Coach.

<b>School Name:</b>								
<b>Total Right Brain Funds:</b>								<i>This amount is based on student enrollment plus any carry over funds from the previous year.</i>
<b>Estimated Breakdown of Funds</b> As of _____ (today's date)								
<b>SECTION 1: ARTS PROVIDER INFORMATION</b> <i>These numbers are estimates you'll want to get as you talk with artists and organizations to help ensure you are working within your allocated funds.</i>								
Arts Provider (include program name if applicable)	Grade(s)/# of Classes	# of Sessions per Classroom	Fee for Student Art Experience	Planning and Reflection Meeting Fees	Prep or Follow-up Fees	Estimated Supply Costs	Travel Expenses	TOTALS
<b>SECTION 2: TEACHER PLANNING INFORMATION</b> <i>These numbers should reflect the money you are choosing to use to reimburse teachers for planning time (can equal up to \$2 per student).</i>								
Number of Teachers	Meeting Date	Amount per Teacher/Meeting	TOTAL					

**Principal Signature** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Total Funds** \_\_\_\_\_