

# Trillium Charter School – Sources and Uses of Funds

## December 2007

This document serves to summarize how Trillium Charter School manages, obtains, and spends money. If you have any questions or wish to learn more detail, please contact a member of the Trillium Board of Directors.

### How does Trillium manage its funds?

Trillium's **Operating Funds** are the main funds that run the school. Most of the money that comes into the school and that is spent by the school is in this category. The Director of the school, Stephanie Hinkle, plans our operating budget which consumes these funds. The budget is approved annually and reviewed quarterly by the school's board of directors. This money is used to pay for our amazing staff, the building, all our supplies, and everything else needed to keep the school running.

Trillium has some **Restricted Funds** which can only be used for specific purposes. People who donate money sometimes restrict it to a specific purpose, like funding an international student trip or the Trillium Sustaining Fund. Grants obtained from foundations are almost always restricted to a specific project; a recent example is the wood floor in the multi-purpose room.

Trillium's parent/teacher organization, Together for Trillium, raises money for the **TFT Funds**. These funds are generally used for student activity fee scholarships and for classroom supplies not otherwise covered by the Operating Funds. TFT also makes contributions to major school funding needs or programs, such as the building campaign in 2006. TFT uses a grant process to allocate the funds, and every member of TFT can vote on the grants.

### Where do Trillium's funds come from?

Trillium's contract with **Portland Public Schools** provides over 90% of our planned operating funds for the year. These funds are provided on a per-student basis, although we receive less per student than a non-charter school. For K-8 students, we receive 80% of the standard amount, for high school students, we receive 95%. This money goes into our Operating Funds (defined in the next section).

**School Services** provided by Trillium fund themselves, with any additional proceeds going into our Operating Funds. The major school services are the preschool and aftercare programs.

**Donations and Fundraisers** help us fund specific programs and close general operating budget gaps. Donations are generally made by individuals or companies (e.g., contributions to the building capital campaign, or to the Trillium Sustaining Fund), while fundraisers are activities sponsored by the school, TFT, or school programs to raise money (e.g., Scrip, Chinook Book, Trillium in Bloom auction). Depending on the source of the money, it may go into the school's Operating Funds, Restricted Funds, or TFT Funds.

**Grants** are funds given to Trillium by foundations, corporations, governments, small business and individuals. Most grants are made to fund a specific project and require some level of reporting. We must usually submit a written proposal to be eligible for a grant. We're currently pursuing a grant to fund an eco-roof for the building.

**Student Services** are goods or services provided by the students in exchange for funds. Generally, these funds are restricted for specific purposes. For example, the Garden program students sell products (herbs, soaps, etc) at a local farmer's market to help fund the Garden program.

**Student Activity Fees** are a standard, per-student fee that the school requests of every student at the beginning of the school year (scholarships are available from TFT). These fees are used to fund field trips.

### What does Trillium spend the money on?

Here are the primary uses of our operating funds, and the percentage of our 2007-2008 operating budget that they consume: Staffing (72%), Facilities (16%), Supplies and Equipment (5%), Services & Activities (4%), Administration (3%).