

You are welcome to use your own categories. Reports should reflect the entire project or organization budget, not just an accounting of grant funds

ABC Organization

INDICATE FISCAL YEAR

Include columns for budgeted and actual total figures only.

	Budgeted	Actual
Income	(Total Anticipated)	
Fundraising events	5,000	0
Gifts/bequests	7,500	8,100
Miscellaneous contributions	7,500	10,042
Foundation/corporate grant support	93,500	159,000
United Way	5,000	5,000
Grants/contracts: government agencies	0	0
Program service fees	5,000	8,900
Membership dues	0	0
Investment income/transactions	0	0
Miscellaneous revenue	0	0
Subtotal Direct Support/Revenue	123,500	191,042
Total Income	<u>123,500</u>	<u>191,042</u>
Expenses		
Salaries/benefits of provider staff	95,606	104,846
Professional fees (contract, consultant)	3,400	6,536
Supplies	4,200	2,631
Printing and postage	3,600	1,050
Occupancy	7,083	7,377
Telephone, Telecommunications	960	977
Travel and meetings	2,360	2,889
Training	2,850	5,154
Evaluation	0	0
Equipment purchases	800	1,335
Miscellaneous expenses	2,641	3,070
Subtotal Direct Expenses	123,500	135,865
Total Expense	<u>123,500</u>	<u>135,865</u>
Surplus (Deficit)	<u>0</u>	<u>55,117</u>
Notes: Grants - Sam L. Cohen Foundation - \$40,000 ABC Foundation - \$20,000 XYZ Foundation - \$15,000 123 Foundation – \$35,000 BuyMore Foundation - \$49,000		

For foundation grants received, include the name of the foundation and the amount of each grant

Include notes as necessary. If there is a net deficit please explain how the gap was addressed.