

ORGANIZATIONS BUDGET EXAMPLE.

Please export your organizations existing budgets into a spreadsheet format with comparable columns, similar to the example below. **PLEASE TRY TO KEEP TO ONE PAGE**

- COLUMN 1. ACCOUNT CATEGORIES.
- COLUMN 2. ORGANIZATIONS PROJECTED BUDGET.
- COLUMN 3. ORGANIZATIONS PREVIOUS FISCAL YEAR BUDGET.
- COLUMN 4. ORGANIZATIONS PREVIOUS FISCAL YEAR ACTUAL.

Organization Name	Organization Name		
Fiscal Year	Fiscal Year during which the grant will be used (mm/dd/yy - mm/dd/yy)		
Previous Fiscal Year	Previous Fiscal Year (mm/dd/yy - mm/dd/yy)		
COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
EXAMPLE CATEGORY ACCOUNTS BELOW	Total Organization Budget	Previous Fiscal Year Budget	Previous Fiscal Year Actual
Income Sources			
Foundation and Corporate Grants			
Government Grants and Contracts			
Individual Contributions			
Earned Income			
In-Kind Income			
Investments			
Other Income <i>(please explain)</i>			
Total Income			
Expenses			
Salaries and Wages <i>(please indicate FTE)</i>			
Employee Benefits and Taxes			
Professional and Outside Services			
Fundraising/Development			
Conference and Training			
Travel			
Equipment			
Insurance Expense			
Marketing/Advertising			
Postage and Delivery			
Printing			
Rent / Facility Costs			
Supplies and Materials			
Technology			
Telecommunications			
Administrative			
Other Expense <i>(please explain)</i>			
Miscellaneous			
Total Non Personnel Costs			
Total Expenses			
Excess of Revenue Over Expenses			
<p>Budget Narrative: Please be sure to include narrative to help explain your budget.</p> <p>*Please export your organizations existing budgets into spreadsheet format with the different columns outlined in example*</p>			

EXAMPLE BUDGET
 Please export your organizations existing budgets into a spreadsheet format with comparable columns, like this example. **PLEASE TRY TO KEEP TO ONE PAGE**