

**SAMPLE**

# ORGANIZATIONAL OPERATING BUDGET

DATE \_\_\_\_\_

FISCAL YEAR ENDS \_\_\_\_\_

For multi-year grant requests, please submit financial information for each fiscal year for which you are requesting funds.

<b>SUPPORT &amp; REVENUE</b>	<b>PRIOR YEAR</b>	<b>CURRENT YEAR BUDGET</b>	<b>CURRENT YEAR ACTUAL</b>
Contributions (Individual & Corporate)			
Grants			
Government			
Fees and Contracts			
Investment Income			
Fundraising Events			
<b>TOTAL REVENUE</b>			
<b>EXPENSES</b>	<b>PRIOR YEAR</b>	<b>CURRENT YEAR BUDGET</b>	<b>CURRENT YEAR ACTUAL</b>
Wages & Related Costs			
Administration			
Programs			
Occupancy			
Other			
Fundraising Expenses			
<b>TOTAL EXPENSES</b>			
<b>NET SURPLUS/(DEFICIT)</b>			

*The budget format presented is only a sample. The Community Foundation does not require an organization to use this format, you may submit your budget in another format if you wish.*

