

Sample Organizational Budget

Income Sources

Annual Dinner	\$21,900.00
Individual Donations	\$9,500.00
Major Donor Gifts	\$5,000.00
Board Contributions	\$3,000.00
Other Benefits/Events/Honoraria	\$15,000.00
Program Income	\$2,500.00
Space Rentals	\$7,560.00
Business Members	\$3,000.00
Annual Dinner Sponsorships	\$8,300.00
State Grant I	\$20,000.00
State Grant II	\$25,000.00
State Grant III	\$63,980.00
State Grant IV	\$6,000.00
Federal Grant I	\$5,000.00
Federal Grant II	\$92,700.00
Foundation Grants	\$15,000.00
Total Revenue	\$303,440.00
Total Expenses	\$303,301.40
Excess Revenue over Expenses	\$138.60

Expense Categories

Advertising	\$4,000.00	
Bank Charges (inc. merchant services)	\$550.00	
Contract Labor & Professional Services	\$3,780.00	
Dues and Subscriptions	\$500.00	
Food and Beverages	\$1,000.00	
Volunteer/Staff Appreciation	\$400.00	
Insurance		
	Health Insurance	\$26,506.00
	Dental Insurance	\$1,669.00
	Workers Compensation	\$5,000.00
	Liability Insurance	\$743.00
	Officers Insurance	\$800.00
<i>TOTAL INSURANCE</i>		\$34,718.00
Licenses and Permits	\$150.00	
Mileage	\$1,300.00	
Office Supplies	\$2,400.00	
Postage and Delivery	\$1,600.00	
Printing and Reproduction	\$6,000.00	
Program Expenses	\$6,500.00	
Rent	\$30,960.00	
Repairs, Upgrades and Maintenance	\$1,000.00	
Space Rental	\$9,500.00	
Staff Salary, FICA and Taxes		
	Executive Director	\$55,317.89
	Program Director	\$40,912.19
	Part-Time Advocate	\$16,848.00
	Program Co-Director	\$36,816.12
	Program Co-Director	\$33,469.20
<i>TOTAL PAYROLL</i>		\$183,363.40
Payroll Service Fees	\$480.00	
Telephone/Internet	\$4,600.00	
Training:		
	Staff	\$4,000.00
	Board\Volunteers	\$500.00
Utilities	\$4,500.00	
Website and new software (paypal)	\$1,000.00	
Miscellaneous	\$500.00	
Total Expenses		\$303,301.40