

Revenue and Expense Projections Sample

- The revenue and expense projections sample includes the revenue and expenses for the **entire organization** over five years. With the projections, we are looking to understand the impact of the proposed project on the organization.
- We prefer to receive revenue and expense projections in Excel (.xlsx) format and have provided a template you are welcome to use. The blue boxes are for data entry, and you are welcome to add/remove lines as needed. Please use no less than 10-point font.
- Revenue and Expense Projections are requested for all projects except equipment and technology.
- For national organizations, please use information for the entity impacted by this request.

	Most Recently Completed Fiscal Year	Current Year Operating Budget	Grant Year 1	Year 2 Projected	Year 3 Projected	Year 4 Projected
Revenue						
Earned Income						
Events	\$675,000	\$500,000	\$700,000	\$725,000	\$750,000	\$780,000
Government Contracts	\$300,000	\$312,000	\$324,000	\$336,000	\$348,000	\$360,000
Contributed Income						
Government Grants	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000
Corporate Donations	\$400,000	\$350,000	\$425,000	\$450,000	\$490,000	\$525,000
Foundation Grants	\$415,000	\$400,000	\$425,000	\$450,000	\$470,000	\$480,000
Individuals	\$775,000	\$700,000	\$825,000	\$875,000	\$925,000	\$975,000
Other Income	\$240,000	\$220,000	\$260,000	\$300,000	\$340,000	\$360,000
Total Revenue	\$3,155,000	\$2,832,000	\$3,309,000	\$3,486,000	\$3,673,000	\$3,830,000
Expense						
Salaries & Benefits	\$1,600,000	\$1,710,000	\$1,850,000	\$1,980,000	\$2,100,000	\$2,190,000
Background Checks	\$67,000	\$69,000	\$70,000	\$71,000	\$72,000	\$73,000
Evaluation	\$20,000	\$25,000	\$25,000	\$15,000	\$15,000	\$0
Professional Fees	\$50,000	\$53,000	\$54,000	\$55,000	\$56,000	\$57,000
Advertising & Marketing	\$50,000	\$53,000	\$54,000	\$55,000	\$56,000	\$57,000
Office Expenses	\$200,000	\$205,000	\$210,000	\$215,000	\$220,000	\$225,000
Travel	\$90,000	\$100,000	\$105,000	\$110,000	\$115,000	\$120,000
Training	\$25,000	\$28,000	\$30,000	\$32,000	\$34,000	\$36,000
Fundraising Events	\$140,000	\$150,000	\$160,000	\$170,000	\$180,000	\$190,000
Insurance	\$11,000	\$12,000	\$13,000	\$14,000	\$15,000	\$16,000
Other Expenses	\$4,500	\$5,000	\$5,500	\$6,000	\$6,500	\$7,000
Depreciation	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000
Total Expense	\$2,269,500	\$2,410,000	\$2,588,500	\$2,735,000	\$2,881,500	\$2,983,000

- Only ongoing new cost from project budget is \$75,000 for Program Director.
- Based on the last four years of history, projecting a 4% growth in other revenue areas, including foundations, events, and government.
- Other costs adjusted annually for inflation and routine increases.
- Largest growth opportunities are individuals, major donors, and corporate giving. Our experienced staff, growing relationship portfolio, creative giving opportunities, and committed board lead us to believe that a 6-7% increase in these categories is sustainable.
- Government Contracts/Earned - This is reimbursable from the city for services we provide. Our multi-year MOU into Year 4 makes this stream reliable and contingent on performance.
- Government Grants - we apply yearly to this competitive process but have been successful in recent years.