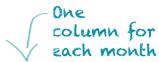


## **Budget and Matching Funds** Worksheet

This worksheet lets you track how you are doing each month against your budget and your match. Create a separate sheet for your full budget and another one for your match. Fill in the amount you budgeted for each category, and then each month fill in the actual amount for that month. The last column will calculate how much you have left to spend, or how much matching you have left to raise for the year.



	Projected	Actuals										
		Oct- 15	Nov- 15	Dec- 15	Jan- 16	etc	Jun- 16	Jul- 16	Aug- 16	Sep- 16	TOTAL	Remain- ing
Revenue												
Donations	3,000	100	0								100	2,900
etc.				<u>_</u>	L	L	l	J	L	L		
Expenses Salaries	+			1 vilida bulgari 34. 15 bulgari 2 preparati 3 preparati 4 preparati 5 preparati 5 preparati 6 preparati 6 preparati 7 preparati 7 preparati 7 preparati 7 preparati 8 preparati 8 preparati 9 preparati 1 preparat	\$ 5 (10) (10),000,00 (11),000,00 (12),000,00 (13),000,00 (14),000,00 (15),000,00 (16),000,00	D S F C	M I J Ne-13 Are 13	K 1 M N Wee 23 Are 10 Jel 25 Are 1	0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Ė		
Director	7,000	583	583	13 deyrlan (ompetation) 14 deprets stark 15 travel 17 travel total 19 getics topoliss	11.465.00 1,406.00 506.00 806.00				\$188 \$100 \$100 \$100 \$100 \$100 \$100 \$100		1,166	5,834
Victim advocate				25 Capital 27 28 28 Suppose Computer 26 Var. Machinerance 27 28 Suppose Computer 28 Var. Machinerance 29 Suppose Computer 20 Suppose Computer 20 Suppose Computer 20 Suppose Computer 21 Suppose Computer 22 Suppose Computer 23 Suppose Computer 24 Suppose Computer 25 Suppose Computer 26 Suppose Computer 27 Suppose Computer 28 S	1,000-00 1,000-00 4,000-00 5,000-00 5,000-00 1,100-00 1,100-00 1,100-00	100 100 100	3.00 " 3.00 " 6.00 "	100 " 100 " 100 " 100 "	4,250.00	<u>ה</u> [		
Volunteer Victim Advocate	10,000	1000	200	Download the complete excel file at http://ejusa.org/voca/toolkit								8,800
etc												
TOTAL	20,000	1,683	783								2,466	17,534

Let's say you need \$20k in match funds. You projected you'd get \$3,000 in régular donations, you're director's supervision time would be donated by your org, and you'd have \$10k worth of volunteer hours

Each month, enter the real amount of donations you got in, amount your director and volunteers worked.

This column tells you that after your first two months. you need \$2,900 more in donations and \$8,800 more in volunteer hours.