

Budget Calendar 2018

Timeline	Action	Person/Group Responsible
January	Review strategic plan/business plan Set goals and objectives for next year	
February	Re-evaluate previous programs and activities Set budget guidelines Ask for input from committees	
March	Input received from committees Collect necessary information	
April	Determine costs of goals and objectives Prepare revenues and expenses budget Adjust to produce balanced budget	
May	Board approves budget	Board

Example - Cash Flow Projection													
September 1, 20x7 - August 31, 20x8													
	Sept 20x7	Oct 20x7	Nov 20x7	Dec 20x7	Jan 20x8	Feb 20x8	Mar 30x8	Apr 20x8	May 20x8	Jun 20x8	Jul 20x8	Aug 20x8	Total
Beginning Cash	30,000	24,400	6,200	7,100	4,500	17,300	14,200	11,100	34,400	58,800	43,700	56,500	30,000
Estimated cash inflows	60,000	40,000	45,000	60,000	70,000	70,000	70,000	80,000	80,000	55,000	65,000	55,000	750,000
Total Available	90,000	64,400	51,200	67,100	74,500	87,300	84,200	91,100	114,400	113,800	108,700	111,500	780,000
Budgeted Expenses	53,000	52,000	54,000	55,000	58,000	54,000	56,000	54,000	56,000	53,000	53,000	62,000	660,000
Less:													
Noncash expenses	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	24,000
Accrued expenses	7,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	40,000
	44,000	47,000	49,000	50,000	53,000	49,000	51,000	49,000	51,000	48,000	48,000	57,000	596,000
Current cash requirements													
Short term loans paid						20,000							20,000
Loan instalment payments	500	500	500	500	500	500	500	500	500	500	500	500	6,000
Staff bonuses paid								2,000					2,000
Unbudgeted expenses	600	700	600	600	700	600	600	700	600	600	700	600	7,600
Accounts payable-paid	2,000	7,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	39,000
Capital assets purchased	500	3,000	1,000	500				1,500	500				7,000
Payments to related party	18,000			18,000			18,000			18,000			72,000
Total disbursements	65,600	58,200	54,100	72,600	57,200	73,100	73,100	56,700	55,600	70,100	52,200	61,100	749,600
Over (short)	24,400	6,200	(2,900)	(5,500)	17,300	14,200	11,100	34,400	58,800	43,700	56,500	50,400	30,400
Line of credit drawn			10,000	10,000									20,000
Ending cash	24,400	6,200	7,100	4,500	17,300	14,200	11,100	34,400	58,800	43,700	56,500	50,400	50,400

Statement of Financial Position**As At March 31, 2017****ASSETS****Current**

Cash and cash equivalents

Temporary Investments

Accounts Receivable

Prepaid Expenses

Total Current Assets

Capital Assets (Net)

TOTAL ASSETS**LIABILITIES AND NET ASSETS/FUND BALANCES****Current Liabilities**

Accounts Payable and accrued liabilities

GST Payable

Total Current Liabilities

Deferred contributions related to operations

Deferred contributions related to property and equipment

TOTAL LIABILITIES**NET ASSETS/FUND BALANCES**

Invested in capital assets

Internally restricted

Unrestricted

TOTAL NET ASSETS/FUND BALANCES

HOMPSON CENTRE PLAYERS						
STATEMENT OF REVENUES AND EXPENSES WITH COMPARISON TO BUDGET						
FOR THE MONTH OF AUGUST AND THE EIGHT MONTH PERIOD ENDING AUGUST 31, 2017						
	Actual	Budget	Variance	Actual	Budget	Variance
	Mo. to Date	Mo. to Date		Yr. to Date	Yr. to Date	
RECEIPTS						
Ticket Sales	-	-	-	1,590	1,540	50
Sponsorships	5,000	4,500	500	12,400	11,500	900
Casino	500	417	83	3,500	3,336	164
Grants	<u>10,000</u>	<u>10,000</u>	-	<u>25,000</u>	<u>15,000</u>	<u>10,000</u>
TOTAL RECEIPTS	15,500	14,917	583	42,490	31,376	11,114
EXPENSES						
Administration	245	250	5	1,830	2,000	170
Office Supplies	150	125	-25	963	1,000	37
Performance Equipment	10,000	10,000	-	10,000	10,000	-
Theatre Rent	-	-	-	15,000	5,000	-10,000
Meetings	200	300	100	1,375	2,400	1,025
Promotion	3,000	2,700	-300	7,440	6,900	-540
TOTAL EXPENSES	<u>13,595</u>	<u>13,375</u>	<u>-220</u>	<u>36,608</u>	<u>27,300</u>	<u>-9,308</u>
EXCESS(DEFICIT)	<u>1,905</u>	<u>1,542</u>	<u>803</u>	<u>5,882</u>	<u>4,076</u>	<u>1,806</u>