

SAMPLE COMMUNITY PROGRESS FUND YEAR ONE BUDGET

*This budget is meant to be used as a guide and can be adapted for your use. Line items may vary according to your organization.

INCOME

Line Item (Source)	Total Anticipated Revenues (Amount)	Request to Z. Smith Reynolds	Status (Received) (Committed) (Highly Likely) (Somewhat Likely)	Date of Expected Decision
ABC Home Foundation	20,000		Committed	3/31/20
PAD Investments	45,000		Highly Likely	3/31/20
Hallmark Corporation	10,000		Received	1/31/20
Donor Contributions	7,500		Committed	6/30/20
Z. Smith Reynolds Foundation	30,000	30,000	Highly Likely	7/1/20
TOTAL REVENUES	112,500	30,000		

EXPENSES

Line Item	Total Project Budget	Request to Z. Smith Reynolds
Salaries and Benefits	64,805	15,000
Project travel and meeting expenses	8,000	5,000
Rent and Utilities	15,000	6,000
Supplies and materials	2,695	2,000
Contract Labor	4,500	2,000
TOTAL	102,775	30,000