

## Pro Forma Sample

The pro forma includes the revenue and expenses for the **entire organization** over five years. With the pro forma, we are looking to understand the impact of the proposed project on the organization's revenue and expenses. Column one is recently completed fiscal year (FY), and column two is current base FY operating budget. Years 1-4 are projected totals that include revenue and expenses.

	Most Recently Completed Fiscal Year 2021	Current Operating Budget (Base Year) 2022	Year 1 Projected 2023	Year 2 Projected 2024	Year 3 Projected 2025	Year 4 Projected 2026
<b>Income</b>						
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
<b>Total Income</b>	<b>\$3,155,000</b>	<b>\$2,832,000</b>	<b>\$3,309,000</b>	<b>\$3,486,000</b>	<b>\$3,673,000</b>	<b>\$3,830,000</b>
<b>Expenses</b>						
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
<b>Total Expenses</b>	<b>\$2,269,500</b>	<b>\$2,410,000</b>	<b>\$2,588,500</b>	<b>\$2,735,000</b>	<b>\$2,881,500</b>	<b>\$2,983,000</b>

- 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.

\* Pro Formas are requested for all projects except equipment and technology.

\* For national organizations, please use information for the entity impacted by this request.