

AGENCY BUDGET PERFORMANCE REPORT
AGENCY NAME: Community Foundation Example
MOST RECENTLY COMPLETED FISCAL YEAR
DATES: FROM 1/1/2009 TO 12/31/2009

	Actual	Budget	Variance	% Variance
Revenue/Income				
Employee Contributions	4,700	5,000	(300)	-6%
Direct Mail Receipts	227,000	355,000	(128,000)	-36%
Undesignated Gifts	152,684	130,000	22,684	17%
Designated Gifts	43,612	50,000	(6,388)	-13%
Events	120,065	185,000	(64,935)	-35%
Bequests	8,943	15,000	(6,057)	-40%
Grants	172,584	160,000	12,584	8%
Program Revenues	69,324	80,000	(10,676)	-13%
Miscellaneous	26,874	20,000	6,874	34%
TOTAL	825,786	1,000,000	(174,214)	-17%

Expenses				
Salaries	398,643	400,000	(1,357)	0%
Employee Retirement Fund	13,598	15,000	(1,402)	-9%
Employee Medical & Life Insurance	69,841	70,000	(159)	0%
Workers Compensation	6,384	5,000	1,384	28%
Social Security	42,018	40,000	2,018	5%
Other Personnel Expense	3,582	5,000	(1,418)	-28%
Food and Kitchen	12,741	10,000	2,741	27%
Curriculum and Program Supplies	42,894	47,000	(4,106)	-9%
Maintenance and Janitorial	47,555	40,000	7,555	19%
Utilities	84,526	87,000	(2,474)	-3%
Computer Hardware and Software	14,825	15,000	(175)	-1%
Mail Printing and Production	64,542	75,000	(10,458)	-14%
Office	2,020	3,000	(980)	-33%
Transportation	77,961	75,000	2,961	4%
Miscellaneous	5,752	5,000	752	15%
Insurance	14,328	15,000	(672)	-4%
Professional Services	9,925	10,000	(75)	-1%
Professional Development	2,569	3,000	(431)	-14%
Events	16,842	10,000	6,842	68%
Mortgage and Interest	20,458	20,000	458	2%
Depreciation	48,492	50,000	(1,508)	-3%
TOTAL	999,496	1,000,000	(504)	0%

Income-minus-Expenses	(173,710)	0	(173,710)
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NOTES:

Event revenue was lower than expected due to weak corporate sponsorship
Direct mail campaign lower than expected due to fewer larger gifts