# Nonprofit Budget Planning Document

**Purpose:** This document provides a structured framework for nonprofit organizations to plan, track, and forecast their financial budgets. It ensures that all revenue streams, expenses, and funding initiatives are clearly documented and evaluated for effective financial management.

## Organization Details

* **Organization Name:** {organizationName}
* **Fiscal Year:** {fiscalYear}
* **Prepared By:** {preparedBy}
* **Date Prepared:** {preparedDate}

## Annual Revenue Forecast

|  |  |  |
| --- | --- | --- |
| **Revenue Source** | **Description** | **Projected Amount** |
| {#revenues}{source} | {description} | {amount}{/revenues} |

## Operational Expenses

|  |  |  |
| --- | --- | --- |
| **Expense Category** | **Description** | **Projected Cost** |
| {#expenses}{category} | {description} | {cost}{/expenses} |

## Program Specific Budgets

{#programs}

### {programName}

* **Description:** {programDescription}
* **Allocated Budget:** {programBudget}

|  |  |  |
| --- | --- | --- |
| **Line Item** | **Details** | **Cost** |
| {#budgetItems}{item} | {details} | {cost}{/budgetItems} |

{/programs}

## Funding Sources

|  |  |  |  |
| --- | --- | --- | --- |
| **Funder Name** | **Funding Type** | **Amount** | **Restrictions** |
| {#fundings}{funder} | {type} | {amount} | {restrictions}{/fundings} |

## Notes & Remarks

{notes}

{#hasCarryOver}

## Carry Over Funds from Previous Year

* **Amount Carried Over:** {carryOverAmount}
* **Reason/Source:** {carryOverSource}

{/hasCarryOver}

{^hasCarryOver}

*No carry over funds from the previous year.*

{/hasCarryOver}

## Budget Summary

* **Total Projected Revenue:** {totalRevenue}
* **Total Projected Expenses:** {totalExpenses}
* **Projected Surplus/Deficit:** {surplusOrDeficit}