



Sample Budget Worksheet - Care and Shelter Components

ABC SOCIETY

SAMPLE BUDGET WORKSHEET (Building 1)

FOR THE YEAR ENDED _____, _____

	Building 1 Shelter	Building 1 Care	Total	Previous Year's Budget
Revenues				
Sponsoring Ministry	\$	\$ 350,000	\$ 350,000	\$ 327,600
Tenant rent contributions	35,000		35,000	33,300
Rent Subsidies				
CMHC	15,000		15,000	15,000
BC Housing	25,000		25,000	28,000
Interest	400		400	400
Sundry	500	1,000	1,500	1,500
	75,900	351,000	426,900	405,800
Expenses				
Property taxes/Licenses	4,000		4,000	4,100
Land lease (if applicable)				
Insurance	1,400		1,400	1,300
Utilities				
- heating and hot water	5,000		5,000	4,800
- electricity other than heat	1,000		1,000	1,000
- water and sewer	1,200		1,200	1,100
- garbage removal	1,100		1,100	1,000
Maintenance				
- salaries, wages and benefits	10,000		10,000	3,000
- building maintenance	2,400	2,400	4,800	4,600
- grounds	900		900	900
- service contracts	1,660		1,660	2,100
Administration				
- salaries, wages and benefits	7,000	250,800	257,800	247,000
- office overhead	700	18,500	19,200	18,300
- accounting fees				
Audit and legal fees	600	600	1,200	1,200
Mortgage interest	30,900		30,900	31,400
Miscellaneous	1,000	1,700	2,700	1,800
Automobile & transportation		6,000	6,000	5,200
Education and program development		10,000	10,000	9,500
Food		15,000	15,000	11,800
Program & supplies		45,000	45,000	42,300
	68,860	350,000	418,860	392,400
Excess (deficiency) of revenues over expenses	7,040	1,000	8,040	13,400