

# Nonprofit Financial Planning and Reporting Template

## Organization Information

Organization Name:

Enter organization name

Reporting Period:

e.g. January - December 2024

Date Prepared:

Prepared By:

Enter name

## Budget Overview

Category	Budgeted Amount	Actual Amount	Difference
Revenue: Grants			
Revenue: Donations			
Revenue: Other			
Expenses: Program Services			
Expenses: Management & General			
Expenses: Fundraising			
Total			

## Statement of Financial Position

Assets	Amount
Cash	
Accounts Receivable	
Other Assets	
Total Assets	
Liabilities	Amount
Accounts Payable	
Other Liabilities	
Total Liabilities	
Net Assets	

# Notes

Add any relevant notes or assumptions here.

# Sign-Off

Name:

Signatory Name

Date: