

Organizational Budget vs. Actual Report

Organization: _____

Prepared by: _____

Report Period: _____

Date Prepared: _____

Account/Category	Budgeted Amount	Actual Amount	Variance	Notes
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Total	_____	_____	_____	_____

Summary & Analysis

Approved by: _____

Date: _____