|  |  |
| --- | --- |
| *Monthly Cash Budget Report Sample* |  |
| *NWC Community* |  |
| *2008* |  |
|  |  |  |  |  |
|  | Jan | Feb | Mar |  |
| Beginning cash | 1,200 | 11,350 | 11,183 |  |
| Plus: cash receipts |  |  |  |  |
|  Pledge income | 1,250 | 1,250 | 1,250 |  |
|  Non-pledge income | 2,083 | 2,083 | 2,083 |  |
|  Special offerings | 0 | 2,500 | 0 |  |
|  Grants  | 12,500 | 0 | 0 |  |
| Total cash receipts | 15,833 | 5,833 | 3,333 |  |
|  |  |  |  |  |
| Cash to fund disbursements | 17,033 | 17,183 | 14,516 |  |
|  |  |  |  |  |
| Cash disbursements |  |  |  |  |
|  Salary and housing | 4,000 | 4,000 | 4,000 |  |
|  Rent | 1,000 | 1,000 | 1,000 |  |
|  Utilities | 333 | 410 | 405 |  |
|  Office expense | 250 | 315 | 275 |  |
|  Telephone expense | 200 | 275 | 400 |  |
| Total cash disbursements | 5,783 | 6,000 | 6,080 |  |
|  |  |  |  |  |
| Surplus (deficit) of cash | 11,350 | 11,183 | 8,436 |  |