

# TREC: Financial Dashboard Template



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## Instructions

Only overwrite cells that have red text and/or blue fill.

Enter data on the 2nd sheet, "Enter Data Here" tab of this worksheet.

The dashboard tab can be exported into a PDF by printing to PDF.

## Enter organization data in the blue cells

% of Year Complete 75%

### Reserves

Reserve balance is taken from the Equity section of Balance Sheet (unrestricted balance only) or from cash in reserve account, make sure no restricted grant money is included

	Target	Balance
Reserve	\$300,000	\$200,000

### Revenue Budget to Actuals

Data taken from Profit and Loss YTD and Budget

	Annual Budget	Budgeted to Date	Actual to Date
Grants	\$600,000	\$450,000	\$250,000
Individual Donations	\$200,000	\$150,000	\$75,000
Earned Revenue	\$65,000	\$48,750	\$40,000
Other Revenue	\$35,000	\$26,250	\$20,000
Total Revenue	\$900,000	\$675,000	\$385,000

### Expenses Budget to Actual

Data taken from Profit and Loss YTD and Budget.

	Annual Budget	Budgeted to Date	Actual to Date
Expenses	\$600,000	\$450,000	\$425,000

### Cashflow

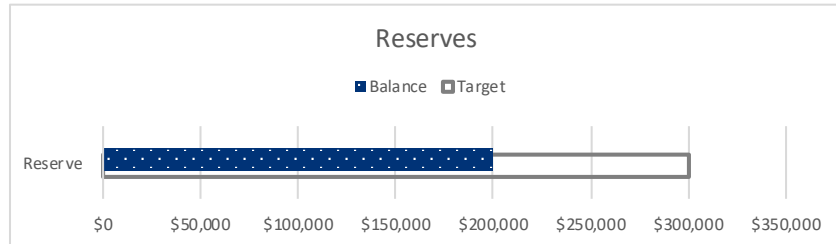
Data taken from cash flow projection

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Reserves	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
Unrestricted	\$125,000	\$135,000	\$120,000	\$100,000	\$55,000	\$128,000	\$45,000	\$98,000	\$127,000	\$125,000	\$140,000	\$42,000
Restricted	\$150,000	\$200,000	\$120,000	\$300,000	\$175,000	\$185,000	\$320,000	\$280,000	\$420,000	\$460,000	\$355,000	\$190,000

# Financial Dashboard

Organization Name

Date



Reserve target is set for x months of annual operating budget.

