

Supporting Document Example: Grant Application – Organization Revenue and Expense Statement

This document provides an example organization revenue and expense statement. In order to be considered for a Community Gaming Grant, applicants must submit organization financial documents, including an organization-level revenue and expense statement for the previous fiscal year. If your organization is unsure of what to include in the revenue and expense statement, the following example may be used as a guide. See Section 3.3 of the Community Gaming Grants: Program Guidelines for additional information regarding organization financial eligibility and requirements. The Program Guidelines and other online resources are available on the Community Gaming Grants Branch website, at: <https://www2.gov.bc.ca/gov/content/sports-culture/gambling-fundraising/gaming-grants>.

Example: Organization Revenue and Expense Statement

FINANCIAL STATEMENT ¹			
<i>[Name of Organization]</i>			
Statement of Revenues & Expenses for [previous fiscal year start date to end date]			
	General Fund	Gaming Fund ²	Total
Revenues ³			
Federal XYZ Department ³	4,000	-	4,000
Provincial ABC Ministry ³	2,000	-	2,000
Municipal Funding ³	1,000	-	1,000
Community Gaming Grant ²	-	4,000	4,000
Licensed Gaming ²	-	1,000	1,000
Donations	1,000		1,000
Registration Fees	15,000	-	15,000
Fundraising	2,000	-	2,000
Membership Fees	1,000	-	1,000
Interest & Other	1,250	250	1,500
	\$27,250	\$5,250	\$32,500
Expenses			
Advertising	750	-	750
Bank Charges	60	50	110
Heat & Light	500	1,000	1,500
Insurance	1,500	-	1,500
Legal	250	-	250
Miscellaneous	75	-	75
Office Supplies	1,200	-	1,200
Equipment Rentals	793	-	793
Rent	4,000	3,800	7,800
Telephone	622	-	622
Wages & Benefits	13,000	-	13,000
	\$22,750	\$4,850	\$27,600
<i>Excess of Revenues over Expenses</i>	<i>\$4,500</i>	<i>\$400</i>	<i>\$4,900</i>

¹ Financial statement for your entire organization including all programs and all services, for the previous fiscal year.

² Gaming funds include any funds generated through gaming, including licensed gaming events (e.g. raffles), Community Gaming Grants, gaming fund donations from Service Clubs, as well as any GST/HST rebates, interest and/or revenues from the sale of assets purchased with gaming funds.

³ Itemize and identify all sources of funding. Do not use abbreviations or acronyms.