***X* Softball Assn Draft Budget for (insert year)**

Insert Assn / Club logo here

**OVERVIEW:**

* This draft budget should be treated as a starting point and the methodologies and assumptions reviewed, not just the numbers.
* In preparation of this budget I have not / have not referred to any strategic documents or organisational objectives.
* Income is heavily relied on external controls (EG: grants). There is a high risk to operations if there is a significant shift in external funding.

**WHY BUDGET?**

* A budget is the **success plan for an organisation**.
* A budget helps you plan to reach goals within an organisation, making sure you are generating the income you need and are in control of the costs related to the activities.
* Performance monitoring
* Aligning financial capability/capacity in achieving strategic objectives.
* Help in funding applications.
* In setting appropriates fees and charges in delivering services.

**KEY ASSUMPTIONS:**

1. A majority of the budgets have been aligned to forecasted 13/14 financial year expenditure.
2. For ease of management and to associate costs to how they are funded three business units have been derived.
* Operations (funded via club fees and ………)
* Administration (funded via x Grant and residual income)
* Development (yet to be developed)
* Representative (Income matches expenses)
* Bar (Funded via purchases less related costs)

**Forecasted Teams for the x season**

|  |  |
| --- | --- |
| **Grade** | **Number of Forecasted Teams for 2014/2015** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| **Total Teams** |  |

**Proposed Fees 2014/2015 Schedule**

**Example**



Actual

|  |
| --- |
| **Proposed new Fees Schedule** |
| **Grade** | **Fee exclusive GST** | **Fee inclusive GST** | **Last yrs fees exclusive GST** | **% difference** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Cost Matrix Fees (Operations Budget) –**

*The purpose to allocate costs to align with the benefits to each grade. (Operations budget)*

Example: (breakdown what grades would be allocated what proportion of costs incurred so you can look at charging each grade accordingly)



Actual:

|  |
| --- |
| **Fees Matrix** |
|  | **Insert Grade** | **Insert Grade** | **Insert Grade** | **Insert Grade** | **Insert Grade** | **Total** |
| **Diamonds & grounds** |  |  |  |  |  | **100%** |
| **Wages grounds** |  |  |  |  |  | **100%** |
| **Wages admin** |  |  |  |  |  | **100%** |
| **Wages scorer** |  |  |  |  |  | **100%** |
| **Wages Statistician** |  |  |  |  |  | **100%** |
| **Wages - umpires** |  |  |  |  |  | **100%** |
| **SNZ fees** |  |  |  |  |  | **100%** |
| **Equipment** |  |  |  |  |  | **100%** |
| **Ground rental** |  |  |  |  |  | **100%** |
| **Representative contribution** |  |  |  |  |  | **100%** |
| **Training and development** |  |  |  |  |  | **100%** |
|  |  |  |  |  |  | **100%** |
|  |  |  |  |  |  | **100%** |

**Where do your fees go?**

**Example**



**Recommended Changes –**

Other/General expenses to be reviewed