

SAMPLE YEAR-END FINANCIAL STATEMENTS

Name of Organization
Statement of Financial Position

At ___/___/23 and ___/___/22

(_____ Basis of Accounting)

	2023	2022
ASSETS		
Cash (checking accounts)	\$ 14,400	\$ 9,800
Money market accounts	12,000	10,000
Total Cash and Cash Equivalents	\$ 26,400	\$ 19,800
Pledges receivable	\$ 200	\$ 500
Grants receivable	7,500	2,000
Total Receivables	\$ 7,700	\$ 2,500
Furniture	\$ 250	\$ 250
Computers and technology	1,250	750
Equipment	500	500
Less: Accumulated depreciation	(500)	(250)
Total Fixed Assets	\$ 1,500	\$ 1,250
TOTAL ASSETS	\$ 35,600	\$ 23,550
 LIABILITIES		
Accounts payable	\$ 1,500	\$ 2,500
Accrued payroll and payroll taxes	1,000	2,000
Notes payable	2,750	—
Total Liabilities	\$ 5,250	\$ 4,500
NET ASSETS		
Without donor restrictions	\$ 27,850	\$ 19,050
With donor restrictions	2,500	—
Total Net Assets	\$ 30,350	\$ 19,050
TOTAL LIABILITIES AND NET ASSETS	\$ 35,600	\$ 23,550
	\$ —	\$ —

REMINDERS

- * For-profit entities call this a Balance Sheet.
- * Fill in your Organization's Year End.
- * Fill in your Organization's Method of Accounting (cash, accrual or modified cash).
- * The difference in 2023 Total Net Assets and 2022 Total Net Assets needs to agree to the Change in Net Assets on the Statement of Activities.

\$ — * Check that Change in Accumulated Depreciation Expense = Depreciation Expense.

* Total Assets should equal Total Liabilities and Net Assets.

* Net Assets with Donor Restrictions represents any gifts from a donor/grantor that has to be used for a specific purpose/program, and you haven't done that yet as of year end.

\$ — * Check that the Change in Net Assets agrees to the Statement of Activities.

* Check that Assets = Total Liabilities and Net Assets

****DELETE REMINDERS AND CHECK FIGURES BEFORE SUBMITTING****

SAMPLE YEAR-END FINANCIAL STATEMENTS

Name of Organization
Statement of Activities
 For the Years Ended ___/___/23 and ___/___/22
 (_____ Basis of Accounting)

REMINDERS

- * For-profit entities call this an Income Statement or Statement of Profit or Loss.
- * Fill in your Organization's Year End.
- * Fill in your Organization's Method of Accounting (cash, accrual or modified cash).

	2023	2022
REVENUES		
State Arts Council	\$ 15,000	\$ 16,000
Local Arts Agency	20,000	19,000
Total Government Grants	\$ 35,000	\$ 35,000
Corporations	\$ 18,500	\$ 17,500
Foundations	20,000	18,000
Individuals	10,000	9,000
Board giving	12,500	12,000
Donated goods and services	2,500	1,000
Fundraising events	10,000	9,000
Total Contributions	\$ 73,500	\$ 66,500
Subscriptions	\$ 25,000	\$ 24,000
Single tickets	20,000	21,000
Concessions	1,500	1,500
Class fees	1,000	1,000
Advertising and promotion	3,000	2,300
Total Program Revenue	\$ 50,500	\$ 49,800
Interest	\$ 550	\$ 400
Other	2,000	2,000
Total Other Revenues	\$ 2,550	\$ 2,400
TOTAL REVENUES	\$ 161,550	\$ 153,700

SAMPLE YEAR-END FINANCIAL STATEMENTS

EXPENSES

Administrative	\$ 25,000	\$ 24,000
Artistic	50,000	48,000
Technical	20,000	17,000
Total Salaries	\$ 95,000	\$ 89,000
Employee benefits	\$ 2,250	\$ 2,150
Payroll taxes	7,250	6,750
Total Salaries and Benefits	\$ 104,500	\$ 97,900
Outside fees	\$ 5,000	\$ 7,000
Rent	12,000	12,000
Rehearsal space (donated)	1,000	1,000
Sets, costumes and props	11,000	10,000
Royalties	950	1,100
Telephone	3,300	3,000
Postage	2,500	2,200
Supplies	1,750	1,750
Insurance	800	600
Equipment	2,200	250
Travel	500	400
Fundraising events	1,500	1,100
Marketing and website	3,000	2,750
Depreciation expense	250	250
TOTAL EXPENSES	\$ 150,250	\$ 141,300
CHANGE IN NET ASSETS	\$ 11,300	\$ 12,400

* Depreciation Expense should generally equal the change in Accumulated Deprecation on the Statement of Financial Position.

****DELETE REMINDERS AND CHECK FIGURES BEFORE SUBMITTING****