

Yearly Budget Projection

Prepared For: Department of Operations

Fiscal Year: 2025

Date Prepared: June 15, 2024

Prepared By: Finance Team

Income Projection

Source	Q1	Q2	Q3	Q4	Total
Product Sales	\$50,000	\$60,000	\$55,000	\$65,000	\$230,000
Service Revenue	\$20,000	\$24,000	\$23,000	\$21,000	\$88,000
Other Income	\$4,000	\$4,500	\$3,800	\$5,200	\$17,500
Total Income					\$335,500

Expense Projection

Category	Q1	Q2	Q3	Q4	Total
Salaries & Wages	\$35,000	\$35,000	\$36,000	\$36,000	\$142,000
Office Supplies	\$2,200	\$2,100	\$2,300	\$2,400	\$9,000
Marketing	\$8,000	\$8,500	\$9,000	\$7,500	\$33,000
Utilities	\$1,800	\$2,000	\$1,900	\$2,100	\$7,800
Travel	\$3,000	\$3,400	\$3,300	\$3,100	\$12,800
Other Expenses	\$1,500	\$1,200	\$1,600	\$1,800	\$6,100
Total Expenses					\$210,700

Net Projection

Total Income	Total Expenses	Net Surplus/Deficit
\$335,500	\$210,700	\$124,800

Important Notes

- This document is a projection and may change based on actual financial performance.
- Projections should be reviewed and updated regularly for accuracy.
- Assumptions made in revenue and expense estimations should be documented separately.
- Use this projection to guide financial planning and decision-making throughout the year.