

## Business Plan - Income and Expenditure Template

| <b>Income</b>  | <b>Yr 1</b> | <b>Yr 2</b> | <b>Yr 3</b> | <b>Yr 4</b> | <b>Yr 5</b> |
|--|-------------|-------------|-------------|-------------|-------------|
| Start-up funding   |             |             |             |             |             |
| Grants   |             |             |             |             |             |
| Rental/ room hire  |             |             |             |             |             |
| Other income: Vending, Café, Shop  |             |             |             |             |             |
| Volunteer time in kind   |             |             |             |             |             |
| Fundraising  |             |             |             |             |             |
| <b>Total Income</b>  | <b>0</b>    | <b>0</b>    | <b>0</b>    | <b>0</b>    | <b>0</b>    |
| <b>Expenditure</b>   | <b>Yr 1</b> | <b>Yr 2</b> | <b>Yr 3</b> | <b>Yr 4</b> | <b>Yr 5</b> |
| Salaries including on-costs of NI, Pensions, Management, Staff, volunteer time in kind   |             |             |             |             |             |
| Training and development   |             |             |             |             |             |
| Caretaking/ cleaning costs: Cleaning materials, Refuse collection, Security  |             |             |             |             |             |
| Utilities: Water, Electricity, Gas   |             |             |             |             |             |
| Rent / Mortgage  |             |             |             |             |             |
| Building management fees   |             |             |             |             |             |
| Business Rates   |             |             |             |             |             |
| Repairs and Maintenance  |             |             |             |             |             |
| Transport and Travel   |             |             |             |             |             |
| Centre Supplies: Furniture, IT, clothing, equipment  |             |             |             |             |             |
| Telephones and Internet  |             |             |             |             |             |
| Promotion and publicity  |             |             |             |             |             |
| Insurances and Professional Fees: Property insurance, Public liability & Employers insurance, Performing rights, Accountancy and legal fees, Architects fees, Consultancy fees |             |             |             |             |             |
| Other  |             |             |             |             |             |
| <b>Total Expenditure</b>   | <b>0</b>    | <b>0</b>    | <b>0</b>    | <b>0</b>    | <b>0</b>    |