

Appendix 1: Budget worksheet

Income/ Resources (Money/ items coming in)	Actual Amount	Comments
Cash Income		
In-kind Donations*/ Resources		
Total Income/ Resources (Cash + Donations)		

Expenses (Costs)	Budgeted Amount	Actual Amount	Comments
Start Up Costs			
Recurring Costs			
Total Expenses (Start Up + Recurring)			

Net (Income – Costs)	\$	
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* If donated items are put under Cash Income, they must also be put under Expenses to cancel out.
 Note: This list is not a complete list of revenues/expenses associated with running a collective kitchen.
 Adjust to meet your unique needs.