

#### **USING THIS CASH FLOW PROJECTION WORKSHEET**

The worksheet was developed using categories frequently used by nonprofit organizations. It will require modification to match your organization's financial situation.

BLUE headings are category headings with no entry required.

GREEN headings are subtotals and totals.

Formulas are entered for these rows. They may require modification. Be sure to verify all formulas.

BLACK headings are common cash receipt and disbursement categories. These should be modified for your organization. Remember that adding or deleting rows may affect the formulas.

PURPLE headings are the cash totals and balances. The worksheet includes the formulas to calculate the cash flow balances

STARTING CASH is the blue box at the top. An accurate estimate of this will help obtain the best results with this worksheet.

We recommend that you save a blank worksheet before you make changes to the categories or formulas.

This worksheet has been made available as a convenience for visitors to this web site. Nonprofits Assistance Fund makes no assurances or guarantees of the accuracy of the formulas or the information. Please review all input and calculations carefully before relying on this worksheet for financial management.