

THE GEORGE F. AND SYBIL H. FULLER FOUNDATION

370 MAIN STREET, SUITE 660
WORCESTER, MA 01608

Name of Organization _____

Address of Organization _____

Total Organizational Expenses Budgeted for the Current Fiscal Year:
\$ _____ (do not include depreciation) Year Ending _____, _____

Grant Amount Requested \$ _____ Over How Many Years _____
Is Grant Request for: Capital Scholarship Operating/Program

IF CAPITAL:

What is the total amount of the Project/Campaign? \$ _____
What is the start date _____ and finish date _____ of the campaign?
What is the target date to start construction? _____
Has your Board been asked to participate in the funding? YES NO
What percentage of those Board members have given to date? _____%

LIQUIDITY – Use Current Values

Cash - compares the cash balance to operating expenses (total expenses less depreciation), and it indicates how many months of expenses an organization can cover out of current cash holdings without liquidating investments or relying on new revenues. _____ / (_____ / 12 months)
Cash Expenses

As of most recent year end:
Accounts Payable \$ _____ Accounts Receivable \$ _____
Do you have a line of credit? YES NO
If YES: Maximum Amount \$ _____ Outstanding Amount \$ _____
Do you pay the line down to zero at some point during the fiscal year? YES NO

PROFITABILITY/STABILITY

Did you budget to break even? YES NO
Did you budget for a net income/surplus? YES NO
If YES what % _____ of total Gross Revenues

FINANCIAL TRENDS – Operating Surplus (Deficit) (do not include depreciation)

3 Years Ago \$ _____ 2 Years Ago \$ _____ 1 Year Ago \$ _____
Depreciation \$ _____ Depreciation \$ _____ Depreciation \$ _____

Do you engage an independent CPA or CPA firm annually? YES NO
To: Audit Review Compile Other* your financial statements.
*Explanation of Other _____

SUSTAINABILITY

Leverage - Total liabilities divided by total net assets _____ / _____ Ratio _____
Do you have an endowment? YES NO If YES current value is \$ _____.
What percentage is used to support operations/debt service for the current budget? _____%
Has your Board adopted a written strategic plan that includes stability and future sustainability in the last two years? YES NO