

Instructions:

- Please note that figures should be entered in cells highlighted in orange
- Enter 0 where the trust has no spend for that category

Please provide actual and projected budget levels (split between revenue and capital expenditure) for each financial year of 2015-16, 2016-17 and 2017-18 for below mentioned table:

Total spend figures		Actual spend FY 2015-16 (£)		Actual spend FY 2016-17 (£)		Projected spend FY 2017-18 (£)	
		Revenue	Capital	Revenue	Capital	Revenue	Capital
A	Total organisational income						
B	Total organisational spend						
C	Deficit/ surplus of organisation (A - B)						

Error alert if Deficit/surplus does not match with income minus spend=====>

Definitions:

Capital expenditure: All capital expenditure represent either an asset or liability and are shown in the balance sheet. These typically include expenses for fixed assets such as land, building, plant and machinery or making improvements to fixed assets.

Revenue expenditure: These type of expenditure have to be deducted from the income earned by the organisation. These are typically expenditures incurred for meeting day to day expenses of carrying on a business e.g., salaries, rent, rates, taxes, stationery etc.

Please provide below mentioned information:

A	Number of IM&T staff (includes total IM&T staff FTE equivalent, interim IM&T staff and IM&T contractors) employed by organisation during 2016-17	24
B	Number of hardware units purchased by organisation during 2016-17	608
C	Number of communications-related units purchased by organisation during 2016-17	742

Comment: