

## Community Groups Roll-over

### Introduction:

Roll-over funds *may* be available to those Community Groups who generate a surplus from their events, but **NOT** for those who underspend on their BCS Budget allocation. These surpluses are available for the preceding two financial years as an additional source of funding and expire, if unspent, after two financial years. Roll-over does not become roll-over until after the financial year has ended.

For example;

<b>Financial Year</b>	<b>Rollover available for use in</b>
X1/X2	X2/X3 and X3/X4
X2/X3	X3/X4 and X4/X5
X3/X4	X4/X5 and X5/X6

Qualifying Community Groups who have roll-over funds will be notified accordingly by the Community Groups Team.

### How is it calculated?

The roll-over amount is calculated as follows;

	£
External Income Generated for event	xx
Less: Sponsorship Income*	-xx
<i>Adjusted Income</i>	<u>xx</u>
Less: Costs relating to event	-xx
Less: Any overspend on BCS Budget	-xx
Less: Any deficit from previous financial year	-xx
Roll-over	<u>xx</u>

*\*For VAT purposes, sponsorship income is removed when calculating roll-over as it is given to support a given time frame/running an event and cannot be carried forward for use in future years.*

### Accessing roll-over funds:

In order to make use of roll-over funding, Community Groups must submit a Supplementary Funding Request form clearly stating the request is to use roll-over funds. This request can be made at any point in the financial year to the Community Board Finance Committee, but no expenditure should be committed to until approval is received. Funds must be used in the financial year before they expire.

## Examples

### Example A

It is now the beginning of the X3/X4 financial year, and Community Group A has recently reinvigorated itself by running a number of highly-successful networking events over X2/X3 and gaining £250 of sponsorship. The group were given a Budget allocation of £1,000 but spent £2,000 in the year, and so overspent by £1,000 on their budget allocation. In the previous financial year (X1/X2) it had only run a few events that were not particularly successful.

#### **Financial Performance X1/X2**

	£
External Income Generated for event	0
Less: Sponsorship Income	<u>0</u>
<i>Adjusted Income</i>	0
Less: Costs relating to event	-1,500
Less: Any overspend on BCS Budget	0
Less: Any deficit from previous financial year	<u>0</u>
Surplus/Deficit	<u>-1,500</u>

#### **Financial Performance X2/X3**

	£
External Income Generated for event	9,300
Less: Sponsorship Income	<u>-250</u>
<i>Adjusted Income</i>	9,050
Less: Costs relating to event	-5,700
Less: Any overspend on BCS Budget	-1,000
Less: Any deficit from previous financial year	<u>-1,500</u>
Surplus/Deficit	<u>850</u>

Community Group A are advised of their £850 roll-over for use in the X3/X4 and X4/X5 financial year.

### **Example B**

It is now the beginning of the X3/X4 financial year, and Community Group B has a long track record of generating a surplus. However, it has recently had a difficult year due to circumstances outside of the committee's control. Their major annual event made a surplus two years ago, but the same budget and approach produced a different result in the last financial year. They underspent by £1,500 on their budget allocation.

#### **Financial Performance X1/X2**

	£
External Income Generated for event	20,000
Less: Sponsorship Income	<u>0</u>
<i>Adjusted Income</i>	20,000
Less: Costs relating to event	-17,000
Less: Any overspend on BCS Budget	0
Less: Any deficit from previous financial year	<u>0</u>
Surplus/Deficit	<u><u>3,000</u></u>

#### **Financial Performance X2/X3**

	£
External Income Generated for event	13,000
Less: Sponsorship Income	<u>0</u>
<i>Adjusted Income</i>	13,000
Less: Costs relating to event	-17,000
Less: Any overspend on BCS Budget	0
Less: Any deficit from previous financial year	<u>0</u>
Surplus/Deficit	<u><u>-4,000</u></u>

#### **Roll-over for use in X3/X4**

	£
Surplus/Deficit X1/X2	3,000
Surplus/Deficit X2/X3	-4,000
Less: Overspend on BCS Budget	<u>0</u>
Roll-over	<u><u>0</u></u>

Community Group B are advised that they have no roll-over for use in the X3/X4 financial year.