Sustainability Planning – Gathering the Data

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Activity | Metric | Do you have this data? | What are the steps to obtain this data? | Notes |
| Shared Service Alliance Annual Operating Budget | Revenues |  |  |  |
|  | Expenses |  |  |  |
|  |  |  |  |  |
| Identify the amount of revenue needed from membership fees to balance the budget | Difference between revenues and expenses |  |  |  |
|  |  |  |  |  |
| Create scenarios for establishing fees | Number of members |  |  |  |
|  | Type of members |  |  |  |
|  | Annual operating budgets of members |  |  |  |
|  | Other factors that may impact fee pricing |  |  |  |
|  | Value of membership  |  |  | List each service. Quantify the financial value of each to create an annual value of service per member |
|  | Service #1 |  |  |  |
|  | Service # 2 |  |  |  |
|  | Service #3 |  |  |  |
|  | Service # 4 |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

Sustainability Planning – Crunching the Numbers (Excel spreadsheet)