



Forecasts and the Path to Strategic Goal Setting March 2015

Creating an Acquisition Forecast: Supporting Steps



Find the number of Never Donors

1) Within the TARGETER layer of the Reeher Platform, click **+** NEW QUERY in the upper right hand corner.

2) Add filters from the **Filters** section on the left hand side of the screen. Under **Donor Attributes**, select the **Donor Status** filter and highlight **Never Donor** in the selection box.

3) Click Get Results.

< Queries Add a Query					SAVE
Filters Checked items will appear to the right	Donor Status Ketained Renewed LYBUNT	-			8
Search filters Finity	SYBUNT Past Donor Never Donor				
Contact Information School of Graduation Prospect Management					
Donor Attributes Appeals Cumulative Annual Fund Cash Giving					
Cumulative Annual Fund Commitments Cumulative Cash Giving Cumulative Commitments					
Civing Appeal-Type Giving Designation Purpose Giving Designations Number of Fiscal Years Giving School/Unit Giving Designation			GET RESULTS]	
Transaction Type					Reset Query

4) After you select **Get Results**, your results will display. The total number of records meeting the **Never Donor** criteria is displayed in the top left-hand corner. Use this number in your calculation.

197,705 reco	rds found.					R export	C columns	view: 📃 🗐 🔇
Entity ID	Relationship Status €	First Name 🗘	Last Name 🗘	Home Zip Code	Home State	Primary Relationship Type 🌻	Net Worth 🗘	Last Transaction Amount
100011	Active	Charles	Schaffner	14692	NY	Alumni	\$50,000 - \$99,999	N/A
100014	Active	Robert	Dunifon	27111	NC	Alumni	\$50,000 - \$99,999	N/A
100019	Active	Louis	LeFavour	78254	ТХ	Alumni	\$500,000 - \$999,999	N/A
100022	Active	Gladys	Gill	56146	MN	Alumni	N/A	N/A
100028	Active	Charles	Kennedy	80920	CO	Alumni	\$500,000 - \$999,999	N/A
100037	Active	Miriam	Worley	60691	IL	Alumni	Greater than \$1,999,999	\$50
100042	Active	Timothy	Anthon	56057	MN	Alumni	\$50,000 - \$99,999	N/A
100046	Active	Ruth	Stiens	85739	AZ	Alumni	\$50,000 - \$99,999	N/A
100048	Active	Garry	Bosse	40036	KY	Alumni	\$500,000 - \$999,999	N/A
100049	Active	Milo	Chase	55768	MN	Alumni	\$250,000 - \$499,999	N/A
100050	Active	Jane	Brady	55306	MN	Alumni	\$500,000 - \$999,999	\$20

Find the Average PDI Score for Never Donors

1) Using the result set found when you determined the number of Never Donors, add columns to include the PDI score on all records. Do this by clicking on Columns in the upper right-hand corner.

197,705 records found.								
Entity ID	Relationship Status €	First Name 🗘	Last Name 🗘	Home Zip Code	Home State	Primary Relationship Type 🌻	Net Worth 븆	Last Transaction Amount
100011	Active	Charles	Schaffner	14692	NY	Alumni	\$50,000 - \$99,999	N/A
100014	Active	Robert	Dunifon	27111	NC	Alumni	\$50,000 - \$99,999	N/A
100019	Active	Louis	LeFavour	78254	ТХ	Alumni	\$500,000 - \$999,999	N/A
100022	Active	Gladys	Gill	56146	MN	Alumni	N/A	N/A
100028	Active	Charles	Kennedy	80920	CO	Alumni	\$500,000 - \$999,999	N/A
100037	Active	Miriam	Worley	60691	IL	Alumni	Greater than \$1,999,999	\$50
100042	Active	Timothy	Anthon	56057	MN	Alumni	\$50,000 - \$99,999	N/A
100046	Active	Ruth	Stiens	85739	AZ	Alumni	\$50,000 - \$99,999	N/A
100048	Active	Garry	Bosse	40036	KY	Alumni	\$500,000 - \$999,999	N/A
100049	Active	Milo	Chase	55768	MN	Alumni	\$250,000 - \$499,999	N/A
100050	Active	Jane	Brady	55306	MN	Alumni	\$500,000 - \$999,999	\$20

2) Under **Reeher Predictive Scores**, choose **AF PDI**. You'll notice that the filter then moves under **Selected Columns**. Click **Submit**.



3) Your result set will change to reflect your selections.

197,705	records fo	ound.			I€ ex	kport 🖸 columns vie	w: 📃 🔳 🔇
E	Entity ID	•	Relationship Status	ŧ	First Name	Last Name 🛛 🖨	AF PDI 🔶
100011				Active	Charles	Schaffner	2
100014				Active	Robert	Dunifon	1
100019				Active	Louis	LeFavour	2
100022				Active	Gladys	Gill	1
100028				Active	Charles	Kennedy	4
100037				Active	Miriam	Worley	6
100042				Active	Timothy	Anthon	2
100046				Active	Ruth	Stiens	1
100048				Active	Garry	Bosse	0
100049				Active	Milo	Chase	5
100050				Active	Jane	Brady	3
100052				Active	Paul	Botros	2
100056				Active	Shirley	Williford	3
100057				Active	David	Search	29
100050				Activo	Debort	Deiseig	2 *

4) Export the result set by clicking on export . If you have more than 5,000 records in your result set, you will get a message:

Export					
Since your list has more than 5,000 results or 30 columns, this will take additional time to process. We will send you an email confirmation with a link to download your file when it becomes available.					
Ok Cancel					

5) Click **OK**. You will receive an email confirmation message. Click OK:

Email Confirmation	
You will receive an email s available to download.	hortly when your list is
	Ok

6) Check your email. You should get a message that reads the following:



7) Click the **Download Now** link from within the email. The same columns that you displayed within the Platform will be at the top of your downloaded Excel document.

8) Using Excel formulas, average the AF PDI column. To do so, scroll to the bottom of that column and enter into the cell the appropriate averaging formula. Use this average in the original equation to calculate the number of forecasted donors in an acquisition target segment.

# of Never Donors	Х	Average PDI for that segment	=	Forecasted # of Acquired Donors
197,705	Х	1.94%	=	3,835

Creating a Key Donor Segment Forecast: Supporting Steps (Example: Graduates of the 1980s)



Find the number of Active Constituents from the Chosen Segment

1) Within the TARGETER layer of the Reeher Platform, click in the upper right hand corner.

2) Add filters from the **Filters** section on the left hand side of the screen. Under **Entity**, check **Relationship Status** filter. Under **School of Graduation** check **Year of Graduation**.

3) Within the filters, highlight **Active** under Relationship Status and select **Is Between** from the dropdown box under **Year of Graduation**. Fill in the years **1980** and **1989**. Click **Get Results**.

< Queries Add a Query		SAVE
Filters Checked items will appear to the right Search filters	Relationship Status	⊗
Entity Age Athletic Activities Birth Date Birth Day Employer Entity Lookup Gender Industry Job Title Marital Status Married Alumni Indicator Occupation Participation Category Participation Category Participation Category Participation History Perimary Relationship Type Relationship Status	Year of Graduation	٢
Contact Information Contact Information Contact Information Degree Type Major Profered Class Year	GET RESULTS	Reset Query
School of Graduation		

4) After you select **Get Results**, your results will display. The total number of records meeting the **Donors of the 1980s** criteria is displayed in the top left-hand corner. Use this number in your calculation.

48,735 records found.				🛱 export 🛛 🖸 col	umns view: 🗮 🗐 🔇
Entity ID	•	Relationship Status	¢	First Name 🔶	Last Name 🚔
100133			Active	Nancy	Lane 🧴
100394			Active	William	Harris
100702			Active	Miriam	Maull
101128			Active	Thomas	Wheeler
101235			Active	Nancy	McGaughey
101263			Active	Dennis	Cowgill
101468			Active	Mary	Lichtenberg
101640			Active	Alfred	Wang
102048			Active	John	Tepe-Wherley
102305			Active	Steven	Brewer
102310			Active	Teddy	Reddy
102319			Active	Timothy	Santanelo
102330			Active	Roland	Richardson
102352			Active	Barbara	Hayes
102361			Active	Claude	Dortch
102385			Active	Marti	Schultz *

Find the Average PDI Score for Graduates of the 1980s

1) Using the result set found when you determined the number of Graduates of the 1980s, add columns to include the PDI score on all records. Do this by clicking on Columns in the upper right-hand corner.

48,735 records	found.			R export	view: 📃 🗐 🄇
Entity I	D 🔺	Relationship Status	¢	First Name 🔶	Last Name 븆
100133			Active	Nancy	Lane 着
100394			Active	William	Harris
100702			Active	Miriam	Maull
101128			Active	Thomas	Wheeler
101235			Active	Nancy	McGaughey
101263			Active	Dennis	Cowgill
101468			Active	Mary	Lichtenberg
101640			Active	Alfred	Wang
102048			Active	John	Tepe-Wherley
102305			Active	Steven	Brewer
102310			Active	Teddy	Reddy
102319			Active	Timothy	Santanelo
102330			Active	Roland	Richardson
102352			Active	Barbara	Hayes
102361			Active	Claude	Dortch
102385			Active	Marti	Schultz *

2) Under **Reeher Predictive Scores**, choose **AF PDI**. You'll notice that the filter then moves under **Selected Columns**. Click **Submit**.

DD COLUMNS				
ALL COLUMN TYPES: Checked items will appear in the list to right	SEL Drag	ECTED COLUMNS: items in this list up or down to cha	ange display order	
Search				
• Entity		Entity ID	ж	
 School of Graduation 		Relationship Status	×	
Prospect Management Donor Attributes		First Name	×	
Reeher Predictive Scores				
		Last Name	×	
		AF PDI	ж	
MG Expected Value				
Previous MG EVI				
Consumer Variables				
Western University Specific				
Social Media				
Γ	Cubmit	Cancel		
	Submit	Cancel		

3)	Your result se	t will chang	e to reflect	vour selec	tions.
9,	rour result se			your seree	cions.

						14	
48,738	5 records fo	ound.				F export G columns	view:
	Entity ID		Relationship Status	ŧ	First Name 🛛 🖨	Last Name 🔶	AF PDI
100133				Active	Nancy	Lane	84
100394				Active	William	Harris	2
100702				Active	Miriam	Maull	87
101128				Active	Thomas	Wheeler	7
101235				Active	Nancy	McGaughey	60
101263				Active	Dennis	Cowgill	2
101468				Active	Mary	Lichtenberg	8
101640				Active	Alfred	Wang	18
102048				Active	John	Tepe-Wherley	2
102305				Active	Steven	Brewer	89
102310				Active	Teddy	Reddy	85
102319				Active	Timothy	Santanelo	2
102330				Active	Roland	Richardson	3
102352				Active	Barbara	Hayes	1
102361				Active	Claude	Dortch	71
102385		_		Active	Marti	Schultz	29 -

Follow steps 4 through 8 from procedure above.

Segment Constituents	Х	Avg. PDI of Segment Constituents	=	Forecasted Segment donors
48,735	х	10.53%	=	5,131

Forecasting Dollars for a Key Segment



Find the EV from a Segment

1) Using the same result set you used to find the number of **Graduates of the 1980s**, look to add columns to the field. Click on **Columns** in the upper right-hand corner.

48,735 ı	records found.				🛱 export 🖸	🤇 columns view: 🗮 🗐 🄇
	Entity ID	A	Relationship Status	\$	First Name 🔶	Last Name 🔶
100133				Active	Nancy	Lane 🧴
100394				Active	William	Harris
100702				Active	Miriam	Maull
101128				Active	Thomas	Wheeler
101235				Active	Nancy	McGaughey
101263				Active	Dennis	Cowgill
101468				Active	Mary	Lichtenberg
101640				Active	Alfred	Wang
102048				Active	John	Tepe-Wherley
102305				Active	Steven	Brewer
102310				Active	Teddy	Reddy
102319				Active	Timothy	Santanelo
102330				Active	Roland	Richardson
102352				Active	Barbara	Hayes
102361				Active	Claude	Dortch
102385				Active	Marti	Schultz

2) Under Reeher Predictive Scores, choose AF Expected Value. You'll notice that the filter then moves under Selected Columns. Click Submit.

DD COLUMNS				
ALL COLUMN TYPES: Checked items will appear in the list to right	SEL Drag	ECTED COLUMNS: items in this list up or down to cha	ange display order	
Search				
Contact Information		Entity ID	×	
 School of Graduation 		Relationship Status	×	
Prospect Management				
Donor Attributes		First Name	ж	
Reener Predictive Scores		Last Name	×	
AF Expected Value		AF Expected Value	ж	
MG Evrested Value				
Previous MG EVI				
Consumer Variables				
Western University Specific				
Social Media				
	Submit	Cancel		

3) Your result set will change to reflect your selections.

48,735 records found.				R export	Ci columns view = 🗐 🔇
Entity ID 🔺	Relationship Status	ŧ	First Name 븆	Last Name 🛛 🖨	AE Expected Value
100133		Active	Nancy	Lane	\$192.12
100394		Active	William	Harris	\$3.26
100702		Active	Miriam	Maull	\$1,281.81
101128		Active	Thomas	Wheeler	\$0.00
101235		Active	Nancy	McGaughey	\$289.15
01263		Active	Dennis	Cowgill	\$3.26
01468		Active	Mary	Lichtenberg	\$0.00
01640		Active	Alfred	Wang	\$56.63
02048		Active	John	Tepe-Wherley	\$0.69
02305		Active	Steven	Brewer	\$1,463.29
102310		Active	Teddy	Reddy	\$82.43
02319		Active	Timothy	Santanelo	\$0.84
02330		Active	Roland	Richardson	\$3.00
02352		Active	Barbara	Hayes	\$0.00
02361		Active	Claude	Dortch	\$87.20
102385		Active	Marti	Schultz	\$8.45

4) Export the result set by clicking on Respondent of the set of t

Export	
Since your list has more than 5,000 results or 30 columns, this will take additional time to process. We will send you an email confirmation with a link to download your file when it becomes available.	* III
Would you like to proceed?	-
Ok Cancel	

5) Click **OK**. You will receive an email confirmation message. Click **OK**:

Email Confirmation
You will receive an email shortly when your list is available to download.
Ok

6) Check your email. You should get a message that reads the following:



7) Click the **Download Now** link from within the email. The same columns that you displayed within the Platform will be at the top of your downloaded Excel document.

8) Using Excel formulas, sum the **AF Expected Value column**. To do so, scroll to the bottom of that column and enter into the cell the appropriate summing formula. The sum of those values is the expected value of the gifts from that particular segment.

Populate Your Donor Percentage Distribution



Gift Band Fo	recasting – Wo	rking Exercise	FY Goal = 26,5	80 donors
Gift Band	Gift Band Percentage	Donor Result	Avg. Dollar per Donor	Dollar Result
Less then \$25				
\$25 to \$49				
\$50 to \$99				
\$100 to \$249				
\$250 to \$499				
\$500 to \$999				
\$1,000 to \$2,499				
\$2,500 to \$4,999				
\$5,000 to \$9,999				
	1	The ho	next several slides wi w to populate this w	ll walk us through orking exercise.

Gift Band	2011	2012	2013	2014	2015	Average	
Less than \$25	5.28%	7.39%	8.01%	5.79%	6.35%	6.56%	
\$25 to \$49	27.13%	24.90%	22.97%	23.85%	20.22%	23.82%	
\$50 to \$99	19.29%	20.49%	22.97%	23.85%	20.22%	20.97%	
\$100 to \$249	21.79%	20.82%	22.10%	22.72%	22.03%	22.79%	
\$250 to \$499	5.91%	6.09%	6.13%	6.49%	7.36%	6.40%	U
\$500 to \$999	7.08%	5.26%	5.18%	5.11%	5.05%	5.53%	ii
\$1,000 to \$2,499	10.30%	11.55%	11.30%	9.54%	8.94%	10.33%	w ex
\$2,500 to \$4,999	1.87%	2.04%	2.40%	2.04%	2.01%	2.07%	
\$5,000 to \$9,999	1.11%	1.18%	1.34	1.37%	1.15%	1.23%	
				Calculate D Percentages b Donor #s on Operating R	Ponor ased on the AF Report		

1) Export your Annual Fund Operating Report, **Gift Band Summary Donor Performance** to Excel by clicking on the **i** in the upper right hand corner of that report.

Ciff Band Summany					Dester	Finant Vans *	к на в
Sin Danu Summary					Period		x 101 U
			Dollar Perfo	ormance			
Giving Level	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Unit Change	% Change
Less than \$25	\$19,165	\$27,368	\$27,930	\$19,560	\$18,917	(\$643)	-3.3%
\$25 to \$49	\$154,204	\$147,378	\$136,423	\$121,983	\$108,348	(\$13,635)	-11.2%
\$50 to \$99	\$249,709	\$281,725	\$251,952	\$286,891	\$226,873	(\$60,017)	-20.9%
\$100 to \$249	\$647,049	\$654,192	\$634,584	\$685,822	\$611,044	(\$74,779)	-10.9%
\$250 to \$499	\$414,453	\$425,150	\$405,121	\$429,193	\$374,388	(\$54,805)	-12.8%
\$500 to \$999	\$521,642	\$533,558	\$508,372	\$538,853	\$478,448	(\$60,405)	-11.2%
\$1,000 to \$2,499	\$2,403,347	\$2,337,044	\$2,046,453	\$2,032,996	\$1,543,815	(\$489,182)	-24.1%
\$2,500 to \$4,999	\$1,521,587	\$1,738,794	\$2,218,897	\$1,898,359	\$788,275	(\$1,110,084)	-58.5%
\$5,000 to \$9,999	\$1,368,257	\$1,464,221	\$1,629,196	\$1,630,174	\$989,783	(\$640,392)	-39.3%
\$10,000 to \$24,999	\$531,743	\$622,554	\$671,902	\$787,943	\$537,643	(\$250,300)	-31.8%
\$25,000 to \$49,999	\$96,835	\$89,658	\$27,047	\$108,687	\$64,616	(\$44,071)	-40.5%
\$50,000+	\$180,089	\$224,614	\$369,226	\$348,047	\$230,606	(\$117,440)	-33.7%
Total	\$8,108,079	\$8,546,256	\$8,927,102	\$8,888,508	\$5,972,755	(\$2,915,753)	-32.8%
			Donor Perfo	ormance			
Giving Level	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Unit Change	% Change
Less than \$25	<u>1,360</u>	<u>2,015</u>	<u>2,182</u>	<u>1,449</u>	<u>1,382</u>	-67	-4.6%
\$25 to \$49	<u>5,961</u>	<u>5,707</u>	5,420	4.935	4,415	-520	-10.5%
\$50 to \$99	4,933	<u>5,499</u>	5,260	6,008	<u>4,738</u>	-1,270	-21.1%
\$100 to \$249	<u>5,662</u>	5,655	<u>5,816</u>	6,256	<u>5,649</u>	-607	-9.7%
\$250 to \$499	<u>1,610</u>	<u>1,625</u>	<u>1,636</u>	<u>1,778</u>	<u>1,566</u>	-212	-11.9%
\$500 to \$999	<u>1,226</u>	<u>1,190</u>	<u>1,143</u>	<u>1,198</u>	<u>1,076</u>	-122	-10.2%
\$1,000 to \$2,499	<u>2,740</u>	2.669	<u>2,403</u>	2,375	<u>1,894</u>	-481	-20.3%
\$2,500 to \$4,999	806	<u>961</u>	<u>1,170</u>	1,065	423	-642	-60.3%
\$5,000 to \$9,999	<u>341</u>	<u>392</u>	<u>412</u>	<u>403</u>	<u>243</u>	-160	-39.7%
\$10,000 to \$24,999	<u>81</u>	<u>92</u>	<u>91</u>	<u>111</u>	<u>79</u>	-32	-28.8%
\$25,000 to \$49,999	<u>5</u>	<u>4</u>	2	<u>6</u>	<u>4</u>	-2	-33.3%
\$50,000+	2	2	3	<u>5</u>	2	-3	-60.0%
Total	<u>24,727</u>	<u>25,811</u>	25,538	25,589	<u>21,471</u>	-4,118	-16.1%

2) Once exported, you will have an Excel document that looks like this:

	Dollar Performance						
Giving Level	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Unit Change	% Change
Less than \$25	\$19,165.00	\$27,368.00	\$27,930.00	\$19,560.00	\$19,022.00	(\$538.00)	-2.8%
\$25 to \$49	\$154,204.00	\$147,378.00	\$136,423.00	\$121,983.00	\$108,858.00	(\$13,125.00)	-10.8%
\$50 to \$99	\$249,709.00	\$281,725.00	\$251,952.00	\$286,891.00	\$227,651.00	(\$59,240.00)	-20.6%
\$100 to \$249	\$647,049.00	\$654,192.00	\$634,584.00	\$685,822.00	\$612,989.00	(\$72,834.00)	-10.6%
\$250 to \$499	\$414,453.00	\$425,150.00	\$405,121.00	\$429,193.00	\$375,793.00	(\$53,400.00)	-12.4%
\$500 to \$999	\$521,642.00	\$533,558.00	\$508,372.00	\$538,853.00	\$478,498.00	(\$60,355.00)	-11.2%
\$1,000 to \$2,499	\$2,403,347.00	\$2,337,044.00	\$2,046,453.00	\$2,032,996.00	\$1,546,640.00	(\$486,357.00)	-23.9%
\$2,500 to \$4,999	\$1,521,587.00	\$1,738,794.00	\$2,218,897.00	\$1,898,359.00	\$794,025.00	(\$1,104,334.00)	-58.2%
\$5,000 to \$9,999	\$1,368,257.00	\$1,464,221.00	\$1,629,196.00	\$1,630,174.00	\$989,783.00	(\$640,392.00)	-39.3%
\$10,000 to \$24,999	\$531,743.00	\$622,554.00	\$671,902.00	\$787,943.00	\$537,643.00	(\$250,300.00)	-31.8%
\$25,000 to \$49,999	\$96,835.00	\$89,658.00	\$27,047.00	\$108,687.00	\$64,616.00	(\$44,071.00)	-40.5%
\$50,000+	\$180,089.00	\$224,614.00	\$369,226.00	\$348,047.00	\$230,606.00	(\$117,440.00)	-33.7%
Total	\$8,108,079.00	\$8,546,256.00	\$8,927,102.00	\$8,888,508.00	\$5,986,123.00	(\$2,902,385.00)	-32.7%
	Donor Performance						
Giving Level	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Unit Change	% Change
Less than \$25	1,360	2,015	2,182	1,449	1,390	-59	-4.1%
\$25 to \$49	5,961	5,707	5,420	4,935	4,435	-500	-10.1%
\$50 to \$99	4,933	5,499	5,260	6,008	4,756	-1,252	-20.8%
\$100 to \$249	5,662	5,655	5,816	6,256	5,662	-594	-9.5%
\$250 to \$499	1,610	1,625	1,636	1,778	1,572	-206	-11.6%
\$500 to \$999	1,226	1,190	1,143	1,198	1,076	-122	-10.2%
\$1,000 to \$2,499	2,740	2,669	2,403	2,375	1,897	-478	-20.1%
\$2,500 to \$4,999	806	961	1,170	1,065	424	-641	-60.2%
\$5,000 to \$9,999	341	392	412	403	243	-160	-39.7%
\$10,000 to \$24,999	81	92	91	111	. 79	-32	-28.8%
\$25,000 to \$49,999	5	4	2	6	4	-2	-33.3%
\$50,000+	2	2	3	5	2	-3	-60.0%
Total	24,727	25,811	25,538	25,589	21,540	-4,049	-15.8%

Within the spreadsheet, hide the Dollar Performance rows.

	Dollar Performance						
Giving Level	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Unit Change	% Change
Less than \$25	\$19,165.00	\$27,368.00	\$27,930.00	\$19,560.00	\$19,022.00	(\$538.00)	-2.8%
\$25 to \$49	\$154,204.00	\$147,378.00	\$136,423.00	\$121,983.00	\$108,858.00	(\$13,125.00)	-10.8%
\$50 to \$99	\$249,709.00	\$281,725.00	\$251,952.00	\$286,891.00	\$227,651.00	(\$59,240.00)	-20.6%
\$100 to \$249	\$647,049.00	\$654,192.00	\$634,584.00	\$685,822.00	\$612,989.00	(\$72,834.00)	-10.6%
\$250 to \$499	\$414,453.00	\$425,150.00	\$405,121.00	\$429,193.00	\$375,793.00	(\$53,400.00)	-12.4%
\$500 to \$999	\$521,642.00	\$533,558.00	\$508,372.00	\$538,853.00	\$478,498.00	(\$60,355.00)	-11.2%
\$1,000 to \$2,499	\$2,403,347.00	\$2,337,044.00	\$2,046,453.00	\$2,032,996.00	\$1,546,640.00	(\$486,357.00)	-23.9%
\$2,500 to \$4,999	\$1,521,587.00	\$1,738,794.00	\$2,218,897.00	\$1,898,359.00	\$794,025.00	(\$1,104,334.00)	-58.2%
\$5,000 to \$9,999	\$1,368,257.00	\$1,464,221.00	\$1,629,196.00	\$1,630,174.00	\$989,783.00	(\$640,392.00)	-39.3%
\$10,000 to \$24,999	\$531,743.00	\$622,554.00	\$671,902.00	\$787,943.00	\$537,643.00	(\$250,300.00)	-31.8%
\$25,000 to \$49,999	\$96,835.00	\$89,658.00	\$27,047.00	\$108,687.00	\$64,616.00	(\$44,071.00)	-40.5%
\$50,000+	\$180,089.00	\$224,614.00	\$369,226.00	\$348,047.00	\$230,606.00	(\$117,440.00)	-33.7%
Total	\$8,108.079.00	\$8.546.256.00	\$8.927.102.00	\$8,888,508,00	\$5,986,123,00	(\$2,902,385.00)	-32.7%
			+-,	\$0,000,000,000	+-//		
	Donor Performance			<i>Q</i> ()			
Giving Level	Donor Performance FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Unit Change	% Change
Giving Level Less than \$25	Donor Performance FY 2011 1,360	FY 2012 2,015	FY 2013 2,182	FY 2014 1,449	FY 2015 1,390	Unit Change -59	% Change -4.1%
Giving Level Less than \$25 \$25 to \$49	Donor Performance FY 2011 1,360 5,961	FY 2012 2,015 5,707	FY 2013 2,182 5,420	FY 2014 1,449 4,935	FY 2015 1,390 4,435	Unit Change -59 -500	% Change -4.1% -10.1%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99	Donor Performance FY 2011 1,360 5,961 4,933	FY 2012 2,015 5,707 5,499	FY 2013 2,182 5,420 5,260	FY 2014 1,449 4,935 6,008	FY 2015 1,390 4,435 4,756	Unit Change -59 -500 -1,252	% Change -4.1% -10.1% -20.8%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99 \$100 to \$249	Donor Performance FY 2011 1,360 5,961 4,933 5,662	FY 2012 2,015 5,707 5,499 5,655	FY 2013 2,182 5,420 5,260 5,816	FY 2014 1,449 4,935 6,008 6,256	FY 2015 1,390 4,435 4,756 5,662	Unit Change -59 -500 -1,252 -594	% Change -4.1% -10.1% -20.8% -9.5%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99 \$100 to \$249 \$250 to \$499	Donor Performance FY 2011 1,360 5,961 4,933 5,662 1,610	FY 2012 2,015 5,707 5,499 5,655 1,625	FY 2013 2,182 5,420 5,260 5,816 1,636	FY 2014 1,449 4,935 6,008 6,256 1,778	FY 2015 1,390 4,435 4,756 5,662 1,572	Unit Change -59 -500 -1,252 -594 -206	% Change -4.1% -10.1% -20.8% -9.5% -11.6%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99 \$100 to \$249 \$250 to \$499 \$500 to \$999	Donor Performance FY 2011 1,360 5,961 4,933 5,662 1,610 1,226	FY 2012 2,015 5,707 5,499 5,655 1,625 1,190	FY 2013 2,182 5,420 5,260 5,816 1,636 1,143	FY 2014 1,449 4,935 6,008 6,256 1,778 1,198	FY 2015 1,390 4,435 4,756 5,662 1,572 1,076	Unit Change -59 -500 -1,252 -594 -206 -122	% Change -4.1% -10.1% -20.8% -9.5% -11.6% -10.2%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99 \$100 to \$249 \$250 to \$499 \$500 to \$999 \$1,000 to \$2,499	Donor Performance FY 2011 1,360 5,961 4,933 5,662 1,610 1,226 2,740	FY 2012 2,015 5,707 5,499 5,655 1,625 1,190 2,669	FY 2013 2,182 5,420 5,260 5,816 1,636 1,143 2,403	FY 2014 1,449 4,935 6,008 6,256 1,778 1,198 2,375	FY 2015 1,390 4,435 4,756 5,662 1,572 1,076 1,897	Unit Change -59 -500 -1,252 -594 -206 -122 -478	% Change -4.1% -10.1% -20.8% -9.5% -11.6% -10.2% -20.1%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99 \$100 to \$249 \$250 to \$499 \$500 to \$999 \$1,000 to \$2,499 \$2,500 to \$4,999	Donor Performance FY 2011 1,360 5,961 4,933 5,662 1,610 1,226 2,740 806	FY 2012 2,015 5,707 5,499 5,655 1,625 1,190 2,669 961	FY 2013 2,182 5,420 5,260 5,816 1,636 1,143 2,403 1,170	FY 2014 1,449 4,935 6,008 6,256 1,778 1,198 2,375 1,065	FY 2015 1,390 4,435 4,756 5,662 1,572 1,076 1,897 424	Unit Change -59 -500 -1,252 -594 -206 -122 -478 -641	% Change -4.1% -10.1% -20.8% -9.5% -11.6% -0.2% -20.1% -60.2%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99 \$100 to \$249 \$250 to \$499 \$500 to \$999 \$1,000 to \$2,499 \$2,500 to \$4,999 \$2,500 to \$4,999 \$5,000 to \$9,999	Donor Performance FY 2011 1,360 5,961 4,933 5,662 1,610 1,226 2,220 806 341	FY 2012 2,015 5,707 5,499 5,655 1,625 1,190 2,669 961 392	FY 2013 2,182 5,420 5,260 5,816 1,636 1,143 2,403 1,170 412	FY 2014 1,449 4,935 6,008 6,256 1,778 1,198 2,375 1,065 403	FY 2015 1,390 4,435 4,756 5,662 1,572 1,076 1,897 424 243	Unit Change -59 -500 -1,252 -594 -206 -122 -478 -641 -160	% Change -4.1% -10.1% -20.8% -9.5% -11.6% -0.2% -20.1% -60.2% -39.7%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99 \$100 to \$249 \$500 to \$499 \$500 to \$499 \$1,000 to \$2,499 \$2,500 to \$4,999 \$5,000 to \$4,999 \$10,000 to \$24,999	Donor Performance FY 2011 1,360 5,961 4,933 5,662 1,610 1,226 2,740 806 341 81	FY 2012 2,015 5,707 5,499 5,655 1,625 1,190 2,669 9661 392 92	FY 2013 2,182 5,420 5,260 5,816 1,636 1,143 2,403 1,170 412 91	FY 2014 1,449 4,935 6,008 6,256 1,778 1,198 2,375 1,105 403 111	FY 2015 1,390 4,435 4,756 5,662 1,572 1,076 1,897 424 243 79	Unit Change -59 -500 -1,252 -594 -206 -122 -478 -641 -160 -32	% Change -4.1% 10.1% -20.8% -9.5% -11.6% -10.2% -20.1% -60.2% -39.7% -28.8%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99 \$100 to \$249 \$500 to \$499 \$500 to \$499 \$1,000 to \$2,499 \$2,500 to \$4,999 \$5,000 to \$4,999 \$10,000 to \$24,999 \$10,000 to \$24,999	Donor Performance FY 2011 1,360 5,961 4,933 5,662 1,610 1,226 2,740 806 341 81 5	FY 2012 2,015 5,707 5,499 5,655 1,625 1,190 2,669 961 392 92 4	FY 2013 2,182 5,420 5,260 5,816 1,636 1,143 2,403 1,170 412 91 2	FY 2014 1,449 4,935 6,008 6,256 1,778 1,198 2,375 1,065 403 1111 6	FY 2015 1,390 4,435 4,756 5,662 1,572 1,076 1,897 424 243 79 4	Unit Change -59 -500 -1,252 -594 -206 -122 -478 -641 -160 -32 -2	% Change -4.1% -10.1% -20.8% -9.5% -11.6% -10.2% -20.1% -60.2% -39.7% -28.8% -33.3%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99 \$100 to \$249 \$500 to \$999 \$1,000 to \$2,499 \$2,500 to \$4,999 \$2,500 to \$4,999 \$10,000 to \$24,999 \$10,000 to \$24,999 \$25,000 to \$49,999 \$25,000 to \$49,999	Donor Performance FY 2011 1,360 5,961 4,933 5,662 1,610 1,226 2,740 806 341 81 5 5 2	FY 2012 2,015 5,707 5,499 5,655 1,625 1,190 2,669 961 392 92 4 4 2	FY 2013 2,182 5,420 5,260 5,816 1,636 1,143 2,403 1,170 412 91 2 2 3	FY 2014 1,449 4,935 6,008 6,256 1,778 1,198 2,375 1,065 403 1111 6 5	FY 2015 1,390 4,435 4,756 5,662 1,572 1,076 1,897 424 243 79 4 4 243 79 4 2 4 4 4 4 4 4 4 4 4 4 4 4 4	Unit Change -59 -500 -1,252 -594 -206 -122 -478 -641 -160 -32 -2 -2 -3	% Change -4.1% -10.1% 20.8% -9.5% -11.6% -0.2% -20.1% -60.2% -39.7% -28.8% -33.3% -60.0%

3) **Copy** the **Donor Performance** rows to the empty rows below. Afterward, your spreadsheet should look like this:

Gift Band Summary							
	Donor Performance						
Giving Level	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Unit Change	% Change
Less than \$25	1,360	2,015	2,182	1,449	1,390	-59	-4.1%
\$25 to \$49	5,961	5,707	5,420	4,935	4,435	-500	-10.1%
\$50 to \$99	4,933	5,499	5,260	6,008	4,756	-1,252	-20.8%
\$100 to \$249	5,662	5,655	5,816	6,256	5,662	-594	-9.5%
\$250 to \$499	1,610	1,625	1,636	1,778	1,572	-206	-11.6%
\$500 to \$999	1,226	1,190	1,143	1,198	1,076	-122	-10.2%
\$1,000 to \$2,499	2,740	2,669	2,403	2,375	1,897	-478	-20.1%
\$2,500 to \$4,999	806	961	1,170	1,065	424	-641	-60.2%
\$5,000 to \$9,999	341	392	412	403	243	-160	-39.7%
\$10,000 to \$24,999	81	92	91	111	79	-32	-28.8%
\$25,000 to \$49,999	5	4	2	6	4	-2	-33.3%
\$50,000+	2	2	3	5	2	-3	-60.0%
Total	24,727	25,811	25,538	25,589	21,540	-4,049	-15.8%
	Donor Performance						
Giving Level	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Unit Change	% Change
Less than \$25	1,360	2,015	2,182	1,449	1,390	-59	-4.1%
\$25 to \$49	5,961	5,707	5,420	4,935	4,435	-500	-10.1%
\$50 to \$99	4,933	5,499	5,260	6,008	4,756	-1,252	-20.8%
\$100 to \$249	5,662	5,655	5,816	6,256	5,662	-594	-9.5%
\$250 to \$499	1,610	1,625	1,636	1,778	1,572	-206	-11.6%
\$500 to \$999	1,226	1,190	1,143	1,198	1,076	-122	-10.2%
\$1,000 to \$2,499	2,740	2,669	2,403	2,375	1,897	-478	-20.1%
\$2,500 to \$4,999	806	961	1,170	1,065	424	-641	-60.2%
\$5,000 to \$9,999	341	392	412	403	243	-160	-39.7%
\$10,000 to \$24,999	81	92	91	111	79	-32	-28.8%
\$25,000 to \$49,999	5	4	2	6	4	-2	-33.3%
\$50,000+	2	2	3	5	2	-3	-60.0%
\$50,000+ Total	2 24,727	2 25,811	3 25,538	5 25,589	2 21,540	-3	-60.0% - 15.8%

4) Change the second "Donor Performance" label to read "% of Donor Performance"

Gift Band Summary							
	Donor Performance						
Giving Level	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Unit Change	% Change
Less than \$25	1,360	2,015	5 2,182	1,449	1,390	-59	-4.1%
\$25 to \$49	5,961	5,707	5,420	4,935	4,435	-500	-10.1%
\$50 to \$99	4,933	5,499	5,260	6,008	4,756	-1,252	-20.8%
\$100 to \$249	5,662	5,655	5,816	6,256	5,662	-594	-9.5%
\$250 to \$499	1,610	1,625	i 1,636	1,778	1,572	-206	-11.6%
\$500 to \$999	1,226	1,190	1,143	1,198	1,076	-122	-10.2%
\$1,000 to \$2,499	2,740	2,669	2,403	2,375	1,897	-478	-20.1%
\$2,500 to \$4,999	806	961	1,170	1,065	424	-641	-60.2%
\$5,000 to \$9,999	341	392	412	403	243	-160	-39.7%
\$10,000 to \$24,999	81	92	91	111	79	-32	-28.8%
\$25,000 to \$49,999	5	4	4 2	6	4	-2	-33.3%
\$50,000+	2	2	2 3	5	2	-3	-60.0%
Total	24,727	25,811	25,538	25,589	21,540	-4,049	-15.8%
	% of Donor Perform	ance					
Giving Level	% of Donor Perform FY 2011	ance FY 2012	FY 2013	FY 2014	FY 2015	Unit Change	% Change
Giving Level Less than \$25	% of Donor Perform FY 2011 1,360	ance FY 2012 2,015	FY 2013	FY 2014 1,449	FY 2015 1,390	Unit Change -59	% Change -4.1%
Giving Level Less than \$25 \$25 to \$49	% of Donor Perform FY 2011 1,360 5,961	ance FY 2012 2,015 5,707	FY 2013 2,182 5,420	FY 2014 1,449 4,935	FY 2015 1,390 4,435	Unit Change -59 -500	% Change -4.1% -10.1%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99	% of Donor Perform FY 2011 1,360 5,961 4,933	ance FY 2012 2,015 5,707 5,499	FY 2013 5 2,182 7 5,420 9 5,260	FY 2014 1,449 4,935 6,008	FY 2015 1,390 4,435 4,756	Unit Change -59 -500 -1,252	% Change -4.1% -10.1% -20.8%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99 \$100 to \$249	% of Donor Perform FY 2011 1,360 5,961 4,933 5,662	ance FY 2012 2,015 5,707 5,499 5,655	FY 2013 5 2,182 7 5,420 9 5,260 5 5,816	FY 2014 1,449 4,935 6,008 6,256	FY 2015 1,390 4,435 4,756 5,662	Unit Change -59 -500 -1,252 -594	% Change -4.1% -10.1% -20.8% -9.5%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99 \$100 to \$249 \$250 to \$499	% of Donor Perform FY 2011 1,360 5,961 4,933 5,662 1,610	ance FY 2012 2,015 5,707 5,499 5,655 1,625	FY 2013 5 2,182 5,420 6 5,260 6 5,816 6 1,636	FY 2014 1,449 4,935 6,008 6,256 1,778	FY 2015 1,390 4,435 4,756 5,662 1,572	Unit Change -59 -500 -1,252 -594 -206	% Change -4.1% -10.1% -20.8% -9.5% -11.6%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99 \$100 to \$249 \$250 to \$499 \$500 to \$999	% of Donor Perform FY 2011 1,360 5,961 4,933 5,662 1,610 1,226	ance FY 2012 2,015 5,707 5,499 5,655 1,625 1,190	FY 2013 5 2,182 5 5,420 6 5,260 6 5,816 6 1,636 0 1,143	FY 2014 1,449 4,935 6,008 6,256 1,778 1,198	FY 2015 1,390 4,435 4,756 5,662 1,572 1,076	Unit Change -59 -500 -1,252 -594 -206 -122	% Change -4.1% -10.1% -20.8% -9.5% -11.6% 10.2%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99 \$100 to \$249 \$250 to \$499 \$500 to \$999 \$1,000 to \$2,499	% of Donor Perform FY 2011 1,360 5,961 4,933 5,662 1,610 1,226 2,740	ance FY 2012 2,015 5,707 5,499 5,655 1,625 1,190 2,669	FY 2013 5 2,182 7 5,420 9 5,260 5 5,816 5 1,636 9 1,143 9 2,403	FY 2014 1,449 4,935 6,008 6,256 1,778 1,198 2,375	FY 2015 1,390 4,435 4,756 5,662 1,572 1,076 1,897	Unit Change -59 -500 -1,252 -594 -206 -122 -478	% Change -4.1% -10.1% -20.8% -9.5% -11.6% -10.2% -20.1%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99 \$100 to \$249 \$250 to \$499 \$500 to \$999 \$1,000 to \$2,499 \$2,500 to \$999 \$1,000 to \$2,499 \$2,500 to \$4,999	% of Donor Perform FY 2011 1,360 5,961 4,933 5,662 1,610 1,226 2,740 806	ance FY 2012 2,015 5,707 5,499 5,655 1,625 1,190 2,669 961	FY 2013 5 2,182 7 5,420 9 5,260 5 5,816 5 1,636 9 1,143 9 2,403 1,170	FY 2014 1,449 4,935 6,008 6,256 1,778 1,198 2,375 1,065	FY 2015 1,390 4,435 4,756 5,662 1,572 1,076 1,897 424	Unit Change -59 -500 -1,252 -594 -206 -122 -478 -641	% Change -4.1% -10.1% -20.8% -9.5% -11.6% -0.2% -20.1% -60.2%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99 \$100 to \$249 \$250 to \$499 \$500 to \$999 \$1,000 to \$2,499 \$2,500 to \$4,999 \$2,500 to \$4,999	% of Donor Perform FY 2011 1,360 5,961 4,933 5,662 1,610 1,226 2,740 806 341	ance FY 2012 2,015 5,707 5,499 5,655 1,625 1,190 2,666 961 392	FY 2013 5 2,182 7 5,420 9 5,260 5 5,816 5 1,636 9 1,143 9 2,403 1 1,170 2 412	FY 2014 1,449 4,935 6,008 6,256 1,778 1,198 2,375 1,065 403	FY 2015 1,390 4,435 4,756 5,662 1,572 1,076 1,897 424 243	Unit Change -59 -500 -1,252 -594 -206 -122 -478 -641 -160	% Change -4.1% -10.1% -20.8% -9.5% -11.6% -0.2% -20.1% -60.2% -39.7%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99 \$100 to \$249 \$500 to \$499 \$1,000 to \$2,499 \$1,000 to \$2,499 \$5,000 to \$4,999 \$5,000 to \$9,999 \$10,000 to \$24,999	% of Donor Perform FY 2011 1,360 5,961 4,933 5,662 1,610 1,226 2,740 8,066 3,341 8,1	ance FY 2012 2,015 5,707 5,499 5,655 1,625 1,190 2,669 961 392 92	FY 2013 5 2,182 5 5,420 5 5,816 5 1,636 1,143 9 2,403 1,170 2 412 9 91	FY 2014 1,449 4,935 6,008 6,256 1,778 1,198 2,375 1,065 403 111	FY 2015 1,390 4,435 4,756 5,662 1,572 1,076 1,897 424 243 79	Unit Change -59 -500 -1,252 -594 -206 -122 -478 -641 -160 -32	% Change -4.1% -10.1% 20.8% -9.5% -11.6% -20.1% -60.2% -39.7% -28.8%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99 \$100 to \$249 \$500 to \$999 \$1,000 to \$2,499 \$2,500 to \$4,999 \$2,500 to \$4,999 \$10,000 to \$24,999 \$10,000 to \$24,999	% of Donor Perform FY 2011 1,360 5,961 4,933 5,662 1,610 1,226 2,740 806 341 81 5	ance FY 2012 2,015 5,707 5,499 5,655 1,625 1,190 2,669 961 3929 92 4	FY 2013 5 2,182 5 5,420 5 5,816 5 1,636 9 1,143 9 2,403 1,170 2 4112 9 91 4 2	FY 2014 1,449 4,935 6,008 6,256 1,778 1,198 2,375 1,065 4,03 1111 6	FY 2015 1,390 4,435 4,756 5,662 1,572 1,076 1,897 424 243 79 4	Unit Change -59 -500 -1,252 -594 -206 -122 -478 -641 -160 -32 -2	% Change -4.1% -10.1% 20.8% -9.5% -11.6% -20.1% -60.2% -39.7% -28.8% -33.3%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99 \$100 to \$249 \$250 to \$499 \$1,000 to \$2,499 \$2,500 to \$4,999 \$5,000 to \$2,499 \$5,000 to \$2,999 \$10,000 to \$24,999 \$5,000 to \$24,999 \$25,000 to \$49,999 \$50,000+	% of Donor Perform FY 2011 1,360 5,961 4,933 5,662 1,610 1,226 2,740 806 341 81 5 5 2	ance FY 2012 2,015 5,707 5,499 5,655 1,625 1,190 2,669 961 392 922 4 2	FY 2013 5 2,182 7 5,420 9 5,260 5 5,816 9 1,143 9 2,403 1,170 1,170 2 412 9 91 4 2 2 3	FY 2014 1,449 4,935 6,008 6,256 1,778 1,198 2,375 1,065 403 111 6 5	FY 2015 1,390 4,435 4,756 5,662 1,572 1,076 1,897 424 243 79 4 4 243	Unit Change -59 -500 -1,252 -594 -206 -122 -478 -641 -160 -32 -2 -2	% Change -4.1% -10.1% -20.8% -9.5% -11.6% -0.2% -20.1% -60.2% -39.7% -28.8% -33.3% -60.0%
Giving Level Less than \$25 \$25 to \$49 \$50 to \$99 \$100 to \$249 \$500 to \$999 \$1000 to \$2,499 \$2,500 to \$4,999 \$5,000 to \$4,999 \$5,000 to \$24,999 \$25,000 to \$49,999 \$25,000 to \$49,999 \$550,000+ Total	% of Donor Perform FY 2011 1,360 5,961 4,933 5,662 1,610 1,226 2,740 806 341 81 5 5 2 2	ance FY 2012 2,015 5,707 5,499 5,655 1,625 1,190 2,669 961 392 92 4 25,811	FY 2013 5 2,182 5 5,420 5 5,816 5 1,636 0 1,143 9 2,403 1,170 1,170 2 412 9 91 4 2 3 2 5,538	FY 2014 1,449 4,935 6,008 6,256 1,778 1,198 2,375 1,065 403 111 6 5 25,589	FY 2015 1,390 4,435 4,756 5,662 1,572 1,076 1,897 424 243 799 4 243 21,540	Unit Change -59 -500 -1,252 -594 -206 -122 -478 -641 -160 -32 -32 -2 -3 -4,049	% Change -4.1% -10.1% -20.8% 9.5% -11.6% -20.1% -60.2% 39.7% -28.8% -33.3% -60.0%

5) In each cell, enter in a formula that will calculate the percentage of total donors that gave within that gift band for that fiscal year. For example In the cell that intersects with **Less than \$25** and **FY 2011** the Excel formula would be =SUM(B19/B47).

Gift Band Summary							
	Donor Performance						
Giving Level	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Unit Change	% Change
Less than \$25	1,360	2,015	2,182	1,449	1,390	-59	-4.1%
\$25 to \$49	5,961	5,707	5,420	4,935	4,435	-500	-10.1%
\$50 to \$99	4,933	5,499	5,260	6,008	4,756	-1,252	-20.8%
\$100 to \$249	5,662	5,655	5,816	6,256	5,662	-594	-9.5%
\$250 to \$499	1,610	1,625	1,636	1,778	1,572	-206	-11.6%
\$500 to \$999	1,226	1,190	1,143	1,198	1,076	-122	-10.2%
\$1,000 to \$2,499	2,740	2,669	2,403	2,375	1,897	-478	-20.1%
\$2,500 to \$4,999	806	961	1,170	1,065	424	-641	-60.2%
\$5,000 to \$9,999	341	392	412	403	243	-160	-39.7%
\$10,000 to \$24,999	81	92	91	111	79	-32	-28.8%
\$25,000 to \$49,999	5	4	2	6	4	-2	-33.3%
\$50,000+	2	2	3	5	2	-3	-60.0%
Total	24,727	25,811	25,538	25,589	21,540	-4,049	-15.8%
	% of Donor Perform	ance					
Giving Level	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Unit Change	% Change
Less than \$25	=SUM(B19/\$B47)	2,015	2,182	1,449	1,390	-59	-4.1%
\$25 to \$49		5,707	5,420	4,935	4,435	-500	-10.1%
\$50 to \$99		5,499	5,260	6,008	4,756	-1,252	-20.8%
\$100 to \$249		5,655	5,816	6,256	5,662	-594	-9.5%
\$250 to \$499		1,625	1,636	1,778	1,572	-206	-11.6%
\$500 to \$999		1,190	1,143	1,198	1,076	-122	-10.2%
\$1,000 to \$2,499		2,669	2,403	2,375	1,897	-478	-20.1%
\$2,500 to \$4,999		961	1,170	1,065	424	-641	-60.2%
\$5,000 to \$9,999		392	412	403	243	-160	-39.7%
\$10,000 to \$24,999		92	91	111	79	-32	-28.8%
φ10,000 t0 φ1 1,555				_		2	22.24/
\$25,000 to \$49,999		4	2	6	4	-2	-33.3%
\$25,000 to \$49,999 \$50,000+		4	2	5	2	-2	-60.0%

Gift Band Summary							
	Donor Performance						
Giving Level	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Unit Change	% Change
Less than \$25	1,360	2,015	2,182	1,449	1,390	-59	-4.1%
\$25 to \$49	5,961	5,707	5,420	4,935	4,435	-500	-10.1%
\$50 to \$99	4,933	5,499	5,260	6,008	4,756	-1,252	-20.8%
\$100 to \$249	5,662	5,655	5,816	6,256	5,662	-594	-9.5%
\$250 to \$499	1,610	1,625	1,636	1,778	1,572	-206	-11.6%
\$500 to \$999	1,226	1,190	1,143	1,198	1,076	-122	-10.2%
\$1,000 to \$2,499	2,740	2,669	2,403	2,375	1,897	-478	-20.1%
\$2,500 to \$4,999	806	961	1,170	1,065	424	-641	-60.2%
\$5,000 to \$9,999	341	392	412	403	243	-160	-39.7%
\$10,000 to \$24,999	81	92	91	111	79	-32	-28.8%
\$25,000 to \$49,999	5	4	2	6	4	-2	-33.3%
\$50,000+	2	2	3	5	2	-3	-60.0%
Total	24,727	25,811	25,538	25,589	21,540	-4,049	-15.8%
	% of Donor Perform	ance					
Giving Level	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Unit Change	% Change
Less than \$25	5.50%	7.81%	8.54%	5.66%	6.45%	-59	-4.1%
\$25 to \$49	24.11%	22.11%	21.22%	19.29%	20.59%	-500	-10.1%
\$50 to \$99	19.95%	21.30%	20.60%	23.48%	22.08%	-1,252	-20.8%
\$100 to \$249	22.90%	21.91%	22.77%	24.45%	26.29%	-594	-9.5%
\$250 to \$499	6.51%	6.30%	6.41%	6.95%	7.30%	-206	-11.6%
\$500 to \$999	4.96%	4.61%	4.48%	4.68%	5.00%	-122	-10.2%
\$1,000 to \$2,499	11.08%	10.34%	9.41%	9.28%	8.81%	-478	-20.1%
\$2,500 to \$4,999	3.26%	3.72%	4.58%	4.16%	1.97%	-641	-60.2%
\$5,000 to \$9,999	1.38%	1.52%	1.61%	1.57%	1.13%	-160	-39.7%
\$10,000 to \$24,999					0.270/	20	-28.8%
+	0.33%	0.36%	0.36%	0.43%	0.57%	-52	20.070
\$25,000 to \$49,999	0.33%	0.36%	0.36%	0.43%	0.02%	-52	-33.3%
\$25,000 to \$49,999 \$50,000+	0.33% 0.02% 0.01%	0.36% 0.02% 0.01%	0.36% 0.01% 0.01%	0.43%	0.02%	-52 -2 -3	-33.3% -60.0%
\$25,000 to \$49,999 \$50,000+ Total	0.33% 0.02% 0.01% 24,727	0.36% 0.02% 0.01% 25,811	0.36% 0.01% 0.01% 25,538	0.43% 0.02% 0.02% 25,589	0.37% 0.02% 0.01% 21,540	-52 -2 -3 -4,049	-33.3% -60.0% - 15.8%

Do this for all cells in the table. Once complete, it should look like this:

3) Hide the columns labeled **Unit** Change and **% Change.** Add a column to the right and name it **Average**. **Calculate** the average percentage of donor participation for each gift band in that column. Once complete, it should look like this:

	% of Donor Perform	ance				
Giving Level	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Average
Less than \$25	5.50%	7.81%	8.54%	5.66%	6.45%	6.79%
\$25 to \$49	24.11%	22.11%	21.22%	19.29%	20.59%	21.46%
\$50 to \$99	19.95%	21.30%	20.60%	23.48%	22.089	21.48%
\$100 to \$249	22.90%	21.91%	22.77%	24.45%	26.29%	23.66%
\$250 to \$499	6.51%	6.30%	6.41%	6.95%	7.30%	6.69%
\$500 to \$999	4.96%	4.61%	4.48%	4.68%	5.00%	4.74%
\$1,000 to \$2,499	11.08%	10.34%	9.41%	9.28%	8.819	9.78%
\$2,500 to \$4,999	3.26%	3.72%	4.58%	4.16%	1.97%	3.54%
\$5,000 to \$9,999	1.38%	1.52%	1.61%	1.57%	1.139	1.44%
\$10,000 to \$24,999	0.33%	0.36%	0.36%	0.43%	0.379	0.37%
\$25,000 to \$49,999	0.02%	0.02%	0.01%	0.02%	0.029	0.02%
\$50,000+	0.01%	0.01%	0.01%	0.02%	0.019	0.01%
Total	24,727	25,811	25,538	25.589	21.540	

*Please note some calculations may not add up in the examples as we are using a test database for these screenshots.

FY GOAI = 26,580 donors								
Gift Band	Gift Band Percentage	Donor Result	Avg. Dollar per Donor	Dollar Result				
Less then \$25	6.56%							
\$25 to \$49	23.82%							
\$50 to \$99	20.97%							
\$100 to \$249	22.79%							
\$250 to \$499	6.40%							
\$500 to \$999	5.53%							
\$1,000 to \$2,499	10.33%							
\$2,500 to \$4,999	2.07%							
\$5,000 to \$9,999	1.23%							
		2						

4) Use the values in the **Average** column to fill in the Working Exercise sheet below:

5) The next step is to calculate the **Donor Result** values to enter into the working exercise above. Use the formula below:



From the Working Exercise sheet, take your Donor Goal and multiply it by the Gift Band % of Donors to fill in each cell. Once complete, it should look like this:

Gift Band Fo	recasting – Wo	rking Exercise	FY Goal = 26,580 do	21 DNORS
Gift Band	%	Donor Result	Avg. Dollar per Donor	Dollar Result
Less then \$25	6.56%	1,743		
\$25 to \$49	23.82%	6,331		
\$50 to \$99	20.97%	5,573		
\$100 to \$249	22.79%	6,057		
\$250 to \$499	6.40%	1,701		
\$500 to \$999	5.53%	1,470		
\$1,000 to \$2,499	10.33%	2,745		
\$2,500 to \$4,999	2.07%	550		
\$5,000 to \$9,999	1.23%	327		
			3	

6) Calculate the Average Dollar per Donor using the formula below.



7) Populate the Working Exercise table so that it reflects the results. You can use the same export from the **Annual Fund Operating Reports** that you did earlier, only focusing on both the **Dollar and Donor Performance**. From where you left off, you only need to **unhide** the rows to display the Dollar Performance. Once you do that, it should look like this:

	Dollar Performance						
Giving Level	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Unit Change	% Change
Less than \$25	\$19,165.00	\$27,368.00	\$27,930.00	\$19,560.00	\$19,022.00	(\$538.00)	-2.8%
\$25 to \$49	\$154,204.00	\$147,378.00	\$136,423.00	\$121,983.00	\$108,858.00	(\$13,125.00)	-10.8%
\$50 to \$99	\$249,709.00	\$281,725.00	\$251,952.00	\$286,891.00	\$227,651.00	(\$59,240.00)	-20.6%
\$100 to \$249	\$647,049.00	\$654,192.00	\$634,584.00	\$685,822.00	\$612,989.00	(\$72,834.00)	-10.6%
\$250 to \$499	\$414,453.00	\$425,150.00	\$405,121.00	\$429,193.00	\$375,793.00	(\$53,400.00)	-12.4%
\$500 to \$999	\$521,642.00	\$533,558.00	\$508,372.00	\$538,853.00	\$478,498.00	(\$60,355.00)	-11.2%
\$1,000 to \$2,499	\$2,403,347.00	\$2,337,044.00	\$2,046,453.00	\$2,032,996.00	\$1,546,640.00	(\$486,357.00)	-23.9%
\$2,500 to \$4,999	\$1,521,587.00	\$1,738,794.00	\$2,218,897.00	\$1,898,359.00	\$794,025.00	(\$1,104,334.00)	-58.2%
\$5,000 to \$9,999	\$1,368,257.00	\$1,464,221.00	\$1,629,196.00	\$1,630,174.00	\$989,783.00	(\$640,392.00)	-39.3%
\$10,000 to \$24,999	\$531,743.00	\$622,554.00	\$671,902.00	\$787,943.00	\$537,643.00	(\$250,300.00)	-31.8%
\$25,000 to \$49,999	\$96,835.00	\$89,658.00	\$27,047.00	\$108,687.00	\$64,616.00	(\$44,071.00)	-40.5%
\$50,000+	\$180,089.00	\$224,614.00	\$369,226.00	\$348,047.00	\$230,606.00	(\$117,440.00)	-33.7%
Total	\$8,108,079.00	\$8,546,256.00	\$8,927,102.00	\$8,888,508.00	\$5,986,123.00	(\$2,902,385.00)	-32.7%
	Donor Performance						
Giving Level	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Unit Change	% Change
Less than \$25	1,360	2,015	2,182	1,449	1,390	-59	-4.1%
\$25 to \$49	5,961	5,707	5,420	4,935	4,435	-500	-10.1%
\$50 to \$99	4,933	5,499	5,260	6,008	4,756	-1,252	-20.8%
\$100 to \$249	5,662	5,655	5,816	6,256	5,662	-594	-9.5%
\$250 to \$499	1,610	1,625	1,636	1,778	1,572	-206	-11.6%
\$500 to \$999	1,226	1,190	1,143	1,198	1,076	-122	-10.2%
\$1,000 to \$2,499	2,740	2,669	2,403	2,375	1,897	-478	-20.1%
\$2,500 to \$4,999	806	961	1,170	1,065	424	-641	-60.2%
\$5,000 to \$9,999	341	392	412	403	243	-160	-39.7%
\$10,000 to \$24,999	81	92	91	111	79	-32	-28.8%
\$25,000 to \$49,999	5	4	2	6	4	-2	-33.3%
\$50,000+	2	2	3	5	2	-3	-60.0%
Total	24,727	25,811	25,538	25,589	21,540	-4,049	-15.8%

8) Use the formula from the slide above to calculate the average dollar per donor. **Hide** the columns for **Unit Change** and **% Change**, and add in a new section called **Average Donor per Dollar**. Beneath that section, **add columns** for each fiscal year. **Calculate** per gift band and fiscal year using the dollar amount for a gift band divided by the donor number for that gift band.

	Dollar Performance						Ave	rage Dollar per Dono	r	
Giving Level	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2011	FY 2012	FY 2013	FY 2014	FY 2105
Less than \$25	\$19,165.00	\$27,368.00	\$27,930.00	\$19,560.00	\$19,022.00	\$14.09	\$13.58	\$12.80	\$13.50	\$13.68
\$25 to \$49	\$154,204.00	\$147,378.00	\$136,423.00	\$121,983.00	\$108,858.00	\$25.87	\$25.82	\$25.17	\$24.72	\$24.55
\$50 to \$99	\$249,709.00	\$281,725.00	\$251,952.00	\$286,891.00	\$227,651.00	\$50.62	\$51.23	\$47.90	\$47.75	\$47.87
\$100 to \$249	\$647,049.00	\$654,192.00	\$634,584.00	\$685,822.00	\$612,989.00	\$114.28	\$115.68	\$109.11	\$109.63	\$108.26
\$250 to \$499	\$414,453.00	\$425,150.00	\$405,121.00	\$429,193.00	\$375,793.00	\$257.42	\$261.63	\$247.63	\$241.39	\$239.05
\$500 to \$999	\$521,642.00	\$533,558.00	\$508,372.00	\$538,853.00	\$478,498.00	\$425.48	\$448.37	\$444.77	\$449.79	\$444.70
\$1,000 to \$2,499	\$2,403,347.00	\$2,337,044.00	\$2,046,453.00	\$2,032,996.00	\$1,546,640.00	\$877.13	\$875.63	\$851.62	\$856.00	\$815.31
\$2,500 to \$4,999	\$1,521,587.00	\$1,738,794.00	\$2,218,897.00	\$1,898,359.00	\$794,025.00	\$1,887.83	\$1,809.36	\$1,896.49	\$1,782.50	\$1,872.70
\$5,000 to \$9,999	\$1,368,257.00	\$1,464,221.00	\$1,629,196.00	\$1,630,174.00	\$989,783.00	\$4,012.48	\$3,735.26	\$3,954.36	\$4,045.10	\$4,073.18
\$10,000 to \$24,999	\$531,743.00	\$622,554.00	\$671,902.00	\$787,943.00	\$537,643.00	\$6,564.73	\$6,766.89	\$7,383.54	\$7,098.59	\$6,805.61
\$25,000 to \$49,999	\$96,835.00	\$89,658.00	\$27,047.00	\$108,687.00	\$64,616.00	\$19,367.00	\$22,414.50	\$13,523.50	\$18,114.50	\$16,154.00
\$50,000+	\$180,089.00	\$224,614.00	\$369,226.00	\$348,047.00	\$230,606.00	\$90,044.50	\$112,307.00	\$123,075.33	\$69,609.40	\$115,303.00
Total	\$8,108,079.00	\$8,546,256.00	\$8,927,102.00	\$8,888,508.00	\$5,986,123.00					
	Donor Performance									
Giving Level	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015					
Less than \$25	1,360	2,015	2,182	1,449	1,390					
\$25 to \$49	5,961	5,707	5,420	4,935	4,435					
\$50 to \$99	4,933	5,499	5,260	6,008	4,756					
\$100 to \$249	5,662	5,655	5,816	6,256	5,662					
\$250 to \$499	1,610	1,625	1,636	1,778	1,572					
\$500 to \$999	1,226	1,190	1,143	1,198	1,076					
\$1,000 to \$2,499	2,740	2,669	2,403	2,375	1,897					
\$2,500 to \$4,999	806	961	1,170	1,065	424					
\$5,000 to \$9,999	341	392	412	403	243					
\$10,000 to \$24,999	81	. 92	91	111	79					
\$25,000 to \$49,999	5	4	2	6	4					
\$50,000+	2	2	3	5	2					
Total	24,727	25,811	25,538	25,589	21,540					

9) Average the five fiscal years for each gift band:

Gift Band	FY2011	FY2012	FY2013	FY2014	FY2015	Average	
Less than \$25	\$14.19	\$13.51	\$12.83	\$13.64	\$13.54	\$13.54	
\$25 to \$49	\$25.62	\$25.54	\$24.74	\$24.44	\$24.57	\$24.98	
\$50 to \$99	\$49.86	\$50.79	\$47.60	\$46.88	\$47.39	\$48.61	
\$100 to \$249	\$110.67	\$112.91	\$107.98	\$106.06	\$108.38	\$109.20	Use
\$250 to \$499	\$241.01	\$251.85	\$244.32	\$229.91	\$239.41	\$241.16	aver
\$500 to \$999	\$403.46	\$450.40	\$436.24	\$448.63	\$438.18	¢425.20	worl
\$1000 to \$2,499	\$782.02	\$780.31	\$802.66	\$787.96	\$811.72	\$435.38	exer
\$2,500 to \$4,999	\$1,914.89	\$1,895.30	\$1,854.20	\$1,695.58	\$1,853.78	\$1,842.75	
\$5,000 to \$9,999	\$4,014.64	\$3,658.65	\$3,936.69	\$3,969.76	\$4,032.19	\$3,922.39	

10) Use those averages in the Working Exercise:



11) To get the **Donor Result**, simply multiply the **Average Dollar per Donor** by the **Donor Result** column. This will give you the forecasted **Dollar Result** for each gift band. See above image.

12) **Total** the **Dollar Result Column** and subtract total from goal. This will give you the amount to plan for the **leadership annual giving** effort.



For questions on this exercise or any other Reeher related topics, please reach out to your school's Customer Success Manager or Customer Support at Support@reeher.com.