Assignment 3 -- Budget Analysis Memo

You are the administrator of the medical - surgical department at UMUC Health. Review the transcripts from the budget meeting and recent voicemails from your CFO and, using the available information and resources, develop an operating budget for your department.

Your budget should include a 2-4 page document with an accompanying Excel spreadsheet (available in the classroom) that:

·        Provides the revenue and expenses through the current month of the current year.

·        Estimates the revenue and expenses for the rest of the current fiscal year based on the assumptions provided in the transcript documents.

·        Prepares a budget for the next fiscal year.

Note: See Course Announcements for specific data to complete the analysis.

Due NLT 11:59 p.m. Eastern Time, Sunday.