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**Budgeting & Forecasting Review Survey**

**Purpose:**This survey evaluates the effectiveness of the organization’s budgeting and forecasting processes from the previous year and gathers insights to improve financial planning for the upcoming year.

**Budget Accuracy**

1. **How accurate was last year’s budget compared to actual financial performance?  
   ☐** Very Inaccurate  
   ☐ Somewhat Inaccurate  
   ☐ Neutral  
   ☐ Accurate  
   ☐ Very Accurate
2. **What were the primary reasons for budget variances last year?**
3. **Were all departments successful in staying within their allocated budgets?  
   ☐** Yes  
   ☐ No **If no, please specify which departments exceeded their budgets and why:**

**Forecast Effectiveness**

1. **How accurate were the financial forecasts for last year?  
   ☐** Very Inaccurate  
   ☐ Somewhat Inaccurate  
   ☐ Neutral  
   ☐ Accurate  
   ☐ Very Accurate
2. **Were there any unexpected external factors that significantly impacted last year’s financial forecasts?**☐ Yes  
   ☐ No  
   **If yes, please describe:**
3. **What improvements can be made to the forecasting process for this year?**

**Budget Planning for the New Year**

1. **Have all departments submitted their budgets for the current year?  
   ☐** Yes  
   ☐ No **If no, please specify which departments are pending:**
2. **Do you feel confident in the organization’s budget for the current year?  
   ☐** Not Confident  
   ☐ Slightly Confident  
   ☐ Neutral  
   ☐ Confident  
   ☐ Very Confident
3. **Are the current budget allocations aligned with the company’s strategic goals?  
   ☐** Strongly Disagree  
   ☐ Disagree  
   ☐ Neutral  
   ☐ Agree  
   ☐ Strongly Agree

**Tools and Resources**

1. **How effective are the tools and systems used for budgeting and forecasting?  
   ☐** Very Ineffective  
   ☐ Ineffective  
   ☐ Neutral  
   ☐ Effective  
   ☐ Very Effective
2. **Are additional tools or systems needed to improve the budgeting and forecasting process?  
   ☐ Yes  
   ☐ No  
   If yes, please specify:**

**Future Planning**

1. **What are the biggest challenges facing the organization’s budgeting and forecasting processes this year?**
2. **Are there any emerging financial trends or risks that need to be incorporated into this year’s budgeting and forecasting?**
3. **What additional steps can be taken to improve budget planning and forecasting accuracy?**
4. **Is there anything else you would like to share about the budgeting and forecasting process?**

**Instructions for Completion:**

* This survey is intended for finance teams, department heads, and other key stakeholders involved in budgeting and forecasting.
* Please provide detailed feedback to help improve financial planning processes for the upcoming year.
* Your input will guide enhancements to tools, processes, and financial strategies.

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