

III. Sample Budget

Organization Name/Project Heritage Partners, Inc. / Interpretive Panels & Lecture

Grants are available for \$500 to \$2500. You must show a dollar-for-dollar match of your grant request, of which at least 50% must be cash. See FY20 Guidelines for further information and eligible expenses.

Total Project Expense: \$ 7000. (Column A subtotal)

Grant Request: \$ 2500. (Column B subtotal)

EXPENSES

Specific Service	A Total Expense	B Grant Funds	C Cash Match	D In-Kind Match	E Add'l Cash Expense (if applicable)	F Add'l In-Kind Expense (if applicable)
Professional Services Paid and/or <u>donated</u> <u>10</u> hour/s @ \$ <u>75</u> /hour	\$ <u>750</u>	\$ _____	\$ _____	\$ <u>750</u>	\$ _____	\$ _____
Professional Services Paid and/or donated _____ hour/s @ \$ _____/hour	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Volunteers <u>6</u> hour/s @ \$25/hour	\$ <u>150</u>	\$ _____	\$ _____	\$ _____	\$ _____	\$ <u>150</u>
Space/Equipment Rental Paid or donated _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Materials/Supplies Paid or donated	\$ <u>5100</u>	\$ <u>2500</u>	\$ <u>750</u>	\$ _____	\$ <u>1850</u>	\$ _____
Other, paid or <u>Donated</u>	\$ <u>500</u>	\$ _____	\$ _____	\$ <u>500</u>	\$ _____	\$ _____
Other <u>paid</u> or donated	\$ <u>500</u>	\$ _____	\$ <u>500</u>	\$ _____	\$ _____	\$ _____
SUBTOTALS	\$ <u>7000</u>	\$ <u>2500</u>	\$ <u>1250</u>	\$ <u>1250</u>	\$ <u>1850</u>	\$ <u>150</u>
TOTAL PROJECT EXPENSE	\$ <u>7000.</u>					

NOTE: For each line on this Budget Expense page, column A (Total Cost) must equal the sum of columns B thru F. The subtotal for column C (Cash Match) must equal at least 50% of your Grant Request. The Sub-Totals of column C (Cash Match) + column D (In-Kind Match) must equal the sub-total of column B (Grant Funds).

INCOME

Specify Source	Cash Income	In-Kind Income
Earned Cash Income: Tickets, Admissions, Tuition, Fees, etc.	\$ _____	
Contributed Cash Income: Donations, Foundation Grants	\$ <u>500</u>	
Government Cash Support: Local, State & Federal	<u>COUNTY GRANT</u> \$ <u>2000</u>	
Donated Professional Services Valued @ \$ <u>75</u> /hour	<u>GRAPHIC DESIGN</u>	\$ <u>750</u>
Volunteers Valued @ \$25/hour	<u>WRITER/RESEARCH - INSTALLATION</u>	\$ <u>650</u>
Other Income or Cash on Hand Cash or In-kind	\$ _____	\$ _____
Other Income or <u>Cash on Hand</u> Cash or In-kind	\$ <u>600</u>	\$ _____
SUB-TOTALS	\$ <u>3100 (A)*</u>	\$ <u>1400 (B)</u>
HM GRANT REQUEST	\$ <u>2500.</u>	(C)
TOTAL PROJECT INCOME = A + B + C (Must equal TOTAL PROJECT EXPENSE on page 1)	\$ <u>7000.</u>	

* A must equal at least 50% of HM Grant Request