

Section IV – Project Budget (Sample)

REVENUES

CASH

1 School Designated Funds	200
2 Arts Committee and/or PTA Designated Funds	100
3 Other Sources please list them below:	
4 Smith Foundation	500
5 ABC Corporation	500
6	
7 Request from Arts Council (not to exceed \$1,000)	1,000
8 (add lines 1-7) SUB TOTAL	2,300
9 (total from line 19b) IN-KIND	1,200
(add lines 8-9) TOTAL Revenues	3,500

Expenses

Cash In-Kind

10 Space Rental for Performance or Exhibit	300	250
11 Costumes/Props		
12 Artists Fees	500	500
13 Equipment Rental/Purchase		
14 Transportation/Travel		
15 Other Expenses list below		
16 Tiles for Mural	700	200
17 Glaze	300	
18 Kiln time	500	250
19a (add lines 10-18 CASH COLUMN) TOTAL CASH	2,300	
19b (add lines 10-18 IN-KIND COLUMN) TOTAL IN-KIND		1,200
(add lines 19a & 19b) TOTAL Expenses		3,500

- TOTAL Revenues** and **TOTAL Expenses** MUST equal.
- All application budgets must list revenues and the project's corresponding expenses.
- Make sure to copy the in-kind column number (**line 19b**) to the In-Kind line on the revenue side (**line 9**).
- Lines are provided for you to add specific revenue or expenses that are not options on the budget form.
- If you decide not to use the above form and replace it with your own detailed budget, please write "**See Attached Budget**" on the budget page.