

COMMUNITY GRANTS PROGRAM 2019–2020

Budget

Your Community Grants budget should accurately reflect your project costs.

WHAT YOUR BUDGET SHOULD INCLUDE:

- A** A description of all project item expenses — including in kind contributions.*
- B** The cost of all project items, excluding GST.
- C** The contribution from your organisation.
- D** Income from other sources (eg. donations/ticket sales/other funding).
- E** The community grant funds requested from Council.

* in-kind contributions are goods or services that have been gifted to the project, including volunteer hours.

EXAMPLE BUDGET

Total cost of project	\$3,840	B
Total organisation's contribution	\$1,990	C
Total other funding sources	\$450	D
Total requested in community grant	\$1,400	E

D LIST YOUR OTHER FUNDING SOURCES:

Donations from the bank	\$100
Ticket sales	\$150
Other Local Government grants	\$100
Private donations	\$100
Total	\$450

PROJECT ITEMS

FUNDING SOURCES

Description of items for the project	Cost of item (\$)	Organisation's contribution (\$)	Other funding sources (\$)	Community grant request (\$)
Advertising — Leader newspaper	400	0	200	200
Organisations/administration — 10 volunteers x four hours at \$41 per hour	1,640	1640		
Training	1,000			1000
Activity supplies (pens, paper and books)	350	150		200
Refreshments	200	200		
Banner	250	0	250	0
TOTAL	3,840	1,990	450	1,400

List here all the goods and services required to ensure the project can be effectively completed. This includes in-kind goods and services.

A

List here the cost of the goods and services.

B

List here the total of the organisation's contribution to the project.

C

List here the total of funding provided to the project by other sources.

D

List here the total of funding requested from Council.

E

ARE YOU PURCHASING EQUIPMENT?

For amounts more than \$1,000, you will need to provide a quotation or evidence of cost.