**EXAMPLE OF PROGRAM/PROJECT BUDGET**

Develop a complete ***project/program budget***, including income and expenses for the period you are requesting funds. **NOTE: This is NOT your entire organization’s annual budget.**

**Expenses:** If you need to summarize on this page because of space limitations, please include budget detail with your application to support this summary.

**Income:** List all funding sources contributing to this program or project, including in-kind contributions from your organization and all collaborating agencies.

**Please Note: Totals for Income and Expense columns must balance, i.e., your program expense column total should equal the same dollar amount as your program revenue sources column total.**

|  |  |
| --- | --- |
| **PROGRAM EXPENSES (by category)** | **PROGRAM REVENUE (by sources)** |
| Garden Supplies  30 64 qt. bags potting soil ($15/bag) $ 450  20 8 qt. bags Perlite ($5/bag) $ 100  2 Frame It All 96-in L X 48-in W X  12-in H Resin Raised Garden Bed $ 600  Vegetable Plants $ 300  Garden Tools $350  Misc. garden supplies $ 80  Field Trips  2 Field trips to pick Strawberries $ 350  And Blueberries  Van Rentals for Field Trips  (3 vans/trip) $ 600  Classes  25 Journals ($3.00 X 25) $ 75  Cooking supplies ($75/class X 8) $ 600  Staff  3 camp staff  ($8/hr X 6 hr/wk X 8 wks) $ 1,150    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  TOTAL EXPENSES $ 4,650 | Women for Women Grant $ 3,000  Kiwanis Grant (Pending) $ 500  Staff – in Kind (Approved) $ 1,150  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  TOTAL REVENUE $ 4,650 |