

Community Funding Scheme Budget Template

(Insert name of project)

Note: The budget you submit needs to include all income and expenditure related to the activity/project for which you are requesting funding. You can add to or delete any of the suggested expenditure lines to reflect your specific project. Please include in-kind contributions from your members/volunteers.

Remember your total income should equal your total expenditure.

Project Income

Grant from Council (this application)	\$
Cash contribution from your group	\$
In-kind contribution from your group	\$
Contributions from other sources (please itemise):	\$
Other (please itemise)	\$
Total income (please calculate)	\$

Expenditure

Costs for delivering consultation	\$
Venue hire	\$
In-kind contribution	\$
Professional services (please itemise)	\$
	\$
	\$
Workshop materials	\$
Permit application costs	\$
Costs of registered contractors (please itemise)	\$
	\$
	\$

	\$
Catering	\$
Purchase of new equipment/supplies (please itemise)	\$
	\$
	\$
	\$
Marketing and promotional activities	\$
Printing/advertising of promotional materials	\$
Administrative overheads	\$
Total expenditure (please calculate)	\$

For groups who are registered for GST, GST will be added to the amount requested.
Grants to recipients not registered for GST will be made exclusive of GST.