

SAMPLE Heritage Partner Org.

SAMPLE Budget

Project: Brochure Production & Launch Party

Grants are available for \$500 to \$2500. A dollar-for-dollar match of your grant request is required, of which at least 50% must be cash. See Guidelines for further explanation and eligible expenses.

Total Project Cost: \$ 6000
Grant Request: \$ 2500 (Up to 50% of projects with total expenses of up to \$5000, OR no more than \$2,500 for larger projects.)

EXPENSES

	Specify Service	Cash Expense (match)	In-Kind Expense (match)	Cash Expense (additional)	In-Kind Expense (additional)
Professional Services Paid and/or donated <u>20</u> hour/s @ \$ <u>50</u> /hour	Writer	\$ 500	\$	\$ 500	\$
Professional Services Paid and/or donated <u>24</u> hour/s @ \$ <u>15</u> /hour	Galactic Design	\$	\$ 850	\$	\$ 950
Volunteers <u>16</u> hour/s @ \$25/hour	PHOTOGRAPHY		\$ 400		\$
Space/Equipment Rental Paid or donated		\$	\$	\$	\$
Materials/Supplies Paid or donated	CATERING	\$ 500	\$	\$	\$
Printing/Copying Paid or donated	PAINTING OUTDOOR	\$ 250	\$	\$ 1250	\$
Other, paid or donated	BROCHURE STANDS	\$	\$	\$ 800	\$
Other, paid or donated		\$	\$	\$	\$
SUB-TOTAL		\$ 1250	\$ 1250	\$ 2550	\$ 950
TOTAL PROJECT EXPENSE (Cash + In-Kind)		\$ 6000			

Smile Sharee Partner Org.

INCOME

	Specify Source	Cash Income	In-Kind Income
Earned Cash Income: Tickets, Admissions, Tuition, Fees, etc.		\$	
Contributed Cash Income: Donations, Foundation Grants	COUNTY GRANT	\$ 1000	
Government Cash Support: Local, State & Federal		\$	
Donated Professional Services Valued @ \$ 15 /hour	Graphic Design		\$ 1800
Volunteers Valued @ \$25/hour	Photography		\$ 400
Other Income or Cash on Hand Cash or In-kind	CASH ON HAND	\$ 300	\$
Other Income or Cash on Hand Cash or In-kind		\$	\$
SUB-TOTAL		\$ 1300	\$ 2200
HM GRANT REQUEST		\$ 2500	
TOTAL PROJECT INCOME = Cash + In-Kind + HM Grant Request (Must equal TOTAL PROJECT EXPENSE)		\$ 6000	

FUNDING SUMMARY

Cash Income/Match (at least 50% of Grant Request)	\$ 1250
In-kind Income/Match (no more than 50% of Grant Request)	\$ 1250
Additional Cash Income (if applicable)	\$ 50
Additional In-Kind Income (if applicable)	\$ 950
TOTAL Project Income: (at least 50% of Total Project Expense)	\$ 3500
HM Grant Request	\$ 2500
TOTAL INCOME/PROJECT COST	\$ 6000