**III. Budget** Organization Name/Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**Total Project Cost: $**

**Grant Request: $** (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 In-Kind Add’l. Cash Add’l. In-Kind**

 **Expense Expense Expense Expense**

(match) (match) (if applicable) (if applicable)

Professional Services $ $ $ $

Paid and/or donated

\_\_\_\_ hour/s @ $\_\_\_\_ /hour

Professional Services $ $ $ $

Paid and/or donated

\_\_\_\_ hour/s @ $\_\_\_\_ /hour

Volunteers $ $

\_\_\_ hour/s @ $25/hour

Space/Equipment Rental $ $ $ $

Paid or donated

Materials/Supplies $ $ $ $

Paid or donated

Printing/Copying $ $ $ $

Paid or donated

Other, paid or donated $ $ $ $

Other, paid or donated $ $ $ $

**SUB-TOTALS** $ $ $ $

**TOTAL PROJECT EXPENSE** *(Cash + In-Kind)* $

**INCOME**

**Specify Source Cash In-Kind**

 **Income Income**

Earned Cash Income: Tickets, $

Admissions, Tuition, Fees, etc.

Contributed Cash Income: $

Donations, Foundation Grants

Government Cash Support: $

Local, State & Federal

Donated Professional Services $

Valued @ $ \_\_\_\_\_/hour

Volunteers $

Valued @ $25/hour

Other Income or Cash on Hand $ $

Cash or In-kind

Other Income or Cash on Hand $ $

Cash or In-kind

**SUB-TOTALS** $ $

**HM GRANT REQUEST**  $

**TOTAL PROJECT INCOME** = Cash + In-Kind + HM Grant Request $

*(Must equal TOTAL PROJECT EXPENSE on page 1)*

**FUNDING SUMMARY**

Cash Income/Match *(must equal at least 50% of Grant Request)* $

In-kind Income/Match *(may equal no more than 50% of Grant Request)* $

**SUB-TOTAL A** *(must equal amount of HM Grant Request)*  $ (A)

Additional Cash Income *(if applicable)* $

Additional In-Kind Income *(if applicable)* $

**SUB-TOTAL B** $ (B)

**TOTAL Income** *(must equal at least 50% of Total Project Expense)* $ (A+B)

**HM Grant Request** $

**TOTAL PROJECT INCOME / COST** $

*(must equal TOTAL PROJECT EXPENSE on page 1 and*

*TOTAL PROJECT INCOME on page 2)*