

### III. Budget

Organization Name/Project: HERITAGE PARTNERS, INC. / Brochure : LAUNCH PARTY

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:** \$ 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)	Add'l. Cash Expense (if applicable)	Add'l. In-Kind Expense (if applicable)
Professional Services Paid and/or donated <u>20</u> hour/s @ \$ <u>50</u> /hour	<u>WRITER</u> \$ <u>500</u>	\$ _____	\$ <u>500</u>	\$ _____
Professional Services Paid and/or donated <u>24</u> hour/s @ \$ <u>75</u> /hour	<u>GRAPHIC DESIGN</u> \$ _____	\$ <u>850</u>	\$ _____	\$ <u>950</u>
Volunteers <u>16</u> hour/s @ \$25/hour	<u>PHOTOGRAPHY</u> \$ _____	\$ <u>400</u>	\$ _____	\$ _____
Space/Equipment Rental Paid or donated	_____ \$ _____	\$ _____	\$ _____	\$ _____
Materials/Supplies Paid or donated	<u>CATERING</u> \$ <u>500</u>	\$ _____	\$ _____	\$ _____
Printing/Copying Paid or donated	<u>PRINTING</u> \$ <u>250</u>	\$ _____	\$ <u>1250</u>	\$ _____
Other, paid or donated	<u>OUTDOOR BROCHURE PACKS</u> \$ _____	\$ _____	\$ <u>800</u>	\$ _____
Other, paid or donated	_____ \$ _____	\$ _____	\$ _____	\$ _____
<b>SUB-TOTALS</b>	\$ <u>1250</u>	\$ <u>1250</u>	\$ <u>2550</u>	\$ <u>950</u>
<b>TOTAL PROJECT EXPENSE (Cash + In-Kind)</b>	\$ <u>6000</u>	_____	_____	_____

## INCOME

	Specify Source	Cash Income	In-Kind Income
Earned Cash Income: Tickets, Admissions, Tuition, Fees, etc.	_____	\$ _____	
Contributed Cash Income: Donations, Foundation Grants	<u>COUNTY GRANT</u>	<u>\$ 1000</u>	
Government Cash Support: Local, State & Federal	_____	\$ _____	
Donated Professional Services Valued @ \$ <u>15</u> /hour	<u>GRAPHIC DESIGN</u>		<u>\$ 1800</u>
Volunteers Valued @ \$25/hour	<u>PHOTOGRAPHY</u>		<u>\$ 400</u>
Other Income or Cash on Hand Cash or In-kind	<u>CASH ON HAND</u>	<u>\$ 300</u>	<u>\$</u> _____
Other Income or Cash on Hand Cash or In-kind	_____	\$ _____	\$ _____
<b>SUB-TOTALS</b>		<u>\$ 1300</u>	<u>\$ 2200</u>
<b>HM GRANT REQUEST</b>		<u>\$ 2500</u>	
<b>TOTAL PROJECT INCOME</b> = Cash + In-Kind + HM Grant Request (Must equal TOTAL PROJECT EXPENSE on page 1)		<u>\$ 6000</u>	

## FUNDING SUMMARY

Cash Income/Match (*must equal at least 50% of Grant Request*) \$ 1250  
In-kind Income/Match (*may equal no more than 50% of Grant Request*) \$ 1250  
**SUB-TOTAL A** (*must equal amount of HM Grant Request*) \$ 2500 (A)

Additional Cash Income (*if applicable*) \$ 50  
Additional In-Kind Income (*if applicable*) \$ 950  
**SUB-TOTAL B** \$ 1000 (B)

**TOTAL Income** (*must equal at least 50% of Total Project Expense*) \$ 3500 (A+B)

**HM Grant Request** \$ 2500

**TOTAL PROJECT INCOME / COST**  
(*must equal TOTAL PROJECT EXPENSE on page 1 and  
TOTAL PROJECT INCOME on page 2*)

\$ 6000