

- Current list of Board of Directors

IV. PROGRAM OR PROJECT BUDGET SHEET

A. Complete the following program budget for which funds are requested. For multi-year requests, please customize this form by adding columns for each program year. For capital project requests, skip to Section C and follow instructions.

SUPPORT/REVENUE

	Total Anticipated Support/Revenue
1. REQUESTED GRANT	
2. Fundraising events	
3. Gifts/bequests	
4. Miscellaneous contributions	
5. Foundation/corporate grant support	
6. United Way	
7. Grants/contracts: govt. agencies	
8. Program service fees	
9. Membership dues	
10. Investment income/transactions	
11. Sales: services, products, crafts	
12. Miscellaneous revenue	
13. Subtotal Direct Support/Revenue	
14. Proration: General & Management Income	
15. Total Support/Revenue	

EXPENSES

	Total Expenses	Expenses Covered By Requested Grant
16. Salaries of provider staff		
17. Fringe benefits		
18. Professional fees (contract, consultant)		
19. Supplies (consumable)		
20. Printing and postage		
21. Occupancy		
22. Phone and fax		
23. Travel and meetings		
24. Training		
25. Evaluation		
26. Equipment purchases		
27. Miscellaneous expenses		
28. Subtotal Direct Expenses		
29. Proration: General & Management Expenses		
30. Total Expenses		

31. Surplus (Deficit)	
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B. If there are elements of the budget that need an explanation, please do so below.

C. If the grant request is for a capital project, please submit a separate, detailed capital expense budget and complete the following capital budget summary:

- **Total Capital Project Expense:** _____
- **Funds Raised to Date:** _____ **% of Total** _____
- **Balance Needed:** _____
- **Amount of Request:** _____