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| COMMUNITY ARTS PROJECT BUDGET SHEET |
|  | **PROJECT TITLE: SAMPLE** |
| PROJECT REQUIREMENTS | TOTAL COST | IN-KIND INCOME | CASH INCOME | GRANT | SOURCE / EXPLANATION |
| 1 | Artist Fees | 1000 | 500 |  | 500 | 2 Artists @ $500 each |
| 2 | Artist Supplies | 250 |  |  | 250 | Explain... |
| 3 | Rehearsal Space | 400 | 400 |  |  | Community Church, 401 Main Street, Catskill |
| 4 | Ticket Sales |  |  | 750 |  | $10 each / Estimated 75 Tickets Sold |
| 5 | Performance Space | 400 | 400 |  |  | Where is it? What is the address? |
| 6 | Volunteers | 1000 | 1000 |  |  | 10 Volunteers @ $100 each |
| 7 | Mileage | 45 |  |  | 45 | 90 Miles @ 50 cents per mile |
| 8 | Postage | 70 |  |  | 70 | Postcard mailings |
| 9 | Printing | 200 |  |  | 200 | Printing for custom postcards |
| 10 | Advertising | 200 | 200 |  |  | What costs? |
| 11 | Administration | 2000 | 500 |  | 1500 | 4 personnel at $500 each- a portion of time has been donated |
| 12 |  |  |  |  |  |  |
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| 22 |  |  |  |  |  |  |
|  | **TOTALS:** | 5565 | 3000 | 750 | 2565 |  |
|  |  |  |  |  |  |
| GRANT PERCENTAGE IS: |  | 46% |  |  |  |

(Divide your Grant Total by the Total Cost to arrive at your DEC Percentage) AMOUNT FUNDED BY THE GRANT PROGRAM CANNOT EXCEED 75%