

Sample budget - Matching grant program

Please detail each item of income and expenditure.

Calculate any volunteer time using \$25 per hour or \$75 for professional fees (guide only).

Income

Description	Funding Source	\$ Amount Cash	\$ Amount in-kind
City of Sydney Matching Grant	City of Sydney	\$3,150	\$0
Inner City Neighbour Aid Inc.	Volunteer time and in-kind	\$0	\$1,125
Professional Photographer	Applicant	\$0	\$1,240
Local community members fundraising	Other funding partner	\$500	\$0
Local community members volunteers	Volunteer time and in-kind	\$0	\$600
Total	N/a	\$3,650	\$2,965

Expenditure

Description	Funding Source	\$ Amount Cash	\$ Amount in-kind
Public Liability Insurance	City of Sydney	\$650	\$0
Community engagement and liaison 2 staff x 6 hours @ \$75 per hour	Volunteer time and in-kind	\$0	\$900
Printing of 22 artworks	City of Sydney	\$1,760	\$0
Printing postcards and promotions	City of Sydney	\$740	\$0
Public relations and media communication	Applicant	\$0	\$500
Evaluation Survey design 1 staff x 3 hours @ \$75 p/hour	Volunteer time and in-kind	\$0	\$225
Promotion in local community 3 people x 2 hours @ \$25 p/hour	Volunteer time and in-kind	\$0	\$120
Sound, lighting and resources at venue and installation	Applicant	\$0	\$500
Installation and bump out of exhibition 2 staff x 6 hours @ \$25 p/hour	Applicant	\$0	\$300
2 x Auslan interpreter at exhibition launch	Other funding partner	\$500	\$0
Evaluation surveying and reporting 2 x 6 hours @ \$25 p/hour	Volunteer time and in-kind	\$0	\$300
Total	N/a	\$3,650	\$2,965