Project Budget (Actuals)

|  |  |
| --- | --- |
| PROJECT REVENUE:  Sources of Revenue | Actual Revenue |
| GOVERNMENT: (specify) |  |
|  |  |
| FOUNDATION: (specify) |  |
|  |  |
| ORGANIZATIONS CONTRIBUTION   * Cash |  |
| * In-kind gifts |  |
| * Volunteer Services |  |
| OTHER: (specify) |  |
|  |  |
|  |  |
| **TOTAL:** | **\*** |

\*The TOTALS in the boxes in bold must match.

|  |  |  |
| --- | --- | --- |
| PROJECT EXPENDITURES: | | Actual Expenditures |
| Items | Description |
| Wages/benefits |  |  |
| Administration (15%) |  |  |
| Professional Fees, Honoraria |  |  |
| Rent/ Utilities/ Telephone |  |  |
| Equipment / Supplies/Consultants  (3 quotes) |  |  |
| Printing/Photocopying |  |  |
| Travel |  |  |
| Publicity/ Promotion/ Distribution |  |  |
| Production Costs (3 quotes) |  |  |
| Capital (specify & attach 3 quotes) |  |  |
| In-kind contribution (e.g. volunteer services) |  |  |
| Other (specify) |  |  |
| **TOTAL:** |  | **\*** |

**Board of Directors *- Authorized Signatory (Chair/President)***

We, the undersigned, do hereby certify that this application and all appended forms and/or documents contain a full and accurate account of all matters stated:

Name: Name:

Title: Title:

Signature: Signature:

Date: Date: