

## SAMPLE BUDGET

Detailed budgets are required for the Bayside Community Grants. You should detail all income and expenditure relating to the grant request. Some examples of the funding items that should be listed are included below:

Please include details of other funding that has been confirmed and/or applied for (total income = total expenditure).

Relevant quotes are required. All prices are to include GST.

Ongoing operating expenses or staff salaries will not be funded.

Income	\$	Expenditure	\$
Bayside Council Grant 2016 (unconfirmed)	3500	Equipment-PA system	1600
Community Donation (confirmed)	810	Laptop	900
Membership Fees (confirmed)	1300	Sound and lighting contractor	400
In Kind-Venue Hire (5 hours at \$40 per hour) (unconfirmed)	200	Guest speaker	600
		Transport	720
		Advertising	710
		Catering	680
		Hall hire (in kind)	200
Total	5810	Total	5810