## Budget Template

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| **PROJECT BUDGET** |
| **BUDGET ITEM** | **PROPOSED AMOUNT** |
| **Contracted project services***Include any costs for outside contracted services or materials, subscriptions, software licenses, conference fees, travel costs, etc. Briefly describe the need for these services.* |
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| **Project supplies** |
| *Describe items specifically needed for project e.g.., science lab items, art supplies, etc.* |
| Survey Incentives Event (Fruit, Hot Cheetos, Cup Noodles) | $254.11 |
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| **Equipment purchases** |
| *List any equipment to be purchased with grant funds and state why needed.* |
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| **Operating/Administrative expenses** |
| *Describe miscellaneous office materials, swag (t-shirts), postage, copier toner, paper, and other supplies for grant operation.* |
| Pay It Forward campaign sweaters for members  | $451.00 |
| Materials (Thank You cards, posters, markers, paint, storage bags, school supplies, hygiene items) | $324.89 |
|  |  |
| **Other expenses not listed above** |
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| **TOTAL BUDGET** | $1030.00 |
| **TOTAL AMOUNT REQUESTED** (up to $1,000)  | $1000.00 |

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