

City of Yarra Grant Application Budget Example

- The Assessors will look closely at your Budget. If the Budget does not balance or look realistic and/or makes no sense, your application may be scored lower.
- The Budget should be realistic and detailed.
- The Assessors like detail, do not be vague. They will scrutinise both your Income and Expenditure.

Add each different funding

source (Income) on a separate line

Add different Expenditure items in a separate line. Name each one clearly

The screenshot shows a budget form with two main sections: Income and Expenditure. The Income section has a table with columns for 'Income', 'Confirmed?', and '\$'. The Expenditure section has a table with columns for 'Expenditure', '\$', and '+'/'-' buttons. Below these tables is a 'Cash Budget Totals' section with two boxes: 'Cash Income Amount' and 'Cash Expenditure Amount'. Annotations include arrows pointing to the 'Income' and 'Expenditure' headers, and a note about the 'Add More' button.

Income	Confirmed?	\$	Expenditure	\$	+	-
Yarra Grant	No	\$2,000.00	Venue hire	\$750.00	+	-
Internal funds	Yes	\$500.00	Catering	\$450.00	+	-
			Speaker fee	\$350.00	+	-
			Permits	\$400.00	+	-
			Sound system hire	\$250.00	+	-
			Public Liability Insu	\$300.00	+	-

Cash Budget Totals

Cash Income Amount	Cash Expenditure Amount
\$2,500.00 This number/amount is calculated.	\$2,500.00 This number/amount is calculated.

Must be at least 6 rows

Cash Income Amount and Cash Expenditure Amount need to balance (they must be the same)

Note that:

- The Budget Totals will automatically generate.
- Add more rows if needed (use the Add More button).
- Income may include: Yarra grant funding, other grant funding, internal funds, fundraising, donations, ticket sales etc.
- Expenditure may include: a grant management fee (auspiced applications only), staff costs (specific to grant), artist fees, venue hire, phone, stationery, postage, materials, equipment, catering, transport etc.