**Community Development Grant Budget Template - Income and Expenditure**

* Please provide details on income and expenditure for the entire budget for your application, not just the funding you are requesting from the City of Adelaide.
* Items listed in the template are intended as a guide only. Add, change and delete items to better reflect the income and expenditure for your application.
* The total amount of income and the total amount of expenditure should be equal.
* Highlight (**boldface** **text**) the budget expenditure items you are proposing to use Council’s funding for.
* Ensure that you have read the Community Development Grant Guidelines and are aware of the budget items and activities that are not eligible for funding from the City of Adelaide.

|  |  |
| --- | --- |
| **INCOME** | |
| **ITEM** | **AMOUNT** |
|  |  |
| ***City of Adelaide Grant*** |  |
|  |  |
| ***Applicant’s Contribution*** |  |
| Applicant’s financial contribution |  |
| Applicant’s in-kind contribution (e.g. staff hours, volunteer hours, venue) |  |
|  |  |
| ***Other Grants/Donations/ Partner Contributions*** |  |
| Other partner in-kind contribution (list all partners separately) |  |
| Other partner financial contribution  (list all partners separately) |  |
| Other fundraising and donations |  |
| State or Federal Government funding for associated program funding |  |
|  |  |
| ***Other Income*** |  |
| Exhibition fees |  |
| Stall holder fees |  |
| Performance fees |  |
| Ticket Sales |  |
| Other sales e.g.art work/ merchandise |  |
| Service fee (e.g. client contribution) |  |
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| **Total Income** |  |

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| --- | --- |
| **EXPENDITURE** | |
| **ITEM** | **AMOUNT** |
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| ***Wages / Associated Costs*** |  |
| Wages |  |
| Training for volunteers |  |
| Training for staff |  |
| Administration |  |
| Telephone |  |
| Travel |  |
| Volunteer reimbursement costs |  |
|  |  |
| ***Marketing & Promotion*** |  |
| Radio |  |
| Printing |  |
| Poster / Flyer design |  |
| Postage |  |
| Social media |  |
|  |  |
| ***Insurances*** |  |
| Public liability insurance |  |
| Personal accident insurance for volunteers |  |
|  |  |
| ***Council Fees*** |  |
| Waste |  |
| Park Lands hire fee |  |
| Park Lands services fees  (e.g. gas, water, electricity) |  |
| Approvals (e.g. DA) |  |
| Road closure / traffic management |  |
| Permits |  |
|  |  |
| ***Other*** |  |
| Presenter / guest speaker fees |  |
| Catering |  |
| Designs / plans |  |
| Equipment and materials |  |
| Transport of materials |  |
| APRA licence |  |
| Liquor licence |  |
| Venue hire |  |
|  |  |
| **Total Expenditure** |  |