

City of Burbank Community Arts Grant Project Budget

<b>NAME OF APPLICANT</b>	<b>Allison Artist</b>	
<p><b>PROJECT INCOME</b> <i>Enter only income specific to the proposal/project. Do not enter the applicant organization's annual budget figures. Include a brief description for any line that will help explain the proposed income for the project.</i></p>		
<b>A. Earned Income</b>	<b>TOTAL</b>	<b>BUDGET NOTES</b>
Ticket Sales		
Merchandise/Concession Sales		
Parking		
Dues/Subscriptions		
Contracted Services/Fees		
Rental Income		
Advertising Income		
Sponsorship Income		
Other - explain in budget notes		
<b>A. Subtotal Earned Income</b>	\$ -	
<b>B. Contributed Income</b>	<b>TOTAL</b>	<b>BUDGET NOTES</b>
<b>City of Burbank Grant Request</b>	<b>\$ 2,500</b>	<i>Maximum request \$5,000</i>
Individual/Board Contributions		
Corporate Contributions		
Foundation Contributions		
Government – Other		
Special Events/Fundraisers		
Other - explain in budget notes		
In-kind*- explain in budget notes		
<b>B. Subtotal Contributed Income</b>	\$ 2,500	
<b>GRAND TOTAL INCOME (A+B)</b>	<b>\$ 2,500</b>	<b><i>Equals GRAND TOTAL EXPENSES</i></b>

*\*In-kind: include value of ALL donated goods & services. Must match in-kind expense.*

City of Burbank Community Arts Grant Project Budget

<b>NAME OF ORGANIZATION:</b>	<b>Allison Artist</b>			
<b>PROJECT EXPENSES</b> Enter only expenses specific to this proposal/project. Include a brief description for any line that will help explain the proposed expenses for the project. Separate expenses funded by the City of Burbank vs Other Sources. Do not enter expenses in greyed out fields - they are not eligible for City of Burbank funds.				
<b>A. Personnel - Salaries &amp; Fringe Benefits</b>	<b>Expenses Funded By City of Burbank</b>	<b>Expenses Funded By Other Sources</b>	<b>TOTAL PROJECT</b>	<b>BUDGET NOTES</b>
Artists/Performers – Salaries			\$ -	
Technical Staff - Salaries			\$ -	
Fundraising Staff - Salaries			\$ -	
General/Administrative Staff - Salaries			\$ -	
Fringe Benefits			\$ -	
<b>A. Subtotal Personnel - Salaries &amp; Fringe Benefits</b>	\$ -	\$ -	\$ -	
<b>B. Operating Expenses for Proposed Project</b>	<b>Funded By City of Burbank</b>	<b>Funded By Other Sources</b>	<b>TOTAL PROJECT</b>	<b>BUDGET NOTES</b>
Accounting			\$ -	
Advertising, Marketing & PR			\$ -	
Artist/Performer Fees (Non-Salaried)	\$ 500		\$ 500	Artist fee to Allison Artist
Catering/Hospitality			\$ -	
Cost of Sales			\$ -	
Equipment Rental	\$ 350		\$ 350	display rental
Fundraising - explain in budget notes			\$ -	
Honoraria			\$ -	
Insurance			\$ -	
Internet/Website	\$ 100		\$ 100	website updates 2 hrs x \$50
Lodging/Meals			\$ -	
Permits			\$ -	
Postage/Shipping			\$ -	
Printing			\$ -	
Production/Exhibition Costs	\$ 300		\$ 300	Gallery attendant 15 hrs x \$20
Space Rental Fees	\$ 1,000		\$ 1,000	weekly rate \$1000 x 1 week
Supplies	\$ 250		\$ 250	
Telephone			\$ -	
Travel - explain in budget notes			\$ -	
Utilities			\$ -	
Other - explain in budget notes			\$ -	
In-kind* - explain in budget notes			\$ -	
<b>B. Subtotal Operating Expenses</b>	\$ 2,500	\$ -	\$ 2,500	
<b>GRAND TOTAL EXPENSES (A+B)</b>	\$ 2,500	\$ -	<b>\$ 2,500</b>	<b>Equals GRAND TOTAL INCOME</b>

\* In-kind: include value of ALL donated goods and services. Must match in-kind income.