

Sample Small Group Proposal and Budget
Church
Honorbound of 1st AG Anytown, Arkansas

NOTE: This is an “example” to give you the means to provide required documentation of your request. Please feel free to use another budget format if you wish as long as we have an itemized list of how funds will be expended.

Once this proposal is submitted, an ABD Specialist will contact you and negotiate with you the actual budget award based upon eligibility standards and allowability of costs.

Honorbound is the men’s group of 1st AG Anytown, pastored by Rev. Bob Isgood. The leader of Honorbound is John Smith. Honorbound sponsors events and discipleship groups at our church. We have 20-30 men who attend our activities.

From June 2 – July 28 we will be teaching the 8 week course on Fatherhood called “33 The Series: A Man and His Fatherhood.” Each session will take place at 1st Assembly of God church on Sunday’s from 4:30 PM – 5:45 PM. The purpose of the course is to provide parenting skills for fathers and create opportunities for their growth, learning and mentoring. This will meet TANF goal #3, encouraging the formation and maintenance of two parent families.

Each week students will be taught by Pastor Isgood and there will be other men in the group who lead the discussion. Sessions will involve handouts, video teaching, and interactions. At the end of the course, a celebration and graduation for the men will be held during a Sunday night service.

We will print promotional flyers that have Fatherhood coaching tips and information about the training on them. We will mail these to prospective attendees and place in public areas as promotion of the event.

First Assembly will provide the room for the study to take place and coffee for men to have during the meeting at no cost.

We expect to have 25 Arkansas resident males attend.

Our total budget for Honorbound 33 Group will be \$688.04

We are requesting \$438.04 in assistance from Arkansas Better Dads.

ESTIMATED BUDGET:

Date of Activity: June 2– July 28, 2019

Frequency of Activity: Every Sunday

Total cost of Activity: \$688.04

Total Amount of Requested Reimbursement \$438.04

Activity Budget		
INCOME		
Item	Description	Amount
Student Registration fees	\$10 per student (25 students)	\$250
	TOTAL INCOME	\$250
EXPENSE		
Meeting Space	At Church (Provided)	\$0
Snacks/Coffee	Provided by Church	\$0
Fatherhood Curriculum	33 Leaders Kit	\$90
Student Workbooks	\$14.95/per book (25 men) +Shipping	\$400
Mailing to men to share about the activity	150 mailers (.55/each)	\$82.50
Photocopy/printing of flyers about the activity	500 flyers from PS Print and creation	\$115.54
	TOTAL EXPENSES	\$688.04
	TOTAL EXPENSE	\$688.04
	TOTAL INCOME	\$250.00
	REQUESTED ASSISTANCE FROM ARKANSAS BETTER DADS	\$438.04