

FY20 Project Grant Budget Template

Please see the Project Grant Guidelines for complete information.

Please note: There are THREE sections that must be completed in this form.
Budget Breakdowns will be created and attached separately from this form.

1. Three Year Financial Comparison

Complete the following chart with the organization's annual operating budget/actuals. These figures should reflect the applicant's actual fiscal years.

	Actuals from the Most Recently Completed Fiscal Year	Budget for the Current Fiscal Year	Budget for the Upcoming Fiscal Year
Operating Income			
Operating Expense			
Surplus (Deficit)			

If the Three Year Financial Comparison shows a deficit in any years, or dramatic fluctuations from year to year, use this space to provide information about how the deficit will be addressed or why the fluctuations occurred.

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2. FY20 Project Budget

In the following table, enter the budget for the project for which you are requesting support.

- Do not include in-kind in your budget as expense or income
- Do include ineligible expenses in your budget. See the guidelines for a definition of ineligible expenses.
- Total income and total expense do not have to be equal; however, you must show at least as much income as expense.
- The budget **MUST** show at least a one-to-one cash match for your grant request. For instance, if you are requesting \$5,000, then your budget must show that you are raising at least \$5,000 from sources other than GCA.
- Your GCA request amount cannot be more than 50% of total expenses.

	EXPENSES
1. Personnel-Administrative*	
2. Personnel-Artistic*	
3. Outside Fees*	
4. Marketing	
5. Remaining Expenses*	
6. TOTAL EXPENSES	
	INCOME
7. Membership	
8. Admissions	
9. Contracted Services*	
10. Corporate*	
11. Foundation*	
12. Individual	
13. Federal	
14. State (other than GCA)	
15. County	
16. City Government	
17. Revenue-Other*	
18. Funds Requested in this Application	
19. TOTAL INCOME	

3. In-kind

In the following table, enter the in-kind donations you anticipate receiving to support your project. These items SHOULD NOT be included in the income or expense sections of the budget above.

[illegible]