

Project Budget Definitions

Revenues

Earned Revenue

Ticket/Box Office Receipts – revenues from projected sales of tickets or seats

Tuition/Class/Workshop Fee – revenues from participants in events even if to offset costs

Concessions – revenues from sale of food, beverage, or other goods at event

Other Earned – Any other revenues that have been earned from the sale of good or services not already accounted for

Contributed Revenue

Fundraising/Special Events – revenues earned from events specifically held to raise funds for the proposal

Individual Contributions – revenues earned from monetary giving from individuals

Membership – revenues gained through memberships to facility or organization

State Government – revenues obtained through state sponsored grants, funding programs, etc.

Federal Government – revenues obtained through federal sponsored grants, funding programs, etc.

Corporate/Business – revenues obtained through donations by corporate or business entities

Foundations – revenues obtained thorough gifts or donations by an established foundation

In-kind Contributions – value of goods, services, waived fees, etc. received through donation by a third party

Other Contributed – Any other revenues that have been obtained through donation or gift not already accounted for

Expenses

Personnel Expenses

Administration/Staff/Artistic Staff – expenses related to payrolled staff or artistic staff/leadership who are not being contracted for services

Contract Labor – expenses related to non-payrolled staff who are working on a contracted basis

Other Personnel – any other expenses related to personnel who will aid in the execution of the proposal no already accounted for

Programming Expenses

Marketing & Advertising – expenses related to the creation of any marketing or advertising materials created for the proposal

Technical Production – expenses related to sets, lighting, sound, or any other technical requirement of the proposal

Shipping/Postage – expenses related to any materials mailed or shipped in relation to proposal

Rental – expenses related to any rental fees or costs for use of goods, space, or other related services

Insurance – expenses related to any insurance voluntarily acquired or mandatorily required

Materials & Supplies – expenses related to any materials and/or supplies needed to execute proposal

Other Programming Expenses – any other expenses related to programmatic offerings to execute proposal