

## Budget Worksheet

# CAPACITY BUILDING PARTNERSHIP PROGRAM | 2015–2017

*Please save and combine your completed Proposal Coversheet, Proposal Narrative, Budget Worksheet, and any attachments into a single PDF titled “Organization Name CBPP Proposal”.*

*All proposals must be submitted by email to Ann Fields, Communications & Community Engagement Manager, at [afields1@iac.in.gov](mailto:afields1@iac.in.gov) no later than 4:30 p.m. (EDT) on August 12, 2015.*

## BUDGET INFORMATION

1. TOTAL AMOUNT REQUESTED FROM IAC (*Up to \$20,000*)

2. Estimate the projected income for your project.

The *Total Income* line must match the *Total Expenses* listed under #2.

Income	CASH	IN-KIND
Earned (e.g. Admission fees)		
Contributed (e.g. sponsorships)		
Local Government Support		
Applicant Support		
IAC CBPP - Requested Funds		
Other		
Subtotals		
<b>TOTAL INCOME:</b>		

- 3. Estimate all of the projected expenses for your proposed project.**  
**Please note your estimate does not need to include an amount for the IAC's staff wages.**  
**The *Total Expenses* line must match the *Total Income* listed under #3.**

<b>EXPENSES</b>	<b>CASH</b>	<b>IN-KIND</b>
Honoraria		
Facility Rental		
Travel/Transportation		
Marketing/Promotion/Publicity		
Supplies		
Staff Wages/Personnel		
Other		
Subtotals		
<b>TOTAL EXPENSES:</b>		

- 4. Please explain ALL line items from the budget section, including in-kind. Be sure to indicate whether you are referring to income and/or expenses when discussing specific line items.**