

## Sample Foundation Budget Form

Organization:		Budget Prepared By:	
		Phone Number:	
Project Name:			
Amount Requested:		Duration:	
If this is a multi-year request, please copy this form and complete it for each project year			
Project budget is                      % of organization budget?			
<b>Expenditures</b>	<b>Proposed Budget</b>	<b>Requested with this Grant</b>	
Salaries <i>If part-time, provide percentage in parentheses</i>			
	(    %)		
	(    %)		
	(    %)		
	(    %)		
	(    %)		
	(    %)		
	(    %)		
	(    %)		
<b>Subtotal-Salaries:</b>			
<b>Fringe Benefits @            %</b>			
<b>Professional Fees:</b>			
<b>Subtotal-Fees:</b>			
<b>TOTAL PERSONNEL:</b>			
<b>NON-PERSONNEL:</b>			
<b>Total-Non Personnel Costs:</b>			
<b>TOTAL COSTS:</b>			

<b>INCOME</b>		<b>For each income source, indicate in this column whether received/awarded or pending</b>
<b>Earned Income:</b>		<b>Received?</b>
<b>Total Earned Income</b>		
<b>Contributed Income</b>		<b>Awarded or Pending?</b>
<b>Total Contributed Income:</b>		
<b>Total Earned and Contributed Income:</b>		
*Please attach any explanatory footnotes that may help reviewers to better understand your request.		
Date Prepared:		