



Creative City Grantwriting Workshop for Artists  
**Budget Worksheet**

Expenses must always equal revenues—the budget must balance.

<b>PROJECTED EXPENSES</b>		
<b>Item</b>	<b>Amount</b>	<b>Details / explanation</b>
<b>Artist/Design Fees</b>		
<b>Contractor fees</b>		
<b>Space Rental</b>		
<b>Artist materials/supplies</b>		
<b>Technical Equipment</b>		Breakdown:
<b>Marketing / Publicity</b>		
<b>Administration</b>		Explanation:
<b>Documentation</b>		
<b>Other</b>		Explanation:
<b>TOTAL:</b>		

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# Budget Worksheet

PROJECTED REVENUE		
Source	Amount	Details / explanation
Corporate Contributions		
Foundation Grants (from foundations other than NEFA)		
Other Private Contributions (Private donors, friends, family, crowdfunding, your own pocket)		
Government Grants: Federal		
Government Grants: State/Regional		
Government Grants: Local		
Commissioner/Presenter Contribution		
Other Revenue		Explanation:
<b>TOTAL:</b>		