

Community Grants Program

Budget help sheet

One of the most common mistakes that applicants make is the budget does not add up. Within Smartygrants, the budget section will look like this:

Income Type	Confirmed Funding?	Income Amount (\$)	Income Description / Notes	
<input type="text"/>	<input type="text"/>	<input type="text"/> *	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="-"/>
		Please do not add commas to figures		

Expenditure Type	Expenditure Amount (\$)	Expenditure Description / Notes	
<input type="text"/>	<input type="text"/> *	<input type="text"/> *	<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/> <input type="button" value="-"/>
What have you spent the grant money on?	Please do not add commas to figures		

Important!!

Your project income and project expenditure MUST be equal

An example budget is shown on Page 2.

Budget example

This Budget example is for a \$5,000 Community Grant application

Income Type	Confirmed funding?	Income Amount (\$)	Income Description/Notes
Grant amount requested	No	5000	Grant requested from Council
Our cash contribution	Yes	1000	
Donation from Community Bank	Yes	500	Donation towards project
TOTAL		\$6,500	

Expenditure Type	Expenditure Amount (\$)	Expenditure Description/Notes
Guest speaker	2500	Engaging a guest speaker who specialises in health and wellbeing for event
Musical entertainment	2000	
Catering	1000	100 people at \$10 per head
Decorations	500	
Venue hire	500	
TOTAL	\$6500	