

# 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		

[Add More](#)

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		

[Add More](#)

### Important points to remember:

1. Your project income and project expenditure MUST be equal
2. Any in-kind items MUST be listed in both the Income and Expenditure budget tables

To view an example budget for a \$5,000 project and a \$25,000 project, please refer to Pages 2 and 3.

# Budget example

This Budget example is for a \$5,000 Community Event or Community Support grant application

Income Type	Confirmed funding?	Income Amount (\$)	Income Description/Notes
Grant amount requested	No	\$5000	Grant requested
Our cash contribution	Yes	\$1000	
Donation from Community Bank	Yes	\$500	Donation towards project
In-kind contribution	Yes	\$1000	Painting of building 20 hours * \$50/hour by AB Painting Pty Ltd (letter attached)
<b>TOTAL</b>		<b>\$7,500</b>	

Expenditure Type	Expenditure Amount (\$)	Expenditure Description/Notes
Materials	\$6500	Paint and equipment required to complete project
In-kind contribution	\$1000	Painting of building 20 hours * \$50/hour by AB Painting Pty Ltd
<b>TOTAL</b>	<b>\$7500</b>	