

Budget worksheet

Use this worksheet to budget for your project.

This is just for brainstorming, so let the ideas flow!



Funding

To execute the plan you're envisioning, you'll need to carefully consider the added costs that the organizations involved might not be able to cover in-kind.

To start thinking through a budget, first you'll need to discuss and understand what each organization is willing to commit in-kind to get the work done. Be sure you're thinking through equity here in terms of what you ask each partner organization to contribute; smaller organizations are unlikely to be able to commit as much manpower as larger ones, for example, and good collaborative efforts open recognize that. Then you'll want to sketch out all other costs you anticipate incurring for the project. Depending on how much external funding you're able to apply for, you'll then have to go back to the drawing board and possibly have to eliminate some aspects of the program, reorganize them, cut back, or ask partners to commit more.

Use the grid below to start outlining all of those calculations.

When you budget, don't forget about expenses related to convenings, marketing, software, obtaining data, website maintenance, costs related to tracking impact, costs related to producing an end-of-project report, etc. Some of these things may be required if you are applying for grant funding.

EXPENSE DETAIL	FUNDING SOURCE	AMOUNT

TOTAL EXPENSES		