

Sample Proposal Budget

Project: Interpreting & Fostering Bay Stewardship at ABC Gateway Site

New exterior interpretive exhibits explaining on-going restoration program
 New on-going program for involving visitors and other volunteers in restoration

Line Item Detail	Gateways Grant	Non-federal Match						PROJECT TOTAL
		Applicant - Org. ABC	XYZ Foundation	State of MNO	Rotary Club	Ms. Jane Doe	Match Sub-total	
DIRECT COSTS								
Personnel (Salary & Benefits)								
Education Dir. (Proj.Mgr.) (80 hours @ \$23/hr)		\$ 1,840					\$ 1,840	\$ 1,840
Writer/researcher (120 hours @ \$20/hr)		\$ 2,400					\$ 2,400	\$ 2,400
Subtotal	\$ 0	\$ 4,240	\$ 0	\$ 0	\$ 0	\$ 0	\$ 4,240	\$ 4,240
Volunteer Labor (Donated Hours)								
Wayside installation (15 hours @ \$14/hr)					\$ 210		\$ 210	\$ 210
Volunteer coordinator (240 hours @ \$18/hr)						\$ 4,320	\$ 4,320	\$ 4,320
Restoration planning (40 hours @ \$18/hr)				\$ 720			\$ 720	\$ 720
Subtotal	\$ 0	\$ 0	\$ 0	\$ 720	\$ 210	\$ 4,320	\$ 5,250	\$ 5,250
Travel								
Meetings (2) with exhibit designers		\$ 200					\$ 200	\$ 200
Subtotal	\$ 0	\$ 200	\$ 0	\$ 0	\$ 0	\$ 0	\$ 200	\$ 200
Equipment & Supplies								
Welded aluminum sign base (3 @ \$600)	\$ 1,800						\$ 0	\$ 1,800
Photo/graphics reproduction rights	\$ 300						\$ 0	\$ 300
Opening event support			\$ 1,000				\$ 1,000	\$ 1,000
Miscellaneous (concrete, etc.)		\$ 500					\$ 500	\$ 500
Subtotal	\$ 2,100	\$ 500	\$ 1,000	\$ 0	\$ 0	\$ 0	\$ 1,500	\$ 3,600
Reproduction/Printing								
News release for opening event		\$ 50					\$ 50	\$ 50
Subtotal		\$ 50	\$ 0	\$ 0	\$ 0	\$ 0	\$ 50	\$ 50
Contracts								
Exhibit design	\$ 4,000						\$ 0	\$ 4,000
Exhibit fabrication (3 digital prints; embedded in melamine & phenolic resin @ \$550)	\$ 1,650						\$ 0	\$ 1,650
Subtotal	\$ 5,650	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 5,650
Subtotal Direct Costs	\$ 7,750	\$ 4,990	\$ 1,000	\$ 720	\$ 210	\$ 4,320	\$ 11,240	\$ 18,990
INDIRECT COSTS -max. 10% of project								
Administration	\$500	\$ 500					\$ 500	\$ 1,000
Subtotal	\$ 500	\$ 500	\$ 0	\$ 0	\$ 0	\$ 0	\$ 500	\$ 500
TOTAL PROJECT BUDGET	\$ 8,250	\$ 5,490	\$ 1,000	\$ 720	\$ 210	\$ 4,320	\$ 11,740	\$ 19,990
Funding Summary	Cash requested	Cash & in-kind committed	Cash requested	In-kind committed	In-kind committed	In-kind committed		

