

THIS IS NOT INTENDED AS A FILLABLE FORM.

SPECIFIC PROJECT / PROGRAM BUDGET INSTRUCTIONS - PLEASE TRY TO KEEP TO ONE PAGE

HEADING INSTRUCTIONS:

1. First line is charity's name and project / program title.
2. Second line is fiscal year during which the grant will be used (mm/dd/yy - mm/dd/yy).

COLUMNS INSTRUCTIONS:

3. First column is your charity's budget categories related to your specific request.
4. Second column is allocation of Thunderbirds Charities potential grant funds.
5. Third column is your charity's current year budget.
6. Please remember to include narrative on budget, if applicable.

Organization Name	Organization Name		
Project Title	Project/Program Title		
Fiscal Year	Fiscal Year during which the grant will be used (mm/dd/yy - mm/dd/yy)		
COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
PLEASE MODIFY CATEGORY TITLES AS NEEDED.	Total Project/ Program Budget	Thunderbirds Charities Request Amount	Total Organization Budget
Income Sources			
Foundation and Corporate Grants			
Government Grants and Contracts			
Individual Contributions			
Earned Income			
In-Kind Income			
Investment			
Other Income (please explain)			
Total Income			
Expenses			
Salaries and Wages (<i>please indicate FTE</i>)			
Employee Benefits and Taxes			
Total Personnel Costs			
Consultants			
Depreciation			
Equipment			
Fundraising/Development			
Insurance Expense			
Marketing/Advertising			
Postage and Delivery			
Printing			
Professional Development			
Rent and Occupancy			
Supplies and Materials			
Telephone and Technology			
Travel			
Administrative			
Other Expense (<i>please explain</i>)			
Miscellaneous			
Total Non Personnel Costs			
Total Expenses			
Excess of Revenue Over Expenses			
Income Sources	Confirmed	Anticipated	Submitted
Total Income			
Budget Narrative: Clearly explain what is specifically included in any budget revenue or expense line items that are not self-explanatory. For example: Personnel line item includes Program Coordinator, Program Assistant, Volunteer Coordinator and 12 other FTE.			