



Country Victoria Events Program

BUDGET TEMPLATE

This template is intended to guide funding recipients of the **Country Victoria Events Program** on how to prepare an appropriate event budget as an attachment to the funding application. Applicants may prefer to use their own format, however, completion of an accurate budget is mandatory for any application.

EVENT BUDGET			
EVENT INCOME (Please asterisk if income already received.)		EVENT EXPENDITURE	
Admission to Event(s)	\$	Administration / Staff/ Salaries	\$
Other event income (eg. merchandise sales, etc)	\$	Other Administration overheads	\$
Cash Sponsorship (Corporate)	\$	Professional Services (eg. Event Manager,)	\$
In Kind Sponsorship (Corporate)	\$	Marketing, Promotion & Publicity	\$
Cash support from applicant (your organisation)	\$	On site promotion (e.g. signage banners)	\$
Cash support from Local Government (if applicable)	\$	Programming	\$
In kind support from applicant and local government (if applicable)	\$	Venue & Equipment Hire	\$
Community Fundraising	\$	Site Amenities/ Hire costs	\$
GRANTS REQUESTED:			
Country Victoria Events Program	\$	Other Event Costs (specify)	\$
Other Government grants (Which fund?)	\$	_____	\$
_____	\$	_____	\$
_____	\$	_____	\$
Other Income (specify)	\$	Other Expenditure (specify)	\$
_____	\$	_____	\$
_____	\$	_____	\$
_____	\$	Insurance	\$
TOTAL EVENT INCOME	\$	TOTAL EVENT EXPENDITURE	\$
		TOTAL EVENT PROFIT/LOSS	\$