

TRU Sustainability Grant Fund Budget Template

Application Number:	Column A	Column B	Column C	Comments
EXPENDITURES (Round to nearest dollar)	Total project cost	Amount of project cost supplied by applicants	Amount in Column A requested from the Sustainability Grant Fund	Explain how the total costs in Column A were derived at (attach additional documents if needed)
Labour Costs				
Consultants/Professional Fees	\$5,000	\$2,500	\$2,500	Artist fees - 100 hours
TRU Staff	\$500	\$500	\$0	
Volunteer Honourariums	\$1,000	\$1,000	\$0	\$12/hr x 80 hours
Other (specify): Vinyl siding collection and preparation	\$500	\$500		washing, cutting, drilling
Artist assistant	\$1,360	\$0	\$1,360	\$17/hr x 80 hours
Fees Sub-total:	\$8,360	\$4,500	\$3,860	
Direct Costs				
Site Preparation	\$200		\$200	Power washing
Equipment rental				
Equipment purchase	\$200		\$200	Cost to purchase bike and custom paint
Construction/building materials	\$350		\$350	Aluminum rings for attaching reclaimed siding to fence
Special equipment	\$200		\$200	Tinsnips, drillbits, sissors, thimbles
Direct Costs Sub-total:	\$950	\$0	\$950	
Communications or Training				
Training Fees				
Training or Educational Materials				
Travel Costs Related to Training				
Brochures or program notes				
Pre-printing including design, layout				
Printing/copying				
Web site/Social Media sites design/production				
Marketing, publicity and promotion	\$100		\$100	promotional posters
Other (specify):				
Communications Sub-total:	\$100	\$0	\$100	
Overhead				
Insurance				
Administration				
Office supplies	\$100		\$100	
Rental of space				
Other (specify):				
Overhead Sub-total:	\$100	\$0	\$100	
ADD ALL SUB-TOTALS	\$9,510	\$4,500	\$5,010	
Contingency Amount (please include 10% of the Sub-Total as a contingency amount):	\$951	\$450	\$501	
BC Legacy For the Arts Grant - City of Kamloops		\$600	-\$600	
TOTAL OF ALL COLUMNS	\$10,461	\$5,550	\$4,911	