

**Midwest Artist Project Services - Fiscal Sponsorship Sample Budget**

**EXPENSES**

<b>Project Expenses</b>	
<b>Personnel:</b>	
Project Lead (200 Hours x \$15/h)	\$ 3,000.00
Project Consultant (20 hours x \$25/h)	\$ 500.00
Artist 1 (100 Hours x \$15h)	\$ 1,500.00
Artist 2 (100 Hours x \$15h)	\$ 1,500.00
<b>Itemized Materials</b>	
Materials 1	\$ 750.00
Materials 2	\$ 500.00
Materials 3	\$ 45.00
Materials 4	\$ 250.00
Materials 5	\$ 250.00
<b>Space/Equipment Rental:</b>	
Studio A Rental (200 Hours x \$25/h)	\$ 5,000.00
Equipment 1	\$ 750.00
Equipment 2	\$ 250.00
<b>Travel:</b>	
Airfare, St. Louis to Dallas	\$ 400.00
Lodging (2 nights)	\$ 400.00
Per Diem	
<b>Marketing:</b>	
Social Media Boosts (4 x \$60)	\$ 240.00
Poster Printing (Kinko's)	\$ 500.00
Postcards	\$ 200.00
Postage	\$ 68.00
<b>TOTAL EXPENSES</b>	<b>\$ 16,103.00</b>

*You can pay yourself as the Project Lead; but this should generally be less than 30% of the total project budget.*

*Provide backup for any Personnel costs in your narrative; show quotes from professionals, and try to get several competitive quotes to get the best price.*

*Your narrative should show backup for all of these costs; that you shopped around for the best rates!*

*As much as possible, see if hard costs like materials or space rental can be donated in-kind*

*Do your best not to exceed the Government Rate for hotels: <http://www.gsa.gov/portal/content/104877>  
Do not give yourself a per diem if you are already paying yourself for the project.*

*Don't skimp on Marketing! And reflect these costs in your narrative*

**See Income Sample Next Page**

<b>INCOME</b>	
June-July Crowdfunding Campaign	\$ 5,000.00
Other Individual Donations	\$ 2,500.00
Regional Arts Commission	\$ 4,000.00
Aaron Copland Foundation	\$ 4,000.00
In-Kind Equipment Donation	\$ 1,000.00
<b>TOTAL</b>	<b>\$ 16,500.00</b>

*This should be reflected in your narrative*

*Have some sense of who your donors are and WHEN you will ask them for support before filling in a number here*

*Check the deadlines for the next application; does it match your timeline?*

*Be specific here. Do not just put "grants" without a funder name.*

*List In-Kind Donations separately*

*If you do raise more than your project requires, consider increasing marketing, impact, or other project enhancements*