

## BUDGET SHEET INFORMATION AND EXAMPLE

Applicant groups are expected to invest some of their own resources, either in the form of volunteer labor or cash from outside sources. Volunteer labor is valued at \$23.50 per hour. Skilled trained labor may be valued at its prevailing cost rate.

**Please note the maximum request per proposal is \$5,000.**

- Applicants being funded are required to contribute a match of at least 50% of the total amount requested from BeautifySJ.

The budget must include an itemized breakdown of how the grant funds will be spent, if approved.

*Sample Budget Sheet (Example below is for example purposes only – all references to CAP are referred to as BeautifySJ).*

**Grant Requests may not exceed \$5,000.**

**Application**

Application: 31494 - test

Program Area: Community Action Pride (CAP)

Funding Opportunity: 31486 - 2017-18 Cycle 1 BeautifySJ Grant

Application Deadline: 09/21/2017

**Instructions**

Budget may not exceed \$5,000.00. Save your work often! Your session will time out after 30 minutes of inactivity. There is no prior warning, so please remember to save your work by clicking the save button frequently. If you are timed out, you must log in again and start over from the last completed section.

**Budget** Create New Version | Mark as Complete | Go to Application Forms

Activity	Priority	Projected Attendance	BeautifySJ Grant Request	Applicant Matching Funds Contribution	Source of match	Total Budget
Dumpster Day	High	55	\$550.00	\$555.00	Cash Donation, Volunteer Hours (approximately \$23 per hr)	\$1,105.00
			<b>\$550.00</b>	<b>\$555.00</b>		<b>\$1,105.00</b>

Last Edited By: Alex Niles, 08/21/2017

City of San Jose

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**\*This is only an example, not actual**

**Sample Activity (Example below is for example purposes only. Grant Requests may not exceed \$5,000.00)**

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### Application: 31494 - test

**Program Area:** Community Action Pride (CAP)  
**Funding Opportunity:** 31486 - 2017-18 Cycle 1 BeautifySJ Grant  
**Application Deadline:** 09/21/2017

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### Budget

**Activity\***

Please provide a priority order to each activity in the event that your entire request cannot be funded.

**Priority**   
Medium  
Low

**Projected Attendance\***

Please provide funding request for activity. The maximum request per proposal is \$5,000.

**BeautifySJ Grant Request\***

Please provide source of matching funds

**Applicant Matching Funds Contribution\***

**Source of match\***   
Donation of supplies/materials  
Other grant funds  
Other organization funds (from fundraisers, dues, etc.)  
Volunteer Hours (approximately \$23 per hr)

Please press Ctrl + Click to select multiple items

[Return to Top](#)

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