**Financial/Budget Section**

**(Use this template if your organization or program does not already have a budget template)**

|  |  |
| --- | --- |
| **Agency Operating Budget (All Funding)** | **Program/Project Budget****(Related to your UWNEK Funding Request)** |
| **Income** | **Amount** |  | **Program/Project Income** | **Amount** |
| **Grants** |  |  | **Grants** |  |
| **Contracts** |  |  | **Contracts**  |  |
| **United Way** |  |  | **United Way**  |  |
| **Corporate Contributions** |  |  | **Corporate Contributions** |  |
| **Membership Fees** |  |  | **Membership Fees**  |  |
| **Individual Donations** |  |  | **Individual Donations**  |  |
| **Fees for Services** |  |  | **Fees for Services** |  |
| **Fundraisers/Events/Sales** |  |  | **Fundraiser/Events/Sales** |  |
| **Endowment/Interest Income** |  |  | **Endowment/Interest Income** |  |
| **Other (specify)** |  |  | **Other (specify)** |  |
| **Total Income** |  |  | **Total Income** |  |
| **In- Kind** |  |  | **In-Kind** |  |
| **Total Revenue** |  |  | **Total Revenue** |  |
| **Expenses** | **Amount** |  | **Program/Project Expenses** | **Amount** |
| **Staff Salaries** |  |  | **Salaries/Wages** |  |
| **Benefits (insurance, retirement, & other tax related)** |  |  | **Benefits (insurance, retirement, & other tax related)** |  |
| **Rent & Utilities** |  |  | **Rent & Utilities** |  |
| **Consultants/Contractors** |  |  | **Consultants/Contractors** |  |
| **Equipment** |  |  | **Equipment** |  |
| **Travel** |  |  | **Travel** |  |
| **Office Supplies** |  |  | **Office Supplies** |  |
| **Printing/Copying/Marketing** |  |  | **Printing/Copying/Marketing** |  |
| **Telephone/Internet/Fax** |  |  | **Telephone/Internet/Fax** |  |
| **Staff/Volunteer Training** |  |  | **Staff/Volunteer Training** |  |
| **Other (specify)** |  |  | **Other (specify)** |  |
| **Total Expenses** |  |  | **Total Expenses** |  |