

Budget for project _____
Date _____

Expenses

Materials	Individual amount	Total amount of all items
		<input type="text"/>
Rent for equipment		<input type="text"/>
		<input type="text"/>
Rent for space		<input type="text"/>
		<input type="text"/>
Transportation (e.g. rental cars, tickets)		<input type="text"/>
		<input type="text"/>
Promotion/ advertising		<input type="text"/>
		<input type="text"/>
Staff costs*		<input type="text"/>
		<input type="text"/>
Purchases (e.g. technical equipment)		<input type="text"/>
		<input type="text"/>

Other	Individual amount	Total amount of all items
		<input type="text"/>
In total	X	<input type="text"/>
Total expenditure excluding staff costs and purchases *		<input type="text"/>

* Staff costs and purchases (e.g. technical equipment) can only be funded in exceptional cases.

Earnings/Gains

Cover charge	Individual amount	Total amount of all items
		<input type="text"/>
(Product) Sales		
		<input type="text"/>
Sponsoring		
		<input type="text"/>
Other fundings		
		<input type="text"/>
Own contribution		
		<input type="text"/>

Other	Individual amount	Total amount of all items
		<input type="text"/>
Total receipts	X	<input type="text"/>

Balance

Total expenditure minus total receipts

**Total expenditure excluding staff costs and purchases *
minus total receipts**

Advice

This is a preliminary estimation of the project's income and expenses at its current state. You can mark uncertain items with f.e. "?", "support requested" etc..

* Staff costs and purchases (e.g. technical equipment) can only be funded in exceptional cases.