

Northside Microgrant Program

PLEASE FILL IN HIGHLIGHTED FIELDS
PDF version REQUIRES ALL FIELDS FILLED IN

Date:	
Project Name:	
Lead Organization:	
Lead Project Manager Name:	

PROJECT REVENUE PAGE

1 Indicate Amount Requested (between \$500 and \$10,000) from Microgrant Program \$ -

2 Total Other Revenues for this Project

2a Cash (e.g. *foundation grants, general operating funds or other monies that are expected*)

Indicate Source(s)	Notes (i.e. committed / secured or projected / unsecured)	Indicate Amount(s)

Total cash a. \$ -

2b In-Kind Support (e.g. *Donated space, supplies, volunteer services*)

NOTE: You must also list these same items as Direct Costs on the EXPENSES page.

Indicate Source(s)	Notes (please describe the donation)	Indicate Value in Dollars

Total donations b. \$ -

Total other income for this project (2a + 2b) \$ -

3 Total Project Revenue (1 + 2) \$ -

Northside Microgrant Program

PLEASE FILL IN HIGHLIGHTED FIELDS
PDF version REQUIRES ALL FIELDS FILLED IN

Date:	
Project Name:	
Lead Organization:	
Lead Project Manager Name:	

PROJECT EXPENSES PAGE

1 Direct Costs: Base Salaries and Wages

Indicate Name or title or type of personnel	Indicate how amount is derived (i.e. % of time, number of hours x rate) AND INDICATE IF IN-KIND	Indicate Amount(s)
		\$ -

Total base salaries and wages a. \$ -

Fringe Benefits **Indicate Fringe Benefits (if none, leave blank) b.** \$ -

Total salaries, wages and fringe benefits (a + b) \$ -

2 Direct Costs: Other expenses (Please itemize such as: artist or consultant fees, contracted services, promotion, marketing, acquisition costs, rights fees, evaluation and assessment fees, accommodations, telephone, photocopying, postage, supplies and materials, publication, distribution, translation, travel, transportation of items other than personnel, rental of space or equipment, and other project-specific costs - PLEASE **INDICATE WHICH ITEMS ARE IN-KIND SERVICES OR GOODS HERE**)

Indicate Type of Expense(s)	Notes (if any)	Indicate Amounts

Total other expenses \$ -

3 Total direct costs (1 + 2) \$ -

4 Indicate any Indirect Costs (cannot exceed 10% of Direct Costs; if none leave blank) \$ -

5 Total project Expenses (3 + 4) Must equal total project revenue \$ -
Revenue minus Expenses should be zero \$ -