

Budget
2023-2024 Event Funding

Projected Expenses

Eligible Expenses

Contracted Services

Artists/Speaker Fees	\$	
Consultants/Planner Fees	\$	
Announcer Fees	\$	
Police Officers	\$	
Private Security	\$	
	\$	
	\$	

Name: _____
Name: _____
Name: _____
Name: _____

Travel

Airfare/Luggage Fees	\$	
Ground Transportation	\$	
Gas	\$	
Lodging	\$	

Traveler 1: _____
Traveler 2: _____
Traveler 3: _____

Production/Entertainment

Band(s)	\$	
Dance Group(s)	\$	
DJ	\$	
Stage Rental	\$	
Tent Rental	\$	
Table/Chair Rental	\$	
Sound Equipment	\$	
Lighting Equipment	\$	
Generators	\$	
Sound/Lighting Technician	\$	
	\$	
	\$	

Facility/Space Rental

Park/Pavilions	\$	
Ballrooms/Conference Rooms	\$	
Theaters	\$	
	\$	

Location: _____
Location: _____
Location: _____
Location: _____

Marketing/Promotion

Layout Design/Graphic Designer	\$	
Newspaper Ads	\$	
Posters/Flyers/Postcards	\$	
Radio Spots	\$	
Banners	\$	
	\$	

Miscellaneous Items

Traffic Closures/Barricades	\$	
Portable Restrooms	\$	
Trophies/Awards	\$	
Decorations	\$	
Event Staff/Volunteer Uniforms	\$	
Fencing - Non Alcohol Related	\$	
	\$	
	\$	
TOTAL ELIGIBLE EXPENSES	\$	

Projected Expenses (cont.)

Ineligible Expenses

Administrative

Payroll (salaries/wages)	\$	
Benefit Costs	\$	
	\$	
	\$	

Consumable Goods/Hospitality

Food	\$	
Drinks - water, soda, etc...	\$	
Snacks	\$	
	\$	

Marketing/Promotion

Web Site/Internet	\$	
	\$	

Associated with Alcohol

Liquor Licenses/Fees	\$	
Supplies - cups, etc...	\$	
Fencing	\$	
Bartender	\$	
	\$	
	\$	

Insurance

Event Insurance	\$	
	\$	
	\$	

Postage

Mailings	\$	
	\$	
	\$	

Fees

Music Licensing	\$	
Permit	\$	
Taxes	\$	
Membership	\$	
Professional Development	\$	
Conference	\$	
Credit Card Charges	\$	
Application	\$	
	\$	
	\$	

Miscellaneous Items

Gifts	\$	
Take Home Promotions	\$	
Scholarships	\$	
Capital Expenses	\$	
Improvements	\$	
Office Supplies	\$	
Paper Goods	\$	
Contributions/Donations	\$	
	\$	
	\$	

TOTAL INELIGIBLE EXPENSES

\$

Projected Income

Admissions

Adults	\$	
Seniors	\$	
Kids	\$	
Registration/Entry Fees	\$	

Vendors

Food & Beverages	\$	
Merchandise/Trinkets	\$	

Concessions

Food	\$	
Non-Alcoholic Beverages	\$	
Alcoholic Beverages	\$	
Merchandise Sales	\$	

Sponsorships

	\$	
	\$	
	\$	

Other Revenue

Non-Sponsorship Donations	\$	
Grants	\$	
	\$	

City of Chandler

Sponsorship Grant Request	\$	
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Applicant

Cash/Contribution	\$	
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TOAL ELIGIBLE EXPENSES

\$	
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TOTAL INELIGIBLE EXPENSES

\$	
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GRAND TOTAL EXPENSES

\$	
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TOTAL REVENUE

\$	
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Event Net Profit/Loss

\$	
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Budget Items To Be Paid For By Potential City Event Funding Grant

Items/Description	Amount	Company/Business Receiving Funds
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	

Total Prospective Amount To Be Spent

\$ -