

Budget 2019-2020 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	\$
Applicant	
Cash/Contribution	\$
TOAL ELIGIBLE EXPENSES	\$
TOTAL INELIGIBLE EXPENSES	\$
GRAND TOTAL EXPENSES	\$
TOTAL REVENUE	\$
Event Net Profit/Loss	\$

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**

\$ -
