

FINANCES – BUDGET SHEET

ACTUAL EXPENSES 2009

EXPENSES January 1, 2009 – December 31, 2009

Call 732-929-4779 if you have questions.

SP/SORP RECIPIENTS: Fill out TOTAL CASH EXPENSES for the project only. Do not include any other organizational expenses. Include funds from this grant as well as other funds you used.

GOS RECIPIENTS: Fill out your total annual actual expenses from the year 2009 for your entire organization (grant + all other expenses) in the first column.

Consult original application guidelines for ineligible use of grant funds.

EXPENSE LINE ITEM	PROJECTED EXPENSES <i>(Use the column on the original grant application Expenses Budget Sheet (p. 5) entitled Projected for Grant Year2009)</i>	TOTAL ACTUAL CASH EXPENSES <i>(All cash spent for each line item towards the project. INCLUDE THIS GRANT AND OTHER FUNDS USED).</i>	BREAKOUT: THIS GRANT ONLY <i>(Provide a breakout of where this grant was spent. Extract from total cash expenses).</i>	(TOTAL ACTUAL IN-KIND EXPENSES) <i>(if an arts organization, or receiving SORP funding)</i>
Personnel Administrative/Clerical				
Personnel Artistic				
Personnel Technical Production				
Marketing Costs (Advertising)				
Space Rental/ Mortgage Payments				
Travel + Transportation				
Supplies				
Telephone				
Insurance				
Facility Maintenance				
Rentals				
Technical Production (Other than Personnel)				
Program Access Accommodation (Itemize)				
Repayment of Loans				
Other – (Itemize if greater than 5% total)				
TOTALS			*	

* This figure should add up to the entire grant award, even if not yet received.