

FINANCES – BUDGET SHEET

ACTUAL EXPENSES 2008

EXPENSES January 1, 2008 – December 31, 2008

Call 732-929-4779 if you have questions.

YOU MUST USE THIS FORM. NO SUBSTITUTIONS PERMITTED.

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. Arts organizations or SORP recipients only may use in-kind funds as part of their match (right column). **GOS RECIPIENTS:** Fill out your total annual actual expenses from the year 2008 for your entire organization (grant + all other expenses) in the first column.

EXPENSE LINE ITEM	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.