

**[ORGANIZATION]**  
**[PROJECT TITLE]**

**INCOME**

	BUDGET		Actual	
	Cash	In-Kind	Cash	In-Kind
<i>EO Regional Grant Program Budget Template</i>				
<b>OTHER INCOME</b>				
<b>SUB TOTAL INCOME</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL INCOME</b>	<b>\$0.00</b>		<b>\$0.00</b>	

**EXPENSES**

LINE ITEM	BUDGET		Actual	
	Cash	In-Kind	Cash	In-Kind
1				
2				
3				
4				
<b>SUB TOTAL EXPENSES</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL EXPENSES</b>	<b>\$0.00</b>		<b>\$0.00</b>	

COMPLETE "BUDGET" COLUMNS (C & D) ONLY FOR APPLICATION. LEAVE  
 "ACTUAL" COLUMNS (F & G) BLANK FOR GRANT APPLICATION (ONLY USE  
 ONCE AWARD IS MADE TO TRACK ACTUAL INCOME/EXPENSES)

**EXAMPLE**

Eastern Oregon Tourism Heritage Cultural Center Signage					
INCOME					
	BUDGET			Actual	
	Cash	In-Kind		Cash	In-Kind
	\$ 4,400.00			\$ 4,400.00	
<b>EO Tourism Heritage Cultural Center Signage</b>					
EO Tourism Heritage Cultural Center Signage Staff time for illustrations & content development (\$24/hr @ 250 hours)		\$ 6,000.00			\$ 6,000.00
<b>Member Donations</b>	\$ 1,000.00			\$ 2,000.00	
<b>Stay Inn Eastern Oregon Lodging &amp; Suites</b>	\$ 1,000.00				
EO Regional Grant	\$ 12,000.00			\$ 12,000.00	
<b>SUB TOTAL INCOME</b>	\$ 18,400.00	\$ 6,000.00		\$ 18,400.00	\$ 6,000.00
<b>TOTAL INCOME</b>	\$ 24,400.00			\$ 24,400.00	
EXPENSES					
LINE ITEM	BUDGET			Actual	
	Cash	In-Kind		Cash	In-Kind
<b>1</b>		\$ 6,000.00			\$ 6,000.00
<b>Staff time</b> Design of 50 park signs (\$24/hr @ 250 hours)					
<b>2</b>	\$ 1,600.00			\$ 1,600.00	
<b>Enter vendor name</b> enter scope of work					
<b>3</b>	\$ 11,800.00			\$ 11,800.00	
<b>Example: Your Eastern Oregon Sign Company</b> Printed & assembled 50 signs and sign stands					
<b>4</b>	\$ 5,000.00			\$ 5,000.00	
<b>Your Eastern Oregon Sign Company</b> Installation of 50 signs					
<b>SUB TOTAL EXPENSES</b>	\$18,400.00	\$6,000.00		\$ 18,400.00	\$ 6,000.00
<b>TOTAL EXPENSES</b>	\$24,400.00			\$24,400.00	