

Sample Event Budget

Resources	BUDGET 2008	ACTUAL 2008	Notes
Cash Donations			
Grant	3,500	3,500	
Local organization	250	250	
Community Business Assoc.	1,000	1,000	
NA carryforward from 2007 event	1,987	1,987	
Donations from Artists Pavilion	100		07: \$87 from artists, 10% of sales
t-shirt sales	300		07: \$100 from watermelon, \$200 from t-shirts
Communications Fund	200		07: \$195, for telephone Language Line
Multnomah Co. Library: for stage	100		Library stage subsidy (if needed)
local business A contribution	500		07: \$500
local business B contribution	<u>250</u>		07: \$250
Subtotal: Cash Donations	8,187	6,737	
In-Kind Donations			
Advertising in local paper	600		
Multnomah Co. Library: musical act	550		
local store gift cards	<u>500</u>		
Subtotal: In-Kind Donations	1,650	0	
TOTAL RESOURCES	9,837	6,737	
Expenses	BUDGET 2008	ACTUAL 2008	Notes
Advertising			
Banner updates & misc. printing	50		
Poster	600		in-kind donation
Translation: posters & materials	300		
volunteer t-shirts	<u>400</u>		
Subtotal:	1,350	0	
Permits			
Banner Permit	264.00		
Noise Permit	52.00		
Parks Permit	126.50	133	
Food Permit: watermelon booth	<u>50</u>		
Subtotal:	493	133	
Entertainment			
Clowns	500		

Bands (4)	1,000		07: Spent \$850
Library-sponsored band	600		
Stage	600		
Sound system	0		Donated by local band
Other entertainment	<u>400</u>		07: outside entertainment
Subtotal:	3,100	0	
Activities & Food			
Watermelons	125		07: \$112 actual
food supplies	200		
Cakewalk supplies	100		
Donations to community groups	<u>100</u>		for fundraising activities
Subtotal:	525	0	
Other			
Portajohns & dumpster	200		dumpster donated
Misc. expenses for park	50		string, spray paint, etc.
Donations to community groups	<u>300</u>		watermelon patrol, picnic bucks
Subtotal:	550	0	
TOTAL EXPENSES	6,018	133	
Sources over Uses:	3,820	6,604	