

Sample Proposed Budget Form for Neighborhood Events

ABC Neighborhood Association Proposed Event Budget Form

Name of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Cash to Start: \_\_\_\_\_

(List any funds from previous year's event or donations already received for event)

Total requested from NA for event: \_\_\_\_\_

Breakdown of projected costs: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Items to be sold at event: \_\_\_\_\_

Projected event earnings: \_\_\_\_\_

Event chair signature: \_\_\_\_\_

**\*\*This form must be submitted to the NA Treasurer and presented for approval to the Board. Be sure to present the request for funds to the NA far in advance of your event to ensure that the event is funded appropriately.**

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