

Revitalization Extensive Project Fund (REPF) Budget Sheet

The following list of items is what you must complete in this budget portion of the application:

1. Project budget summary to demonstrate how the project will be funded
2. A list of project expenses
3. What is paid for in cash, and what is paid for through in-kind contributions.

You may provide a more detailed project budget in your application.

1. Project Budget Summary

Total project expenses (section 2)		A
Requested Revitalization grant amount		B
Additional funding secured for this project (section 3)		C

Note:

Total expenses (A) should be equal to the sum of Requested Revitalization grant and Additional Funding (B + C).

2. Project Expenses (List all project expenses that require funding)

Note: If there is not enough space provided below, please attach a separate budget as part of your business plan.

Description of Expense	Estimate
<i>(Example: Web support, \$20/hour x 100 hours)</i>	\$20,000
Total Project Expenses	

3. Additional Funding Secured for Project

If funds are provided from other funders, please detail the information below.
 If funds are in-kind, please indicate your calculation based on the notes below.

Description	Type (i.e. cash, in-kind)	Estimate
<i>Example: Web support, \$20/hour x 50 hours</i>	<i>In-kind</i>	<i>\$1,000</i>
<i>Example: Organization funding (see attached bank statement for verification)</i>	<i>Cash</i>	<i>\$30,000</i>
Additional Funds Total		

Notes:

In-kind contributions are goods, services or time donated to a program or project in lieu of a financial contribution. Volunteer time is an in-kind contribution, but paid time is not.

In-kind hourly rates will be calculated based on the following:

- Professional/Technical \$40/hour
- General Volunteer Labour \$20/hour

Retroactive funding is not permitted. Eligible expenses only include those expenses incurred after the City has approved grant funding for the project.

Please include letters confirming funding from other sources and in-kind contributions (if your project includes donated goods and/or services), including a breakdown of in-kind contributions and their value.

If you require assistance to complete this application, please contact your Revitalization Coordinator.