

CounterPULSE Fiscal Sponsorship Application
Budget Form-- Revised July 2009

	<u>Past Year</u>	<u>Current Year</u>	<u>Notes</u>
INCOME	<i>2009</i>	<i>2010</i>	<i>(Notes are REQUIRED -- attach extra sheet if necessary)</i>
Earned Income			
Ticket Sales / Admissions	_____	_____	_____
Tuitions / Workshops	_____	_____	_____
Concessions Sales	_____	_____	_____
CD/Book/T-shirt Sales	_____	_____	_____
Contracted Services	_____	_____	_____
Subtotal Earned Income:	\$0	\$0	
Contributed Income			
Individual Contributions	_____	_____	_____
Business/Corporate Contributions	_____	_____	_____
Foundation Grants	_____	_____	_____
Government Grants: City	_____	_____	_____
Government Grants: State	_____	_____	_____
Government Grants: Federal	_____	_____	_____
Fundraising Events	_____	_____	_____
Subtotal Contributed Income:	\$0	\$0	
TOTAL INCOME	\$0	\$0	

EXPENSES			
Professional Fees			
Accounting	_____	_____	_____
Fundraising Professional	_____	_____	_____
Program / Admin Staff	_____	_____	_____
Interns	_____	_____	_____
Professional Development	_____	_____	_____
Fiscal Sponsorship	_____	_____	_____ equals 10% of all funds processed by CounterPULSE
Subtotal Professional Fees:	\$0	\$0	
Artistic Fees			
Artist Commissioning Fees	_____	_____	_____
Performer/Artist/Curator	_____	_____	_____
Designer (Set, Costumes, Etc.)	_____	_____	_____
Teacher	_____	_____	_____
Subtotal Artistic Fees:	\$0	\$0	
Technical Fees			
Tech Crew	_____	_____	_____
Photographer/Videographer	_____	_____	_____
House Manager	_____	_____	_____
Subtotal Technical Fees:	\$0	\$0	

Project Expenses

Equipment	_____	_____	_____
Sets/Props/Costumes	_____	_____	_____
Licences & Fees	_____	_____	_____
Travel	_____	_____	_____
Lodging & Meals	_____	_____	_____
Hospitality	_____	_____	_____
Subtotal Project Expenses:	\$0	\$0	

Advertising & Marketing

Web Site Hosting	_____	_____	_____
Publicist	_____	_____	_____
Printing & Copying	_____	_____	_____
Advertising	_____	_____	_____
Subtotal Advertising & Marketing:	\$0	\$0	

Facilities/Overhead

Rent (Incl. Theater Rental)	_____	_____	_____
Utilities	_____	_____	_____
Office Supplies	_____	_____	_____
Postage & Shipping	_____	_____	_____
Telephone	_____	_____	_____
Bank Fees	_____	_____	_____
Dues & Subscriptions	_____	_____	_____
Inventory Purchase	_____	_____	_____
Subtotal Facilities/Overhead:	\$0	\$0	

TOTAL EXPENSES

\$0	\$0
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NET INCOME

\$0	\$0
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Please use this form to discuss your financial plans as honestly as possible. The budgetary size of your project is not the important thing -- rather, we want to understand your strategies for raising funds and priorities for spending it. The thoroughness of your budgetary planning will help us determine your eligibility for the program.

The Notes field is essential to our understanding of your project. If there's not enough room on the form, feel free to attach a separate page. Here are some examples of notes you might supply:

- Income Sources (i.e. nature of fundraisers, pre-existing relations with funders, expected attendance at events or workshops)
- Staffing Plans (i.e. how many people there are, who's getting paid vs. who's volunteering, plans to hire consultants)
- Kinds of Expenses (i.e. major types of production supplies, space rental needs)
- Surprising Zeros (i.e. expenses you're covering personally, services or equipment donated by others)
- Differences between Recent & Proposed Periods (i.e. types of growth, changes in pro-bono relationships)

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