



THE LENA FREEMAN GRANT PROGRAMME

Grant Budget Form

Currency figures are provided in:

State currency here

CATEGORY	YEAR 1	YEAR 2	TOTAL	DESCRIPTION OF ITEM(S) TO BE BOUGHT OR HOW COST WILL BE INCURRED
Equipment				
Volunteer/Staff Training Courses & Expenses				
Travel				
Rent/Utilities				
Admin/Office Supplies				
Marketing				
Other				
Total Costs				



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Example Grant Budget Form

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GBP £

CATEGORY	YEAR 1	YEAR 2	TOTAL	DESCRIPTION OF ITEM(S) TO BE BOUGHT OR HOW COST WILL BE INCURRED
Equipment	50	0	50	Printer ink cartridges
Volunteer/Staff Training Courses & Expenses	300	300	600	2x training courses at £150 per year
Travel	75	0	75	Year 1 train travel for 3 people to attend each training course, year 2 will be online so no cost
Rent/Utilities	480	480	960	£40 per month room rental
Admin/Office Supplies	20	20	40	Pens, paper, envelopes
Marketing	50	50	100	£50 per year to be spent on materials to publicise the project
Other	85	25	110	Year 1 £60 for wall paint, £25 per year for external evaluator fees
Total Costs	1060	875	1935	