Closing the Gap

Aboriginal Affairs NSW

**Community**

**& Place Grants**

Graphical user interface, application, Teams

Description automatically generated****

Project Budget

Delivering local impact in Aboriginal communities by Aboriginal community organisations.

Tips for preparing your Project Budget  
As part of your grant application, you are required to provide a detailed budget showing what the grant funding will be used for.

# Budget Checklist

Project Plan – Plan so you know exactly what you need to make your project a success

Quotes – Obtain quotes from suppliers to support your grant application

Details – Ensure clear details are provided for each budget item, on separate lines

Funding – Include any other funding streams already in place for your project

Amounts – Provide exact amounts for each budget item

Total – The total income and expenditure should be equal

The more detail you provide the better. Lack of information may delay the assessment process or result in an unsuccessful application.

# 

# Budget Example Project Budget – Income: List all project funding

|  |  |  |
| --- | --- | --- |
| **Income Description** | **$ Amount** | **Notes** |
| AANSW Funding Requested (this grant) | $50,000 | AANSW grant amount applied for |
| Other Government grant | $10,000 | Funding support from NIAA |
| Contribution from your organisation | $5,000 | Cash contribution |

Project Budget - Expenditure: Cost of all items required for the project

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Income Source | Expenditure Type | Amount | Description | Notes |
| AANSW Funding | Consultant / Contractor | $25,000 | Consultant | Consultant - complete feasibility study |
| AANSW Funding | Equipment / Materials | $25,000 | Engagement Costs | Engagement costs ($5,000 catering, $7,000 room hire, $3,000 recording equipment) |
| Other Government grant | Marketing and Communications | $10,000 | Marketing |  |
| Contribution from your organisation | Training | $5,000 | Training for volunteers | Co-design training for staff and volunteers |

**Total income amount: Total expenditure amount:**

**$65,000 $65,000**

**Total income & total expenditure are equal**