

HELPMANN ACADEMY LANGLEY AWARD FOR JAZZ INFORMATION FOR APPLICANTS



SAMPLE BUDGET

The below example can be used as a basis for your budget. Your budget must balance.

Income	Notes^	Amount	Cash/In-kind	Source/Pending/Secured
Langley Award for Jazz		\$7,500	Cash	Helpmann Academy (pending)
Grant/scholarship		\$1,000	Cash	Organisation grant (pending)*
Own contribution		\$850	Cash	Secured
Fundraising	1	\$400	Cash	Pending
Other support	2	\$1,000	In-kind	Secured

Total proposed income \$10,750

Expenditure	Notes^	Amount	Cash/In-kind
Airfares	3	\$2,000	Cash
Accommodation	4	\$2,300	Cash
Living expenses	5	\$2,250	Cash
Tuition fees		\$3,800	Cash
Other	6	\$400	Cash

Total project expenditure \$10,750

NOTES TO BUDGET^

It's important to provide short notes to your budget to expand on what's provided and how you came to the noted amount.

- (1) Note what fundraising you might be undertaking (crowd funding, quiz night etc).
- (2) If you are receiving any support in-kind (e.g. accommodation) you need to indicate this as in-kind income.
- (3) Show airfare quotes from on-line sources.
- (4) Show accommodation quotes and calculations from on-line sources or advised costs with your institution.
- (5) Show a breakdown of how you came to this amount (expenses should include food, local travel, personal items etc).
- (6) Other expenses might be the purchase of show tickets, other workshop fees etc.

* Other pending funding applications (i.e. Carclew) must be included in your budget.