

# 2023-24 ARTSWEGO PROJECT SUPPORT

Please review Funding Guidelines before completing budget sheet.

Name of Department or Project Sponsor \_\_\_\_\_

Name of Project \_\_\_\_\_

Dates of Project \_\_\_\_\_

Location \_\_\_\_\_

Check here if this project was previously awarded funding, but did not take place due to COVID restrictions

<b>INCOME</b>	<b>Budget</b>
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**Internal Funding**

Department Budget or Reserves	
Project Earned Income (Tickets, Fees etc.)	
Other	

**Total Internal Income** -

**External Funding/Other**

Grants (SCAC, Hart Hall, Foundations etc.) Private or Corporate Donations	
Other _____	
_____	
_____	
_____	

**ENTER AMOUNT BEING REQUESTED FROM ARTSWEGO**  
**Total External Income** -

<b>Total Income</b>	<b>-</b>
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<b>EXPENSES</b>	<b>Budget</b>
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**Artistic Expenses**

Artist Fee _____	
Artist Fee _____	
Artist Travel _____	
Artist Lodging _____	
Artist Hospitality* _____	
Other _____	
Other _____	

**Subtotal** -

**Production and Other Direct Project Expenses**

Technical Personnel Fees	
Equipment Rental _____	
Supplies _____	
Venue Fees (If off-campus)	
Other _____	
Other _____	

**Subtotal** -

**Promotion and Administrative**

Paid Advertising	
Posters, Fliers, Other Printed Matter	
Design, Copywriting, Other Services	
Other _____	

**Subtotal** -

<b>Total Expenses</b>	<b>-</b>
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<b>Income Less Expenses (Must = 0 To Be Correct)</b>	<b>-</b>
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\*Please note, ARTSwego will fund artist meals and per diem but not receptions or banquets.