

2024-25 ARTSWEGO PROJECT SUPPORT

Please review Funding Guidelines before completing budget sheet.

Name of Department or Project Sponsor _____

Name of Project _____

Dates of Project _____

Location _____

INCOME	Budget
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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	-
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Total Income	-
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EXPENSES	Budget
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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	-

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