

Project Budget Worksheet

1. List each item needed to complete your project, in column (A).
2. Enter the quantity of each item, in column. Estimate quantities of materials such as plants and landscaping materials. (B).
3. List the cost for each item (including sales tax where appropriate), in Column (C).
4. Calculate the total cost for each item ((B) x (C)), in column (D).
5. For each item, list how much of the total cost your neighborhood will provide as a match (excluding the value of Volunteer Hours) , in column (E).
6. For each item, list the total amount that you are requesting from the Tulsa Neighborhood Fund, in column (F).
7. List the proposed vendor of each item, in column (G).
8. Total columns (D), (E), and (F).

Note: The totals of columns (E) and (F) should equal the total of column (D).

(A) Description of Item	(B) Quantity	(C) Cost Per Item	(D) Total Cost	(E) Match Amount (Excluding Volunteer Hours)	(F) Funds Requesting	(G) Vendor (if applicable)
Total						



Continued, if needed:

(A) Description of Item	(B) Quantity	(C) Cost Per Item	(D) Total Cost	(E) Match Amount (Excluding Volunteer)	(F) Funds Requesting	(G) Vendor (if applicable)
Total						

