Project Budget Definitions

Revenues

**Earned Revenue**

- **Ticket/Box Office Receipts** – revenues from projected sales of tickets or seats
- **Tuition/Class/Workshop Fee** – revenues from participants in events even if to offset costs
- **Concessions** – revenues from sale of food, beverage, or other goods at event
- **Other Earned** – Any other revenues that have been earned from the sale of goods or services not already accounted for

**Contributed Revenue**

- **Fundraising/Special Events** – revenues earned from events specifically held to raise funds for the proposal
- **Individual Contributions** – revenues earned from monetary giving from individuals
- **Membership** – revenues gained through memberships to facility or organization
- **State Government** – revenues obtained through state sponsored grants, funding programs, etc.
- **Federal Government** – revenues obtained through federal sponsored grants, funding programs, etc.
- **Corporate/Business** – revenues obtained through donations by corporate or business entities
- **Foundations** – revenues obtained through gifts or donations by an established foundation
- **In-kind Contributions** – value of goods, services, waived fees, etc. received through donation by a third party
- **Other Contributed** – Any other revenues that have been obtained through donation or gift not already accounted for

Expenses

**Personnel Expenses**

- **Administration/Staff/Artistic Staff** – expenses related to payrolled staff or artistic staff/leadership who are not being contracted for services
- **Contract Labor** – expenses related to non-payrolled staff who are working on a contracted basis
- **Other Personnel** – any other expenses related to personnel who will aid in the execution of the proposal no already accounted for

**Programming Expenses**

- **Marketing & Advertising** – expenses related to the creation of any marketing or advertising materials created for the proposal
- **Technical Production** – expenses related to sets, lighting, sound, or any other technical requirement of the proposal
- **Shipping/Postage** – expenses related to any materials mailed or shipped in relation to proposal
- **Rental** – expenses related to any rental fees or costs for use of goods, space, or other related services
- **Insurance** – expenses related to any insurance voluntarily acquired or mandatorily required
- **Materials & Supplies** – expenses related to any materials and/or supplies needed to execute proposal
- **Other Programming Expenses** – any other expenses related to programmatic offerings to execute proposal