

## Section 6. Cairns Regional Council RADF Budget – Income and Expenses

Please complete the budget using the template below to account for all costs of your project:

- Ensure that your budget estimates are as accurate as possible, using whole dollar amounts
- Ensure that your income and expenditure totals are equal
- Ensure that the RADF request total is equal in income (F) and expenditure
- Indicate how much of the RADF grant will be used for each relevant item in the RADF component column
- Enter all funding you have applied for (or intend to) and specify if confirmed (C) or not confirmed (NC)
- Provide written quotes for all items indicated in the RADF component column
- Please Note: If you *are not* GST registered, amounts should *include* GST if this is part of the cost of the project. If you *are* GST registered, please complete the budget *excluding* GST as Council will pay the requested RADF funds plus GST.

INCOME		EXPENDITURE		RADF COMPONENT OF EXPENDITURE
<b>A. Earned income</b> (fees and sales)		<b>G. Salaries, fees, allowances</b>		
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$
SUBTOTAL A	\$	SUBTOTAL G	\$	
<b>B. Other grants</b> (Arts QLD, Australia Council, Philanthropics) - specify whether confirmed		<b>H. Production/program and direct costs</b>		
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$
SUBTOTAL B	\$	SUBTOTAL H	\$	
<b>C. Fundraising</b> (cash donations, crowd funding campaigns)		<b>I. Promotion, documentation, marketing</b>		
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$
SUBTOTAL C	\$	SUBTOTAL I	\$	
<b>D. In-kind contribution</b> (venue support, services provided without cash payment)		<b>J. Accommodation and travel, venue hire</b>		
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$
SUBTOTAL D	\$	SUBTOTAL J	\$	
<b>E. Council Assistance Grant</b>		<b>K. Administration</b>		
	\$		\$	\$
SUBTOTAL E	\$	SUBTOTAL K	\$	
<b>F. RADF funding</b> (funding requested in Section 3)				
SUBTOTAL F	\$			
<b>TOTAL INCOME</b> (A+B+C+D+E+F)		<b>TOTAL EXPENDITURE</b> (G+H+I+J+K)		<b>TOTAL RADF FUNDS</b>
	\$		\$	\$