

**example**

**Please see the example of the budget template below:**

<b>Budget</b>	<b>Annual Expenses</b>	<b>City of Memphis</b>
Core Programming (Training, Office Hours)	\$ 349,000.00	\$ 50,000.00
Planning & Administration (Internal Communications, prep work done on behalf of all programs, etc.)	\$ 32,050.67	
Overhead & Logistics (Consumables, Equipment, Facilities Mgmt, Inventory mgmt, wear and tear, etc.)	\$ 53,333.33	
Technical Support/Video/Photography	\$ 30,000.00	
Events & Community Engagement	\$ 61,000.00	
Food & Beverage (Standard Weekly Meal Provision)	\$ 33,500.00	
Archer Malmo (Design, marketing, comm, pr, training, event production, etc.)	\$ 60,000.00	
Recruitment of Resources & Partnerships	\$ 113,500.00	\$ 20,000.00
Co-working Space & Facilities	\$ 108,000.00	\$ 5,000.00
Grants/Incentives	\$ 16,500.00	
Internships	\$ 13,333.33	
Ad-hoc Speakers & Programs (Travel, fees, etc.)	\$ 17,066.67	
Curriculum Development/Packaging	\$ 20,000.00	
Total*	\$ 907,284.00	