

## Sample Budget for OCF Central Oregon Community Schools Initiative

School District: \_\_\_\_\_

Contact Name: \_\_\_\_\_

### Year 1: 2009-2010 school year

Revenue	Description	\$ Amount
The Oregon Community Foundation		
The Sanchez Foundation		
Individual Donors or Sponsors		
Program fees from participants		
<i>In Kind Support</i>		
School District - utilities / janitorial staff		
Community partners (materials, instructional time)		
<b>Subtotal</b>		
Expense	Description	\$ Amount
Community School Coordinator (salary, benefits)		
Staff training		
Student transportation		
School building utilities		
Curricula, materials & supplies		
Teacher stipends		
Evaluation (data collection and reporting)		
<b>Subtotal</b>		
<b>Total = Revenue - Expenses</b>		

Note:

1. If submitting a multi-year proposal, the funding request from OCF should steadily decrease over time and increase from community partners/other funders to demonstrate sustainability.
2. Consider the following budget items: personnel, contract services, rent, utilities, overhead, technology, supplies, maintenance, food for participants, travel, training, substitutes, equipment, administrative fees, in direct costs, etc.
3. Be sure to include a dollar amount for all forms of in kind support.