

**Website**: [www.charityboxhq.com](http://www.charityboxhq.com)

**Email**: [charityboxhq@gmail.com](mailto:charityboxhq@gmail.com)

Welcome to **Charity**Box!

Thank you for choosing **Charity**Box templates to assist your nonprofit organization.

At **Charity**Box we empower nonprofits through affordable resources and expert guidance, enabling charities to create sustainable and lasting impacts in their communities.

We're thrilled to share these resources with you and are excited to see how they will contribute to your nonprofit’s growth and success!

**Make the most of your Charity**Box **template(s).**

1. Open the templates using your preferred software or program

(i.e. Word, Google Docs).

1. Familiarize yourself with the structure and contents.
2. Tailor the content, colors, and styles to match your nonprofit’s brand identity.
3. Customize the templates with your nonprofit's specific information, including logo, contact details, mission, etc.

**We're Here for You!**

If you need assistance, our dedicated support team is ready to help.

Contact us at [charityboxHQ@gmail.com](mailto:charityboxHQ@gmail.com).

**Exclusive Use and Terms of Purchase**

We kindly request that you use these templates exclusively for your nonprofit organization. Sharing, distributing, or reselling **Charity**Box templates without proper purchase limits our ability to offer these templates at affordable rates.

For more information, reference our [Terms & Conditions](https://www.charityboxhq.com/copy-of-privacy-policy).

Thank you again for choosing **Charity**Box. We're honored to be part of your journey

**Cheers!**

**Charity**Box

P.S. Need more templates? Visit [www.charityboxHQ.com](http://www.charityboxhq.com).

We regularly update the **Charity**Box library based on user and member requests!

**Grant Budget Template**

**Tips!**

* Please fill in the "Amount Requested" column with the specific amount of funding you are requesting for each budget category.
* If any funds have been secured or allocated from other sources for a particular category, fill in the "Amount Secured" column accordingly.
* In the "Source of Funding" column, indicate the source of funding for each budget category, whether it is the grantor, other grants, contributions, or organizational funds.
* Ensure that the total budget request aligns with the amount specified in the grant application guidelines.
* Provide detailed justifications and explanations for each budget item in the narrative section of your grant proposal.

This grant budget template is a useful tool to help you organize and present the financial aspects of your project. Customize it to match the specific needs and requirements of the grant application. A well-prepared and transparent budget will strengthen your grant proposal and increase the chances of securing funding for your impactful project.

**Project Title:** [Insert Project Title]

**Budget Period:** [Insert Budget Period]

| Budget Category | Amount Requested | Amount Secured (if applicable) | Source of Funding |
| --- | --- | --- | --- |
| Personnel | $ | $ |  |
| - Project Director/Manager | $ | $ |  |
| - Program Staff | $ | $ |  |
| - Administrative Staff | $ | $ |  |
| - Consultants/Contractors | $ | $ |  |

| Total Personnel | $ | $ |  |
| --- | --- | --- | --- |
| Program Expenses | $ | $ |  |
| - Supplies | $ | $ |  |
| - Equipment | $ | $ |  |
| - Travel | $ | $ |  |
| - Training and Development | $ | $ |  |
| - Other | $ | $ |  |

| Total Program Expenses | $ | $ |  |
| --- | --- | --- | --- |
| Evaluation and Reporting | $ | $ |  |
| - Data Collection | $ | $ |  |
| - Evaluation Services | $ | $ |  |
| - Reporting Expenses | $ | $ |  |

| Total Evaluation | $ | $ |  |
| --- | --- | --- | --- |
| Indirect Costs | $ | $ |  |

| Total Indirect Costs | $ | $ |  |
| --- | --- | --- | --- |
| Total Budget | $ | $ |  |