

Detailed Budget and Funding Source Format

Budget Summary

#	Budget Item	Description	Unit Cost	Quantity	Total Cost	Funding Source
1	Personnel	Project Manager (12 months)	\$2,500	12	\$30,000	Grant A
2	Supplies & Materials	Office Supplies	\$500	1	\$500	Organization
3	Equipment	Laptops (3 units)	\$800	3	\$2,400	Grant B
4	Travel	Workshops & Training	\$1,200	2	\$2,400	Organization
5	Other	Contingency (5%)	-	-	\$1,750	Grant A
Total Budget					\$37,050	-

Funding Source Breakdown

Funding Source	Amount	Percentage
Grant A	\$31,750	85.7%
Grant B	\$2,400	6.5%
Organization	\$2,900	7.8%
Total	\$37,050	100%

Important Notes

- Ensure all budget line items are justified and detailed clearly.
- Specify the source of funds for each item to enhance transparency.
- Review funding source requirements—some grants have restrictions.
- Update figures as project needs or funding sources change.
- Maintain documentation for calculations and estimates used in the budget.