

**BUILDING A BUDGET WORKSHEET
(PART 2)**

Now you are ready to determine how you will pay for the costs of your playground. Don't worry, you'll make it! Use the attached Revenue sheet to better understand the distinctions among the following revenue categories.

REVENUE/ FUNDRAISING

Corporate/ Foundation Sponsorships:

Probable cash donors	Cash Amount
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____
4. _____	\$ _____
5. _____	\$ _____

Estimated Total Corporate Sponsorships: \$ _____

Grassroots Fundraising Events:

Probable cash estimates	Cash Amount
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____
4. _____	\$ _____
5. _____	\$ _____

Estimated Total Grassroots Fundraising Events: \$ _____

Individual Donors:

Probable cash donors	Cash Amount
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____
4. _____	\$ _____
5. _____	\$ _____

Estimated Total Individual Donors: \$ _____

Souvenir Sales

Probable estimates	Cash Amount
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- | | |
|----------|----------|
| 1. _____ | \$ _____ |
| 2. _____ | \$ _____ |
| 3. _____ | \$ _____ |
| 4. _____ | \$ _____ |
| 5. _____ | \$ _____ |

Estimated Total Souvenir Sales: \$ _____

Value of Major In-Kind Donations

Directions: Fill in the items that were donated “in-kind” by looking at Worksheet 1 and place the corresponding value of that in-kind donation in the “Value” category.

Donation:	Value
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____
4. _____	\$ _____
5. _____	\$ _____

Estimated Value of Major In-Kind Donations: \$ _____

Property Owners

Estimated Cash Contributed by Property Owners: \$ _____

TOTAL REVENUE

Corporate Sponsorships: \$ _____

Grassroots Fundraising Events: \$ _____

Individual Donors: \$ _____

Sell a Piece of the Playground/ Souvenir Sales \$ _____

Value of Major In-Kind Donations: \$ _____

Property Owners: \$ _____

OVERALL TOTAL REVENUE: \$ _____

**BUILDING A BUDGET WORKSHEET
(PART 3)**

You should now be able to fill in the following categories and determine an accurate budget with which to operate. Congratulations!

Playground Expenses (from worksheet 1)

Cost estimate of expenses: \$ _____

Playground Revenue (from worksheet 2)

Overall Total of Revenue:

*Includes in-kind donations that relieve budget dollars

The Bottom Line

Compute your needs with the following equation:

$$\begin{array}{rclcl} \$ ______ & - & \$ ______ & = & \$ 0 \\ \text{total expenses} & & \text{total projected revenue} & & \text{cost estimate of need} \end{array}$$

Your total expenses minus your total projected revenue should equal zero. If your projected revenue and total expenses are not equal, go back into Budget Worksheets parts 1 and 2 to increase or decrease these numbers until they equal zero. Realize this is a basic estimate of your needs. From this range, you can get an approved budget for distribution to your Team Captains.