

## Sample Itemized Budget

“Applicant Name”  
Itemized Budget

Item	Cost	Notes
Project Supplies		
Canvas	\$240	Estimated 8 20”x30” pre-stretched Winsor and Newton canvases, each approx. \$30. Compared prices on Google.com
Tubes of Gouache	\$161.50	17 tubes at \$9.50 per tube
Synthetic Brushes	\$97.00	1 set of Princeton synthetic brushes
Pens	\$17.30	1 set of calligraphy pens
Mounting board	\$91.00	Black mounting board with 50 sheets
Total	\$606.80	

I realize that my budget exceeds the \$500 limit, and plan to cover the remaining costs myself.

### \*Rules of Thumb\*

- This sample is provided to give applicants a general sense of what should be included in a budget and budget justification. Feel free to adapt the format to meet your needs.
- Be frugal with your expenses.
- Provide detailed notes on how you researched the most economical price for each expense.
- Do the math! Do not expect the committee to add up your expenses for you. Please also stay within the respective limits of the grant.