

PROPOSAL BUDGET FORMAT

BUDGET SUMMARY

Funding organizations typically request information such as that requested below. This budget is an example provided by the Carnegie Corporation of New York. Contact your funding organization for guidelines.

Applying Organization: _____
Project Title: _____
Project Director: _____
Financial Officer: _____
Organization's Fiscal Year: _____ **TO** _____
 Month *Month*

Beginning and Ending dates of requested funding (e.g., June 1, 2004 to May 31, 2005)*: _____ TO _____
Month Month

[illegible]

Signature of Project Director: _____ Date: _____
Signature of Financial Officer: _____ Date: _____

Please provide the following information: (university applicants specify organizational unit, e.g., school, department, or center)

Total amount of your organization's or unit's annual budget

Amount of proposed project as percentage of your organization's or unit's annual budget

Requested foundation grant as percentage of your organization's or unit's annual budget

** The beginning and ending dates of requested funding and the total amount requested from Carnegie should match the dates and amount requested in the proposal.*