

Exhibit 2-B: Grant Award Budget (Page 1 of 2)

Name of organization:

Date(s) of Project: _____

Grant Award:

Directions: Identify and itemize cash expenses to be paid from Grant award funds. Grant awards may only be spent within budget categories declared below. Line item changes to said Budget shall not exceed ten percent (10%) per category, so long as said expenditures do not exceed the total amount of Grant funds. (Cultural Anchors – those grantees with permanent facilities on Miami Beach offering year-round programming - are excluded from these restrictions.)

All costs included in this budget, whether such costs are paid for with Grant funds, Grantee's separate match funding, or otherwise paid for at Grantee's sole cost and expense, must be directly allocable to the Project activity, allowable, and adequately documented. Actual, allowable expenditures must be reported on all payment requests and financial reports.

Only include costs expected to be incurred within the period of performance, which can begin no earlier than the earliest allowable start date noted in the guidelines for this funding opportunity. Do not include unallowable costs. Unallowable costs cannot be supported with Grant funds OR with matching funds.

Allowable Grant Expenditures Related to Grant Project:

- Artistic, technical, and outside artistic fees directly related to the proposed program or event that occurred within the City of Miami Beach;
- Marketing, publicity, and printing;
- Honoraria;
- Postage;
- Equipment rental and expendable materials;
- Equipment rental and personnel necessary to provide program accessibility as mandated by the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973;
- Space rental (performance-related only); and
- Production costs related to the proposed program, project or event;

Grant Use Restrictions

Grant Funds may not be used towards the following activities or items:

- Remuneration of City of Miami Beach employees for any services rendered as part of a project funded by the City's Cultural Affairs grant programs;
- Administrative salaries or fees (Cultural Anchors are excluded from this restriction);
- "Brick and mortar" expenses or permanent equipment; unless the purchase price is less than the cost of rental;
- City of Miami Beach fees or services (permit fees, off duty police, electricians, insurance, etc.);
- Debt reduction;
- Indirect or general operating costs related to the operation of the organization (Cultural Anchors are excluded from this restriction);
- Travel or transportation;
- Insurance Fees (Cultural Anchors are excluded from this restriction);
- Social and/or fundraising events, beauty pageants or sporting events;
- Hospitality costs, including decorations or affiliate personnel, with the exception of artists;
- Cash prizes;
- Lobbying or propaganda materials;
- Charitable contributions; and
- Events not open to the public, unless the event serves to specifically benefit City of Miami Beach government and has been previously approved as such by the Cultural Affairs Program Manager.

Exhibit 2-B: Grant Award Budget (Page 2 of 2)

EXPENSES	
	CASH
Personnel - Artistic	
Personnel - Technical	
<i>Personnel - administration*</i> <i>*Cultural Anchors Grantees ONLY</i>	
Outside Artistic Fees	
Marketing/Publicity	
Printing	
Postage	
Equipment Rental	
Space Rental (Performance Related Only)	
Other Costs (itemize below)	
Total grant expenses (must equal grant award):	

Required supporting materials for final reports:

- Grantee shall provide the City with copies of all receipts, invoices, cancelled checks (copies of both front and back) and proof of expenditures of Grant monies. **GRANTEE SHALL CATEGORIZE ALL RECEIPTS, INVOICES, AND CANCELLED CHECKS, ETC. ACCORDING TO THE CATEGORIES SET FORTH IN THE GRANT BUDGET (for example, all artist payments shall be separate from advertising payments).** Invoices and checks must be directly related to expenses for Grant-funded activities taking place within the City of Miami Beach and within the 2018-19 Fiscal Year.
- Proof of City logo and credit line in Project publications and advertisements.
- Proof of performance(s), such as programs, brochures, and flyers.