2023 ESSEX COUNTY LOCAL HISTORY PROGRAM FINANCE CHART

Rename your spreadsheet with your organization name and enter organization name in yellow field below.

Organization Name

All applicants must fill in blue columns of Annual Expenses & Annual Income sections with your organization's annual budget data. Green/gold columns will be completed during grant year. Application Final Rut

Expenses	2021 Actual	2022 Budget	2022 Final	2023 Project'd	2023 Actual
Personnel (staff)	0	0	0	0	C
Consultant Fees	0	0	0	0	0
Services/Other Outside Fees	0	0	0	0	0
Personnel Development, Dues	0	0	0	0	0
Program & Office Space	0	0	0	0	0
Facility Maintenance	0	0	0	0	0
Utilities	0	0	0	0	0
Insurance	0	0	0	0	0
Equipment Rental/Purchase	0	0	0		
Supplies/Materials	0	0	0		
Marketing/Advertising/Design	0	0	0		
Communication: phone, post	0	0	0		
Other	0	0	0		
Total Expenses	0	0	0		
ANNUAL INCOME	C. Asia and Asia				1
Income	2021 Actual	2022 Budget	2022 Final	2023 Project'd	2023 Actual
Admissions/Tuition/Membership	0				
Fundraising/Store Income	0				
Allocated from Parent Org.	0	0			
Individual Contributions	0	0			
All Grants (including this one)	0	0	THE STATE OF		
Other	0				
Total Income	0				
Total Annual Deficit/Surplus	0	0	0	0	

Automostical Project Support applicants must complete the following section. Complete blue columns for application, green for Interim Report, and gold at yearend.

SECIAL DECIECT		Application (Rudget)	(Budget)		Int	Interim Report (YTD)	0)		Final Report (Actual)	t (Actual)	
Project Expense Categories	Grant	Cash Match	In Kind	Budget Total	Cash	In Kind	Total Match	Grant	Cash	In Kind	Tot. Proj. Cost
Personnel (staff)	0	0	0	0	0	0	0	0	0	0	0
Consultant Fees	0	0	0	0	0	0	0	0	0	0	C
Services/Other Outside Fees	6703	5000	0	11703	0	0	0	0	0	0	0
Professional Development, Dues	0	0	0	0	0	0	0	0	0	0	0
Program Space	0	0	0	0	0	0	0	0	0	0	0
Facility Maintenance	0	0	0	0	0	0	0	0	0	0	0
Utilities	0	0	0	0	0	0	0	0	0	0	C
Insurance	0	0	0	0	0	0	0	0	0	0	0
Equipment Rental/Purchase	0	0	0	0	0	0	0	0	0	0	C
Supplies/Materials	0	0	0	0	0	0	0	0	0	0	C
Marketing/Advertising/Design	0	0	0	0	0	0	0	0	0	0	C
Communication: phone, postage	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	C
TOTALS	6703	5000	0	11703	0	0	0	0	O	O	C

0	Total Income
0	Other
0	All Grants (including this one)
0	Individual Contributions
0	Parent Organization Allocation
0	Fundraising/Store Income
0	Admissions/Tuition/Membership
Projected	Project Income Categories

Note: For a Special Project Support application, the blue Grant, Cash Match, and In Kind columns must be filled in. All totals will automatically be calculated. Before the grant year begins, the blue Grant column should be modified, if necessary, based on the actual dollars awarded.

For the Interim Report, fill in the green Cash and In Kind columns. They will automatically be added to show the status of your match. At yearend, enter actual Grant, Cash, and In Kind figures for the entire year (not just final 6 months).

Do not forget the project income at the bottom.

