**BUDGET TEMPLATE**

The following template may be used to submit your budget, or you may decide to submit an alternative format. Whatever you decide, it is essential that you include the following information.

Multi-year funding must have a break down of costs for each year

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item** | **Description** | **Cost per unit** | **Number of units** | **1 July 2021 – 30 June 2022** | **1 July 2022 – 30 June 2023** |
| **Project Salaries** |  |  |  |  |  |
| Add name or position of each staff member working on the project and the % contribution requested from the Fund |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Project Activities** |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| Project Operating Costs |  |  |  |  |  |
|  |  |  |  |  |  |
| Total Funding Requested from the Pacific Funds |  |  |  |  |  |