### Capacity Building Fund - Budget Template

<table>
<thead>
<tr>
<th>Item Name</th>
<th>Requested Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td></td>
</tr>
<tr>
<td>Total Personnel</td>
<td></td>
</tr>
<tr>
<td>Travel and Parking</td>
<td></td>
</tr>
<tr>
<td>Total Travel and Parking</td>
<td></td>
</tr>
<tr>
<td>Materials and Supplies <em>(please list)</em></td>
<td></td>
</tr>
<tr>
<td>Total Materials and Supplies</td>
<td></td>
</tr>
<tr>
<td>Other <em>(please list)</em></td>
<td></td>
</tr>
<tr>
<td>Total Other</td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td></td>
</tr>
<tr>
<td>Revenue <em>(please list)</em></td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td></td>
</tr>
<tr>
<td>CB Funding</td>
<td></td>
</tr>
<tr>
<td>% of CB Funding</td>
<td></td>
</tr>
</tbody>
</table>

**Expenses in this column should show the proposed budget request showing only where Capacity Building funding will be allocated.**

This section should include funding you are receiving for this project from any other funder or any other revenue stream.

This section should indicate the funding amount (and % of budget) that the organisation is asking for from the Capacity Building Fund. The Capacity Building Funding amount will be calculated automatically by subtracting the Total Revenue from the Total.