

NEW ARTWORKS PROJECT GRANT BUDGET TEMPLATE

Instructions: Please use this template to list the expenses and income associated with your New Artworks Project Grant application. The headings provided are intended to be an outline of possible expenses that may be associated with a New Artworks Project Grant, PLEASE insert additional rows if needed. **The grant request should be the same amount listed in your SmartSimple application.**

EXPENSES	
ITEM DESCRIPTION	TOTAL COST PER ITEM
Artist(s) Fee(s): (ex. Lead artist(s) fee to fabricate and install artwork)	
Contracted Services: (ex. Artist Assistant(s), Fabricator, Architectural/Landscape Architectural/Engineering Services,...)	
Artwork Materials & Supplies:	
Artwork Installation: (Ex. Equipment rental, wall or site preparation, base or pedestal, General or Landscape Contractor, Electrician, permits and temporary road closures...)	
Transportation & Storage: (Ex. Transportation of materials or finished work to site, off-site if necessary...)	

Insurance/Permitting Fees: (Ex. Artwork insurance, general liability, other coverage for your artist business or vehicle that may be required,...)

Misc. (ex. Travel/Lodging if artist is not local, Plaque, Dedication Event, Photographer, Marketing/Promotion...)

Organizational Administrative Fee: (Typically 15-20% of total project budget)

Contingency: (ex. typically 10% for cost overruns, unforeseen expenses...)

EXPENSE TOTAL

INCOME

Please list cash and/or in-kind donated income
Public Art Across Maryland DOES NOT require any match in order to apply for or be awarded a grant

In-Kind/Donations (ex. services listed above that will be donated by project partners or local stakeholders, ex. landscape contractor prepares site)

Funding Income (ex. other sources of project funding or grants that you have applied for and/or received to support the planning process)

INCOME TOTAL

Public Art Across Maryland Grant Request (should be the same amount listed in your SmartSimple application)

PUBLIC ART PLANNING BUDGET TOTAL (Income Total should equal Expense Total)