

10 QUESTIONS PLANNING DOCUMENT

EXPENSES	PLANNING		IMPLEMENTATION		EVALUATION		TOTAL
	Number	£	Number	£	Number	£	£
CURRENT STAFF							
VOLUNTEER STAFF							
FREELANCE PERSONNEL							
VENUE AND OVERHEAD							
TRANSPORTATION							
MATERIALS							
OTHER							
TOTAL EXPENSES							

INCOME	IN KIND	GRANT/GIFT	REVENUE	TOTAL
TICKET SALES				
PARTNER ORGANISATIONS				
CORPORATIONS				
FOUNDATIONS				
INDIVIDUALS				
STATUTORY				
TOTAL INCOME				

For more information on planning and budgeting see: NCVO: Understanding Your Costs <http://www.ncvo-vol.org.uk/psd/commissioning/costs> and BBC Children in Need: Planning your project <http://www.bbc.co.uk/programmes/b008dk4b/profiles/planning-your-project>

