

Civic Engagement Funding Request: Budget and Budget Narrative

Narrative Section: In order to explain and justify each line item and amount requested from SEAMAAC’s Coulter Foundation fund. **Describe how you calculated the cost of each proposed deliverable in your proposed tier.**

Please edit budget sheet to fit your organization’s structure

Organization	
Tier Amount Requested	

Personnel	Cost	FTE		Total Expenses -1 Year	Total Requested from CE Grant	Total from other funds	Narrative
Project Director							
Project Coordinator							
Project Organizer							
Project Canvasser							
Personnel Subtotal							
<i>Fringe Benefit – Part Time</i>							
<i>Fringe Benefit-Full Time</i>							
Total Personnel (Fringe + Salary)							
Direct Program Costs	Cost	Unit	Type	Total Expenses -1 Year	Total Requested from CE Grant	Total from other funds	Narrative
Hourly rate for paid canvassing							How many hours long are your paid shifts (including an hour break for training and travel time)?
Operating Costs	Cost	Unit	Type	Total Expenses-	Total Requested	Total from	Narrative

				1 year	from CE Grant	other funds	
Rent (Project FTE/Total FTE X amount/month)							
Communication (Project FTE/Total FTE X amount/month)							
Civic Engagement Activity Costs— <i>Example –food cost for X volunteers; X # of events</i>	Cost	Unit	Type	Total Expenses-1 year	Total Requested from CE Grant	Total from other funds	Narrative
Cost of Phone Banking							
Cost of Door Canvassing							
Cost of Voter Education							
Cost of Voter Protection							
Cost of volunteer recruitment and training							
Cost of Events							
Travel (gas cost/mileage/public transportation costs)							
Printing & Advertising							
Audit							
Insurance							
Direct Project Costs Totals							
Subtotal							
Indirect Costs							
Total Budget							