

SHAKESPEARE FOR A NEW GENERATION
2012-2013 REQUEST FOR PROPOSALS

**PROGRAM BUDGET
FOR SHAKESPEARE STUDENT PERFORMANCES AND ACTIVITIES**

Include only expenses that are directly related to the performance(s) and educational activities for your *Shakespeare for a New Generation* project.

Theater Company _____

EXPENSES

Program Administration: Staff salaries (as % of total salaries) and benefits, teaching artist training, educational materials, publications, telephone, utilities, space rental, photocopying, postage, administrative supplies and materials, etc.

Total Program Administration \$ _____

Artistic Fees: Director, actors, teaching artists, etc., salaries and benefits (include total # of artists, rate of pay, number of weeks vs. flat rate).

Example: 10 actors x 4 weeks x \$500/week = \$20,000

Total Artistic Fees \$ _____

Production Expenses: Production-specific expenses for the proposed project as a % of total production costs.

Note: All personnel expenses should be included above.

Total Production Expenses \$ _____

Travel Expenses: Transportation, housing, per diem, student bus subsidy.

Total Travel Expenses \$ _____

Other Expenses:

Total Other Expenses \$ _____

TOTAL PROGRAM EXPENSES \$ _____

Note any in-kind expenses incurred as a result of fee reduction or ticket subsidy here. This in-kind expense is **not** eligible for inclusion in the Program Budget.

Total In-Kind Expenses \$ _____

PROGRAM BUDGET (*continued*)

The *Shakespeare for a New Generation* grant must be matched at least 1-to-1 with non-federal funds. If you receive a \$25,000 grant, program costs must be at least \$50,000.

REVENUE

Grants: Indicate the amount you request for *Shakespeare for a New Generation* grant, as well as any other federal, state, or private grants you may receive for your activities.

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Total Grants \$ _____

Direct Project Revenues: Include only revenue related to the performances and educational activities that will be associated with *Shakespeare for a New Generation*.

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Total Direct Program Revenues \$ _____

TOTAL PROGRAM REVENUES \$ _____