**Example of a local JtoJ budget - JtoJ has been run locally on budgets ranging from £7,500 - £45,000**

|  |  |  |
| --- | --- | --- |
| **EXPENDITURE** |  |  |
| |  | | --- | | **Staffing** | | Local Co-ordinator (funds allowing) | |  | | Admin &project management JtoJ national (includes exhibition wear& tear & insurance) | |  | |  | |  | | **Staffing total**  **Local governance (steering group costs, room hire, refreshments etc)** | |  | | **Travel and subsistence** | |  | | Train fares &subsistence (B&B) for JtoJ management committee  Local travel for team & facilitators (taxis etc) | |  | | **Travel and subsistence total** | |  | | **Volunteers** | | Expenses | | Training (room hire, refreshments, fees?) | |  | | **Volunteers total** | |  | | **Exhibition** | | Transport, install and de-install | | Creation of local history display | |  | | **Exhibition total** | |  | | **Special events** | | Exhibition launch  Closing event | | **Special events total** | |  | | **Activities** | | Fees for facilitators of workshops | | Art project | | Room hire - workshops | | Equipment /materials | | **Activities total** | |  | | **PR and Communications** | | **Printing** | | Promotional flyers | | Posters | | Pop-up banners (Thanks and General) | | Website development& design | | **PR and Communication total** | |  | | **Evaluation** | | **Filming** | |  | |  |   **Subtotal**  **Contingency @ 10%**  **TOTAL** | |  | | --- | | £4,800 | |  | | £1,200 | |  | |  | |  | | **£6,000** | |  | | **£500** | |  | | £800 | | £250 | |  | | **£1,050** | |  | |  | | £400 | | £300 | |  | | **£700** | |  | |  | | £4,000 | | £1,000 | |  | | **£5,000** | |  | |  | | £700  £300 | | **£1,000** | |  | |  | | £2,500 | | £1,000 | | £500 | | £200 | | **£4,200** | |  | |  | |  | | £250 | | £100 | | £200 | | £500 | | **£1,050** | |  | | **2,000** | | **£1,500** | |  | |  |   **£23,000**  £3,000  **£26,000** |  |