# Text Description automatically generated

# Sample Budget

This sample budget was used for a large-scale event with 200 volunteers cleaning and painting an inner-city community center. When building your budget include all items needed for the event. Include tools, plants, supplies, as well as food and water for volunteers. Use the notes section to keep track of important information. There are ways to maximize your budget, look for alternate sources of tools, and possible sponsors to provide discounted or in-kind supplies.

## Tools

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item** | **Quantity** | **Cost** | **Total** | **Vendor** | **Notes** |
| Rubber Gloves | 4 | $1.98 | $7.92 | Hardware Store |  |
| Buckets – 5 Gallon | 23 | $2.78 | $63.94 | Hardware Store |  |
| Rags (200 pack) | 3 | $10.98 | $32.94 | Hardware Store |  |
| Sandpaper | 1 | $6.47 | $6.47 | Hardware Store |  |
| Wrenches / Hand Tools |  |  |  | Hardware Store | Waiting to see what we will need to purchase. Do we have any partners who can provide? |
| Hand Clippers | 3 | $8.98 | $26.94 | Hardware Store | Can city provide? |
| Loppers | 1 | $17.98 | $17.98 | Hardware Store | Can city provide? |
| Power Tools |  |  |  | Hardware Store | Waiting to see what we will need to purchase. Do we have any partners who can provide? |
| Sponges | 6 | $3.98 | $23.88 | Hardware Store |  |
| **Hardware Store Total** | | | **$180.07** |  |  |
| **Item** | **Quantity** | **Cost** | **Total** | **Vendor** | **Notes** |
| 1 Quart SW plastic Container | 160 | $0.91 | $145.60 | Paint Store | 1/volunteer painting fence |
| Paint Brush 2 inch | 95 | $2.21 | $209.95 | Paint Store |  |
| Paint Brush 3 inch | 95 | $2.93 | $278.35 | Paint Store |  |
| Paint tape | 6 | $5.13 | $30.78 | Paint Store |  |
| Wire brushes | 60 | $1.88 | $112.80 | Paint Store |  |
| Roller tension pole 4 ft. | 8 | $4.15 | $29.05 | Paint Store |  |
| Roller tension pole 6 ft. | 8 | $5.39 | $43.12 | Paint Store |  |
| Roller covers (6-pack) | 7 | $8.63 | $60.41 | Paint Store |  |
| Paint tray | 17 | $1.88 | $31.96 | Paint Store |  |
| Roller frame | 37 | $2.79 | $103.23 | Paint Store |  |
| **Paint Store Total** | | | **$1045.25** |  |  |
| **Tools Total** | | | **$1225.32** |  |  |

## Paint

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item** | **Quantity** | **Cost** | **Total** | **Vendor** | **Notes** |
| Interior Latex Semi-Gloss Extra White | 12 | $28.57 | $342.84 | Paint Store |  |
| Porch and Floor Satin Enamel Ultradeep | 4 | $31.72 | $126.88 | Paint Store |  |
| Acrylic Semi-Gloss Acrylic Coating Ultradeep/Clear Tint Base | 4 | $35.59 | $142.36 | Paint Store |  |