# 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** | **#** | **Cost** | **Total** | **Vendor** | **Notes** |
| Rubber Gloves |  |  |  |  |  |
| Buckets – 5 Gallon |  |  |  |  |  |
| Rags (200 pack) |  |  |  |  |  |
| Sandpaper |  |  |  |  |  |
| Wrenches / Hand Tools |  |  |  |  |  |
| Hand Clippers |  |  |  |  |  |
| Loppers |  |  |  |  |  |
| Power Tools |  |  |  |  |  |
| Sponges |  |  |  |  |  |
| **Hardware Store Total** | | |  |  |  |
| **Item** | **#** | **Cost** | **Total** | **Vendor** | **Notes** |
| 1 Quart SW plastic Container |  |  |  |  |  |
| Paint Brush 2 inch |  |  |  |  |  |
| Paint Brush 3 inch |  |  |  |  |  |
| Paint tape |  |  |  |  |  |
| Wire brushes |  |  |  |  |  |
| Roller tension pole 4 ft. |  |  |  |  |  |
| Roller tension pole 6 ft. |  |  |  |  |  |
| Roller covers (6-pack) |  |  |  |  |  |
| Paint tray |  |  |  |  |  |
| Roller frame |  |  |  |  |  |
|  | | |  |  |  |
| **Tools Total** | | |  |  |  |

## Paint

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item** | **#** | **Cost** | **Total** | **Vendor** | **Notes** |
| Interior Latex Semi-Gloss Extra White |  |  |  |  |  |
| Porch and Floor Satin Enamel Ultradeep |  |  |  |  |  |
| Acrylic Semi-Gloss Acrylic Coating Ultradeep/Clear Tint Base |  |  |  |  |  |