

**Power Up Your Pantry
Budgets and Budget Narratives (HW #4)
Due Monday, June 29 by 12:00pm**

Note: This is your actual Budget and Budget Narrative for the Competitive Award.

Food Pantry Name:

Person submitting the homework:

Email address of person submitting the homework:

1. Briefly describe how you would use \$1,000 from the Competitive Award. The \$1,000 from the award may be used for all or part of a project.

2. Please use the chart below of indicate the expenses associated with your project.
 - a. Provide details about specific supplies, equipment, repairs or other costs in the left-hand column
 - b. Note the Total Project Expenses for those items in the middle column
 - c. Note how the Competitive Award funds of \$1,000 will be used in the Amount Request column on the right
 - d. Tally and show the Total Project Expenses

Expenses (supplies, equipment, repairs, other)	Total Project Expenses	Amount Requested from Competitive Award
Total		\$1,000

3. For each item in the left-hand column, please provide details about the following:
 - a. What will each it be used for? Please justify why you need the item.
 - b. How were the costs estimated?
 - c. If appropriate, how many people will be reached/served by the item?

4. If your Total Project Expenses are greater than the Amount Requested, please briefly explain the source or sources of the funds that will be used to cover the additional expenses. If you don't have the funds in-hand, discuss how you plan to raise or find the funds.