



HELPING COMMUNITIES HAVE DIFFICULT CONVERSATIONS

SAMPLE EVENT BUDGET

Every community will look different.

Some presenters may volunteer their time. Local businesses may donate food or prizes. Community organizations may provide resources at no cost.

The purpose of this worksheet is simply to help you see what you may need and where community support could help.

EXPENSES

Item	Estimated Cost	Actual Cost
Venue	\$	\$
Food/Meals	\$	\$
Refreshments	\$	\$
Printing/Promotion	\$	\$
Speaker Expenses	\$	\$
Children's Activities	\$	\$
Supplies/Name Tags	\$	\$
Accessibility/Translation	\$	\$
Decorations/Signage	\$	\$
Other	\$	\$
TOTAL	\$	\$





Sample Event Budget con'd

COMMUNITY SUPPORT

Potential Support	Organization/Business	Value/Amount
Food Donation		\$
Refreshment Donation		\$
Door Prizes		\$
Printing		\$
Speaker Support		\$
Supplies		\$
Sponsorship		\$
Other		\$

FUNDING TO EXPLORE

- ☐ Local business sponsorships
- ☐ Community foundations
- ☐ Municipal/community grants
- ☐ Provincial/federal grants
- ☐ Prevention and safety grants
- ☐ Mental health/community wellness funding
- ☐ Youth and family funding
- ☐ Corporate community giving
- ☐ In-kind donations

A NOTE FROM LYNDIA

Don't assume that because you don't have a large budget, you can't do this.

Start by asking what your community already has.

A business may provide food. A community organization may provide a speaker. A local service may bring a resource table. Someone may donate a door prize.

Sometimes the first step isn't finding money. It's asking for help.

One conversation can change everything.

