Connecting Our FIT Commnity Budget Template						
Name of Event:						
Name of Person Sponsoring Event:						
A. Event Fee - List dollar amount for each item (this could include event tickets, admission fees, food, etc.)						
	Item Description			# of items	Cost per item	Total
	(ex) Show Tickets			*4*	*$25*	*$100*
1						$
2						
3						
4						
5						
TOTAL EVENT COST						$
B. TRAVEL						
Travel Location/Purpose:						
	Item	Description/Calculation				Total
1	Metrocard(s)					$
2	Cab Fare					
3	Tolls					
4	Parking					
5	Other (please describe)					
TOTAL TRAVEL (Sum of All Travel Expenses)						$
C. OTHER COSTS (List each item and provide costs, as appropriate)						
	Description			# items		Total
1						$
2						
3						
4						
5						
6						
7						
8						
9						
10						
TOTAL OTHER COSTS						$
TOTAL EVENT, TRAVEL, and OTHER COSTS						$
Note: If more space is needed, please feel free to add additional lines to the template						