**Budget template: Local NGO for Awareness Campaign**

1. **Organization Contact Details:**

|  |  |  |
| --- | --- | --- |
| **Organization name** | : |  |
| **Organization Address** | : |  |
| **Website Address** | : |  |
| **Contact name** | : |  |
| **Role in Organization** | : |  |
| **Contact email address** | : |  |
| **Contact number** | : |  |

1. **Project Budget:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **SL** | **Particulars** | **Unit** | **UoM** | **Rate** | **Total** | **Remarks** *(rate breakdown)* |
| ***Human Resource and Administration:*** | | | | | | |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Sub-Total (Human Resource and Administration)** | | | | |  |  |
| ***Intervention:*** | | | | | | |
|  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Sub-Total (Activities)** | | | | |  |  |
| **Grand Total** | | | | |  |  |

*\*Please mention the cost breakdown of each particular in the remarks section.*

*\*\* For the budget of Human Resource, please mention the percentage of involvement.*

*\*\*\* Please feel free to insert as many numbers of rows as needed.*