

Budget Template Guidelines

Business Incubation and Commercialization grants are non-repayable funds that the City of Toronto provides to qualified organizations to help offset their operating expenses. As such, a well-justified and details budget that is aligned with the proposed activities provides grant reviewers with confidence and trust on where public funds may be spent. The template provided only acts as a starting point for

Note that this template is only for organizations applying for the Programming and Events stream of Business Incubation and Commercialization Grant. Organizations applying to the Multi-year operating grant must provide most-recent audited financial statement.

Please ensure that all sources of revenue relevant to the program/event proposed are specified.

- distinguish between secured revenue vs. projected revenue
- distinguish between in-kind revenue vs. cash revenue

(Feel free to change line item name, and/or add more lines; this template is meant as a suggestion

Reminder that applicant must be able to provide a comprehensive budget for review with its application, demonstrating revenue of less than \$100,000 for Programs or \$50,000 for Events. Successful Programs applicants are eligible for maximum grant of Up to 50% of eligible expenses to a maximum of \$20,000. (with 25% hold back upon successful completion of all milestones and commitments).

