

Cost and Financing plan (CFP) for Project Funding, City of Stuttgart, Culture Promotion

Applicant: _____

Project/Research title: _____

Entitled to reclaim VAT Yes No

Application date: _____ Billing date: _____

A. EXPENSES					
1	Labour costs, fees, wages <small>(Detailed itemisation of fees on separate sheet)</small>	Explanations	PLAN in euro	ACTUAL in euro	% Delta
1.1	Artistic direction / curation				%
1.2	Project management				%
1.3	Assistance				%
1.4	Directors, authors, artists				%
1.5	Fees for cultural mediators				%
1.6					%
1.7					%
1.8					%
TOTAL 1:					%
2	Material, organisation and production costs				
2.1	Technology or rental of technical equipment				%
2.2	Transport of technical equipment/material				%
2.3	Labour costs associated with technical equipment (where appropriate)				%
2.4	Venues/rental costs				%
2.5	Material costs				%
2.6	Taxes, artists' social insurance (KSK)				%
2.7	Permits, fees, insurance				%
2.8	Acquisition of assets > 8.00 euro net (Please give reasons and attach 3 quotes.)				%
2.9					%
2.10					%
TOTAL 2:					%
3	Travel and allowance expenses				
3.1	Travel expenses				%
3.2	Accommodation costs				%
3.3					%
3.4					%
TOTAL 3:					%
4	Publicity and public relations				
4.1	Labour costs (where appropriate)				%
4.2	Graphics and design				%
4.3	Print: posters, leaflets, invitations				%
4.4	Shipping/distribution costs				%
4.5	Film, video, DVD etc				%
4.6	Documentation, evaluation				%
4.7					%
4.8					%
TOTAL 4:					%
5	Further main item				
5.1					%
5.2					%
5.3					%
TOTAL 5:					%
TOTAL EXPENSES					%

Within the main items, the project sponsor can shift funds up to 20 % without the approval of the Cultural Affairs Office.

B. REVENUE					
1	Cash resources	Explanations	PLAN in euro	ACTUAL in euro	% Delta
1.1	Cash resources				%
TOTAL 1:					%
2	Secured third-party funds				
2.1					%
2.2					%
2.3					%
2.4					%
TOTAL 2:					%
3	Planned or expected revenue/third-party funds				
3.1	Entrance fees				%
3.2	Donations				%
3.3	Other income/sponsoring				%
3.4					%
3.5					%
3.6					%
TOTAL 3:					%
4	City of Stuttgart, applied for				%
TOTAL REVENUE and covering funds					%

Total revenue:		
Total expenses:		
Result:		

C. ADDITIONAL SERVICES, NON VERIFIABLE BY CASH PAYMENTS			
1	Own non-cash work	PLAN in euro	ACTUAL in euro
1.1			
1.2			
1.3			
TOTAL non-cash services:			