

ORGANIZATION NAME

COVID Expenses

Sanitizing equipment	\$2,000	
Sneeze guards and door pedals	\$1,000	
Masks, Gloves, Lysol, and Sanitizing Wipes	\$500	
	TOTAL	\$3,500

Payroll

March 12 - April 30 (Start of PPP)	\$4,000	
June 1-July 30 (After PPP ran out)	\$5,000	
Contract (1099) workers	\$3,000	
		\$12,000

EXAMPLE

Rent/Mortgage & Utilities

Rent March 12 - July 31 @\$500/month	\$2,322	
Electricity	\$560	
Internet @ \$80/month	\$360	
		\$3,242

Costs of Providing New Virtual Content

Laptop	\$1,000	
Webcam	\$50	
		\$1,050

Irrecoverable Expenses due to mandated closing

Deposit on concert hall	\$400	
		\$400

TOTAL		\$20,192
Threshold Category Requested:		\$15,000

The above cost are an accurate accounting of organizational finances.

Signature:

