

CULTUREBLOCKS



a community partnership with



CHARLOTTE-MECKLENBURG
LIBRARY



BUDGET TEMPLATE AND BUDGET GUIDELINES Creative Individuals Winter-Programming Jul-Dec. 2026

The total funding request should not exceed \$20,000. Culture Blocks awards may be partially funded based on available resources and the goal of offering diverse programming across the community. Decisions consider access at partner sites, age and program diversity, alignment with Block population size, and opportunities for local creatives and nonprofits to present programs near where residents live.

Budget Guidelines:

- **Budget Template Requirement:** All program expenses must be detailed using the [Official CB Creative Individuals Budget](#) submitted without using this template will be disqualified.
- **Detailed Expense Descriptions:** Applicants must provide clear and detailed explanations for each requested amount. Include specifics about how the funding will be used, indicate the number of artists, pay rate, hours, and number of programs.
- **Clarity Across Documents:** Ensure all details in the application and budget are consistent and clear to facilitate the review process.
- **Advertising and Communication Costs:** These expenses must not exceed 10% of the total project budget.
- **Content Creation: Photography and/or Video Up To \$750 Total.** All photos and videos must be submitted to Culture Blocks with a final report.
- **Administrative Fee:** A 15% administrative fee will automatically be applied to your budget to cover administrative costs associated with the project.