|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **A picture containing text  Description automatically generatedSIMPLE PROJECT BUDGET TEMPLATE** |  |  |  |  |  |  |  |  |
| **BI** | **LABOR** | **MATERIALS** | **FIXED** | **BALANCE** |   | **STATUS KEY** |
| **TASK** | **DESCRIPTION** | **STATUS** | **PLANNED START DATE** | **ACTUAL START DATE** | **END DATE** | **HR** | **$/HR** | **UNITS** | **$/UNITS** | **TRAVEL** | **EQUIP/SPACE** | **MISC.** | **BUDGET** | **ACTUAL** | **UNDER/OVER** |   | Not Started |
| **PROJECT 1** |   |   |  |  |  |  |   |  |   |  |   |  |  $ -  |  $ -  |  $ -  |   | In Progress |
| **Task** |  | Not Started |  |  |  | 0.0 | $0.00  | 0.0 | $0.00  | $0.00 | $0.00 | $0.00  |  -  |  -  |  -  |   | Complete |
| **Task** |  | In Progress |  |  |  | 0.0 | $0.00  | 0.0 | $0.00  | $0.00 | $0.00 | $0.00  |  -  |  -  |  -  |   | On Hold |
| **Task** |  | In Progress |  |  |  | 0.0 | $0.00  | 0.0 | $0.00  | $0.00 | $0.00 | $0.00  |  -  |  -  |  -  |   | Overdue |
|  ***SubTask***  |  | On Hold |  |  |  | 0.0 | $0.00  | 0.0 | $0.00  | $0.00 | $0.00 | $0.00  |  -  |  -  |  -  |   | Needs Review |
|  ***SubTask***  |  | Complete |  |  |  | 0.0 | $0.00  | 0.0 | $0.00  | $0.00 | $0.00 | $0.00  |  -  |  -  |  -  |   |   |
|  ***SubTask***  |  |  |  |  |  | 0.0 | $0.00  | 0.0 | $0.00  | $0.00 | $0.00 | $0.00  |  -  |  -  |  -  |   |   |
|  ***SubTask***  |  |  |  |  |  | 0.0 | $0.00  | 0.0 | $0.00  | $0.00 | $0.00 | $0.00  |  -  |  -  |  -  |   |   |
| **Task** |  |  |  |  |  | 0.0 | $0.00  | 0.0 | $0.00  | $0.00 | $0.00 | $0.00  |  -  |  -  |  -  |   |   |
| **Task** |  |  |  |  |  | 0.0 | $0.00  | 0.0 | $0.00  | $0.00 | $0.00 | $0.00  |  -  |  -  |  -  |   |   |
| **SUBTOTAL** |  |  |  |  |  |   | **$0.00**  |  | **$0.00**  | **$0.00** |  | **$0.00**  |  **-**  | **$0.00**  | **$0.00**  |   |   |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **LABOR** | **MATERIALS** | **FIXED** | **BALANCE** |   | **STATUS KEY** |
| **TASK** | **DESCRIPTION** | **STATUS** | **PLANNED START DATE** | **ACTUAL START DATE** | **END DATE** | **HR** | **$/HR** | **UNITS** | **$/UNITS** | **TRAVEL** | **EQUIP/SPACE** | **MISC.** | **BUDGET** | **ACTUAL** | **UNDER/OVER** |   | Not Started |
| **PROJECT 2** |   |   |   |   |   |  |   |  |   |  |   |  |  $ -  |  $ -  |  $ -  |   | In Progress |
| **Task** |  | Not Started |  |  |  | 0.0 | $0.00  | 0.0 | $0.00  | $0.00 | $0.00 | $0.00  |  -  |  -  |  -  |   | Complete |
| **Task** |  | In Progress |  |  |  | 0.0 | $0.00  | 0.0 | $0.00  | $0.00 | $0.00 | $0.00  |  -  |  -  |  -  |   | On Hold |
| **Task** |  | In Progress |  |  |  | 0.0 | $0.00  | 0.0 | $0.00  | $0.00 | $0.00 | $0.00  |  -  |  -  |  -  |   | Overdue |
|  ***SubTask***  |  | On Hold |  |  |  | 0.0 | $0.00  | 0.0 | $0.00  | $0.00 | $0.00 | $0.00  |  -  |  -  |  -  |   | Needs Review |
|  ***SubTask***  |  | Complete |  |  |  | 0.0 | $0.00  | 0.0 | $0.00  | $0.00 | $0.00 | $0.00  |  -  |  -  |  -  |   |   |
|  ***SubTask***  |  |  |  |  |  | 0.0 | $0.00  | 0.0 | $0.00  | $0.00 | $0.00 | $0.00  |  -  |  -  |  -  |   |   |
|  ***SubTask***  |  |  |  |  |  | 0.0 | $0.00  | 0.0 | $0.00  | $0.00 | $0.00 | $0.00  |  -  |  -  |  -  |   |   |
| **Task** |  |  |  |  |  | 0.0 | $0.00  | 0.0 | $0.00  | $0.00 | $0.00 | $0.00  |  -  |  -  |  -  |   |   |
| **Task** |  |  |  |  |  | 0.0 | $0.00  | 0.0 | $0.00  | $0.00 | $0.00 | $0.00  |  -  |  -  |  -  |   |   |
| **SUBTOTAL** |  |  |  |  |  |   | **$0.00**  |  | **$0.00**  | **$0.00** |  | **$0.00**  |  **-**  | **$0.00**  | **$0.00**  |   |   |

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