

Project Budget

[Company Name / Logo]

Project Lead: [Name]
 Start Date: [Date]

	BUDGET	ACTUAL	Under(Over)
Total	\$ 1,300.00	\$ 750.00	\$ 550.00

WBS	Task	Lead (responsible)	Labor		Materials		Fixed	Budget	Actual	Under(Over)
			Hrs	Rate	Units	\$/Unit	Costs			
1	[Level 1 Category]							\$ 1,300.00	\$ 750.00	\$ 550.00
1.1	[Level 2 Task]		8.0	\$12.50	25.0	\$4.50	\$50.00	262.50	150.00	112.50
1.2	[Level 2 Task]		10.0	\$11.25			\$250.00	362.50	400.00	(37.50)
1.3	[Level 2 Task]				30.0	\$22.50		675.00	200.00	475.00
1.3.1	[Level 3 Task]							-	-	-
1.3.2	[Level 3 Task]							-	-	-
1.3.2.1	[Level 4 Task]							-	-	-
1.3.2.2	[Level 4 Task]							-	-	-
1.3.3	[Level 3 Task]							-	-	-
1.4	[Level 2 Task]							-	-	-
1.5	[Level 2 Task]							-	-	-
2	[Level 1 Category]							\$ -	\$ -	\$ -
2.1	[Level 2 Task]							-	-	-
2.2	[Level 2 Task]							-	-	-
2.3	[Level 2 Task]							-	-	-
2.3.1	[Level 3 Task]							-	-	-
2.3.2	[Level 3 Task]							-	-	-
2.3.2.1	[Level 4 Task]							-	-	-
2.3.2.2	[Level 4 Task]							-	-	-
2.3.3	[Level 3 Task]							-	-	-
2.4	[Level 2 Task]							-	-	-
2.5	[Level 2 Task]							-	-	-
3	[Level 1 Category]							\$ -	\$ -	\$ -
3.1	[Level 2 Task]							-	-	-
3.2	[Level 2 Task]							-	-	-
3.3	[Level 2 Task]							-	-	-
3.3.1	[Level 3 Task]							-	-	-
3.3.2	[Level 3 Task]							-	-	-
3.3.2.1	[Level 4 Task]							-	-	-
3.3.2.2	[Level 4 Task]							-	-	-
3.3.3	[Level 3 Task]							-	-	-
3.4	[Level 2 Task]							-	-	-
3.5	[Level 2 Task]							-	-	-
4	[Level 1 Category]							\$ -	\$ -	\$ -
4.1	[Level 2 Task]							-	-	-
4.2	[Level 2 Task]							-	-	-
4.3	[Level 2 Task]							-	-	-
4.3.1	[Level 3 Task]							-	-	-
4.3.2	[Level 3 Task]							-	-	-
4.3.2.1	[Level 4 Task]							-	-	-
4.3.2.2	[Level 4 Task]							-	-	-
4.3.3	[Level 3 Task]							-	-	-
4.4	[Level 2 Task]							-	-	-
4.5	[Level 2 Task]							-	-	-
5	[Level 1 Category]							\$ -	\$ -	\$ -
5.1	[Level 2 Task]							-	-	-
5.2	[Level 2 Task]							-	-	-
5.3	[Level 2 Task]							-	-	-
5.3.1	[Level 3 Task]							-	-	-
5.3.2	[Level 3 Task]							-	-	-
5.3.2.1	[Level 4 Task]							-	-	-
5.3.2.2	[Level 4 Task]							-	-	-
5.3.3	[Level 3 Task]							-	-	-
5.4	[Level 2 Task]							-	-	-
5.5	[Level 2 Task]							-	-	-

TEMPLATE ROWS

Use the rows listed below by Copying and Pasting (or Copy and Insert), depending on which WBS level you want to use.

1	[Task Category]							\$ -	\$ -	\$ -
1.1	[Level 2 Task]							-	-	-
1.1.1	[Level 3 Task]							-	-	-
1.1.1.1	[Level 4 task]							-	-	-
1.1.1.1.1	[Level 5 task]							-	-	-