

# SOFTWARE TAILORING BUDGET & EXPENSE TEMPLATE

Project Name:

Date:

Project Manager:

Software Vendor:

TOTAL ALLOCATED BUDGET

TOTAL ACTUAL SPEND

REMAINING BALANCE

## Phase Budget Allocation

Customization Category / Phase	Budgeted Amount	Actual Amount	Variance
Requirements Analysis & Scope Design			
UI/UX Customization & Prototyping			
Core Code Modification / Custom Features			
API Integrations & Data Migration			
Testing, QA & User Acceptance Testing (UAT)			
Deployment, Training & Licensing Changes			
<b>Total Project Summary</b>			

## Detailed Tailoring Expense Log

Date	Expense Item / Description	Category	Vendor/Resource	Cost

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Prepared By (Signature / Date)

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Approved By (Signature / Date)