

Data storage budget template

Figures occupying each space might be a percentage allocation from a larger enterprise-level or IT corporate budget.

| **Budget Item** | **January** | **February** | **March** | **April** |
| --- | --- | --- | --- | --- |
| **Salaries -- full-time** |  |  |  |  |
| **Salaries -- part-time** |  |  |  |  |
| **Data center space, equipment racks, cages, raised flooring** |  |  |  |  |
| **HVAC systems** |  |  |  |  |
| **Office space** |  |  |  |  |
|  **Furniture** |  |  |  |  |
|  **Office supplies** |  |  |  |  |
| **Utilities -- e.g., power, water** |  |  |  |  |
| **Alternate office space**  |  |  |  |  |
| **Hardware and software purchases** |  |  |  |  |
| **Hardware and software rentals** |  |  |  |  |
| **Hardware and software maintenance** |  |  |  |  |
| **Network services:** |  |  |  |  |
|  **SANs** |  |  |  |  |
|  **LANs** |  |  |  |  |
|  **Internet access** |  |  |  |  |
|  **Local telecom access services** |  |  |  |  |
|  **WAN services** |  |  |  |  |
|  **Wireless network services** |  |  |  |  |
|  **SharePoint, et al.** |  |  |  |  |
|  **Audio and video conferencing** |  |  |  |  |
|  **Remote access** |  |  |  |  |
|  **Remote working** |  |  |  |  |
| **Internal storage:** |  |  |  |  |
|  **Data recovery** |  |  |  |  |
|  **Storage farms** |  |  |  |  |
|  **NAS** |  |  |  |  |
|  **RAID and related technologies** |  |  |  |  |
| **External storage:** |  |  |  |  |
|  **Cloud storage services** |  |  |  |  |
|  **MSPs** |  |  |  |  |
|  **Third-party storage** |  |  |  |  |
|  **Storage as a service** |  |  |  |  |
| **Physical security** |  |  |  |  |
| **Cybersecurity management:** |  |  |  |  |
|  **Data access security** |  |  |  |  |
|  **Incident response** |  |  |  |  |
|  **Data protection software** |  |  |  |  |
| **Disaster recovery:** |  |  |  |  |
|  **Plan development** |  |  |  |  |
|  **Plan testing** |  |  |  |  |
|  **Data backup and recovery** |  |  |  |  |
|  **Business impact analysis** |  |  |  |  |
|  **DR as a service** |  |  |  |  |
| **Administration and operations:** |  |  |  |  |
|  **Policy development** |  |  |  |  |
|  **Procedure development** |  |  |  |  |
|  **Day-to-day storage management** |  |  |  |  |
|  **Internal/external audit support** |  |  |  |  |
|  **Compliance management** |  |  |  |  |
|  **Environment/sustainability**  |  |  |  |  |
| **Third-party support:** |  |  |  |  |
|  **Consulting support** |  |  |  |  |
|  **Market research** |  |  |  |  |
| **Research and development** |  |  |  |  |
| **Risk management** |  |  |  |  |
| **Training/awareness:** |  |  |  |  |
|  **Travel**  |  |  |  |  |
|  **Staff training and education** |  |  |  |  |
|  **Staff attendance at conferences** |  |  |  |  |
|  **Publications/subscriptions** |  |  |  |  |
|  **Professional memberships** |  |  |  |  |
|  **Professional certifications** |  |  |  |  |
|  **Webinars/podcasts** |  |  |  |  |
| **Testing:** |  |  |  |  |
|  **New equipment and software** |  |  |  |  |
|  **Incident response** |  |  |  |  |
|  **Data backup and recovery** |  |  |  |  |
|  **Disaster recovery** |  |  |  |  |
| **Data storage management:** |  |  |  |  |
|  **Plan development/updates** |  |  |  |  |
|  **Plan exercising**  |  |  |  |  |
| **Emergency notification/alerting**  |  |  |  |  |
| **Records management** |  |  |  |  |
| **Emergency supplies** |  |  |  |  |
| **Emergency disaster funds** |  |  |  |  |
| **Miscellaneous** |  |  |  |  |
| **TOTAL** |  |  |  |  |