

Organization Name: Click or tap here to enter text.

Requested Budget Period (in months): Click or tap here to enter text.

Line Item	Narrative	Total Budget
Personnel Salaries (Cost of salaries and wages of staff proposed to work directly on the project.)	1. Name, Position, Level of Effort, Hourly Rate, Months=\$Total 2. Name, Position, Level of Effort, Hourly Rate, Months=\$Total 3. Name, Position, Level of Effort, Hourly Rate, Months=\$Total 4. Name, Position, Level of Effort, Hourly Rate, Months=\$Total 5. Name, Position, Level of Effort, Hourly Rate, Months=\$Total	Enter total requested here
Fringe Benefits (Fringe benefit costs for staff proposed to work directly on the project.)	Provide fringe rate and calculate for all proposed staff	Enter total requested here
Contracts/Consulting Cost of grants or contracts with organizations or individuals (contractors/consultants) that directly contribute to achievement of proposed project outcomes	1. Contractor/Consultant Name, Purpose, \$Funding Amount 2. Contractor/Consultant Name, Purpose, \$Funding Amount 3. Contractor/Consultant Name, Purpose, \$Funding Amount 4. Contractor/Consultant Name, Purpose, \$Funding Amount	Enter total requested here
Travel/Meetings/Workshops Travel cost estimates can be up to \$975 for a one-night, one-day meeting where air travel is necessary per person. This figure includes airfare and baggage (\$500), lodging (\$225 per night), the amount necessary for meals not supplied at the meeting (up to \$100 per day), and ground transportation (\$150). For longer trips, add up to \$225 for each extra night of lodging, and up to \$100 per day for meals when necessary.	Provide the basis/rationale for all proposed travel	Enter total requested here
Supplies (Cost of tangible property not meeting the definition of equipment, acquired to perform proposed project activities.)	Provide brief details about the supplies being requested and break down of costs	Enter total requested here
Equipment (Cost of tangible property, with a useful life of more than one year AND an acquisition cost of \$5,000 USD or more per unit , acquired to perform proposed project activities)	Provide brief details about the equipment being requested and breakdown of costs	Enter total requested here
Other Direct Operating Costs (Other costs necessary to perform project activities, falling outside of the budget categories previously listed)	1. Other cost description, purpose, \$Amount 2. Other cost description, purpose, \$Amount 3. Other cost description, purpose, \$Amount	Enter total requested here
Total Direct Costs		Enter total requested here
Indirect Costs (20% max)	Indirect cost may not exceed 20% of total direct costs	Enter total requested here

Interest/Other Income		Enter total requested here
Total		Enter total requested here