Organization:

Program Contact:

Award Budget Categories	Award Amount
Personnel (List salary, FTE, & fringe costs for each position)	
	$
	$
	$
	$
	$
	$
	$
	$
	$
	$
Total Personnel Services	$
Supplies:	
	$
	$
	$
	$
	$
Travel:	
	$
	$
Contracted Labor:	
	$
	$
	$
	$
	$
	$
Other (please specify):	
	$
	$
	$
	$
	$
	$
	$
	$
	$
	$
Total Programmatic Costs	$
Indirect Rate (%)	$
Total Grant Costs	$

Include the following details in your budget, if applicable:

- Personnel Costs Category
    - List salary, FTE, and fringe costs for each position. "FTE" refers to the number of full-time hours worked by an employee over a single workweek (i.e., 1 FTE = 40 hours/week; .5 FTE = 20 hours/week).
    - Salary and fringe costs for each position should be on a separate line.
        - *Example:*
            - Line 1: *Community Health Worker, .5 FTE, Salary @ $45,000 = $22,500*
            - Line 2: *Community Health Worker, .5 FTE, Fringe @ $2,700 = $1,350*
    - Note contracted labor should be listed in the Programmatic Costs category.
- Programmatic Costs Category
    - List your programmatic costs in the appropriate category (i.e., admin costs, supplies, travel, equipment, contracted labor, other, etc.). Please be as specific as possible with each line item. You may add or remove categories and line items as appropriate.
    - *Example:*
        - *Mileage*
            - *(.655/mile x 1,000 miles) = $655*
        - *Other*
            - *Community health fair event space rental = $1,000*
- Indirect Rate
    - List your indirect rate (%) in the Indirect Rate row. The indirect rate cost should be calculated based on your total grant cost.