

**BUDGET NARRATIVE**

The Budget Narrative must include an explanation for each of the budget line items. For each line item, include a brief explanation of how the budget amount was derived. Information should contain sufficient detail to provide the review panel with an understanding of how the requested budget amounts were determined.

Attachment E

<b>ITEMIZED BUDGET</b>	
Item Description	Amount
Staff Salaries (Total must be from Total on Staffing - Plan Attachment H)	\$
Fringe (include rate here: _____ %)	\$
Travel	\$
Phone	\$
Equipment	\$
Supplies	\$
Printing	\$
Other (Please Specify)	\$
Other (Please Specify)	\$
Other (Please Specify)	\$
Total Direct Costs	\$
Indirect Costs (may not exceed 15% of grant funds requested)	\$
Grand Total of Direct and Indirect Costs	\$





Attachment H

STAFFING PLAN					
Name	Position Title	Filled/Vacant	Annual Salary	% of Effort on this Grant	Amount to be paid via this Grant
			\$	%	\$
			\$	%	\$
			\$	%	\$
			\$	%	\$
			\$	%	\$
			\$	%	\$
			\$	%	\$
			\$	%	\$
			\$	%	\$
			\$	%	\$
			\$	%	\$
Total Salaries (Amount must be included in Itemized Budget - Attachment E)					\$