

BUDGET NARRATIVE

For each budget item, include a break down to demonstrate how costs were determined (number of units, cost/unit, benefits, benefits, indirect, mileage rates, etc.).

Explain how the funds will be used for the project.

Describe how you will match EFS funds with other funding sources and/or in kind resources to maximize impact. Include the source of that funding.

Emergency Food and Shelter Phase 36 Budget Template

Program Start Date:

Program End Date:

		Unit Costs (Item Quantity X/Item Price; Rate X Days worked, etc.)	Requested from the Emergency Food and Shelters Program	Other Committed Funding to the project (if Applicable)
I Personnel	FTE			
Salaries (List Position)				
1				
2				
3				
4				
5				
6				
Payroll Taxes and Benefits				
Total Personnel			\$ -	\$ -

II Program Expenses			
Food			
Rent/Mortgage Assistance			
Motel/Hotel Vouchers			
Transportation			
Consumables			
Equipment			
Postage			
Materials & Supplies			
Printing/Duplication			
Rent			
Travel			
Consultant Fees			
Project Mgmt/Facilitation			
Incentives			
Miscellaneous (list)			
1			
2			
3			
4			
5			
6			
Total Other Expenses		\$ -	\$ -
Total Grant Expenses		\$ -	\$ -

Total Project Budget

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