



Small Grants Program Budget Template



The sample budget template is available here in an editable form. It is provided for your convenience. You do not have to use this template to meet our requirements but you must include an itemized budget in your application. Simply insert rows in each section if you have additional line items. If the proposed project will be 100% funded by the grant, do not enter anything in the Other Funding Source (cash or inkind) column. If the grant funds will contribute to the completion of a project that will also be funded by other sources, please identify the amount of this funding in the Other Funding Source column. In addition, in the Budget Narrative please identify what the other funding sources are and if the funding has been secured.

Applicant Name: Whitehouse School, Readington, NJ

A. SALARIES, WAGES, AND FRINGE BENEFITS

Name	Title	Hours/Rate	Sustainable Jersey Grant Funds	Other Funding Sources (cash or inkind)	Total Cost
School Facilities Dept.	maintenance mechanic	12 hrs @ \$27.86/hr	\$ 100.00	\$234.32	\$ 334.32
School Facilities Dept.	maintenance mechanic	12 hrs @ \$27.86/hr	\$ 100.00	\$234.32	\$ 334.32
Total Salaries			\$ 200.00	\$ 468.64	\$ 668.64

B. SUBCONTRACTORS/CONSULTANT COSTS

Subcontractor/Consultant	Role in Project	Period of Performance	Sustainable Jersey Grant Funded	Other Funding Sources (cash or inkind)	Total Cost
					\$ -
					\$ -
					\$ -
Total Subcontractor/Consultant Cost			\$ -	\$ -	\$ -

C. ITEMIZED EQUIPMENT

Item	Unit Cost	Quantity	Sustainable Jersey Grant Funded	Other Funding Sources (cash or inkind)	Total Cost
Water bottle filling station	\$1,300	1	\$1,300		\$ 1,300.00
					\$ -
					\$ -
Total Equipment Cost			\$ 1,300.00	\$ -	\$ 1,300.00

D. ITEMIZED SUPPLIES

Item	Unit Cost	Quantity	Sustainable Jersey Grant Funded	Other Funding Sources (cash or inkind)	Total Cost
					\$ -
					\$ -
					\$ -
Total Cost of Supplies			\$ -	\$ -	\$ -

E. OTHER ITEMIZED EXPENSES

Item	Justification	Quantity	Sustainable Jersey Grant Funded	Other Funding Sources (cash or inkind)	Total Cost
Water testing	measure water quality at five use points in bldg.	1 year of periodic testing	\$ 500.00		\$ 500.00
					\$ -
					\$ -
Total Other Expenses			\$ 500.00	\$ -	\$ 500.00

TOTAL PROPOSED BUDGET			\$ 2,000.00	\$ 468.64	\$ 2,468.64
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