



1 BUDGET TEMPLATE

Project/Program Name: _____

Organization: _____

1.1 PROJECT / PROGRAM FUNDING OVERVIEW

Please provide an overview of the funding request below. Full budgets must be completed on the template provided.

Funds Requested \$ _____

Total Project/Program Cost \$ _____

OTHER FUNDING SOURCES *Documentation of other sources is required prior to executing a subrecipient agreement:*

Other Federal (Specify Source): _____ \$ _____

Other State/Local (Specify Source): _____ \$ _____

Private Sources: _____ \$ _____

Other (Specify Source): _____ \$ _____

Other (Specify Source): _____ \$ _____



1.2 PROJECT/PROGRAM BUDGET

Salaries (list positions)	Annual Salaries	Percentage of Time on Project	Total amount	HUD-funded Portion	Other Funds	Budget Justification/Narrative
Subtotal Salaries						
Fringe Benefits: Enter Rate						
Total Salaries						
Operating Costs (itemized all costs) i.e. rent, food, instruction material, utilities, etc. Note: Please refer to eligible and ineligible costs as applicable						
Subtotal Operating Costs						
Total Salaries						
Total Operating Costs						