# Sample Budget Template

The sample budget template is available here in an editable form. This template 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.

|  |  |  |
| --- | --- | --- |
| **A. SALARIES , WAGES, AND FRINGE BENEFITS** |  |  |
| **Name** | **Title** | **Level of Effort** | **Total Cost** |
|   |   |   | $ |
|   |   |   | $ |
| **Total Municipal Salaries**  | $ |
|  |  |  |  |
| **B. SUBCONTRACTORS/CONSULTANT COSTS** |  |  |
| **Subcontractor/ Consultant** | **Role in Project** | **Period of Performance** | **Total Cost** |
|   |   |   | $ |
|   |   |   | $ |
| **Total Subcontractor/Consultant Cost**  | $ |
|  |  |  |  |
| **C. ITEMIZED EQUIPMENT**  |  |  |  |
| **Item** | **Unit Cost** | **Quantity** | **Total Cost** |
|   |   |   | $ |
|   |   |   | $ |
|  |  |  |  |
| **Total Equipment Cost**  | $ |
|  |  |  |  |
| **D. ITEMIZED SUPPLIES** |  |  |  |
| **Item** | **Unit Cost** | **Quantity** | **Total Cost** |
|   |   |   | $ |
|   |   |   | $ |
| **Total Cost of Supplies**  | $ |
|  |  |  |  |
| **E. OTHER ITEMIZED EXPENSES** |  |  |  |
| **Item** | **Justification** | **Quantity** | **Total Cost** |
|   |   |   | $ |
|   |   |   | $ |
|  |  |   | $ |
|  |  |  |  |
|  **TOTAL COST OF PROJECT**  | **$** |