**PROJECT BUDGET:**

|  |  |
| --- | --- |
| **Expense Title** | **Total Amount** |
| ***Personnel & Staffing*** | |
| Project Director (% Effort) | $0.00 |
| Project Director (% Effort) | $0.00 |
| Other key personnel (list) | $0.00 |
|  |  |
| ***Total Personnel & Staffing*** | $0.00 |
| ***Supplies, Materials & Other Expenses*** |  |
| Expense 1 | $0.00 |
| Expense 2 | $0.00 |
| Expense 3 | $0.00 |
| Expense 4 | $0.00 |
| ***Total Supplies, Materials & Other Expenses*** | $0.00 |
|  |  |
| ***Total Budget Amount*** | **$10,000.00** |

**BUDGET JUSTIFICATION:**

Personnel and Staffing:

Project Director (First, Last Name) - % Effort on Project

Brief description of roles responsibilities

Total amount over the Project Period

Project Assistant (First, Last Name) - % Effort on Project

Brief description of roles/responsibilities on the project

Total Amount over the Project Period

Supplies, Materials and Other Expenses

Expense 1

Brief description of the expense (what is it? How many? Cost per Unit? How will it be used to carry out your project?

Total Amount for the Expense

Expense 2

Brief description of the expense (what is it? How many? Cost per Unit? How will it be used to carry out your project?

Total Amount for the Expense

Expense 3

Brief description of the expense (what is it? How many? Cost per Unit? How will it be used to carry out your project?

Total Amount for the Expense