



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 the 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: Readington Middle School, Readington, NJ

A. SALARIES, WAGES, AND FRINGE BENEFITS

| Name | Title | Hours/Rate | Sustainable Jersey Grant Funds | Sustainable Jersey Grant Funds | Other Funding Sources (cash or inkind) | Total Cost |
|-------------------------|----------------------|--------------------|--------------------------------|--------------------------------|--|------------|
| School Facilities Dept. | maintenance mechanic | 8 hrs @ \$27.86/hr | \$ 222.88 | \$ 222.88 | | \$ 222.88 |
| School Facilities Dept. | maintenance mechanic | 8 hrs @ \$27.86/hr | \$ 222.88 | \$ 222.88 | | \$ 222.88 |
| Mrs. Sperone | Gym teacher | per diem rate | \$ 300.00 | \$ 282.15 | | \$ 282.15 |
| Total Salaries | | | \$ 745.76 | \$ 727.91 | \$ - | \$ 727.91 |

\$ 17.85 difference

B. SUBCONTRACTORS/CONSULTANT COSTS

| Subcontractor/Consultant | Role in Project | Period of Performance | Sustainable Jersey Grant Funded | 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 | Sustainable Jersey Grant Actual | Other Funding Sources (cash or inkind) | Total Cost |
|-----------------------------|-----------|----------|---------------------------------|---------------------------------|--|-------------|
| Fitness Barre | \$219.95 | 3 | \$ 699.90 | \$ 684.80 | | \$ 684.80 |
| Mirrors (installed cost) | \$1,950 | 1 | \$ 1,396.00 | \$ 1,562.64 | \$ 387.36 | \$ 1,950.00 |
| Workout mats | \$19.49 | 18 | \$ 375.00 | \$ 350.74 | | \$ 350.74 |
| Hand weights | \$6.53 | 12 | \$ 100.00 | \$ 90.11 | | \$ 90.11 |
| Stretch exercise bands | \$4.76 | 10 | \$ 59.76 | \$ 54.73 | | \$ 54.73 |
| Storage containers | \$12.85 | 3 | \$ 30.00 | \$ 38.55 | | \$ 38.55 |
| Fitness DVDs | \$16.99 | 0 | \$ 84.95 | \$ - | | \$ - |
| Total Equipment Cost | | | \$ 2,745.61 | \$ 2,781.57 | \$ 387.36 | \$ 3,168.93 |

\$ (35.96) difference

D. ITEMIZED SUPPLIES

| Item | Unit Cost | Quantity | Sustainable Jersey Grant Funded | Sustainable Jersey Grant Funded | Other Funding Sources (cash or inkind) | Total Cost |
|-------------------------------|-----------|----------|---------------------------------|---------------------------------|--|------------|
| Motivational posters | \$8.99 | 0 | \$ 35.96 | \$ - | | \$ - |
| | | | | | | \$ - |
| | | | | | | \$ - |
| Total Cost of Supplies | | | \$ 35.96 | \$ - | \$ - | \$ - |

done by students

\$ (35.96) difference

E. OTHER ITEMIZED EXPENSES

| Item | Justification | Quantity | Sustainable Jersey Grant Funded | Sustainable Jersey Grant Funded | Other Funding Sources (cash or inkind) | Total Cost |
|-----------------------------|----------------------|----------|---------------------------------|---------------------------------|--|------------|
| Professional Development | School Health Summit | | \$ 200.00 | \$ 120.25 | | \$ 120.25 |
| | | | | | | \$ - |
| | | | | | | \$ - |
| Total Other Expenses | | | \$ 200.00 | \$ 120.25 | \$ - | \$ 120.25 |

\$ 79.75 difference

| | | | | | | |
|------------------------------|--|--|---------------------|-------------|-----------|-------------|
| TOTAL PROPOSED BUDGET | | | \$ 3,727.33 | \$ 3,629.73 | \$ 387.36 | \$ 4,017.09 |
| | | | \$ 97.60 difference | | | |