|  |  |
| --- | --- |
| **Shape  Description automatically generated with medium confidence** | **Best in Class Budget Worksheet****1st Yr BIC Participants = $20,000 materials & equipment****Returning BIC Participants = 5 % of Award for materials & equip****Program Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_** |

|  |
| --- |
| Person Completing Form: |
| **Budget Line Items** | **Preliminary Budget Amount** | **Line-Item Justification (explain/justify budgeted amount)** | **Final Budget Amount (complete at end of year, for milestone 4)** | **Projected In-Kind/Match (minimum of 15% of award, include all funds needed to run program)** | **Line-Item Justification** **(Please note if match is in-kind, cash or other)** |
| **Personnel Costs**: Salaries & benefits | **$** |  | **$** | **$** |  |
| **Travel** | **$** |  | **$** | **$** |  |
| **Consultation Services** | **$** |  | **$** | **$** |  |
| **Equipment**  | **$** |  | **$** | **$** |  |
| **Materials & Supplies**  | **$** |  | **$** | **$** |  |
| **Professional Develop. /Training** | **$** |  | **$** | **$** |  |
| **Family Engagement** | **$** |  | **$** | **$** |  |
| **Advertising & Marketing** | **$** |  | **$** | **$** |  |
|  | **$** |  | **$** | **$** |  |
|  | **$** |  | **$** | **$** |  |
|  | **$** |  | **$** | **$** |  |
| **TOTALS**  | **$** |  | **$** | **$** |  |

|  |  |
| --- | --- |
| Total Amount funds requested for project | **$** |
| Total Amount of Match (Include all additional funds to run program) | **$** |
| Total Amount of Project Cost  | **$** |

Footnotes: 1. (BIC funds + Match = Overall Project Cost). 2. Total Match amount equals at least 15% of total awarded funds