

**PROJECT BUDGET**

A	B	C	D		E	F	G	H
Description	Unit Number	Unit Cost	Pending	Secured	CDB FUNDS	CASH MATCH	IN-KIND MATCH	TOTAL COSTS
<i>Itemize project costs under each of the following categories:</i>	(e.g., # of hours)	(e.g., hourly rate)	Mark	with "X"				(sum of Grant Funds, Cash Match, and In-Kind Match)
<b>PERSONNEL EXPENSES</b> (Salaries+Benefits, calculated based on MT DEQ Value of Labor Worksheet)								
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>(Personnel Expense Subtotal 1)</b>					\$ -	\$ -	\$ -	\$ -
<b>CONTRACTED SERVICES</b> (Identify services and professional/labor costs)								
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>(Contracted Services Subtotal 2)</b>					\$ -	\$ -	\$ -	\$ -
<b>TRAVEL</b> (Mileage, per diem and lodging reimbursed at Montana state rate)								
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>(Travel Subtotal 3)</b>					\$ -	\$ -	\$ -	\$ -
<b>COMMUNICATIONS &amp; PRINTING</b>								
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>(Communications &amp; Printing Subtotal 4)</b>					\$ -	\$ -	\$ -	\$ -
<b>PROFESSIONAL DEVELOPMENT &amp; TRAININGS</b>								
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>(Materials &amp; Supplies Subtotal 5)</b>					\$ -	\$ -	\$ -	\$ -
<b>EQUIPMENT/SOFTWARE PURCHASE</b> (Must be necessary to complete the project. Cannot be used to purchase equipment/software for contractors.)								
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>(Equipment/Software Subtotal 6)</b>					\$ -	\$ -	\$ -	\$ -
<b>MISCELLANEOUS EXPENSES</b> (Identify other expenses necessary to complete the project that do not fit in the categories above.)								
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>(Misc Expenses Subtotal 7)</b>					\$ -	\$ -	\$ -	\$ -
<b>SUB-TOTAL OF DIRECT PROJECT EXPENSES - Sum of Subtotals 1 - 7</b>					<b>(Subtotal 8)</b>	\$ -	\$ -	\$ -
<b>ADMINISTRATION</b> (Based on a percentage of the sub-total of direct project expenses not to exceed 10 percent (e.g., Sub-total 8 in line above x0.10))								
<b>(Admin Fee Subtotal 9)</b>					\$ -			\$ -
<b>TOTAL PROJECT EXPENSES</b> (Project expenses & administration fee)					\$ -	\$ -	\$ -	\$ -