TCI Community Partner Subgrant Application

Project Budget Narrative

*[Insert Applicant Organization Name]*

*[Insert Project Title]*

**Personnel Salaries**

Include position, salary/wage, % time or # hours, and total cost per staff person. Briefly describe the roles and responsibilities on the project for each position.

**Personnel Fringe**

Detail percentage and what’s included.

**Contractual**

Detail cost and purpose for each contract.

**Print/Copy**

**Supplies**

**Local Travel**

**Other Expenses**

Detail each type of expense and amount contributing to other expense category.

**Indirect Costs**

Provide indirect cost rate and what it’s based on.