[](http://www.msgradelevelreading.com/)

Small Grants Program

Budget Form

**Complete the following line-item form showing all costs associated with this project:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Expenditures or Costs by Line Item** | **MS GLR Grant Funds Requested** | **Matching Funds, In-Kind Contributions** | **Total Project Costs** |
| Personnel |  |  |  |
| Fringe Benefits |  |  |  |
| Volunteer Time/Services |  |  |  |
| Contractual Services |  |  |  |
| Travel |  |  |  |
| Materials and Supplies |  |  |  |
| Marketing and Promotion |  |  |  |
| Equipment Purchases |  |  |  |
| Other Costs (Specify) |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **TOTAL**  **PROJECT COSTS** |  |  |  |

**NOTE: Total in second column must be at least 50% of total in first column for implementation grants. No matching funds are required for planning grants.**

**Identification of Matching Funds**

**NOTE: THIS PAGE IS TO BE COMPLETED ONLY BY APPLICANTS FOR IMPLEMENTATION GRANTS. NO MATCHING FUNDS ARE REQUIRED FOR PLANNING GRANTS.**

**Identify in the chart below all sources of matching funds provided by other organizations or entities, including in-kind contributions, indicating whether in-kind contributions are secured (S) or pending (P):**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Source of Matching Funds, Contributions** | **Amount of Cash Contribution(s)** | **In-Kind Costs, Contributions** | **Total Project Contributions** | **In-Kind Status** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**NOTE: Matching funds must be at least 50% of the total requested grant and must be committed or secured for a grant agreement to be executed. See the instructions for the Budget Narrative on additional information required for matching funds, including letters of commitment or other documentation.**

**Other Revenues Supporting the Project**

**Identify in the chart below all sources of cash or other revenues provided directly by the applicant that will support the Project, including general revenues, earned income and other grants:**

|  |  |  |
| --- | --- | --- |
| **Source of Revenues** | **Amount** | **Status** |
|  |  |  |
|  |  |  |
|  |  |  |