**BUDGET FORM (DISCRETIONARY FUNDS*)**

| | |
|---|---|
| 100. Salaries (__FTE)<br>♦*List each staff member name, salary, FTE and project related job description on attachment.* | _____ |
| 200. Employee Benefits | _____ |
| 300. Purchased Services<br>♦*List itemized services to be purchased on attachment.* | _____ |
| 400. Supplies and Materials<br>♦*List itemized supplies and materials to be purchased on attachment.* | _____ |
| 500. Capital Outlay | _____N/A_____ |
| 600. Other Expenses<br>♦*List itemized expenses(s) on attachment.* | _____ |
| Total of 100 through 600 | _____ |
| Indirect Cost | _____ |
| **TOTAL COST OF PROJECT** | _____ |

**OBJECT CODE DEFINITIONS (FOR EXPENDITURES MADE WITH GRANT FUNDS)**

**100. SALARIES:** Amounts paid to project staff.

**200. EMPLOYEE BENEFITS:** Amounts paid on behalf of project staff. These amounts are not included in the gross salary, but are over and above. Such payments are fringe benefit payments and while not paid directly to staff, nevertheless are part of the grant cost.

**300. PURCHASED SERVICES:** Amount paid for services rendered by personnel who are not on the agency payroll and other services that the agency may purchase. While a product may or may not result from the transaction, the primary reason for the purchase is the service provided.

**400. SUPPLIES AND MATERIALS:** Amounts paid for material items of an expendable nature of less than $5,000 per item that are consumed, worn out, or deteriorated by use; or items that lost their identity through fabrication or incorporation into different or more complex units or substances.

**500. CAPITAL OUTLAY:** Amount paid for equipment of $5,000 or more per item (fixed assets or additions to fixed assets). Include lease/purchase payments here.

**600. OTHER EXPENSES:** Amounts paid for goods and services not otherwise classified above ( i.e. reimbursement of staff travel expenses, etc).

**Indirect Cost**: Not to exceed NDE Rule 51 guidance or NDE approved rate for agency.

***FUNDING CONTINGENT UPON NDE RECEIVING IDEA PART B GRANT**

**♦REMINDER: Attachment detailing proposed expenditures is required, including project related job description(s) as is appropriate**