

Appendix A Scope of Work and Project Budget

As part of this grant agreement, you are required to provide a description of how you will spend the grant funds in compliance with the specific purpose as stated in the Appropriations Act ("Scope of Work"). You are also required to submit a budget for use of the grant funds. Please attach additional sheets as necessary.

1. Organization:

2. Scope of Work, Objectives, Results, Performance Measures:

Recipient shall detail below how the organization will spend the grant funds in compliance with the specific purpose(s) as stated in the Appropriations Act. The description should include objectives to be achieved, expected results, and performance measures. The description should also include anticipated timing of those objectives, expected results, and any services provided.

Objective(s):

Expected Results:

Performance Measure(s):

3.

Below are general expenditure descriptions that can serve as a **guide** for preparing the organization's budget related to the grant award.

The following budget is for the time period beginning (_____) and ending (_____).

EXPENDITURE DESCRIPTION	AMOUNT
Employee Expenses (e.g. program related staffing).	
Services and Contract Expenses (e.g. design, construction, utilities, repairs, renovations)	
Goods Expenses (e.g. supplies and equipment)	
Administrative Expenses (e.g. overhead & project management)	
Other Expenses (e.g. related charges not assigned above and described by grant recipient)	
Total Beginning Balance of the Project Fund	

Please note, you will sign off on this appendix within thirty (30) days of executing the Grant Agreement.

Printed Name

Date

Title