

Grant Application Budget Format

Project Title: _____

Applicant Organization: _____

Duration of Project: _____ to _____

I. Summary Budget

| Budget Category | Requested from Grant | Matching Funds / Other Sources | Total |
|--------------------|----------------------|--------------------------------|-------|
| Personnel | | | |
| Fringe Benefits | | | |
| Travel | | | |
| Equipment | | | |
| Supplies | | | |
| Contractual | | | |
| Other Direct Costs | | | |
| Grand Total | | | |

II. Detailed Budget Justification

Provide a brief description and justification for each budget item listed above (e.g., position titles and roles under Personnel, purpose of Travel, itemization of Equipment, etc.). Attach additional pages if needed.

III. Important Notes

- Ensure all amounts are accurate and clearly justified.
- Include only allowable and necessary expenses for your project.
- Be consistent with funding agency guidelines and requirements.
- Provide clear distinctions between requested funds and other sources.
- Attach supporting documentation as required by the grant application.