

Green Partners Budget Form

Youth Forward SAMPLE
2022

<u>Expense</u>	<u>Description</u>	<u>Hourly Rate/ Cost per Item</u>	<u>Number Hours or Items</u>	<u>Funds Requested</u>
(A) Staff and Personnel - Applicants must follow applicable U.S. labor laws. Contact a lawyer for assistance. (add rows below as needed)				
Project manager - Maggie	Coordinate all project activities, complete required reports and attend grant meetings	\$30.00	100	\$3,000.00
Project staff - Richard, Rosita	Develop and lead project activities and workshops, communications	\$25.00	150	\$3,750.00
Project assistant - Sasha	Pollinator education and project assistance	\$20.00	100	\$2,000.00
Administrative staff - Daryl	budget reporting, field trip coordinator	\$20.00	20	\$400.00
Youth	youth stipends	\$100.00	30	\$3,000.00
				\$0.00
			SUBTOTAL =	\$12,150.00
(B) Reimbursable Expenses				
1. Project Supplies -- List all of the supplies you are seeking to purchase with this grant. (add rows below as needed)				
Field trip funds	Canoe rental, entrance fees	\$100.00	30	\$3,000.00
Pollinator plants	Pollinator plants for youth to take home	\$4.00	60	\$240.00
Low-waste event supplies	Reusable water container and other reusable and compostable supplies	\$1.00	100	\$100.00
2. Food -- For events and activities directly related to project activities. Indicate number of events and cost per event. (add rows below as needed)				
Food for training workshops	food for weekly youth workshops and field trips	\$150.00	20	\$3,000.00
				\$0.00
3. Incentives -- Must be tied directly to an action or activity that motivates environmentally-responsible behavior. (add rows below as needed)				
Reusable water bottles	for youth as incentives	\$15.00	30	\$450.00
				\$0.00
4. Marketing and Communications				
Printing	flyers to advertise the youth program and the low-waste event	\$0.20	50	\$10.00
community paper advertising	promotions to recruit youth and advertise the low-waste community event	\$25.00	3	\$75.00
5. Other Expenses (add rows below as needed)				
Mileage	transportation to field trip sites	\$0.58	200	\$116.00
			SUBTOTAL =	\$6,991.00
			TOTAL =	\$19,141.00