

One Step Away
Complete College Maryland State Grant Program
FY 2013 BUDGET REQUEST SUMMARY (use this Excel format)

Project Title:

Higher Education Institution:

SOURCE OF FUNDS			
	COLUMN 1	COLUMN 2	COLUMN 4
	Grant Funds REQUESTED ²	INSTITUTION CONTRIBUTION ³	TOTALS
A. Salaries & Wages List by name and title for existing staff, or position type, title for positions to be recruited			
1			
2			
3			
4			
Total Salaries and Wages			
B. Fringe Benefits			
C. Travel			
D. Equipment			
1 (decribe)			
2			
E. Materials and Supplies			
F. Consultant and Contractual Services			
G. Other (specify)			
1			
2			
H. Total Direct Costs (A through G)			
I. Total Indirect Costs (max. 8% of H)			
J. Total (H and I)			

Notes:

1. Add additional lines in the budget summary spreadsheet as needed.
2. Include all grant-funded expenses.
3. Include any contributions from applicant institution in this column. Include both cash and in-kind contributions, distinguishing in the budget narrative which type of contribution is provided for a given item.