

ONE STEP AWAY - Complete College Maryland State Grant
INTERIM PROGRESS BUDGET REPORT (use this Excel format)

Institution: _____

Project Director: _____

Project Title: _____

	Approved Grant Funds	Grant Expenditures as of 2/20/17	Institution & Other Contribution Expenditures as of 2/20/17
A. Salaries & Wages Professional Personnel			
[List each by name followed by title in brackets]			
1			
2			
3			
4			
Other Personnel (list categories & # of each in brackets)			
5. []			
6. []			
7. []			
8. []			
Total Salaries and Wages			
B. Fringe Benefits			
C. Travel			
D. Equipment			
1			
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)			

Prepared by: _____
 Signature & Date

 Print Name & Title