

NewBudgetTool_OHHLHC_LHC_Blank - Microsoft Excel

OHHLHC Budget Worksheet Tool - LHC

1) Enter grant award information here

Name and Address of Applicant:
 Grant Agreement Number
 Organization Name
 Street Address
 Office Number
 City, State, Zip Code

2) Enter individual budget line title

3) Enter information related to each budget line

4) Enter the OHHLHC portion of each budget line

5) Enter the match amount related to each budget line into the match appropriate match category

6) After completing all budget information, a completed Part 3 Form can be found in the next tab

Detailed Description of Budget (for full grant period)

Category	Estimated Hours	Rate per Hour	FTE	Admin	Direct	Estimated Cost	HUD Share Total	HUD Share Admin	HUD Share Direct	Total Match	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
1. Personnel (Direct Labor)																	
11. Position - Name (or label)																	
12. Jane Doe	6,240	\$25.00	100%	15%	85%	\$156,000	\$150,000	\$22,500	\$127,500	\$6,000	\$6,000						
13. Jane Doe		\$0.00				\$0	\$0	\$0	\$0	\$0							
14. Jane Doe		\$0.00				\$0	\$0	\$0	\$0	\$0							
15. John Doe	4,680	\$25.00	75%	5%	95%	\$117,000	\$100,000	\$5,000	\$95,000	\$10,000				\$10,000			
16. John Doe		\$0.00				\$0	\$0	\$0	\$0	\$0							
17. John Doe		\$0.00				\$0	\$0	\$0	\$0	\$0							
18. John Doe		\$0.00				\$0	\$0	\$0	\$0	\$0							
19. John Doe		\$0.00				\$0	\$0	\$0	\$0	\$0							
20. John Doe		\$0.00				\$0	\$0	\$0	\$0	\$0							
21. John Doe		\$0.00				\$0	\$0	\$0	\$0	\$0							
22. John Doe		\$0.00				\$0	\$0	\$0	\$0	\$0							
23. John Doe		\$0.00				\$0	\$0	\$0	\$0	\$0							
24. Total Direct Labor Cost						\$273,000	\$250,000	\$27,500	\$222,500	\$16,000	\$6,000	\$0	\$0	\$10,000	\$0	\$0	\$0
2. Fringe Benefits	Rate (%)	Base				Total	HUD Share Admin	HUD Share Direct	Total Match	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
26. Jane Doe	15%	\$				\$3,400	\$3,510	\$19,890	\$0								
27. Jane Doe		\$				\$0	\$0	\$0	\$0								
28. Jane Doe		\$				\$0	\$0	\$0	\$0								
29. John Doe	15%	\$				\$7,550	\$878	\$16,673	\$0								
30. John Doe		\$				\$0	\$0	\$0	\$0								
31. John Doe		\$				\$0	\$0	\$0	\$0								
32. John Doe		\$				\$0	\$0	\$0	\$0								
33. John Doe		\$				\$0	\$0	\$0	\$0								
34. John Doe		\$				\$0	\$0	\$0	\$0								
35. John Doe		\$				\$0	\$0	\$0	\$0								
36. John Doe		\$				\$0	\$0	\$0	\$0								
37. John Doe		\$				\$0	\$0	\$0	\$0								
38. Total Fringe Cost						\$40,950	\$40,950	\$4,388	\$36,563	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
3. Travel																	
39. 3a. Transportation - Local Private Vehicle	Mile			Admin	Direct	Estimated Cost	HUD Share Total	HUD Share Admin	HUD Share Direct	Total Match	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
41. List Position and Name of Individual																	
42. Jane Doe						\$0	\$0	\$0	\$0	\$0							
43. Jane Doe						\$0	\$0	\$0	\$0	\$0							
44. Jane Doe						\$0	\$0	\$0	\$0	\$0							
45. Jane Doe						\$0	\$0	\$0	\$0	\$0							
46. Jane Doe						\$0	\$0	\$0	\$0	\$0							
47. Jane Doe						\$0	\$0	\$0	\$0	\$0							
48. Jane Doe						\$0	\$0	\$0	\$0	\$0							

Sample | Instructions | BudgetWorksheet | Part3Form

Policy 2015-01 Classification of Cost Policy



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-3000

OFFICE OF LEAD HAZARD CONTROL AND
HEALTHY HOMES

POLICY GUIDANCE NUMBER:	PGI 2015 - 01	DATE: April 10, 2015
SUBJECT:	Clarification of costs for LHRD and LBPHC grant programs	
STATUS:	Current	
APPLICABILITY:	LHRD and LBPHC grant programs	
RELATED GUIDANCES:	<p><i>For federal awards made prior to December 26, 2014:</i></p> <ul style="list-style-type: none"> • 24 CFR part 84 (2013)¹ (institutions of higher education, hospitals, and other non-profits); • 24 CFR part 85 (2013)² (state, local, and Indian tribal governments); and • OMB Circulars A-21 (educational institutions), A-87 (state, local, and Indian tribal governments), and A-122 (non-profit organizations).³ <p><i>For federal awards made on or after December 26, 2014:</i></p> <ul style="list-style-type: none"> • 2 CFR part 200.⁴ 	
COMMENTS:	This PGI will replace PGI 2012-01.	

This policy guidance is being used to clarify program costs, administrative costs, direct costs, and indirect costs for Lead-Based Paint Hazard Control (LBPHC) grants and Lead Hazard Reduction Demonstration (LHRD) grants. **Table 1** provides a visual representation of all cost categories and the minimum and maximum limits for each cost category.

Allowable Costs

A cost may be charged to a federal grant only if it is allowable. To be allowable, a cost must be reasonable; necessary to perform the program; allocable to grant as either a direct or indirect cost; consistently treated in like circumstances; adequately documented; and otherwise consistent with the applicable Notice of Funding Availability, the terms and conditions of the award, and the regulations in "Related Guidances," above.⁵

¹ To access the 2013 edition of the Code of Federal Regulations, visit www.gpo.gov/fdsys/browse/collectionCfr.action?selectedYearFrom=2013&go=Go

² See the link in the previous footnote.

³ All OMB Circulars, including those referenced here, are available at www.whitehouse.gov/omb/circulars_default.

⁴ For more information on 2 CFR part 200 and an explanation of the differences between 2 CFR part 200 and the OMB Circulars, see the following:

- OMB's Frequently Asked Questions, at <https://cfo.gov/wp-content/uploads/2014/08/2014-08-29-Frequently-Asked-Questions.pdf>
- Uniform Guidance Crosswalk from Existing Guidance to Final Guidance, at www.whitehouse.gov/sites/default/files/omb/fedreg/2013/uniform-guidance-crosswalk-from-predominate-source-in-existing-guidance.pdf
- The December 26, 2013, and December 19, 2014, notices on this rule, at <https://federalregister.gov/a/2013-30465> and <https://federalregister.gov/a/2014-28627>, respectively.
- The full text of 2 CFR part 200, at www.gpo.gov/fdsys/browse/collectionCfr.action?collectionCode=CFR.

⁵ See 2 CFR § 200.403.

If you need help determining whether a cost is allowable, contact your assigned Government Technical Representative (GTR).

Direct v. Indirect Costs

All allowable costs are either *direct costs* or *indirect costs*.⁶ Direct costs are those costs that can be identified specifically with the OLHCHH grant, or that can be directly assigned to the grant relatively easily with a high degree of accuracy. For Lead-Based Paint Hazard Control (LBPHC) grants and Lead Hazard Reduction Demonstration (LHRD) grants, direct costs consist of all program costs and all “direct administrative costs” (See “Program v. Administrative Costs,” below).

Indirect costs, on the other hand, are a sub-category of administrative costs and represent the expenses of doing business that are not readily identified with a particular grant, contract, project function or activity, but are necessary for the general operation of the organization and the conduct of activities it performs. For more information on indirect costs, see **Attachment 1**.

Program v. Administrative Costs

Program costs are costs that directly support the grant program’s mission and services. Administrative costs, on the other hand, do not directly support the grant program’s mission and services. As described below, there are two categories of program costs: lead hazard control (LHC) program costs⁷ and other program costs⁸. Administrative costs consist of two categories of costs: (1) direct administrative costs (costs for the general management, oversight, and coordination of the grant—i.e., program administration) and (2) indirect costs.

For LBPHC and LHRD grants, program costs are a sub-category of direct costs. Administrative costs may be either direct costs (“direct administrative costs”) or indirect costs (with indirect costs as a sub-category of administrative costs). For a visual representation of the relationship among direct, indirect, program, and administrative costs, see **Table 1**.

If you need help determining whether a cost is an administrative or program cost, contact your assigned Government Technical Representative (GTR).

- **Program Costs**
Program costs are those costs that directly support the LBPHC and LHRD grant programs’ mission of identifying and controlling lead-based paint hazards.

There are two types of program costs:

⁶ 2 CFR part 200, which applies to federal awards made on or after December 26, 2014, refers to “indirect (F&A) costs.” For the purposes of this policy guidance, the phrase “indirect (F&A) costs” is interchangeable with “indirect costs” (OMB Circulars A-87 and A-122) and “facilities and administrative (F&A) costs” (OMB Circular A-21).

⁷ Previously referred to as “Lead Hazard Control Direct Costs” in the NOFA

⁸ Previously referred to as “Other Allowable Direct Costs” in the NOFA

- *Lead Hazard Control (LHC) program costs* (previously referred to as “Lead Hazard Control Direct Costs” in the NOFA); and
- *Other Program Costs* (previously referred to as “Other Allowable Direct Costs” in the NOFA).

LHC program costs are costs specifically related to the performance of lead hazard control activities, as defined in Attachment 1. Other program costs are costs that directly support the grant program’s mission of identifying and controlling lead-based paint hazards, but are not directly tied to lead hazard control activities, like equipment, blood leads testing, outreach, etc.

- For LBPHC grants, LHC program costs must make up *at least 65 percent* of the grant amount.
- For LHRD grants, LHC program costs must make up *at least 50 percent* of the grant amount.

For a list of allowable LHC program costs and other program costs, see **Attachment 2**.

- *Administrative Costs*
For the purposes of LBPHC and LHRD grants, administrative costs are costs that do not directly support the grant program’s mission and services. There are two categories of administrative costs: (1) direct administrative costs (costs for the general management, oversight, and coordination of the grant—i.e., program administration) and (2) indirect costs. Recipients of LBPHC and LHRD grants must ensure that not more than 10 percent of the total grant will be used for administrative costs. Administrative costs incurred by the recipient, subrecipients, and consultants hired to oversee or manage specific contract or grant objectives all count towards the 10 percent administrative cost limit. For the purposes of LBPHC and LHRD grants, all indirect costs and direct administrative costs count towards the 10 percent administrative cost limit. For more information on administrative costs, see **Attachment 3**.

Table 1. Cost Categories for Lead-Based Paint Hazard Control (LBPHC) Grants and Lead Hazard Reduction Demonstration (LHRD) Grants

Direct Costs		Indirect Costs	
<p>Direct costs are those costs that can be identified specifically with a particular grant, or that can be directly assigned to the grant relatively easily with a high degree of accuracy.</p>		<p>(Maximum set by negotiated indirect cost rate)</p>	
<p>Program Costs: (90% Minimum)</p> <p>Program costs are costs that directly support the grant program's mission of identifying and controlling lead-based paint hazards. There are two types of program costs: Lead hazard control (LHC) program costs and other program costs.</p>		<p>Administrative Costs: (10% Maximum)</p> <p>Administrative costs are costs that do not directly support the grant program's mission and services. There are two categories of administrative costs: (1) direct administrative costs and (2) indirect costs.</p> <p><i>Note that the 10% maximum includes all indirect costs and all direct administrative costs.</i></p>	
<p>Lead Hazard Control (LHC) Program Costs LBPHC—65% Minimum LHRD—90% Minimum</p>	<p>Other Program Costs</p>	<p>Direct Administrative Costs</p>	<p>Indirect Costs</p>
<p>Lead hazard control program costs are costs specifically related to the performance of lead hazard control activities.</p> <p><i>See Attachment 1 for a list of allowable lead hazard control activities.</i></p>	<p>Other program costs are costs that directly support the grant program's mission of identifying and controlling lead-based paint hazards, but that are not specifically related to the performance of lead hazard control activities.</p> <p><i>See Attachment 1 for list of allowable other program activities.</i></p>	<p>Direct administrative costs are costs incurred for the general management, oversight, and coordination of the grant (i.e., program administration).</p> <p><i>See Attachment 2 for list of allowable direct administrative costs.</i></p>	<p>Indirect costs represent the expenses of doing business that cannot be specifically identified with a particular grant, contract, project function or activity, but are necessary for the general operation of the organization and the conduct of activities it performs. These types of costs are often referred to as "overhead" costs.</p> <p><i>See Attachment 3 for a description of indirect costs.</i></p>

Attachment 1.

Indirect Costs

What are indirect costs?

Indirect costs are a sub-category of administrative costs and represent the expenses of doing business that are not readily identified with a particular grant, contract, project function or activity, but are necessary for the general operation of the organization and the conduct of activities it performs. These types of costs are often referred to as "overhead costs."

What is an indirect cost rate?

An indirect cost rate is a calculation for determining fairly and conveniently within the boundaries of sound administrative principles, what proportion of indirect cost each program should bear. Note that indirect costs are incurred for common or joint objectives and cannot be readily identified with a particular grant, contract or other activity of the organization. An indirect cost rate is the ratio between the total indirect expenses and some direct cost base. The indirect cost allocation methods used by each organization depend on its own structure, program functions, and accounting system.

For federal awards made *prior to December 26, 2014*, Office of Management and Budget (OMB) Circulars A-21 (educational institutions), A-87 (state, local, and Indian tribal governments), and A-122 (non-profit organizations) establish the federal requirements for the determination of allowable and unallowable direct and indirect (or "facilities and administrative") costs, and are available at the following website: www.whitehouse.gov/omb/circulars_default.

For federal awards made *on or after December 26, 2014*, 2 CFR 200, subpart E—Cost Principles, establishes the federal requirements for the determination of allowable and unallowable direct and indirect (F&A) costs, and is available at the following website: www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl.

How are indirect cost rates determined?

The cognizant federal agency is the agency responsible for approving indirect cost rates for a grant based on an indirect cost proposal submission. The indirect cost proposal or cost allocation plan should:

1. Identify all the activities carried on by the recipient's overall entity (organization, department, agency, university, etc.) or a specific unit of the entity, and its attendant costs. All activities must be included regardless of the source of funds used to pay for them.
2. Incorporate those costs allocated to the departments or units through the central service cost allocation plan.

3. Classify the activities and their costs as direct or indirect.
4. Eliminate from indirect costs capital expenditures and those stipulated as unallowable by OMB Circular or program legislation, if any.
 - a. This step requires a determination of whether to "exclude" any disallowed or distorting costs or reclassify those costs to the direct costs base. The determining factor is that if the cost at issue generates overhead or benefits from indirect costs, then it should be reclassified to the base and allocated a fair share of indirect costs.
5. Compute the rate by dividing the total remaining indirect costs by the direct cost base selected for distribution of the indirect costs. The most frequently used base is Modified Total Direct Costs (MTDC).

Attachment 2.

Program Costs for Lead-Based Paint Hazard Control (LBPHC) Grants and Lead Hazard Reduction Grants (LHRD)

There are two types of program costs: Lead hazard control (LHC) program costs and other program costs.

(1) Lead Hazard Control (LHC) Program Costs

Allowable lead hazard control (LHC) program costs are defined as costs specifically related to the performance of LHC activities, as defined below. When preparing the budget, you must document how *at least 65 percent* of the requested grant amount for the Lead-Based Paint Hazard Control (LBPHC) grant program, or *at least 80 percent* of the requested grant amount for the Lead Hazard Reduction Demonstration (LHRD) grant program is dedicated specifically for lead hazard control activities. Lead hazard control activities are defined as:

- a. **Inspections/Testing.** Performing lead dust, soil and paint-chip testing, lead-based paint inspections, risk assessments, clearance examination, and engineering and architectural activities that are required for, and in direct support of, interim control and lead hazard control work, of eligible housing units constructed prior to 1978 to determine the presence of lead-based paint and/or lead hazards from paint, dust, or soil through the use of acceptable testing procedures.
- b. **Hazard Control.** The control or elimination of all lead-based paint hazards identified in housing units and in common areas of multi-family housing by either or a combination of interim controls or lead-based paint abatement. For a complete description of interim controls and abatement, see HUD's *Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing*, located at http://portal.hud.gov/hudportal/HUD?src=/program_offices/healthy_homes/1bp/lnudguidelines.
- c. **Required Minimal Rehabilitation.** Undertaking minimal housing intervention activities that are specifically required to carry out effective hazard control, and without which the hazard control could not be completed, maintained, and sustained. Refer to HUD Policy Guidance 2008-02 on the OLHCHH website, located at http://www.hud.gov/offices/lead/library/lead/PGI-2008-02_Doing_Minimal_Rehab.pdf.
- d. **Relocation.** Carrying out temporary relocation for temporarily displaced families and individuals while the LHC work in an affected unit is conducted and until the time the unit receives clearance for re-occupancy. When persons with disabilities are temporarily relocated, they must be placed in housing that provides, at a minimum, the same accessibility features as the housing in which they currently resides. HUD expects that most temporary relocation for lead hazard control work would be for 10 days or less.
- e. **Support Costs Associated with Lead Hazard Control Activities.** Activities that directly support the undertaking of lead hazard control, and without such support

activities, the lead hazard control could not be conducted. These costs may include: staff costs for intake, review and approval of applications and preparation of documents to be signed by applicants for LHC work; staff costs for arranging for temporary relocation; staff costs associated with reimbursement and providing assistance to residents in relation to lead hazard control; on-site monitoring of LHC activities; and travel and transportation for staff that perform lead hazard control.

(2) Other Program Costs

Reasonable and necessary costs for the activities below are allowable program costs, but are not considered "Lead Hazard Control" costs (i.e., counted towards the 65% or 80% minimum):

- a. **Equipment.** You may not purchase or lease of equipment having a per-unit cost in excess of \$5,000, except for the purchase or lease of up to two X-ray fluorescence (XRF) analyzers to be used exclusively by the grant program. Award recipients that purchase XRF analyzers must submit the General Services Administration's annual Tangible Personal Property Report, and its components, Standard Form (SF) 428 and SF 428-A through 428-D, the Annual Report, the Final (Award Closeout) Report, and the Disposition Report/Request, and, if needed, the Supplemental Sheet (see <http://www.whitehouse.gov/omb/grants/forms>). Generally, the average estimated time to complete each of these components is 0.5 hours; it is likely to be less for this grant program. For purchasing or leasing equipment under \$5,000 apiece, the recipient need not complete the Tangible Personal Property Report.
- b. **Worker Protection.** Performing blood lead testing or air sampling to protect the health of the hazard control workers, supervisors, and contractors.
- c. **Occupant Blood Testing.** Conducting pre-hazard control blood lead testing of persons residing in or frequently visiting units undergoing lead hazard control work.
- d. **Outreach, Education, and Training.** Conducting targeted outreach, affirmative marketing, education or outreach programs on lead hazard control and lead poisoning prevention that will result in increased lead hazard control activities or that are designed to increase the ability of the program to deliver lead hazard control services, including educating owners of rental properties, tenants, and others on the Residential Lead-Based Paint Hazard Reduction Act, Lead Disclosure Rule, Lead Safe Housing Rule (24 CFR part 35, subparts A, B-R), and applicable provisions of the Fair Housing Act, especially as it pertains to familial status (e.g., families with children) and disability discrimination, providing meaningful access to these program benefits and information to Limited English Proficient (LEP) individuals through language assistance strategies and services, in accordance with Title VI of the Civil Rights Act of 1964 and the *Final Guidance to Federal Financial Assistance Recipients Regarding Title VI, Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons* published on January 22, 2007 in the *Federal Register* (72 FR 2732) (for more information, see section III.C.3, Compliance with Nondiscrimination and Related Requirements, of the Fiscal Year 2015 **General Section**⁹ (or, for subsequent fiscal years, the corresponding section), and providing

⁹ http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/grants/fundsavail/2015gensec.

training on lead-safe maintenance and renovation practices and management. Upon request, this also would include making all materials available in alternative formats to persons with disabilities (e.g., Braille, audio, and large type) pursuant to 24 CFR section 8.6(b) and Titles II and III of the Americans with Disabilities Act, as applicable. Also, a registry of lead-safe units must be developed and provided to families as part of the outreach program.

- e. **Capacity Building.** Providing resources to build capacity for lead-safe housing and lead hazard control, including free delivery of HUD-approved lead-safe work practices training courses for housing rehabilitation contractors, rehabilitation workers, renovators, remodelers, homeowners, renters, painters, maintenance staff, and others conducting renovation, rehabilitation, maintenance, hazard control, or other work in private housing; free delivery of lead sampling technician training, lead-based paint worker or contractor certification training; subsidies for licensing or certification fees to low-income persons seeking credentials as lead-based paint workers or contractors, lead sampling technicians or certified renovators; and completion of other HUD-approved courses that further the effectiveness of lead hazard control interventions or promote the integration of this grant program with housing rehabilitation, property maintenance, weatherization, healthy homes initiatives, and housing-related health hazard interventions, such as the Essentials for Healthy Homes Practitioners Course.
- f. **Lead Safe Housing Rule compliance.** Conducting planning, coordination, and training activities to comply with HUD's Lead Safe Housing Rule (24 CFR part 35, subparts B-R). These activities must support the expansion of a workforce properly trained in lead-safe work practices that is available to conduct interim controls on HUD-assisted housing covered by these regulations.
- g. **Insurance.** Securing liability insurance for housing-related environmental health and safety hazard evaluation and control activities, if the scope of the insurance is restricted to work under this grant. Note: If the scope of the insurance is restricted to work under this grant, the cost is a direct cost. If the scope of the insurance is not restricted to work under this grant, such as insurance for facilities or those costs covered under an indirect cost rate plan, the insurance cost is considered an indirect cost.
- h. **Professional Certifications and Licenses.** Securing and maintaining certification and licenses for identification, remediation, and clearance of housing-related health and safety hazards.
- i. **Research and Studies.** Participating in technical studies, or developing information systems to enhance the delivery, analysis, or conduct of lead hazard control activities; or to facilitate targeting and consolidating resources to further childhood lead poisoning prevention efforts. For this program, we do not expect research that could affect human subjects to be conducted.

Attachment 3.

Administrative Costs

For OHHLHC grants, there are two types of administrative costs: (1) direct administrative costs, and (2) indirect costs. The 10% maximum limit on administrative costs for LBPHC and LHRD grants includes all direct administrative costs and all indirect costs.

(1) Direct Administrative Costs

Direct administrative costs are costs that are reasonable, necessary, allocable as direct costs, and otherwise allowable costs of general management, oversight, and coordination of the grant (i.e. program administration). Such costs include, but are not limited to, expenditures for the following:

- a. Salaries, wages, fringe benefits, and related costs of the recipient's staff engaged in program administration that can be specifically identified with the grant. In charging costs to this category the recipient may either include the entire salary, wages, and related costs allocable to the program of each person whose primary responsibilities with regard to the program involve program administration assignments, or the pro rata share of the salary, wages, and related costs of each person whose job includes any program administration activities. The recipient may use only one of these methods during the grant period. Program administration includes, but is not limited to, the following types of activities:
 - i. Providing local officials and the public with information about the program, except that costs for targeted outreach, affirmative marketing, education or outreach for LHC programs are considered program costs (See "Other Program Costs");
 - ii. Preparing program budgets and schedules, and amendments to them;
 - iii. Developing systems for assuring compliance with program requirements, except that costs for participating in technical studies, or developing information systems to enhance the delivery, analysis, or conduct of lead hazard control activities are considered program costs (See "Other Program Costs");
 - iv. Developing interagency agreements and agreements with subrecipients and contractors to carry out program activities, but note that that costs carrying out the program activities under such agreements are considered program costs or administrative costs based on the type of activities conducted;
 - v. Monitoring program activities for progress and compliance with program requirements, except for on-site monitoring of lead hazard control activities (See "Lead Hazard Control (LHC) Program Costs");
 - vi. Preparing reports and other documents related to the program for submission to HUD;
 - vii. Assisting HUD or the General Accountability Office in conducting audits or monitoring, and coordinating the resolution of audit and monitoring findings;
 - viii. Evaluating program results against stated objectives; and

- ix. Managing or supervising persons whose primary responsibilities with regard to the program include such assignments as those described in paragraph (a)(1)(i) through (viii) of this section.
- b. Travel costs incurred for official business in program administration that can be specifically identified with the grant program;
- c. Transportation costs incurred for program administration that can be specifically identified with the grant program;
- d. Equipment, supplies (especially office supplies), and materials used for program administration that can be specifically identified with the grant program;
- e. Attendance at HUD-required or HUD-approved trainings or conferences; and
- f. Certification and licensing costs required for program administration responsibilities.

(2) Indirect Costs

Indirect costs are a sub-category of administrative costs and represent the expenses of doing business that are not readily identified with a particular grant, contract, project function or activity, but are necessary for the general operation of the organization and the conduct of activities it performs. These types of costs are often referred to as "overhead costs." See **Attachment 1** for more information on indirect costs.

OLHCHH Negotiation Budget Documentation Process and Step by Step Instructions

Step 1: Identify your program structure:

A. Prime Applicant with **NO** HHSupp Award

B. Prime Applicant with HHSupp Award

Choose the Sub Category Type that best fits:

1. I have NO Subgrantee partners that will receive 10% or more of the federal award

2. I have **one or more** sub grantee partners that will receive 10% of the federal award

What type of grantee are you?

A1= Prime Applicant, NO HHSupp, NO SUBS

A2= Prime Applicant NO HHSupp, one or more subs

B1= Prime applicant with HHSupp and NO SUBS

B2= Prime Applicant with HHSupp and one or more subs

Step 2: Complete the applicable documentation for your program structure:

narrative/justification to be included with your submission. HHSupp awardees also have to include a detailed budget narrative with the HHSupp budget.

A1= Complete only the GREEN TAB

A2= Complete the GREEN TAB and the ORANGE TAB (s)

B1= Complete the GREEN TAB and the PINK Tab

B2= Complete the GREEN TAB, PINK TAB and ORANGE TAB(s)

STEP 3: SUBMIT ALL COMPLETED FORMS TO YOUR GO/GTR NEGOTIATIONS TEAM

Once the forms are completed please submit the entire file/excel book **with** your corresponding budget narratives to your GO and GTR for approval.





STEP 4: WAIT!!!

STOP! WAIT FOR APPROVAL OF ALL Completed and submitted BUDGET FORMS before moving ahead to any other tabs or getting signatures on any budget forms!

STEP 5: Print, Sign and Return ALL GRAY TABS

Once you have received final approval from the negotiations team; you will be directed on how to print all gray tabs for signature and return to the OLHCHH Grant Services Devision.

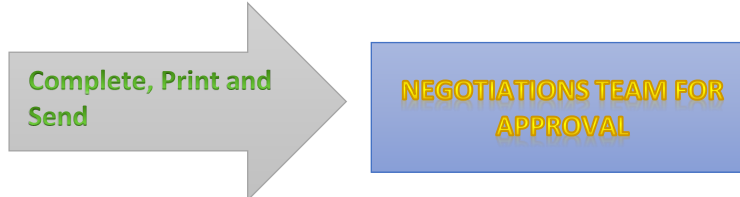
1. Part 3 Form

2. Direct Cost Breakdown

(Complete the Description of Activity Column prior to print)

3. Verification of Admin Costs

(Complete the Description of Activity Column prior to print)



STEP 6: Complete all Negotiation Questions and Additional Forms Required and submit to the GO for processing if they have not yet been submitted.



Benefits and Features:

The admin and direct % columns are the only items anyone would ever have to adjust once a grantee transferred their CBW info over.

Once the grant and negotiations have consensus on the budget tool for the prime, HHI and any subs all the other forms will auto fill with the required information.

As the positions are detailed with position title and name in the Category 1; the same info automatically populates to the Category 2 Fringe column and this fringe column cannot be changed.

FUTURE USE OF THIS EXCEL BUDGE BOOK! This tool and book will be used for all Budget Amendments moving forward as it will have all original historical data to track the changes on. New tabs can be added and labeled with the date of the amendment. It is recommended a copy of the most recent budget is cut and pasted into the new tab to amend instead of creating a new one from scratch to avoid input errors.

ALL HHI supplements awarded must be reflected in Category 9 where indicated. The total award should be reflected in the HUD SHARE. All other cells for this row will be locked to ensure that the HHI amount is not included in the calculations for the admin and direct % as it counts towards neither.

Their total Match planned is also summed and totaled for the grant (Column L)

The bottom summary box has been modified to include the HUD Share Admin and HUD Share Direct so that the budget can be easily compared for each category total

All totals (HUD SHARE TOTALS, HUD SHARE ADMIN, TOTAL MATCH) flow AUTOMATICALLY into the PART 3 form where they belong, now included in the second tab of this template labeled Part 3.

There is conditional formatting in the Summary boxes to indicate whether the grant is meeting their 10% admin and 65%/80% goals for direct based on their HUD share for lead funds. IF the amounts are highlighted than they are off and the grantee must review and amend.

There are two separate forms for the two different types of grants that have the statutory minimums: LHC and LHRD. Make sure you provide and complete the right template to the right types of grant as their min and max are different and the calculations are set for those requirements respectively in each version of the template.

There is a standard 12 lines per category which should fit most people's needs but we can add any additional lines for each grantee when the need arises and resend them one that is personalized to fit their needs. I don't think this will happen too often. So let Mark or I know if that occurs and we will get you fixed up.

The FRINGE is set up to calculate by person based on an aggregate Rate%. I have some grantees that do it by a Base Amount of Salary and list it out by Fringe benefit... Let us know if you have this occur and they are unable to provide an aggregate rate to apply per person. Tracking purposes are more of a priority to track the fringe per person rather than per benefit.

x

x

x

				\$0								
				\$0								
Subtotal - Miscellaneous				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Construction Costs				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

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form HUD-424-CBW (2/2003)

Grant Application Detailed Budget Worksheet Applicant: Organization Name: City of Toledo, Department of Neighborhoods

Detailed Description of Budget												
9. Other Direct Costs	Item	Quantity	Unit Cost	Estimated Cost	HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
9a. Relocation		140	\$500.00	\$70,000.00	\$70,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9b. Postage		7702	\$0.55	\$4,236.10	\$4,236.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9c. Printing		24004	\$0.10	\$2,400.40	\$2,400.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9d. Recorded Restrict Covenant		175	\$36.00	\$6,300.00	\$6,300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9z Healthy Homes Supplement				\$700,000.00	\$700,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Other Direct Costs				\$782,936.50	\$782,936.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Subtotal of Direct Costs				\$6,500,000	\$5,700,000	\$450,227	\$800,000	\$0	\$0	\$0	\$0	\$0
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10. Indirect Costs	Type	Rate	Base	Estimated Cost	HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
0		0.00%		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0.00%		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0.00%		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0.00%		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0.00%		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0.00%		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0.00%		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0.00%		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0.00%		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0		0.00%		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Indirect Costs				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Estimated Costs (Subtotal Direct + Total Indirect)				\$6,500,000.00	\$5,700,000.00	\$450,226.57	#####	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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form HUD-424-CBW (2/2003)

Applicant: Organization Name: City of Toledo, Department of Neighborhoods

Grant Application Detailed Budget Worksheet

Detailed Description of Budget			
Analysis of Total Estimated Costs		Estimated Cost	Percent of Total
1	Personnel (Direct Labor)	935,340.22	16%
2	Fringe Benefits	280,450.49	5%
3	Travel	26,883.98	0%
4	Equipment	47,600.00	1%
5	Supplies and Materials	4,029.38	0%
6	Consultants	-	0%
7	Contracts and Sub-Grantees	3,622,759.43	64%
8	Construction	-	0%
9	Other Direct Costs	782,936.50	14%
10	Indirect Costs	-	0%
	Total:	5,700,000.00	100%
	HUD (OHHLHC) Share:	5,000,000.00	
	Match: (as percentage of HUD Share)	0.16	0.000%

form HUD-424-CBW (2/2003)



Office of Lead Hazard Control and Healthy Homes



Lead Hazard Control Direct Cost Breakdown

Budget Category	Description/Activity	Total Expense Dollar Amount
1. Personnel (Direct Labor)	HUD Share direct personnel costs include only time spent on activities related to specific unit work: 50% of the Program Manager to manage day-to-day operations of the LBPHC grant program (the other 20% attributed to Admin costs and 30% to other program deliverables); 45% of the rehabilitation project officer working with contractors and property owners to coordinate contractor activities and contractor service procurement along with completion of I/I/Ras and	\$670,904.78
2. Fringe Benefits	Fringe benefits are calculated for HUD share staff based on a respective rate and charged only at the percentage of the respective employee on the grant. Fringe benefits include Public Employees Retirement System contribution, Medical/Health Insurance, Workers Compensation, Medicare and development.	\$203,891.30
3. Travel		\$0.00
4. Equipment		\$0.00
5. Supplies and Materials		\$0.00
6. Consultants		\$0.00
7. Contract and Sub-Grantees	Contractor costs related specifically to lead unit hazard evaluation (pre and post control lab fees) and direct lead remediation costs.	\$3,411,353.43
8. Construction		\$0.00
9. Other Direct Costs	Costs for relocation related to lead clearance activities in eligible occupied rental units and costs associated with the recording of a restrictive covenant on all contracted and cleared units to ensure continued leasing to low-income households giving priority to families with children under the age of six.	\$76,300.00
10. Indirect Costs		\$0.00
Total Lead Hazard Control Direct Expenses		\$4,362,449.51
Lead Hazard Control Direct Cost Percentage of Total Budget of HUD Share		87.25%

(Do not include any HH award amount in calculation)

(Name of Individual Completing this Form)

(Signature of Individual Completing this Form)

Date



Office of Lead Hazard Control and Healthy Homes

Verification of Administrative Costs During Negotiations

Budget Categories	Description of the Activity	HUD Share Total	HUD Share Admin	HUD Share Direct
1. Personnel (Direct Labor)	Costs associated with the Program Director and Program Manager, Rehabilitation Project Officer and Rehabilitation specialist for non-direct costs and non-other direct costs associated with community and stakeholder engagement, staff supervision, reporting, community events and training.	\$935,340.22	\$126,793.39	\$670,904.78
2. Fringe Benefits	Fringe benefits are calculated for HUD share staff based on a respective rate and charged only at the percentage of the respective employee on the grant. Fringe benefits include Public Employees Retirement System contribution, Medical/Health Insurance, Workers Compensation, Medicare and development.	\$280,450.49	\$36,369.97	\$203,891.30
3. Travel	Includes all travel costs associated with OLHCHH required training (two trainings a year) for two key program staff.	\$26,883.98	\$25,200.24	\$0.00
4. Equipment		\$47,600.00	\$0.00	\$0.00
5. Supplies and Materials	General Office Supplies: File folders, note pads, pens, paperclips, etc.	\$4,029.38	\$4,029.38	\$0.00
6. Consultants		\$0.00	\$0.00	\$0.00
7. Contract and Sub-Grantees		\$3,622,759.43	\$0.00	\$3,411,353.43
8. Construction		\$0.00	\$0.00	\$0.00
9. Other Direct Costs	Postage and printing costs.	\$782,936.50	\$6,636.50	\$76,300.00
10. Indirect Costs		\$0.00	\$0.00	\$0.00
Total:		\$5,700,000.00	\$199,029.49	\$4,362,449.51
Percentage of HUD Share Total:		100%	4%	87.25%

The Authorizing Official and the Fiscal Staff Official (person) shall certify this form that the Administrative Costs do not exceed the 10% Administrative Cost limit on the revised PART 3 - Financial Reporting - Administrative Costs Summary.

Authorizing Official Signature: _____

Fiscal Staff Official Signature: _____

Grant Application Detailed Budget Worksheet

Name and Address of Applicant: Grant Agreement Number: OHLHD0453-20	Organization Name: City of Toledo, Dep Street Address: 1 Government Center, S City, State, Zip Code: Toledo, Ohio 4360 Grant Agreement Number: OHLHD0453-
HUD (OHHLHC) CFDA:	Grant Agreement Number: OHLHD0453-
If subgrantee/contractor's worksheet, name of prime:	

Category	Detailed Description of Budget (for full grant period)			
1. Personnel (Direct Labor)	% of Staff Time	Estimated Hours	Rate per Hour	Estimated Cost
2. Fringe Benefits		Rate (%)	Base	Estimated Cost
3. Travel				
3a. Transportation - Local Private Vehicle		Mileage	Rate per Mile	Estimated Cost
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Subtotal - Trans - Local Private Vehicle				\$0.00

Grant Application Detailed Budget Worksheet			
Detailed Description of Budget			
Total Travel Cost			\$0.00
4. Equipment (Only items over \$5,000 Depreciated value)	Quantity	Unit Cost	Estimated Cost
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
Total Equipment Cost			\$0

Grant Application Detailed Budget Worksheet

Detailed Description of Budget

5. Supplies and Materials (Items under \$5,000 Depreciated Value)

5a. Consumable Supplies	Quantity	Unit Cost	Estimated Cost
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
Subtotal - Consumable Supplies			\$0.00

5b. Non-Consumable Materials	Quantity	Unit Cost	Estimated Cost
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
Subtotal - Non-Consumable Materials			\$0.00

Total Supplies and Materials Cost \$0.00

6. Consultants (Type)	Days	Rate per Day (Limit in General Section)	Estimated Cost
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
Total Consultants Cost			\$0.00

			\$0.00
			\$0.00
Total Other Direct Costs			\$0.00
Subtotal of Direct Costs			\$700,000
10. Indirect Costs N/A	Rate	Base	Estimated Cost
Total Estimated Costs (Subtotal Direct + Total Indirect)			#####

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Applicant: Organization Name: City of Toledo,

Grant Application Detailed Budget Worksheet

Detailed Description of Budget	
Analysis of Total Estimated Costs	
1	Personnel (Direct Labor)
2	Fringe Benefits
3	Travel
4	Equipment
5	Supplies and Materials
6	Consultants
7	Contracts and Sub-Grantee
8	Construction
9	Other Direct Costs
10	Indirect Costs
	Total:
HUD (OHHLHC) Share:	

\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

\$700,000	\$0	\$0	\$0	\$0	\$0	\$0
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HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other
\$700,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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. Department of Neighborhoods

Estimated Cost	Percent of Total
	0%
	0%
-	0%
-	0%
-	0%
-	0%
700,000.00	100%
	0%
-	0%
	0%
700,000.00	100%

form HUD-424-CBW (2/2003)

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Income**

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\$0
Program Income
\$0.00

03)

Grant Application D

Name and Address of Applicant:

Category	Detailed Description of Budget (for full grant period)		
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1. Personnel (Direct Labor)	Estimated Hours	Rate per Hour	Estimated Cost
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Position or Individual

1a	0	\$0.00	\$0
1b	0	\$0.00	\$0
1c	0	\$0.00	\$0
1d	0	\$0.00	\$0
1e	0	\$0.00	\$0
1f	0	\$0.00	\$0
1g.	0	\$0.00	\$0
1h.	0	\$0.00	\$0
1i.	0	\$0.00	\$0
1j.	0	\$0.00	\$0
1k.	0	\$0.00	\$0
1l.	0	\$0.00	\$0
1m.	0	\$0.00	\$0
1n.	0	\$0.00	\$0

Total Direct Labor Cost			\$0
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2. Fringe Benefits	Rate (%)	Base	Estimated Cost
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1a	0.00%	\$0	\$0
1b	0.00%	\$0	\$0
1c	0.00%	\$0	\$0
1d	0.00%	\$0	\$0
1e	0.00%	\$0	\$0
1f	0.00%	\$0	\$0
1g.	0.00%	\$0	\$0
1h.	0.00%	\$0	\$0
1i.	0.00%	\$0	\$0
1j.	0.00%	\$0	\$0
1k.	0.00%	\$0	\$0
1l.	0.00%	\$0	\$0
1m.	0.00%	\$0	\$0
1n.	0.00%	\$0	\$0

Total Fringe Benefits Cost			\$0
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3. Travel		Rate per Mile	
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3a. Transportation - Local Private Vehicle	Mileage	Rate per Mile	Estimated Cost
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0	0	\$0.000	\$0
0	0	\$0.000	\$0
0	0	\$0.000	\$0
0	0	\$0.000	\$0
0	0	\$0.000	\$0
0	0	\$0.000	\$0
0	0	\$0.000	\$0
0	0	\$0.000	\$0
0	0	\$0.000	\$0
0	0	\$0.000	\$0
0	0	\$0.000	\$0
Subtotal - Transportation - Local Private Vehicle	0	\$0.000	\$0
Subtotal - Trans - Local Private Vehicle			\$0

Detailed Description of Budget			
3b. Transportation - Airfare (show destination)	Trips	Fare	Estimated Cost
aa	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
Subtotal - Transportation - Airfare	0	\$0.00	\$0
Subtotal - Transportation - Airfare			\$0
3c. Transportation - Other	Quantity	Unit Cost	Estimated Cost
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
Subtotal - Transportation - Other	0	\$0.00	\$0
Subtotal - Transportation - Other			\$0
3d. Per Diem or Subsistence (indicate location)	Days	Rate per Day	Estimated Cost
0	0	\$0.00	\$0
0	0	\$0.00	\$0

0	0	\$0.00	\$0
Subtotal - Non-Consumable Materials			\$0
Total Supplies and Materials Cost			\$0
6. Consultants (Type)	Days	Rate per Day	Estimated Cost
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
Total Consultants Cost	0	\$0.00	\$0
Total Consultants Cost			\$0
7. Contracts and Sub-Grantees (List individually)	Quantity	Unit Cost	Estimated Cost
7a	0	\$0	\$0
7b	0	\$0	\$0
7c	0	\$0	\$0
7d	0	\$0	\$0
7e	0	\$0	\$0
7f.	0	\$0	\$0
7g.	0	\$0	\$0
7h.	0	\$0	\$0
7i.	0	\$0	\$0
7j.	0	\$0	\$0
7k.	0	\$0	\$0
7l.	0	\$0	\$0
7m.	0	\$0	\$0
7n.	0	\$0	\$0
7o.	0	\$0	\$0
7p.	0	\$0	\$0
7q.	0	\$0	\$0
7r.	0	\$0	\$0
7s.	0	\$0	\$0
7t.	0	\$0	\$0
Total Subcontracts Cost			\$0

3

Detailed Description of Budget			
8. Construction Costs			
8a. Administrative and legal expenses	Quantity	Unit Cost	Estimated Cost
			\$0

			\$0
			\$0
			\$0
			\$0
Subtotal - Administrative and legal expenses			\$0
8b. Land, structures, rights-of way, appraisal, etc	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
			\$0
Subtotal - Land, structures, rights-of way, ...			\$0
8c. Relocation expenses and payments	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
			\$0
			\$0
Subtotal - Relocation expenses and payments			\$0
8d. Architectural and engineering fees	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
			\$0
			\$0
Subtotal - Architectural and engineering fees			\$0
8e. Other architectural and engineering fees	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
			\$0
			\$0
Subtotal - Other architectural and engineering fees			\$0

4

Detailed Description of Budget			
8f. Project inspection fees	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
Subtotal - Project inspection fees			\$0
8g. Site work	Quantity	Unit Cost	Estimated Cost
			\$0

0	0	\$0	\$0
0	0	\$0	\$0
0	0	\$0	\$0
0	0	\$0	\$0
0	0	\$0	\$0
0	0	\$0	\$0
0	0	\$0	\$0
0	0	\$0	\$0
9z. Healthy Homes Supplement			0
Total Other Direct Costs			\$0
Subtotal of Direct Costs			\$0
10. Indirect Costs			
	Rate	Base	Estimated Cost
Type			
0	0.00%	\$0.00	
0	0.00%	\$0.00	
0	0.00%	\$0.00	
0	0.00%	\$0.00	
0	0.00%	\$0.00	
0	0.00%	\$0.00	
0	0.00%	\$0.00	
0	0.00%	\$0.00	
0	0.00%	\$0.00	
Total Indirect Costs			\$0
Total Estimated Costs (Subtotal Direct + Total Indirect)			\$0

Grant Application Details

Detailed Description	
Analysis of Total Estimated Costs	
1	Personnel (Direct Labor)
2	Fringe Benefits
3	Travel
4	Equipment
5	Supplies and Materials
6	Consultants
7	Contracts and Sub-Grantees
8	Construction
9	Other Direct Costs
10	Indirect Costs
	Total:
	HUD Share:

	(as percentage of HUD Share)
	Match:

\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share
\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share
\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share
\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share
\$0	\$0	\$0	\$0	\$0

Grant Application Detailed Budget Worksheet

HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share
\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share

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form HUD-424-CBW (2/2003)

\$0	\$0	\$0
Local/Tribal Share	Other	Program Income
\$0	\$0	\$0
Local/Tribal Share	Other	Program Income
\$0	\$0	\$0
Local/Tribal Share	Other	Program Income
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Local/Tribal Share	Other	Program Income
\$0	\$0	\$0

form HUD-424-CBW (2/2003)

\$0	\$0	\$0
Local/Tribal Share	Other	Program Income
\$0	\$0	\$0
Local/Tribal Share	Other	Program Income
\$0	\$0	\$0

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\$0 \$0 \$0

Local/Tribal Share	Other	Program Income
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\$0	\$0	\$0
\$0	\$0	\$0

form HUD-424-CBW (2/2003)

Grant Application De

Name and Address of Applicant:

Category	Detailed Description of Budget (for full grant period)		
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1. Personnel (Direct Labor)	Estimated Hours	Rate per Hour	Estimated Cost
Position or Individual			
1a	0	\$0.00	\$0
1b	0	\$0.00	\$0
1c	0	\$0.00	\$0
1d	0	\$0.00	\$0
1e	0	\$0.00	\$0
1f	0	\$0.00	\$0
1g.	0	\$0.00	\$0
1h.	0	\$0.00	\$0
1i.	0	\$0.00	\$0
1j.	0	\$0.00	\$0
1k.	0	\$0.00	\$0
1l.	0	\$0.00	\$0
1m.	0	\$0.00	\$0
1n.	0	\$0.00	\$0
Total Direct Labor Cost			\$0
2. Fringe Benefits	Rate (%)	Base	Estimated Cost
1a	0.00%	\$0	\$0
1b	0.00%	\$0	\$0
1c	0.00%	\$0	\$0
1d	0.00%	\$0	\$0
1e	0.00%	\$0	\$0
1f	0.00%	\$0	\$0
1g.	0.00%	\$0	\$0
1h.	0.00%	\$0	\$0
1i.	0.00%	\$0	\$0
1j.	0.00%	\$0	\$0
1k.	0.00%	\$0	\$0
1l.	0.00%	\$0	\$0
1m.	0.00%	\$0	\$0
1n.	0.00%	\$0	\$0
Total Fringe Benefits Cost			\$0
3. Travel			
3a. Transportation - Local Private Vehicle	Mileage	Rate per Mile	Estimated Cost

0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
Subtotal - Per Diem or Subsistence			\$0
Total Travel Cost			\$0
4. Equipment (Only items over \$5,000 Depreciated v	Quantity	Unit Cost	Estimated Cost
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
Total Equipment Cost			\$0

2

Detailed Description of Budget			
5. Supplies and Materials (Items under \$5,000 Depreciated Value)			
5a. Consumable Supplies	Quantity	Unit Cost	Estimated Cost
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
Subtotal - Consumable Supplies			\$0
5b. Non-Consumable Materials	Quantity	Unit Cost	Estimated Cost
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
Subtotal - Non-Consumable Materials			\$0
Total Supplies and Materials Cost			\$0
6. Consultants (Type)	Days	Rate per Day	Estimated Cost
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0

0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
0	0	\$0.00	\$0
Total Consultants Cost			\$0
7. Contracts and Sub-Grantees (List individually)	Quantity	Unit Cost	Estimated Cost
7a	0	\$0.00	\$0
7b	0	\$0.00	\$0
7c	0	\$0.00	\$0
7d	0	\$0.00	\$0
7e	0	\$0.00	\$0
7f.	0	\$0.00	\$0
7g.	0	\$0.00	\$0
7h.	0	\$0.00	\$0
7i.	0	\$0.00	\$0
7j.	0	\$0.00	\$0
7k.	0	\$0.00	\$0
7l.	0	\$0.00	\$0
7m.	0	\$0.00	\$0
7n.	0	\$0.00	\$0
7o.	0	\$0.00	\$0
7p.	0	\$0.00	\$0
7q.	0	\$0.00	\$0
7r.	0	\$0.00	\$0
7s.	0	\$0.00	\$0
7t.	0	\$0.00	\$0
Total Subcontracts Cost			\$0

Detailed Description of Budget			
8. Construction Costs			
8a. Administrative and legal expenses	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
			\$0
			\$0
Subtotal - Administrative and legal expenses			\$0
8b. Land, structures, rights-of way, appraisal, etc	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
			\$0

Subtotal - Land, structures, rights-of way, ...			\$0
8c. Relocation expenses and payments	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
			\$0
			\$0
Subtotal - Relocation expenses and payments			\$0
8d. Architectural and engineering fees	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
			\$0
			\$0
Subtotal - Architectural and engineering fees			\$0
8e. Other architectural and engineering fees	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
			\$0
			\$0
Subtotal - Other architectural and engineering fees			\$0

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Detailed Description of Budget			
8f. Project inspection fees	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
Subtotal - Project inspection fees			\$0
8g. Site work	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
Subtotal - Site work			\$0
8h. Demolition and removal	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
Subtotal - Demolition and removal			\$0
8i. Construction	Quantity	Unit Cost	Estimated Cost

Subtotal of Direct Costs				\$0
10. Indirect Costs	Type	Rate	Base	Estimated Cost
0		0.00%	\$0	
0		0.00%	\$0	
0		0.00%	\$0	
0		0.00%	\$0	
0		0.00%	\$0	
0		0.00%	\$0	
0		0.00%	\$0	
0		0.00%	\$0	
0		0.00%	\$0	
Total Indirect Costs				\$0
Total Estimated Costs (Subtotal Direct + Total Indirect)				\$0

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Grant Application Details

Detailed Description	
Analysis of Total Estimated Costs	
1	Personnel (Direct Labor)
2	Fringe Benefits
3	Travel
4	Equipment
5	Supplies and Materials
6	Consultants
7	Contracts and Sub-Grant
8	Construction
9	Other Direct Costs
10	Indirect Costs
	Total:
	HUD Share:
	(as percentage of HUD Share)
	Match:

\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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	\$0		\$0		\$0		\$0		\$0		\$0
	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share					
\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	\$0		\$0		\$0		\$0		\$0		\$0

form HUD-424-CI

Grant Application Detailed Budget Worksheet

	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share					
\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	\$0		\$0		\$0		\$0		\$0		\$0
	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share					
\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	\$0		\$0		\$0		\$0		\$0		\$0
	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share					
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\$	-	\$	-	\$	-	\$	-	\$	-	\$	-

\$0	\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0

form HUD-424-Cf

Grant Application Detailed Budget Worksheet

HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share

\$ -	\$ -
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\$0	\$0
Other	Program Income
\$ -	\$ -
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\$ -	\$ -
\$0	\$0

3W (2/2003)

Other	Program Income
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\$ -	\$ -
\$0	\$0
Other	Program Income
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\$0	\$0
Other	Program Income
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\$0	\$0
Other	Program Income
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Other	Program Income
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Other	Program Income
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3W (2/2003)

Other	Program Income
\$0	\$0
Other	Program Income
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Other	Program Income
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Other	Program Income

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Other		Program Income	
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3W (2/2003)

OLHCHH Budget Worksheet Tool - LBPHC

LBPHC 2018

Name and Address of Applicant:																					
Grant Number																					
Grantee																					
Street Address																					
City, State																					
Date																					
Category		Detailed Description of Budget (for full grant period)																			
1. Personnel (Direct Labor)		Estimated Hours	Rate per Hour	FTE	Admin	Direct	Other Direct	Estimated Cost	HUD Share Total	HUD Share Admin	HUD Share Direct	HUD Share Other Direct	Total Match	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
Position - Name (or label Vacant*)																					
1a			\$0.00	0%				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1b			\$0.00	0%				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1c			\$0.00	0%				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1d			\$0.00	0%				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1e			\$0.00	0%				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1f			\$0.00	0%				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1g			\$0.00	0%				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1h			\$0.00	0%				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1i			\$0.00	0%				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1j			\$0.00	0%				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1k			\$0.00	0%				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1l			\$0.00	0%				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1m			\$0.00	0%				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1n			\$0.00	0%				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
Total Direct Labor Cost								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
2. Fringe Benefits		Rate (%)	Base		Admin	Direct	Other Direct	Estimated Cost	HUD Share Total	HUD Share Admin	HUD Share Direct	HUD Share Other Direct	Total Match	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
1a			\$0		0%	0%	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1b			\$0		0%	0%	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1c			\$0		0%	0%	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1d			\$0		0%	0%	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1e			\$0		0%	0%	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1f			\$0		0%	0%	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1g			\$0		0%	0%	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1h			\$0		0%	0%	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1i			\$0		0%	0%	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1j			\$0		0%	0%	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1k			\$0		0%	0%	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1l			\$0		0%	0%	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1m			\$0		0%	0%	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
1n			\$0		0%	0%	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
Total Fringe Cost								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
3. Travel																					
3a. Transportation - Local Private Vehicle		Mileage	Rate per Mile		Admin	Direct	Other Direct	Estimated Cost	HUD Share Total	HUD Share Admin	HUD Share Direct	HUD Share Other Direct	Total Match	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
Provide Description																					
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
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								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
Subtotal - Transportation - Local Private Vehicle								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
3b. Transportation - Airfare (Event destination)		Trips	Fare		Admin	Direct	Other Direct	Estimated Cost	HUD Share Total	HUD Share Admin	HUD Share Direct	HUD Share Other Direct	Total Match	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
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								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
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								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
								\$0													

Grant Application De

Name and Address of Applicant:

Category	Detailed Description of Budget (for full grant period)		
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1. Personnel (Direct Labor)	Estimated Hours	Rate per Hour	Estimated Cost
Position or Individual			
1a	0	\$0.00	\$0
1b	0	\$0.00	\$0
1c	0	\$0.00	\$0
1d	0	\$0.00	\$0
1e	0	\$0.00	\$0
1f	0	\$0.00	\$0
1g.	0	\$0.00	\$0
1h.	0	\$0.00	\$0
1i.	0	\$0.00	\$0
1j.	0	\$0.00	\$0
1k.	0	\$0.00	\$0
1l.	0	\$0.00	\$0
1m.	0	\$0.00	\$0
1n.	0	\$0.00	\$0
Total Direct Labor Cost			\$0
2. Fringe Benefits	Rate (%)	Base	Estimated Cost
1a	0.00%	\$0	\$0
1b	0.00%	\$0	\$0
1c	0.00%	\$0	\$0
1d	0.00%	\$0	\$0
1e	0.00%	\$0	\$0
1f	0.00%	\$0	\$0
1g.	0.00%	\$0	\$0
1h.	0.00%	\$0	\$0
1i.	0.00%	\$0	\$0
1j.	0.00%	\$0	\$0
1k.	0.00%	\$0	\$0
1l.	0.00%	\$0	\$0
1m.	0.00%	\$0	\$0
1n.	0.00%	\$0	\$0
Total Fringe Benefits Cost			\$0
3. Travel			
3a. Transportation - Local Private Vehicle	Mileage	Rate per Mile	Estimated Cost

			\$0
			\$0
			\$0
			\$0
Subtotal - Per Diem or Subsistence			\$0
Total Travel Cost			\$0
4. Equipment (Only items over \$5,000 Depreciated v	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
			\$0
Total Equipment Cost			\$0

Detailed Description of Budget			
5. Supplies and Materials (Items under \$5,000 Depreciated Value)			
5a. Consumable Supplies	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
Subtotal - Consumable Supplies			\$0
5b. Non-Consumable Materials	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
Subtotal - Non-Consumable Materials			\$0
Total Supplies and Materials Cost			\$0
6. Consultants (Type)	Days	Rate per Day	Estimated Cost
			\$0
			\$0
			\$0
			\$0
			\$0

			\$0
			\$0
			\$0
			\$0
Subtotal - Relocation expenses and payments			\$0
8d. Architectural and engineering fees	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
			\$0
			\$0
Subtotal - Architectural and engineering fees			\$0
8e. Other architectural and engineering fees	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
			\$0
			\$0
Subtotal - Other architectural and engineering fees			\$0

4

Detailed Description of Budget			
8f. Project inspection fees	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
Subtotal - Project inspection fees			\$0
8g. Site work	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
Subtotal - Site work			\$0
8h. Demolition and removal	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
Subtotal - Demolition and removal			\$0
8i. Construction	Quantity	Unit Cost	Estimated Cost
			\$0
			\$0
			\$0
Subtotal - Construction			\$0

Total Indirect Costs			\$0
Total Estimated Costs (Subtotal Direct + Total Indirect)			\$0

Grant Application Details

Detailed Description

Analysis of Total Estimated Costs	
1	Personnel (Direct Labor)
2	Fringe Benefits
3	Travel
4	Equipment
5	Supplies and Materials
6	Consultants
7	Contracts and Sub-Grant
8	Construction
9	Other Direct Costs
10	Indirect Costs
	Total:
	HUD Share:
	Match: (as percentage of HUD Share)

\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$0	\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0

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Grant Application Detailed Budget Worksheet

HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$0	\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share

\$0	\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0

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Grant Application Detailed Budget Worksheet

HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share

\$0	\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0

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Grant Application Detailed Budget Worksheet

HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0

HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0
HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	\$0	\$0	\$0	\$0

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Grant Application Detailed Budget Worksheet

HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
\$0	\$0	\$0	\$0	\$0	\$0

\$0 \$0 \$0 \$0 \$0 \$0

HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share

\$0	\$0
Other	Program Income
\$0	\$0
Other	Program Income
\$0	\$0

3W (2/2003)

Other	Program Income
\$0	\$0
Other	Program Income
\$0	\$0
Other	Program Income
\$0	\$0
Other	Program Income
\$0	\$0

0	0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0	0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0	0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0	0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0	0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal - Non-Consumable Materials			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Supplies and Materials Cost			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6. Consultants (Type)		Days	Rate per Day (Limit in General Section)	Estimated Cost	HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
0	0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0	0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0	0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0	0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0	0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0	0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0	0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0	0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0	0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0	0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0	0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0	0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Consultants Cost			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7. Contracts and Sub-Grantees (List individually)		Quantity	Unit Cost	Estimated Cost	HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
7a		0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7b		0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7c		0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7d		0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7e		0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7f.		0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7g.		0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7h.		0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7i.		0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7j.		0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7k.		0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7l.		0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7m.		0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7n.		0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7o.		0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7p.		0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7q.		0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7r.		0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7s.		0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7t.		0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Subcontracts Cost			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Detailed Description of Budget

8. Construction Costs

8a. Administrative and legal expenses	Quantity	Unit Cost	Estimated Cost	HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
Subtotal - Administrative and legal expenses			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8b. Land, structures, rights-of way, appraisal, etc	Quantity	Unit Cost	Estimated Cost	HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
			\$0								
			\$0								
Subtotal - Land, structures, rights-of way, ...			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8c. Relocation expenses and payments	Quantity	Unit Cost	Estimated Cost	HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
Subtotal - Relocation expenses and payments			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8d. Architectural and engineering fees	Quantity	Unit Cost	Estimated Cost	HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
Subtotal - Architectural and engineering fees			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8e. Other architectural and engineering fees	Quantity	Unit Cost	Estimated Cost	HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
Subtotal - Other architectural and engineering fees			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Grant Application Detailed Budget Worksheet	Applicant:	Grantee
Detailed Description of Budget		

1	Personnel (Direct Labor)	-	
2	Fringe Benefits	-	
3	Travel	-	
4	Equipment	-	
5	Supplies and Materials	-	
6	Consultants	-	
7	Contracts and Sub-Grantees	-	
8	Construction	-	
9	Other Direct Costs	-	
10	Indirect Costs	-	
	Total:	-	
	HUD (OHHLHC) Share:	-	
	Match: (as percentage of HUD Share)	-	

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JF4.25.18

Name and Address of Applicant:				
Grant Number				
Grantee				
Street Address				
City, State				
Date				
Category				
1. Personnel (Direct Labor)	Estimated Hours	Rate per Hour	FTE	Admin
Position - Name (or label Vacant*)				
1a		\$0.00	0%	
1b		\$0.00	0%	
1c		\$0.00	0%	
1d		\$0.00	0%	
1e		\$0.00	0%	
1f		\$0.00	0%	
1g.		\$0.00	0%	
1h.		\$0.00	0%	
1i.		\$0.00	0%	
1j.		\$0.00	0%	
1k.		\$0.00	0%	
1l.		\$0.00	0%	
1m.		\$0.00	0%	
1n.		\$0.00	0%	
Total Direct Labor Cost				
2. Fringe Benefits	Rate (%)	Base		Admin
1a		\$0		0%
1b		\$0		0%
1c		\$0		0%
1d		\$0		0%
1e		\$0		0%
1f		\$0		0%
1g.		\$0		0%
1h.		\$0		0%
1i.		\$0		0%
1j.		\$0		0%
1k.		\$0		0%
1l.		\$0		0%
1m.		\$0		0%
1n.		\$0		0%
Total Fringe Cost				
3. Travel				
3a. Transportation - Local Private Vehicle	Mileage	Rate per Mile		Admin

9z. Healthy Homes Supplement				
Total Other Direct Costs				
Subtotal of Direct Costs				
10. Indirect Costs	Rate	Base	Other	Admin
				100%
				100%
				100%
				100%
				100%
				100%
				100%
				100%
				100%
Total Indirect Costs				
Total Estimated Costs (Subtotal Direct + Total Indirect)				

Analysis of Total Estimated Costs	
1. Personnel (Direct Labor)	
2. Fringe Benefits	
3. Travel	
4. Equipment	
5. Supplies and Materials	
6. Consultants	
7. Contract and Sub-Grantees	
8. Construction	
9. Other Direct Costs	
10. Indirect Costs	
	Total:

OLHCHH Detailed Budget B

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Detailed D

Direct	Other Direct	Estimated Cost	HUD Share Total	HUD Share Admin
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
Direct	Other Direct	Estimated Cost	HUD Share Total	HUD Share Admin
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
Direct	Other Direct	Estimated Cost	HUD Share Total	HUD Share Admin

		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
Direct	Other Direct	Estimated Cost	HUD Share Total	HUD Share Admin
N/A	N/A	\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
				\$0.00
		\$0.00	\$0.00	\$0.00

OLHCHH Budget Worksheet To

Grant Application Detailed Budget Worksheet

Detailed Description of Budget

Percent of Total		Estimated Cost	HUD Share Total	HUD Share Admin
#DIV/0!		\$0.00	\$0.00	\$0.00
#DIV/0!		\$0.00	\$0.00	\$0.00
#DIV/0!		\$0.00	\$0.00	\$0.00
#DIV/0!		\$0.00	\$0.00	\$0.00
#DIV/0!		\$0.00	\$0.00	\$0.00
#DIV/0!		\$0.00	\$0.00	\$0.00
#DIV/0!		\$0.00	\$0.00	\$0.00
#DIV/0!		\$0.00	\$0.00	\$0.00
#DIV/0!		\$0.00	\$0.00	\$0.00
#DIV/0!		\$0.00	\$0.00	\$0.00
#DIV/0!		\$0.00	\$0.00	\$0.00
Percentage of HUD Share Total:			#DIV/0!	#DIV/0!

OLHCHH Budget Worksheet Tool (08/2016)

\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00
HUD Share Direct	HUD Share Other Direct	Total Match	Applicant Match
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	\$0.00

HUD Share Direct	HUD Share Other Direct	Total Match	Applicant Match
\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	\$0.00
HUD Share Direct	HUD Share Other Direct	Total Match	Applicant Match
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00
HUD Share Direct	HUD Share Other Direct	Total Match	Applicant Match
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	

\$0.00	\$0.00	\$0.00	
--------	--------	--------	--

\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00
HUD Share Direct	HUD Share Other Direct	Total Match	Applicant Match
N/A	N/A	\$0.00	
		\$0.00	
		\$0.00	
		\$0.00	
		\$0.00	
		\$0.00	
		\$0.00	
		\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00

ol (08/2016)

HUD Share Direct	HUD Share Other Direct	Total Match
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
#DIV/0!	#DIV/0!	#DIV/0!

\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Grant Application D

Name and Address of Applicant:

Category	Detailed Description of Budget (for full grant period)		
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1. Personnel (Direct Labor)	Estimated Hours	Rate per Hour	Estimated Cost
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Position or Individual			
1a	0	\$0.00	\$0.00
1b	0	\$0.00	\$0.00
1c	0	\$0.00	\$0.00
1d	0	\$0.00	\$0.00
1e	0	\$0.00	\$0.00
1f	0	\$0.00	\$0.00
1g.	0	\$0.00	\$0.00
1h.	0	\$0.00	\$0.00
1i.	0	\$0.00	\$0.00
1j.	0	\$0.00	\$0.00
1k.	0	\$0.00	\$0.00
1l.	0	\$0.00	\$0.00
1m.	0	\$0.00	\$0.00
1n.	0	\$0.00	\$0.00

Total Direct Labor Cost			\$0.00
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2. Fringe Benefits	Rate (%)	Base	Estimated Cost
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1a	0.00%	\$0.00	\$0.00
1b	0.00%	\$0.00	\$0.00
1c	0.00%	\$0.00	\$0.00
1d	0.00%	\$0.00	\$0.00
1e	0.00%	\$0.00	\$0.00
1f	0.00%	\$0.00	\$0.00
1g.	0.00%	\$0.00	\$0.00
1h.	0.00%	\$0.00	\$0.00
1i.	0.00%	\$0.00	\$0.00
1j.	0.00%	\$0.00	\$0.00
1k.	0.00%	\$0.00	\$0.00
1l.	0.00%	\$0.00	\$0.00
1m.	0.00%	\$0.00	\$0.00
1n.	0.00%	\$0.00	\$0.00

Total Fringe Benefits Cost			\$0.00
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3. Travel			
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3a. Transportation - Local Private Vehicle	Mileage	Rate per Mile	Estimated Cost
--	---------	---------------	----------------

0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
Subtotal - Per Diem or Subsistence			\$0.00
Total Travel Cost			\$0.00
4. Equipment (Only items over \$5,000 Depreciated value)	Quantity	Unit Cost	Estimated Cost
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
Total Equipment Cost			\$0.00

#

Detailed Description of Budget			
5. Supplies and Materials (Items under \$5,000 Depreciated Value)			
5a. Consumable Supplies	Quantity	Unit Cost	Estimated Cost
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
Subtotal - Consumable Supplies			\$0.00
5b. Non-Consumable Materials	Quantity	Unit Cost	Estimated Cost
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
Subtotal - Non-Consumable Materials			\$0.00

Subtotal - Non-Consumable Materials			\$0.00
Total Supplies and Materials Cost			\$0.00
6. Consultants (Type)	Days	Rate per Day	Estimated Cost
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
Total Consultants Cost	0	\$0.00	\$0.00
Total Consultants Cost			\$0.00
7. Contracts and Sub-Grantees (List individually)	Quantity	Unit Cost	Estimated Cost
7a	0	\$0.00	\$0.00
7b	0	\$0.00	\$0.00
7c	0	\$0.00	\$0.00
7d	0	\$0.00	\$0.00
7e	0	\$0.00	\$0.00
7f.	0	\$0.00	\$0.00
7g.	0	\$0.00	\$0.00
7h.	0	\$0.00	\$0.00
7i.	0	\$0.00	\$0.00
7j.	0	\$0.00	\$0.00
7k.	0	\$0.00	\$0.00
7l.	0	\$0.00	\$0.00
7m.	0	\$0.00	\$0.00
7n.	0	\$0.00	\$0.00
7o.	0	\$0.00	\$0.00
7p.	0	\$0.00	\$0.00
7q.	0	\$0.00	\$0.00
7r.	0	\$0.00	\$0.00
7s.	0	\$0.00	\$0.00
7t.	0	\$0.00	\$0.00
Total Subcontracts Cost			\$0.00

#

Detailed Description of Budget			
8. Construction Costs			
Subtotal - Miscellaneous			\$0.00
Total Construction Costs			\$0.00

#

4	Equipment
5	Supplies and Materials
6	Consultants
7	Contracts and Sub-Grante
8	Construction
9	Other Direct Costs
10	Indirect Costs
	Total:
	HUD Share:
	(as percentage of Match: HUD Share)

\$0.00	#DIV/0!
\$0.00	#DIV/0!
\$0.00	#DIV/0!
\$0.00	#DIV/0!
\$0.00	#DIV/0!
\$0.00	#DIV/0!
\$0.00	#DIV/0!
\$0.00	#DIV/0!
\$0.00	#DIV/0!
\$0.00	
#REF!	#REF!

form HUD-424-CBW (2/2003)

Name and Address of Applicant:				
Grant Number				
Grantee				
Street Address				
City, State				
Date				
Category				
1. Personnel (Direct Labor)	Estimated Hours	Rate per Hour	FTE	Admin
Position - Name (or label Vacant*)				
1a		\$0.00	0%	
1b		\$0.00	0%	
1c		\$0.00	0%	
1d		\$0.00	0%	
1e		\$0.00	0%	
1f		\$0.00	0%	
1g.		\$0.00	0%	
1h.		\$0.00	0%	
1i.		\$0.00	0%	
1j.		\$0.00	0%	
1k.		\$0.00	0%	
1l.		\$0.00	0%	
1m.		\$0.00	0%	
1n.		\$0.00	0%	
Total Direct Labor Cost				
2. Fringe Benefits	Rate (%)	Base		Admin
1a		\$0		0%
1b		\$0		0%
1c		\$0		0%
1d		\$0		0%
1e		\$0		0%
1f		\$0		0%
1g.		\$0		0%
1h.		\$0		0%
1i.		\$0		0%
1j.		\$0		0%
1k.		\$0		0%
1l.		\$0		0%
1m.		\$0		0%
1n.		\$0		0%
Total Fringe Cost				
3. Travel				
3a. Transportation - Local Private Vehicle	Mileage	Rate per Mile		Admin

9z. Healthy Homes Supplement				
Total Other Direct Costs				
Subtotal of Direct Costs				
10. Indirect Costs	Rate	Base	Other	Admin
				100%
				100%
				100%
				100%
				100%
				100%
				100%
				100%
				100%
Total Indirect Costs				
Total Estimated Costs (Subtotal Direct + Total Indirect)				

Analysis of Total Estimated Costs	
1. Personnel (Direct Labor)	
2. Fringe Benefits	
3. Travel	
4. Equipment	
5. Supplies and Materials	
6. Consultants	
7. Contract and Sub-Grantees	
8. Construction	
9. Other Direct Costs	
10. Indirect Costs	
	Total:

OLHCHH Detailed Budget B

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Detailed D

Direct	Other Direct	Estimated Cost	HUD Share Total	HUD Share Admin
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
Direct	Other Direct	Estimated Cost	HUD Share Total	HUD Share Admin
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
0%	0%	\$0.00	\$0.00	\$0.00
Direct	Other Direct	Estimated Cost	HUD Share Total	HUD Share Admin

		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
Direct	Other Direct	Estimated Cost	HUD Share Total	HUD Share Admin
N/A	N/A	\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
				\$0.00
		\$0.00	\$0.00	\$0.00

OLHCHH Budget Worksheet To

Grant Application Detailed Budget Worksheet

Detailed Description of Budget

Percent of Total		Estimated Cost	HUD Share Total	HUD Share Admin
#DIV/0!		\$0.00	\$0.00	\$0.00
#DIV/0!		\$0.00	\$0.00	\$0.00
#DIV/0!		\$0.00	\$0.00	\$0.00
#DIV/0!		\$0.00	\$0.00	\$0.00
#DIV/0!		\$0.00	\$0.00	\$0.00
#DIV/0!		\$0.00	\$0.00	\$0.00
#DIV/0!		\$0.00	\$0.00	\$0.00
#DIV/0!		\$0.00	\$0.00	\$0.00
#DIV/0!		\$0.00	\$0.00	\$0.00
#DIV/0!		\$0.00	\$0.00	\$0.00
#DIV/0!		\$0.00	\$0.00	\$0.00
Percentage of HUD Share Total:			#DIV/0!	#DIV/0!

OLHCHH Budget Worksheet Tool (08/2016)

\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00
HUD Share Direct	HUD Share Other Direct	Total Match	Applicant Match
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	\$0.00

HUD Share Direct	HUD Share Other Direct	Total Match	Applicant Match
\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	\$0.00
HUD Share Direct	HUD Share Other Direct	Total Match	Applicant Match
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00
HUD Share Direct	HUD Share Other Direct	Total Match	Applicant Match
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	

\$0.00	\$0.00	\$0.00	
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\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00
HUD Share Direct	HUD Share Other Direct	Total Match	Applicant Match
N/A	N/A	\$0.00	
		\$0.00	
		\$0.00	
		\$0.00	
		\$0.00	
		\$0.00	
		\$0.00	
		\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00

ol (08/2016)

HUD Share Direct	HUD Share Other Direct	Total Match
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
#DIV/0!	#DIV/0!	#DIV/0!

\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Grant Application Detailed Budget Worksheet

Name and Address of Applicant:

HUD (OHHLHC) CFDA:

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If subgrantee/contractor's worksheet, name of prime:

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Category	Detailed Description of Budget (for full grant period)			
1. Personnel (Direct Labor)	% of Staff Time	Estimated Hours	Rate per Hour	Estimated Cost
Position or Individual				
1a	\$ -	0	\$ -	\$ -
1b	\$ -	0	\$ -	\$ -
1c	\$ -	0	\$ -	\$ -
1d	\$ -	0	\$ -	\$ -
1e	\$ -	0	\$ -	\$ -
1f	\$ -	0	\$ -	\$ -
1g.	\$ -	0	\$ -	\$ -
1h.	\$ -	0	\$ -	\$ -
1i.	\$ -	0	\$ -	\$ -
1j.	\$ -	0	\$ -	\$ -
1k.	\$ -	0	\$ -	\$ -
1l.	\$ -	0	\$ -	\$ -
1m.	\$ -	0	\$ -	\$ -
1n.	\$ -	0	\$ -	\$ -
Total Direct Labor Cost				\$ -
2. Fringe Benefits		Rate (%)	Base	Estimated Cost
1a		0	\$ -	\$ -
1b		0	\$ -	\$ -
1c		0	\$ -	\$ -
1d		0	\$ -	\$ -
1e		0	\$ -	\$ -
1f		0	\$ -	\$ -
1g.		0	\$ -	\$ -
1h.		0	\$ -	\$ -
1i.		0	\$ -	\$ -
1j.		0	\$ -	\$ -
1k.		0	\$ -	\$ -
1l.		0	\$ -	\$ -
1m.		0	\$ -	\$ -
1n.		0	\$ -	\$ -
Total Fringe Benefits Cost				\$ -
3. Travel				

3a. Transportation - Local Private Vehicle	Mileage	Rate per Mile	Estimated Cost
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
Subtotal - Trans - Local Private Vehicle			\$ -

Grant Application Detailed Budget Worksheet

Detailed Description of Budget

3b. Transportation - Airfare (show destination)	Trips	Fare	Estimated Cost
aa	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
Subtotal - Transportation - Airfare			\$ -
3c. Transportation - Other	Quantity	Unit Cost	Estimated Cost
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
Subtotal - Transportation - Other			\$ -
3d. Per Diem or Subsistence (indicate location)	Days	Rate per Day	Estimated Cost

0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
Subtotal - Per Diem or Subsistence			\$ -
Total Travel Cost			\$ -
4. Equipment (Only items over \$5,000 Depreciated value)	Quantity	Unit Cost	Estimated Cost
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
Total Equipment Cost			\$ -

Grant Application Detailed Budget Worksheet			
Detailed Description of Budget			
5. Supplies and Materials (Items under \$5,000 Depreciated Value)			
5a. Consumable Supplies	Quantity	Unit Cost	Estimated Cost
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
Subtotal - Consumable Supplies			\$ -
5b. Non-Consumable Materials	Quantity	Unit Cost	Estimated Cost
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -

0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
Subtotal - Non-Consumable Materials			\$ -
Total Supplies and Materials Cost			\$ -
6. Consultants (Type)	Days	Rate per Day (Limit in General Section)	Estimated Cost
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
0	0	\$ -	\$ -
Total Consultants Cost			\$ -
7. Contracts and Sub-Grantees (List individually)	Quantity	Unit Cost	Estimated Cost
7a	0	\$ -	\$ -
7b	0	\$ -	\$ -
7c	0	\$ -	\$ -
7d	0	\$ -	\$ -
7e	0	\$ -	\$ -
7f.	0	\$ -	\$ -
7g.	0	\$ -	\$ -
7h.	0	\$ -	\$ -
7i.	0	\$ -	\$ -
7j.	0	\$ -	\$ -
7k.	0	\$ -	\$ -
7l.	0	\$ -	\$ -
7m.	0	\$ -	\$ -
7n.	0	\$ -	\$ -
7o.	0	\$ -	\$ -
7p.	0	\$ -	\$ -
7q.	0	\$ -	\$ -
7r.	0	\$ -	\$ -
7s.	0	\$ -	\$ -
7t.	0	\$ -	\$ -
Total Subcontracts Cost			\$ -

Grant Application Detailed Budget Worksheet

Detailed Description of Budget

8. Construction Costs

8a. Administrative and legal expenses	Quantity	Unit Cost	Estimated Cost
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Subtotal - Administrative and legal expenses			\$ -
8b. Land, structures, rights-of way, appraisal, etc	Quantity	Unit Cost	Estimated Cost
			\$ -
			\$ -
			\$ -
			\$ -
Subtotal - Land, structures, rights-of way, ...			\$ -
8c. Relocation expenses and payments	Quantity	Unit Cost	Estimated Cost
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Subtotal - Relocation expenses and payments			\$ -
8d. Architectural and engineering fees	Quantity	Unit Cost	Estimated Cost
			\$ -
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			\$ -
Subtotal - Architectural and engineering fees			\$ -
8e. Other architectural and engineering fees	Quantity	Unit Cost	Estimated Cost
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Subtotal - Other architectural and engineering fees			\$ -

Applicant: \$

Grant Application Detailed Budget Worksheet

Detailed Description of Budget	
Analysis of Total Estimated Costs	
1	Personnel (Direct Labor)
2	Fringe Benefits
3	Travel
4	Equipment
5	Supplies and Materials
6	Consultants
7	Contracts and Sub-Grantee
8	Construction
9	Other Direct Costs
10	Indirect Costs
	Total:
HUD (OHHLHC) Share:	
	Match: (as percentage of HUD Share)

HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
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Applicant:

HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
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HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
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HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
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Applicant:

HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
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HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
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HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
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HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
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HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
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Applicant:

HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
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HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
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HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
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HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
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HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
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HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
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HUD (OHHLHC) Share	Applicant Contribution	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share
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Estimated Cost	Percent of Total
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Other	Program Income
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Other	Program Income
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Other	Program Income
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Other	Program Income
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