

**PRINCE GEORGE'S COUNTY ECONOMIC DEVELOPMENT CORPORATION
 WORKFORCE SERVICE DIVISION
 DEPARTMENT OF ADMINISTRATION AND CONTRACTS
 1801 McCormick Drive, Suite 400
 Largo, Maryland 20774**

BUDGET SUMMARY OF COST WORKSHEET

OFFEROR:

LINE ITEM BUDGET

LINE ITEM	DETAIL	PROPOSED BUDGET	PROPOSED CONTRIBUTION	PROPOSED BUDGET
		Initial Contract Date - Date	Cash OR In-Kind Date - Date	Extension Contract Date - Date
SALARY and WAGES:	(Identify Each Position)			
	Workforce Development Program Manager	\$	\$	\$
	Job Developer	\$	\$	\$
	GED Instructor	\$	\$	\$
	Case Manager	\$	\$	\$
FRINGE BENEFITS:	TOTAL SALARY and WAGES:	\$	\$	\$
	TOTAL FRINGE BENEFITS:	\$	\$	\$
	@ Percentage Rate	%	%	%
	EXAMPLES (Identify Each Program Expense)			
	Office/Classroom Space	\$	\$	\$
	Equipment (Computer)		\$	\$
	Repair and Maintenance		\$	\$
	Instructional Materials	\$	\$	\$
	Certificates and Awards		\$	\$
	Uniforms and Tools	\$	\$	\$
	Internet/Telephone/Fax	\$	\$	\$
	Office Supplies	\$	\$	\$
	Utilities		\$	\$
	Copying/Printing	\$	\$	\$
	Insurance			\$
	Postage	\$	\$	\$
	Meetings		\$	\$
	Staff (Local Travel)	\$	\$	\$
	Participant (Local Travel)	\$	\$	\$
	Staff Development	\$	\$	\$
	Consultants/Contract Workers	\$	\$	\$
	Youth Involvement Activities	\$	\$	\$
	Participant Stipends	\$	\$	\$
	Leadership and Skill Development	\$	\$	\$
	GED Exam	\$	\$	\$
Incentives	\$	\$	\$	
College Survival Workshops		\$	\$	
Profit Margin: <i>(If applicable)</i>	TOTAL DIRECT COST:	\$	\$	\$
	TOTAL OF ALL COST CATERGORIES:	\$	\$	\$
	TOTAL PROFIT MARGIN:	\$	\$	\$
	@Percentage Rate	%	%	%
	TOTAL OF ALL COST CATEGORIES PLUS PROFIT MARGIN:	\$	\$	\$