**BUDGET SUMMARY OF COST WORKSHEET**

**BIDDER:**

LINE ITEM BUDGET

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
| LINE ITEM | **DETAIL** | **PROPOSED**  **BUDGET**  **Initial Contract**  **Date - Date** | **PROPOSED**  **CONTRIBUTION**  **Cash OR In-Kind**  **Date - Date** | **PROPOSED**  **BUDGET**  **Extension Contract**  **Date - Date** |
| SALARY and WAGES: | **(Identify Each Position)** |  |  |  |
| $ | $ | $ |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  |  |  | $ | $ |
|  |  |  | $ | $ |
| FRINGE BENEFITS: | TOTAL SALARY and WAGES:  TOTAL FRINGE BENEFITS:  *@ Percentage Rate*  EXAMPLES (Identify Each Program Expense) | $ | $ | $ |
| $ | $ | $ |
| % | % | % |
|  |  |  |
|  | Office | $ | $ | $ |
|  | Equipment (Computer) | $ | $ | $ |
|  | Insurance | $ | $ | $ |
|  | Postage | $ | $ | $ |
|  | Meetings | $ | $ | $ |
|  | Staff (Local Travel) | $ | $ | $ |
|  | Consultants/Contract Workers | $ | $ | $ |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  | TOTAL DIRECT COST: | $ | $ | $ |
|  | TOTAL OF ALL COST CATERGORIES: | $ | $ | $ |
|  | TOTAL PROFIT MARGIN: | $ | $ | $ |
|  | @Percentage Rate | % | % | % |
|  | TOTAL OF ALL COST CATEGORIES PLUS PROFIT MARGIN: | $ | $ | $ |
|  |  |  |  |  |
|  |  |  |  |  |
| Profit Margin:  *(If applicable)* |  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |