

Completed EDA CARES RLF from January 1,2021 to June 30,2022	
Budget Item	Total
<u>CBO Services</u>	
Working Solutions	\$ 500,000.00
Administration Cost 10%	\$ 50,000.00
Total Budget	\$ 550,000.00

EDA DISCLAIMER: This template is provided at the request of Applicants as an optional tool to clarify the required information for your application in accordance with the required, standard OMB approved forms (SF-424, SF-424A and Budget Narrative). It in no way prevents you from supplying this information in an alternative format.

Project Costs must be substantiated to the point that the award official can determine whether proposed costs appear reasonable, allocable, and necessary to meet the project's Scope of Work, as well as whether those costs meet any other specific requirements that may apply. This optional workbook can help your organization meet those requirements.

Attachment 3

AUTHORIZED BUDGET

Project Budget	
Federal Share (EDA)	\$550,000.00
Non-Federal Matching Share	\$32,213.30
Total Project Cost	\$582,213.30
Federal Grant Rate	94%

Personnel	\$23,009.50
Fringe Benefits	\$9,203.80
Travel	\$0.00
Equipment	\$0.00
Supplies	\$0.00
Contractual	\$50,000.00
Construction	\$0.00
Other	\$500,000.00
Total Direct Charges	\$582,213.30
Indirect Charges	\$0.00
Total Project Budget	\$582,213.30

Attachment 4

AUTHORIZED STAFFING PLAN

Staffing Plan - Budget					
<u>Name</u>	<u>Annual Rate</u>	<u>% of Annual Hours</u>	<u>Annual \$ from Award</u>	<u>Number of Years</u>	<u>Total Cost by Employee</u>
Angel Cardoz	\$143,021	10%	\$14,302	1.00	\$14,302
Tina Noverro	\$87,074	10%	\$8,707	1.00	\$8,707
Employee 3	\$0	0%	\$0	0.00	\$0
Total Personnel Costs					\$23,010
Total Fringe Costs (Please Provide the Basis for Fringe Calculations)				40.00%	\$9,204

Staffing Plan - Explanation		
<u>Name</u>	<u>Title</u>	<u>Project Responsibilities</u>
Angel Cardoz	Manager I	uding, budget, staff, partners, RFP, invoicing and reporting. Staff will be
Tina Noverro	Community Deve	anagement; including, budget, partners, RFP, invoices, and reporting. Sta
Employee 3		

Personnel - Cost as shown on the Staffing Plan	
Total Personnel Costs	\$23,010

Fringe - Associated fringe costs for the personnel listed in the staffing plan	
Total Fringe Costs	\$9,204

Travel - More information on Travel can be found in 2 CFR 200.474.			
<u>Event</u>	<u>Travelers</u>	<u>Purpose</u>	<u>Cost</u>
			\$0
Total Travel Costs			\$0

Equipment - Typically exceeds \$5000 per unit cost and has a useful life greater than 1 year. See 2 CFR 200.33.			
<u>Equipment</u>	<u>Amount</u>	<u>Purpose</u>	<u>Cost</u>
			\$0
Total Equipment Costs			\$0

Supplies - Supplies must be identified by item and must correlate to the purpose of the award. Miscellaneous is not sufficient. More information can be found in 2 CFR 200.317-326.			
<u>Supply</u>	<u>Amount</u>	<u>Purpose</u>	<u>Cost</u>
			\$0
			\$0
			\$0
			\$0
Total Supply Costs			\$0

Contractual - Procurements must follow 2 CFR 200 Sections 317-326			
<u>Task</u>	<u>Basis for Selection</u>	<u>Details</u>	<u>Cost</u>
Lender administration cost	Top Request for Proposal	Loan Administrator cost (10%): Cost to develop program, deploy loans, and service monthly payments	\$50,000
			\$0
			\$0
Total Contractual Costs			\$50,000

Construction - N/A			
<u>Construction</u>	<u>Amount</u>	<u>Purpose</u>	<u>Cost</u>
	0	N/A	\$0
Total Construction Costs			\$0

Other -			
<u>Other</u>	<u>Amount</u>	<u>Purpose</u>	<u>Cost</u>
Lending Capital	500000	Lending capital for revolving loan fund.	\$500,000
Total Other Costs			\$500,000

Estimated Staffing Plan Template

POSITION/TITLE	ANNUAL SALARY \$/yr	FEDERAL SHARE \$ (# years)	GRANTEE SHARE \$ (# years)	TOTAL \$ (# years)	Percentage of Time to Project %
Manager I	\$143,021	\$0	\$14,302	\$14,302	10%
Community Development Specialist	\$87,074	\$0	\$8,707	\$8,707	10%
Position 3					
Position 4					
Etc.					
Totals	\$230,095	\$0	\$23,007	\$23,007	10%
Fringe	\$92,038	\$0	\$9,204	\$9,204	10%