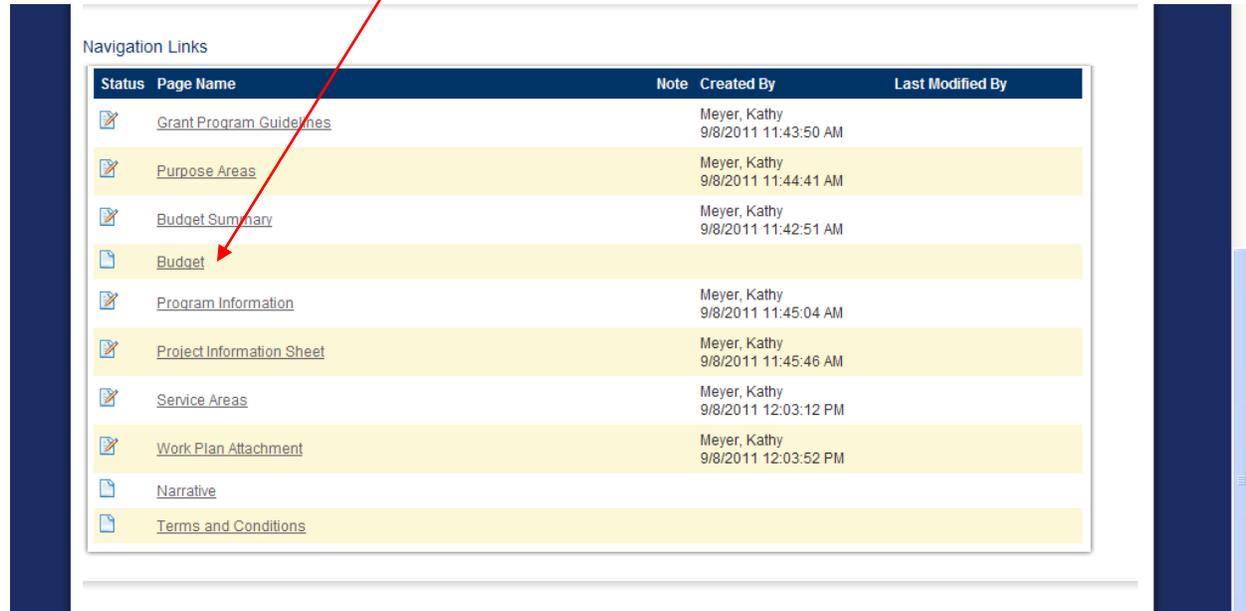
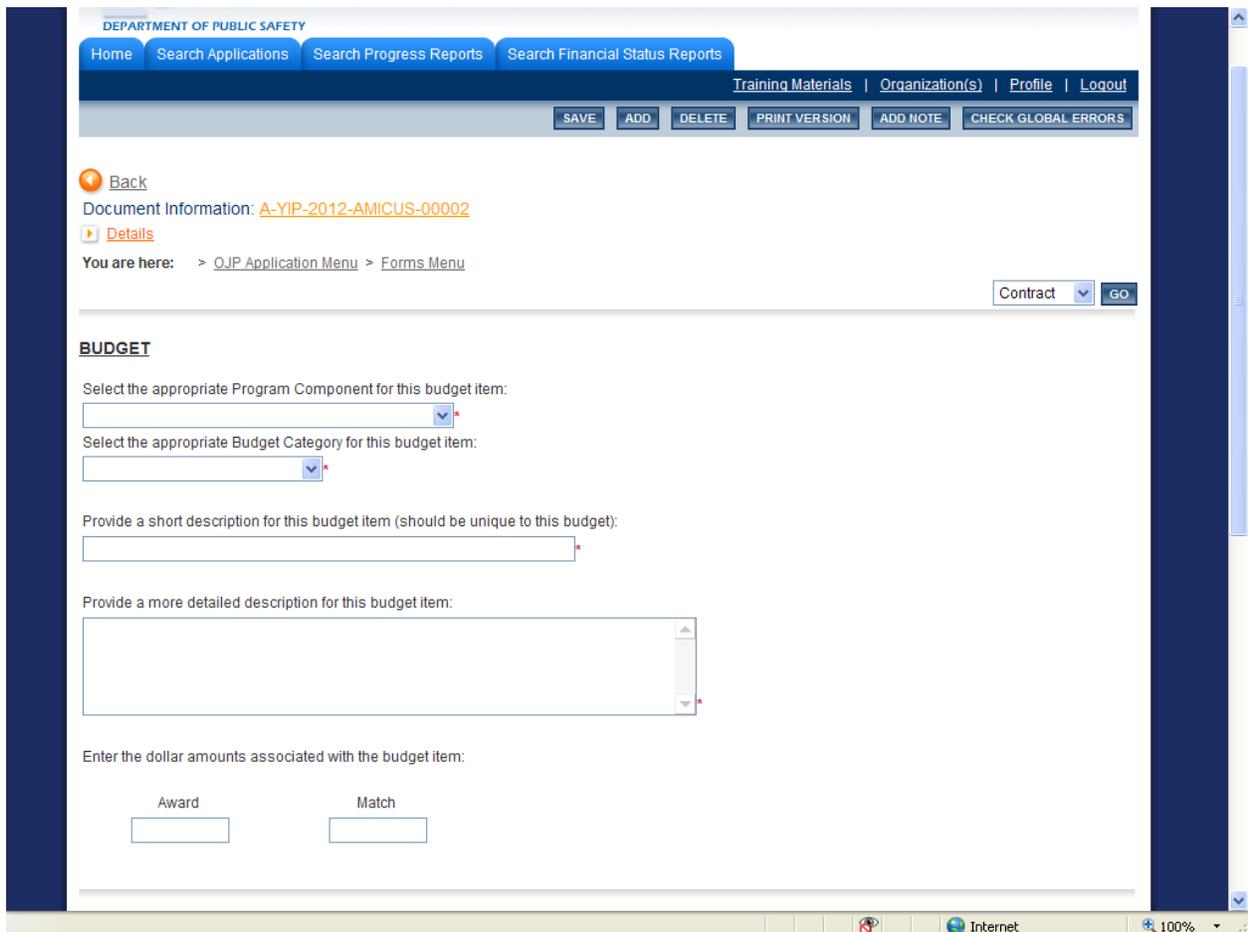


Step 1: Click on the Budget Category in the Navigation Links



Next Screen:



Step 2: Enter Data for first Budget Category, including Award and Match amounts at the bottom of the page

Step 3: Click Save in upper right corner

Next Screen:

Home Search Applications Search Progress Reports Search Financial Status Reports

Training Materials | Organization(s) | Profile | Logout

SAVE ADD DELETE PRINT VERSION ADD NOTE CHECK GLOBAL ERRORS

Page Information
The information has been saved.

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BUDGET

Select the appropriate Program Component for this budget item:
Youth Intervention *

Select the appropriate Budget Category for this budget item:
Personnel *

Provide a short description for this budget item (should be unique to this budget):
Personnel *

Provide a more detailed description for this budget item:
Two Staff @ \$30,000 per year x 2 years = \$120,000 *

Enter the dollar amounts associated with the budget item:

Award	Match
\$100,000.00	\$20,000.00

Internet 100%

Step 4: Click Add to enter another Budget Category

Repeat Steps 2, 3 and 4 for each Budget Category

Note: After each successfully added Budget Category, you will notice the number of categories being added to the end of the “Budget” navigation link shown below:

Navigation Links

Status	Page Name	Note	Created By	Last Modified By
	Grant Program Guidelines		Meyer, Kathy	9/8/2011 11:43:50 AM
	Purpose Areas		Meyer, Kathy	9/8/2011 11:44:41 AM
	Budget Summary		Meyer, Kathy	9/8/2011 11:42:51 AM
	Budget (2)		Meyer, Kathy	9/8/2011 12:16:52 PM
	Program Information		Meyer, Kathy	9/8/2011 11:45:04 AM
	Project Information Sheet		Meyer, Kathy	9/8/2011 11:45:46 AM
	Service Areas		Meyer, Kathy	9/8/2011 12:03:12 PM
	Work Plan Attachment		Meyer, Kathy	9/8/2011 12:03:52 PM
	Narrative			
	Terms and Conditions			

Step 5: Click on the “Budget Summary” Navigation link to see the budget items in the summary

SAVE PRINT VERSION ADD NOTE CHECK GLOBAL ERRORS

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BUDGET SUMMARY

Youth Intervention: erttrtrte			
Budget Category	Award	Match	
Contract Services	\$5,000.00	\$5,000.00	
Total	\$5,000.00	\$5,000.00	
Training			
Budget Category	Award	Match	
	\$0.00	\$0.00	
Total	\$0.00	\$0.00	
Youth Intervention			
Budget Category	Award	Match	
Personnel	\$100,000.00	\$20,000.00	
Total	\$100,000.00	\$20,000.00	
Training			
Budget Category	Award	Match	
	\$0.00	\$0.00	
Total	\$0.00	\$0.00	
Training			
Budget Category	Award	Match	
	\$0.00	\$0.00	
Total	\$0.00	\$0.00	
Total	\$105,000.00	\$25,000.00	