Appendix B: Budget Application Form

**2019 Farm Transition Grant**

*BUDGET DEFINITIONS*

***Equipment*.** Itemize equipment to be purchased and its intended use.

***Rental of equipment.*** Rented equipment that is required to complete the project (cement mixers, rollers, other heavy duty equipment) is allowed and must be described.

\*\*NOTE: If you’re hiring a contractor do not break up the contractor’s estimate into the various budget categories. The contractor’s full cost/estimate should be listed as one item in the *Consultant/Contractual* category.

***Materials and Supplies*.** Provide an itemized list of projected material and supply expenditures.

\*\*NOTE: If you’re hiring a contractor do not break up the contractor’s estimate into the various budget categories. The contractor’s full cost/estimate should be listed as one entry in the *Consultant/Contractual* category.

***Contractual/Consultant*.** These are expenses associated with procuring services performed by an individual or organization other than the applicant. Each contractor/consultant (if more than one) must be described separately. Provide a short description of contractual services.

***Other Costs.*** Provide itemized, detailed descriptions of other costs not included in the previous categories.

*Additional page(s) itemizing the budget are required.*

*Additional documentation supporting your expenses will increase the competitiveness of your submission and are the only items which can be provided as PDF documents.*

**Applicant Name:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |
| --- | --- | --- | --- |
| **Category** | **Grant Funds Requested**  | **Cash Match by Applicant** | **Total Cost** |
| **Salaries** | **N/A** |  |  |
| **Fringe** | **N/A** |  |  |
| **Equipment** |  |  |  |
| **Rental of Equipment** |  |  |  |
| **Materials and Supplies** |  |  |  |
| **Contractual/Consultant** |  |  |  |
| **Other Costs** |  |  |  |
| ***Project Total*** |  |  |  |