

Sample Budget

Item Description	Quantity	Amount	Total
Culturally Relevant Novels	250	\$10.00	\$2,500.00
Art Supply Kits	50	\$25.00	\$1,250.00
Journals	50	\$7.00	\$350.00
Student Incentive Awards (Cannot include monetary payments or gift cards)	100	\$5.00	\$500.00
Substitute Release – 3 teachers	1 day	\$150.00/day	\$450.00
Collaboration and Planning Stipend (Only allowed for Project Coordinator and/or team members)	2/People	\$500.00	\$1,000.00
Total			\$6,050.00

Notes:

1. Be sure to review our IFT Do's and Don'ts and Funding Guidelines before preparing your budget.
2. The items listed in your budget should support the accomplishment of the activities in your proposal.
3. Your budget is a guide, and you can include approximate amounts for the items you want to purchase. Be sure to include tax and shipping.
4. Your budget total must reflect the amount of grant funds you are requesting.
5. Make sure your budgeted line items are clear and specific. Your budget should not include items such as miscellaneous or other.
6. If you include stipends for collaboration and planning, they must be limited to no more than \$1,000 per person and with no more than \$500 per person disbursed each calendar year of the grant implementation.