

Feed Ohio Project

*3 QUOTES MUST BE INCLUDED WITH THE BUDGET FOR ALL EQUIPMENT AND TECHNOLOGY PURCHASES. A JUSTIFICATION IS NECESSARY IF YOU NOT PLANNING TO USE THE LOWEST QUOTE.

CATEGORIES	LINE ITEM DETAIL	Hourly Rate	Time spent on the Project Category	Project Start Date - June 30, 2009	June 30, 2009 - October 1, 2009	TOTAL
1 - Administrative Costs <i>(may not exceed 15% of budget)</i>						
<i>EXAMPLE</i>	Administrative Assistant	\$ 9	50.00%	\$ 1,440.00	\$1,800.00	\$3,240.00
						\$0.00
						\$0.00
						\$0.00
CATEGORY 1 TOTAL				\$ 1,440.00	\$ 1,800.00	\$ 3,240.00
2 - Marketing and Outreach						
<i>EXAMPLE</i>	Newspaper Advertising	n/a	n/a	\$ 500.00	\$200.00	\$700.00
						\$0.00
						\$0.00
CATEGORY 2 TOTAL				\$ 500.00	\$ 200.00	\$700.00
3 - Program Development and Implementation <i>(Infrastructure Costs)</i>						
<i>EXAMPLE</i>	Enrichment Program Staff (4)	\$ 8.00	100.00%	\$ 2,112.00	\$1,288.00	\$3,400.00
<i>EXAMPLE</i>	Curriculum	n/a	n/a	\$ 800.00	\$0.00	\$800.00
						\$0.00
						\$0.00
TOTAL						\$0.00

Description of Cost Categories*

Name of Organization: _____

		Description
CATEGORY 1:	Administrative Costs	Expenses that include, but are not limited to, all costs related to the administrative activities of the program including administrative personnel salaries and fringe benefits, GOFBCI reporting requirements, staff meetings (excluding the purchase of food), preparation for GOFBCI site visits, internal presentations and briefings. These costs may not exceed 15% of the total proposed project amount.
CATEGORY 2:	Marketing and Outreach	Costs associated with marketing the program and building collaborations within the community to ensure successful program delivery. These include marketing and promotional materials, external meetings, press conferences, website development and enhancement, advertising.
CATEGORY 3:	Program Development and Implementation	Any costs related to the use of Evidenced Based Programs, curriculum, and strategies designed to address the goals of the Project. Licensing fees for existing curriculum costs must be for costs incurred during the contract period and must reflect the percentage of use related to the specific program. (These costs may include expenses for program staff salaries, and staff training and development related specifically to the development and implementation of the program.)

CATEGORY 4:	Equipment Costs	Any costs that are necessary supplies for providing SFSP meals or delivering the program (excluding food), including infrastructure costs as defined in Appendix A. These costs may include equipment, storage supplies, cleaning supplies and other acceptable infrastructure costs as defined in Appendix A of the RFGA. All purchases submitted for reimbursement must be solely associated with the delivery of the SFSP or enrichment programming.
CATEGORY 5:	Program Evaluation	Program Evaluation: Non-administrative costs associated with the evaluation of the program. These expenses may include but are not limited to technology infrastructure costs associated with the evaluation of the program and other pre-approved expenses
CATEGORY 7:	Other	Other: Costs pre-approved in writing, directly related to the success of the program.

The above categories are used to broadly match the categories contained in the contract/RFP with invoiced items. This is not a substitute for any contractual agreements between the organization and the State of Ohio.

