HVRP Budget Narrative Template **reduct1

Applicative grant recipients must demonstrate that their proposed costs are allowedle (FC.FR.) \$20,000. In other words, costs must be recessary reconstructive for the second of the sec

of the SF-424A indirect charges, ensure costs are not displicated under any of the direct costs categories. Costs must not be displicated under any of the direct costs categories. Costs must not be displicated or inconsistently charged; costs must be charged as either indirect or direct costs, but not both.

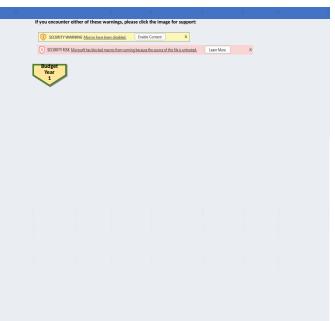
The Budget Narrative must include a justification for all proposed costs and align with the SF-424A and the estimated funding amount in the SF-424 (Section 18). The Budget Narrative must be consistent with and support the activities, resources, staff, and other items described in the project narrative.

To add more rows or space to any budget line-item, select the "Add" button to the right of the field.

If you are additionate that exceeds the character limit, please utilize the "Additional space for number justification' section located at the bottom of this form.

Personnel: Lind all staff good solutions by title (both current and proposed) and provide the annual salary, the percentage of time devoted to the project, and the amount of each position's salary funded by the grant. Do not list positions that will be covered under indirect Costs. Grant recipients that charge Personnel positions among multiple liverity grants cannot execut 100 percent FIG collectively among potential and active grants.

Job or Position Title	Annual Salary	% of FTE	Actual Salary	
			\$	•
			\$	
			s	-
			\$	
			s	
			s	
			\$	
			s	8
Total Personnel			\$	-
Total Personnel - Rounded to the Nearest Whole Dollar		(must match SF-424A)	\$	



Fringe Benefits: Provide information on the rate of fringe benefits used and ti benefits amount is computed in the Justification of Costs sect	he basis for the calculation.	If not using a fringe ben	efits rate, itemize how the fringe	1				
Fringe benefits may be in the form of employer contributions unemployment, and/or worker's compensation insurance, pa organization – employee agreement, or established written p are for the personnel listed in budget category (a) and are on	s or expenses for FICA (Socia	al Security and Medicare	tax), employee life, health,					
organization - employee agreement, or established written p	olicies of the applicant/rec	ipient organization per 2	C.F.R. § 200.431. Fringe benefits					
are for the personnel listed in budget category (a) and are on	ly for the percentage of tim	ne devoted to the project	•					
Description	Base	Rate	Cost					
Description	Base	Kate						
			\$ -					
			s -					
			\$.					
			s -	-				
			\$ -					
			\$ -					
Total Fringe Benefits	Total Rate:		0% s -					
Total Fringe Benefits - Rounded to the Nearest Whole Dollar Justification of Costs (max 3,225 characters including spaces	`	(must match SF-42	4A) s -					
Justification of Costs (max 3,225 characters including spaces	,							

							Budget Year 1				
mileage, etc., cost occide and quality (s.g., number of rights on mileage, musber of rights or mileage, musber of rights or mileage related to travel upon the hardifferation of costs section, describe the proposed ceals have deependule in reference to the project depletions, applicated y grant recipients must provide a justification for travel expenditures that exceed 10 percent of the one-year budget. NOTE: Per 2E. 8, 200.078(b), applicated y grant recipients must arrow position in place related to travel costs. NOTE: Per 2E. 8, 200.078(b), applicated y grant recipients must have policies in place related to travel costs. NOTE: Per 2E. 8, 200.078(b), applicated y grant recipients must arrow the standard and recipients must arrow the standard or related to travel costs. NOTE: Per 2E. 8, 200.078(b), applicated y grant recipients must arrow the standard or related to travel costs. NOTE: Per 2E. 8, 200.078(b), applicated y grant recipients must arrow the standard or related to travel costs. NOTE: Per 2E. 8, 200.078(b), applicated y grant recipients must recipient mus	Travel costs include the transportation, lodging, subsistence, and provided the method used is applied to an entire trip and not to: written policies. Notwithstanding the provisions of § 200.444, tra	elected days of the trip. The method u el costs of officials covered by that se	thod used must be consistent with those normally	v allowed in like circums	tances in the recipient's o	r subrecipient's other	activities and in accorda	ace with the recipient's or subr	ecinient's established		
In the Austilication of Costs section, describe the purpose of each travel expenditure in reference to the project objectives. Applicants/ grant recipients must provide a justification for travel expenditures that exceed 50 percent of the one-year budget. WITCH Pro 2 CEA & 3000-75(b), applicants/ grant recipients must have policies in place related to travel costs. In a lease of an extenditure of control in the control i	Include the basis of computation (e.g., six people to three-day tra	ning at \$X airfare, \$X lodging, \$X sub- miles), number of staff traveling, and	X subsistence) for each travel expense. Specify the	e purpose, location (e.g.,	location or whether in-st	tate or out-of-state), ty	pe of expense (select fro	ım dropdown), basis (e.g., roun	d-trip, day/night,		
In the above of an established without pulls, preguinting two focus, the pulse and amounts established under by U.S.C. 170-11 IT revel and Subdistance Equipment, Millage Riformacce," by the Administrator of forwards previous province to the previous to any province which the control of the previous province to the previous to any province which the province of the previous province to the previous to any province which the province of the previous province to the previous to any province which the province to the provinc				ents must provide a justi	fication for travel expend	itures that exceed 10 p	ercent of the one-year b	udget.			
See the to look up the most current 14 GGA per dienturins. Minor Annual Season Proper Basis Cost Cost Country # of Staff # of Trips Colorged to HYPP Total Cost Cost Cost Country # of Staff # of Trips Colorged to HYPP Total Cost	NOTE: Per 2 C.F.R. § 200.475(a), applicants/grant recipients mus	save policies in place related to trave	o travel costs.								
Purpose Jocation Pype of Expense Basis Cost Quantity P of Staff P of Trips Charged to HVRP Protal Cost Control	such subchapter must apply to travel under Federal awards (48 C	R 31.205-46(a))For reimbursement or	ment on a mileage basis, the HVRP grant program of	stence Expenses; Mileag annot be charged more	ge Allowances"), by the A than the maximum allow	dministrator of Genera able mileage reimburs	Il Services, or by the Pre ement rates authorized	ident (or their designee) pursu for federal employees. Mileage	ant to any provisions of rates must be checked		
	Cisk bee to look up the most current FY GSA per diem rates: https://www.gsa.gov/trzee/uplan-book/per-diem-rates										
	Purpose	Location Type of Exp	of Expense Basis	Cost	Quantity	# of Staff	of Trips	% Charged to HVRP	Total Cost		
									s -		
									\$.		
5											
									*		
									\$ -		
S S											
		\$ -									
				S -							
	Total Travel										
Justification of Costs (max 3,225 characters including spaces)	Total Travel Total Travel - Rounded to the Nearest Whole Dollar					(must match SF-424A)			s -		

Equipment: Per 2 C.F.R. § 200.1, means tangible means tangible personal pr unit acquisition cost that equals or exceeds the lesser of the cap Items with a unit cost of less than \$10,000 are supplies, not "eq	operty (including informa italization level establish uipment." DOL/VETS doe	ation technology systems and by the recipient or sub as not allow the purchase) having a useful life of more brecipient for financial state of motor vehicles, buildings,	than one year and a per- ment purposes, or \$10,000. or land.			
Applicants/ grant recipients must list the item, quantity, and th how the use of each item of equipment is related to the implem items or materials in Supplies. DOL/VETS does not permit the pr	e unit cost per item. In the entation of the required urchase of equipment du	e Justification of Costs se /approved activities to ac ring the last funded year	ction, describe the need for hieve the specific project ob of the award.	the equipment, i.e., explain jectives. List expendable			
	_	_	1		0		
Item	Quantity	Cost Per Unit	% Charged to HVRP	Total	0		
				\$ -	0		
				s -			
				\$ - \$ -			
				s -			
				s -			
				s -			
				\$ -			
				\$ -			
				s -			
Total Equipment				s -	0		
Total Equipment - Rounded to the Nearest Whole Dollar		(must match SF-424A))	\$ -	0		
Justification of Costs (max 3,225 characters including spaces)					0		

and grant registent must list the leaves by type of supply (e.g., training materials, deather) compater, leaves, preprietes, ref., cost per unit, quantity, or cost per model for interest or leaves and supply (e.g., training materials), deather) compater, leaves, preprietes, ref., cost per unit, quantity, or cost per model for model for subscription or cost per model and an advanced the methodology used in determining the amount allocated for this line item, per 2 CF & 9.00.405(d). Note: Sospiles for participants should be placed in the line mor cost, include an adequate justification in the Justification of Costs section. Cod Por Unit Quantity Cost Por Moseth X Charged to HVRP Total	plies: 2 C.F.R. 2001. In meast all tangible personal property other than those described in the equipment definition. A computing device is a supply if the acquisition cost is below the leaser of the fulfaction in evidence of exhibition by the recipient or inherelization from the function of the funct
and grant registent must list the leaves by type of supply (e.g., training materials, deather) compater, leaves, preprietes, ref., cost per unit, quantity, or cost per model for interest or leaves and supply (e.g., training materials), deather) compater, leaves, preprietes, ref., cost per unit, quantity, or cost per model for model for subscription or cost per model and an advanced the methodology used in determining the amount allocated for this line item, per 2 CF & 9.00.405(d). Note: Sospiles for participants should be placed in the line mor cost, include an adequate justification in the Justification of Costs section. Cod Por Unit Quantity Cost Por Moseth X Charged to HVRP Total	ilicants/ grant recipients must list the items by type of supply (e.g., training materials, desktop computer, laptop, projector, etc.), cost per unit, quantity, or cost per month if rented or leas
Total Per Unit Quantity Cost Per Month S. Charged to HYRP Total Quantity Cost Per Month S. Charged to HYRP Total S.	: subscription services such as cellular phone service or internet service are not tangible and must be listed in Other. Cost allocations for supplies that are not broken down by individual is e narrative must document the methodology used in determining the amount allocated for this line item, per 2 C.F.R. § 200.405(d). Note: Supplies for participants should be placed in the
Cost Per Unit Country Cost Per Month N. Charged to HVRP Total	er ine rem.
S S S S S S S S S S	each item or cost, include an adequate justification in the Justification of Costs section.
S S S S S S S S S S	
S S S S S S S S S S	
S S S S S S S S S S	
S S S S S S S S S S	
S S S S S S S S S S	
upplies 5 5 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	Cost Per Unit Quantity Cost Per Month % Charged to HVRP Total
upplies 5 5 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	5
upplies 5 5 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	5
upplies 5 5 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	3
upplies 5 5 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	3
upplies 5 5 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	S
upplies 5 5 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	5
upplies 5 5 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	5
upplies 5 5 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	3
upplies - Rounded to the Nearest Whole Dollar (must match SF-424A) \$	3 5
upplies - Rounded to the Nearest Whole Dollar (must match SF-424A) \$	S
upplies - Rounded to the Nearest Whole Dollar (must match SF-424A) \$	5
	Il Supplies \$
ation of Costs (max 3,225 characters including spaces)	ffication of Costs (max 3.225 characters including spaces)

Contentual: Description: A subwards separately. The term contracts is defined in 2 C.F.R. \$200.1 and meam, for the purpose of Foderal financial assistance, a legal instrument by which a recipient to subrecipient conducts procurement transactions under a Foderal answerf. Contractor means an entity that receives a contract. Subward means an aural provided by a pass-through entity to a subrecipient conducts proceeding to contractor the explaint and positive for passing the contractor of the positive of passing and exceeded by the pass-output entity. However, the contract of the passing and exceeded by the pass-output entity, the contractor is a substantial to the passing and the p through entity considers a contact. For each contact or sub-awardie at the purpose, goods and/or services to be provided, and the amount in the lastification of Costs section, describe the goods and/or services to be provided each contractor or sub-awardie and how the goods and/or services relate to the accomplishment of specific project objectives. All procurement transactions for the aqualities of goods and/or services relate to the accomplishment of specific project objectives. All procurement transactions for the aqualities of goods and/or service regrind under as award must be conducted as manage providing full and open competition consistent with the following procurement standards in 2CF.8, 900.319 (Competition) and 2CF.8, 9.00.230 (Perhade of procurement) to be followed, Applicately grant recipients must failtow documented procurement and process with reflect applicately grant recipients must always and the standards described in 2CF.8, 9.00.318 (Applicately) grant recipients must failtow determined by the surface of the standards described in 2CF.8, 9.00.318 (Applicately) grant recipients must related in contractors and sub-awardees perform in accordance with the transaction described by the surface of the standards described by the surface of the standards of the standard of the standards of the standards of the standards of the st Purpose Activities to be Amount % Charged to HVRP Total

						Budget Year 1		
Construction: Construction costs are unallowable under the HVRP grant program improve, and/or reconfigure an existing space for grant activities construction. Applicants/ grant recipients must include the costs f	n; therefore, this budget such as a classroom alte or minor alterations in th	line item must be zero. N ration) may be allowable se budget line item Contr	tinor alterations to modernize, , as this is not considered actual.	\$ -				
Other: "Switchest Support Costs: "Are Explained Support Costs are used direct costs to "Are 2 C.F.R. \$200.1, and frightest support costs means direct costs to "Are 2 C.F.R. \$200.1, and frightest support costs means direct costs and are frightest apport on a shadowed only when incorrect to result and meant to cover all the participant support costs and are more to cover all the participant support costs and are presented to the employment plan. A participant support costs and are participant support costs (i.e., a similar, desirable, and and are affecting addition and from the frightest support costs. As are participant support costs (i.e., a similar, desirable, and land and affecting allowability of costs is discussed in a C.F.R. § 500.003.	dent care, and per diem e the eligible veteran's pa ort cost must be reasonal d not duplicate a service ase see VPL 06-24 HVRP	paid directly to or on bet articipation in HVRP servi ole and necessary to help a participant receives fro Requirements and Functi	nalf of participants. ices and must be tied to a specifi the participant engage in servic m another program (i.e., federal ons or the most current guidano	c HVRP service. It is es and activities , state, local e on this topic.				
ltem	Cost Per Unit	Quantity	Cost Per Month	% Charged to HVRP	Total			
					\$ -			
					s -			
					s -			
					s -			
					s -			
					s -			
					s -			
					s -			
					s -			
					s -			
					s -			
					s -			
Total Participant Support Services					s -			

categorized under the "Other" cost category and not as a Particip			antity for each item. Show the b on in the program and employm , vouchers, etc.). Planned costs f					
					٥			
item	Cost Per Unit	Quantity	Cost Per Month	% Charged to HVRP	Total			
					\$ -			
					\$ -			
					\$ -			
					s -			
					\$ -			
					\$ -			
					\$ -			
					\$ -			
					\$ - \$ -			
					\$ -			
					\$ -			
tal Other Costs					s -			
ification of Costs (max 3,225 characters including spaces)								
Other Total (Participant Support Services + Other)					\$ -			
ther Total (Participant Support Services + Other) ther Total - Rounded to the Nearest Whole Dollar sstification of Costs Not Explained Above				(must match SF-424A)	s -			

						Douget rear 2		
Indirect Costs: Per 2 C.F.R. § 200.1, Indirect cost means those costs incurred for a readily assignable to the cost objectives specifically benefitted, wit establish multiple pool of Indirect costs to fadilate equitable estimate the distributed to benefitted cot objectives on basis that will include the type of rate or agreement (e.g., Negotiated Indirect Cost 15 MPCOL), the total approximation of 15 percent of modified total direct costs (MPCOL), the total approximation of the cost of the co	ribution of indirect expe produce an equitable re	nses to the cost objections of sult in consideration of	ves served. Indirect cost pools relative benefits derived.					
If using a NICRA, in the Justification of Costs section, provide an ex								
If using a Nickoi, in the Justification of Costs section, provine an equinclude which portion of each line item, along with the associated of the cost	pianamon or now the inc costs, are included in yo	rrect costs are calculate ur allocation base.	a. Inis expianation snould					
negaring the de minimir rate, applicantly grant recipients and sub- including provisional rate) may select to charge a de minimir rate or sub-ecipient is authorized to determine the appropriate rate up to costs section, provide an explanation of which portion of each line that there are various items not included in the calculation of MID Part 2 C.F.B. § 100 MITO means all direct statlers and ways \$40,000 of each subaward (regardless of the period of performance and subaward (regardless of the period of performance) and the subaward (regardless of the period of performance) such subaward (respective times may only in the calculation of the period of th	this limit, in accordance s rate. If using the de mi item, along with the ass C. able fringe benefits, ma e of the subawards unde	with 2 C.F.R. §200.414(inimis rate of 15 percent sociated costs, are inclu- terials and supplies, ser- ter the award). MTDC exc	f). Additionally, applicants/ grant of MTDC, in the Justification of ded in your allocation base. Note vices, travel, and up to the first fudes equipment, capital					
each subaward more than \$50,000. Other items may only be exclu- costs and with the approval of the cognizant agency for indirect co	ded when necessary to a	wold a serious inequity	in the distribution of indirect					
If using a CAP, in the Justification of Costs section, provide estimate		in your appround allocat	rion methodolom					
Type of Rate Agreement	Base	Rate	Total Indirect Costs	0				
			\$.	0				
			\$ -					
			\$.	0				
			\$ -	0				
			s -					
Total Indirect Costs		·	s -	0				
Total Indirect Costs - Rounded to the Nearest Whole Dollar		(must match SF-424A) s -	0				
Justification of Costs (max 3,225 characters including spaces)				0				
	Totals							
Total Direct Costs	s -							

total Cost Indeed by Grant imms much the total one the SH-244 and SH-2444, as well as the specific years this budget is for onth to HST-764 Asternact) Leveraged Racources: Leveraged Racources provided (as applicability to upper) grant activities. DOLYVETS considers any recources contributed the project. Neptod for lands provided by the agency, as betraged resources. Applicately count recipients are encouraged to leverage recources in increase dashedder leveraged recources provided to support part activities. The specific recipient has re- terminated by the agency as betraged resources for the specific between the way the way they will support HVMP goals, and the familing source. Valuation of leveraged resources follows the same requirements as cost thating.					
Description of Leveraged Resource: (max 3.227 characters including spaces)	,				

Additional space for narrative justification not described above					
AND AND A STATE OF THE STATE OF					
**DOL/VETS does not allow the purchase of construction, motor vehicles, buildings, or land.					
2 C.F.R. § 200.403					
2 C.F.R. § 200.403 2 C.F.R. § 200.9uboart E 2 C.F.R. § 200.0404					
2 C.F.R. \$200.403 2 C.F.R. \$200.5 sheart F 2 C.F.R. \$200.404 2 C.F.R. \$200.4051					
2 CER \$ 200 Subourt E 2 CER \$ 200 Subourt E 2 CER \$ 200 Sel Subourt E 2 CER \$ 200 Sel					
2 C.F.R. 200.403					
2 C E R 4 200.403 2 C E R 3 200.404 2 C E R 3 200.404 2 C E R 3 200.404 3 C E R 3 200.404 3 C E R 3 200.404 4 C E R 3 200.404 5 C E R 3 200.405 6 C E R 3 200.405					
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2 CER 4 200 May 1 CER 4 200 Ma					

HVRP Budget Narrative Template version 2.1

Applicants/ grant eccinents must demonstrate that their proposed costs are allowable (2 C.F.R. § 200.400), in other words, costs must be necessary and reasonable for the performance of the federal award and must be allocable under the cost principles in 2 C.F.R. Part 200. Subpart 6. A rost is increassny? If it neets a program obletive and is necessary and reasonable for the performance of the Homeless Veterals feintegration for Properties and is necessary and reasonable for the performance of the Homeless Veterals feintegration for (HVDP). A rost is "reasonable" if if does not exceed an amount that a prudent person would incur under the circumstances prevailing when the decision was made to incur the cost; C.F.F. § 200.404). Favered costs among multiple programs or projects smust be proprioritionate (e.g., If a Program Manager works HVMP 20 percent of the time, the amount charged to HVMP for Items such as the Program Manager's cell phone or laptop would be cost-shared smanner.

If charging indirect costs in Section J of the SF-424A. Indirect Charges, ensure costs are not duplicated under any of the direct costs categories. Costs must not be duplicated or inconsistently charged; costs must be charged as either indirect or direct costs, but not both.

The Budget Narrative must include a justification for all proposed costs and align with the SF-424A and the estimated funding amount in the SF-424 (Section 18). The Budget Narrative must be consistent with and support the activities, resources, staff, and other items described in the project narrative.

To add more rows or space to any budget line-item, select the "Add" button to the right of the field.

If your Justification text exceeds the character limit, please utilize the 'Additional space for narrative justification' section located at the bottom of this form.

Budget Year 2

Personnel:
List al staff positions by title (both current and proposed) and provide the annual salary, the percentage of time devoted to the project, and the amount of each position's salary funded by the grant. Do not list positions that will be covered under Indirect Costs. Grant recipients that charge Personnel positions among multiple HPMP grants cannot exceed 100 personnel Footbetted and active position.

			_	
Job or Position Title	Annual Salary	% of FTE	Actual Salary	
			\$	
			\$	-
			\$	
			\$	
			\$	
			\$	
			\$	-
			\$	-
			\$	-
			\$	-
			\$	-
Total Personnel			\$	
Total Personnel - Rounded to the Nearest Whole Dollar- (must m	atch SF-424A)		\$	-
ustification of Costs (max 3,225 characters including spaces)				

If you encounter either of these warnings, please click the image for support:

SECURITY WARNING Macros have been disabled. SECURITY RISK Microsoft has blocked macros from running because the source of this file is untrusted.

Learn More



Frings Benefits:

From Benefits are the state of fringe benefits used and the basis for the calculation. If not using a fringe benefits rate, itemize how the fringe benefits amount is computed in the Justification of Costs section.

Description	Base	Rate	Cost
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total Fringe Benefits		0.00%	\$ -
Total Fringe Benefits - Rounded to the Nearest Whole Dollar- (mus	t match SF-424A)		\$ -

Travel (for grant recipient staff only):
Travel (for grant recipient staff only):
Travel costs include the transportation, lodging, subsistence, and related items incurred by employees who are in travel status on official business of the recipient or subrecipient. These costs may be charged on an actual cost basis, on a per diem or mileage basis, or on a combination of the two, provided the method used is applied to an entire trip and not to selected days of the trip. The method used must be consistent with those normally allowed in like circumstances in the recipient's or subrecipient's established written policies. Notwithstanding the provisions of \$200.444, travel costs of officials covered by that section are allowable with the prior written approval of the Federal agency or passifyrough entity when they are specifically related to the Federal award. Travel for participants (e.g., travel stipent for program participants) should be specifically intended and placed in the Other category.

Include the basis of computation (e.g., six people to three-day training at \$X airfare, \$X lodging, \$X subsistence) for each travel expense. Specify the purpose, location (e.g., location or whether in-state or out-of-state), type of expense (select from dropdown), basis (e.g., round-trip, day/night, miliespe, etc.), cost or cost and quantity (e.g., number of nights or miles), number of start traveling, and number of trips for each type of travel.

ves. Applicants/ grant recipients must provide a justification for travel expenditures that exceed 10 percent of the one-year budget.

In the absence of an established written policy regarding travel costs, the rates and amounts established under 5 U.S.C. 5701-11 ("Travel and Subsistence Expenses; Mileage Allowances"), by the Administrator of General Services, or by the President (or their designee) pursuant to any provisions of such subchapter must apply to travel under Federal awards (48 CR 81.205-46/a)/For reimbursement on a mileage basis, the HVRP grant program cannot be charged more than the maximum allowable mileage reimbursement rates authorized for federal employees. Mileage rates must be checked annually at CSA's Privately Younder (940ic) (POVI) Mileage Reimbursement Rates webpage to ensure compliance.

Purpose	Location	Type of Expense	Basis	Cost	Quantity	# of Staff	# of Trips	% Charged to HVRP	Total Cost
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
Total Travel									\$ -

tal Travel - Rounded to the Nearest Whole Dollar- (must mai stification of Costs (max 3,225 characters including spaces)

Equipment: 2001, means tangible means tangible personal property (including information technology system) having a useful life of more than one year and a personal equipment of the property of the property

Item	Quantity	Cost Per Unit	% Charged to HVRP	Total				
				\$ -				
				\$ -				
				\$ -				
				\$ -				
				\$ -				
				\$ -				
				\$ -				
				\$ -				
				\$ -				
			·	\$ -				
Total Equipment				\$ -				
Total Equipment - Rounded to the Nearest Whole Dollar- (must match SF-424A)								

Supplies: Per 2 CR. § 200.1, means all tangible personal property other than those described in the equipment definition. A computing device is a supply if the acquisition cost is below the lesser of the capitalization level established by the recipient or subrecipient for financial statement purposes or \$10,000, regardless of the length of its useful life.

plicants/ grant recipients must list the items by type of supply (e.g., training materials, desktop computer, laptop, projector, etc.), cost per unit, quantity, or cost per month if rented or leased.

Note: subscription services such as cellular phone service or internet service are not tangible and must be listed in Other. Cost allocations for supplies that are not broken down by individual item in the narrative must document the methodology used in determining the amount allocated for this line item, per 2 C.F.R. § 200.405(d). Note: Supplies for participants should be placed in the "Other" line item.

or each item or cost, include an adequate justification in the Justification of Costs section.

Item	Cost Per Unit	Quantity	Cost Per Month	% Charged to HVRP	Total		
					\$ -		
					\$ -		
					\$ -		
					\$ -		
					\$ -		
					\$ -		
					\$ -		
					\$ -		
					\$ -		
					\$ -		
					\$ -		
					\$ -		
					\$ -		
Total Supplies					\$ -		
Total Supplier - Dounded to the Newcort Whole Dellar							

Justification of Costs (max 3,225 characters including spaces)

Contractual:

Co

For each contract or subaward, list the purpose, goods and/or services to be provided, and the amount. In the Justification of Costs section, describe the goeach contractor or sub-awardee and how the goods and/or services relate to the accomplishment of specific project objectives.

All procurement transactions for the acquisition of goods and/or services required under an award must be conducted in a manner providing full and open competition consistent with the feder procurement standards in 2 C.F.R. § 200.319 (Competition) and 2 C.F.R. § 200.320 (Methods of procurement to be followed). Applicants/grant recipients must follow their documented procurement procurement procedures which reflect applicable state, local, and replalabloms, and regulations, read reproductives must also conform to applications for the standards identified in 2 C.F.R. § 200.3318, Applicants/grant recipients must maintain oversight to ensure that contractors and sub-awardees perform in accordance with the terms, conditions, and specifications of their legal agreement. For additional guidance, refer to 2 C.F.R. § 200.3181 (trough 2 C.F.R. § 200.3181) or Procurement Mandards.

Contract/Subaward	Purpose	Activities to be provivded	Amount	% Charged to HVRP	Total
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Contractual					

(must match SF-424A) \$

Construction: Construction: Construction is constructed and in the INFRP grant program; therefore, this budget line item must be zero. Minor alterations to modernize, improve, and/or reconfigure an existing space for grant activities fouch as a classroon alteration impay be almostible, as this is not considered construction. Applicantly grant recipients must include the cost for minor alterations in the budget line tem Controctute. On the controctute of the program of the control	
	\$

Other: Participant Support Costs:

Participant support costs:

Per 2 C.F.R. § 2001, participant support costs mean direct costs that support participants and their involvement in a Federal award, such as stipends, subsistence allowances, travel allowances, registration fees, temporary dependent care, and per diem paid directly to or on behalf of participants.

A participant support cost is allowed only when incurred to enable the eligible veteran's participants in INVRP services and must be fied to a specific HVRP service. It is not meant to cover all the participant's needs. A participant support cost must be reasonable and necessary to help the participant engage fine services and activities related to the employment plan. A participant support cost should not delighted a service a participant receives from another program (i.e. anot

List participant support costs (e.g., training, clothing, etc.) and provide clear and specific detail, including costs and quantity, for e affecting allowability of costs as discussed in 2 C.F.R. § 200.403.

					0
Item	Cost Per Unit	Quantity	Cost Per Month	% Charged to HVRP	Total
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -

tal Participant Support Services stification of Costs (max 3,225 characters including spaces)

Other Co List items calculation	ists: s or expenses not covered in other budget line items and ons—break down costs into the cost per unit or rate (e.g.	d provide specific details i s., cost per square foot, co	including the costs and cost per participant, etc.).	quantity for each item. Show the	basis for the				
Incentive use incer categoriz	es may be provided to active HVRP participants for recog ntive funds, your Budget Narrative must include the plan ted under the "Other" cost category and not as a Particip	gnition and achievement on nned amount and type of pant Support Cost.	directly tied to participal incentives (e.g., gift card	tion in the program and employn Is, vouchers, etc.). Planned costs	nent goals. If you plan to for incentives must be				
Item		Cost Per Unit	Quantity	Cost Per Month	% Charged to HVRP	Total			
						\$ - \$ -			
						\$ - \$ - \$			
						\$ - \$ -			
						\$ - \$ -			
						\$ - \$ - \$			
						\$ - \$ -			
Total Oth Justificati	ner Costs ion of Costs (max 3,225 characters including spaces)					\$ -			
	tal (Participant Support Services + Other)				(must match SF-424A)	s -			
Justificati (max 3,2	tal - Rounded to the Nearest Whole Dollar ion of Costs Not Explained Above 125 characters including spaces)				(must match SF-424A)				

Indirect Costs:
Per 2 C.F.R. 9 200.1, Indirect cost means those costs incurred for a common or joint purpose benefitting more than one cost objective and not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved. It may be necessary to establish multiple pools of indirect costs to facilitate equitable distribution of indirect expenses to the cost objectives served. Indirect cost pool must be distributed to benefitted cost objectives on basis that will produce an equitable result in consideration of relative benefits derived.

Include the type of rate or agreement (e.g., Negotiated Indirect Costs Rate Agreement [NICRA], Cost Allocation Plan [CAP], or the de m of 15 percent of modified total direct costs [MTDC]), the total approved base (if applicable), and the approved rate (if applicable).

f using a NICRA, in the Justification of Costs section, provide an explanation of how the indirect costs are calculated. This explanation should include which portion of each line item, along with the associated costs, are included in your allocation base.

goding the de minimizate, applicants/grant respirate and subscriptions that do not have a current tederal negotiated indirect cost residuality provisional total may be been to dwarp a deminimisate used or fop of 15 present of modified televid affect costs MRDIV receiption for precipient is authorized to determine the appropriate rate up to this limit, in accordance with 2 c.F.R. \$200.44(f). Additionally, applicants/grant pipients and subscriptions are not required to use the de minimis rate. If using the deminimis rate of 15 percent of MRDIC, in the Justification of ats section, provide an explanation of which portion of each limit term, along with the associated costs, are included in your allocation base. Note three are various terms not included in the calculation of MRDIC.

Per 2 C.F.R.\$ 100, MTDC means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first 50,000 of each subaward (regardless of the period of performance of the subawards under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tudino remission, scholaries part delevolship, participant support costs, and the portion of each subaward more than \$50,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs and with the approval of the conjuntant agency for indirect costs.

Type of Rate Agreement	Base	Rate	Total Indirect Costs	
			\$	
			\$	
			\$	
			\$	-
			\$	-
			\$	-
			\$	-
Total Indirect Costs			\$	-
Total Indirect Costs - Rounded to the Nearest Whole Dollar		(must match SF-424A)	\$	-
to the second of				

Total Costs	Totals
Total Direct Costs	\$

otal Costs funded by Grant uust match the total on the SF-424 and SF-424A, as well as the ecific year this budget is for on the VETS-704 Abstract) \$ 1	

Everaged Resources:

The IVINP grant program does not require cost sharing or matching funds. However, the Budget Narrative should include a section describing any leveraged resources provided (as applicable) to support grant activities. DOL/VETS considers any resources contributed to the project, beyond the funds provided by the agency, as leveraged resources. Applicantly grant recipients are encouraged to leverage resources to increase stakeholder leveraged resources provided to support grant activities. The specific activities lether will cover, the way they will support HVRP goals, and the funding source. Valuation of leveraged resources follows the same requirements as cost sharing.

ion of Leveraged Resources (max 3,225 characters including spaces)

		1				
Additional space for narrative justification not described above		U				
**DOL/VETS does not allow the purchase of construction, motor vehicles, buildings, or land	l.					
2 C.F.R. § 200.403						
2 C.F.R. § 200 Subpart E 2 C.F.R. § 200,404						
2 C.F.R § 200.404 2 C.F.R § 200.431						
2 C.F.R § 200.475(a)						
41 C.F.R Subtitle F 2 C.F.R § 200.475						
2 C.F.R. §200.1						
2 C.F.R. § 200.319						
2 C.F.R. §200.320 2 C.F.R § 200.318						
2 C.F.R. § 200.327						
2 C.F.R. § 200.403						

HVRP Budget Narrative Template version 2.1

Applicants/ grant eccinents must demonstrate that their proposed costs are allowable (2 C.F.R. § 200.400), in other words, costs must be necessary and reasonable for the performance of the federal award and must be allocable under the cost principles in 2 C.F.R. Part 200. Subpart 6. A rost is increassny? If it neets a program obletive and is necessary and reasonable for the performance of the Homeless Veterals feintegration for Properties and is necessary and reasonable for the performance of the Homeless Veterals feintegration for (HVDP). A rost is "reasonable" if if does not exceed an amount that a prudent person would incur under the circumstances prevailing when the decision was made to incur the cost; C.F.F. § 200.404). Favered costs among multiple programs or projects smust be proprioritionate (e.g., If a Program Manager works HVMP 20 percent of the time, the amount charged to HVMP for Items such as the Program Manager's cell phone or laptop would be cost-shared smanner.

If charging indirect costs in Section J of the SF-424A. Indirect Charges, ensure costs are not duplicated under any of the direct costs categories. Costs must not be duplicated or inconsistently charged; costs must be charged as either indirect or direct costs, but not both.

The Budget Narrative must include a justification for all proposed costs and align with the SF-424A and the estimated funding amount in the SF-426 (Section 18). The Budget Narrative must be consistent with and support the activities, resources, staff, and other items described in the project narrative.

To add more rows or space to any budget line-item, select the "Add" button to the right of the field.

Budget Year 3

If your Justification text exceeds the character limit, please utilize the 'Additional space for narrative justification' section located at the bottom of this form.

Personnel: List all staff positions by title (both current and proposed) and provide the annual salary, the percentage of time devoted to the project, and the amount of each position's salary funded by the grant. Do not list positions that will be covered under indirect Costs. Grant recipients that charge Personnel positions among multiple HYPR grants cannot exceed 300 percent FE collectively among potential and active grants.

If you encounter either of these warnings, please click the image for support: SECURITY WARNING Macros have been disabled. SECURITY RISK Microsoft has blocked macros from running because the source of this file is untrusted. Learn More

Frings Benefits:

From Benefits are the state of fringe benefits used and the basis for the calculation. If not using a fringe benefits rate, itemize how the fringe benefits amount is computed in the Justification of Costs section.

Description	Base	Rate	Cost
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total Fringe Benefits	Total Rate:	0.00%	\$ -
Total Fringe Benefits - Rounded to the Nearest Whole Dollar		(must match SF-424A)	s -
Justification of Costs (max 3,225 characters including spaces)			

Travel (for grant recipient staff only):
Travel (for grant recipient staff only):
Travel costs include the transportation, lodging, subsistence, and related items incurred by employees who are in travel status on official business of the recipient or subrecipient. These costs may be charged on an actual cost basis, on a per diem or mileage basis, or on a combination of the two, provided the method used is applied to an entire trip and not to selected days of the trip. The method used must be consistent with those normally allowed in like circumstances in the recipient's or subrecipient's established written policies. Notwithstanding the provisions of \$200.444, travel costs of officials covered by that section are allowable with the prior written approval of the Federal agency or passifyrough entity when they are specifically related to the Federal award. Travel for participants (e.g., travel stipent for program participants) should be specifically intended and placed in the Other category.

tude the basis of computation (e.g., six people to three-day training at \$X airfare, \$X lodging, \$X subsistence) for each travel expense. Specify the purpose, location (e.g., location or whether in-state or out-of-state), type of expense (select from dropdown), basis (e.g., round-trip, day/night, eage, etc.), cost or cost and quantity (e.g., number of nights or miles), number of staff traveling, and number of trips for each type of travel.

ves. Applicants/ grant recipients must provide a justification for travel expenditures that exceed 10 percent of the one-year budget.

In the absence of an established written policy regarding travel costs, the rates and amounts established under 5 U.S.C. 5701-11 ("Travel and Subsistence Expenses; Mileage Allowances"), by the Administrator of General Services, or by the President (or their designee) pursuant to any provisions of such subchapter must apply to travel under Federal awards (48 CR 81.205-46/a)/For reimbursement on a mileage basis, the HVRP grant program cannot be charged more than the maximum allowable mileage reimbursement rates authorized for federal employees. Mileage rates must be checked annually at CSA's Privately Younder (940ic) (POVI) Mileage Reimbursement Rates webpage to ensure compliance.

click here to look up the most current FY GSA per diem rates: https://www.gsa.gov/travel/plan-book/per-diem-rat

Purpose	Location	Type of Expense	Basis	Cost	Quantity	# of Staff	# of Trips	% Charged to HVRP	Total Cost
								Ì	\$ -
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
									\$ -
Total Travel									\$ -

tal Travel - Rounded to the Nearest Whole Dollar tification of Costs (max 3,225 characters including spaces)

Equipment: 2001, means tangible means tangible personal property (including information technology system) having a useful life of more than one year and a personal equipment of the property of the property

Item	Quantity	Cost Per Unit	% Charged to HVRP	Total
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Total Equipment				\$ -
Total Equipment - Rounded to the Nearest Whole Dollar		(must match SF-424A)		\$ -

Supplies: Per 2 CR. § 200.1, means all tangible personal property other than those described in the equipment definition. A computing device is a supply if the acquisition cost is below the lesser of the capitalization level established by the recipient or subrecipient for financial statement purposes or \$10,000, regardless of the length of its useful life.

plicants/ grant recipients must list the items by type of supply (e.g., training materials, desktop computer, laptop, projector, etc.), cost per unit, quantity, or cost per month if rented or leased.

Note: subscription services such as cellular phone service or internet service are not tangible and must be listed in Other. Cost allocations for supplies that are not broken down by individual item in the narrative must document the methodology used in determining the amount allocated for this line item, per 2 C.F.R. § 200.405(d). Note: Supplies for participants should be placed in the "Other" line item.

or each item or cost, include an adequate justification in the Justification of Costs section.

Item	Cost Per Unit	Quantity	Cost Per Month	% Charged to HVRP	Total
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Supplies					\$ -
Total Compliant Descripted to the Name of Miles Dellan			(

Total Supplies - Rounded to the Nearest Whole Dollar Justification of Costs (max 3,225 characters including spaces)

Contractual:

Co

For each contract or subaward, list the purpose, goods and/or services to be provided, and the amount. In the Justification of Costs section, describe the greach contractor or sub-awardee and how the goods and/or services relate to the accomplishment of specific project objectives.

All procurement transactions for the acquisition of goods and/or services required under an award must be conducted in a manner providing full and open competition consistent with the feder procurement standards in 2 C.F.R. § 200.319 (Competition) and 2 C.F.R. § 200.320 (Methods of procurement to be followed). Applicants/grant recipients must follow their documented procurement procurement procedures which reflect applicable state, local, and replalabloms, and regulations, read reproductives must also conform to applications for the standards identified in 2 C.F.R. § 200.3318, Applicants/grant recipients must maintain oversight to ensure that contractors and sub-awardees perform in accordance with the terms, conditions, and specifications of their legal agreement. For additional guidance, refer to 2 C.F.R. § 200.3181 (trough 2 C.F.R. § 200.3181) or Procurement Mandards.

Contract/Subaward	Purpose	Activities to be provivded	Amount	% Charged to HVRP	Total
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Contractual					

_							
	or	st	71	10	H	nη	

Construction costs are unallowable under the HVRP grant program; therefore, this budget line item must be zero. Minor alterations to modernize, improve, and/or reconfigure an existing space for grant activities (such as a classroom alteration) may be allowable, as this is not considered construction. Applicantating rant recipients must include the cost for minor alterations in the budget line item Contractive.

Other: Participant Support Costs:

Per 2.C.F.R. 5 200.1, participant support costs mean direct costs that support participants and their involvement in a Federal award, such as stipends, subsistence allowances, travel allowances, registration fees, temporary dependent care, and per diem paid directly to or on behalf of participants.

A participant support cost is allowed only when incurrent to enable the eligible veteran's participation in HVRP services and must be fed to a specific HVRP service. It is not meant to cover all the participant's needs. A participant support cost must be reasonable and necessary to help the participant gape in services and activities related to the employment plan. A participant support cost should not duplicate a service a participant receives from another program (i.e., established to the option of the programs). For specific guidance on Participant Support Costs, please see VPI. 06-24 HVRP Requirements and Functions or the most current guidance on this topic.

List participant support costs (e.g., training, clothing, etc.) and provide clear and specific detail, including costs and quantity, for exaffecting allowability of costs as discussed in 2 C.F.R. § 200.403.

Item	Cost Per Unit	Quantity	Cost Per Month	% Charged to HVRP	Total
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -

al Participant Support Services tification of Costs (max 3,225 characters including spaces)

Item Cost Per Unit Quantity Cost Per Month K Charged to HVRP Total	
\$ -	
S -	
\$ - \$	
S -	
\$ -	
s -	
\$ - \$ -	
\$ -	
5 -	
5 -	
otal Other Costs	
Oral Outer Costs Usuffication of Costs (max 3,225 characters including spaces)	
Other Total (Participant Support Services + Other)	
Other Total (Participant Support Services + Other) Other Total - Rounded to the Nearest Whole Dollar Unstification of Costs NNE Explained Above	

Indirect Costs:
Per 2 C.F.R. 9 200.1, Indirect cost means those costs incurred for a common or joint purpose benefitting more than one cost objective and not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved. It may be necessary to establish multiple pools of indirect costs to facilitate equitable distribution of indirect expenses to the cost objectives served. Indirect cost pool must be distributed to benefitted cost objectives on basis that will produce an equitable result in consideration of relative benefits derived.

Include the type of rate or agreement (e.g., Negotiated Indirect Costs Rate Agreement [NICRA], Cost Allocation Plan [CAP], or the de m of 15 percent of modified total direct costs [MTDC]), the total approved base (if applicable), and the approved rate (if applicable).

f using a NICRA, in the Justification of Costs section, provide an explanation of how the indirect costs are calculated. This explanation should include which portion of each line item, along with the associated costs, are included in your allocation base.

garding the de minimis rate, applicants (grant recipients and subrecipients that do not have a current Federal negotiated indirect cost rate during provisional rate) may elect to charge a de minimis rate of up to 15 percent of modified to tall direct costs (MTOL). The recipient or precipient is authorized to determine the appropriate rate up to this limit, in accordance with 2 C.F.R. \$200.44(f). Additionally, applicants / grant pipients and subrecipients are not required to use the de minimis rate. If using the de minimis rate of 15 percent of MTOC, in the substitations of assessment of the calculation of each line item, along with the associated costs, are included in your allocation base. Note there are various terms not included in the calculation of MTOC.

Per 2 C.F.R.\$ 100, MTDC means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first 950,000 of each subaward (regardless of the period of performance of the subawards under the award). MTDC excludes equipment, capital expenditure, charges for patient care, creatla costs, fution emission, scholariespha and fellowships, participant support costs, and the portion of each subaward more than \$50,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs and with the approval of the cognizant agreenty for indirect costs.

Type of Rate Agreement	Base	Rate	Total Indirect Costs	
			\$	
			\$	
			\$	
			\$	-
			\$	-
			\$	-
			\$	-
Total Indirect Costs			\$	-
Total Indirect Costs - Rounded to the Nearest Whole Dollar		(must match SF-424A)	\$	-
to the second of				

Total Costs	Totals

otal Costs funded by Grant must match the total on the SF-424 and SF-424A, as well as the pecific year this budget is for on the VETS-704 Abstract)	\$

Leveraged Resources:

The HVRP grant program does not require cost sharing or matching funds. However, the Budget Narrative should include a section describing any leveraged resources provided (as applicable) to support grant activities. DOL/VETS considers any resources contributed to the project, beyond the funds provided by the agency, as leveraged resources. Applicantly 'grant recipients are encouraged to leverage resources to increase stakeholder investment in the project and horseland and sustain the impact of the project that. The Budget theraise should provide a description of the investment in the project and horseland and sustain the impact of the project funds. The Budget theraise should provide a description of the advanced to support grant activities, the yealth cut-thinks they will cover, the way they will support HVRP goals, and the funding source. Valuation of leveraged resources provide the same requirements a cost sharing.

ion of Leveraged Resources (max 3,225 characters including spaces)

	_				
Additional space for narrative justification not described above					
**DOL/VETS does not allow the purchase of construction, motor vehicles, buildings, or land.					
2 C.F.R. § 200.403					
2 C.F.R § 200 Subpart E					
2.C.F.R. § 200.404 2.C.F.R. § 200.431					
2.C.F.R. 8 200.475(a)					
41 C.F.R Subtitle F					
2 C.F.R § 200.475					
2 C.F.R. § 200.1 2 C.F.R. § 200.319					
2 C.F.R. §200.320					
2.C.F.R § 200.318					

Summary

HVRP- Total Period of Performance Budget by 12-Moi

Personnel	\$ -	\$ -
Fringe Benefits	\$ -	\$ -
Travel	\$ -	\$ -
Equipment	\$ -	\$ -
Supplies	\$ -	\$ -
Contractual	\$ -	\$ -
Construction	\$ -	\$ -
Total Other	\$ -	\$ -
Other: Participant Support Costs	\$ -	\$ -
Other	\$ -	\$ -
Total Direct Costs	\$ -	\$ -
Indirect Costs	\$ -	\$ -
Total Cost	-	-

nth Program Year (PY)	
_	,
\$ -	\$ -
\$ -	\$ -
\$ -	\$ -
-	\$ -
-	\$ -
-	\$ -
-	\$ -
-	\$ -
\$ -	\$ -
-	\$ -
\$ -	\$ -
\$ -	\$ -
\$ -	\$ -