

Budget Narrative

Governor's Office of Early Childhood

BUDGET ITEM – Describe purpose of budget items below. Please outline the who, what, when, and where of each expenditure.	Amount Requested	In-Kind/Match (Optional)
1. Personnel/Fringe Benefits - Part time staff and/or consultant costs		
2. Travel – Estimated cost of two members attending CECC Institute		
3. Supplies/Material/Equipment – All expected materials needed to ensure project success		
4. Stipends/Mini-Grants – Amount expected for stipends for continuing education of early childhood educators or other programs. Anticipated use of mini-grants in community, including additional funds raised		
5. Administrative – No more than 5% charged for administrative duties		
6. Other – Any other anticipated expenditures		

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