Budget Narrative

The Budget Narrative form must be submitted with each FS-10 in the Consolidated Application. It is designed to show the alignment between the the programmatic uses of funds and budgetary items of the FS-10.

This page contains instructions on how to use the updated Budget Narrative Form and examples. The form can be found on the next sheet.

1. Please include the LEA name and Bedscode at the top of the form by selecting the LEA name from the dropdown. Then select the Title from the dropdown menu from the top line of the form. The Title selection will provided an additional dropdown menu for the appropriate Use of Funds in Title IIA and Title IVA, as well as Reserves in Title IA. For all other Titles the Use of Funds will be not applicable (N/A).

2. Please use one line for each expenditure in each code. Additional lines may be added, by inserting a row, in the necessary Code/Budget Category.

3. The **Building column** is for use with **Title IA, Title IIA, and Title IVA only**. Please identify the expenditures by the school, as applicable, to reflect appropriately prioritized distribution of funds amounts, which should align with the distribution amounts identified in the Consolidated Application.

4. The **Use of Funds column** is for use with **Title IA, Title IIA, and Title IVA only**. Please identify the Use of Funds from the dropdown menu to align with the allowable activities selected in the Use of Funds and/or Reserves Sections of the Consolidated Application.

5. Please provide an **Explanation of Expenditure** that <u>clearly describes the expenditure including details necessary to determine if the expenditure is allowable, reasonable, necessary, and allocable to the grant.</u>

6. If using **Transferability**, please indicate in the **Explanation of Expenditures column** the Title the use of funds are being transfered to, as well as a clear description of the expenditure including details necessary to determine if the expenditure is allowable, reasonable, necessary, and allocable to the grant.

7. In the **Projected Expenditure column**, please provide the total amount of funds being used for each expenditure. Keep in mind the total projected expenditure for each **building**(Title IA and Title IIA)/**Use of Funds**(Title IA, Title IIA, and Title IVA) should align with the indicated amounts in the applicable sections of the Consolidated Application.

8. There is a **Budget Category Summary Chart** at the end of the form that will calculate the budget category project expenditures for each

Title I, Part A Example:

Code/ Budget Category	Building	Use of Funds	Explanation of Expenditures	Projected Expenditure
Code 15: Professional Salaries	Elem. School #1	N/A	Reading Teacher	$75,894
	Elem. School #2	N/A	AIS Teacher Third Grade	$49,644
	Jr. HS	N/A	Reading Teacher	$54,275
Code 16: Support Staff Salaries	Admin Cost	N/A	Typist	$28,018

Title II, Part A Example:

Code/ Budget Category	Building	Use of Funds	Explanation of Expenditures	Projected Expenditure
Code 15: Professional Salaries	Elem. School #1	Instructional Coaching	ELA Instructional Coach	$75,369
	Elem. School #2	Professional Learning Communities	Teacher's stipend for meetings held outside of contract (12 teacher x 20 meeting x $75/meeting).PLC s will participate in a book study, discuss student learning/achievement, and implement newly learned approaches.	$18,000
Code 16: Support Staff Salaries	District	Administraction Cost	ESSA-Funded Progam Coordinator- Grant work	$34,751

Title IV, Part A Example:

Code/ Budget Category	Building	Use of Funds	Explanation of Expenditures	Projected Expenditure
Code 15: Professional Salaries	N/A	N/A	Reading Teacher---- Transferability Title IA	$15,894

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	N/A	EUT-Provide Personalized Learning to Improve Academic Achievement	Stipend for Technology Teacher providing afterschool PD to staff. PD topics will include use of technology in order to improve the academic achievement and digital literacy of all students.	$1,000

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LEA:	GROWING UP GREEN CHARTER SCHOOL		
BEDSCODE:	343000860952		Title: TitleIA

MUST BE SUBMITTED WITH EACH BUDGET IN THE CONSOLIDATED APPLICATION

Code/ Budget Category	Building (Title IA, Title IIA & Title IVA Only)	Use of Funds (For use with Title IA, Tilte IIA & Title IVA including Reserves)	Explanation of Expenditures (clearly describe the expenditure including transferability when applicable)	Projected Expenditure Total
Code 15	GUG I	N/A	Math Curriculum & Instruction Coach- provides support to teachers providing interventions and remedial instruction for students at risk of academic failure	$29,045
Professional Salaries	GUG I	Homeless Reserve	Managing Director of Operations- as the Homeless Liaison, the Managing Director of Operations ensures that all homeless students are identified and provided with the services required	$14,300
$106,454	GUG I	N/A	Associate Teacher- provides small group instruction for at-risk students within a tiered Response to Intervention program	$30,871
	GUG I	N/A	Math & Science Coordinator- provides support to teachers providing interventions and remedial instruction for students at risk of academic failure	$32,238
Code 16 *Support Staff Salaries* *$0*				
Code 40 *Purchased Services* *$0*				
Code 45 *Supplies and Materials* *$0*				
Code 46 *Travel Expenses* *$0*				
Code 80 *Employee Benefits* *$0*				
Code 90 *Indirect Cost* *$0*				
Code 49 *BOCES Services* *$0*				

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Code 30				
Minor Remodeling				
$0				
Code 20				
Equipment				
$0				

Code/ Budget Category Summary	Code/ Budget Category Total
Code 15:Professional Salaries	*$106,454*
Code 16:Support Staff Salaries	*$0*
Code 40:Purchased Services	*$0*
Code 45:Supplies and Materials	*$0*
Code 46:Travel Expenses	*$0*
Code 80:Employee Benefits	*$0*
Code 90:Indirect Cost	*$0*
Code 49:BOCES Services	*$0*
Code 30:Minor Remodeling	*$0*
Code 20:Equipment	*$0*
Grand Total:	$106,454