

ATTACHMENT C – BUDGET NARRATIVE



CATEGORY	BUDGET NARRATIVE
Personnel	Tab 2 of budget worksheet should show this detail.
Contracted Professional Services	
Office Supplies & Materials	
Service Related Supplies	
Travel	
Communications & Postage	
Utilities	
Printing and Binding	
Repair and Maintenance	
Meeting/Conference Expense	
Employee Training (no travel)	
Advertising and Outreach	
Board Member Expense	
Office Rent (Land Buildings Etc.)	
Furniture Rental	
Equipment Rental (Phones Computers etc.)	
Vehicle Rental	
Dues Subscriptions and Fees	
Insurance & Bonding	
Book/Library Reference Material	
Mortgage Interest and Bank Fees	
Other Expenses	
Furniture/Non-Computer Eqpt. \$500 + per item	
Computer Equipment/Printers \$500+ per item	
Furniture/Eqpt. under \$500 per item	
Purchases of Services	
Contracts with Services Providers	
Stipends/Scholarships	
Cash Grants and Awards	
Non-Cash Grants and Awards	