

| Request for Proposal | | | | | |
|--|--------|------------------------------|---------------|-----------------|---------------|
| AGENCY NAME: | | | | | |
| APPLYING FOR: | | | | | |
| SUBMITTED BY: | | | | | |
| Staffing Costs: | | | | | |
| Position Title | Degree | Full Time Equivalent (FTE) % | Annual Salary | Annual Benefits | Annual Total |
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| Staffing Costs Total: | | | | | \$0.00 |
| Direct Costs: <i>*Provide Narrative - See Note 1 Below*</i> | | | | | Annual Amount |
| Rent Expenses: | | | | | |
| Office/Operating Supplies: | | | | | |
| Repairs/Maintenance: | | | | | |
| Transportation: | | | | | |
| Training: | | | | | |
| Other: | | | | | |
| Direct Costs Total: | | | | | \$0.00 |
| Indirect Costs: Administration & Other Administrative Costs - <i>*Provide Narrative- See Note 2 Below*</i> | | | | | Annual Amount |
| | | | | | |
| Indirect Costs TOTAL: | | | | | \$0.00 |
| TOTAL PROGRAM COSTS (Staffing, Direct & Indirect): | | | | | \$0.00 |

***Note 1:** Direct Costs - Provide narrative summarizing what is specifically included for each direct cost amount.

***Note 2:** Indirect Costs - Provide narrative summarizing what is specifically included. *Note: Administrative Costs* include costs for operating the program. Activities include planning, coordination, accounting, general clerical support, facility, travel, training and similar operating costs. **Other Administrative Costs:** Costs that do not fit any categories above.