****

**FINAL BUDGET for *[grant number]***



|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Description of Budget Item** | **Initial** **Budget** | **Change by approved change order** **(+ / -)** | **Final Budget** | **Final Expenditures**  | **Difference from budget (+/-)** |
| **Salaries and Benefits** |  |  |  |  |  |
| **Contractual** |  |  |  |  |  |
| **Hospitality** |  |  |  |  |  |
| **Supplies**  |  |  |  |  |  |
| **Travel**  |  |  |  |  |  |
| **Miscellaneous** |  |  |  |  |  |
| **Total**  |  |  |  |  |  |

Grantee must request prior approval and a change order when:
1) transferring more than 10 percent of the total approved budget between either functional categories or expense categories;
2) a change in the scope of work has occurred; or
3) a new purchase of equipment that is $1,000 or more.

**FINAL PROJECT BUDGET NARRATIVE**

**Salaries and Benefits:**

**Contractual:**

**Hospitality:**

**Supplies:**

**Travel:**

**Miscellaneous:**