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**CDBG-CV Entitlement Program Pre-Application**

**Proposed Summary Budget Template**

**Applicant Name:**

**Activity Title:**

**\***Fill out a budget template for each separate activity or project.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Activity** | **CDBG-CV** | **Local** | **Other** | **Total** |
| Administration (1) |  |  |  |  |
| Engineering (2) |  |  |  |  |
| Additional Engineering (3) |  |  |  |  |
| Construction (4) \* |  |  |  |  |
| Acquisition (5) \* |  |  |  |  |
| Public Services (6) \* |  |  |  |  |
| Public Assistance (7) \* |  |  |  |  |
| Business Assistance (8) \* |  |  |  |  |
| Planning (9) |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **TOTAL** |  |  |  | **$** |

1. Administration: 8% of total award not to exceed $50,000. May include professional services and/or salaries and benefits for positions delivering grant administration services; general expenses including supplies, postage, advertising, costs related to environmental record review; etc.
2. Engineering: May include professional services for construction planning and design, construction engineering, and inspections.
3. Additional engineering services subject to review and approval by DEO.
4. Construction: Includes the cost of construction services for allowable construction activities.
5. Acquisition: Cost of acquisition of real property in support of a CDBG-CV funded activity.
6. Public Services: May include the cost of nursing assistance, viral testing for infection, meals on wheels, community outreach services, etc.
7. Public Assistance: May include the cost of rental assistance, payroll assistance, etc.
8. Business Assistance: Includes both microenterprise and assistance to businesses. May include the cost of technical assistance, direct financial assistance, or physical improvements.
9. Planning: Includes planning-only activities and may be limited by the total available CDBG-CV planning and administration funds per 24 CF 570.489. This category does not include planning that is associated with another activity. This planning-only activity must meet a National Objective per 24 CFR 570.483.

\* May also include cost of professional services and/or salaries and benefits for activity delivery costs (i.e., Davis Bacon compliance, client screening, case management, etc.).