**Hunger Free KS Mini-Grant Template**

|  |  |  |  |
| --- | --- | --- | --- |
| **Personnel** | | | |
| **Individual** | **Position/Role** | **Percent of Time or Number of Hours** | **Total Cost** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Total Personnel** | | | **$** |

**Personnel Justification:**

Briefly provide an explanation for expenses and cost for this category.

|  |  |  |  |
| --- | --- | --- | --- |
| **Equipment and Supplies** | | | |
| **Item** | **Quantity** | **Unit Cost** | **Total Cost** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Total Equipment and Supplies** | | | **$** |

**Equipment and Supplies Justification:**

Briefly provide an explanation for expenses and cost for this category.

|  |  |  |  |
| --- | --- | --- | --- |
| **Travel and Training** | | | |
| **Item** | **Quantity** | **Unit Cost** | **Total Cost** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Total Travel and Training** | | | **$** |

**Travel and Training Justification:**

Briefly provide an explanation for expenses and cost for this category.

|  |  |  |  |
| --- | --- | --- | --- |
| **Miscellaneous** | | | |
| **Item** | **Quantity** | **Unit Cost** | **Total Cost** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Total Miscellaneous** | | | **$** |

**Miscellaneous Justification:**

Briefly provide an explanation for expenses and cost for this category.

|  |  |
| --- | --- |
| **Budget Summary** | |
| **Category** | **Total Cost** |
| Personnel |  |
| Equipment and Supplies |  |
| Travel and Training |  |
| Miscellaneous |  |
| **Total Budget** | **$** |