**Budget Narrative**: Include a detailed description of the budget in MS Word format with your application.

**Text from the Scoring Criteria:**

**Budget states clearly how funds will be used in the educational activities. *Please refer to scoring criteria (appendix “A” in the RFA)***

* The total funding amount requested is appropriate for the scope of the proposed activities
* The budget includes a line item description for every allowable cost
* Budget calculations and documentation show clearly how the budget components were developed and costs estimated
* Indirect costs are not included in the budget
* Proposed budget is reasonable, necessary and allowable to carry out the project's goals and objectives

|  |  |  |  |
| --- | --- | --- | --- |
| i | Organization name, title and contact information of fiscal agent that will manage this grant:

|  |  |
| --- | --- |
| List person & organization here | Contact info here (email & phone) |

 |
| ii | Name, title and contact information for person completing Budget detail.

|  |  |
| --- | --- |
| List person here | Contact info here (email & phone) |

 |

As projects are vastly different from applicant to applicant, the format is open for you to justify your project below. Be as specific as possible, explaining the items on your excel budget excel worksheet below. Explain how the costs included in your budget will directly support the activities described in your grant proposal. We have provided a Budget Narrative Example in the resources section on our farm to school grant website go to [bit.ly/orf2s](http://www.bit.ly/orf2s) and click on the “Oregon Farm to School Grant” link.

Provide narrative here: