

**Example Budget: Albemarle-Pamlico National Estuary Partnership FY2024 Engagement & Stewardship RFP**

Description of Service	APNEP	Contract Applicant (Cash, In-Kind, Other) (e.g. In-kind - staff assistance 5hrs/wk*\$13/hr*10wks=\$650)	Other Contributions (Organization, Cash, In-Kind, Other) (e.g. NC DMF - In-kind – staff assistance 5hrs/wk*\$13/hr*10wks=\$650)	Total
Personnel/Salary Env. Coordinator, Project Lead 6 weeks. project deliverables and reports. Finance and Operations Manager (Match), 1 week. reporting and contract. Business Manager (Match) 1 week. accounts and invoicing.	9,838	6,624		<b>16,462</b>
Fringe Benefits 15% of salaries, includes FICA, 4% SEP, medical, etc.	1,476	994		<b>2,470</b>
Project Supplies 100 curriculum guides printed	1,500	0		<b>1,500</b>
Equipment	0	0		<b>0</b>
Transportation/Travel Travel to Conference Center (x5 RT 25 miles) x .565/mi., Project team meeting (RT 200 mi) Conference—state per diem rates (3 days, \$150/day)	690			<b>690</b>
Sub-contract Services Private funding	0		3,000	<b>3,000</b>
Other Direct Costs In-kind use of facilities and private funding	0	2,000		<b>2,000</b>
Total Direct Cost	13,504	9,618	3,000	<b>26,122</b>
*Indirect Cost (F&A) (not to exceed 10%) (e.g. 10% of the total direct costs \$10,000 = \$1,000)	0	1,350		<b>1,350</b>
<b>Total Cost</b>	<b>13,504</b>	<b>10,968</b>	<b>3,000</b>	<b>27,472</b>