

2010–2011 DHP Grant Project Budget Category & Narrative Form - Code 45

Institution Name:	
Project Title:	

Supplies, Materials, and Equipment costing less than \$5,000: Code 45

Table:

Description of Item	Quantity	Unit Cost	Expenditure
Total Expenditure (transfer sum to FS-20, Budget Summary Form)		\$	

Narrative:

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Supplies, Materials, and Equipment costing less than \$5,000: Code 45

Instructions

Table

Briefly describe each requested item and specify quantity, unit cost, and total expenditure. Use only whole dollar amounts.

Narrative

Describe how each of the supplies, materials, and equipment costing less than \$5,000 itemized on this form will directly support project activities and outcomes.

Eligible Expenditures

Supplies such as office supplies, acid-buffered folders, archival storage containers, sleeves and enclosures, and shelving

Equipment items with a unit cost of less than \$5,000

All computer software, regardless of the unit price

Ineligible Expenditures

Purchase of office furniture or photocopiers

Purchase of motor vehicles