

Template Budget - Workforce Innovations Learning Collaborative

Insert Name of Organization

Sub-contractor Fixed Price Contract Budget

Description	Position	Hourly rate	# of Hours	Cost
Direct Costs				
Labor				
Staff name #1	Position #1	\$ 97.93	43	\$ 4,211
Staff name #2	Position #2	\$ 64.56	77	\$ 4,971
Staff name #3	Position #3	\$ 49.49	77	\$ 3,811
Add rows for additional staff as needed				
Sub-Total Labor				\$ 12,993
Fringe rate @ 30% (varies by organization)				\$ 3,898
Total Direct Costs				\$ 16,891
Other Direct Costs (ODCs)				
Marketing/Advertising (example)				\$ 1,000
Supplies/Office Expense (example)				\$ 5,257
Sub-Total ODC				\$ 6,257
Total Direct Costs + ODCs				\$ 23,148
Indirect costs @ 8% (cap for all SAMHSA grantees)				\$ 1,852
TOTAL COST				\$ 25,000

Requirements for SAMHSA grantees & sub-contractors	
Indirect Rate cap	8%
Hourly Rate cap	\$97.93
Data & Evaluation	No more than 10% of budget can be used towards data & evaluation efforts.
Other Direct Costs	Must follow all guidance included within the SAMHSA Standard Terms and Conditions