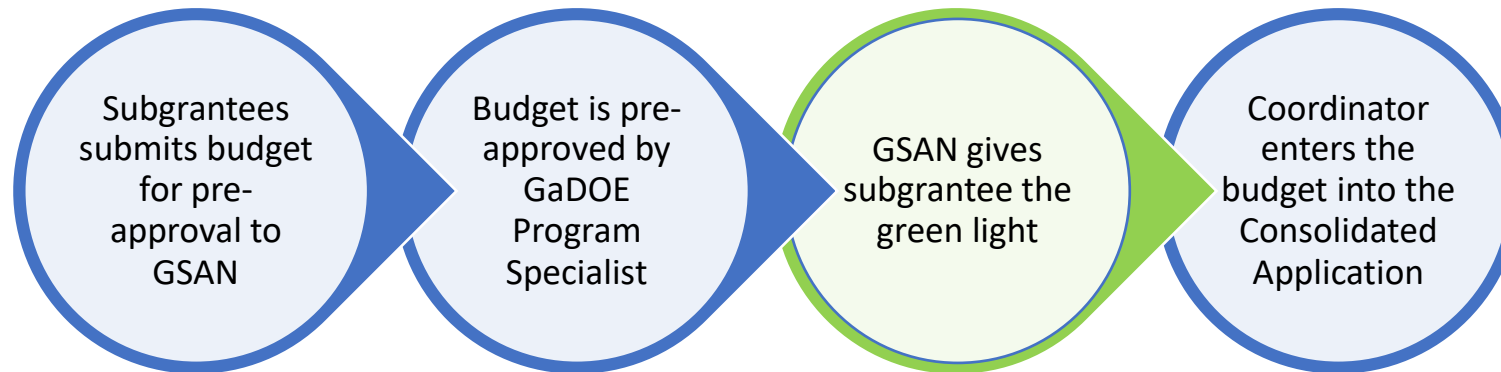


BOOST Grantee TA Training

Preliminary Budgeting Process:

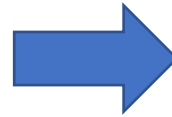


***This process will apply to original **budget** submissions as well as **amendments**.**

BOOST Grantee TA Training

Steps to have budget pre-approved:

1. Submit the preliminary budget template to the GSAN team for review and submission to GaDOE. **(Please include delivery of any prior approval forms and field trip forms)**
2. GaDOE completes an initial review providing requested revisions if applicable. **(Please allow 5 business days for review)**
3. GaDOE sends notification to GSAN team of budget status update. GSAN will provide subgrantee with the green light to move forward with submission into the Consolidated Application.



Pre-Approved Budget Template

GRANTEE NAME: 21st Century Leaders									GaDOE Notes
Type	Fiscal Year	Grant Program	Function	Object	Units	Price	Amount	Description	Column1
Summer	2022	ESSER III-BOOST	1000	441	1	\$25,000.00	\$25,000.00	Student & staff housing at Emory University for 75 students and 8 staff members (around \$40 per person/per day) for 6 days, 5 nights. This also includes rental costs for 3-5 classrooms/campus spaces during the 6 day. Student and Housing at Kennesaw State University and 75 students and 8 staff members (\$27-30 per person/per day) for 6 days, 5 nights, including 3-5 classroom and campus space rentals during the 6 day stay. This includes Administrative fees and new cleaning fees.	Approved
Summer	2022	ESSER III-BOOST	2700	519	1	\$3,000.00	\$3,000.00	Busing students from campus to off-site experiences at corporate headquarters/businesses at Emory University and at Kennesaw State University.	Approved
Summer	2022	ESSER III-BOOST	3100	630	1	\$9,200.00	\$9,200.00	University dining hall and catering costs for on-campus meals for breakfast, lunch, dinner, and snacks at Emory University and Kennesaw State University for 75 students, 8-10 staff members for 6 days, 5 nights. Dining Hall costs at Kennesaw State University for 3 meals a day is \$28-\$30 per student/staff, while Emory University dining hall costs for 3 meals a day is \$33.50 (\$8.91 for breakfast, \$11.75 for lunch, \$12.84 for dinner) per student. This also includes catering meals for 10-50 volunteers varying on individual program days like an on or off-site lunch and learn or breakfast roundtable. This also includes our formal leadership dinners on Wednesday evenings which is a catered event on the each Emory and KSU campuses for a minimum of 100 people (including students, staff, and volunteers) with pricing estimated at \$30 per person plus staffing and table/linen fees, etc.	Approved

***It is recommended during this step to acquire your renewed general liability insurance and Fidelity Bond coverage.**