



# Budget Form for Ongoing Budget

ITEM	PROJECTED COST
Staff Salaries (specify details)	
Staff Benefits (specify details)	
Administrative Overhead	
Office Supplies	
Office Equipment	
Communication	
Program Consultants	
Travel Expenses	
Staff Recruitment Costs (e.g., advertising, finger printing)	
Residential Lease	
Licensing Fees	
Household Supplies	
Furniture	
Kitchen Equipment	
Kitchen Appliances	
Linens	
Food	
Utilities	
Insurance (vehicle, fire, household, etc.)	
Program Supplies/Recreational & Adaptive Equipment	
Vehicle Lease	
Vehicle Maintenance (gasoline, etc.)	
Fire and Safety Costs (sprinkler, alarms, etc.)	
Maintenance of facility	
On-going Training Expenses	
Other General Expenses (Specify)	
Total Projected On-Going Budget	

