**Budget for Federal Marketing Assistance (FMA) Application**

Please add (to this form) and describe any other expenses attributed to your proposal preparation, which are not listed here.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Labor Category** | **Name** | **Hours** | **Rate** | **Cost**  **(Hours \* Rate)** |
| Salaries and Wages |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Consulting Fees |  |  |  |  |
|  |  |  |  |  |
| **Total Labor Costs** | | | |  |

|  |  |  |
| --- | --- | --- |
| **Expense Category** | **Description** | **Cost** |
| Travel |  |  |
|  |  |  |
| Telephone Expense |  |  |
|  |  |  |
| Research Material Costs |  |  |
|  |  |  |
| Pre-submission proposal evaluation fees |  |  |
|  | (Include name of Preferred Provider is using one) |  |
| Proposal copies |  |  |
|  | (Indicate how many copies planned) |  |
| Proposal delivery | Fedex |  |
|  | (Include method of delivery) |  |
| Other |  |  |
|  | (Describe other anticipated expense) |  |
|  | |  |
| Total estimated budget for proposal preparation | |  |
| **Total Proposal Preparation Funding Assistance requested (1/2 of total costs up to $5,000 max*)*** | |  |
| **Total proposal preparation costs to be contributed by applicant** | |  |

**Bottom of Form**