**Attachment B – WIOA Youth Budget Form**

Name of Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Prepared by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Administration****(or Indirect)** | **Program** | **Total Costs** |
| ***WIOA In-School Youth Budget*** |  |  |  |
| ***PERSONNEL EXPENSES - TOTAL*** | **$** |  |  |
| Salaries & Wages | **$** |  |  |
| Fringe Benefits | **$** |  |  |
| Payroll Taxes | **$** |  |  |
| ***PROGRAM OPERATING EXPENSES - TOTAL*** | **$** |  |  |
| Supplies (office, house-keeping, printing, copying, etc.) | **$** |  |  |
| Staff Travel | **$** |  |  |
| Communications (phones, internet, postage, etc.) | **$** |  |  |
| Equipment/Furniture (Rental & Maintenance) | **$** |  |  |
| Staff Training (meetings, conferences, etc.) | **$** |  |  |
| Other | **$** |  |  |
| Other | **$** |  |  |
| Other | **$** |  |  |
| ***CUSTOMER EXPENSES TOTAL*** | **$** |  |  |
| Work Experience Staffing Costs | **$** |  |  |
| Work Experience Participant Costs | **$** |  |  |
| Supportive Services | **$** |  |  |
| Incentives | **$** |  |  |
| **TOTAL In-School Youth Budget** | **$** |  |  |

**Attachment B (cont.)– WIOA Youth Budget Form**

Name of Organization: Prepared by:

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Administration****(or Indirect)** | **Program** | **Total Costs** |
| ***WIOA Out-of-School Youth Budget*** |  |  |  |
| ***PERSONNEL EXPENSES - TOTAL*** | **$** |  |  |
| Salaries & Wages | **$** |  |  |
| Fringe Benefits | **$** |  |  |
| Payroll Taxes | **$** |  |  |
| ***PROGRAM OPERATING EXPENSES - TOTAL*** | **$** |  |  |
| Supplies (office, house-keeping, printing, copying, etc.) | **$** |  |  |
| Staff Travel | **$** |  |  |
| Communications (phones, internet, postage, etc.) | **$** |  |  |
| Equipment/Furniture (Rental & Maintenance) | **$** |  |  |
| Staff Training (meetings, conferences, etc.) | **$** |  |  |
| Other | **$** |  |  |
| Other | **$** |  |  |
| ***CUSTOMER EXPENSES TOTAL*** | **$** |  |  |
| Work Experience Staffing Costs | **$** |  |  |
| Work Experience Participant Costs | **$** |  |  |
| Supportive Services | **$** |  |  |
| Incentives | **$** |  |  |
| Individual Training Accounts (ITAs) |  |  |  |
| On-the-Job Training (OJTs) |  |  |  |
| **TOTAL Out-of-School Youth Budget** | **$** |  |  |