# Annex 5: Budget Template

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Grant Budget** | | | | | | | | | | | |
| **Applicant Organization:** | |  | | |  | | | | | | |
| **Project Duration:** | |  | | |  | | | | | | |
|  | | | | | | | | | | | |
|  |  | **USAID Economic Security Program Funded** | | | | **Grantee Cost-share** | | | | |  |
| **NO.** | **DETAIL ITEM** | **Unit** | **Quantity** | **UNIT COST (GEL)** | **TOTAL (GEL)** | **Unit** | **Quantity** | **UNIT COST (GEL)** | **TOTAL (GEL)** | **Budget Notes (please add clarification where needed)** | |
| **I** | **Personnel** |  |  |  |  |  |  |  |  |  | |
|  | Project Manager | Months or Days |  | - - - | - | Months or Days |  | - | - |  | |
|  | Project Officer | Months or Days |  | - - | - | Months or Days |  | - | - |  | |
|  | Monitoring Evaluation Officer | Months or Days |  | - - | - | Months or Days |  | - | - |  | |
|  | Regional Coordinators | Months or Days |  | - | - | Months or Days |  | - | - |  | |
|  | Finance Officer | Months or Days |  | - | - | Months or Days |  | - | - |  | |
|  | TBD | Months or Days |  | - | - | Months or Days |  | - | - |  | |
|  | **Sub total** |  |  |  | **-** |  |  |  | **-** |  | |
| **II** | **Direct Logistical Support** |  |  |  |  |  |  |  |  |  | |
|  | Vehicle rental |  |  | - | - |  |  | - | - |  | |
|  | Office supplies |  |  | - | - |  |  | - | - |  | |
|  | TBD |  |  | - | - |  |  | - | - |  | |
|  | **Sub total** |  |  |  | - |  |  |  | - |  | |
| **III** | **Activity 1** |  |  |  |  |  |  |  |  |  | |
|  | Workshop hall rental |  |  | - | - |  |  | - | - |  | |
|  | Workshop supplies |  |  | - | - |  |  | - | - |  | |
|  | Refreshments for participants |  |  | - | - |  |  | - | - |  | |
|  | TBD |  |  | - | - |  |  | - | - |  | |
|  | TBD |  |  | - | - |  |  | - | - |  | |
|  | **Sub total** |  |  |  | - |  |  |  | - |  | |
| **IV**  **IV** | **Activity 2** |  |  |  |  |  |  |  |  |  | |
|  | Campaign materials |  |  | - | - |  |  | - | - |  | |
|  | Printing |  |  | - | - |  |  | - | - |  | |
|  | TBD |  |  | - | - |  |  | - | - |  | |
|  | TBD |  |  | - | - |  |  | - | - |  | |
|  | **Sub total** |  |  |  | - |  |  |  | - |  | |
| **V** | **Activity 3** |  |  |  |  |  |  |  |  |  | |
|  | TBD |  |  | - | - |  |  | - | - |  | |
|  | TBD |  |  | - | - |  |  | - | - |  | |
|  | TBD |  |  | - | - |  |  | - | - |  | |
|  | **Sub Total** |  |  |  | - |  |  |  | - |  | |
|  | **Grand Total** |  |  |  | - |  |  |  | - |  | |