

DETAILED PROJECT PROPOSAL (SAMPLE)

Categories	Federal Grant	Non-Federal Match		Total
		Cash	In-kind	
Personnel (include fringe benefits)				
Grant Administrator 25 hours @ \$20/hr	-0-	500	-0-	500
Tree Board Volunteers 5 @ 20 hours @ \$ 20.25/hr	-0-	-0-	2,025	2,025
Street Department Crew 2 @ 10 hours @ 12.00/hr	-0-	240	-0-	240
Park Maintenance Crew 2 @ 20 hours @ 12.00/hr	-0-	480	-0-	480
Parks Director @16 hours @ \$20.00/hr	-0-	320	-0-	320
Travel				
Urban Forestry Conference	300	50	-0-	350
VUF lodging & gas	250	-0-	-0-	
Equipment				
2 pickup @ 25/hr @ 30 hours	-0-	-0-	1,500	1,500
Supplies				
Educational materials				
- 500 flyers @ \$.10 each	50	-0-	-0-	50
- 1 Tree climbing video @ \$50 each	50	-0-	-0-	50
- 2 Tree pruning manuals @ \$75 each	150	-0-	-0-	150
Contractual				
Visiting urban forester @ \$450 day @ 5 days	2,000	250	-0-	2,250
Other				
TOTALS	2,800	1,790	3,525	8,115