

Contract #:	Contractor Name:	Fiscal Year:

Items	Budget	Exemptions	MWBE Applicable Amt	Comments & Exemption Reasons
PERSONNEL SERVICES				
Salaries		-	-	
Fringe Benefits		-	-	
Training/Tuition Reimbursement		-	-	
Travel Reimbursement		-	-	
Employee Insurance		-	-	
SUBTOTAL	-	-	-	
DELEGATE AGENCIES				
Personnel Services		-	-	
Bank Charges		-	-	
Beneficiary Client Costs		-	-	
Board Allowance & Development		-	-	
Consumable Supplies/Materials		-	-	
Employee Dev. & Recruitment		-	-	
Insurance & Bonding		-	-	
Postage, Freight and Express		-	-	
Publications, Printing & Subscriptions		-	-	
Repairs & Services		-	-	
Space Costs		-	-	
Telephones		-	-	
Travel		-	-	
Volunteer/Employer Furnished Services		-	-	
Marketing/Public Awareness/Outreach		-	-	
Technology		-	-	
SUBTOTAL	-	-	-	
CONTRACTUAL SERVICES/AUDIT				
For Profit Organizations		-	-	
Sole Source		-	-	
Not-For-Profit Organizations		-	-	
Personnel Services		-	-	
Consumable Supplies/Materials		-	-	
Insurance & Bonding		-	-	
Postage, Freight and Express		-	-	
Publications, Printing & Subscriptions		-	-	
Repairs & Services		-	-	
Space Costs		-	-	
Telephones		-	-	
Marketing/Public Awareness/Outreach		-	-	
Technology		-	-	
SUBTOTAL	-	-	-	
EQUIPMENT				
Purchase/Lease		-	-	
Other (MWBE applicable)		-	-	
Other (Non MWBE applicable)		-	-	
SUBTOTAL	-	-	-	
NON- PERSONAL SERVICES				
Bank Charges		-	-	
Beneficiary Client Costs		-	-	
Board Allowance & Development		-	-	
Consumable Supplies/Materials		-	-	
Employee Dev. & Recruitment		-	-	
Insurance & Bonding		-	-	
Postage, Freight and Express		-	-	
Publications, Printing & Subscriptions		-	-	
Repairs & Services		-	-	
Space Costs		-	-	
Telephones		-	-	
Travel		-	-	
Volunteer/Employer Furnished Services		-	-	
Marketing/Public Awareness/Outreach		-	-	
Technology		-	-	
SUBTOTAL	-	-	-	
ADMINISTRATIVE COSTS				
		-	-	
TOTAL	-	-	-	

	MWBE Goal %			Please enter the contract's MWBE goal %.
	MWBE Goal Amount		-	
MBE Goal %	0%	➡	MBE Goal Amount	\$ -
WBE Goal %	0%	➡	WBE Goal Amount	\$ -

Date: Contact of Preparer: