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**Year One Final Budget Narrative – CARES Incentive Project 789**

**Due: July 31, 2021**

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|  | **Total Award** | **Total Funds Spent** | **Explanation of Funds Spent from 01/31/2021 through 06/30/2021** |
| **Travel** – Include mileage reimbursement, hotel, per diem, student transportation costs, airfare, and conference registration for travel approved in the original budget. |  |  | **(*Ex.: Travel costs for 3 staff to attend the state distance learning conference @ $1,000/staff).*** |
| **Equipment** – The Federal definition is a single unit item with a cost of $5,000 or more and a shelf life of one year. LEAs should use the written definition of equipment found in their purchasing policy and include a copy if different from the Federal definition. |  |  |  |
| **Supplies** – Consumable and non-consumable supplies that may include computers and technology costs. depending on the LEA definition of equipment (see above). |  |  |  |
| **Contractual** – Contractual agreements for goods and service delivery that cannot be provided by an existing LEA staff member. |  |  |  |
| **Other** – Other costs not allocated to any other line item above (rent, utilities, postage, shipping, etc.) |  |  |  |
| **Total Direct Costs** |  |  |  |

*\*Attach an OCAS Expenditure Report to this document.*

**Budget Narrative:** *Provide a justification for remaining funds and provide a timeline when these funds will be spent by June 30th, 2022. .*