

Budget Worksheet – IWT

[Add Applicant Organization Name to the Header]

Provide an overall budget for expending the funds and specifics on the costs for each work-based training that will be offered.

1. Overall Budget

Work-Based Training	Grant-Funded Amount	Matching/In-Kind Funds	Total (Grant + Match)
Totals			

*Please note: the percentage of Matching/In-Kind funds that the applicant must contribute for IWT is determined by the business’ number of employees. Please see Section II (B) of the RFA for further details.

2. Work-Based Training Budget

Fully demonstrate the reasonableness of the costs associated with the training. Complete one of the tables below for each program of training and/or stand-alone course in the proposed training. For example, if the program of training is Lean Manufacturing (including Lean Orientation, Value Stream Mapping, Cellular Manufacturing, Workplace Organization, etc.), please complete the table for the provision of the entire Lean Training package, not each separate class. However, one table must be completed for each stand-alone course that is not a part of a larger course of study. Please be sure to compare “like” programs and courses to one another. Please also be sure to put the information for the chosen provider on the first line. If the chosen provider is not the lowest in cost and/or if less than three providers were contacted, please provide thorough explanations in the spaces provided under the table.

	Training Provider Name	Program of Training or Stand-Alone Course Name	Quoted Cost Per Trainee	Number of Trainees
Chosen Provider				
Bidder # 2				
Bidder # 3				

If the chosen provider is not the lowest in cost, provide a thorough explanation as to why the higher priced provider was selected.

If less than three providers were contacted, please provide a thorough explanation.