



**U.S. Department of Education**  
**Office of Elementary and Secondary Education**  
**Charter Schools Program**  
**Recording Transcript – May 2024**  
**FY 2024 State Entity Pre-Application Webinar: Developing the Grant Project Budget Part One**

Good afternoon, and welcome to the CSP State Entity's FY 2024 Pre-Application webinar series. In today's webinar, Developing the Grant Project Budget Part One, we will discuss how to develop a budget that aligns with and supports your proposed project. This webinar is designed specifically for potential expanding opportunity through quality Charter Schools Program grants to state entity applicants. Here's our agenda for the day. We will begin highlighting our pre-award webinar series for the FY 2024 SE grant competition and providing an overview of the eligibility for the state entity grant. From there, we'll spend most of our time looking behind the scenes at common pitfalls CSP has seen from past applicants. We will also discuss allowable costs and provide insight into how CSP reviews applicant's budget proposals and determines if proposed costs are reasonable, allowable, allocable, and necessary. We'll wrap up this part one webinar discussing the administrative technical assistance and subgrant set-asides for the SE grant, and end with reminders for your next steps as a potential SE grant applicant.

Part two of today's pre-award budget webinar will be a pre-recorded webinar posted to our competition webpage. The focus of that webinar is discussing how to develop a grant project budget. This will include discussing strategies for how to develop comprehensive budgets that align with the project narrative. So, let's begin with a quick recap of our pre-award webinar series and grant eligibility. Today's webinar is the fourth installment of our six-part pre-award webinar series. The series began with the general SE grant pre-application webinar providing an important overview of the SE grant competition, including background in the CSP State Entity Grant and information about the application package, competition priorities, and selection criteria.

The second webinar in our series covered the key considerations for assessing whether your organization is ready to take on a federal pass-through grant project. The third webinar provided some background and guidance on focusing on TA funds on high-impact activities to address key priorities of the SE grant competition. If you missed any of those webinars, or would just like to refer back to them, the slides and a recording of them will be available on our SE competition webpage. As I mentioned earlier, the second part of today's webinar will also be among those pre-recorded webinars. So, who is eligible for the CSP State Entity grant? State entities with a state statute specifically authorizing the establishment of charter schools may apply for the CSP SE grant program, noting that under Section 4303(e)(1) of the ESEA, no state entity may receive a grant under this program for use in a state in which a state entity is currently using a grant received under this program.

In other words, no applicant may receive a new award to conduct the same activities that are approved under existing active grants. Entities that can receive grants include state educational agencies, a state charter school board, a governor of a state, and a state charter school support organization. If you have any questions regarding your state's eligibility, please reach out to our competition inbox, [SE\\_competition@ed.gov](mailto:SE_competition@ed.gov). Certainly, please refer to the NIA. As you will hear later in this webinar, the

majority of funds awarded through the SE program are used to support subgrants to charter school developers. Eligible applicant, when used with respect to subgrants made by a state entity, means a developer that has applied to an authorized public chartering authority to operate a charter school in the state and has provided adequate and timely notice to that authority.

A developer refers to the group of people or individual who will carry out the charter school project. It is important to be ready to implement your grant on day one. There is no grace period for SE grantees to rethink their pipeline or propose a different approach to the grant project. If your application is approved and funded, you and your team should be prepared to begin the activities outlined in your application on day one. This is a competitive discretionary grant program and we cannot allow you to make changes to your proposal before you begin to implement it. You are accountable for all of the details in your application, including what's listed within your budget. As such, your budget is an extremely important component of your grant application and should be well thought out and intentional.

In particular, for SE applicants and small organizations or units, it is critical that you ensure that the right infrastructure, staffing, and expertise are in place before you are awarded this grant. This includes the financial systems and data collection infrastructure. The work to manage a federal grant may differ from work required when receiving funds from other grant programs or foundations. Applicants in smaller organizations or smaller units within larger organizations should either ensure a staff member involved in the project has previous experience managing a federal grant or plan to build the needed expertise in the first couple of years of the grant project. For more details on readiness for the SE grant, please do refer to our second webinar in our pre-award webinar series that I mentioned earlier.

As you begin developing your grant budget proposal, we thought it important to share some common pitfalls we see in budgets and walk you through how CSP approaches the budget review process. Starting with pitfalls, misalignment between the project narrative, budget narrative, and ED 524 form is a mistake that can create confusion for the peer reviewers assessing your proposal as well as CSP staff trying to determine exactly how much money is required to carry out the proposal. If there are alignment issues, typically, the department defaults to the lowest amount. Another common pitfall is that of misunderstanding allowable costs, which is a major issue that you want to avoid. We will go into more detail on allowable costs shortly, but it's critical particularly as you plan for your subgrant award cost amounts that applicants understand the kinds of costs that are allowable for these CSP startup funds.

The subgrantees cannot use CSP funds for sustained or reoccurring costs. It's important that you take this into consideration as you estimate the financial need of potential subgrantees. Not accounting for waivers to support existing subgrantees under current SE grants that have projects to complete, if this is applicable to your state is a pitfall that can have major implications for your budget. Later in this webinar, we will provide an example of how to include those existing subgrantees if applicable. Another pitfall we see in applicant's budgets is not making clear distinctions between administrative and technical assistance costs in the budget narrative. This distinction is important based on the funding restrictions of the SE grant program.

Without clear delineation of your proposed admin versus TA costs, it's difficult for the department to understand whether your proposal meets the set-aside percentages outlined in CSP statute. We will talk more about those set-aside percentages today. Similarly, proposing a budget that does not meet the statutory set-aside percentages for administration, technical assistance, and subgrant costs by the end of the project is a misstep to be avoided. You want to ensure that your budget proposal complies with the CSP statute. Calculation errors in the budget narrative and/or ED 524 form happen much more often than one might think. Please check and recheck your numbers and calculations before submitting your application, particularly as you go through different rounds of edits with your proposal.

As with the misalignment when errors arise, CSP generally defaults to the lower amount. Finally, please note that all amounts should be rounded to the nearest dollar. Please do not include any cents in your budget proposal. If you make any of these pitfalls and are funded, then ED may need to make decisions on how we will fund the project that may or may not align with your intentions, and you will be stuck with the outcome. As part of the grant competition, the CSP will review your proposed budget and accompanying budget narrative to assess the extent to which the proposed costs are allowable, allocable, and reasonable. Please note that it's important that your budget narrative provides enough details for CSP to effectively determine whether your proposed costs are allowable, allocable, and reasonable.

As part of understanding the expenditures proposed, CSP will look for alignment across the project narrative, budget narrative, and ED 524 form. If activities are budgeted for in the ED 524 form but not discussed in the project and budget narratives or vice versa, it is not clear what you are proposing and may lead the department to conclude that the costs are not reasonable. In addition, it is critical that you have met all requirements regarding subgrant funds, administrative costs, and TA costs. Given this, you should provide enough detail and description in your budget narrative to support your proposed costs. Otherwise, the CSP may remove from your budget any costs deemed unallowable, unnecessary, or unreasonable.

Looking specifically at the subgrant costs, CSP is looking for thorough justifications for subgrant amounts that are included in the budget proposal. For example, a new school typically requires more funds than an existing high-quality charter school that is expanding seats. We will discuss this more later in the webinar, but it's important to understand what costs are allowable for the subgrants as you consider how much the subgrant award should be for each type of subgrant. Please keep in mind that these are startup funds for the subgrantees and sustained costs are unallowable.

As I alluded to on the previous slide, this is CSP's allowable cost framework. Applicants must ensure that all costs included in the proposed budget are reasonable and necessary based on the goals and objectives of the proposed project. Any cost determined to be unreasonable or unnecessary will be removed from the final budget. The budget should include only costs that are allowable, allocable, reasonable, and necessary. In the budget narrative attachment, provide an itemized budget narrative by project year for each cost category in addition to a justification for the costs included. Reasonable: under 2 CFR 200.404, reasonable costs do not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the costs. For more specific guidance about the definitions of allowable, allocable, and reasonable, see 2 CFR 200 Subpart E—Cost Principles. We've linked that here for you on this slide and with the QR code.

Using the example of purchasing 100 laptops, it may be reasonable based on the number of students estimated to be enrolled. If only 50 students were enrolled, for example, the quantity of 100 laptops would not be considered reasonable, so consider an example like that as you think about what reasonable is. It doesn't necessarily adhere to just one hard and fast rule. It depends on the context. Allocable: under 2 CFR 200.405, an allocable cost means that a cost that is allocable to a CSP award if it is treated consistently with other costs incurred for the same purpose in like circumstances and if it is incurred specifically for the award; benefits both the award and other work, and can be distributed in reasonable proportion to the benefits received; is necessary to the overall operation of the organization, although a direct relationship to any particular cost objective cannot be shown; and is not prohibited under the grant. For example, if a subgrantee wants to purchase 100 laptops six months before their school opens with grant funds, this would qualify as an allocable cost as long as it's determined that the laptops are needed to operate the school and they cannot be purchased with other funds the school has. Purchasing laptops is an allowable cost under the grant.

SE grantees are also responsible for ensuring that all subgrantee expenses are allowable, allocable, reasonable, and necessary. Although this information will not be detailed in your application, it should be part of your thought process in determining the subgrant award amounts. It's important to remember that SE grantees are responsible for approving subgrantee budgets and for ensuring that subgrantee spending is allowable as well. This is also part of SE grantees monitoring to ensure that the grantee is receiving and approving subgrantee budgets and expenditures. If there is a question about whether a cost is allowable, grantees may ask their program officer.

Under 2 CFR 200.403, allowable costs must meet the following criteria: be reasonable for the performance of the award and be allocable under these principles; conform to any limitations or exclusions set forth in these principles or in the award as to types or amounts of cost items; be consistent with policies and procedures that apply uniformly to both federally financed and other activities of the organization; be accorded consistent treatment; be determined in accordance with generally accepted accounting principles, or GAAP; not be included as a cost or used to meet cost sharing or matching requirements of any other federally financed program, either the current or prior period; and be adequately documented.

For SE subgrantees, allowable costs would include related classroom furniture, textbooks, and curriculum; technology for students and staff; the first year audit; professional development; travel expenses to a training; and conference registration fees just as some examples. As I have mentioned earlier, CSP subgrant funds are startup funds. This means that sustained costs are not allowable in the CSP. Sustained costs are those that need to be supported or maintained over an extended period or are other reoccurring costs like ongoing subscriptions and license fees or sustained personnel like teacher's salaries. However, for some costs, we may be able to cover the first year but not ongoing maintenance. Additionally, Uniform Guidance outlines costs that are unallowable uses of federal grant funds such as promotional items or swag, food, beverage, alcohol, and clothing or uniforms. Capital improvements are also unallowable under this non-construction grant program.

Please note, unlike for the SE grants, SE subgrant budgets should be one-time startup cost expenses for the project years being funded. For subgrantees, some costs are allowed during their planning year, and some allowed during the implementation years, and some allowed during both. This table highlights a few examples such as furniture—which is only allowed during implementation—versus rent or facilities payments, which are only allowed during planning years for subgrantees. Information regarding allowable costs for subgrantees may not be included in your SE grant application, but it is something that you will need to discuss if you're funded. As noted earlier, you'll likely not have this level of detail in your subgrant in your grant application budgets for subgrants, but it's important to understand and consider allowable costs for both the SE grant and the SE subgrants as you're planning your budget proposal.

Now, we'll turn our attention to some important funding restrictions outlined in CSP statute, which set aside specific percentages for administrative, technical assistance, and subgrant costs. Funding restrictions: a state entity receiving a grant under this program must use no less than 90 percent of the grant funds to award subgrants to eligible applicants for activities related to opening and preparing for the operation of new charter schools or to replicate or expand high-quality charter schools. Reserve not less than seven percent of funds to provide technical assistance to eligible applicants and authorized public chartering agencies in opening and preparing for the operation of new charter schools, to replicate or expand high-quality charter schools, and improving authorizing quality, including developing capacity for and conducting fiscal oversight and auditing of charter schools. And lastly, reserve not more than three percent of funds for administrative costs.

A state entity may use grants received under this program to carry out technical assistance activities authorized under this program directly or through grants, contracts, or cooperative agreements. So, let's take a closer look at each of these. Next slide.

So, administrative costs: no more than three percent of your funds can be used for administrative costs. This may include SE personnel costs as well as costs related to subgrantee monitoring, peer review of subgrant applications, attending the required annual CSP project director's meeting, required technical assistance events, or reviewing reports. All indirect costs typically fall under administrative costs as well and should be part of the three percent total of administrative funds. All costs, including administrative costs, must be reasonable and necessary in light of the goals and objectives of your proposed project. Your narrative as a whole should align, meaning that any information in your budget narrative should be directly related to the objectives of your grants. Again, be sure to make these connections clear within your application.

Technical assistance costs: your application should speak to how at least seven percent of your total grant funds will be used to provide technical assistance to eligible applicants for opening, expanding, and replicating high-quality charter schools and technical assistance to improve authorizing quality, including developing the capacity for and conducting fiscal oversight and auditing of charter schools. You must provide TA to both eligible applicants and authorizers. You should provide specific information on what type of TA will be provided to eligible applicants and what type of TA will be provided to authorizers.

A total of seven percent of your grant must be spent on TA. However, there is flexibility on how these funds are spent in each year of your grant. Grantees may spend more or less in each year of their grant on TA costs, but the total spent over the life of the grant must match the administrative and TA set-asides of no more than three percent and at least seven percent, respectively. Also note that TA funds can be used to hire contractors for any administrative purposes, such as hiring outside consultants to help with monitoring of your subgrantees. All costs outside of the subgrants will be part of your technical assistance or administrative costs. It is important that your application's budget narrative clearly and distinguishes between administrative and TA costs so that the set-aside percentages can be properly assessed.

Finally, your subgrants: 90 percent of your grant funds must be awarded as subgrants to eligible applicants in your state. Subgrants must support activities related to opening and preparing for the operation of new charter schools or replicating or expanding high-quality charter schools. SEs are also responsible for ensuring subgrants are spent on eligible expenses, such as costs associated with preparing teachers, school leaders, and specialized instructional support personnel (including cost for professional development and hiring); acquiring necessary supplies, training, equipment (including technology) and educational materials (including developing and acquiring instructional materials); carrying out necessary renovations to ensure a new school building complies with applicable statutes and regulations, and minor facility repairs—remember, construction costs are explicitly excluded.

Providing one-time startup costs associated with the transporting of students to and from the charter school; carrying out community engagement activities, which may include costs for students and staff recruitment; providing for other appropriate non-sustained costs related to activities in opening and preparing for the operation of charter schools. Again, please note that these startup funds may not be used for ongoing or sustained costs. It is important to note that the maximum subgrant award amount is \$2 million and subgrants cannot be longer than five years. An eligible subgrant may use no more than 18 months of their subgrant time for planning and program design. Your budget narrative should clearly state the number of subgrants you plan to award each year, what types of subgrants, meaning new schools replication or expansion you plan to offer, and how you arrived at this total.

We'll walk through an example of how to estimate the total number of subgrants and the total dollar amount that you might award in a few slides. So, this is subgrantee access to high-quality technical assistance, and a moment ago, we noted that it is a requirement of the CSP SE grant program that grantees reserve at least seven percent of their grant funds to provide technical assistance to eligible applicants and authorized public chartering agencies. Based on new appropriations language in the FY 2024, CSP encourages you to ensure that subgrantees have access to high-quality TA, and to carry out these activities aligned to the two primary purposes we noted on the previous slide and in Section 4303(h) of the ESEA. In order to do this, you may choose to include in your proposal a requirement that eligible applicants participate in the technical assistance offerings provided by you or an organization with whom you've contracted. You may also choose to require that subgrantees devote a specific percentage of their subgrant funds to acquiring outside technical assistance individually or in consortia with other subgrantees.

So, we're going to go back to determining funding or request for subgrants. Let's talk about a big picture question that you might have. How do I determine how much total funding I should request for my project? To start with, it's important to spend time determining how many subgrants and what type of subgrants you anticipate awarding during each year of your grant. If you are current or past grantees, look at the data that you have available regarding past subgrants and types of each subgrant that may have been awarded.

How many subgrants were awarded in previous years? What types of subgrants were awarded? What was the award length for these subgrants? Are there existing subgrantees under a current SE grant in a state that will not have completed their projects by the end of the fiscal year? Has the context within my state changed in a way that would impact my implementation ability? For new applicants or for those without a current CSP grant, consider looking at enrollment trends across the state and specifically in the charter sector in your state. Look at trends related to the number of new charters authorized each year. Other organizations may also have insights into how many new school developers are currently looking to open over the next five years in your state. Whatever estimation you'd use and your team comes up with regarding the total number of subgrants in your state, include this rationale in your budget narrative.

The number of subgrants you have budgeted for should be clearly delineated in the budget narrative. Another big question is determining funding requests for subgrants. What is the appropriate max amount subgrant award for each subgrant by type you propose to offer? In answering this question, you may consider what funding sources are available to charter schools in your state outside of CSP, what allowable expenditures you expect schools to request, how the needs or expenses of new replication or expansion schools may differ. For example, we generally expect that it would be less costly for an existing school to expand its number of seats or grade levels than for a new school to begin operating from scratch. If applicable, how much money is left on the awards of existing subgrantees under the current SE grants in your states?

Here's an example of how to potentially estimate the number of subgrants and the total amount needed to fund those subgrants. In this example, the SE grantee plans to fund 25 subgrantees over the course of their five-year grant. Subgrants are projected to last three years and are obligated at the time of the subgrant award. Within their budget narrative, the applicant specifies their project and they propose to award two new school subgrants each year at a maximum amount of \$2 million, two replication subgrants each year with a maximum amount of \$1.5 million, and one expansion subgrant per year with a maximum amount of \$500,000. In order to establish the amounts needed per year, applicants may find it helpful to budget year by year showing the amount a subgrantee would receive for that project year. Remember that the SE grant only spans five years, and your budget must reflect this.

Although a no-cost extension is an option, applicants should plan to complete their projects within the five-year grant period. So, this is a supplemental example—subgrants with existing subgrantees from the current SE grants. Here, we have a supplemental example showing the same setup for new replication and expansion schools, but we have added in a scenario of existing subgrantees that will not complete their projects by the end of the current SE grantee’s performance period. In this supplemental example, there are three existing subgrantees in the situation with one year and \$400,000 remaining on their sub-awards. These funds would be obligated in the first year of the new SE grant proposal. No additional funds are needed in out years.

For more information on waiver requests to allow any existing subgrantee to complete their subgrant projects under the new SE grant, please refer to the first webinar in our pre-award series, the FY 2024 SE Grant Pre-Application webinar. Returning to the more basic example, without the existing subgrantees, the subgrant proposal was for \$7,500,000 each year. This information can then be used to calculate the total amount of subgrant costs, administrative costs, and technical assistance costs. Again, a requirement of the grant is that at least seven percent of your total funds are used for technical assistance costs and no more than three percent can be used for administrative costs. These costs can be calculated throughout all five years of your grants in total.

For this applicant, these costs were calculated at the same rate each year of the grant. However, because we asked applicants to round to the nearest dollar, in some years, TA funds were rounded up and in others, they were rounded down to ensure that the amounts summed appropriately. The next slide, we’ll walk through in more detail exactly how to calculate these costs. Within your grant application, be sure to include detailed information regarding these costs, broken down by each year of the grant, and fully explained and justified in the narrative.

Once you’ve estimated your total number of subgrants and then have budgeted specifically for how many total subgrants you will award per year based on each award type, you can calculate your TA and administrative costs. Take the total subgrant amount and divide by 90 percent or point nine [0.9], which will give you the total amount possible to request. Remember, dividing by a decimal increases the amount, so this adds ten percent to the total. In our example with \$37.5 million for subgrants, dividing by 0.9 gives us a total of \$41,666,667. Recall that we round to the nearest dollar and we do not include cents. From there, multiply your total possible by seven percent, or 0.7, to determine the amount of funds that must be used for technical assistance. If this is not a round number, be sure to round up to meet the requirements of at least seven percent. In our example, this would be \$2,916,667. Finally, to determine the amount available for administrative expenses, take the total possible grant amount and subtract the total subgrant amount and the technical assistance amount. This will ensure that no more than three percent of grant funds are used for administrative expenses.

What is most important is that you include information in your application to show how you made these calculations. Consider including tables or other information that shows these calculations and how you made them. So, here, we’ve again summarized those steps for you. And they are step one: determine how many subgrants and what types, so new replication or expansion schools can you realistically award. Step two: determine the maximum amount of subgrant awards for each type of subgrants you propose to offer. Add the total subgrants per year based on the amount budgeted for each award type. Step three is then dividing the total subgrant amount by 90 percent and that will give you the total possible grant amount.

Step four is multiply the total possible grants amount by seven percent and that will give you the minimum amount of funds for TA. And then finally, step five is subtract the minimum for TA and total subgrant amounts from the possible grant to determine the maximum amount for administrative expenses, and that’s your three percent. In summary, when you are estimating the total number of subgrants for your

application, be sure that you are setting realistic goals for each year of your grants. These subgrant figures should be based on pipeline projections in your state, including continuing support for existing subgrantees with unfinished projects, and should align with other contextual information that may impact the growth of charter schools. Your subgrant figures should align with what is listed in your application, both in the budget narrative and the ED 524 form. You will be held accountable to all the details listed in your application, including your subgrant projections if funded.

So, another grantee or applicant rather asked, "How would waiver amounts for previous grantees be figured into the overall charts representing the TA and administrative costs?" So, if you were including previously funded subgrantees, remember that a total of 90 percent of your funds would go to subgrants and that would include those previously funded subgrantees as well, and you would still go through the process of determining your seven percent and your three percent set-asides in the same way that was demonstrated in this particular webinar.

Just to add on to what Sam just shared, could we pop back to slide 28 for just a moment? And I think this will illustrate what Sam was talking about. So, here's an example where we have those existing subgrantees who would have waivers to continue their work under a new SE grantee. That's the existing subgrantee line, and so those would be budgeted for here just like any other subgrants, it would be included in your overall subgrant total, as Sam said, which would be your 90 percent.

So, we also have another question that says, "Are code required facilities repairs as allowable." So, in statute, you are able to carry out necessary renovations to ensure a new school building complies with all applicable statutes and regulations and minor facility repairs. Remembering again that construction costs are not allowable. So, again, in this process, what you would do if you had a question related to that, you would first follow this guidance, and then some of this may be negotiated post-budget award.

Okay, so there's a question and I believe I understand it, but if I'm not answering the correct thing, Allison, feel free to clarify. But what you're saying is just to verify, "The budget can be built off the total obligation of each subgrant, so up to \$2 million rather than each subgrantee's annual allocation." So, a little bit of this would depend on, well, first, yes. So, your 90 percent, three percent, and seven percent would be built off the total allocation. And then, I think that second part of your question is getting to how it's funded across years. So, in the example that we've provided you, the funds were obligated from the get-go. So, in year one, the total funds were obligated for the school, and so that might not be or translate to allocations across years because they were obligated the full \$1.5 million in year one.

There's a question, "Are existing subgrantees limited to one year or can they continue for the amount of time remaining in the previous award period?" That's going to be dependent on each individual applicant and what they write into their application.

Additionally, we have another question. "Are state charter school conferences for the applicant allowable, or should they be written into the sub-applicant budget?" Can you clarify that a little bit more? So, state charter school conferences may be allowable for the SE depending on the purpose of them and how they're written into their budget. The sub-application budget would be separate from the SE budget. So, can you clarify that question a little bit more to make sure we're getting you the correct answer? If you're talking about charter school conferences, like for the schools themselves, it would depend. If attendance is part of the SE's TA plan for subgrantees, then it may be allowable. But again, it's going to depend on the context if that's what you're referencing.



We have another question around, “Are conferences activities allowable for the applicants?” and this is going to depend in the same way that the previous one was. One, remember, the conference activities, what you’re doing needs to align and support the objectives that you outline in your grant application. So, it depends on what the purpose of the conference is. It depends on its impact. In general, our TA set-asides and our administrative or TA set-asides rather are really about building the capacity of subgrantees, not necessarily building the capacity of the administrators of the SE grant itself. So, it would really depend on the purpose, what the conference was, et cetera. With that said, you have to attend the SE project director’s meeting, so that’s an example of a conference that would absolutely be allowable and is required as well, along with any TA activities that may take the form of that that SE sets out for new grantees or existing grantees.

Okay, I’m going to go ahead and move on to cover some important resources and reminders for you as you’re working on your grant application. So, we have a second budget webinar designed to further support your efforts as you develop a sound budget to support your project proposal. This was part one, and this part one webinar covered the foundations of developing your budget proposal and how CSP approaches reviewing applicants budgets. Part two of the budget webinar covers the nuts and bolts of pulling together the budget proposal. It’s a pre-recorded webinar, and you can find it in our FY 2024 SE Competition page. I highly recommend that you look at both of these webinars as you’re putting together your budget, as there’s some really important information on kind of the line item categories and the connections between those and your budget webinar in your budget webinar number two.

Additionally, there are many other resources available to help support your budget writing process, including reviewing non-regulatory guidance, Uniform Guidance, and the published NIA in the Federal Register. Be sure to review these documents as you work with your team on your application. Important applicant reminders: you must register at SAM.gov to obtain a Unique Entity Identifier, UEI. The deadline to submit an application to Grants.gov is 11:59 p.m. on June 13, 2024. Thank you for attending today’s webinar. Please refer to the NIA and other pre-award offerings to support your application for a CSP State Entity Grant. We appreciate your time.