

APPENDIX D
ALASKA CLEAN WATER ACTIONS (ACWA)
SFY25-27 Budget Guidance

The Budget Summary section of the Grant Application requires an estimated line-item total using the below guidance.

An itemized budget detail will be required upon selection for award using the same criteria.

Personal Services: Includes the salaries and fringe benefits paid for actual time devoted to the project. Must list all project participants' positions or titles and the fringe rate in the budget detail.

Travel: Includes cost of transportation, per diem, mileage rate at 0.67 cents/mile, miscellaneous expenses while in a travel status only in connection with the performance of tasks required by the project. In the budget detail, indicate the purpose of the travel, the destination of each trip and the number of travelers.

Contractual Costs: Includes the costs of services carried out by another party other than the Grantee, such as engineering, hired speakers, etc. Consultants must be limited to a maximum hourly rate of \$92.26/hour. Applicants should review the federal funding agency's regulations concerning procurement, particularly the DBE requirements for contracts in Appendix B.

Supplies: Includes office/field/lab supplies, data processing materials, books, papers and other items used for project completion costing less than \$10,000. Services associated with supplies such as rental costs should go in the "Other" category.

Equipment: Includes any single article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost of more than \$10,000. The cost of equipment may include freight charges.

Others: Includes publishing, printing costs, rental spaces, rental/lease of equipment, legal services, shipping, insurance costs etc.

Indirect Costs: This may only be used by organizations with federally approved indirect rates. If the Grantee has a federally approved indirect rate, a copy of the letter is required to be submitted with the Grant Application.

Administrative Costs: If the Grantee does not have a federally approved indirect rate, the Grantee may include administrative costs not to exceed 15% of the modified total direct costs. Per Uniform Guidance 2 CFR 200, update effective 10/1/2024, the grantee may only apply the de minimis on the first \$50,000 of budgeted Contractual Costs.