



2022 – 2025 Enough is Enough Training & Technical Assistance Center RFP

Budget – Instructions

1.	Review the instructions and the narrative in the RFP regarding budget creation and eligible budget categories.
2.	<p>Use the Expenditure Based Budget worksheets to create a separate budget version for:</p> <ul style="list-style-type: none"> • FY 22-23 Enough is Enough Training & Technical Assistance Center operations (May 1, 2022 – April 30, 2023) • FY 23-24 Enough is Enough Training & Technical Assistance Center operations (May 1, 2023 – April 30, 2024) • FY 24-25 Enough is Enough Training & Technical Assistance Center operations (May 1, 2024 – April 30, 2025) <p>Use the table below to identify FY, expense period and maximum expenditure for a given time period.</p>
3.	<p>Once the Expenditure Based Budget Worksheets are created for each FY, enter the category expenses from the Grant Funds column from the Summary Sheet (1st page) into the Budget Overview Excel workbook in the worksheet for the appropriate fiscal year.</p> <p>The Excel Budget Overview Summary Sheet (1st tab) will autofill from the FY pages. The only thing you will need to enter on the Summary page is the name of your agency/organization.</p>
4.	Upload all the Expenditure Based Budget Worksheets and the Budget Overview Worksheet into the New York State Consolidated Funding Application System. Do not password protect any documents that are uploaded into the Gateway.

Budget Version	Covering Expenses for the Period (Fiscal Year)	Contract Costs Cannot Exceed
Version 1 FY 22-23	May 1, 2022 – April 30, 2023	\$250,000.00
Version 2 FY 23-24	May 1, 2023 – April 30, 2024	\$250,000.00
Version 3 FY 24-25	May 1, 2024 – April 30, 2025	\$250,000.00
Total		\$750,000.00