

<b>SAMPLE: LINE-ITEM BUDGET</b>
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**Salaries and Fringe Benefits**

**Salaries**

Number of People	5	
Rate	\$20 per hour	
Total Number of House	40	

**\$800**

**Fringe Benefits**

Social Security	7.65%	\$76.50
Retirement	8.45%	\$84.50
Workers Compensation	3.90%	\$39.00

**\$200**

**Total**

**\$1,000**

**Travel by Car**

Number of People	1	
Rate	\$0.50 per mile	

**Travel to Municipalities**

(Initial Meeting) Total Municipalities	21	
(Initial Meeting) Average Roundtrip	57 miles per trip	
(Follow-Up Meeting) Total Municipalities	13	
(Follow-Up Meeting) Average Roundtrip	57 miles per trip	

**\$599**

**\$371**

**Travel to Public Meetings**

Number of Public Meetings	4 minimum	
Average Round Trip	80 miles per trip	

**\$160**

**Travel to Trainings and Workshops for All-Hazard Mitigation Plan**

Planning Workshop

Hotel	\$72	
Roundtrip	70 miles	

**\$72**

**\$35**

BCA Workshop

Hotel	\$72	
Roundtrip	70 miles	

**\$72**

**\$35**

Mitigation Planning Training Session

Hotel	\$72	
Roundtrip	170 miles	

**\$72**

**\$85**

**Total**

**\$1,500**

**Public Meetings**

Room Rental	\$280 per meeting	
Number of Meetings	4 minimum number of meetings	
Equipment	\$95 per meeting	

**\$1,120**

**\$380**

**Total**

**\$1,500**

**In-Kind**

Number of People	25	
Rate	\$10 per hour	
Hours	75	
Number of Municipalities	21	
Number of County Officials	4	
Average Number of Hours Spent by Each Village, City, Town, or County Official	3	

**\$630**

**\$120**

**Total**

**\$750**

