

---


# *Budget*

---

1. Indirect Cost Guide is a view only table that includes:
  - a. Total Allocation
    - i. Total Allocation
  - b. Existing Budget in Categories not Eligible for Indirect Cost
    - i. Any portion of your allocation used for object codes that are not eligible for indirect cost
  - c. Total Available for Budgeting in Categories Eligible for Indirect Cost and Indirect Cost
    - i. Calculates the Total Allocation minus Existing Budget in Categories Not Eligible for Indirect Cost
  - d. Indirect Cost Rate
    - i. Approved indirect cost rate for LEA
  - e. Max Available Budget in Categories Eligible for Indirect Cost
    - i. Max amount that can be budgeted for the LEA / Schools
  - f. Max Indirect Cost
    - i. Max amount to be budgeted for indirect cost

## Budget

Berkeley County Schools (004) Public District - FY 2018 - Consolidated - Rev 0 - Title I Part A

Go To 

Indirect Cost Guide	
Total Allocation	\$20,000.00
Existing Budget In Categories Not Eligible for Indirect Cost	\$0.00
Total Available for Budgeting In Categories Eligible for Indirect Cost and Indirect Cost	\$20,000.00
Indirect Cost Rate	2.25%
Max Available Budget In Categories Eligible for Indirect Cost	\$19,559.90
Max Indirect Cost	\$440.10

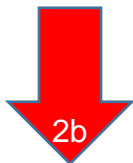
2. Budget Sheet can be viewed in two different formats.

a. Budget by Function Code

i. The default view is budget by Function Code

b. Budget by Object Code

i. To change the view to Object Code click on the Budget by Objects link



[Budget By Objects](#)

	Function	Total
<a href="#">Modify</a>	11111 - Instruction-K-12	\$0.00
<a href="#">Modify</a>	11115 - Instruction K-12 academic coaches	\$0.00
<a href="#">Modify</a>	11119 - Instruction-K-12 extended day/year	\$0.00
<a href="#">Modify</a>	12110 - Support-Attendance and Social Work Services	\$0.00
<a href="#">Modify</a>	12122 - Guidance Counseling	\$0.00
<a href="#">Modify</a>	12140 - Psychology-General	\$0.00
<a href="#">Modify</a>	12170 - Parent/Family Involvement	\$0.00
<a href="#">Modify</a>	12211 - Supervision of Improvement of Instruction Services	\$0.00
<a href="#">Modify</a>	12213 - Profession Personnel Staff Development	\$0.00
<a href="#">Modify</a>	12574 - Services Personnel Staff Training	\$0.00
<a href="#">Modify</a>	12621 - Maintenance of Buildings	\$0.00
<a href="#">Modify</a>	12711 - Support Service Student Transportation	\$0.00
<a href="#">Modify</a>	- Food Service Operations	\$0.00
<a href="#">Modify</a>		\$0.00
	<b>Total</b>	\$0.00
	<b>Adjusted Allocation</b>	\$20,000.00
	<b>Remaining</b>	\$20,000.00



3. Enter in a line item by clicking the Modify button next to the Function or Object Code.
4. Under each Function Code or Object Code is a View Only table that calculates what is already budgeted for that particular Function/Object Code along with what is budgeted for other Function/Object Codes. It will also calculate the total and the remaining amount.
5. To add in a line item for a particular Function / Object code click the Add Item link. (You will continue from this point forward with any other line items for this particular Function/Object Code budgeted at other location Code)

11111 - Instruction-K-12

**Add Item**

	Function	Object	Optional Location Code	Quantity	Cost	Line Item Total
<a href="#">Remove</a>	11111 - Instruction-K-12			1	\$0.00	\$0.00
<b>Narrative Description</b>						
0 of 2000 characters						
<b>Total for 11111 - Instruction-K-12</b>						\$0.00
<b>Total for all other Functions</b>						\$0.00
<b>Total for all Functions</b>						\$0.00
<b>Adjusted Allocation</b>						\$20,000.00
<b>Remaining</b>						\$20,000.00

6. When in the Function Code view you will select the object code (if you are in the Object Code view you will then select the Function code from the Drop down box) from the drop down box that corresponds with the specific budget item.

7. After selecting the corresponding Object Code you will select the location code for this specific budget item from the Location Code drop down box.

a. Hovering over the location code will provide the name of the location site

8. Enter in the Quantity of the object that is being budgeted.

9. Enter in the unit cost for the line item in the Cost column

10. Line Item Total is a view only box that will multiply the unit cost by the quantity entered for the particular line item.

11. Provide a narrative description for how the LEA / Schools is going to utilize the budgeted funds.

**12. Note: if any of these fields are left empty it will result in an error and will not allow the application to be submitted.**

13. Press Save or Save and Return to save the information that has been entered for that line item.

	Function	Object	Optional Location Code	Quantity	Cost	Line Item Total
<a href="#">Remove</a>	11111 - Instruction-K-12	<input type="text"/>	<input type="text"/>	1	\$0.00	\$0.00
<b>Narrative Description</b>						
<input type="text"/>						
0 of 2000 characters						
Total for 11111 - Instruction-K-12						\$0.00
Total for all other Functions						\$0.00
Total for all Functions						\$0.00
Adjusted Allocation						\$1,742,416.24
Remaining						\$1,742,416.24

