**Tech Hubs Construction Budget Narrative Template – Stage I**

*Purpose: This optional template allows applicants to provide additional detail on budget expenses in a format that can be easily aligned with the* [*SF-424C*](https://apply07.grants.gov/apply/forms/readonly/SF424C_2_0-V2.0.pdf) *(the required budget documentation for Stage I) and Preliminary Engineering Report (PER) as required in Stage II. Guidance on costs associated with each category can be found* [*here*](https://apply07.grants.gov/apply/forms/instructions/SF424C_2_0-V2.0-Instructions.pdf)*. It is expected that EDA funds may not be able to cover the full cost of construction. This template will help outline EDA costs and what it will take to complete the project.*

*Column Headers:*

* *Total Cost is the total cost for the project completion.*
* *Costs Not Allowable for Participation are the costs outside of EDA federal grant funding but which are necessary for project completion (matching share).*
* *Total Allowable Costs is the EDA federal grant portion of the budget.*

*------*

**[Tech Hub Name, Component Project Title, and Application #]**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Total Cost** | **Costs Not Allowable for Participation** | **Total Allowable Costs** |
| **1** | **Administrative and Legal Expenses** | $ | $ | $ |

[Description of costs associated with this category.]

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Total Cost** | **Costs Not Allowable for Participation** | **Total Allowable Costs** |
| **2** | **Land, structures, rights-of-way, appraisals, etc.** | $ | $ | $ |

[Description of costs associated with this category.]

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Total Cost** | **Costs Not Allowable for Participation** | **Total Allowable Costs** |
| **3** | **Relocation expenses and payments** | $ | $ | $ |

[Description of costs associated with this category.]

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Total Cost** | **Costs Not Allowable for Participation** | **Total Allowable Costs** |
| **4** | **Architectural and engineering fees** | $ | $ | $ |

[Description of costs associated with this category.]

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Total Cost** | **Costs Not Allowable for Participation** | **Total Allowable Costs** |
| **5** | **Other architectural and engineering fees** | $ | $ | $ |

[Description of costs associated with this category.]

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Total Cost** | **Costs Not Allowable for Participation** | **Total Allowable Costs** |
| **6** | **Project inspection fees** | $ | $ | $ |

Description of costs associated with this category.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Total Cost** | **Costs Not Allowable for Participation** | **Total Allowable Costs** |
| **7** | **Site work** | $ | $ | $ |

[Description of costs associated with this category.]

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Total Cost** | **Costs Not Allowable for Participation** | **Total Allowable Costs** |
| **8** | **Demolition and removal** | $ | $ | $ |

[Description of costs associated with this category.]

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Total Cost** | **Costs Not Allowable for Participation** | **Total Allowable Costs** |
| **9** | **Construction** | $ | $ | $ |

[Description of costs associated with this category.]

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Total Cost** | **Costs Not Allowable for Participation** | **Total Allowable Costs** |
| **10** | **Equipment** | $ | $ | $ |

[Description of costs associated with this category.]

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Total Cost** | **Costs Not Allowable for Participation** | **Total Allowable Costs** |
| **11** | **Miscellaneous** | $ | $ | $ |

[Description of costs associated with this category.]

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Total Cost** | **Costs Not Allowable for Participation** | **Total Allowable Costs** |
| **12** | **SUBTOTAL (sum of lines 1-11)** | $ | $ | $ |
| **13** | **Contingencies** (see FAQs on EDA.gov/TechHubs) | $ | $ | $ |

[Description of contingencies]

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Total Cost** | **Costs Not Allowable for Participation** | **Total Allowable Costs** |
| **14** | **SUBTOTAL (sum of lines 12-13)** | $ | $ | $ |
| **15** | **Project (program) income** | $ | $ | $ |

[Description of Project income]

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Total Cost** | **Costs Not Allowable for Participation** | **Total Allowable Costs** |
| **16** | **TOTAL PROJECT COSTS (subtract #15 from #14)** | $ | $ | $ |
| **17** | **Federal (EDA) Assistance Requested** |  |  | $ |