**Guidance for Proposed Budget Submission**

1. Using the format on the following page, please create a budget setting forth how your team proposes to use its $60,000 Invest Health grant funds.
2. The budget template that follows includes a non-exhaustive listing of potential uses of grant funds. It is only an example. We expect that, among the 50 Invest Health teams, there will be a diversity of approaches to allocating grant funds.
3. As noted in the application process and set forth in the grant agreement, Invest Health grant funds are intended to be used first to cover travel and lodging costs for team members to attend Invest Health national and pod convenings.
4. Please err on the side of over-estimating your travel and lodging costs, using your team’s costs for the Philadelphia convening and estimated costs for the Denver convening (using a $259/night hotel room rate) as guideposts.
5. While it is our hope that the vast majority of grant funds will be used to support Invest Health teams’ participation in the initiative and to advance their planning work, teams are permitted to include indirect costs in their budgets. These costs are not capped and there is not a required rate.
6. **Please email your team’s proposed budget to** **info@investhealth.org** **by July 15, 2016.**

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| **Proposed Invest Health Grant Budget** |
| Use Category / Description | Amount | % |
| **Travel and lodging for Invest Health convenings*** Four national convenings: airfare and three nights’ lodging for five team members
* Three pod convenings: airfare and two nights’ lodging for five team members
 | $ | % |
| **Community engagement*** Facilitation of community engagement process
* Building incentives for community engagement
 | $ | % |
| **Team planning activities*** Materials for team meetings
* Food for team meetings
 | $ | % |
| **Technical/consulting assistance*** Commissioned research on neighborhood, population, worksite, etc.
* Program evaluation and outcome monitoring resource, such as NeighborWorks® America’s Success Measures® tool (note: there will be a training on Success Measures at the Denver convening)
* Other technology, consulting, or technical assistance service that strengthens the community development pipeline
 | $ | % |
| **Educational opportunities*** Team member travel to community development or health care conference of interest
* Site visit to another Invest Health City
 | $ | % |
| **Pre-development costs*** Site assessment/development
* Architecture or engineering studies
* Soil studies and environmental remediation
 | $ | % |
| **Total** | **$60,000** | **100%** |