



# Community Grants Project Cost Summary

The project cost worksheet contains four steps to develop and identify the total project cost and funding distribution of the project:

**Step 1:** Calculate total project cost.

**Step 2:** Allocate hard costs between cash match contribution or LCRA community grant request.

**Step 3:** Explain in-kind contribution.

**Step 4:** Review funding overview for the project.

There are built-in eligibility verifications to help make sure your request adds up and meets grant requirements.

Red boxes mean there are warnings/revisions necessary.

For examples of completed project cost summaries go to [www.lcra.org/grants](http://www.lcra.org/grants).

Complete green fields ONLY.

Step 1: Calculate total project cost.			
Total Project Cost = Hard Costs of Project + In-kind Contributions			
Enter a description for each line item of your project, the dollar amount of the hard costs and value of in-kind contributions, if any, for that item. Summarizing phases or similar activities/costs into one line item is preferred.			
When calculating in-kind values, utilize current prevailing rates.			
For more information concerning eligible project costs and in-kind contributions go to <a href="http://www.lcra.org/grants">www.lcra.org/grants</a> .			
Line Item Description	Hard Costs	In-kind Contribution Value	Total Project Cost
Removal and disposal of existing carpet	\$ 75	\$ 400	\$ 475
Purchase and installation of approximately 250 square feet of tile flooring at \$20/sq. ft.	5,000	-	5,000
Purchase, installation and painting of baseboards	425	100	525
			-
			-
			-
			-
			-
			-
			-
			-
Total \$ 5,500 \$ 500 \$ 6,000			



<b>Eligibility Verification - Matching Requirement</b>		
Based on the information entered in step 1, the <b>minimum match requirement</b> for this project is:	\$	<b>1,000 17%</b>
Total project costs of \$5,000 or less do not require a match.		
Total project costs exceeding \$5,000 require a match to avoid a point deduction during application review due to inability to complete the project.		



Community Grants  
Project Cost Summary

Step 3: Explain in-kind contribution.		
Please enter a description for each line item of in kind included in the project. Please be specific about type, quantities and calculations of value. Use current prevailing rates when calculating values.		
Line Item Description	In-kind Contribution Value	Description
Removal and disposal of existing carpet	\$ 400	Twenty hours of volunteer labor, at \$20/hour, to remove and dispose of existing carpet. (\$400)
Purchase and installation of approximately 250 square feet of tile flooring at \$20/sq. ft.	-	
Purchase, installation and painting of baseboards	100	Five hours of volunteer labor, at \$20/hour, to prep, prime and paint baseboards. (\$100)
	-	
	-	
	-	
	-	
	-	
	-	
	-	

Total In-Kind Contribution \$ 500



Community Grants  
Project Cost Summary

Step 4: Funding Overview of Project			
MUST match the grant request information section of the application.			
This section provides an overview of the total project cost and funding breakdown of the project.			
Hard Costs of Project		\$	5,500
In-kind Contribution Value			500
Total Project Cost		\$	6,000
\$Cash\$ Contributed by Organization		\$	500
In-kind Contribution Value			500
Total Matching Contribution		\$	1,000 17%
Total Matching Contribution		\$	1,000 17%
LCRA Community Grant Request			5,000 83%
Total Project Cost		\$	6,000