

FY25 Budget Proposal — Taxpayer Assistance Grant

Due August 15, 2024

Name of Organization _____

A. Equipment and Accessories	Quantity	Cost	Total
Computers			
Printers			
Copiers			
Hotspots			
Toner/Ink Cartridges			
Software			
Other:			
Subtotal			

B. Advertising	Quantity	Cost	Total
Flyers			
Newspaper			
Volunteer Recruitment			
Other:			
Subtotal			

C. Salaries	Hourly Wage	Number of Hours	Total
Tax Site Coordinator			
Electronic Filing Coordinator			
Volunteer Coordinator			
Administrative Staff			
Translator			
Other:			
Go to https://www.bls.gov/oes/home.htm to determine if salaries are reasonable			
Subtotal			

D. Other Expenses	Quantity	Cost	Total
Volunteer Training			
Supplies			
Rental Space			
Food/Beverages (\$500 limit)			
Utilites			
Other:			
Subtotal			
FY25 TOTAL			

FY25 Budget, Continued

Budget: Explain how you will spend grant funds and why you need these items to reach your goals for providing volunteer taxpayer assistance services.

- If you request advertising funds but do not plan to use print advertisements, provide a detailed description of your marketing plan.
- If you request salary funds, you must specify job duties and the percentage of time devoted to the volunteer taxpayer assistance program.