

ORLP Project Budget Guide Round 8

Detailed Budget Narrative

(5-page limit)

Applicants must describe and justify items and costs listed in their budget. The budget narrative must identify the following cost items: total estimated costs, non-Federal cost share, third-party contributions, and any pre-award costs. Total project cost is the sum of all allowable costs, including required and voluntary cost share and third-party contributions. **The budget should reflect only the costs related to work or acquisitions to be completed under an ORLP grant if selected.**

A separate total budget for the entire project (including work beyond what would be funded under the grant) may also be provided. It's important to note that the ORLP-funded portion of the project must result in a viable recreation opportunity that is not dependent on other funding, even within the scope of a larger planned project.

Budget items must be:

- Reasonable, allowable, allocable, and necessary
- Compliant with 2 CFR §200 Subpart E cost principles
- Include the components listed above in Application Documents matrix.

The project budget shall include detailed information on all cost categories and must clearly identify all project costs. Unit costs shall be provided for all budget items including the cost of work to be provided by contractors or sub-recipients. In addition, applicants shall include a narrative description of the items included in the project budget, including the value of in-kind contributions of goods and services provided to complete the project when cost share is identified to be included. The Budget Narrative should include the following items:

- Information on all cost categories that identifying all project costs.
- Unit costs must be included for all budget items, including those related to work provided by contractors or sub-recipients.
- Narrative description of all budget items, highlighting the value of in-kind contributions of goods and services when cost share is included.
- Reflect only the costs related to work or acquisitions to be completed under an ORLP grant.
- Indicate the amount of each cost that will be covered by the federal share versus matching share.
- List all agencies, organizations or other entities providing expected non-federal share and describe the type of contributions (e.g., cash or in-kind donations).
- State the value and type (cash, donation of equipment etc.) of each non-federal share contribution.

- Include direct costs for compliance activities, including tribal monitoring, if anticipated.
- Provide a description of the methodology used to determine the amount of any contingency costs included.
- Identify who developed the estimated budget and on the basis for the estimates.

Please note: ORLP projects are limited to using a maximum of 25% of the total budget for costs not directly attributable to physical development/rehabilitation activities, supplies, equipment, or cost of land. Additionally, the LWCF Act specifically excludes acquisition support costs (such as title research and appraisals).

In accordance with [54 U.S.C. 200305\(f\)\(1\)](#) projects seeking LWCF ORLP grants may not include funds from other Federal sources in the project's budget, including LWCF formula funds, even if all programs' match requirements are met. Projects including other federal funds within the proposed budget, unless they are serving as authorized match, will be eliminated from the competition without consideration.