

**ULG Application**

**BUDGET DETAILS: PERSONNEL AND BENEFITS**

This category is for services rendered by all personnel employed by the project. Costs incurred include salaries, benefits, uniforms, and special clothing.

**SALARIES AND WAGES:** Payment for personal services rendered in accordance with rates, hours, terms and conditions as authorized by law or stated in employment contracts.

**OVERTIME, HAZARDOUS DUTY, ETC.**

**PERSONAL BENEFITS:** FICA, retirement, insurance, etc.

**UNIFORMS AND CLOTHING:** Only uniforms for special clothing required by the nature of the employment and paid for by the employer may be listed.

**NOTE:** Project funds may not be used to pay a percentage of the compensation of any person who was employed by the implementing agency before the project starting date without prior specific authorization for the department separate from the grant approval. Specific authorization is not required if a person currently employed by the applicant or the implementing agency is transferred from his/her prior position to the project if the transfer creates a personnel vacancy to be filled by hiring a new employee.

LIST POSITION TITLED	ANNUAL SALARY	PERCENT OF TIME TO PROJECT	TOTAL
<b>CATEGORY TOTAL</b>			

**JUSTIFICATION AND EXPLANATION**

Justify all positions terms of days and/or hours required to support the Juvenile Crime Enforcement Plan. Calculate fringe benefits for each position or class of positions. Identify if the position is a continued JABG funded position, from prior JABG grant awards, or if the position is a new position.





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**BUDGET DETAILS: SUPPLIES**

This category is for articles and commodities which are consumed or materially altered when used. The following are types of supplies.

**OFFICE SUPPLIES:** For example, office stationery, forms, small items of equipment, and maps, films, books, periodicals, and tapes.

**OPERATING SUPPLIES:** For example, chemicals, drugs, medicines, laboratory supplies, cleaning and sanitation supplies, food for human consumption, fuel, household and institutional supplies, and clothing.

**REPAIR AND MAINTENANCE SUPPLIES:** For example, building materials and supplies, paints and painting supplies, plumbing supplies, electrical supplies, motor vehicle repair materials and supplies, other repair and maintenance supplies, and small tools.

**(NOTE:** Monthly ER&R and maintenance fees, which are paid within your ULG, are not considered supplies. These costs should be accounted for under the BUDGET DETAIL for OTHER GOODS AND SERVICES.

ITEMIZED LISTING	UNIT DESCRIPTION (PER BOX,/EACH/GALLON)	COST PER UNIT	TOTAL
<b>CATEGORY TOTAL</b>			

**JUSTIFICATION AND EXPLANATION**

Justify supplies in terms of the Juvenile Crime Enforcement Plan.







