|  |  |  |
| --- | --- | --- |
|  | **Budget Criteria** | **Budget Narrative** |
| **A** | **Personnel** | |
| A.1 | ***International personnel*** |  |
| A.1.1 | [Insert Position title] | [Provide details of employee functional position, estimated LOE%, and duration of assignment] |
| A.2 | ***Yemen Based Personnel*** |  |
| A.2.1 | [Insert Position title] | [Provide details of employee functional position, estimated LOE%, and duration of assignment] |
| **B** | **Fringe Benefits** | |
| B.1 | ***International personnel*** |  |
| B.1.1 |  | [List employee fringe benefits; benefits shall be budgeted in accordance to what is mandated by local law and in accordance with the applicant’s written established personnel policies] |
| B.2 | ***Yemen Based Personnel*** |  |
| B.2.1 |  | [List employee fringe benefits; benefits shall be budgeted in accordance to what is mandated by local law and in accordance with the applicant’s written established personnel policies] |
| **C** | **Travel** | |
| C.1 | ***International Travel*** |  |
| C.1.1 |  |  |
| C.2 | ***Domestic Travel*** |  |
| C.2.1 |  | [Provide details on trip purpose, destination, and estimated number of trips] |
| **D** | **Equipment (> $5,000 per unit)** | |
| D.1 |  | [Provide complete details of estimated equipment costs] |
| **E** | **Supplies (< $5,000 per unit)** | |
| E.1 |  | [Provide complete details of estimated supplies costs] |
| **F** | **Contractual** | |
| F.1 |  |  |
| **H** | **Other Direct Costs** | |
| H.1 |  | [Provide complete details of other direct costs] |

**APPENDIX C**

**BUDGET NARRATIVE TEMPLATE**