# California Partnership Academies Planning Grant Budget Narrative (Form D)

(This form does not exceed three pages.)

Local Educational Agency (LEA) Name: **[Enter LEA Name here]**

School Name: **[Enter School Name here]**

Each CPA applicant must submit this **Budget Page** along with a **budget narrative** for 2023–24 that explains all expenditures under each category. Matching business/community partners funds (cash or in-kind) is not required for the planning grant but should be noted when appropriate to show support for the district and proposed academy.

## *Table 1: Budget Narrative Form D*

| **Budget Category** | **Narrative Explanation** | **California Partnership Academies (CPA) Budget** | **LEA/Site Funds**  **(Cash or in-kind)** | **Business Private/Public Funds**  **(Cash or in-kind)** | **Budget Item Totals** |
| --- | --- | --- | --- | --- | --- |
| 1000 | **Certificated Salaries –** (Administrative or counselor salaries not allowed. Do not identify as a % FTE, a number of class periods, or related concept.) | *[Enter Narrative Explanation]* | *[Enter Narrative Explanation]* | *[Enter Narrative Explanation]* | *[Enter Total]* |
| 2000 | **Classified Salaries –** (N/A) | *[N/A]* | *[N/A]* | *[N/A]* | *[N/A]* |
| 3000 | **Employee Benefits –** (Additional costs required based on increased certificated compensation.) | *[Enter Narrative Explanation]* | *[Enter Narrative Explanation]* | *[Enter Narrative Explanation]* | *[Enter Total]* |
| 4000 | **Books and Supplies –** (Limited) | *[Enter Narrative Explanation]* | *[Enter Narrative Explanation]* | *[Enter Narrative Explanation]* | *[Enter Total]* |
| 5000 | **Services and Other Operating Expenses –** (Curriculum development shall not be contracted out.) | *[Enter Narrative Explanation]* | *[Enter Narrative Explanation]* | *[Enter Narrative Explanation]* | *[Enter Total]* |
| 5200 | **Travel and Conferences –** (Student field trips are not allowed for planning grant.) | *[Enter Narrative Explanation]* | *[Enter Narrative Explanation]* | *[Enter Narrative Explanation]* | *[Enter Total]* |
| 6000 | **Capital Outlay –** (N/A) | *[N/A]* | *[N/A]* | *[N/A]* | *[N/A]* |
| 7000 | **Indirect Costs**  (CDE approved rates apply) | *[Enter Narrative Explanation]* | *[Enter Narrative Explanation]* | *[Enter Narrative Explanation]* | *[Enter Total]* |
| NA | **Total** | *[Enter Total]* | *[Enter Total]* | *[Enter Total]* | *[Enter Total]* |

California Department of Education - March 2023