**Clusters may request between $20,000 to $200,000 per year for a three year term.**

**Instructions:**

Use this budget form to align specific activities with cluster goals and proposed outcomes. Add additional rows as needed. Be sure to reference specific budget line item numbers in the justification text below. Review committees will carefully consider each budget item and may recommend funding only some budget items. *See program terms for eligible costs.*

The expenses each year should reflect the activities proposed in your application. Applicants are encouraged to consider timing of student and other HQP hires, which typically happen in the Spring or Fall, and forecast the salary costs appropriately. Applicants should particularly consider proposed expenditures in Y1. In most cases Y1 budgets should be smaller than Y2 and Y3 and take into consideration, for example, student start-dates and ramp-up times.

Please consider including costs for training workshops on Equity, Diversity and Inclusion, as well as Indigenous Cultural Competency Training.

**Cluster Lead:**

**Cluster Title:**

**Year 1 – Nov 1, 2021 to Oct 31, 2022** (rows can be added as needed)

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Expense Category**  | **Description** | **$ Requested** |
| 1 | Select from drop-down |  |  |
| 2 | Select from drop-down |  |  |
| 3 | Select from drop-down |  |  |
| 4 | Select from drop-down |  |  |
| 5 | Select from drop-down |  |  |
| 6 | Select from drop-down |  |  |
| 7 | Select from drop-down |  |  |
| 8 | Select from drop-down |  |  |
| 9 | Select from drop-down |  |  |
| 10 | Select from drop-down |  |  |
|  |  | **Total $ requested:** |  |

**Year 2 – Nov 1, 2022 to Oct 31, 2023** (rows can be added as needed)

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Expense Category**  | **Description** | **$ Requested** |
| 1 | Select from drop-down |  |  |
| 2 | Select from drop-down |  |  |
| 3 | Select from drop-down |  |  |
| 4 | Select from drop-down |  |  |
| 5 | Select from drop-down |  |  |
| 6 | Select from drop-down |  |  |
| 7 | Select from drop-down |  |  |
| 8 | Select from drop-down |  |  |
| 9 | Select from drop-down |  |  |
| 10 | Select from drop-down |  |  |
|  |  | **Total $ requested:** |  |

**Year 3 – Nov 1, 2023 to Oct 31, 2024** (rows can be added as needed)

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Expense Category**  | **Description** | **$ Requested** |
| 1 | Select from drop-down |  |  |
| 2 | Select from drop-down |  |  |
| 3 | Select from drop-down |  |  |
| 4 | Select from drop-down |  |  |
| 5 | Select from drop-down |  |  |
| 6 | Select from drop-down |  |  |
| 7 | Select from drop-down |  |  |
| 8 | Select from drop-down |  |  |
| 9 | Select from drop-down |  |  |
| 10 | Select from drop-down |  |  |
|  |  | **Total $ requested:** |  |

**Budget Justification (1 page maximum):**