

MDHS COST SUMMARY SUPPORT SHEET

General

The Cost Summary Support Sheet ([MDHS-CSSS-1007](#)) is used to identify each of the budget categories and line items authorized under each of the budget activities on the Budget Summary ([MDHS-BS-1006](#)) and to provide a description of the item and the basis for valuation or cost.

Instructions

(1) *Applicant Agency*

Enter the name of the subgrantee.

(2) *Agreement Number*

To be assigned by MDHS Division of Budgets and Accounting.

(3) *Grant ID*

To be provided by funding source.

(4) *Beginning*

Enter the start date for the subgrant period. If the Cost Summary Support Sheet is part of an application for funds, enter the proposed beginning date.

(5) *Ending*

Enter the date the subgrant period expires. If the Cost Summary Support Sheet is part of an application for funds, enter the proposed ending date.

(6) *Activity*

Enter the activity as listed in Item 8 of the Budget Summary.

(7) *Budget Category*

Enter each budget category exactly as authorized in the subgrant. The budget categories that may be used are:

- | | | |
|--------------------|-----------------------------|---------------------------|
| a. Salaries | d. Contractual Services | g. Capital Outlay - Other |
| b. Fringe Benefits | e. Commodities | h. Subsidies/Loans/Grants |
| c. Travel | f. Capital Outlay-Equipment | i. Indirect Cost |

(8) *Budget Amount*

In the appropriate column, enter the amount in each line item to be paid from federal funds and from all other funding sources (i.e., state/local/private funds, in-kind match, or program income)

**MISSISSIPPI DEPARTMENT OF HUMAN SERVICES
 COST SUMMARY SUPPORT SHEET**

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1. Applicant Agency						
2. Agreement Number		3. Grant ID		4. Beginning Date		5. Ending Date
6. Activity						
7. Budget Category	8. Budget Amount					
	Federal	State	Local	Program	In-Kind	Total
TOTAL						