

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**

1. Applicant Agency							
2. Agreement Number		3. Grant ID		4. Beginning		5. Ending	
6. Activity							
7. For MDHS Use Only	8. Budget Category	9. Budget					
		Federal	State	Local	Program	In-Kind	Total
	Salaries						
	Fringe						
	Travel						
	Contractual						
	Commodities						
	Equipment						
	TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -