

## Farm to School Sample Budget

Item	Cost	Detail
Labor – Administrative: (Coordination, Training, Communication/Pro-motion, Menu Planning, Purchasing, Foraging)		
Food Service Manager	<b>\$1350</b>	3% @ \$45,000
Admin Benefits :	<b>\$365</b>	\$1350 Total Admin Labor x 27% fringe
Labor – Staff:		
Food Production Staff (Training, Additional Prep Time, Recipe Testing, Planning)	<b>\$1968</b>	Training: 10 staff x \$12/hr x 1 hr in May = \$120  10 staff x \$12 x 4 hr training at MEA = \$480  Prep: 6 staff x \$12/hr x 2 hr x 9 mo = \$1296  Planning: 6 staff x \$12/hr x 1 hr = \$72
Benefits:	<b>\$298</b>	\$2208 x .5 (only 5 are FT) x 27% fringe = \$298
<b>Total Salary and Benefits</b>	<b>\$3949</b>	
Promotion (Printing, Copying, Misc. Supplies, Website, DVD's, Field Trips)	<b>\$500</b>	Posters: 10 x \$10 = \$100  Newsletter = 1000 x \$.20 = \$200  1 Field Trips = \$200
Stipends & Other Labor (Substitute Teachers, Coordinator, Summer Planning, Foraging, Farmer Time and other Educators)	<b>\$500</b>	Substitute for teacher training
Travel (Reimbursement, Mileage)		
Equipment (Light Processing, food processor, knives, sectioners, etc.)	<b>\$200</b>	Fruit sectioners
Food (Additional Menu Cost, Taste Testing, Delivery Charges)	<b>\$225</b>	Sampling of products 3 x \$75 = \$225
<b>Total Cost</b>	<b>\$5406</b>	

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Benefits :		
Labor – Staff: (Training, Additional Prep Time, Recipe Testing, Planning)		
Benefits:		
Equipment (Light Processing, food processor, knives, sectioners, etc.)		
Promotion (Printing, Copying, Misc. Supplies, Website, DVD's, Field Trips)		
Stipends & Other Labor(Substitute Teachers, Coordinator, Summer Planning, Foraging, Farmer Time and other Educators)		
Travel (Reimbursement, Mileage)		
Food (Additional Menu Cost, Taste Testing, Delivery Charges)		
<b>Total</b>		