ASSETs Annual Budget Narrative

District ASSETs Site:_____ Allocation: _____

Fiscal Year 26/27

- Due each year on September 15th.
- Must attach a copy of QSS FAR 300 report
- Revisions due each December 15 (1st Interim Report) and March 15 (2nd Interim Report**)**
- Write a budget narrative of the object code item(s**)**
- List the budget **amount** in the correct budget narrative and enter the total amount. All budget narrative totals must match the QSS FAR **300** report.
- Submit with required signatures to the SCOE Expanded Learning **Program**

Object Code	Budget Narrative	Total Amount
1000	(Certified stipend, release time, etc)	
2000	(Classified stipend, release time, etc)	
3000	(Employee benefits on salary and stipends)	
4000	(Supplies, software, materials price per item) Single items over $499 (Including shipping & tax) need LEA pre-approval.	
5000	(Mileage conference/training travel, field trips)	

Total: $_____
Needs to match the total allocation amount.

Approvals

ASSETs Principal/Superintendent	ASSETs Business Official	Director of Expanded Learning

Original - with all signatures to be maintained at the Expanded Learning Program Office.

Copy - to be maintained at the ASSETs site.

6/10/2026-KC