

Figure 2: Budget Details Form with the Error

Budget Details

Error: One or more errors have occurred.
 Total Federal Budget must equal \$1,000,000.00.

NCC Progress Report Tracking #: [red box 1] Due Date: [red box 4] (Due In: [red box 4] Days) | Section Status: Not Complete

Resources [red box 4]

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Support Year

Recommended Federal Budget: \$1,000,000.00 [red box 3]

Section A - Budget Summary [Update]

Grant Program Function or Activity	CFDA Number	New or Revised Budget		
		Federal	Non-Federal	Total
Community Health Centers	93.224	\$1,000,000	\$0.00	\$1,000,000
Health Care for the Homeless	93.224	\$1,000,000	\$0.00	\$1,000,000
Update Sub Program		Total:	\$0.00 [red box 2]	\$0.00

Section B - Budget Categories [Update]

Note: The system pre-populates the Recommended Federal Budget (Figure 2, Box 3) with the value provided in the first line of Box 13 - Recommended Future Support of the latest NoA (Figure 3). The year(s) listed in the box will vary from grantee to grantee based on the number of years each grantee has been funded.

The amount stated in the error message (Figure 2, Box 1) is equal to the amount displayed in the Recommended Federal Budget field.

Figure 3: Box 13 – Future Recommended Support in the NoA

f. Supplies: \$207,000.00
 g. Travel: \$140,000.00
 h. Construction/Alteration and Renovation: \$0.00
 i. Other: \$0.00
 j. Consortium/Contractual Costs: \$1,000,000.00
 k. Trainee Related Expenses: \$0.00
 l. Trainee Stipends: \$0.00
 m. Trainee Tuition and Fees: \$0.00
 n. Trainee Travel: \$0.00
 o. TOTAL DIRECT COSTS: \$2,247,000.00
 p. INDIRECT COSTS (Rate: % of S&W/TADC): \$0.00
 q. TOTAL APPROVED BUDGET: \$2,247,000.00

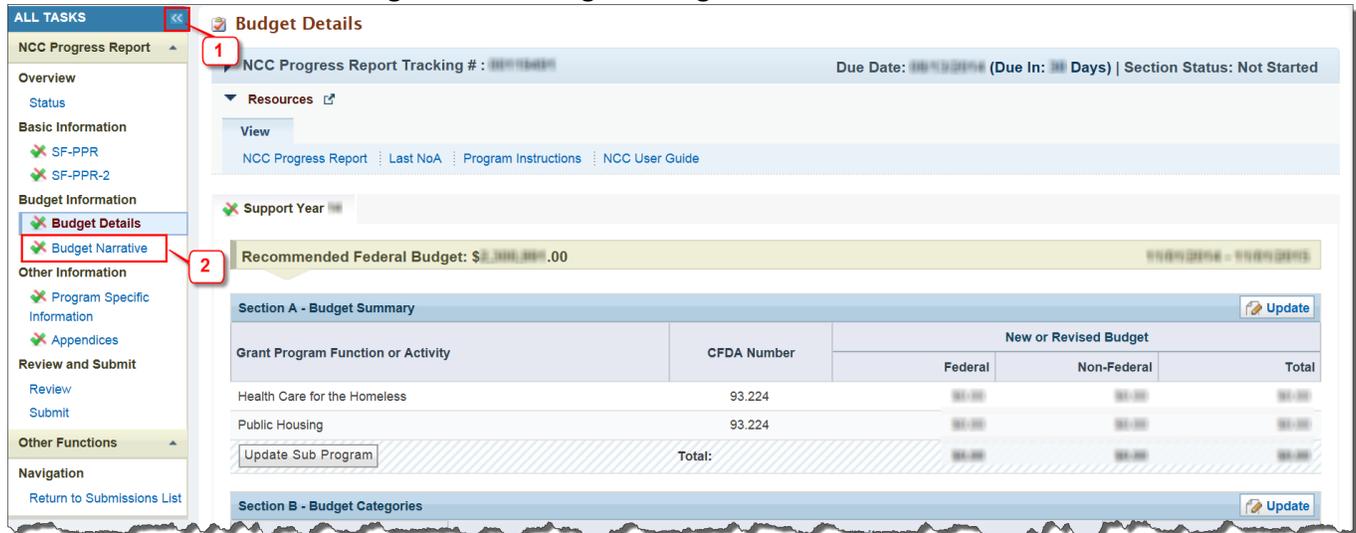
13. RECOMMENDED FUTURE SUPPORT: (Subject to the availability of funds and satisfactory progress of project)

YEAR	TOTAL COSTS
13 [red box]	\$1,000,000.00 [red box]
14	\$1,247,000.00

14. APPROVED DIRECT ASSISTANCE BUDGET: (In lieu of cash)
 a. Amount of Direct Assistance \$0.00
 b. Less Unawarded Balance of Current Year's Funds \$0.00
 c. Less Cumulative Prior Awards(s) This Budget Period \$0.00
 d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION

2. Revise the federal funds requested under New or Revised Budget in the Section A – Budget Summary section by clicking on the related [Update] button (Figure 4, Box 1) and updating the federal request so that it is equal to the new Recommended Federal Budget amount.
3. Revise the Section B – Object Class Categories section by clicking on the related [Update] button (Figure 4, Box 2) and adjusting the amounts as needed so that the total of the federal funds in this section equals the total federal request in the Section A – Budget Summary section.

Figure 5: Accessing the Budget Narrative from the Left Menu



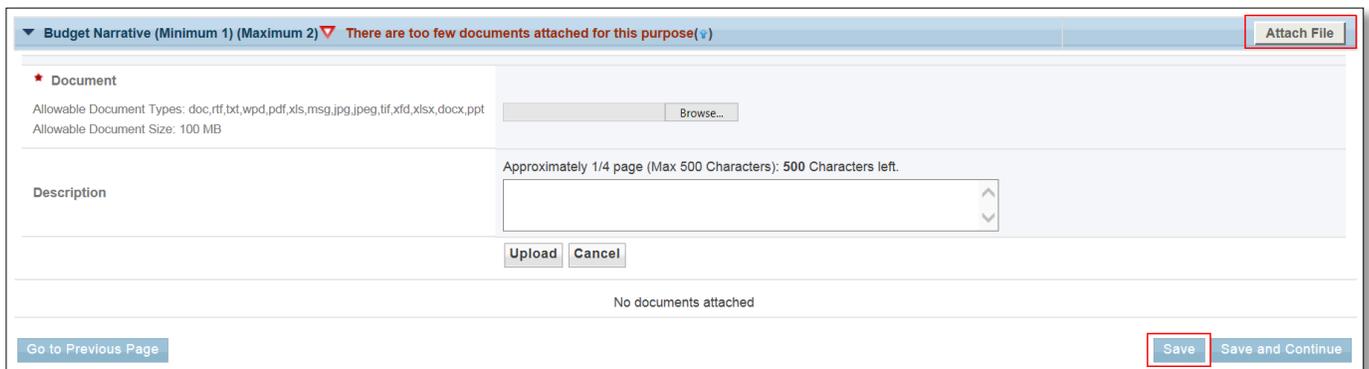
2. Delete the uploaded attachment(s) by expanding the context menu (Figure 6, Box 1) using the down arrow for the Options, and clicking on the Delete link (Figure 6, Box 2).

Figure 6: Deleting the Existing Budget Narrative Attachment(s)



3. Click the [Attach File] button and upload the updated Budget Narrative attachment(s) that are revised to reflect the updated amounts provided in the Budget Details form (Figure 7).

Figure 7: Uploading the Revised Budget Narrative Attachment(s)



4. Expand the left menu, if not already expanded, and proceed to submit the progress report with the updated budget details by clicking on the Submit link (Figure 8).

