

2026  
**Community**  
**GRANTS PROGRAM**

A magnifying glass is positioned in the top left corner, focusing on a chalkboard. The word 'BUDGET' is written in white chalk across the center of the chalkboard. A piece of chalk lies on the right side of the board.

**BUDGET**

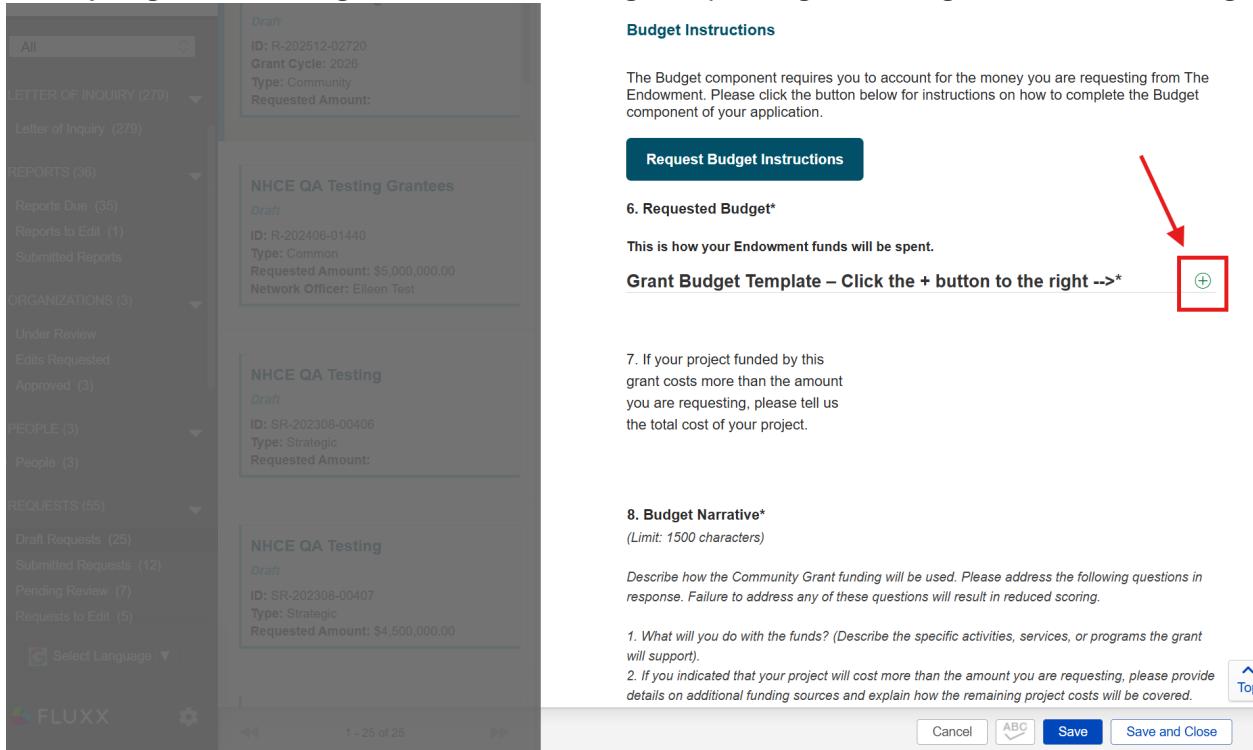
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Fluxx Walkthrough Guide:

# How to Complete the Budget Template

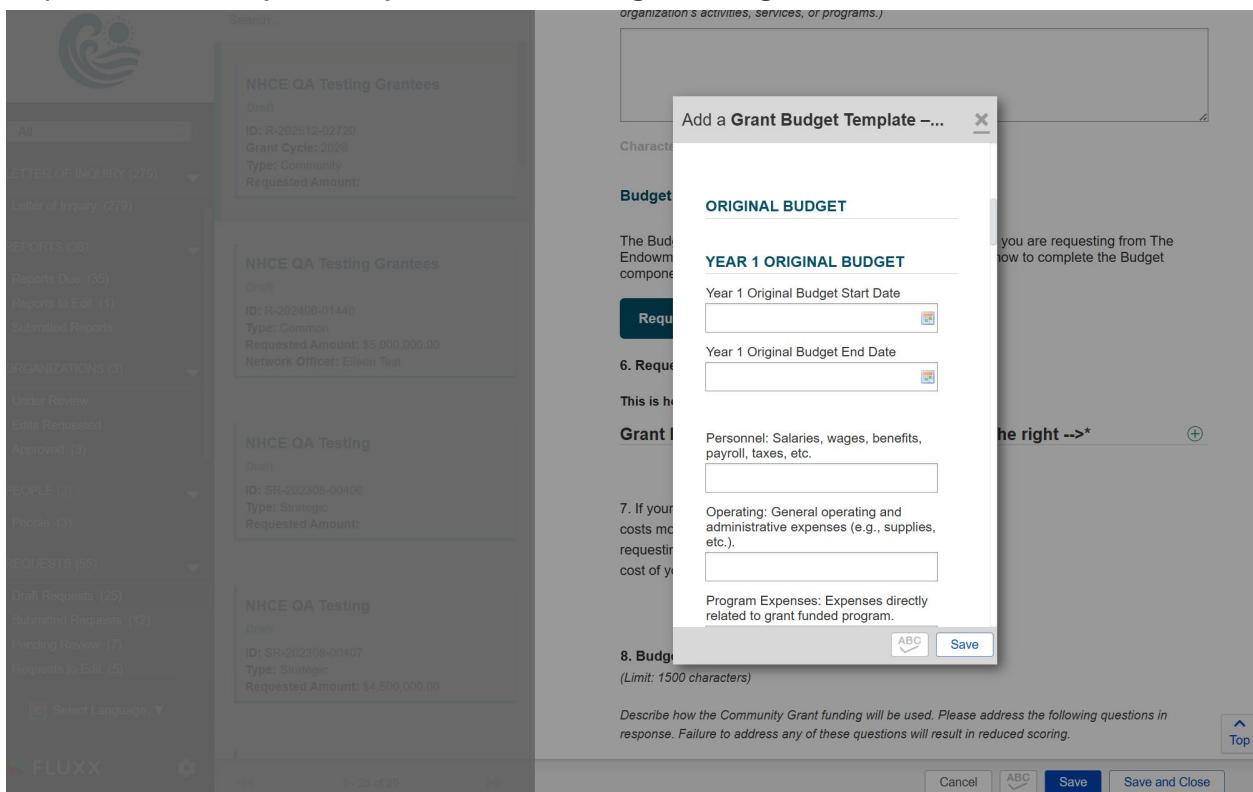
For updates, resources, and application details: [theendowment.org](http://theendowment.org)

- When you get to the Budget section, click the green plus sign to the right to fill out the budget.



The screenshot shows a list of grants on the left and a detailed view of a grant on the right. The right panel has a 'Budget Instructions' section with a 'Request Budget Instructions' button. Below it is a section for '6. Requested Budget\*' with a note about endowment funds. A red box highlights the green plus sign button in the 'Grant Budget Template' section, which is part of a larger '7. If your project funded by this grant costs more than the amount you are requesting, please tell us the total cost of your project.' section. At the bottom are 'Cancel', 'ABC', 'Save', and 'Save and Close' buttons.

- The grant budget template will pop up. Since these are Community Grants, the length of the request should only be one year under the Original Budget.



The screenshot shows the 'Add a Grant Budget Template' dialog box. It has sections for 'ORIGINAL BUDGET' and 'YEAR 1 ORIGINAL BUDGET'. It includes fields for 'Year 1 Original Budget Start Date' and 'Year 1 Original Budget End Date'. Below these are sections for 'Personnel', 'Operating', and 'Program Expenses'. A red box highlights the green plus sign button in the 'Grant Budget Template' section, which is part of a larger '7. If your project funded by this grant costs more than the amount you are requesting, please tell us the total cost of your project.' section. At the bottom are 'Cancel', 'ABC', 'Save', and 'Save and Close' buttons.

3. Begin with the start and end dates for your Year 1 Original Budget.

Search...

NHCE QA Testing Grantees  
Draft  
ID: R-202512-02720  
Grant Cycle: 2026  
Type: Community  
Requested Amount:

NHCE QA Testing Grantees  
Draft  
ID: R-202406-01440  
Type: Common  
Requested Amount: \$5,000,000.00  
Network Officer: Eileen Test

NHCE QA Testing  
Draft  
ID: SR-202308-00406  
Type: Strategic  
Requested Amount:

NHCE QA Testing  
Draft  
ID: SR-202308-00407  
Type: Strategic  
Requested Amount: \$4,500,000.00

CHARACTERISTICS

Budget

6. Request

Grant

8. Budget

ABC Save Save and Close

Organizations (3)

Reports (36)

Requests Due (35)

Reports to Edit (1)

Submitted Reports

People (3)

Requests (55)

Draft Requests (25)

Submitted Requests (12)

Pending Review (7)

Requests to Edit (5)

Select Language

FLUXX

1 - 25 of 25

Add a Grant Budget Template -...

ORIGINAL BUDGET

THE BUDGET

6. REQUEST

7. If your organization has more than one budget, please indicate which budget you are requesting funding for. This is the budget you are requesting from The National Center for Homeless Education (NHCE) to complete the Budget.

8. BUDGET

Grant

Personnel: Salaries, wages, benefits, payroll, taxes, etc.

Operating: General operating and administrative expenses (e.g., supplies, etc.).

Program Expenses: Expenses directly related to grant funded program.

8. Budget

(Limit: 1500 characters)

Describe how the Community Grant funding will be used. Please address the following questions in response. Failure to address any of these questions will result in reduced scoring.

Cancel ABC Save Save and Close

4. Then enter the amounts in the provided categories as appropriate.

Search...

NHCE QA Testing Grantees  
Draft  
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Grant Cycle: 2026  
Type: Community  
Requested Amount:

NHCE QA Testing Grantees  
Draft  
ID: R-202406-01440  
Type: Common  
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CHARACTERISTICS

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Select Language

FLUXX

1 - 25 of 25

Add a Grant Budget Template -...

ORIGINAL BUDGET

THE BUDGET

6. REQUEST

7. If your organization has more than one budget, please indicate which budget you are requesting funding for. This is the budget you are requesting from The National Center for Homeless Education (NHCE) to complete the Budget.

8. BUDGET

Grant

Personnel: Salaries, wages, benefits, payroll, taxes, etc.

Operating: General operating and administrative expenses (e.g., supplies, etc.).

Program Expenses: Expenses directly related to grant funded program.

Professional Services: Legal, accounting, contractor, etc.

Capital Expenditures: Property, vehicle, equipment, computers, etc.

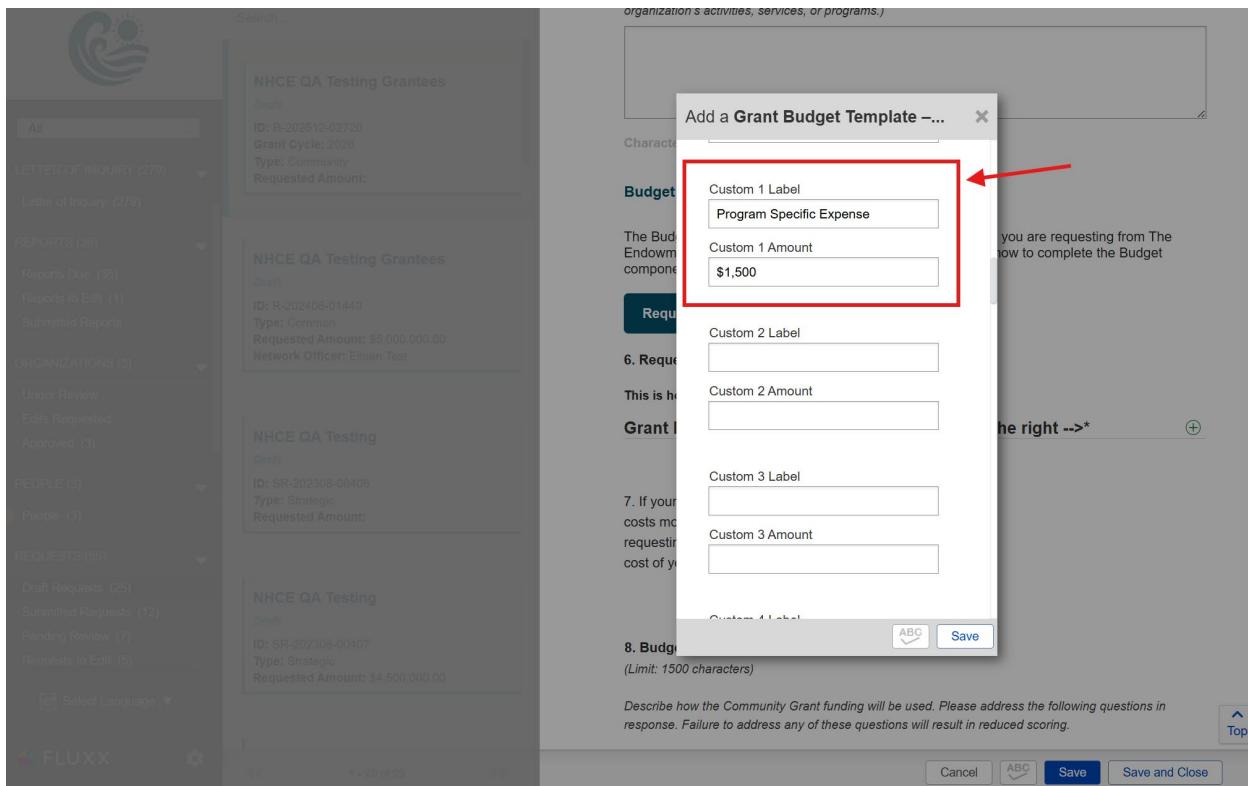
8. Budget

(Limit: 1500 characters)

Describe how the Community Grant funding will be used. Please address the following questions in response. Failure to address any of these questions will result in reduced scoring.

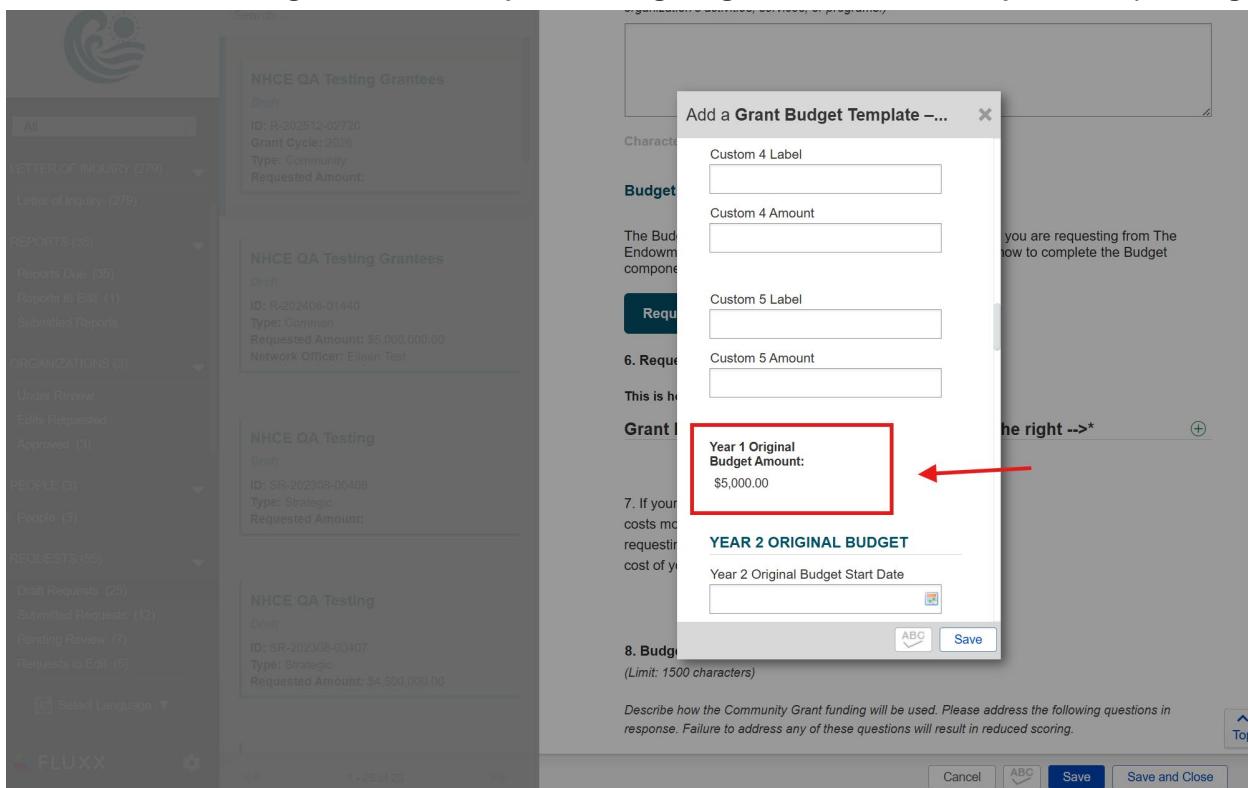
Cancel ABC Save Save and Close

5. Below the provided categories, you will see fields to enter 5 custom line items and amounts to your budget. Add these as needed for your Year 1 budget.



The screenshot shows the FLUXX software interface with a modal dialog titled "Add a Grant Budget Template". The dialog contains fields for "Custom 1 Label" (Program Specific Expense) and "Custom 1 Amount" (\$1,500). A red box highlights these fields. The background shows a list of grantee entries with details like ID, Grant Cycle, Type, and Requested Amount.

6. Once you reach the end of year 1, you'll see a total for the amounts you entered in the budget above. Use this as a guide to ensure you're budgeting for the full amount you're requesting.



The screenshot shows the FLUXX software interface with a modal dialog titled "Add a Grant Budget Template". The dialog contains fields for "Custom 4 Label" and "Custom 4 Amount", and "Custom 5 Label" and "Custom 5 Amount". Below these, a section titled "YEAR 2 ORIGINAL BUDGET" shows a field for "Year 2 Original Budget Start Date". A red box highlights the "Year 1 Original Budget Amount" field, which contains "\$5,000.00". The background shows a list of grantee entries with details like ID, Grant Cycle, Type, and Requested Amount.

7. After you've entered all the amounts into your budget for each year applicable to your application, you'll see the 'Supporting Documents' section. Add any documents you may like to include to support the budget you are requesting with your application.

8. Click 'Save' in the bottom right corner of the popup to save your budget to your application.