

Instructions for the 2025 HPAP Budget									
There are three categories of funding for which you can request funds through this RFA									
1) Financial Assistance which can take three forms:									
A) Rental assistance for up to 6 months per household									
B) Utility payments that must be made to prevent eviction or loss of housing									
C) Security and utility deposits up to 1.5 months of rent									
2) Case Management and Supportive Services									
A) This can cover staff time doing the HPAP case management work									
3) Administrative costs - limit of 5% of total grant									
A) This can cover staff time for administrative costs, like indirect program costs, time creating reports, etc.									
Other Budget Instructions									
1) Maximum amount of funding for HPAP is \$50,000									
2) Cells will turn red if there is anything incorrect in the budget									
3) Applicants do NOT have to apply for all forms of assistance. An applicant could only apply for financial assistance.									
4) All requests must be eligible, necessary, and reasonable.									
5) Please submit this budget in its original excel format along with the project narrative and attachments as a PDF.									

Budget Categories	Amount Requested
Financial Assistance	
Case Management	
Administrative Costs	
Total Request	\$0.00

Please note: If cells appear red once amounts are input, the amounts are too high and need to be adjusted to reflect the RFA limits