Budget-Work Plan Crosswalk

Tip Sheet

- Create a spreadsheet with budget line items listed down the left column and Work Plan strategies listed across the top rows.

- Use the Work Plan your college created during the grant writing and/or modification process. You should only assign budget numbers to strategies in which your college participates!

- If you don't have an individual college Work Plan, you will need to create one. Start with the consortium Work Plan (pages 27—33 of the MoManufacturingWINs Technical Proposal; and pages 32—36 of the MoSTEMWINs Technical Proposal) and pick out the Strategies and Implementation Measures that list your college as Implementers.

- Next, begin to breakdown your budget by Strategy, Year, and Budget Line Item. **This work must be done in collaboration with your program staff AND fiscal staff.**

- Round 4 Grantees will have two separate crosswalks—one for MoSTEM and one for the Cap-Breaker Data Project

Why is this process necessary and important?

- The instructions within the SGA required Work Plans to identify the costs associated with each Strategy.

- Therefore, DOL expects grantees to track funds spent per Strategy.

- Forming a cross-walk document early in the grant process will better enable you to understand the connection between your Budget and your Work Plan. It will also help the MCC/MCCA Grant Team to be able to monitor and track this information.

- This process will assist you in connecting financial expenditures to outcomes and deliverables in your Quarterly Narrative Progress Reports.

- You will be required to submit a cross-walk based on actuals at closeout.