

DAS AIF PY 2023  
AIF – Support Expense Narrative

**Program Name:**

**Lead Applicant Name:**

*In this narrative expense report, provide breakouts and narrative around all expenses articulated in the AIF-Support Expense Report.*

**A. (A-D) Staff Salaries:**

Position	FTE x Monthly Salary x Time	Benefits	Total (FTE X Salary X Time) + Benefits

***Describe the role(s) of the position(s) related to the apprenticeship:***

**E. Travel \$**

*Describe details of included travel and connection to apprenticeship.*

**F. Marketing and Outreach Cost \$**

*Describe marketing and outreach expenses not related to FTE such as paid advertising, event fees, market research or other such costs*

**G. Apprentices Support Services \$**

*Describe the specific services provided and related costs.*

DAS AIF PY 2023  
AIF – Support Expense Narrative

**H. Employer Incentives \$**

*Detail all employer incentives, how they are structured and what costs they cover.*

**I. Operating Expenses \$**

*Detail the operating expenses related to running the apprenticeship program such as rent, software, insurance, accounting, office supplies, communications, marketing and any other such costs.*

**J. Large Purchase Equipment\* \$**

*Greater than \$5,000: List name of item, cost, and quantity purchased.*

**K. Contractual services \$**

*Describe all services that you contracted out.*

**L. Other \$**

*Clearly explain these costs, which do not fit into the specific categories above.*