## Template 3: SNAP-Ed Staffing Plan

Provide the following summary by SNAP-Ed project for all paid staff in the budget. Complete a summary for each project. Provide the Full Time Equivalents (FTE), describe staff responsibilities as they relate to SNAP-Ed and note the funding amounts that will be paid by State and/or Federal funds. Add rows as needed.

### Project Name:

| Position Title  Attach statement of work listing SNAP-Ed related job duties for each position | FTEs charged to SNAP-Ed  Attach definition of FTE and basis for calculations | Percentage of SNAP-Ed Time Spent on Management/ Administrative Duties | Percentage of SNAP-Ed Time Spent on SNAP-Ed delivery.  Include all approaches described in Guidance Section 1 | SNAP-Ed Salary, Benefits, and Wages  Federal dollars only |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  |  | Total Staffing Budget: Enter total for all salary, benefits, and wages from Federal dollars here. |  |