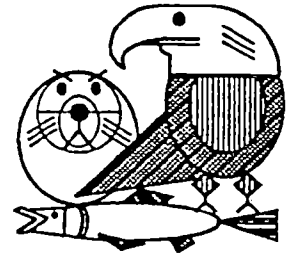


Exxon Valdez Oil Spill Trustee Council

Restoration Office

645 "G" Street, Anchorage, AK 99501

Phone: (907) 276-7178



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EXXON VALDEZ OIL SPILL
TRUSTEE COUNCIL
ADMINISTRATIVE RECORD

FY 96 Budget Instructions: Index to Excel Files

The diskette contains six files in Excel 4.0. Please review the file descriptions and select the configuration which mirrors the proposed project. **Before beginning, make a copy of the diskette to ensure that a clean set of files remains available.** A set of paper copies of the files are also attached.

- 4abform.xls Contains a set of non-trustee organization forms. This includes the 4A Detail form and the 4B budget category forms. The file should be used by non-trustee organizations.
- 1agency.xls Contains a set of trustee agency forms. This includes the 3A Detail form and the 3B budget category forms. This file should be used when **one trustee agency** is involved in a proposed project.
- 1agcy4ab.xls Contains one set of trustee agency forms and one set of non-trustee organization forms. This includes the 3A Detail form, the 3B budget category forms, the 4A Detail form, and the 4B budget category forms. This file should be used when **one trustee agency** is involved in a proposed project and **anticipates sub-contracting** the project or a portion.
- 2agency.xls Contains two sets of trustee agency forms. This includes the 2A project Detail form, the 3A Detail forms, and the 3B budget category forms. This file should be used when **two trustee agencies** are involved in a proposed project.
- 3agency.xls Contains three sets of trustee agency forms. This includes the 2A project Detail form, the 3A Detail forms, and the 3B budget category forms. This file should be used when **three trustee agencies** are involved in a proposed project.
- 4agency.xls Contains four sets of trustee agency forms. This includes the 2A project Detail form, the 3A Detail forms, and the 3B budget category forms. This file should be used when **four trustee agencies** are involved in a proposed project.
- 5agency.xls Contains five sets of trustee agency forms. This includes the 2A project Detail form, the 3A Detail forms, and the 3B budget category forms. This file should be used when **five trustee agencies** are involved in a proposed project.
- 6agency.xls Contains six sets of trustee agency forms. This includes the 2A project Detail form, the 3A Detail forms, and the 3B budget category forms. This file should be used when **six trustee agencies** are involved in a proposed project.

1996 EXXON VALDEZ TRUSTEE COUNCIL PROJECT BUDGET

October 1, 1995 - September 30, 1996

Budget Category:	Authorized FFY 1995	Proposed FFY 1996	PROPOSED FFY 1996 TRUSTEE AGENCIES TOTALS					
			ADEC	ADF&G	ADNR	USFS	DOI	NOAA
Personnel								
Travel								
Contractual								
Commodities								
Equipment								
Subtotal			LONG RANGE FUNDING REQUIREMENTS					
General Administration			Estimated FFY 1997	Estimated FFY 1998	Estimated FFY 1999	Estimated FFY 2000	Estimated FFY 2001	Estimated FFY 2002
Project Total								
Full-time Equivalents (FTE)								
Dollar amounts are shown in thousands of dollars.								
Other Resources								
Comments:								

1996

Project Number:
Project Title:
Lead Agency:

FORM 2A
PROJECT
DETAIL

Prepared:

1996 EXXON VALDEZ TRUSTEE COUNCIL PROJECT BUDGET

October 1, 1995 - September 30, 1996

Budget Category:	Authorized FFY 1995	Proposed FFY 1996						
Personnel								
Travel								
Contractual								
Commodities								
Equipment								
Subtotal			LONG RANGE FUNDING REQUIREMENTS					
General Administration			Estimated FFY 1997	Estimated FFY 1998	Estimated FFY 1999	Estimated FFY 2000	Estimated FFY 2001	Estimated FFY 2002
Project Total								
Full-time Equivalents (FTE)								
Dollar amounts are shown in thousands of dollars.								
Other Resources								
Comments:								

1996

Prepared:

Project Number:
Project Title:
Agency:

FORM 3A
AGENCY
PROJECT
DETAIL

October 1, 1995 - September 30, 1996

1996

Project Number:	
Project Title:	
Agency:	

FORM 3B
Personnel
& Travel
DETAIL

1996 EXXON VALDEZ TRUSTEE COUNCIL PROJECT BUDGET

October 1, 1995 - September 30, 1996

Contractual Costs:		Proposed FFY 1996
Description		
When a non-trustee organization is used, the form 4A is required.		
Contractual Total		
Commodities Costs:		Proposed FFY 1996
Description		
Commodities Total		

1996

Project Number:

Project Title:

Agency:

FORM 3B
Contractual &
Commodities
DETAIL

1996 EXXON VALDEZ TRUSTEE COUNCIL PROJECT BUDGET

October 1, 1995 - September 30, 1996

New Equipment Purchases:		Number of Units	Unit Price	Proposed FFY 1996
Description				
Those purchases associated with replacement equipment should be indicated by placement of an R.		New Equipment Total		
Existing Equipment Usage:		Number of Units	Inventory Agency	
Description				

1996

Project Number:
Project Title:
Agency:

FORM 3B
Equipment
DETAIL

1996 EXXON VALDEZ TRUSTEE COUNCIL PROJECT BUDGET

October 1, 1995 - September 30, 1996

Budget Category:	Authorized FFY 1995	Proposed FFY 1996						
Personnel								
Travel								
Contractual								
Commodities								
Equipment								
Subtotal			LONG RANGE FUNDING REQUIREMENTS					
Indirect			Estimated FFY 1997	Estimated FFY 1998	Estimated FFY 1999	Estimated FFY 2000	Estimated FFY 2001	Estimated FFY 2002
Project Total								
Full-time Equivalents (FTE)								
Dollar amounts are shown in thousands of dollars.								
Other Resources								
Comments:								

1996

Prepared:

Project Number:

Project Title:

Name:

FORM 4A
Non-Trustee
DETAIL

1996 EXXON VALDEZ TRUSTEE COUNCIL PROJECT BUDGET

October 1, 1995 - September 30, 1996

Personnel Costs:				Months Budgeted	Monthly Costs	Overtime	Proposed FFY 1996
	Name	Position Description					
Subtotal				0.0	0	0	
Personnel Total							
Travel Costs:			Ticket Price	Round Trips	Total Days	Daily Per Diem	Proposed FFY 1996
	Description						
Travel Total							

1996

Project Number:
Project Title:
Name:

FORM 4B
Personnel
& Travel
DETAIL

1996 EXXON VALDEZ TRUSTEE COUNCIL PROJECT BUDGET

October 1, 1995 - September 30, 1996

Contractual Costs:		Proposed FFY 1996
Description		
Contractual Total		
Commodities Costs:		Proposed FFY 1996
Description		
Commodities Total		

1996

Project Number:
Project Title:
Name:

FORM 4B
Contractual &
Commodities
DETAIL

October 1, 1995 - September 30, 1996

<p>1996</p>	<p>Project Number: Project Title: Name:</p>	<p>FORM 4B Equipment DETAIL</p>
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1996

Project Number:
Project Title:
Name:

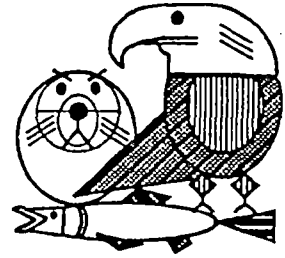
FORM 4B
Equipment
DETAIL

Exxon Valdez Oil Spill Trustee Council

Restoration Office

645 "G" Street, Anchorage, AK 99501

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March 1995

FY 96 Budget Instructions for Non-Trustee Organizations

The attached diskette a file with budget forms in Excel 4.0. For instructions about how to fill out the forms, please see Appendix B. Before beginning, please make a copy of the diskette to ensure that a clean set of files remains available. Paper copies of the files are also attached.

1996 EXXON VALDEZ TRUSTEE COUNCIL PROJECT BUDGET

October 1, 1995 - September 30, 1996

Budget Category:	Authorized FFY 1995	Proposed FFY 1996						
Personnel								
Travel								
Contractual								
Commodities								
Equipment								
Subtotal			LONG RANGE FUNDING REQUIREMENTS					
Indirect			Estimated FFY 1997	Estimated FFY 1998	Estimated FFY 1999	Estimated FFY 2000	Estimated FFY 2001	Estimate FFY 2002
Project Total								
Full-time Equivalents (FTE)								
Dollar amounts are shown in thousands of dollars.								
Other Resources								
Comments:								

1996

Prepared:

Project Number:

Project Title:

Name:

FORM 4A
Non-Trustee
DETAIL

October 1, 1995 - September 30, 1996

1996

FORM 4B
Personnel
& Travel
DETAIL

1996 EXXON VALDEZ TRUSTEE COUNCIL PROJECT BUDGET

October 1, 1995 - September 30, 1996

Contractual Costs:		Proposed FFY 1996
Description		
Contractual Total		
Commodities Costs:		Proposed FFY 1996
Description		
Commodities Total		

1996

Project Number:
Project Title:
Name:

FORM 4B
Contractual &
Commodities
DETAIL

1996 EXXON VALDEZ TRUSTEE COUNCIL PROJECT BUDGET

October 1, 1995 - September 30, 1996

New Equipment Purchases:		Number of Units	Unit Price	Proposed FFY 1996
Description				
Those purchases associated with replacement equipment should be indicated by placement of an R.		New Equipment Total		
Existing Equipment Usage:		Number of Units		
Description				

1996

Project Number:
Project Title:
Name:

FORM 4B
Equipment
DETAIL