



Application Terms Explained

Hourly Billing Rate: Training cost divided by Training hours

Training Hours: Number of hours to complete the training, not the number of hours per trainee

Facility Cost: Any cost associated with renting a facility

Equipment Cost: Equipment purchased solely for training purposes and will ONLY be used for training purposes

Administrative Cost: Third-party costs associated with completing the grant process. OSD will not cover more than 10% of these fees

Materials Cost: The cost of any books, handouts, certifications, or other materials needed for the training

Other Cost: Any necessary cost that does not fit under the scope of the other categories of costs