**Once logged into the** [**Grants Management System**](https://sddoe.mtwgms.org/SDDOEGMSWeb/logon.aspx)**, the Budget Detail tab will look like this:**

**Use the table below to gather and prepare the necessary information to enable quick and easy entry into the GMS Perkins Budget Application. Look up the Activity Codes, Object Codes and Use of Funds list** [**here**](https://doe.sd.gov/cte/documents/QuickGuide-Perkins.pdf)**.**

**Follow the ‘How to Write a Perkins Justification’ expectations found** [**here**](https://doe.sd.gov/cte/documents/Perkins-Justification.pdf)**.**

**The first line is an example. Feel free to add lines as needed. This document will NOT be uploaded into the GMS or submitted in any way to DCTE.**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Activity Code | Object Code | Career Cluster | Expenditure Description  (District) Item Name | Justification  (Use of Funds Standards Brief Explanation/Clarifications)  Ordering Information/Details | Perkins Funds | Who is requesting the item? (name and email/phone) | Purchasing Notes |
| 1130 | **470** | Ag, Food & Natural Resources | **(EXAMPLE: Belle Fourche)** OPCOM Farm GrowWall Hydroponics System. Found [here](https://www.enasco.com/p/OPCOM-Farm-GrowWall-Hydroponics-System%2BZ50812) | **C,D ADPS 2.1, ADPS 2.4, ADPS 2.5**  The hydroponics grow wall will allow students to learn hydroponic agricultural production including management of the growing environment. No consumables will be purchased such as nutrients or ph adjusters. Multiple science standards and concepts will be imbedded into the learning experience as well.  WEB LINK TO ITEM | $950.00 | Jane Doe jane.doe@k12.sd.us |  |
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