**Discussion Guide**

**Budgeting**

**Purpose**

This discussion guide is intended to offer you a tool to talk with your peers or team as you consider the strategies outlined in the Budgeting module of the on-demand learning series and what it means to your work as a leader in chronic disease prevention and health promotion.

**Discussion Questions**

### What does “no margin, no mission” mean for us? In other words, how important is budgeting in the grant writing process and maintaining our budgets as we move through a program?

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### How does everyone on our team feel about budgeting?

### Are there things we could do increase our confidence as a team?

### Are there opportunities for us to use more best practices in budgeting?

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1. What are some of the tools we have available to us?

* If we have tools, do we keep them somewhere everyone can use them?
* If we do not have any, could we create some standard tools or training for our team?
* Are there some ways we can make generating cost estimates easier for ourselves?

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1. Do we write for whatever grants are out there, or do we define our needs first and then only write grants and budgets that meet our needs?

* Are we satisfied with this choice?
* Is there anything we can do to change this, if we want to change it?

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1. Do we have sufficient expertise in budgeting for federal grants and budgeting for private grants or state funds?

* Are there other experts in our agency?
* Other resources available to us?

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1. When we sit down to actually create budgets, do we have enough people involved, and a process for review? What is that process?

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1. What can we learn from past budgeting experiences that will benefit us in the future?

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**Opportunity for Additional Technical Assistance**

### If you would like technical assistance from NACDD in thinking through this discussion guide and your experience with the Budgeting module in the on-demand learning series please complete the below form and email this document to [phlp@chronicdisease.org](mailto:phlp@chronicdisease.org).

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| Name |  |
| Title |  |
| State |  |
| Phone |  |
| E-Mail Address |  |