**NSF Sample Budget Justification**

**A. Senior Personnel:**

*1. Principal Investigator* *(PI)* - One month of the PI’s summer salary is requested for each year of the proposal. PI will be directly involved in the training of students in the operation of the [process or equipment] and in the analysis of data. PI is responsible for the overall project. Salary rate is based on PI’s current appointed academic year salary rate.

**B. Other Personnel:**

*1. Graduate Research Assistant* - Stipend for academic year and summer: a full year stipend support is requested for a new PhD level student, who will be conducting research in PI’s lab. The graduate student will be the person involved in the preparation of [type of analysis] and will be using these determinations as part of [this project, their thesis research, etc.].

Salary/Stipend Increases – a 3% salary increase is applied annually after Year 1 for the faculty and the graduate student.

**C. Fringe Benefits:**

Fringe benefits are calculated at 36.27% for faculty and other research staff during academic year (34.86% fringe benefits, plus, 1.41% payroll tax) and 1.41% payroll tax only is charged during summer months (for faculty and the students).

**D. Equipment:**

*(List equipment individually and note the year of purchase. Use this budget category only if single item equipment is over $5,000, which is capitalized and exempt from F&A costs. Provide quotes from established vendors, for “big-ticket” items.)*

**E. Travel:**

Funds are requested for travel [to/from X to Y city for a conference, etc.] each year. 3% increase is applied annually after Year 1.

*(Per each trip travel costs should provide sufficient detail for airfare, “per-diem”, transportation costs, etc.)*

**F. Participant Support Costs:**

*(Use this budget category only if applicable & allowable. Must provide details for stipend rates, travel, subsistence and other costs.)*

**G. Other Direct Costs:**

*1. Materials and Supplies -* Funds are to be used for materials for the [laboratory or project] including: *(list supplies).*

*2. Publication Costs –*

*3. Consultant Services –* *(Explain role of consultant(s). Provide rate of pay; hourly and/or daily x # of days/hours. Describe the basis for this rate, e.g., is this rate a customary rate for your consultant?)*

4. Computer Services –

5. Other – *(e.g., estimates for sequence sampling costs, etc.)*

*6. Subawards – (List any subcontracting institutions here. Many sponsors require a separate budget, budget justification and scope of work for each institution.)*

*7. Tuition & Fees -*  Funds are requested to cover tuition & fees of the graduate research assistant involved in the project. Tuition costs are based on the established rates and increased by 5% each year.

**H. Total Direct Costs:**

*(Enter Total Direct Costs for the entire project. All years should be included.)*

**I. Indirect Costs:**

Indirect costs are calculated at University’s federally negotiated rate of 59% for the period of July 1, 2018 – June 30, 2020 of Modified Total Direct Costs (MTDC), per agreement with DHHS. F&A costs exclude equipment >$5,000, tuition & fees and subawards >$25,000.