

## BUDGET JUSTIFICATION

Proposal: "Title"; Principal Investigator's name

### A. SALARIES

**Senior Personnel:** List each individual supported in the proposed budget by name & title. Provide the amount of effort (% effort or portion of year) to be expended by each person, the appointment length (i.e. 9 or 12 months), in addition to the portion of the project objectives that the individual will be responsible for. All effort for senior personnel must be based on current salaries.

PI: Dr. X (a 9-month academic year employee) will provide scientific direction and supervision for the project [including...]. # summer months are requested for each of the three project years. The monthly rate is calculated as 1/9<sup>th</sup> of the PI's annual salary. A % increase is included in project years 2 and 3.

Co-PI: A Co-PI, Dr. Y (a 12-month calendar year employee) will be responsible for [...]. month or % effort is requested for project year 1; months or % effort requested in each of project years 2 and 3. A % increase is included in project years 2 and 3.

#### **Other Personnel:**

Postdoctoral Research Associate: A postdoctoral research associate is budgeted annually. months or % effort is requested each project year. He/she will be responsible for [...]. A % increase is included in project years 2 and 3.

Graduate Research Assistants: One master's level graduate research assistant is budgeted annually. He/she will be paid \$1,056/month for 12 months and will be responsible for [...].

One Ph.D. level graduate research assistant is budgeted annually. He/she will be paid \$1,667/month for 12 months and will be responsible for [...].

Graduate Students: One graduate student is budgeted annually. This student will work hours/week for weeks at a rate of \$ per hour each year of the project. The student will be responsible for [...].

Undergraduate Students: Two undergraduate students are budgeted annually. Each student will work hours/week for weeks at a rate of \$ per hour each year of the project. They will be responsible for [...].

### B. FRINGE BENEFITS

For current and projected fringe rates see <http://vpresearch.louisiana.edu/investigator-toolkit/rates-institutional-information#fringe>.

Fringe benefits are calculated at a rate of % for all senior personnel, research associate, and post-doc. A 2% increase has been included in project years 2 and 3.

Fringe benefits are calculated at a rate of 7.65% for all graduate research assistants and undergraduate students during the summer months.

C. **EQUIPMENT** (Unit cost of \$5,000 or greater & life expectancy of 1 year or longer)

List the item and the estimated unit cost for each item to be purchased. State why the equipment is needed (i.e. how it will help achieve the objectives of the project). Specify the basis for the cost estimates (i.e. Cost estimates are based on vendor quotes or catalog prices, or on past experience of purchases of similar or like items). Components for a piece of Fabricated Equipment (i.e. cumulative cost is \$5,000 or greater, with a life expectancy of 1 year or longer) should be listed in the equipment line and annotated as fabricated equipment components.

D. **TRAVEL**

For federal applications, typically the estimated number of trips, purpose of trip, number of days per trip, destination, number of travelers, and estimated costs including lodging, per diem, and transportation are required to be detailed. Costs shall be separately listed for Domestic and Foreign travel. See latest State of Louisiana Travel Guide here <http://www.doa.la.gov/Pages/osp/travel/travelpolicy.aspx>.

Domestic Travel: The PI, post-doc, and one graduate research assistant will attend the [redacted] Conference in project years 2 and 3 to present results. Meeting cities are not yet set. Airfare is estimated at \$ [redacted] /person per trip. Lodging and per diem are estimated at \$ [redacted] a day per person for [redacted] days. Registration fees for the graduate research assistant are \$ [redacted]. Figures are based on current travel rates for the State of Louisiana.

E. **PARTICIPANT SUPPORT COSTS**

This category refers to the costs of stipends, tuition, transportation, per diem, and any other costs associated with participants or trainees participating in conferences, meetings, and other professional development activities. This cost category is unique in three ways: (a) indirect costs are not applied to this category; (b) these costs cannot be for employees of UL Lafayette; and (c) these costs cannot be used for other budget categories.

[redacted] participants will [...]. Each participant will receive a stipend of \$ [redacted] per [redacted]. Travel is estimated at \$ [redacted] per participant. Subsistence costs are estimated at \$ [redacted] per participant.

F. **SUBAWARDS/SUBCONTRACTS**

Provide a brief justification for the subcontractor(s). Attach a budget and budget explanation prepared by the subcontractor.

[redacted] University will [...]. \$ [redacted] is budgeted for [list budgeted categories]. A separate budget and budget justification are included.

G. **OTHER DIRECT COSTS**

1. **Materials and Supplies**

Itemize materials and supplies estimates by nature of expense; and specify the basis for the cost estimates (i.e. Cost estimates are based on vendor quotes or catalog prices; past experience of purchases of similar or like items; etc.)

The budget includes \$ [redacted] in year 1 for the purchase of [supplies]. These supplies will be used for [...]. [Detail costs for each year].

**3. Publication Costs/Documentation/Dissemination**

*Explain the nature of the proposed cost; and specify the basis for the cost estimates.*

Funds are requested for page charges to disseminate results. These costs are estimated based on previous experience of the PI.

**2. Consultants or Contracted Services**

*Provide the name, compensation rate, and number of hours or days of service required. Consultant documentation should include a signed letter from the consultant confirming his/her agreement to perform the labor proposed in the budget, at the compensation rate listed, and a basis for the rate of compensation. Note that if consultant travel is budgeted, it is required that State rates be used.*

Mr. B. of Business Company will consult with project personnel throughout the project period. In each year of the project, he will travel to the university [redacted] times per year to [redacted]. Travel costs include \$ [redacted] for lodging, per diem and airfare. Mr. B's compensation rate is \$ [redacted]/day for a total of [redacted] days per year.

**4. Graduate Assistant Tuition**

*Estimates for Tuition and Fees are based upon the rates published here <http://vpresearch.louisiana.edu/investigator-toolkit/rates-institutional-information#tuition>. An inflation factor of 10% should be used for future years of tuition.*

Tuition is requested for two semesters for the graduate research assistants each project year. In year 1, tuition is budgeted at \$ [redacted] per semester. A 10% increase is budgeted in project years 2 and 3.

**5. Other**

*Describe miscellaneous charges needed in order to complete the objectives of the project. This may include vendors, services, or rentals needed for the project.*

**H. INDIRECT COSTS**

*For current indirect costs rates see <http://vpresearch.louisiana.edu/investigator-toolkit/rates-institutional-information#indirect>.*

Indirect costs are calculated at the University's federally negotiated rate of [redacted]% modified total direct costs (MTDC). In this proposal, MTDC includes all direct costs except equipment, participant support costs, any portion of a subaward over the first \$25,000, and tuition.