**Budget Justification**

(Insert Name of Institution)

**Project title**:

1. **Senior/key person**:

An annual inflation rate of 3% is included for all salary and 2% for benefits.

REQUESTED FUNDS: $XX,XXX

co-PI: The equivalent of X months salary and OPE is requested for the PI; the initial fringe benefit rate is calculated at XX%. Responsibilities include …

Add additional key personnel as needed

1. **Other personnel**:

An annual inflation rate of 3% is included for all salary and 2% for benefits.

REQUESTED FUNDS: $ XX,XXX

Funds are requested to support a full-time (1.0 FTE) (edit as needed – faculty research assistant/technition/etc.); fringe benefit rate is calculated at XX%. Responsibilities include …

Add additional personnel as needed

1. **Equipment**: (only necessary for equipment over $5K)

REQUESTED FUNDS: $ XX,XXX

None requested

1. **Travel**:

REQUESTED FUNDS: $ XX,XXX

Support is requested for travel ($X,000 per year for 4 years) for the PI to attend ...

1. **Participant/Trainee Support Costs**:

None requested

1. **Other Direct Costs:**

***Materials and supplies***:

REQUESTED FUNDS: $ XX,XXX

We request funds each year to procure materials and supplies for conducting the field and lab experiments such as hemocytometers, lab reagents, Bradford assay kits, microscope slides, Testors paints, bee tags, licenses for scientific software etc. (Yr1: $20,000; Yr2: $20,000; Yr3: $15,000; Yr4: $5,000)

***Publication costs:***

REQUESTED FUNDS: $ XX,XXX

We request funds to support the costs of publications including manuscripts submitted to XXX or other open access peer reviewed journals. (Yr1: $X,000; Yr2: $X,000; Yr3: $X,000; Yr4: $X,000)

***Consultant Services:***

REQUESTED FUNDS: $ XX,XXX

We request $X,XXX per year to support consulting services from …. This individual is a highly knowledgeable ….

***ADP/Computer Services:***

REQUESTED FUNDS: $ XX,XXX

***Equipment or Facility Rental/User Fees:***

REQUESTED FUNDS: $ XX,XXX

***Alterations and Renovations:***

REQUESTED FUNDS: $ XX,XXX

***Other (please specify)***:

REQUESTED FUNDS: $ XX,XXX

1. **Total Direct Costs**:

REQUESTED FUNDS: $ XX,XXX

1. **Total Indirect Cost**:

REQUESTED FUNDS: $ XX,XXX

Indirect cost for the Federal budget is calculated at a rate of 42.857% based on total direct costs.