

Budget Building Blocks for Investigators



**NIH Regional Seminar on Program Funding
& Grants Administration
San Diego, CA**

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Budget Basics



- ❖ **Getting Started**
- ❖ **Types of Budgets**
- ❖ **Budget Components**
- ❖ **Preparing Budgets**
- ❖ **Other Considerations**
- ❖ **Award Policy Issues**



Getting Started



Planning A Research Project

Project Title: *quick summary*

Principal Investigator(s) and Key Personnel: *defines role, commitment*

Overall goal: *resolve an important issue in a timely manner*

Specific goal: *best stated as a hypothesis (a boastful claim, substantiated by data)*

Impact: *2-3 sentences, define success, outline innovation and significance*

RESEARCH Responsibilities, Costs, Milestones and Timeline

	Overseer	Cost	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8
1. Validate the ... (<i>THIS AIM MUST WORK—i.e. no/low risk here!</i>)										
1a. Compare... confirm...										
1b. Optimize the dose/time course...										
2. Elucidate the mechanism... (<i>May omit for high risk (e.g. R21) grants.</i>)										
2a.										
2b.						*				
2c.										
3. Assess the biocompatibility of ... in a ... (<i>Transition to next grant</i>)										

* High-risk element. Propose and discuss alternatives. Decision point.

Tips for Getting Started

- **Know your limits!**
 - FOAs may have **caps** and/or exclusions
 - Some expenses are “**unallowable**” (e.g. lobbying, entertainment)
- **Identify what is necessary and reasonable**
 - Request for lots of new **equipment** suggests an insufficient environment to do the work
 - Research grants are NOT training programs, but federal assistance to achieve a scientific goal. Assign **personnel** wisely!
- **Direct costs:** directly attributable to the project and allowable
 - salaries w/ fringe benefits, student fees/tuition, consultants, equipment, supplies, travel, publication, shared facility fees...
- **Indirect costs:** “overhead” shared by all cost centers
 - Specific rate is negotiated by the institution with the government

NIH Grant Application Budget Basics:

http://grants.nih.gov/grants/developing_budget.htm

Types of Budgets



Detailed and Modular Budgets

- **Detailed [Categorical or Itemized]**

- ❖ Fellowship Applications [F]: tuition & fees
- ❖ Career Development Awards [K]: salary, materials & supplies
- ❖ Institutional Training Grants [T]
- ❖ SBIR/STTR
- ❖ Research Project Grants*
- ❖ Multi-Project/Consortium*

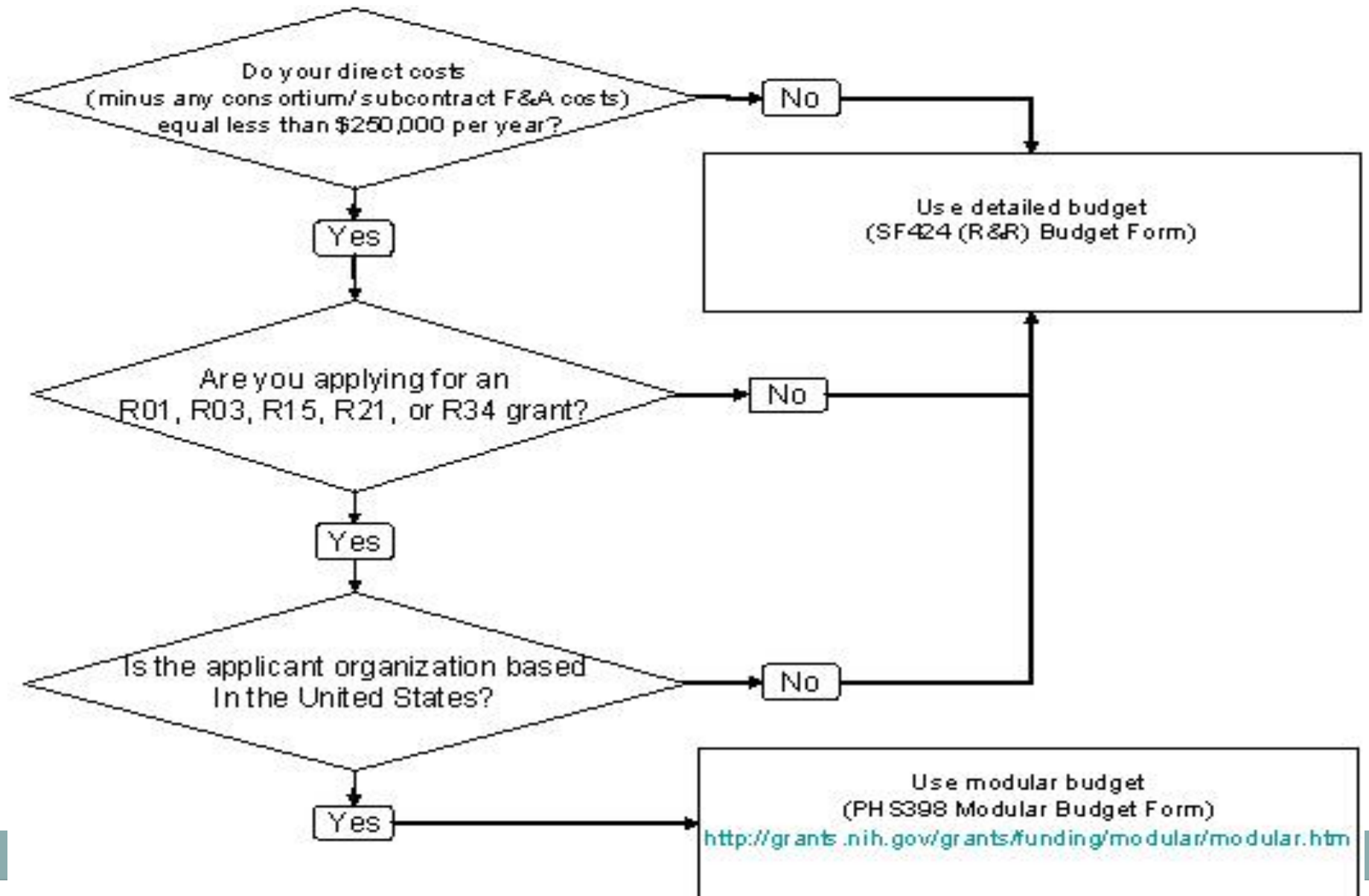
- **Modular**

- ❖ Research Project Grants*

Modular Budgets

- **Grant applications with annual direct costs \leq \$250,000 use Modular Budgets**
 - Applicable for R01, R03, R15, R21 and R34 applications
- **Built on modules of \$25,000:** no future year escalations
- **No categorical budget*** [unless asked]
 - at time of application
 - at time of award
- **No difference in allowable costs**
- **No difference in post-award financial management requirements**
- *PHS SF424 Research & Related Budget: 5.4 Modular Budget Component forms*

Modular Budget Flow Chart



Modular Budgets (continued)

- **List all personnel at Applicant Organization**
- **List all personnel associated with Consortia/Contractual arrangements**
- **NIH may request detailed budget to address specific issues**

Additional information on modular budgets:

[HTTP://GRANTS.NIH.GOV/GRANTS/FUNDING/MODULAR/MODULAR.HTM](http://grants.nih.gov/grants/funding/modular/modular.htm)

Components



Application Guide

❖ PHS SF424 Research & Related Budget

<http://grants.nih.gov/grants/funding/424/index.htm#inst>

- 4.7 R&R Budget Component

✦ 4.7.1 Section A and B

- Senior/Key Persons; Other Personnel

✦ 4.7.2 Sections C through E

- Equipment; Travel; Participant/Trainee Support costs

✦ 4.7.3 Sections F through K

- Other Direct Costs; Total Direct; Indirect Costs
- Justification

✦ 4.7.4 Cumulative Budget

Sections A & B: Personnel

EFFORT: Person-Months

- ❖ **Amount of time (effort) on project by PI.**
 - Calendar vs. Academic/Summer months
- ❖ **The number, qualifications and amount of time needed for other personnel**
 - Co-investigators
 - Technicians
 - Postdoctoral Fellows
 - Undergraduate & Graduate Students

Calculating “person months”:

https://grants.nih.gov/grants/policy/person_months_faqs.htm

Sections A & B: Personnel

SALARY REQUESTS

❖ **Percent SALARY \leq Percent EFFORT**

❖ **Example:**

- ❖ You devote 9 person-months [75%] effort
- ❖ You can request between 0% to 75% of your salary*

** up to legislated salary cap*

Salary Cap

- ❖ **Salary Limitation** (Section 203) is one of the congressional mandates in the NIH Appropriation
- ❖ Restricts the amount of **direct salary** that can be paid with federal funds under a grant or contract to Executive Level II of the Federal Executive Pay Scale (\$183,300)
- ❖ *However*, the participants **actual base** salary (even if exceeding the cap) should be used on the budget page.
 - Helps NIH know the current pay scales and justify increases
 - Grants Specialist will adjust to meet the cap at the time of award

<http://grants.nih.gov/grants/guide/notice-files/NOT-OD-15-049.html>

Personnel (continued)

- ❖ No magic numbers regarding the qualifications and/or number of individuals needed for each aim.
- ❖ Be realistic about what each individual can accomplish and the time necessary for the work.
- ❖ Explain any fluctuations in effort levels and/or staffing levels in out years (in the budget justification).

Section C: Is Equipment Needed?

- ❖ Additional expensive equipment (defined as > \$5000) can be requested.
- ❖ **Equipment should be project specific – be sure to include a written justification.**
- ❖ Most equipment is requested during the first year of the grant.
- ❖ **If using a modular budget format, extra module(s) may be requested to cover equipment.**

Section D: Travel funds



- ❖ **Amount is usually small:**

- \$1,000 - 2,000 per scientific meeting per individual per year

- ❖ **Generally supports travel for presenting the results of the effort**

- 1 - 2 meetings per year

- 2 - 3 personnel

Section E: Participant/Trainee Support Costs



❖ **Unless stated in the FOA, this section should be left blank for NIH applications**

- Include tuition remission under Section F: Other Direct Costs

Section F: Other Direct Costs

- ❖ **Estimate the materials and supplies needed for the personnel involved.**

- *Usually* ~\$12,000–15,000/year per FTE
- Animal intensive studies, studies involving human subjects, or extensive bioinformatics, nanofabrication/foundry expenses tend to be more costly.
- *In silico* or *in vitro* studies tend to be less costly for supplies.

- ❖ **Publication costs**

- ❖ **Equipment maintenance**

- ❖ **Consortium/subcontracts**

- ❖ **Tuition remission**

- ❖ **Shared facility fees**

Budget Justification



- **Reviewers and Administrators use this to determine if scope of work matches the request**
- **Explain the specific responsibilities for each team member**
- **Justify unusual/large expenses**
- **Show the value of subcontracts/consortia**
 - *Provide a separate budget request and justification for any subcontract/consortium*

How is the Budget used by Reviewers and Program Officials?



- ❖ Budget is not used to assess scientific merit
- ❖ Budget is discussed/reviewed after the scientific merit is assessed and application is scored
- ❖ *But* ... reveals the applicant's understanding of what it takes to accomplish the proposed research

Budget Preparation



R01 Modular Budget

1. Start with an itemized budget (R&R budget component 4.7.1)
2. Create out-year budgets
3. Divide **total budget for all years** by **number of years**
4. Request same number of modules each year*
5. Consortia total costs are calculated separately and may be rounded to nearest \$1,000

* *exception for equipment*

Add it all Up – Year 1

	Cal Mon	Req. Salary	Fringe Benefits Req.	Funds
A. Senior/Key Person				
PI	2	15,333	4,293	19,626
co-investigator	1	0	0	0
B. Other Personnel				
Postdoc Assoc	12	38,976	10,913	49,889
Grad Student	12	20,772	5,454	26,226
Grad Student	12	20,772	5,454	26,226
C. Equipment – Microscope				19,000
D. Travel - (2 meetings)				4,000
E. Participant/Trainee				usually left blank
F. Other Direct Costs				
Materials/Supplies				25,533
Publication Costs				1,500
Subaward/Consortium/Contractual costs				none
Tuition Remission				7,000
G. Total Direct Costs				179,000

Add it all up

- ❖ Calculate the direct costs for the first year.
 - **(in the example, Year 1 budget = \$179,000)**
- ❖ Calculate the direct costs for subsequent years taking into account salary increases and changes in funds requested for equipment.
 - **Year 2 = \$164,800**
 - **Year 3 = \$169,744**
 - **Year 4 = \$174,836**
 - **Year 5 = \$180,081**

Determining the Need for a Modular Budget?

- ❖ Calculate the total direct costs for all years
 - **Total direct costs for 5 years = \$868,461**
- ❖ Divide total by the number of years requested
 - **Average direct costs = \$173,692/yr**
- ❖ **Investigator-initiated ROIs up to \$250,000/yr must use modular format***
 - ❖ *Except applications from foreign (non-U.S.) institutions*

Converting Average Direct Costs to the Modular Format

- ❖ Round up to the next module (number divisible by \$25,000)
 - **In the example, \$173,692/yr rounds up to \$175,000/yr**
- ❖ No yearly increases for inflation
- ❖ First year may include additional modules for one-time expenses like equipment
 - **In the example, add one additional module to year 1 = \$200,000**

R01 Budget with Consortium Costs

- ❖ Prepare an itemized budget for the parent award
- ❖ Prepare an itemized budget for consortium/subcontract costs, including:
 - Personnel
 - salary and benefits
 - Travel
 - professional or investigator meeting
 - Other Direct Costs
 - Materials and Supplies

Total Direct Costs = \$38,300

Total Consortium Costs

❖ Consortium Direct Costs = \$38,300

❖ Consortium F&A

- consortium institution (at 50%) = \$19,150

Consortium Total Costs = \$57,450

*Remember you may round to the nearest \$1,000

Add it all up

BUDGET - R01 with Consortium

	<u>Base</u>	<u>Cal.</u>	<u>Requested</u>	<u>Fringe</u>	<u>Funds</u>
	<u>Salary</u>	<u>Month</u>	<u>Salary</u>	<u>Benefits</u>	<u>Requested</u>
A Senior/Key Person					
PI	92,000	2	15,333	4,293	19,626
Assistant Res. Sci.	58,000	6	29,000	8,120	37,120
B Other Personnel					
Post Doctoral Associates		12	38,976	10,913	49,889
Graduate Students		12	20,772	5,816	26,588
C Equipment					
microscope					19,000
D Travel					
Travel to 3 meetings					6,000
E Participant/Trainee Support Costs					usually left blank
F Other Direct Costs					
Materials and Supplies					32,000
Publication Costs					1,500
Subawards/Consortium/Contractual Costs					57,450
tuition remission					7,000
G Total Direct Costs					256,174

Should you request
a modular budget?

R01 Grant with Consortium Budget

**Submit as a modular budget
when requesting Direct Costs at or
below \$250,000 per year...**

... excluding Consortium F&A costs.

Modular Grant with Consortium Budget

In the example,

Year 1 – Itemized Total DC = \$256,124

minus Consortium F&A = \$ 19,150

Year 1 – Itemized DC excluding F&A = \$236,974

Year 2 – Itemized DC excluding F&A = \$224,513

Year 3 – Itemized DC excluding F&A = \$231,249

Year 4 – Itemized DC excluding F&A = \$238,186

Year 5 – Itemized DC excluding F&A = \$245,332

**Average Direct Cost per yr (less consortia F&A) =
\$235,251**

Round up to the next module = \$250,000

Record Modular Budget with Consortium: PHS 398 Modular Budget, Period 1

A. Direct Costs	Funds Requested (\$)
*Direct Cost less Consortium F&A	\$250,000
Consortium F&A	\$19,150
*Total Direct Costs	\$269,150

The total direct costs requested are allowed to exceed the modular maximum (\$250,000) by the amount of F&A associated with the subcontract.

R01 Budget Reminders

- ❖ All budget requests to NIH for R01 applications use:
 - the **modular format** when requesting direct costs of \$250,000 or less each year
 - the **non-modular format** when requesting direct costs greater than \$250,000 in any year or if the application is submitted from a foreign institution
- ❖ When including collaborators at different institutions
 - Consortium F&A costs are not factored into the modular direct cost limit

More Money?

- ❖ **Applications requesting \geq \$500,000 DC** in any single year – applicant **must** seek permission to submit from Institute staff at least 6 weeks before submission.
- ❖ **Multiple Principal Investigator RO1** is intended for projects that clearly require a “team science” approach. The Multiple PI option should not be used as a means to justify a large budget request.
- ❖ **Well-funded investigators** should consult with Institute staff regarding policies for support of new research in well-funded laboratories.

Other Considerations

- ❖ **Budgets must be consistent with grantee institutional policies and practice**
- ❖ **Request reasonable amounts based on current conditions and need**
- ❖ **Don't request contingencies or uncommitted promotions**
- ❖ **Justify everything, especially the unusual and large ticket items**
- ❖ **Ideally science drives the budget and justification**

I Didn't Receive the Amount Requested?

❖ **Study section may recommend reductions in amount and time**

- Discuss with Program Officer if IRG-recommended reductions can be restored

❖ **Funding institute may reduce budget further and limit years of support**

- Funding decisions are cannot be appealed
- Discuss with Program Officer if causes hardship
 - Renegotiate specific aims if budget (or time!) reduction is more than 25% of requested

Research Based on the Awarded budget...

- ❖ **Build a budget for the dollars and years that are indicated in the Notice of Award**
- ❖ **For modular grants, build in any increases in spending over duration of grant**
- ❖ **Prioritize research work and get started**

To Whom is the Grant Awarded?

❖ The Institution

Who is Responsible for Financial Management of a grant?

❖ The Institution

❖ The Principal Investigator

❖ The Departmental Administrator

❖ The Department Chair



Pre-Award Costs



- ❖ **At grantee's own risk and expense**
- ❖ **Up to 90 days prior to the start date of a competing award if costs:**
 - Are necessary to conduct the project, **and**
 - Would be allowable under a potential award without prior approval
- ❖ **Greater than 90 days requires prior approval**
- ❖ **Costs need to be allowable and carefully managed**

Cost Sharing



- ❖ **Not required for receiving unsolicited NIH awards**
- ❖ **There is mandatory cost sharing for salary in excess of current salary cap**
- ❖ **Be sure you intend to commit to cost sharing when you propose an item at no cost to the government.**

Always Read the Notice of Award!

- ❖ **Explains the details of the grant award**
 - Drawing down funds constitutes acceptance of terms
- ❖ **Special Terms and Conditions**
- ❖ **Other Terms of Award**
 - Program regulations
 - 42 CFR Part 52 - Grants for Research Projects
 - Program and appropriation legislation
 - 45 CFR Part 74 or 92 - HHS rules and requirements that govern the administration of grants
 - NIH Grants Policy Statement - compendium of several regulatory requirements applicable to grants and cooperative agreements

Award Restrictions



- ❖ Only applied to a particular grant for cause
- ❖ Will be enumerated on the NoA in Section IV
- ❖ Restricted funds must be tracked by grantee to ensure compliance
- ❖ Examples:
 - restrict equipment funds pending receipt of current price quote;
 - prohibit human subjects research pending IRB review

Additional Thoughts

- ❖ **Most taxpayers think a \$1M+ award is a lot of money. Spend it wisely.**
- ❖ **Start-up and staffing delays?**
 - OK to carry unspent funds forward for good cause, if justified/explained.
- ❖ **Budget problems or questions**
 - Consult NIH Program and Grants Staff

Resources

- ❖ NIH OER Grants and Funding Information
 - http://grants.nih.gov/grants/about_grants.htm
- ❖ SF424 R&R guides and FAQs
 - <http://grants.nih.gov/grants/funding/424/index.htm#inst>
 - http://grants.nih.gov/grants/ElectronicReceipt/faq_full.htm
 - <http://grants.nih.gov/grants/funding/modular/modular.htm>
- ❖ PHS 398 instructions (paper submissions only)
 - <http://grants.nih.gov/grants/funding/phs398/phs398.html>
- ❖ The grantee institution's Sponsored Programs Office
- ❖ NIH Program and Grants Management staff
- ❖ Other experienced personnel at your institution

R&R Budget (itemized) — Sections A & B

RESEARCH & RELATED BUDGET - SECTION A & B, BUDGET PERIOD 1

* ORGANIZATIONAL DUNS:

* Budget Type: Project Subaward/Consortium

Enter name of Organization:

* Start Date: * End Date: Budget Period: 1

(If the Reset Entries button is pressed, please navigate to previous year to enable the submission of the form.)

A. Senior/Key Person

	Prefix	* First Name	Middle Name	* Last Name	Suffix	* Project Role	Base Salary (\$)	Cal. Months	Acad. Months	Sum. Months	* Requested Salary (\$)	* Fringe Benefits (\$)	* Funds Requested (\$)
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	PD/PI	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
9. Total Funds requested for all Senior Key Persons in the attached file													<input type="text"/>
												Total Senior/Key Person	<input type="text"/>

Additional Senior Key Persons:

B. Other Personnel

* Number of Personnel	* Project Role	Cal. Months	Acad. Months	Sum. Months	* Requested Salary (\$)	* Fringe Benefits (\$)	* Funds Requested (\$)	
<input type="text"/>	Post Doctoral Associates	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	Graduate Students	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	Undergraduate Students	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	Secretarial/Clerical	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Total Number Other Personnel							Total Other Personnel	<input type="text"/>
							Total Salary, Wages and Fringe Benefits (A+B)	<input type="text"/>

Sections C – E

* ORGANIZATIONAL DUNS:

* Budget Type: Project Subaward/Consortium

Enter name of Organization:

* Start Date: * End Date: Budget Period: 1

(If the Reset Entries button is pressed, please navigate to previous year to enable the submission of the

C. Equipment Description

List items and dollar amount for each item exceeding \$5,000

	Equipment item	* Funds Requested (\$)
1.	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/>
5.	<input type="text"/>	<input type="text"/>
6.	<input type="text"/>	<input type="text"/>
7.	<input type="text"/>	<input type="text"/>
8.	<input type="text"/>	<input type="text"/>
9.	<input type="text"/>	<input type="text"/>
10.	<input type="text"/>	<input type="text"/>
11.	Total funds requested for all equipment listed in the attached file	<input type="text"/>
	Total Equipment	<input type="text"/>

Additional Equipment:

D. Travel

	Funds Requested (\$)
1. Domestic Travel Costs (Incl. Canada, Mexico and U.S. Possessions)	<input type="text"/>
2. Foreign Travel Costs	<input type="text"/>
Total Travel Cost	<input type="text"/>

E. Participant/Trainee Support Costs

	Funds Requested (\$)
1. Tuition/Fees/Health Insurance	<input type="text"/>
2. Stipends	<input type="text"/>
3. Travel	<input type="text"/>
4. Subsistence	<input type="text"/>
5. Other <input type="text"/>	<input type="text"/>
<input type="text"/> Number of Participants/Trainees	<input type="text"/>
Total Participant/Trainee Support Costs	<input type="text"/>

Sections F – K

* ORGANIZATIONAL DUNS:

* Budget Type: Project Subaward/Consortium

Enter name of Organization:

* Start Date: * End Date: Budget Period: 1

(If the Reset Entries button is pressed, please navigate to previous year to enable the submission of the

F. Other Direct Costs	Funds Requested (\$)
1. Materials and Supplies	<input type="text"/>
2. Publication Costs	<input type="text"/>
3. Consultant Services	<input type="text"/>
4. ADP/Computer Services	<input type="text"/>
5. Subawards/Consortium/Contractual Costs	<input type="text"/>
6. Equipment or Facility Rental/User Fees	<input type="text"/>
7. Alterations and Renovations	<input type="text"/>
8. <input type="text"/>	<input type="text"/>
9. <input type="text"/>	<input type="text"/>
10. <input type="text"/>	<input type="text"/>
Total Other Direct Costs	<input type="text"/>

G. Direct Costs Funds Requested (\$)
Total Direct Costs (A thru F)

H. Indirect Costs	Indirect Cost Rate (%)	Indirect Cost Base (\$)	* Funds Requested (\$)
Indirect Cost Type			
1. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Indirect Costs			<input type="text" value="0.00"/>

Cognizant Federal Agency
 (Agency Name, POC Name, and POC Phone Number)

I. Total Direct and Indirect Costs Funds Requested (\$)
Total Direct and Indirect Institutional Costs (G + H)

J. Fee Funds Requested (\$)

K. * Budget Justification

(Only attach one file.)

RESEARCH & RELATED BUDGET - Cumulative Budget

Cumulative Budget

	Totals (\$)
Section A, Senior/Key Person	<input type="text"/>
Section B, Other Personnel	<input type="text"/>
Total Number Other Personnel	<input type="text"/>
Total Salary, Wages and Fringe Benefits (A+B)	<input type="text"/>
Section C, Equipment	<input type="text"/>
Section D, Travel	<input type="text"/>
1. Domestic	<input type="text"/>
2. Foreign	<input type="text"/>
Section E, Participant/Trainee Support Costs	<input type="text"/>
1. Tuition/Fees/Health Insurance	<input type="text"/>
2. Stipends	<input type="text"/>
3. Travel	<input type="text"/>
4. Subsistence	<input type="text"/>
5. Other	<input type="text"/>
6. Number of Participants/Trainees	<input type="text"/>
Section F, Other Direct Costs	<input type="text"/>
1. Materials and Supplies	<input type="text"/>
2. Publication Costs	<input type="text"/>
3. Consultant Services	<input type="text"/>
4. ADP/Computer Services	<input type="text"/>
5. Subawards/Consortium/Contractual Costs	<input type="text"/>
6. Equipment or Facility Rental/User Fees	<input type="text"/>
7. Alterations and Renovations	<input type="text"/>
8. Other 1	<input type="text"/>
9. Other 2	<input type="text"/>
10. Other 3	<input type="text"/>
Section G, Direct Costs (A thru F)	<input type="text"/>
Section H, Indirect Costs	<input type="text"/>
Section I, Total Direct and Indirect Costs (G + H)	<input type="text"/>
Section J, Fee	<input type="text"/>

Modular Budget

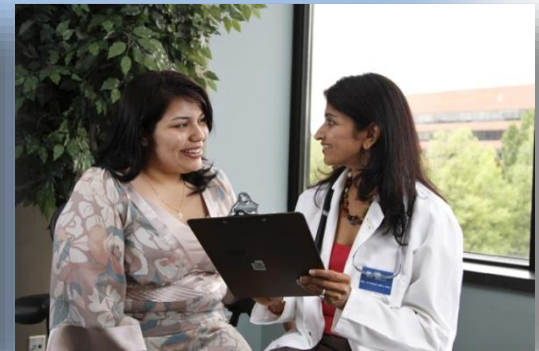
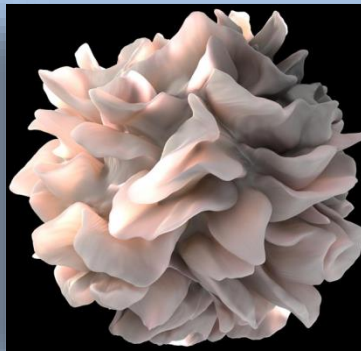
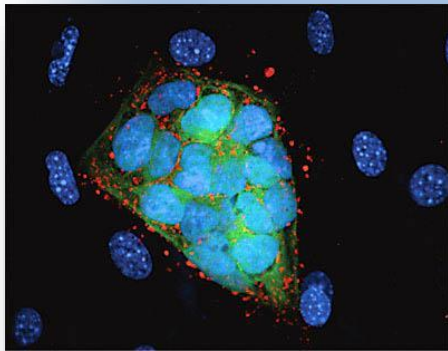
Budget Period: 1 <input type="button" value="Reset Entries"/> Start Date: <input style="width: 60px;" type="text"/> End Date: <input style="width: 60px;" type="text"/>				
A. Direct Costs		* Funds Requested (\$)		
* Direct Cost less Consortium F&A		<input style="width: 80px;" type="text"/>		
Consortium F&A		<input style="width: 80px;" type="text"/>		
* Total Direct Costs		<input style="width: 80px;" type="text"/>		
B. Indirect Costs				
	Indirect Cost Type	Indirect Cost Rate (%)	Indirect Cost Base (\$)	* Funds Requested (\$)
1.	<input style="width: 95%;" type="text"/>	<input style="width: 30px;" type="text"/>	<input style="width: 60px;" type="text"/>	<input style="width: 60px;" type="text"/>
2.	<input style="width: 95%;" type="text"/>	<input style="width: 30px;" type="text"/>	<input style="width: 60px;" type="text"/>	<input style="width: 60px;" type="text"/>
3.	<input style="width: 95%;" type="text"/>	<input style="width: 30px;" type="text"/>	<input style="width: 60px;" type="text"/>	<input style="width: 60px;" type="text"/>
4.	<input style="width: 95%;" type="text"/>	<input style="width: 30px;" type="text"/>	<input style="width: 60px;" type="text"/>	<input style="width: 60px;" type="text"/>
Cognizant Agency (Agency Name, POC Name and Phone Number) <input style="width: 95%;" type="text"/>				
Indirect Cost Rate Agreement Date <input style="width: 60px;" type="text"/>		Total Indirect Costs <input style="width: 60px;" type="text"/>		
C. Total Direct and Indirect Costs (A + B)				Funds Requested (\$) <input style="width: 60px;" type="text"/>
Budget Period: 2 <input type="button" value="Reset Entries"/> Start Date: <input style="width: 60px;" type="text"/> End Date: <input style="width: 60px;" type="text"/>				
A. Direct Costs		* Funds Requested (\$)		
* Direct Cost less Consortium F&A		<input style="width: 80px;" type="text"/>		
Consortium F&A		<input style="width: 80px;" type="text"/>		
* Total Direct Costs		<input style="width: 80px;" type="text"/>		
B. Indirect Costs				
	Indirect Cost Type	Indirect Cost Rate (%)	Indirect Cost Base (\$)	* Funds Requested (\$)
1.	<input style="width: 95%;" type="text"/>	<input style="width: 30px;" type="text"/>	<input style="width: 60px;" type="text"/>	<input style="width: 60px;" type="text"/>
2.	<input style="width: 95%;" type="text"/>	<input style="width: 30px;" type="text"/>	<input style="width: 60px;" type="text"/>	<input style="width: 60px;" type="text"/>
3.	<input style="width: 95%;" type="text"/>	<input style="width: 30px;" type="text"/>	<input style="width: 60px;" type="text"/>	<input style="width: 60px;" type="text"/>
4.	<input style="width: 95%;" type="text"/>	<input style="width: 30px;" type="text"/>	<input style="width: 60px;" type="text"/>	<input style="width: 60px;" type="text"/>
Cognizant Agency (Agency Name, POC Name and Phone Number) <input style="width: 95%;" type="text"/>				
Indirect Cost Rate Agreement Date <input style="width: 60px;" type="text"/>		Total Indirect Costs <input style="width: 60px;" type="text"/>		
C. Total Direct and Indirect Costs (A + B)				Funds Requested (\$) <input style="width: 60px;" type="text"/>

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2015 NIH REGIONAL SEMINAR

Session Evaluations: <http://surveymonkey.com/s/nihsessions>

Overall Evaluations: <http://surveymonkey.com/s/nihoverall>



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