**BUDGET JUSTIFICATION**

**Principal Investigator:**

**Project title:**

**Project ID:** <Research and Innovation Solutions to assign>

Budget Period

The proposed total budget is for the \_\_-month period beginning January 1, 2015 through \_\_\_\_\_\_.

Salaries

Current UNC faculty/staff salaries were used as a base for year 1 and increased by 3% for year 2 (if applicable).

Benefits

Fringe benefits for all personnel are calculated at a rate of 19% for faculty and staff and …..

Health insurance is calculated ……

Effort (% FTE)

Project team effort is determined as actual hours anticipated for known project activities by role divided by 2080 hours/year or however calculated …….

Indirect Rate

Indirect costs are disallowed.

**PERSONNEL:**

PI full name, degree. Principal Investigator.Include a few sentences including title, role on project and direct responsibilities …. Dr. xxx, Assistant Professor, Nutrition, will support this project at xx% effort from July 1, 2010 through June 30, 2012. His/her expertise in xxx will address the following primary efforts for this project …. <include primary responsibilities>.

UNC Personnel Summary

The total number of individuals to be funded by this project are as follows:

* # SPH Faculty
* # Other Faculty
* # Post-Docs
* # Graduate Research Assistants
* # Undergraduate Students
* # Other

**NON-PERSONNEL:**

Consultants

Provide similar info as for personnel above

***NOTE: CONSULTANT detail to follow Project Budget & Project Budget Justification. Consultant items to be included are:***

* ***Detailed budget (indirect costs are disallowed)***
* ***Budget Justification to include Scope of Work***

Supplies & Materials – This category includes the following sub-categories of supplies and materials: x, y, z…. Cost for x is $xxx, as calculated by …; cost for y is $xxx, as calculated by …; etc. The requested total amount for project supplies and materials is $x,xxx.

Travel – Travel expenses including airfare, ground, meals and lodging for project-related activities will occur within North Carolina and the US. No international travel is budgeted … or whatever is appropriate for project.

 ***NOTE: Not required, but a useful format would include:***

In-state Travel – Include # trips by who and calculations… and provide total budget

Out-of-state Travel – Include # trips by who and calculations… and provide total budget

Out-of-Country Travel – Include # trips by who and calculations… and provide total budget requested.

Communications – This category includes … and has been calculated at …. and provide total budget requested.

Printing & Binding – This category includes … and has been calculated at … at provide total budget requested.

Educational Awards – This category includes … and has been calculated at … and provide total budget requested. Currently projected UNC tuition is used as a base for year 1 and increased by 5% for year 2.

***NOTE: Please check the UNC Cashiers Office for the most current tuition rates for students whose tuition is proposed to be paid by this research grant***

Subcontracts – This category includes (note each of the subcontract proposed) and the total amount requested.

***NOTE: SUBCONTRACT detail to follow Project Budget & Project Budget Justification. Subcontract items to be included are:***

* ***Detailed budget (indirect costs are disallowed)***
* ***Budget Justification to include Scope of Work***