Sample Budget Justification for Northeastern IPM Center Grant Applicants

Budget Justification

A. Salaries and Wages

Apportioned as follows:

1a. Senior Personnel
   Project coordinator (.05 FTE, $3,000). Oversees day-to-day planning of the project, supervision of staff, coordination with experts in partnering states, and administration of the grant.

2b. Other professionals: $10,000
   Undergraduate student (2.5 months, $3,000) to set and collect traps in the field, count insects on the traps, and record these in the database.
   Technician (.2 FTE, $7,000). Oversees the undergraduate student, writes the educational fact sheet, posts it on the website, and performs laboratory functions necessary to the project.

B. Fringe Benefits: $4,430 total

Computed on staff salaries at the approved rate of XX.X% for (describe type of employee) and at the rate of XX.X% for (describe type of employee). Note: Some institutions do not charge fringe on students.

C. Total Salaries, Wages, and Fringe Benefits: $17,430

E. Travel: $550
   Ten trips to field sites: 100 miles each @ .55/mile

F. Other Direct Costs
F.1. Materials & Supplies: $1,400
   Apportioned as follows:
   1,000 traps and dissecting equipment $1,200
   Office supplies $200

F.2. Publication Costs: $250
   Fact sheet printing for distribution at twilight meetings, 500 copies @ $0.50 each

F.8. Communications: $500
   Multistate team member conference calls @ $100 per call x 2 calls: $200
   Server housing expenses: $200
   Distribution of fact sheets: $100

(Note: no Indirect Costs are permitted on RIPM proposals; Section H in this example pertains to Partnership proposals only.)

H. Indirect Costs: $6,039
   Equals total direct costs ($20,130) x 0.30.