

## ***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

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*(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.