SAMPLE NSF - PROPOSAL BUDGET WORKSHEET

Today's Date: October 24, 2005

Name of P.I.: Joe Blow
Dept: Statistics

Name of Co-P.I.: 
Dept: 

Direct Cost Limit (if any): usually for NIH proposals
Total Cost Limit (if any): usually NIH proposals

Is Cost Sharing Involved/Required? □ Yes  X No
Will it be requested from outside the dept  □ Yes  □ No
Please see Dept. Head as soon as possible

Funding Agency (please be as specific as possible): National Science Foundation
(if NIH, does it need to go Modular?) □ Yes  □ No  □ Unsure

RFP/Q # Business Office will help here
Program Name: Statistics, DMS/MPS

Project Period (Dates): June 1, 2005 - May 30, 2008
Proposals typically begin on the 1st of any given month

Number of Years Funding Requested: 3

Type of activity being conducted: X Research  □ Instruction  □ Other Sponsored Program  □ Fellowship

If F&A rate is different than University Approved, please indicate that here: 

Date Proposal is Due at the Agency □ Postmark  X Receipt  11/21/2005

Proposal Title: Great New Problems in Statistics

I. PERSONNEL:

NAME % EFFORT

A) Principal Investigator:
% of academic year salary budgeted to project: 
% of academic year effort devoted to project, but not budgeted: Usually means cost sharing
Number of months Summer Salary: Joe Blow - 2 mos.
Responsible Dept & contact: (if submitted elsewhere)

B) Other Faculty (Co-PI):

C) Administrative/Technical:

D) Graduate Students:
Number requested: AY or FY (circle one) 1 (business office)
Rate of pay: 

**internal budget codes C:Budgets/budget worksheet
**E) Bi-Weekly Student Labor:**
- Number requested:
- Period & number of hours:

**II. CAPITAL EQUIPMENT ( ITEMS COSTING OVER $2,500)**

A) **Scientific (008510**)**: Example; microscopes: (Purchase or build? If fabricating see below)

<table>
<thead>
<tr>
<th>Description</th>
<th>Estimated Cost per Year</th>
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<tbody>
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**NOTE: ALL EQUIPMENT MUST BE JUSTIFIED**

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B) **General Purpose (008530**)** Example; computer equipment over $2500:

<table>
<thead>
<tr>
<th>Description</th>
<th>Estimated Cost per Year</th>
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<tbody>
<tr>
<td>Visualization computer equipment</td>
<td>$3,000</td>
</tr>
</tbody>
</table>

Fabricated Equipment (008540) *Will charge f&a for individual parts if <$2500. All parts when combined will be Capital Equip.*

**III. TRAVEL COSTS:**

A) **Travel-Domestic (008430)**

<table>
<thead>
<tr>
<th>Destination</th>
<th>Estimated Cost per Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joint Statistical Meetings</td>
<td>$2K</td>
</tr>
<tr>
<td>ENAR</td>
<td>$1K</td>
</tr>
</tbody>
</table>

B) **Travel- Foreign (008431)**

**NOTE: ALL FOREIGN TRAVEL MUST BE JUSTIFIED**

<table>
<thead>
<tr>
<th>Destination</th>
<th>Estimated Cost per Year</th>
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**internal budget codes C:Budgets/budget worksheet**
IV. OTHER COSTS:

A) Communications (008420) per Year:
Long Distance
Postage

B) Consultants (008410) per Year:
short term is <15 days, long term is >15 days

<table>
<thead>
<tr>
<th>Name</th>
<th>Daily Rate</th>
<th>No. of Days</th>
<th>Expenses</th>
</tr>
</thead>
</table>

C) Expendable Equipment (008445) under $2,500--Example: Computer, software/hardware

D) Human Subject Payments (008498) per Year:

E) Participant Costs (008997) per Year:

F) Other Supplies & Expenses (008499) Example: Lab supp books

G) Printing & Duplication (008435) per Year:
Journal Page Charges $1,000

H) Rental Property--Space (008997) per Year:

V. Does the proposal involve a subcontract? If so, we need the budget & other papers for the subcontract, before submitting the proposal. Also, please provide the name and contact info for the Business Manager or equivalent who is handling the subcontract. (008405 < $25,000) (008406 > $25,000)

N/A

Notes: I was not sure if I should circle AY or FY in Part 1D (Graduate Students).