**Kean university**

**Budget Justification**

## Senior Personnel

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, PI (1 calendar month)** is a/an Professor/Assistant Professor/Associate Professor/Dean/Chair in the Department of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in the College of\_\_\_\_\_\_\_\_\_\_\_\_ at Kean University. Dr. \_\_\_\_\_\_\_ will serve as the Principal Investigator (PI) on the project and will be responsible for the overall administration and direction of the project. We request $\_\_\_\_ in year 1 with a 3.5% cost of living increase in year 2, for a total of $\_\_\_\_\_ over two years.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Co-PI (0.5 calendar month),** is a/an Professor/Assistant Professor/Associate Professor/Dean/Chair in the Department of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in the College of\_\_\_\_\_\_\_\_\_\_\_\_ at Kean University. Dr. \_\_\_\_\_\_\_ will serve as the Co-Principal Investigator (Co-PI) on the project and will collaborate with the PI to \_\_\_\_\_\_\_\_\_\_\_.

We request $\_\_\_\_\_ in year 1**,** with a 3.5% cost of living increase in year 2, for a total of $\_\_\_\_\_ over 2 years.

## Other Personnel

**Graduate Student Researcher (1), TBDD,** will be hired to work 20 hours per week at $15.43/hour for 30 weeks each year of the grant to work during the fall and spring semesters. The Graduate Student Researcher's responsibilities will be to collaborate with the Kean (PI and Co-PI) on \_\_\_\_\_\_\_\_\_\_\_. The Graduate Student Researcher will be supported by a stipend of $9,258 with tuition support of $19,004 each year (Listed under Other Direct Costs). The stipend and tuition will be adjusted by 2% each year for cost of living and tuition increases. We request a total of $18,701 over two years for the stipend.

**Undergraduate Student Researcher (1), TBD,** will receive a stipend of $9,258 in year 1 of the grant, calculated at $15.43 per hour x 20 hours x 30 weeks to work during the fall and spring semesters. A 2% projected cost of living increase is included for the Undergraduate Student Researcher in year 2 of the grant. This student researcher will be tasked with \_\_\_\_\_\_\_\_\_\_\_\_\_\_. We are requesting a total of $18,701 over two years for the Undergraduate Student Researcher.

## Fringe Benefits

We request 35% for fringe benefits for the PI and the faculty and 7.65% for FICA costs for the Graduate Student Researcher. Fringe benefits are only paid for undergraduate student workers during the summer, so no fringe benefits are requested for the Undergraduate Student Worker. The total for fringe benefits is $\_\_\_\_\_ over two years.

## Equipment

Funds are requested for the following equipment in year X of the budget:

* $XXXX for a \_\_\_\_\_\_ for the purpose of \_\_\_\_\_\_\_\_\_\_.

## Travel

**Domestic Travel**: Funds are budgeted for the PI and Co-PI to attend one domestic conference each year of this project to present research results and/or to travel to collaborate with colleagues. A typical trip using the State of Virginia as a potential travel destination and based on GSA GOV guidance and per diem rates include Airfare (Fly America Act) or Train Fare - $200-400 round trip, Lodging (Hotel; 2-3 days) - at approximately $188-$225/day, Meals at $36 per day, and Incidental Expenses such as taxi fare at approximately $15 per day. Examples of conferences that the PI and Co-PI might attend include \_\_\_\_\_\_\_\_\_\_.

**International Travel**: Funds are budgeted for the PI and Co-PI to attend one international conference per year of this project to present research results and/or to travel to collaborate with colleagues. Travel is anticipated to the following international destinations, but may be subject to change: \_\_\_\_\_\_\_\_\_\_\_. Approximate travel costs are as follows:

|  |  |
| --- | --- |
| **Total Nights** | **X** |
| Airfare | $XXX |
| Lodging | $XXX |
| Meals & Incidentals | $XXX |
| Taxis to/from airport | $XXX |
| Subtotal Costs | $XXXX |
| Number of Person Trips | X |
| **Total Costs** | **$XXXX** |

## Participant Support Costs

Funds are requested to support \_\_\_ of participants who will receive a stipend of $\_\_\_ to participate in focus groups to be held during [dates] at [location]. Participant support costs are estimated as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **Grant Year** | **Stipend Amount** | **# of Participants** | **Total** |
| Year 1 |  |  | $XXX |
| Year 2 |  |  | $XXX |
|  | **Total** | **XXX** | **$XXXX** |

1. ***Other Direct Costs***

**Materials and Supplies** are budgeted at $\_\_\_\_\_\_yr in Year X, and $\_\_\_\_\_ in Year X. The money will be spent on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**Publication Costs**

We are requesting $3,000 in year two of the grant to offset publication costs in journals such as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**Consultant Services**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ will be hired as a consultant for this grant to \_\_\_\_\_\_\_\_\_\_\_. \_\_\_\_\_\_\_ is an expert in \_\_\_\_\_ and has extensive experience in \_\_\_\_\_\_\_\_\_\_\_. They will be paid $XX per hour for XX hours in years 1 and 2 of the grant, for a total of $\_\_\_\_\_\_\_ over two years.

**Tuition – Graduate Student Researcher**

We request $19,904 in year 1 of the grant for tuition assistance for the Graduate Student Researcher. This amount has been adjusted 2% each year of the grant to account for annual tuition increases. The total amount requested for tuition for the Graduate Student Researcher over two years is $40,206.

**Subawards:** \_\_\_\_\_\_\_\_ [Institution/University] will be a subawardee under this project. The costs associated for the subaward are $\_\_\_\_\_\_\_\_ for the period of \_\_\_\_ through \_\_\_\_\_. The subawardee will be responsible for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

1. ***Total Direct Costs***

The total direct costs requested is $\_\_\_\_\_\_\_\_\_\_\_\_\_.

## Indirect Costs

Our federally negotiated indirect cost rate (with HHS) of 59% is applied to salaries and wages ($\_\_\_\_\_\_\_\_) for a total of $\_\_\_\_\_\_ over two years.

1. ***Total Amount Requested =* $\_\_\_\_\_\_\_\_.**