

## Sample Budget- McNair Research Internship

PLEASE NOTE THAT YOUR BUDGET **MUST** INCLUDE A LIST OF EACH *ITEM*, ITS *PURPOSE* AND THE REQUESTED *AMOUNT*. PLEASE SEE THE SAMPLE BUDGET, BELOW.

**ALLOWABLE EXPENSES:** research supplies, equipment, stamps, office materials, software, books, professional memberships and mileage for research-related travel.

**NON-ALLOWABLE EXPENSES:** gifts, personal items, food, alcohol, flowers.

### SAMPLE BUDGET:

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<u>Item</u>	<u>Purpose</u>	<u>Amount</u>
SPSS Software 2012	Statistical Analysis	100.00
Mileage Reimbursement	Professional Conference	55.00
Four professional books	Literature Review	100.00
Professional Membership	Keep current with profession	45.00
<b>Total Request</b>		<b>300.00</b>

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McNair Scholar	<i>McNair Scholar</i>
<b>Scholar Name (printed)</b>	<b>Signature</b>

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Mentor	<i>Mentor</i>
<b>Mentor Name (printed)</b>	<b>Signature</b>

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February 4, 2013
<b>Date Submitted</b>

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### Internal Use Only:

McNair Director's Approval Yes No

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Signature:

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Date:

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Date Items Ordered by:

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Date Student Notified:

