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:

Item	Purpose Purpose	Amount
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
-		
Total Request		300.00
McNair Scholar	McNair Echolar	
Scholar Name (printed)	Signature	
Mentor	Mentor	
Mentor Name (printed)	Signature	
February 4, 2013		
Date Submitted		
Internal Use Only:		
McNair Director's Approval	□Yes □No	
Signature:	Date:	
Date Items Ordered by:		

Budget- McNair SRI 2013/2014

<u>Item</u>	<u>Purpose</u>	<u>Amount</u>
Total Request		
ALLOWABLE EXPENSES: re software, books, professional met NON-ALLOWABLE EXPENS	mberships and mileage for res	earch-related travel.
	201 giris, personar nems, root	a, are one, fro wers.
Scholar Name (printed)	Signature	
Mentor Name (printed)	Signature	
Date Submitted		
Internal Use Only:		
McNair Director's Approval	□Yes □N	Io
Signature:	Date:	
Date Items Ordered/Picked Un:	Student Received:	Date: