

**EASTERN MICHIGAN UNIVERSITY
Budget Template**

Project Title: **Example Budget for EMU applicants**

PI/PD: Jane Smith and Bill Jones
 Sponsor: National Science Foundation
 Year: **1**

Activity: Professional development
 Location: on campus

Expense codes

**Project Period:
Budget Period:**

From: To:	
9/1/15	8/31/17
9/1/15	8/31/16

maximum months possible

SPONSOR BUDGET	
student benefits:	temp benefits:
2.0%	8.0%

TOTAL BUDGET

2.0%	8.0%
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Expense codes	Names	Class	Role	Base Salary	CY Mos.	AY Mos.	Sp/Su Mos.	Salary Requested	SPONSOR BUDGET		TOTAL BUDGET		
									Benefits	Total	Salary Requested	Benefits	Total
	Jane Smith	Faculty	PI	\$75,000	0	1		9,375	4,088	13,463	9,375	4,088	13,463
1010	Academic Year Appt.			\$8,250									
1020/1030	Sp/Su (11% of base = 1 month)						2	16,500	7,194	23,694	16,500	7,194	23,694
	Bill Jones	Faculty	Co-PI	\$70,000	0	1		8,750	3,815	12,565	8,750	3,815	12,565
1010	Academic Year Appt.			\$7,700									
1020/1030	Sp/Su (11% of base = 1 month)						2	15,400	6,714	22,114	15,400	6,714	22,114
	Vanessa Wildwood	Faculty		\$88,000	0	0		-	-	-	-	-	-
1010	Academic Year Appt.			\$9,680									
1020/1030	Sp/Su (11% of base = 1 month)						1	9,680	4,220	13,900	9,680	4,220	13,900
B. Other Personnel													
1230	0	tbn		\$0	0			-	-	-	-	-	-
1710	1	Graduate hourly assistant(s)	\$14 /hr	10 hrs/wk	44 weeks			6,160	123	6,283	6,160	123	6,283
1710	0	Graduate Assistant(s) tuition remission and fees	full time rate:	\$0									
1710	0	Graduate Assistant(s) Summer Appointment	amt for summer period:	\$22			0	-	-	-	-	-	-
1880	1	Hourly undergrad research assistant(s)	\$10 /hr	10 hrs/wk	32 weeks			3,200	64	3,264	3,200	64	3,264
	0	Other		\$0				-	-	-	-	-	-
	0			\$0				-	-	-	-	-	-
Total Personnel								69,065	26,219	95,284	69,065	26,219	95,284
2500	Benefits only (minus Tuition & Fees):								26,219	Benefits only (minus Tuition & Fees):		26,219	
C. Equipment - if allowable expense (>=\$5,000 with useful life > 1 year)													
Total Equipment													
D. Travel													
	Mileage	(use the current IRS rate)	current rate	\$.56 /mi	110 mi/trip	5 trips					307		307
	mileage to schools, etc.		\$.56 /mi	30 mi/trip	50 trips						830		830
	Total Travel										1,137		1,137
E. Participant/Trainee Cost													
			10	# Participants	stipend/participant	200		\$100 /wk	2 weeks	2,000			2,000
3410			0	# Participants	tuition scholarship/participant				\$0 per AY	-			-
4070	Total Participant/Trainee Costs										2,000		2,000
F. Other Direct Costs													
3060	1. Materials and Supplies			\$0		\$0			\$0				-
	2. Publication Costs								\$0				-
3175	3. Consultant Services		Dr. Longblood	\$500 /day	10 days	Name 2	\$ /day	0 days			5,000		5,000

4. ADP/Computer Services								-	-
Enter the subaward amounts for each year	Sub or #:	Wayne State	Central Mich	3	totals				
5. Subaward/Consortium Costs	Year	1	50,000	25,000	-	75,000	total subawards	75,000	75,000
	Sub amount subject to IDC		25,000	25,000	-	50,000	subject to IDC		
6. Equipment or Facility Rental						25,000	exempt from IDC		
7. Alterations and Renovations								-	-
8. Other								-	-
Total Other								80,000	80,000
TOTAL DIRECT COSTS								178,421	178,421
Indirect Cost Base								151,421	
6610 INDIRECT COSTS	Rate:		47.0%					71,168	71,168
TOTAL PROJECT COSTS								249,589	249,589

IDC Calculation

Total Direct Costs	178,421	
Less Tuition Remission	-	
Less Participant Costs (NSF)	(2,000)	delete this figure if Partic. Costs are NOT to be excluded from IDC calculation
Less Subawards >\$25,000	(25,000)	(i.e., should be INCLUDED in IDC calculation)
Less True Equipment	-	
MTDC Base	151,421	

**EASTERN MICHIGAN UNIVERSITY
Budget Template**

Project Title: **Example Budget for EMU applicants**
 PI/PD: **Jane Smith and Bill Jones**
 Sponsor: **National Science Foundation**
 Year: **2**

Activity: Professional development
 Location: on campus

Expense codes

Project Period:
Budget Period:

From: To:	
9/1/15	8/31/17
8/31/16	8/31/17

maximum months possible

SPONSOR BUDGET

TOTAL BUDGET

Expense codes	Names	Class.	Role	Base Salary	estimated increase	maximum months possible			SPONSOR BUDGET			TOTAL BUDGET				
						CY Mos.	AY Mos.	Sp/Su Mos.	students: 2.0%	temp: 8.0%	Total	students: 2.0%	temp: 8.0%	Total		
A. Senior Personnel																
1010	Jane Smith	Faculty	PI	\$76,500.00	2.0%	0	1		9,563	4,169	13,732	9,563	4,169	13,732		
1020/1030	Academic Year Appt. Sp/Su (11% of base = 1 month)			\$8,415.00				2	16,830	7,338	24,168	16,830	7,338	24,168		
1010	Bill Jones	Faculty	Co-PI	\$71,400.00	2.0%	0	1		8,925	3,891	12,816	8,925	3,891	12,816		
1020/1030	Academic Year Appt. Sp/Su (11% of base = 1 month)			\$7,854.00				1	7,854	3,424	11,278	7,854	3,424	11,278		
1010	Vanessa Wildwood	Faculty	0	\$89,760.00	2.0%	0	0		-	-	-	-	-	-		
1020/1030	Academic Year Appt. Sp/Su (11% of base = 1 month)			\$9,873.60				1	9,874	4,305	14,178	9,874	4,305	14,178		
B. Other Personnel																
1230	0 tbn			\$0.00	2.0%	0			-	-	-	-	-	-		
1710	1 Graduate hourly assistant(s)			\$14 /hr 10 hrs/wk 30 weeks	1.0%		0		4,200	84	4,284	4,200	84	4,284		
1710	0 Graduate Assistant(s) tuition remission and fees			full time rate: \$0	4.0%		0		-	-	-	-	-	-		
1710	0 Graduate Assistant(s) Summer Appointment			amt for summer period: \$15	1.0%		0		-	-	-	-	-	-		
1880	1 Hourly undergrad research assistant(s)			\$10 /hr 5 hrs/wk 30 weeks	1.0%				1,500	30	1,530	1,500	30	1,530		
0	0 Other			\$0.00	1.0%				-	-	-	-	-	-		
0	0			\$0.00	1.0%				-	-	-	-	-	-		
Total Personnel									58,746	23,242	81,988	58,746	23,242	81,988		
2500										Benefits only (minus Tuition & Fees):		23,242	Benefits only (minus Tuition & Fees):		23,242	
C. Equipment - if allowable expense (>=\$5,000 with useful life > 1 year)																
Total Equipment																
D. Travel	current rate															
	Mileage	\$.56 /mi	110 mi/trip	10 trips	travel to Pontiac is required										616	616
	mileage to schools, etc.	\$.56 /mi	30 mi/trip	50 trips	travel to Wayne is required										840	840
Total Travel																
1,456																
E. Participant/Trainee Cost																
3410	0 # Participants	stipend/participant	-	\$ /wk	0 weeks											-
	0 # Participants	tuition scholarship/participant		\$0 per AY											-	
Total Participant/Trainee Costs																
Deduct Participant costs from IDC base for NSF proposals (possibly other sponsors, too)																
F. Other Direct Costs																
3060	1. Materials and Supplies	\$0														-
	2. Publication Costs	\$0														-
3175	3. Consultant Services	Dr. Longblood	\$500 /day	0 days	Name 2	\$ /day	0 days								-	

4. ADP/Computer Services								-	-
Enter the subaward amounts for each year									
5. Subaward/Consortium Costs	Year	Sub or #:	Wayne State	Central Mich	3	totals			
		2	50,000	25,000	-	75,000		75,000	75,000
	Sub amount subject to IDC		-	-	-	-			
6. Equipment or Facility Rental						75,000			-
7. Alterations and Renovations									-
8. Other									-
Total Other								75,000	75,000
TOTAL DIRECT COSTS								158,444	158,444
Indirect Cost Base								83,444	
INDIRECT COSTS	Rate:		47.0%					39,219	39,219
TOTAL PROJECT COSTS								197,663	197,662

IDC Calculation

Total Direct Costs	158,444
Less Tuition Remission	-
Less Participant Costs (NSF)	-
Less Subawards >\$25,000	(75,000)
Less True Equipment	-
MTDC Base	83,444

delete this figure if Partic. Costs are NOT to be excluded from IDC calculation (i.e., should be INCLUDED in IDC calculation)

EASTERN MICHIGAN UNIVERSITY
Budget Template

Project Title: **Example Budget for EMU applicants**

PI/PD: **Jane Smith and Bill Jones**

Sponsor: **National Science Foundation**

Year: **Cumulative**

From: To:

9/1/15 8/31/17

9/1/15 8/31/17

Project Period:
Budget Period:

Activity: Professional development

Location: on campus

Expense codes

A. Senior Personnel

Expense codes	Names	Class.	Role	Base Salary
	Jane Smith	Faculty	PI	
1010	Academic Year Appt.			
1020/1030	Sp/Su (11% of base = 1 month)			
	Bill Jones	Faculty	Co-PI	
1010	Academic Year Appt.			
1020/1030	Sp/Su (11% of base = 1 month)			
	Vanessa Wildwood	Faculty		0
1010	Academic Year Appt.			
1020/1030	Sp/Su (11% of base = 1 month)			

B. Other Personnel

1230	tbn			
1710	Graduate hourly assistant(s)			
1710	Graduate Assistant(s) tuition remission and fees			
1710	Graduate Assistant(s) Summer Appointment			
1880	Hourly research assistant(s)			
0	Other			
0				0

			SPONSOR BUDGET			TOTAL BUDGET		
CY Mos.	AY Mos.	Sp/Su Mos.	Salary Requested	Benefits 43.6%	Total	Salary Requested	Benefits 40.5%	Total
-	2.0	-	18,938	8,257	27,195	18,938	8,257	27,194
-	-	4.0	33,330	14,532	47,862	33,330	14,532	47,862
-	2.0	-	17,675	7,706	25,381	17,675	7,706	25,381
-	-	3.0	23,254	10,139	33,393	23,254	10,139	33,393
-	-	-	-	-	-	-	-	-
-	-	2.0	19,554	8,525	28,079	19,554	8,525	28,079
-	-	-	-	-	-	-	-	-
-	-	-	10,360	207	10,567	10,360	207	10,567
-	-	-	-	-	-	-	-	-
-	-	-	4,700	94	4,794	4,700	94	4,794
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
Total Personnel			127,811	49,461	177,272	127,811	49,461	177,271
			Benefits only (- Tuition & Fees)					
				49,461				

C. Equipment - if allowable expense (>=\$5,000 with useful life > 1 year)

Total Equipment

D. Travel

Mileage to Lansing					923			923
Mileage to schools					1,670			1,670
Total Travel					2,593			2,593

E. Participant/Trainee Cost

	10 # Participants	Stipends	-	-	2,000			2,000
3410		Tuition scholarship	-	-	-			-
4070		iPad	-	-	-			-
Total Participant/Trainee Costs		Deduct Participant costs from IDC base for NSF proposals (possibly other sponsors, too)			2,000			2,000

F. Other Direct Costs

3060	1. Materials and Supplies				-			-
	2. Publication Costs				-			-
3175	3. Consultant Services				1.12%	5,000		5,000

4. ADP/Computer Services						-	-
5. Subaward/Consortium Costs	Sub or #:	Wayne State	Central Mich	3			
		100,000	50,000	-	150,000	total subawards	150,000
	Sub amount subject to IDC	25,000	25,000	-	50,000	subject to IDC	150,000
6. Equipment or Facility Rental					100,000	exempt from IDC	-
7. Alterations and Renovations							-
8. Other							-
Total Other							155,000
TOTAL DIRECT COSTS							336,865
Indirect Cost Base							234,865
INDIRECT COSTS	Rate:	47.0%					110,387
TOTAL PROJECT COSTS							447,252

6610

cross-check:	Year 1	249,589
	Year 2	197,663
	Year 3	-
	Year 4	-
	Year 5	-
		447,252

IDC Calculation

Total Direct Costs	336,865
Less Tuition Remission	-
Less Participant Costs (NSF)	(2,000)
Less Subawards >\$25,000	(100,000)
Less True Equipment	-
MTDC Base	234,865

delete this figure if Partic. Costs are NOT to be excluded from IDC calculation
 100,000 (i.e., should be INCLUDED in IDC calculation)