**Budget Justification (Template)**

The following cost items are directly tied to project objectives and activities as described in the project description. Rates follow standard university travel, purchase, and expenditure policies. **The University of South Carolina’s** definition of a **“year”** for budgeting and management of senior personnel compensation is the fiscal year **(July 1 to June 30).**

***Senior Personnel***

PI, Dr. NAME, is a POSITION in the Department of DEPT NAME at the University of South Carolina. He/She will devote the equivalent of X summer/academic/calendar months across years X. His/Her salary is calculated at a 9/12-month appointment with a base salary of $xx in the first year and a 2.5% escalation in years 2-x. He/She will commit X summer/academic/calendar months in year one, X summer/academic/calendar months in year two, and X summer/academic/calendar months in year three. The total salary request for Dr. NAME is $xx. Year 1 activities include xxxx. Year 2 activities include xxxx. Year 3 activities include xxxx.

Co-PI, Dr. NAME, is a POSITION in the Department of DEPT NAME at the University of South Carolina. He/She will devote the equivalent of X summer/academic/calendar months across years X. His/Her salary is calculated at a 9/12-month appointment with a base salary of $xx in the first year and a 2.5% escalation in years 2-x. He/She will commit X summer/academic/calendar months in year one, X summer/academic/calendar months in year two, and X summer/academic/calendar months in year three. The total salary request for Dr. NAME is $xx. Year 1 activities include xxxx. Year 2 activities include xxxx. Year 3 activities include xxxx.

Senior Personnel, Dr. NAME, is a POSITION in the Department of DEPT NAME at the University of South Carolina. He/She will devote the equivalent of X summer/academic/calendar months across years X. His/Her salary is calculated at a 9/12-month appointment with a base salary of $xx in the first year and a 2.5% escalation in years 2-x. He/She will commit X summer/academic/calendar months in year one, X summer/academic/calendar months in year two, and X summer/academic/calendar months in year three. The total salary request for Dr. NAME is $xx. Year 1 activities include xxxx. Year 2 activities include xxxx. Year 3 activities include xxxx.

A TBN individual will devote \_\_\_\_ months effort as a post-doctoral fellow.  Their role will be \_\_\_\_\_\_\_\_\_.  Our university requires that post-doctoral fellows be supported at a level consistent with the US Department of Labor “prevailing wage” for the occupation, discipline and location and offered access to standard employee benefits.  At the time of this application, the applicable salary for SOC code XX-XXXX level # in the MSA of employment is a minimum of $\_\_\_\_\_\_\_/year (insert USDOL link from OIS).   Salary at this level with commensurate fringe benefits + health insurance are requested.

A TBN individual will devote \_\_\_ months effort as program manager or administrative support. This person is necessary to the project for INSERT TEXT. Salary is calculated at a base of \_\_ for a 12-month employee. Total salary for \_\_\_ will be \_\_\_ for the project period.

***Other Personnel***

Each year the PI will collaborate with a research group of graduate and undergraduate students on project activities. Students play a major role in xxx and xxx, and the number of student researchers aligns with the scope of the project. In the College of Engineering and Computing, we have a strong track record and proven performance in recruiting and preparing both graduate and undergraduate students for this type of work.

Funds totaling ($00) are requested for (#) graduate student(s) for (#) year(s). The graduate student’s responsibilities will be INSERT INFORMATION.

Funds totaling ($00) are requested for (#) undergraduate student(s) for (#) year(s). The undergraduate student’s responsibilities will be INSERT INFORMATION.

***Fringe Benefits***

Fringe benefits are calculated at the institutional rate of 32.97% for faculty and staff. Graduate and undergraduate student fringe benefits are calculated at the institutional rate of 0.4%. Temporary fringe is calculated at the institutional rate of 8.06%. The diversity of benefits has contributed to a high retention rate among faculty and staff at the university.

***Travel***

Travel funds in the amount of $00 are being requested for years xx for domestic travel. The PI and XX will travel each year to conferences such as the xxxx to disseminate project results, build professional networks, and obtain valuable exposure to the research community. Costs follow standard university travel policies and are estimated at xxx per person and include airfare ($), lodging ($/night X xx nights), conference registration ($), per diem ($/day X xxx days), car rental ($), and misc/parking ($). Travel estimates are based on past accounting experience and the allowable travel expenses as established by the University and State of South Carolina travel regulations.

Travel funds in the amount of $00 are being requested for years xx for foreign travel to [List countries to be travelled to]. The PI and XX will travel each year to conferences such as the xxxx to disseminate project results, build professional networks, and obtain valuable exposure to the research community. Costs follow standard university travel policies and are estimated at xxx per person and include airfare ($), lodging ($/night X xx nights), conference registration ($), per diem ($/day X xxx days), car rental ($), and misc/parking ($). Travel estimates are based on past accounting experience and the allowable travel expenses as established by the University and State of South Carolina travel regulations.

***Materials and Supplies***

A total of $00 is requested to purchase materials such as list some of the supplies you anticipate purchasing (carbon fiber sheets, pipets, chemicals, etc.) and other laboratory supplies necessary to the completion of the project. These costs are reasonable based on the PI’s experience with prior research projects that have a comparable scope and number of graduate and undergraduate students.

These supplies are 100% allocable to the project and exceed the university’s general supplies and general-purpose equipment that are recoverable by the university’s federally negotiated indirect cost rate.

***Other Direct Costs***

**Consultants.** Funds totaling ($00) are requested for NAME OF INDIVIDUAL/COMPANY who will be a consultant on this project for a total of X months/years. This consultant is vital to this project, has been chosen due to subject matter expertise that is specific to this project, and will provide the following services: LIST OF SERVICES.

Funding is being requested in the amount of ($00) for publications / computer services / fabrication / other. JUSTIFY each cost category’s critical value to your project.

Tuition and fees of $12,107 per year/ per graduate student are requested as support for each graduate student in year one, with a 5% escalation in years 2 – xx to cover any increases as set forth by the University of South Carolina.

***Facilities and Administrative Costs (F&A)***

F&A is calculated using the University’s federally negotiated F&A rate of 49% of the Modified Total Direct Costs (MTDC). Tuition and fees, equipment, and participant support costs are excluded in this calculation.