

(SEE INSTRUCTION ON REVERSE BEFORE COMPLETING)

**SUMMARY PROPOSAL BUDGET**

**FOR NSF USE ONLY**

ORGANIZATION SAMPLE		PROPOSAL NO.		DURATION (MONTHS)	
PRINCIPAL INVESTIGATOR/PROJECT DIRECTOR SAMPLE		AWARD NO.		PROPOSED	GRANTED
A. SENIOR PERSONNEL: PI/PD and Other Senior Associates (List each separately with title, A.6. show number in brackets)		NSF Funded Person-mos.	Funds Requested By Proposer	Funds Granted By NSF (If Different)	
		CAL			
1. Timothy Johnson			\$ 25,000	\$	
2. Clatrice Hicks			15,000		
3.					
4.					
5.					
6. ( ) OTHERS (LIST INDIVIDUALLY ON BUDGET EXPLANATION PAGE)					
7. ( 2 ) TOTAL SENIOR PERSONNEL (1-5)			40,000		
B. OTHER PERSONNEL (SHOW NUMBERS IN BRACKETS)					
1. ( ) POST DOCTORAL ASSOCIATES					
2. ( ) OTHER PROFESSIONALS (TECHNICIAN, PROGRAMMER, ETC.)					
3. ( 2 ) GRADUATE STUDENTS			28,000		
4. ( ) UNDERGRADUATE STUDENTS					
5. ( 1 ) SECRETARIAL - CLERICAL			25,000		
6. ( ) OTHER					
TOTAL SALARIES AND WAGES (A+B)			93,000		
C. FRINGE BENEFITS (IF CHARGED AS DIRECT COSTS)			25,190		
TOTAL SALARIES, WAGES AND FRINGE BENEFITS (A+B+C)			118,190		
D. PERMANENT EQUIPMENT (LIST ITEM AND DOLLAR AMOUNT FOR EACH ITEM EXCEEDING \$ 5,000)					
(Do Not Use for Phase I)					
TOTAL PERMANENT EQUIPMENT					
E. TRAVEL 1. DOMESTIC (INCLUDE CANADA AND U.S. POSSESSIONS)			5,000		
2. FOREIGN (Do Not Use for Phase I)			10,000		
F. PARTICIPANT SUPPORT COSTS					
1. STIPENDS \$ 15,000					
2. TRAVEL \$800					
3. SUBSISTENCE -					
4. OTHER \$1,000					
( 2 ) TOTAL PARTICIPANT COSTS			\$16,800		
G. OTHER DIRECT COSTS					
1. MATERIALS AND SUPPLIES			14,000		
2. PUBLICATION COSTS/DOCUMENTATION/DISSEMINATION			500		
3. CONSULTANT SERVICES (Attach confirmation letters) (Daily rate not over \$443)			3,000		
4. COMPUTER (ADPE) SERVICES			3,500		
5. SUBAWARDS (PROVIDE A SEPARATE NSF FORM 1030 FOR EACH SUBAWARD)					
6. OTHER			300		
TOTAL OTHER DIRECT COSTS			21,300		
H. TOTAL DIRECT COSTS (A THROUGH G)			171,290		
I. INDIRECT COSTS (Base = \$154,448)					
TOTAL INDIRECT COSTS			66,431		
J. TOTAL DIRECT AND INDIRECT COSTS (H+I)			237,721		
K. FEE (If requested; maximum equals .5% of J)			0		
L. TOTAL COST AND FEE (J+K)			\$ 237,721	\$	

PI/PD TYPED NAME & SIGNATURE	DATE	FOR NSF USE ONLY		
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	/0/0	INDIRECT COST RATE VERIFICATION		
CO. REP. TYPED NAME & SIGNATURE	DATE	Date checked	Date of Rate Sheet	Initials-DGA
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	0/0/0			

**INSTRUCTIONS FOR USE OF SUMMARY PROPOSAL BUDGET  
(NSF FORM 1030A)**

**1. General**

- a. Each grant proposal, including requests for supplemental funding must contain a Summary Proposal Budget in this format unless a pertinent announcement/solicitation specifically provides otherwise. A Summary Proposal Budget need not be submitted for incremental funding unless the original grant letter did not indicate specific incremental funding or if adjustments to the planned increment exceeding the greater of 10% or \$ 10,000 are being requested.
- b. Copies of NSF Form 1030A and instructions should be reproduced locally.
- c. For SBIR Phase II Proposals - a cumulative budget for the full term of the grant is required.
- d. Completion of this summary does not eliminate the need to document and justify the amounts requested in each category. Such documentation should be provided on additional page(s) immediately following the budget in the proposal and should be identified by line item. The documentation page(s) should be titled "Budget Justification/Explanation Page."
- e. If a revised budget is required by NSF, it must be signed and dated by the Authorized Organizational Representative and Principal Investigator and submitted in at least the original and two copies.

**2. Budget Line Items**

A full discussion of the budget and the allowability of selected items of cost is contained in the *Grant Proposal Guide*, NSF *Grant Policy Manual* (GPM). The following is a brief outline of budget documentation requirements by line item. (NOTE: All documentation, justification/explanation required on the line items below should be provided on the Budget Justification/Explanation Page(s)).

**A., B., and C. Salaries, Wages and Fringe Benefits (GPM 611).** List individually, all senior personnel who were grouped under Part A, the requested person-months to be funded and rates of pay.

**D. Equipment (GPM 612).** Items exceeding \$5,000 and 1 year's useful life are defined as permanent equipment (unless lower thresholds are established by the organization). List item and dollar amount for each item. Justify

**E. Travel (GPM 614 AND GPM 760).** Address the type and extent of travel (including consultant travel) and its relation to the project. Itemize by destination an cost and justify travel outside the United States and its possessions, Puerto Rico, Canada, and Mexico (foreign travel is normally not permitted for Phase I). Include dates of foreign visits or meetings. Fare allowances are limited to round-trip, jet-economy rates.

**F. Participant Support Costs (GPM 618).** Normally, participant support costs may only be requested for grants supporting conferences, workshops or symposia. Show number of participants in brackets. Consult GPG or specific program announcement/solicitation for additional information.

**G. Other Direct Costs.**

1. Materials and Supplies (GPM 613). Indicate types required and estimate costs.
2. Publication, Documentation and Dissemination (GPM 617). Estimate costs of documenting, preparing, publishing, disseminating, and sharing research findings.
3. Consultant Services (GPM 616). Indicate name, daily compensation (limited to individual's normal rate or daily rate paid for Level IV of the Executive Schedule whichever is less), and estimated days of service, and justify.
4. Computer Services (GPM 615). Include justification based on established computer service rates at the proposing institution. Purchase of equipment is included under D.
5. Subawards (GPM 313). Also include a complete budget NSF Form 1030A for each subaward and justify details.
6. Other Itemize and justify. Include computer equipment leasing.

## Project Budget Justification (SAMPLE)

### Personnel

This project includes the participation of two senior personnel: Timothy Johnson and Clatrice Hicks. Both faculty members will dedicate 25% of their academic time to the project; no summer salary is required. The budget includes the salary for of Timothy Johnson **(\$25,000)** with Fringes Benefits of 38% **(\$9,500)** and Clatrice Hicks **(\$15,000)** with fringe benefits of 38% **(\$5,700)** in compliance with Delaware State University regulations. The budget includes resources for two (2) graduate students **(\$14,000)** each for a total of **(\$28,000)** with full dedication for the two years of the project. The fringe benefits for students are fixed at 1.75% **(\$490)** according to Delaware State University regulations. This project also includes the staffing of a secretary that will be receiving an annual salary **(\$25,000)** with fringe benefits of 38% **(\$9,500)**.

### Travel

We are planning to attend two major scientific conferences throughout the year to report the findings of the project. The estimated cost for a trip to California is valued at **\$5,000**. An additional conference scheduled for travel to Australia is valued at **(\$10,000); (\$15,000 total)**.

### Participant Support Cost

On some occasions, our graduate students will need to perform in the field studies and report their findings. They will also be receiving scholarships to assist with their academic expenditures **(\$16,800)**.

### Materials and supplies

The main materials to be acquired are photo-sensitizers. Also organic solvent and other chemical supplies will be needed **(\$14,000)**.

### Publication Cost

We will be using the service of Reprographics to assemble formal packets for distribution of the findings of our research **(500)**.

### Contractual Services

Contractual Services include a service contractor for maintenance of the lasers to be acquired throughout the duration of the project **(\$3,000)**. Technical support will also be utilized for this project **(\$3,500)**.

### Other

This is funding that will be deliberately left vacate for any unforeseeable miscellaneous expenses that may arrive.

### Indirect costs

A fee of 43% of the total modified indirect cost is required by Delaware State University **(\$66,431)**. *Calculated as: (\$171,290 - \$16,800) \* 43%*.

### Audit fee

An Audit Fee of 0.5% of the total budget is required by Delaware State University **(\$0)**. This audit fee will only be applied if the agency does not accept the negotiated indirect cost rate of 43%.

**Total requested budget = \$237,721.**