

NIST-1022E
DAO 203-26U.S. DEPARTMENT OF COMMERCE
NATIONAL INSTITUTE OF STANDARDS AND TECHNOLOGY

**TECHNOLOGY INNOVATION PROGRAM (TIP)
ESTIMATED MULTI-YEAR BUDGET - SINGLE COMPANY**

	YEAR 1	YEAR 2	YEAR 3	TOTAL
1. COST CATEGORY				
A. Personnel salaries/wages				\$0
B. Travel				\$0
C. Equipment				\$0
D. Materials/supplies				\$0
E. Contractors				\$0
F. Other				\$0
G. Total direct costs (lines A thru F)	\$0	\$0	\$0	\$0
H. Total direct costs requested from TIP				\$0
I. Total direct costs shared by proposer (if any)				\$0
J. Total indirect costs absorbed by proposer				\$0
K. Total costs (lines G + J)	\$0	\$0	\$0	\$0
2. ALL SOURCES OF FUNDS (applicant, subrecipients, third party, state, etc.)				
			Remove Source Line	Add Source Line
A. FEDERAL (same as H)				\$0
B1				\$0
C. Total of all sources of funds (same as line K)	\$0	\$0	\$0	\$0
3. TASKS				
			Remove Task Line	Add Task Line
A1				\$0
B. Total of all tasks (same as line K)	\$0	\$0	\$0	\$0

INSTRUCTIONS FOR FILLING OUT THE NIST-1022E FORM “ESTIMATED MULTI-YEAR BUDGET – SINGLE COMPANY”

- 1. COST CATEGORY.** The data for Section 1 is populated automatically from previously entered data on the NIST-1022C form “Budget Narrative.” Therefore, no data entry is required for Section 1.
- 2. ALL SOURCES OF FUNDS.** The data for Section 2 must be entered manually and is not populated automatically. List in the leftmost column the names of all sources of funds individually. Line 2.A. is the TIP source of funding that is automatically populated from Section 1.H. of this form, therefore, no data entry is required. Click on the “Add Source Line” button and B.1. will automatically appear below 2.A. Enter the name of the of each nonfederal source of funds, e.g., submitting organization, third party in-kind contributions, state/local government, etc., followed by the source amounts under each column for the appropriate years. Click the “Add Source Line” after each source data is entered until all sources are listed. For example, if there are four nonfederal sources of funds, each source will be identified below line 2.A. as B.1, B.2., B.3., and B.4. The form will allow you to type past the end of the box in the left-most column, but only the visible data will be displayed and printed. Enter short references to sources in the visible part of this form. **The last line 2.C. of each column will be computed automatically and must match the total sources in line 1.K.**

Note that the examples provided at the end of this chapter provide additional information on how to enter sources of funds data for complex projects with multiple sources. Both single company and joint venture examples are included.

- 3. TASKS.** List in the left-most column, beginning with A1, all of the proposed tasks by name, and enter the associated costs in the appropriate rows and columns. (Click the “Add Task Line” button as needed to generate new lines.) Tasks should be a high-level aggregation of subtasks that have costs that can be easily updated as a group on an annual basis. TIP does not prescribe the appropriate number of tasks. Task names and amounts must correspond with those in the Gantt chart in the R&D plan discussion in the proposal.

If Section 2 “ALL SOURCES OF FUNDS” and Section 3 “TASKS” are lengthy and result in the total lines being shifted to a second page, be sure to **review all totals in Lines 2.C. and 3.B. to ensure that they match the totals on line 1.K.**

If changes are made to the NIST-1022C, Budget Narrative, they will not appear on the NIST-1022E form until the data is saved. **To insure accurate data, manually save the file before printing or submitting to be sure the changes are reflected on the NIST-1022E form.** Check the totals of lines 2.C. and 3.B. to be sure they still match totals in 1.K. after the changes apply.

Data does not update on this form automatically.