

**AQUAFISH INNOVATION LAB
FOR SUBCONTRACTING US INSTITUTIONS
SAMPLE BUDGET MATERIALS**

(Note: Sample completed budget materials are useful aids for illustrative purposes only.)

Sample Justification
Sample Single-Year Budget

Year 1 (3 months)

1. Personnel, Benefits, and Cost Share

1a. Salary Information

Name	Title	Annual Salary	Benefits Rate	Project Funds			Cost Share Funds		
				FTE	Salary	Benefits	FTE	Salary	Benefits
Op Qrst	Lead US PI	\$115,000	38%				0.03	\$3,450	\$1,311
Uv Xyz	Graduate Student	\$36,000	none	0.2	\$7,200	0			
Total					\$7,200			\$3,450	\$1,311

1b. Student Information (you will be asked to complete a student profile form upon award)

Name	Gender	Nationality	Degree Sought
Uv Xyz	Female	Host Country	MS

1c. Cost Share

Lead US PI Salary/Benefit: \$4,761
 Indirect @ 26% \$1,238
 TOTAL US non-federal cost share \$5,999

HC matching contribution from HC #1 \$2,000
 Indirect @ 20% \$400
 TOTAL HC matching contribution \$2,400

2. Services and Supplies

Laboratory/project supplies \$780
 (list each item and unit costs)
 Sample analysis (list costs) \$431
 TOTAL \$1,211

3. Travel

Domestic Travel

- Date: July 2013 Name: Op Qrst
- Reason for travel: Pre-Synthesis Workshop and Orientation Meeting
- Departure Location: Here Arrival Location: Washington, DC
- Meals and Lodging @ \$256/day for 3 days \$768

- Airfare and ground transportation \$620
- Registration \$0
- TOTAL \$1,388

International Travel

- Date: July 2013 Name: Uv Xyz
- Reason for travel: Project Site Planning
- Departure Location: Here Arrival Location: There
- Meals and Lodging @ \$100/day for 7 days \$700
- Airfare \$850
- Airport transport, parking, etc. \$105
- Miscellaneous (departure tax, etc.) \$95
- TOTAL \$1,750

4. Tuition

none

5. Indirect Costs

Total Direct Cost \$14,049
 <LESS> Tuition (not subject to indirect) \$0
 <LESS> Subcontract to HC institution #1 \$2,500
 TOTAL Direct Subject to Standard Indirect \$11,549

Rate of Regular Indirect	On-/Off-campus	Amount
26%	Off-campus	\$3,003

Rate of Indirect on Subcontracts	Amount per Subcontract	Number of Subcontracts	Total Amount
26%	\$2,500	1	\$650

6. HC/Regional Cost

Uv Xyz Salary \$7,200
 Subcontract to HC Institution \$2,500
 TOTAL \$9,700

SAMPLE BUDGET FORM

AquaFish Innovation Lab

Single-Year Subcontracting US Institution Budget

Proposal Title Water use patterns among fish farmers in Mexico		Institution Forexample State University		
Subcontracting Principal Investigator Op Qrst		Budget Period: Year 1 From (mm/dd/yy): 7/1/13 To (mm/dd/yy): 9/30/13		
Budget Categories	US Cost	US Cost-share Contribution	HC/Regional Cost	HC Matching Contribution
Personnel Costs				
Salary	\$ 7,200	\$ 3,450	\$ 7,200	
Benefits/Fringe	\$ -	\$ 1,311	\$ -	
Subtotal	\$ 7,200	\$ 4,761	\$ 7,200	
Supplies and Services				
S&S	\$ 1,211			
Subcontract to HC or other US Inst #1	\$ 2,500		\$ 2,500	\$ 2,000
Subtotal	\$ 3,711		\$ 2,500	\$ 2,000
Travel				
Domestic	\$ 1,388			
International	\$ 1,750			
Subtotal	\$ 3,138			
Equipment				
Tuition				
Total Direct Cost	\$ 14,049	\$ 4,761	\$ 9,700	\$ 2,000
Indirect Costs				
Standard Indirect	\$ 3,003	\$ 1,238		\$ 400
Indirect on Subcontracts	\$ 650			
Subtotal	\$ 3,653	\$ 1,238	\$ -	\$ 400
Total	\$ 17,702	\$ 5,999	\$ 9,700	\$ 2,400
Additional US Non-Federal Cost Share from US Inst #1				
GRAND TOTAL	\$ 17,702	\$ 5,999	\$ 9,700	\$ 2,400