**University of Maryland**

**Budget Justification**

**Name of Project**

**Name of PI(s)**

**Name of Funder**

**PI(s):** The principal investigator (PI, Dr. Testudo), will plan and oversee all aspects of the proposed experiments. The PI’s effort is based on a $xxxx salary at x% effort for an X-month appointment. The PI will list all activities that the PI will undertake or is responsible for during the project.

**Other Personnel**

Name, Title; The effort is based on a $xxxx salary at x% effort for an X-month appointment. List all of the individual’s project-funded responsibilities.

List additional personnel, in same manner as above.

**Graduate Assistant(s)**

$xxx in annual salary is requested. List all of the individual’s project-funded responsibilities.

**Hourly student(s) (graduate or undergraduate)**

Hourly (choose: graduate or undergraduate) students: A total of x paid students will work list number of hours, rate of pay and responsibilities.

 **Fringe Benefits**

Fringe benefits include health insurance, FICA, unemployment, workers’ compensation, retirement, terminal leave payout and employee assistance. Amounts for the sponsor’s contribution to employee fringe benefits are calculated using UMD’s U.S. Department of Health and Human Services (DHHS) approved Fringe Benefit Rates effective July 1, 2022. The approved rates are as follows: 29.9% for Faculty, 35.6% for Staff, 27% for Graduate Assistant and 7.6% for Contractual Faculty/Staff, hourly students and most Faculty/Staff additional pays. Tuition Remission is a UMD fringe benefit but is not included in the fringe calculation and is budgeted separately as applicable. Additional information about fringe benefits can be found at: <https://ora.umd.edu/resources/benefits-stipends> . The Fringe Benefit Rate Agreement can be found at: <https://ora.umd.edu/resources/fa> . Fringe rates could be adjusted in future years.

**Travel**:

Travel 1:

Funding is requested for: List who is traveling (include number of people and names, if known).

Include destination of trip(s) and describe estimated costs per item. For example: registration ($300/person), round trip airfare ($500/person), lodging ($175 lodging per night for 3 rooms for four nights), and food ($56 per diem per day for five days).

Travel 2:

Funding is requested for: List who is traveling (include number of people and names, if known).

Include destination of trip(s) and describe estimated costs per item. For example: registration ($300/person), round trip airfare ($500/person), lodging ($175 lodging per night for 3 rooms for four nights), and food ($56 per diem per day for five days).

Include additional travel, in same manner as above.

 **Other Direct Costs**

**Materials and Supplies.** Funds are budgeted at $xxxx. Funds are requested for the supplies outlined below, needed specifically for work on this grant:

* List expenses, including a description, and estimated cost.

**Publication Costs.** Funds are requested for publication costs (page charges, color illustrations, open access fees) for publishing manuscripts in major, peer reviewed journals. Costs are estimated at $xxx.

**Information Technology.** Funds are requested for the following project-specific needs:

* List expenses, including a description, and estimated cost.

**Tuition Remission.** Tuition remission is part of the fringe benefits package for employees including graduate assistants. The tuition (average of 20 credits annually) is budgeted at $xxx per credit based on University of Maryland’s tuition costs.

**Indirect Costs (F&A):**

The university’s indirect cost rate, or F&A rate, has been approved by the cognizant government agency, Department of Health and Human Services. This rate was approved on June 23, 2022, and is effective until amended.

More information on the F&A rate can be found here: <https://ora.umd.edu/resources/fa>