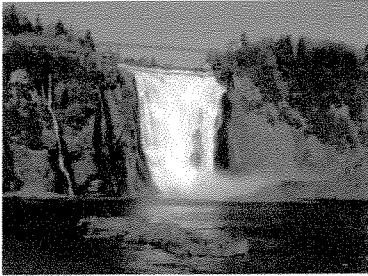


Montmorency Falls



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“The Basics” - Summary of A
Grant Budgeting Workshop

Gloria Dadowski
RAC Travel Award Recipient
Presented: February 27, 2007

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Presentation Agenda

- Basis for Proposal Budgeting
- Questions to Ask the PI
- Basic Budget Terms
- Components of a Proposal Budget
- Fundamentals of a Good Proposal
- Resources

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Proposal Budget is a major component of a proposal

- Purpose
 - Financial terms
 - Identifies & explains costs

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Sponsored Funds Budget Foundations

- Research is governed by Circulars issued by the Office of Management and Budget
 - OMB A-21 Cost Accounting Principles
 - Allowable
 - Allocable
 - Reasonable
 - Consistent

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Sponsored Funds Budget Foundations (continued)

- OMB A-110 Administration Requirements
- OMB A-133 Audit Requirements

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Questions to Ask the Principle Investigator

- Who is the sponsor?
- What is the agency announcement number?
(increasingly important re: grants.gov)
- Period of Performance
- Personnel involved
- Operating expenses (e.g., supplies, travel, computing services)
- Is Cost Sharing proposed? If so, is it mandatory

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Basic Budget Terms

- Direct Cost
- Facilities & Administration – (F&A)
- Modified Total Direct Costs (MTDC)

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F&A CALCULATION Example

	Amount	MTDC	F&A Rate	F&A Cost
Personnel	\$57,000	\$57,000		
Capital Equipment	\$10,000			
Travel	\$7,000	\$7,000		
Tuition	\$4,000			
TOTAL	\$78,000	\$64,000	48.5%	\$31,040

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Basic Budget Terms - Continued

- Cost Sharing
 - Voluntary
 - Mandatory/Required
- Total Cost

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Items that make up a Research Budget - (Direct Costs)

- Personnel (Salary & Wages)
- Fringe Benefits
- Capital Equipment
- Travel

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Research Budget- Direct Costs
continued

- Participant Support Cost
- Sub-Awards
- Procurement

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To Put Together A Good Proposal Budget

- Work closely with the Principle Investigator
- Comply with OMB Circulars
- Review Sponsor's Guidelines
- When In Doubt, Check it Out

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Where to Get More Information

- CMU Training & Development
e.g. RAC Meetings, L&D Programs, OSR Website
- Professional Organizations, e.g., Society of Research Administrators (SRA)
<http://www.srainternational.org/sra03/index.cfm>
- National Council of University Research Administrators (NCURA)
<http://www.ncura.edu/>
- NSF and NIH
- Colleagues

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