

Sample Budget Justification/Narrative

Personnel:

Senior Personnel: Dr. Jose Ramirez, professor of Psychology at California State University, Sacramento (Sacramento State), will be the principal investigator for the project, performing such tasks as _____. Funding is requested for 10% effort during the academic year and two months summer salary in each of the three years of the project.

Graduate Research Assistants: One graduate student will be needed in Year 1 to assist with data collection and a second student will be hired beginning in Year 2. Each will work 15 hours a week during the academic year.

Data Assistant: Funds are requested to cover 50% of a staff position to perform data entry, analysis, report preparation and data coordination with the subcontractor.

A 3% salary increase was included in Year 2 and Year 3 to cover potential cost of living and merit increases for the PI and Data Assistant.

Fringe Benefits:

Benefit rates for the PI are budgeted at the standard university rates of 56.7% for faculty during the academic year and 12% for faculty summer salary. Benefits are also included at the standard rate for staff at 56.7% and the rate for students at 10.5%. A 2% increase is included in subsequent years for the fully-benefited faculty and staff positions.

Equipment:

Funds have been requested for a Tektronics Model 1245 recorder and translator which provides instantaneous readouts with improved sensitivity. The PI's laboratory has access to a Model 1240, but it is unable to perform the sensitive analyses required for this research.

Materials and Supplies:

Funds are included in Years 1-3 for data recorder packs and recorder disks.

Travel:

In Year 1 and 3, funds are budget for the PI to participate in the required project director meeting. Budget cost includes airfare, lodging and per diem.

Contractual Agreements:

Costs for the collaborative research by Dr. Jenkins' laboratory at University of Oklahoma (OU) are detailed in the attached subcontract budget from OU.

Other Direct Costs:

\$500 for Years 1-3 are requested for page charges and other costs incurred during publication of the research results. Funds have also been requested for access to the campus computer lab.

Facilities and Administrative Costs

Facilities and administrative costs of \$115,422 are included at California State University, Sacramento's federally negotiated rate of 42% of Modified Total Direct Costs (MTDC) pursuant to its agreement dated July 11, 2014 with the US Department of Health and Human Services.

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