**DISCLAIMER: This is a sample template only for NSF Budget Applications. Page limit – 5 pages. See** [**PAPPG Chapter II D.2.f**](https://new.nsf.gov/policies/pappg/24-1/ch-2-proposal-preparation#ch2D2f) **for more details. This template does not include all budget scenarios that you may apply to your project. If any sections below are not part of your requested budget, please either delete or enter “Not Applicable”.**

# Budget Justification - Louisiana State University

## **Senior Personnel**

Funding is requested in the amount of $XXX to cover XXX month(s) of summer salary for Dr. XXX based upon $XXX/month for each year of the project. Dr. XXX will...

**Note:** As a general policy, NSF limits the salary compensation requested in the proposal budget for senior personnel to no more than two months of their regular salary in any one year. This limit includes salary compensation received ***from all NSF-funded grants***. If anticipated, any compensation for such personnel in excess of two months must be disclosed in the proposal budget, justified in the budget justification, and must be specifically approved by NSF in the award notice budget.

## **Other Personnel**

Funds are requested for XXX post-doctoral researcher(s) [insert names here, if known] in the amount of $XXX based upon $XXX/month. The post-doctoral researcher will…

Funds are requested for XXX graduate student(s) in the amount of $XXX. The graduate student will…

Funds are requested for XXX undergraduate student(s) in the amount of $XXX. The undergraduate student will…

## **Fringe Benefits**

Fringe benefits for regular employees are calculated at our federally negotiated rate of 40% of requested salary for each year of the project.

Fringe benefits for graduate assistants are included for the university’s portion of health insurance of [insert $2,249 for calendar, $1,731 for academic or $518 for summer] per year.

## **Permanent Equipment**

Funds are requested to purchase XXXX, in the amount of $XXX. This equipment will [insert description].

## **Travel**

* + - 1. Domestic:

Funds in the amount of $XXX are requested each year for project personnel to [insert the type of travel (e.g. conference, field work, etc.), its relation to the proposed activities, destination, and itemized cost of each trip].

**Itemized cost example:** The total each year includes estimated airfare ($600 X 1 person X 1 trip = $600 total), hotel stay ($180 X 1 person X 4 days = $720 total), per diem allowance ($61 X 1 person X 4 days = $244 total), and miscellaneous incidentals ($436).

* + - 1. International:

Funds in the amount of $XXX are requested each year for project personnel to [insert the type of travel (e.g. conference, field work, etc.), its relation to the proposed activities, destination, and itemized cost of each trip; when anticipated, the proposer must enter the names of countries and dates of visit, if known]

## **Participant Support Costs**

1. Stipends:

Funds in the amount of $XXX are requested to provide stipends at $XXX per participant for a total of XXX participants [insert justification]

1. Travel:

Funds in the amount of $XXX are requested to provide travel support to XXX participants. Such support includes [insert itemization of travel costs and justification].

1. Subsistence:

Funds in the amount of $XXX are requested to provide subsistence to XXX participants. Such support includes [insert the specific type of support, itemization of the costs, and justification].

1. Other:

[insert the specific type of support, itemization of the costs, and justification].

## **Other Direct Costs**

1. Materials and Supplies:

$XXX is requested each year to purchase [identify items and provide justification].

1. Publication Costs:

$XXX is requested each year to cover the costs of [identify the publication/documentation/dissemination activities for which funds are requested].

1. Consultant Services:

$XXX is requested each year to cover the costs of consultant services. [identify the consultant’s expertise, primary organization affiliation, normal daily compensation rate, number of days of expected service, and, if applicable, travel and subsistence].

1. Computer Services:

N/A

1. Subawards:

[Insert the entity’s name] will participate as a subrecipient for which $XXX is requested in year(s) # and #. [insert a concise description of the work to be performed by the subrecipient].

1. Other:

Tuition remission is requested for the graduate students for each year of the project. The amount is calculated at a rate of 38% of the total amount requested for the graduate students.

## **Total Direct Costs**

Total direct costs for all years are $XXX.

## **Indirect Costs**

Indirect costs of $XXX are calculated at LSU’s federally negotiated rate of XX% of MTDC.

## **Total Direct and Indirect Costs**

Total direct and indirect costs for all years are figured at $XXX.