54

SUMMARY PROPOSAL BUDGET

FOR NSF USE ONLY		
PROPOSAL NO.	DURATION (MONTHS)	
	Proposed	Granted
AWARD NO.		

ORGANIZATION	
PRINCIPAL INVESTIGATOR/PROJECT DIRECTOR	

	NSF-Funded Person-months			Funds Requested By Proposer	Funds Granted by NSF (If Different)
A. SENIOR PERSONNEL: PI/PD, Co-PIs, Faculty and Other Senior Associates List each separately with name and title. (A.7. Show number in brackets)	CAL	ACAD	SUMR		
1.				$	$
2.					
3.					
4.					
5.					
6. ( ) OTHERS (LIST INDIVIDUALLY ON BUDGET EXPLANATION PAGE)					
7. ( ) TOTAL SENIOR PERSONNEL (1-6)					
B. OTHER PERSONNEL (SHOW NUMBERS IN BRACKETS)					
1. ( ) POSTDOCTORAL ASSOCIATES					
2. ( ) OTHER PROFESSIONALS (TECHNICIAN, PROGRAMMER, ETC.)					
3. ( ) GRADUATE STUDENTS					
4. ( ) UNDERGRADUATE STUDENTS					
5. ( ) SECRETARIAL - CLERICAL (IF CHARGED DIRECTLY)					
6. ( ) OTHER					
TOTAL SALARIES AND WAGES (A + B)					
C. FRINGE BENEFITS (IF CHARGED AS DIRECT COSTS)					
TOTAL SALARIES, WAGES AND FRINGE BENEFITS (A + B + C)					
D. EQUIPMENT (LIST ITEM AND DOLLAR AMOUNT FOR EACH ITEM EXCEEDING $5,000.)					
TOTAL EQUIPMENT					
E. TRAVEL 1. DOMESTIC (INCL. CANADA, MEXICO AND U.S. POSSESSIONS)					
2. FOREIGN					
F. PARTICIPANT SUPPORT 1. STIPENDS $ ________ 2. TRAVEL ________ 3. SUBSISTENCE ________ 4. OTHER					
TOTAL NUMBER OF PARTICIPANTS ( ) TOTAL PARTICIPANT COSTS					
G. OTHER DIRECT COSTS					
1. MATERIALS AND SUPPLIES					
2. PUBLICATION/DOCUMENTATION/DISSEMINATION					
3. CONSULTANT SERVICES					
4. COMPUTER SERVICES					
5. SUBAWARDS					
6. OTHER					
TOTAL OTHER DIRECT COSTS					
H. TOTAL DIRECT COSTS (A THROUGH G)					
I. INDIRECT COSTS (F&A) (SPECIFY RATE AND BASE)					
TOTAL INDIRECT COSTS (F&A)					
J. TOTAL DIRECT AND INDIRECT COSTS (H + I)					
K. RESIDUAL FUNDS (IF FOR FURTHER SUPPORT OF CURRENT PROJECT SEE GPG II.D.7.j.)					
L. AMOUNT OF THIS REQUEST (J) OR (J MINUS K)				$	$

M. COST SHARING: PROPOSED LEVEL $	AGREED LEVEL IF DIFFERENT: $			
PI/PD TYPED NAME AND SIGNATURE*	DATE	FOR NSF USE ONLY INDIRECT COST RATE VERIFICATION		
ORG. REP. TYPED NAME & SIGNATURE*	DATE	Date Checked	Date of Rate Sheet	Initials-ORG

*SIGNATURES REQUIRED ONLY FOR REVISED BUDGET (GPG III.C)

INSTRUCTIONS FOR USE OF SUMMARY PROPOSAL BUDGET (NSF FORM 1030)

1. General

a. Each grant proposal, including requests for supplemental funding, must contain a Budget in this format unless a pertinent program announcement/solicitation specifically provides otherwise. A Budget need not be submitted for incremental funding unless the original grant letter did not indicate specific incremental funding or if adjustments to the planned increment exceeding the greater of 10% or $10,000 are being requested.

b. Copies of NSF Form 1030 and instructions may be reproduced locally.

c. A separate form should be completed for each year of support requested. An additional form showing the cumulative budget for the full term requested should be completed for proposals requesting more than one year's support. Identify each year's request (e.g., "First year," or "Cumulative Budget," etc.) in the margin at the top right of the form.

d. Completion of this summary does not eliminate the need to document and justify the amounts requested in each category. Such documentation should be provided on additional page(s) immediately following the budget in the proposal and should be identified by line item. The documentation page(s) should be titled "Budget Justification."

e. If a revised budget is required by NSF, it must be signed and dated by the Authorized Organizational Representative and Principal Investigator and submitted in at least the original and two copies.

2. Budget Line Items

A full discussion of the budget and the allowability of selected items of cost is contained in the *Grant Proposal Guide* (GPG), NSF *Grant Policy Manual* (GPM) (NSF 95-26, periodically revised), and other NSF program announcements/solicitations. The following is a brief outline of budget documentation requirements by line item. (NOTE: All documentation or justification required on the line items below should be provided on the Budget Justification page(s).)

A., B., and C*. Salaries, Wages and Fringe Benefits* (GPM 611). See definitions in GPG Appendix C. List individually, all senior personnel who were grouped under Part A, the requested person-months to be funded, and rates of pay.

D. *Equipment* (GPM 612). Items exceeding $5,000 and 1 year's useful life are defined as permanent equipment (unless lower thresholds are established by the organization). List item and dollar amount for each item. Justify.

E. *Travel* (GPM 614 and GPM 760). Address the type and extent of travel and its relation to the project. Itemize by destination and cost and justify travel outside the United States and its possessions, Puerto Rico, Canada and Mexico. Include dates of foreign visits or meetings. Air fares are limited to round trip, jet-economy rates.

F. *Participant Support* (GPM 618). Normally, participant support costs only may be requested for grants supporting conferences, workshops, symposia or training activities. Show number of participants in brackets. Consult GPG or specific program announcement/solicitation for additional information.

G. *Other Direct Costs*.

1. Materials and Supplies (GPM 613). Indicate types required and estimate costs.
2. Publication, Documentation and Dissemination (GPM 617). Estimate costs of documenting, preparing, publishing, disseminating, and sharing research findings.
3. Consultant Services (GPM 616). Indicate name, daily compensation (limited to individual's normal rate or daily rate paid for Level IV of the Executive Schedule, whichever is less), and estimated days of service, and justify. Include travel costs, if any.
4. Computer Services (GPM 615). Include justification based on estimated computer service rates at the proposing institution. Purchase of equipment should be included under D.
5. Subawards (GPM 313). Also include a complete signed budget NSF Form 1030 for each subaward and justify details.
6. Other. Itemize and justify. Include computer equipment leasing and tuition remission. (GPG II.D.7.f and II.D.7.a.ii)

I. *Indirect Costs* (GPM 630) (Also known as Facilities and Administrative Costs for colleges and universities). Specify current rate(s) and base(s). Use current rate(s) negotiated with the cognizant Federal negotiating agency. See GPM for special policy regarding grants to individuals, travel grants, equipment grants, doctoral dissertation grants and grants involving participant support costs (GPM, Chapter VI).

K. *Residual Funds* (GPG II.D.7.j). This line is used only for budgets for incremental funding requests on continuing grants. Grantees should provide a rationale for residual funds in excess of 20% as part of the project report. (See GPG VII.G)

L. *Amount of Request.* Line L will be the same as Line J unless the Foundation disapproves the carryover of funds. If disapproved, Line L will equal J minus K.

M. *Cost Sharing* (GPM 330). Include any specific cost sharing amounts in excess of the minimum one percent required under unsolicited research proposals. Include the estimated value of any in-kind contributions. Discuss the source, nature, amount and availability of any proposed cost sharing on the Budget Justification page. If a proposal budget includes a specific cost sharing level, the identified cost sharing level is expected to be included as a requirement in the award.

PROPOSERS MUST NOT ALTER OR REARRANGE THE COST CATEGORIES AS THEY APPEAR ON THIS FORM, WHICH HAS BEEN DESIGNED FOR COMPATIBILITY WITH DATA CAPTURE BY NSF'S MANAGEMENT INFORMATION SYSTEM. IMPROPER COMPLETION OF THIS FORM MAY RESULT IN RETURN OF PROPOSAL.