

**U.S. Department of Housing and Urban Development (HUD)
Urban Scholars Postdoctoral Fellowship Program –
Administered by the National Research Council**

Budget Instructions

On a separate sheet of paper entitled Project Budget, place your name, project title, and project dates at the top of the page. Provide a moderately detailed (usually one page) project budget, giving individual totals for each type of proposed cost.

A sample budget is shown below. The categories of expenses shown do not necessarily apply to all applications, and some applications may have expense categories not shown. The sample is representative, not binding.

Sample Budget

Name:

Project Title:

Project Dates:

Personnel	<u>Request From Sponsor</u>	<u>In-kind Contributions</u>	<u>Totals</u>
Principal Investigator (name)			
16.67% effort AY (cost-shared)	\$2,500	\$7,980	\$10,480
100% effort summer (3 months)	\$20,956	\$0	\$20,956
Graduate student project assistant			
10 hours/week @\$20/hour	\$12,600	\$0	\$12,600
Total salaries	\$36,056	\$7,890	\$44,036
Fringe benefits @24.5% of salaries	\$8,834	\$1,955	\$10,789
Total Salaries and Benefits	\$44,890	\$9,935	\$54,825
Other than personnel services (OTPS)			
Software/documentation	\$1,500	\$0	\$1,500
Travel: 3 2-day trips @\$1,500/trip	\$4,500	\$0	\$4,500
Total, OTPS	\$6,000	\$0	\$6,000
Total Direct Costs (TDC)	\$50,890	\$9,935	\$60,825
Indirect Costs @ 8% of TDC*	\$4,071	\$27,558	\$31,629
Total Project Costs	\$54,961	\$37,493	\$92,454

***Budget Note:**

_____ (institution) negotiated indirect cost rate is 52% of Modified Total Direct Costs. The
_____ (institution) in-kind contribution represents the difference between the 52% and 8% rate allowed
(for request from sponsor), plus the full 52% rate applied to in-kind total direct costs.