**Budget Template**

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| --- | --- | --- | --- |
|  | **$ NASA** | **$ Cost-Share1** | **Total** |
| **Faculty Personnel Salaries2:**  PI, Co-Is, senior investigator |  |  |  |
| **Other Personnel Salaries and Wages2:**  Students, Post-Docs, Staff |  |  |  |
| **Fringe Benefits:** |  |  |  |
| **Total Salaries, Wages and Fringe Benefits:** |  |  |  |
| **Domestic Travel:** |  |  |  |
| **Materials and Supplies:** |  |  |  |
| **Other Direct Costs:** |  |  |  |
| **Total Direct Costs:** |  |  |  |
| **Indirect Costs3:**  **Rate: Base:** |  |  |  |
| **Total Amount Requested:** |  |  |  |

**1***Cost-share* must be from non-Federal sources. Cost-share NOT required for Undergraduate Fellows.

**2***Salaries and stipends* must be consistent with recipient institution policies and practices, but at a minimum undergraduate students should be paid $15 an hour and graduate students $20 an hour.. Per NASA training grant guidelines, *US Citizenship is required*.

**3***Indirect costs* are allowed. Unrecovered indirect costs may be used as cost-share on all programs (except on student Fellowships (Graduate and Undergraduate).

**Budget Justification**

A Budget Justification is required for the amounts entered on the Budget Form. Include time, rate and fringe benefit information for each person supported or providing cost-share. Describe travel expenses and materials and supplies. Show modified total direct cost (MTDC) base and indirect cost rate. Explain how the total cost-share meets the required match for the proposed program. For indirect rates, use WVU (32.5%, other sponsored activities) or your institutions certified negotiated government approved indirect rate. Significant dollar amounts (>$1,000) proposed with no accompanying explanation will result in the proposal being disqualified. Examples of required detail: *e.g., $500 for consumables and reagents that are necessary for quantification of soil enzymes; $1000 for reagents associated with molecular sample preparations; $1500 for procurement of surgical consumables*. Requirements for cost-sharing can be found in 2 CFR §200.306 and 2 CFR §1800.306.