

## Attachment A – Sample Budget

	SPONSOR	VCU Mandatory	VCU Voluntary Committed
<b>PERSONNEL</b>			
Dr. V.V. Good, PI Calendar Year (CY) 50% x \$120,000/CY		\$60,000 (10)	
Dr. F.A. Mouse, Co-PI Academic Year (AY): 5% x \$108,000/AY			\$5,400 (1)
Summer: 100% x 2 mo x \$12,000/mo	\$24,000		
Dr. Grant Getter, Co-PI Calendar Year (CY): 10% x \$150,000/CY	12,500		[2,500] (2)
X. Perimentalist, Lab Assistant Calendar Year: 100% x \$36,000/CY	<u>18,000</u>		<u>18,000</u> (3)
Subtotal, Personnel	54,500	60,000	23,400
<b>EMPLOYEE BENEFITS</b>			
Salaried Personnel, @ 30%	16,350	18,000 (4)	7,020
<b>EQUIPMENT</b>			
Ultra-sensitive Yardstick	50,000		
Flexible Administrative Rule			SEE NOTE (5)
<b>SUPPLIES</b>			
Glassware, 10 cases @ \$100	1,000		
High Pressure Tubing @ \$200			200 (6)
<b>SUBAWARD</b>			
Another U.	<u>100,000</u>		<u>{1,000}</u> (7)

<b>TOTAL DIRECT</b>	221,850	78,000	31,620
<b>FACILITIES AND ADMINISTRATIVE COSTS</b>			
@50% MTDC	<u>48,425</u>	<u>39,000</u>	<u>15,310</u> (8)
<b>TOTAL</b>	270,275	117,000	46,930 (9)

1. This sponsor, like NSF, requires that the University cover academic year salary for the PI, but will pay for summer effort by the PI. Typically, the P.I. does a small amount of directing the staff throughout the academic year and devotes a significant amount of full time effort on the project in the summer. Once VCU has committed to this effort in the proposal, it is voluntary committed cost sharing.

2. This sponsor has a "salary cap" in the form of a maximum pay rate of \$125,000 per year that it will reimburse the University. Note that pay above that rate limit is a form of voluntary committed cost sharing, but this salary cap cost sharing is not explicitly budgeted in the proposal. Therefore, as indicated by the square brackets, it is not included in the total of the cost sharing column.

3. The University will cost share one half of this technician's effort. The PI feels that "sweetening the pot" by contributing this effort will improve the chances that the project will be funded. The department chairperson (who must provide the resources for this cost-shared effort) and the dean agree. Once VCU has committed to this cost sharing in the proposal, it is voluntary committed cost sharing.

4. Employee benefits associated with cost-shared salaries and wages are cost shared at the benefits rate(s) applicable to the type of account supporting the related salary cost sharing.

5. Audit accountability for cost-shared equipment is a massive administrative task, and therefore will be approved by the University only in highly unusual cases: essentially, when the sponsor absolutely requires equipment cost sharing. Instead, when VCU will provide equipment from its own resources to be used by a project, use the following language: "This equipment will be made available for the performance of this project at no cost to the sponsor."

6. The University will supply these consumables. It is very important to identify the source for such cost sharing at the time the proposal is prepared.

7. The subawardee is responsible for paying and documenting this cost sharing, and this will be required in the subaward document. The PI and department are not responsible for recording this cost sharing except to ensure that the project results achieved by the subawardee are adequate to support the subawardee's claim that the cost sharing was provided.

8. Facilities and administrative costs associated with cost-shared direct cost are cost shared at the rate(s) approved by DHHS.

9. The University and subawardee are cost sharing 38% of the total project cost of \$434,205 (\$220,275 + \$163,930).

10. The sponsor specified in the program announcement that the grantee must cost share the project director's time and effort. (Mandatory cost sharing is more typically specified to be a portion of total project cost than a specific item.)