OFFICE OF GRANTS AND FUNDED RESEARCH / POST-AWARD GRANTS

CENTRAL

INTERNAL GRANT BUDGET

Please Use Line Items as They Apply to Your Grant Proposal

Budget Item Costs Associated with Your Proposal	**Amount** Round to Nearest Whole Dollar	**Justification** Briefly describe proposed expenditures, and their appropriateness regarding proposed activities*
Travel *For example, costs for*: -Conference Registration -Hotel -Airfare -Ground Travel -Per Diem Costs** -Other Relevant Travel Costs	\$________________ \$________________ \$________________ \$________________ \$________________ \$________________	
Fee(s) for Course/Activity	\$________________ \$________________ \$________________	
Materials and Supplies	\$________________ \$________________	
Contractual Fee(s)	\$________________ \$________________	
Student Help	\$________________ \$________________ \$________________	
Stipend	\$________________ \$________________ \$________________	
Other	\$________________ \$________________ \$________________	
Total	\$________________ $ 0.00	

* Attach documentation to further justify budget (e.g., copies of published materials related to items in your budget such as airfare, mileage, registration fees, hotel rates, equipment, materials, course/training/workshop fees etc.). Please screenshot air itineraries from www.Kayak.com. Justification for proposed expenditures is considered when determining funding level. Documentation required for funding travel.

Links to supporting documentation may not be included. Please attach screenshots of supporting documentation for travel costs, conference fees, education and training costs, etc.

** Funding shall be permitted for costs incurred up to the maximum per diem rates published by the US General Services Administration https://www.gsa.gov/travel/plan-book/per-diem-rates. Applicants are required to pro-rate these budget items to account for partial days of travel as well as any meals included in conference costs.