**Budget Justification**

**University of Washington**

\*Take up as many of the 5 allotted pages as you need. Provide enough detail to show how the budget will enable you to meet the project’s goals and how your award will serve as a cost-effective investment for the US Government.\*

1. Senior Personnel. (PI Name) will commit/contribute/devote XX months at XX% FTE per year to the project for a total cost of $XXX. A 3% inflation rate is applied to (PI Name)’s salary each year.

The University of Washington fiscal year runs from July 1st to June 30th. $XX,XXX equals the maximum salary amount (PI Name) can collect per fiscal year on an NSF award (two months’ regular salary at Year X inflation rate). Pending and committed NSF support in both this proposal and in (award # of current NSF project) does not exceed this maximum amount per fiscal year.

\*SEFS Grants: Use the [NSF Compensation by Fiscal Year Report](https://biportal.uw.edu/Report/Details/NSFCompensationbyFiscalYear) in the BI Portal to check the PI’s current effort on NSF projects. If exceeding 2 months of salary for this senior person, justify why here. Try to stay under 2 months per year total for all their current and pending NSF awards.\*

1. Other Personnel.
	1. Post-Doctoral Associates.
	2. Other Professionals.
	3. Graduate Students. The team/PI/we will recruit/hire… for XX months at XX% FTE to the project for a total cost of $XXX. A 5% inflation rate is used to calculate X’s salary starting in Year 2.
	4. Secretarial-Clerical.
	5. Undergraduate Students.
	6. Other.
2. Fringe Benefits. Retirement and fringe benefit costs are assessed at $XX. The current University of Washington benefit load rates applicable to this project are XX% for (Payroll Classification) and XX% for (Payroll Classification). Benefits vary by payroll classification but typically include worker’s compensation, health plans, retirement plans, and federal payroll taxes.
3. Equipment. We request a …. for …. (attach quote)
4. Travel. (Description of travel, whether it is domestic or international, and why it is needed). Expenses include: (can list out in detailed bullet points).
5. Participant Support Costs. Usually None.
6. Other Direct Costs.
	1. Materials and Supplies. $X,XXX will cover/provide for…
	2. Publication Costs. Same as above or None.
	3. Consultant Services. $XXX will support one consultant, XXX, whose appointment will last XX months at XX% FTE. We request $XXXXX for professional support.
	4. Computer Services. None.
	5. Subrecipients. (Institution Name) requests $XX,XXX in funding to serve as a subcontract/subawardee for this project.
	6. Other. We request $XXX for Graduate Operating Fees to cover XX quarters of tuition for the graduate student. Graduate Operating Fees are required for all Research Assistant appointments and must follow the tuition rates set and published by the UW Office of Planning and Budgeting. The annual Graduate Operating Fees increase is calculated at the rate of 2.4% per year starting July 1, 2023.
7. Total Direct Costs. $XXX,XXX
8. Indirect Costs. The University of Washington charges on-campus indirect costs at 55.5% of Modified Total Direct Costs (MTDC). MTDC excludes equipment, graduate student operating fees, and subcontracts in excess of $25,000 in this budget. The US Department of Health and Human Services, serving as the University’s cognizant federal agency, approved these rates on June 26, 2024.
9. Total Direct and Indirect Costs. $XXX,XXX
10. Small Business Fee. None.
11. Amount of this Request. $XXX,XXX
12. Cost Sharing. None.