**Budget Narrative**

**A. Senior Personnel**

Name, title project role, appointment type (9-month/10-month/12-month), effort in person-months (academic and/or summer/calendar), etc.

**B. Other Personnel**

Name, title project role, effort in person-months (academic and/or summer/calendar), etc.

*For effort reporting purposes, UNCG defines year as fiscal period beginning July 1st and ending June 30th.*

[If using salary escalation consider inserting: *A X% cost-of-living adjustment has been applied to Years X-X*]

**C. Fringe**

Fringe is calculated at the UNCG’s composite rate of XX% for faculty, XX% for students enrolled in classes and XX% for students during the summer.

**D. Equipment**

Info here or N/A

**E. Travel**

Info here or N/A

[break out costs: lodging, airfare, per diem, ground transportation, registration. State number of travelers for each trip, length of trip, and destination (if known). A table may be used.]

[For foreign travel, consider budgeting in reference to US department of state rates. Add this statement: *The total funds requested are calculated according to the U.S. Department of State’s Foreign Per Diem Rates and the breakdown is shown below.]*

*For proposal purposes, travel has been estimated as above, however we will abide by NC Office of State Budget and Management (OSBM) policy and rates for reimbursement of all travel costs.*

**F. Participant Support**

Info here or N/A

**G. Other Direct Costs**

1. Materials and Supplies. Info here or N/A

2. Publication/Documentation/Dissemination. Info here or N/A

3. Consultant Services. Info here or N/A

4. Computer Services. Info here or N/A

5. Subawards. Info here or N/A

6. Other.

Info here or N/A

[Note: food is only allowable for participants and while on travel.]

**H. Total Direct Costs.** $

**I. Indirect Costs.**

UNCG’s federally negotiated rate is XXX% MTDC.

**J. Total Direct and Indirect Costs.** $