

Activity 6: Planning Your Research

Personnel

Role	Hourly Pay	# of hours per week	# of weeks per year	# of years on project	Total Cost
PI					
GRA					
URA					
URE					

URA = 10-15 hours per week in the academic year (Fall & Spring 16 week semesters) and up to 40hrs per week in summer (8-10 weeks).

\$

Participant Support

Number of human subjects:

Payment per participant:

Scholarships:

\$

Equipment

Number of Items greater than \$5k:

Cost:

\$

Tuition & Fees

Cost of graduate tuition & fees: **\$15,500**

Number of students:

Number of years on project:

\$

Materials

Items less than \$5k:

Publication fees:

Food / facilities:

Number of years on project:

\$

Travel

Cost per trip:

Number of travelers:

Number of trips:

Cost per trip
= airfare + hotel + food + registration

Example 4 day trip:
= 600 + (200x4) + (75x4) + 600 = \$2,300

\$

Total Budget Calculation

F&A Included

Sum all of the yellow totals (personnel, materials, travel), then multiply by 1.5

F&A Excluded

Sum all of the green totals (participants, equipment, tuition/fees)

Project Total: Sum of the above 2 calculations

\$

Instructions:

As you develop a research proposal, consider *how* you would accomplish each task. What would you need in order to execute each phase? Do you need equipment or access to data? Who will perform the research? Where will you disseminate your results? Do you need to travel there? As you answer these questions, iteratively update your budget to include all costs. Once you have filled the **green** and **yellow** boxes, do a final calculation of your project total in the **blue** box.