

Budget Example

The budget below is meant to guide your budget structure and give examples of the expected detail for each line item request. This is not a comprehensive list of accepted budget items and should not be seen as such. The examples below are purely that, examples and do not represent a submitted or approved budget.

Item	Amount (\$)	Description	Justification
Data Collection			
Mileage Reimbursement	\$1,137.00	City A to City B (65miles one-way x 2 ways (RT) x10 visits x 0.58 = \$754 [IRS rate for reimbursement is \$0.58 per mile]. City A to City C (33miles one-way x 2 ways x 10 visits x 0.58= \$382.8). \$754 + \$382.80= \$1,136.80	Research will be conducted at two hospitals. The research team will make 10 visits to each hospital for data collection. Team will carpool, effectively lowering the cost to drive to/from hospitals.
Principal Investigator Salary	\$4,000.00	The Principal Investigator will lead the project, and research will require 32 hours of work by the PI at the rate of \$125/hour. (32 x \$125 = \$4,000)	The Principal Investigator will lead the project by overseeing study design, guiding daily research activities, supervising staff, ensuring compliance with scientific and regulatory requirements, and completing all sponsor reporting.
Research Assistants (2)	\$2,000.00	Research will require approximately 100 hours of work by research assistants. Assistant's rate is \$20an hour. (100 x \$20= \$2000)	Research Assistants will be needed to review charts/conduct interviews
Statistician Study Design & Analysis	\$1,200.00	Statistician's rate is \$30.00 per hour and work will approximately take 40 hours. (\$30.00 x 40 = 1,200)	Statistician will run descriptive analyses, correlational statistics/multivariate modeling.
Supplies			

Informational Booklets	\$1,000.00	Informational Booklets (10 printed booklets per focus group x 20 focus groups = 200 booklets. Printing costs \$5.00 per book x 200 = 1,000)	The informational booklets distributed to focus groups are an integral part of the research plan.
RN Instructor Incentive	\$600.00*	1, \$30.00 Visa Gift Card per RN Instructor, 1 RN Instructor per focus group = 20 total RN Instructors. (\$30 x 20 = 600)	Recruitment strategy to gain instructors
Survey	\$360.00	\$100.00 per month survey hosting subscription, the survey will be available for 3 months, plus taxes. (\$100.00 x 3 + 20% = \$360.00)	Research will necessitate a survey to be completed by participants. Survey will be built and distributed through an online application.
Indirect Costs <i>(not covered for doctoral student grants)</i>	\$796.00	Indirect costs are budgeted at the 10% Total Direct Costs per the CCI Research Consortium Guidelines.	
Dissemination of Findings			
Conference Attendance	\$1,670.00	P.I. Attendance at a nursing research conference such as Southern Nursing Research Society: (Registration \$450 + hotel \$240 per night x 3 nights + RT flight \$500= \$1670)	Dissemination of findings to include attendance at a nursing research society conference.
Total	12,763**		

*If planning to distribute gift cards, CCI Research Consortium does require a method of tracking these items.

E.g. a list where those who receive a gift card print their names and initial upon receipt.

**It is acceptable to submit a budget under the maximum allowable amount within the tier you are applying.

E.g. This budget may be submitted within the Beginning Researcher or Experienced Researcher tiers.

Budget Template

You may fill out the Budget Template below for your specific research project needs. You may have more or less line items than provided in this template, in this case, add or remove lines to accommodate your budgetary needs. All line items must have a description stating how you arrived at the amount needed and a Justification for the expense. Please remember that all line items will be subject to documentation of purchase/use via receipt or invoice.

Item	Amount (\$)	Description	Justification
Data Collection			
	\$		
	\$		
	\$		
	\$		
	\$		
Supplies			
	\$		
	\$		
	\$		
Indirect Costs <i>(not covered for doctoral student grants)</i>	\$	Indirect costs budgeted at the 10% Total Direct Costs per the CCI Research Consortium Guidelines.	
Dissemination of Findings			
	\$		
	\$		
	\$		
Total	\$\$\$\$		