Budgets, Budget Justifications and Consortia

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Assistant Professor
Dept. of Neurology
Presentation modified from: Mike Conlon, CTSI
The budget sets the scale for the scientific work to be accomplished.
If the budget is too big for the proposed work, your proposal will not be funded.
If the proposed work is too big for the proposed budget, your proposal will not be funded
If your budget is unclear or incomplete, your proposal will not be funded
The budget is **NOT** one of the five criteria your proposal will be evaluated on. **But** if it does not accurately represent the proposed work, it may negatively affect your project.
Consistency is key:

Text = Budget = Budget Justification
Every budget is tight
Plan ahead
Salary, Equipment, Supplies, Core facilities, Tuition, Consultants, Participant Costs, Travel
Salary + Fringe:

Time must be spent on the grant Match effort reporting

The employee categories and corresponding proposed fringe benefit rates are as follows (2014-15):

- Faculty (9, 10, and 12-month) 27.8%
- COM Clinical Faculty 17.5%
- Exempt TEAMS/USPS 31.8%
- Non-Exempt TEAMS/USPS 45.6%
- Housestaff/Clinical Post Docs 24.6%
- Graduate Assistants&Reg Post Docs 11.5%
- Student OPS/Federal Work Study 1.6%
- Other OPS/Temporary Faculty 3.9%
Show budget example in Excel
Budget Justification

The budget justification is your opportunity to show the reviewers you not only know *what* must be done (science) but *how* it will be done at UF
Every item in the budget requires a justification.
If time or resources will be provided by others to your work, you must have a letter from them documenting the committed resources.
BUDGET JUSTIFICATION:

Personnel: Cornell University

Principal Investigator: Colin R. Parrish (1.8 calendar months), John M. Olin Professor of Virology. He will oversee all of the work in this project, and will directly supervise that which is conducted at Cornell. He will be responsible for the administration of the program and any necessary reporting, and will ensure that the various combined projects are carried out between the workers at Cornell and Penn State, as well as with the laboratories of the collaborators/consultants on this project.

Postdoctoral Fellow: [Redacted] (6.0 calendar months) will be involved in studies of the protease sensitivity of the capsids and receptors as well as carrying out the studies in the laboratory using yeast expression and mutagenesis to identify the residues in the antibodies and receptors that interact with the capsid surface, and to alter the affinities.

Postdoctoral Associate: TBH (7.2 calendar months) will be responsible for the studies that involve the analysis of the capsid structures through mutagenesis, and the biochemical and biophysical analysis of the resulting viruses. This person would also prepare materials for analysis of the receptor and antibody binding to the wild type or mutant capsids that are uncleaved, or treated with proteases.

Research Support Specialist: [Redacted] (3.6 calendar months). [Redacted] supports the various projects in the laboratory, and provides general support for this project including preparation of the tissue culture cells, antibodies, and general laboratory maintenance. She is an expert in the production of monoclonal antibodies from hybridomas, and would carry out those parts of the project.

Research Technician III: [Redacted] (6.0 calendar months). [Redacted] is responsible for the routine production and purification of virus capsids, antibody IgGs and Fabs, and receptor proteins from baculovirus expression. She also spends some time on the general laboratory work that supports this project.

Consultants / Collaborators:

Collaborator: Moonsoo Jin, Cornell University. Dr. Jin is an Assistant Professor in the Department of Biomedical Engineering. He has a background in studies of protein engineering starting from his post-doctoral work in Tim Springer’s laboratory at Harvard University, and in particular in the use of yeast display for isolation of proteins with altered binding properties. Studies in his laboratory include preparation of receptors for other viruses (rhinovirus and adeno-associated viruses) with this technology, and he is also examining the mouse TfR. This is a natural collaboration, and in the studies proposed, the work involving the selection of altered TfRs and antibodies would be conducted in the Parrish laboratory by Laura Goodman, but would involve the close assistance of Dr. Jin and members of his laboratory. A letter of collaboration is included.
Equipment:

The purchase must be required for the proposed work
The equipment must be dedicated to the proposed work
Only equipment >5K
Supplies:

All items justified
All costs reasonable
Costs must be attributable to the proposed work
Tuition:

UF in-state graduate student tuition is $12,590*

*12 credit hours. http://www.sfa.ufl.edu/basics/cost-of-attendance/
Consultants:

Simple agreements for services
Include Letters
Patient Care Costs:

Work with the CRC
(Clinical research center)

Work with RAC
(Research adm. and compliance)
Travel:

Every trip should be justified
Costs should be consistent and reasonable
Direct and Indirect Costs
Indirect Costs:

Pay for the things you don’t pay for – space, electricity, furniture, administrative staff
UF returns a portion of indirect costs to the dean, chair, center, and principal investigator
The UF indirect cost rate is 50%*

*Other rates may apply. See: http://research.ufl.edu/research/proposal/fa-rates.html
UF uses Modified Total Direct Costs (MTDC) to budget indirect costs*

*Unless funding agency requires a different base.
<table>
<thead>
<tr>
<th>Item</th>
<th>Included in MTDC?</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary + Fringe</td>
<td>Yes</td>
<td>$100,000</td>
</tr>
<tr>
<td>Supplies</td>
<td>Yes</td>
<td>$15,000</td>
</tr>
<tr>
<td>Tuition</td>
<td>No</td>
<td>$12,000</td>
</tr>
<tr>
<td>Patient Care</td>
<td>No</td>
<td>$40,000</td>
</tr>
<tr>
<td>Consultant</td>
<td>Yes</td>
<td>$20,000</td>
</tr>
<tr>
<td>Equipment</td>
<td>No</td>
<td>$50,000</td>
</tr>
<tr>
<td>Travel</td>
<td>Yes</td>
<td>$20,000</td>
</tr>
<tr>
<td>Total Direct Costs</td>
<td></td>
<td>$265,000</td>
</tr>
<tr>
<td>Total MTDC</td>
<td></td>
<td>$155,000</td>
</tr>
<tr>
<td>Indirect Costs (49% of Total MTDC)</td>
<td></td>
<td>$75,950</td>
</tr>
<tr>
<td>Total Budget (Direct + Indirect)</td>
<td></td>
<td>$340,950</td>
</tr>
</tbody>
</table>
**PHS 398 Modular Budget, Periods 1 and 2**

Please note that the application text is copyrighted. It may be used only for nonprofit educational purposes provided the document remains unchanged and the PI, the grantee organization, and NIAID are credited. See more online: [http://funding.niaid.nih.gov/researchfunding/grant/pages/appsamples.aspx](http://funding.niaid.nih.gov/researchfunding/grant/pages/appsamples.aspx)

<table>
<thead>
<tr>
<th>Budget Period: 1</th>
<th>Start Date: 12/01/2010</th>
<th>End Date: 11/30/2011</th>
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</thead>
</table>

### A. Direct Costs

<table>
<thead>
<tr>
<th>* Funds Requested ($)</th>
<th>250,000.00</th>
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<tbody>
<tr>
<td>Direct Cost less Consortium F&amp;A</td>
<td></td>
</tr>
<tr>
<td>Consortium F&amp;A</td>
<td></td>
</tr>
<tr>
<td>* Total Direct Costs</td>
<td>250,000.00</td>
</tr>
</tbody>
</table>

### B. Indirect Costs

<table>
<thead>
<tr>
<th>Indirect Cost Type</th>
<th>Indirect Cost Rate (%)</th>
<th>Indirect Cost Base ($)</th>
<th>* Funds Requested ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Modified Total Direct Costs</td>
<td>64.4</td>
<td>202,480.00</td>
<td>136,397.00</td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Cognizant Agency (Agency Name, POC Name and Phone Number)  
DHS, Louis Martillotti, 212-264-2069

<table>
<thead>
<tr>
<th>Indirect Cost Rate Agreement Date</th>
<th>04/03/2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Indirect Costs</td>
<td>136,397.00</td>
</tr>
</tbody>
</table>

### C. Total Direct and Indirect Costs (A + B)

<table>
<thead>
<tr>
<th>Funds Requested ($)</th>
<th>380,397.00</th>
</tr>
</thead>
</table>
### C. Total Direct and Indirect Costs (A + B)

Funds Requested ($) 176,556.00

#### Cumulative Budget Information

1. Total Costs, Entire Project Period

   * Section A, Total Direct Cost less Consortium F&A for Entire Project Period
     
     $1,250,000.00
   
   * Section A, Total Consortium F&A for Entire Project Period
     
     $1,250,000.00
   
   * Section A, Total Direct Costs for Entire Project Period
     
     $1,250,000.00
   
   * Section B, Total Indirect Costs for Entire Project Period
     
     $642,525.00
   
   * Section C, Total Direct and Indirect Costs (A+B) for Entire Project Period
     
     $1,892,525.00

2. Budget Justifications

   Personnel Justification: [1246-PersonnelJustification.pdf](1246-PersonnelJustification.pdf)  
   Add Attachment | Delete Attachment | View Attachment

   Consortium Justification: [Add Attachment](Add Attachment)

   Additional Narrative Justification: [1247-PAexplanation.pdf](1247-PAexplanation.pdf)  
   Add Attachment | Delete Attachment | View Attachment

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Consortia

A consortium is a legal agreement between research institutions to participate in the work if funded.
Allow a minimum of three months to create the consortium for your proposal.
Decide who is in the consortium
Decide the work to be performed by each consortium member
Decide the budget for each consortium member
Consortium members pay indirect costs at the rate of their home institutions
In addition, you pay up to $25,000 in indirect costs for each consortium member
CONSORTIUM BUDGET JUSTIFICATION:

The Pennsylvania State University – Hershey Medical Center, Dr. Susan Hafenstein

Consortium Costs:

Approximately $853,000 Total Costs for all years. ($550,000 direct costs; $303,000 F&A costs)
Consortium with Pennsylvania State University – Hershey Medical Center  \{X\} Domestic \{ \} Foreign
Calculations are based on 55.1% F&A rate.

The budget is administered through Cornell University, but the Pennsylvania State University – Hershey
Medical Center portion supports those individuals at Penn State-Hershey who are involved in these parvovirus
projects, as well as the costs of those studies.

Consortium Personnel:

Principal Investigator: Susan L. Hafenstein (3.0 calendar months). As PI of the project, Dr. Hafenstein will
supervise the aspects of the project that involve structural analysis of the capsids and antibodies or receptors.
She has experience with studies using cryoEM of capsids and receptors or antibodies. She will be making
affinity grids, setting up properly controlled experiments, data processing, interpretation of results, and
assistance in writing up manuscripts and progress reports.

Postdoctoral Research Associate: \(\text{[Redacted]}\) (9.0 calendar months). \(\text{[Redacted]}\) will carry out the cryoEM
reconstruction of viruses and receptors. The project will include making grids, performing experiments,
processing the data and reporting the progress on the asymmetric reconstruction of parvovirus capsids
interacting with receptors.
Work with an experienced grant administrator and the Division of Sponsored Research in developing your consortium
Questions?