**BUDGET JUSTIFICATION**

**Institution Name - (PHACS) 2020: Study Name (SMARTT, AMP Up Series, etc.)**

**PERSONNEL $XX,XXX**

**Name, Professional Designation, Role (x% effort, x calendar months),** describe the role of the person as it relates to this study. All budgets should include some nominal effort for your project lead.

Fringe benefit rate is calculated at x% and can be referenced in the F&A Rate Agreement (or another document).

**CONSULTANT COSTS $X,XXX**

This section is likely N/A for ERP projects. If you do have consultant costs to include, please fully justify the business purpose and provide detail on calculations.

**SUPPLIES (ITEMIZE BY CATEGORY) $X,XXX**

If you do have supplies to include, please fully justify the business purpose and provide detail on calculations.

**TRAVEL $X,XXX**

N/A

**OTHER EXPENSES $XX,XXX**

If you do have other costs to include, please fully justify the business purpose and provide detail on calculations. – funds are requested to cover $X/item x X items. Total of $X.

**INDIRECT COSTS: $XX,XXX**

Reference IDC rate agreement and provide base, rate(s) used and details on calculation (type of base, exclusions, etc).