

SAMPLE BUDGET TABLE – SPECIES RECOVERY GRANTS

This example demonstrates how the Budget Table should be organized to reflect the Object Class Categories found on the Standard Form SF-424A. Please note that the dollar amounts reflected in each category on the SF-424A must match the dollar amount for each category shown in the Budget Table.

The Budget Table must show funds requested from NOAA as well as matching funds. For multi-year proposals, a Budget Table should be provided for *each year* of the award period.

Budget tables or spreadsheets must be formatted to fit letter-sized paper (8.5" x 11").

Dollar amounts should be rounded to the nearest dollar.

			Federal	Non-Federal	Total
Personnel					
<i>State Career Service</i>	Annually	FTE			
Jane Doe, PI/Project Manager	\$60,000	0.5		\$30,000	\$30,000
John Doe, Research Biologist	\$48,000	0.5		\$24,000	\$24,000
<i>Temporary Part Time Assistant</i>	Hourly	# of hours			
Research Assistant , TBD	10	2,000	\$20,000		\$20,000
<i>Volunteer (in-kind)</i>					
10 Outreach and Education Volunteers	8	80		\$640	\$640
Total Salary and Wages			\$20,000	\$54,640	\$74,640
Fringe Benefits	Rate on salary/wages				
State Career Service, covers all insurance, leave, retirement, and Social Security	0.25			\$7,500	\$7,500
State Career Service, covers all insurance, leave, retirement, and Social Security	0.25			\$6,000	\$6,000

			Federal	Non-Federal	Total
Security/FICA only	0.07		\$1,400		\$1,400
Total Fringe Benefits			\$1,400	\$13,500	\$14,900
Travel	Unit cost	# of units			
Flight	500	4	\$2,000		\$2,000
Hotel	100	16	\$1,600		\$1,600
Per Diem	50	20	\$1,000		\$1,000
Total Travel			\$4,600	\$0	\$4,600
Equipment	Unit cost	# of units			
Jet-boat	15,000	1	\$15,000		\$15,000
Total Equipment			\$15,000	\$0	\$15,000
Supplies	Unit cost	# of units			
Acoustic Zone Inc AB12 listening station	1,000	100	\$90,000	\$10,000	\$100,000
Total Supplies			\$90,000	\$10,000	\$100,000
Other					
Subaward - State University of Research (see attached budget table for breakdown)			\$22,500		\$22,500
Printing Fees			\$2,500		\$2,500
GIS Course				\$2,000	\$2,000
Total Other			\$25,000	\$2,000	\$27,000
Contractual					
Commercial Fisheries Inc			\$1,200		\$1,200
Total Contractual			\$1,200		\$1,200
Indirect Charges	rate	base			
Federally-negotiated indirect-cost rate	0.30	total personnel	\$26,682	\$0	\$26,682
Total Federal Costs and Match			\$183,882	\$80,140	\$264,022
Match Rate*				0.30	

*For single state proposal, match must be $\geq 25\%$ of the total project costs: $0.25 \times \$264,022$.

COMPLETE SEPARATE TABLES FOR ANY ADDITIONAL FISCAL YEARS