

**EXAMPLE - Budget Justification - YEAR 1 (2/1/11-1/31/12)**

**REPEAT THIS FOR YEAR 2, DO NOT COMBINE YEARS 1 & 2**

**(Paragraph numbers should correspond with numbers on the 90-4 budget page).**

**A. SALARIES AND WAGES:**

1a. Principal Investigator (Dr. John Smith) will commit 2 months of total effort to the project in year 1. Salary for 1 summer month is requested (\$5,500 in year 1) and 1 month of academic year effort will be contributed by Stony Brook University as cost-share (\$5,500). As Lead Principal Investigator Dr. John Smith will have overall responsibility for the conduct of the project at Stony Brook University, for the supervision of project personnel including direct supervision of the Sea Grant Scholar, the Research Associate, and the office assistant, and will have primary responsibility for report preparation and documentation of results.

Co-Principal Investigator Dr. Susan Jones, at Cornell University, will be responsible for the coordination of lab resources and Lake Ontario sample processing. (See budget justification for subcontract to Cornell University).

1b. Associate Investigator (Dr. Andrew Brown) will commit 2 months of total effort to the project in year 1. Salary for 1 summer month is requested (\$4,000 in year 1) and 1 month of academic year effort will be contributed by Stony Brook University as cost-share (\$4,000 in year 1). Dr. Brown will assume responsibility for sample acquisition along the Hudson River with representatives from NYS Department of Environmental Conservation, and will supervise the undergraduate student during field collections and processing.

Salaries and wages for Year 1 are based on rates currently in effect at Stony Brook University, and an annual salary increment of 3% is budgeted for year 2.

2a. 3 months salary support is requested for the Research Associate, Peng Hao (\$9,010 year 1). He will be responsible for sample collection in the Hudson, sample processing, and data analysis.

2c. One Sea Grant Scholar Fellowship is requested (\$XXXXXX in year 1) for the project. This stipend reflects Stony Brook University's prevailing stipend rate for a Master's level student, and has been increased by \$2,600 to allow for the Scholar to purchase health insurance. The Scholar will conduct research on a Master's thesis related to project objective # 3 (producing a 3D map of PCB and Mirex loads in Lake Ontario and Hudson River sediments), and will be an integral part of the research team. A full tuition waiver (\$XXXX in year 1) will be provided by Stony Brook University to the Sea Grant Scholar Fellow as cost share, as the education and training of this individual is a major objective of our project.

2f. One undergraduate student will work on the project at 3 months effort (10 hours per week @ \$9/hr x 52 weeks = \$4,680 year 1), and will be responsible for assisting with sample acquisition and processing, laboratory analysis, and will assist with data entry.

2g. 3 months of the office assistant's time is contributed as cost sharing each year (\$6,205 year 1). The complex data entry and database management associated with this work will require 10 hours per week of this person's effort to be dedicated to this project.

**B. FRINGE BENEFITS** are calculated as follows based on approved institutional rates for Year 1:

Sea Grant Request	Cost-Share
16 % on summer salary for each PI 39.0% for research associate in year 1 5% for undergraduate student for year 1	47.04% for academic year salary for each PI and for office assistant for year 1

**C. PERMANENT EQUIPMENT:** A high-end workstation, plotter, digitizer tablet, and 3D imaging and analysis software will be required in order to interpret data and for map production. Such a system will be purchased specifically for this project, at a cost of \$8,000 in year 1. The cost to lease this equipment, as quoted by Research Imaging, Inc., would be \$500 per month (\$12,000 over the two-year period), so it is more economical to purchase it.

**D. EXPENDABLE SUPPLIES AND EQUIPMENT:** We will need to purchase sampling materials, including ball check covers, cove and liner tubes, cove catchers, sleeves, etc. at a total cost of \$2,024 in year 1.

**E. TRAVEL:** \$1,250 is requested in year 1 to support travel each year for two members of the Stony Brook University research team to attend scientific meetings to present results (estimated \$325 airfare for each PI, \$150 per night (x 2) for per diem meals and hotel for two nights, X 2 travelers).

In addition, we request \$1,350 in travel funds for six field trips in year 1 for sampling along the Hudson River. Each field trip is estimated at \$225, which includes mileage (90 miles X \$0.50 per mile = \$45), tolls (\$10 per trip) and per diem meals and lodging for one night (2 members of the Stony Brook University research team per trip @ \$85 = \$170 per trip).

**G. OTHER COSTS:**

**G.3. MAINTENANCE/:** \$500 is requested in year 1 for maintenance, repairs and insurance for the workstation and plotter.

**G. 4. TECHNICAL SERVICES:** \$2,500 is requested in year 1 for fees to utilize the university's GIS lab, HPLC, and gas chromatography services.

**G. 5. SUPPORT SERVICES:** \$600 is requested in year 1 for copying costs associated with the distribution of the large data set to our collaborators in NYS DEC and Cornell, and for overnight mail charges for the shipment of samples.

**G. 7. SUBCONTRACT:** A subcontract to Cornell is included for Dr. Jones' work in the amount of \$10,364 for year 1. A separate budget page and scope of work is attached, describing Cornell's contribution to this project.

**G. 9. Cost Share from collaborating organization:** New York State Department of Environmental Conservation has agreed to collect and provide additional sediment samples from Lake Ontario and the Hudson River from three cruises in year 1 at no cost to our project. A letter

from DEC is attached to this proposal, and will be provided as part of the project's cost-share, with a value of \$1,900 per cruise (\$5,700 in year 1).

**H. OVERHEAD COSTS:** Overhead is calculated at the Modified Total Direct Cost (MTDC) rate of 57% on-campus and 26% off-campus at Stony Brook University. Our project will be conducted 50% on- and 50% off-campus, and overhead costs are applied accordingly to the Sea Grant request and on the cost-share portion of this project (minus equipment, Sea Grant Scholar Fellowship, tuition waiver, and DEC cost-share contribution).

EXAMPLE

**Scope of Work and Budget Justification**  
**For Cornell University - Year 1 (2/1/11-1/31/12)**  
**REPEAT THIS FOR YEAR 2, DO NOT COMBINE YEARS 1 & 2**

A. SALARIES:

1a. Co-Principal Investigator Dr. Susan Jones will be responsible for the coordination of lab resources and Lake Ontario sample processing (from field sampling and those provided by DEC) at her lab at Cornell University. She will devote one half month of effort in year 1 to this project, and requests salary for this effort (\$3,000 in year 1). She will be responsible for planning and analysis of most experiments and for the supervision of an undergraduate student collecting samples.

2a. Cornell University will devote 3 weeks of laboratory technician effort to this project as cost share (\$2,575 in year 1). One undergraduate student will be enlisted to assist with field sampling, at a cost of \$8 per hour, 10 hours per week, for 20 weeks in year 1 (\$1,600 in year 1).

B. FRINGE BENEFITS: Fringe benefit rates are calculated at 47% for both Sea Grant and cost share salaries. There are no fringe benefit costs for the undergraduate student.

D. SUPPLIES: \$325 is requested for laboratory supplies needed to process samples.

E. TRAVEL: \$750 is requested for the PI to attend one national conference in year 1 (\$450 for airfare, \$150 per night for per diem meals and hotel for two nights), and \$250 in year 1 is requested for automobile mileage for travel to and from sampling sites at Lake Ontario, for a total of \$1,000 in year 1 in travel funds.

H. OVERHEAD: Overhead costs are calculated at the prevailing rates at Cornell University (56% on-campus and 26% off-campus). This project is conducted 50% on- and 50% off-campus, and overhead is charged accordingly to the Sea Grant and cost-share budgets.