Building Blocks for Effective Proposal Budgeting, Part 1

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Sponsor Types

The **sponsor** is the agency or organization that provides funding for a grant or funded agreement. Common sponsor types include:

· Federal, State, or Local Government

Examples: NIH, NSF, ONR, NOAA

Foundations and Non-Profit Organizations

Examples: BMGF, Ford Foundation, AHA

Industry and For-Profit Organizations

Examples: DuPont, Raytheon, Merck

















Sponsor Types, Cont'd

FEDERAL

- R&R Detailed Budget, Modular Budget, etc.
- Allowable costs:
 Uniform Guidance/ Agency
 Regulations unless otherwise
 specified in FOA
- Use Northeastern negotiated rate unless otherwise specified



FOUNDATIONS

- Each organization is different
- Check FOA and foundation website for allowable costs



 Many foundations do not support F&A charges or pay a reduced rate

INDUSTRY

 Every case is different. Funding restrictions may be communicated on the company website, in email conversations with the PI, etc.





Funding Mechanisms and Budget Requirements

- Solicited and unsolicited applications
- Before deciding to apply, review the Sponsor guidelines and award terms & conditions.
- Will the budget guidelines adequately support the work of the proposed project?





Sponsored Projects vs. Gifts

Sponsored Projects are externally-funded activities in which a formal written agreement, i.e., a grant, contract, or cooperative agreement, is entered into between NU and the sponsor and include:

- A specified period of performance
- Statement of work with identified deliverables
- A budget which may include direct and indirect costs



Gifts award unrestricted funds and do not have a period of performance or deliverables.



Types of Award Mechanisms

· Federal Grants, Contracts, Cooperative Agreements

Other types of award mechanisms





GREAT MOMENTS IN SCIENCE

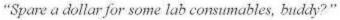




Other Research Support Sources

- Research Related Funding
- Gifts and In-Kind
- Fee for Service from external parties Industry.







Other Research Support Sources Cont'd

Gifts and In-Kind for research and education

- Appropriate to NEU's mission and needs.
- Impose no undue financial, legal, or other risks or burdens.
- May be restricted or unrestricted.
 - If restricted, are written in reasonably broad and flexible terms.

Tips:

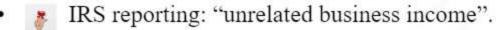
- NEU President is ultimately responsible for the acceptance of all gifts.
- Consult as needed with College, NU-RES, Advancement regarding process/approvals.



Other Research Support Sources Cont'd

Fee for Service / Lab Testing Agreement

- To provide services or products to industry.
- Benefit to the general public.
- Advance teaching and training –must be supported by budget.
- Not for commercial profit.
- Not allowed in some NEU Facilities.







Other Research Support Sources Cont'd



Identifying Fee for Service:

- Does NEU own the resulting IP?
- Is NEU allowed to publish?
- If either answer is "No", then you have an FFS agreement.
- Tips:
- Contact NU-RES for expert decision-making.
- Determine your College's approvals and process.
- Ensure budget requirements are met.



Typical Steps to Developing a Budget

- Consult the sponsor's requirements or agency announcement.
- Work with the Principal Investigator to determine project needs.
- Draft a budget in MS Excel to enable the proposal team to evaluate the calculations.
- Transfer the budget into the sponsor's required forms or submission system.
- A basic budget template is provided by NU-RES:
 Proposal Budget Forms and Templates | Research Enterprise Services
 (NU-RES)

Anatomy of a Sponsored Research Budget

A **budget** is a financial proposal that reflects the work proposed. It outlines the expected project costs in detail and should mirror the project description. A budget is comprised of:

DIRECT COSTS

Costs that are specifically associated with a particular sponsored project or activity and that can be directly assigned to that project or activity with a high degree of accuracy.



INDIRECT COSTS

Costs incurred for common or joint objectives, and which cannot be identified readily and specifically with a particular sponsored project.





Anatomy of a Sponsored Research Budget, Cont'd

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|--|------------|----------|--------------------------|---|-----------------------------|
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| Northeastern University | | | | | Garte |
| PHINCIPAL INVESTIGATOR / PROJECT DIRECTOR | | All | NATID NO | 6 | |
| Dr. Jane Husky | | _ | | | |
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| 1. Dr. Jane Husky | 0.00 | 0.00 | 2.00 | \$30,000 | |
| 2. | 1.120 | 22.57 | 19952121 | 0.000 | |
| 3. | | _ | _ | | |
| 4. | | | _ | | |
| 5. | | - | | | |
| B. (0) OTHERS (LIST INDIVIDUALLY ON BUDGET JUSTIFICATION PAGE) | 0.00 | 0.00 | 0.00 | 600.000 | |
| 7. [1 TOTAL SENIOR PERSONNEL (1 - 4) | 0.00 | 0.00 | 2:00 | \$30,000 | |
| B. OTHER PERSONNEL (SHOW NUMBERS IN BINACKETS) | 40.44 | - | 0800 | 400.000 | |
| 1. (1) POST DOCTORAL SCHOLARS | 12.00 | 0.00 | 0.00 | \$80,000 | |
| 2.(*) OTHER PROFESSIONALS (TECHNICIAN, PROGRAMMER, ETC.) | 0.00 | 0.00 | 0.00 | | |
| 3.(I) GRADUATE STUDENTS | | | - | | |
| 4 (\$) UNDERGRADUATE STUDENTS | | | _ | | _ |
| 5 \$1 SECRETARIA(- CLERICAL IF CHARGED DIRECTLY) E \$1 OTHER | | | _ | 0 | |
| TOTAL SALARIES AND WAGES (A + 8) | | | _ | 0 | |
| C. FRINGE BENEFITS (IF CHARGES AS DIRECT COSTS) | | | _ | \$22,950 | |
| TOTAL BALARIES, WAGES AND PRINCIE BENEFITS (A + B + C) | | | _ | \$112,950 | |
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Dr. Jane Huskie's NSF Proposal Budget

> Total Direct Costs: \$143,450

➤ Modified Total Direct Costs: \$133,450

➤ Indirect Costs: \$76,067

Total \$219,517

*Current NU Negotiated Rate: 57% (Off Campus: 26%)



Compliance requirements (2-CFR Part 200, FASB, GAAP)

A Brief Introduction:







Generally Accepted Accounting Principles



Dr. Huskie's Sponsored research Budget



Dr. Huskie is applying for a 3-year NSF grant for her research project.



Her project involves:

- * Field work for one-month in Alaska
- Two undergraduate student participants per year.
- Taking soil samples where the permatrost in Alaska has begun to defrost.



Dr. Huskie's Sponsored Research budget

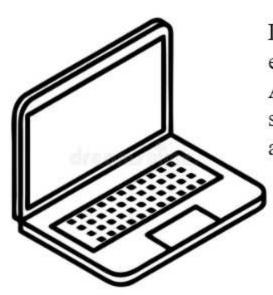


Sponsored budgets must include costs that are:

- Allowable
- Allocable
- Reasonable
- Consistent

It's a really long flight to Alaska from Boston. Can Dr. Huskie fly 1st class?

Dr. Huskie's Sponsored Research Budget



Is a laptop computer a supply or equipment?

Dr. Huskie may encounter bears in Alaska. Is a shotgun an allowable supply?





A truck is needed for transporting the team and equipment to the field site. Where does this cost go?









Questions?



Contact



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Juan Carlos Hincapie Director - Pre-Award Administration, COE

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Thank You!

LVX VERITAS VIRTVS