



Building a Budget

- ❖ Refer to specific solicitation for any special budget considerations including average yearly budget amount, start date, and number of years to budget.
- ❖ Consider all personnel to be funded under the award. If applying for an NSF award, no more than 2 summer months/year per investigator may be budgeted.
- ❖ Apply appropriate benefit rate – see current benefit rates here: [Benefit Rates](http://www.rochester.edu/ORPA/PropInfo/fy13bene.html) found on <http://www.rochester.edu/ORPA/PropInfo/fy13bene.html>
- ❖ Graduate student fringe benefits include both [Health Fees and Tuition](http://www.rochester.edu/adminfinance/bursar/charges.htm) found on <http://www.rochester.edu/adminfinance/bursar/charges.htm>. These are separate from all other fringe benefits.
- ❖ Consider the following basic areas for budgeting: travel (both domestic and foreign), equipment (items greater than or equal to \$1,000 with a life of 2 years or more), materials and supplies, publication charges, participant supports costs (specifically NSF), any outside consulting, and any planned subcontracts.
- ❖ The current indirect rate is 53.5% for on campus budgets; this rate is not applied to equipment, graduate tuition, or subcontract dollars over \$25,000.
- ❖ More guidance can be found here: <http://www.rochester.edu/ORPA/PropInfo/PROBUD.pdf>