

# Grant Budgets



- Science requires a good idea and good money.
- That's why we write grants.

# Budget Q&A

- How do budgets differ for research grants (viz., an NIH R01) compared to career development grants (K08, K23) or fellowship grants (NRSAs, aka F32)?
- Budgets for career or fellowship grants are mostly or all salary, with little money for other categories. Research grants require budgeting for salaries, supplies, equipment, other categories

# Budget Q&A

- How do I know how much money/yr. to request? How do I know if my budget is out of line for a new investigator?
- Ask colleagues with experience writing and reviewing grants. Ask a program officer. Study budgets in successful (i.e., funded) grants submitted by others at your level of career development.
- Many research grants devote 60-70% of the budget to salaries.
- What is a reasonable % of the budget to request for salaries?

# Budget Q&A

- I found a start up grant opportunity that fits me, but the budget is only \$75K per yr. What if can't do my project with that amount?
  - Try to break your larger project into fundable subunits.
- If the allowed budget still is too small, the grant is not a good fit.

# Budget Q&A

- Does it look better if a new investigator comes in with a really small budget?
  - No; it makes you look naïve. Ask for what you need.
- Should I pad my budget?  
Doesn't everyone do that?
  - No
  - No.

# Budget Q&A

- How do I find out what salary to request for a position not yet filled?
- How important is it to have a name for a slot not yet filled?
- How do I determine a reasonable supplies budget?
- Determine desired qualifications, appropriate job title, salary, with help from Human Resources.
- Best to have a name; next best is detailed list of qualifications and duties.
- Determine all supplies for one study or test, # of studies/yr. Multiply.

# Budget Q&A

- What is the best way to avoid budget cuts?
  - The best protection (not a guarantee): write an outstanding proposal
  - Eliminate the studies you didn't want to do anyhow. Use smaller sample sizes, fewer time points, fewer drug doses, fewer diagnostic tests (good idea to plan for this contingency).
- What do I do if the agency cuts my budget ?

# Budget Q&A

- NIH modular grants do not allow budget increases for inflation. How can a researcher cope?
- Plan your budget assuming a reasonable annual inflation rate, e.g. 4% (or what your OSP suggests). Then take an average for all years of the project, calculate how many \$25K units this equals. Request that amount/yr

# Budget Q&A

- How do I figure out what category a particular expense goes in? The agency categories and those for my institution don't seem to match.
- You need to consult a native guide--a staff person who knows your institution's grant process and your target agency.

# Spreadsheet templates for NIH budgets

Start by checking in your own department.

Many resourceful staff persons have created excellent templates in Excel.

# Help with NIH Modular Budgets (Google “nih modular budgets”)

- General Help with Modular Budgets (includes downloadable samples of budgets-PDF files)  
<http://grants.nih.gov/grants/funding/modular/modular.htm>

# General Advice: NIH Grant Budgets

- NIAID Tutorial: Developing a Grant Budget

<http://www.niaid.nih.gov/ncn/grants/cycle/part06.htm#b6a>

# Budget Spread Sheet

Filename: 1\_Excel Budget Sheet Jenc 081017

- Spread sheet is protected, except for colored cells
- You can enter % effort for staff, specific \$\$ figures for salaries, equipment, supplies, etc
- Calculations are done automatically to add fringe benefits, calculate total personnel costs, indirect costs (aka F&A costs), total direct costs, and sum of direct and indirect costs

# Budget Spread Sheet

- Fringe benefit rates are those for Univ. of Washington: Faculty-23.6%; Professional Staff-29.3%; Classified staff-38.3%; Hourly staff-13.0%, as of 7/1/09. (Note: Fringe benefit rates on SS need to be updated.)
- Other institutions will have different rates.
- \$196,700 NIH annual salary cap (= \$16,392/month; 2009 calendar year)