**University of Maryland**

**Budget Justification**

**Senior/Key Personnel:** The principal investigator (PI, Dr. Testudo), will plan and oversee all aspects of the proposed experiments. The PI will list all activities that the PI will undertake or is responsible for during the project.

**Other Personnel**

Name, Title; person months, for which $xxxxx in annual salary is requested for years 1-3. List all of the individual’s responsibilities.

Yet to be appointed, Graduate Research Associate; 12 person months, for which $20,000 in annual salary is requested for years 1-3. This graduate student will work closely with the PI, conducting and interpreting all data collected, as well as write up the findings for publication.

Undergraduate research assistants: A total of x paid undergraduate research assistants (yet to be appointed) will work list number of hours, rate of pay and responsibilities.

 **Fringe Benefits**

UMD has Fringe Benefit Rates approved by the U.S. Department of Health and Human Services (DHHS). Fringe benefits include health insurance, FICA, unemployment, workers’ compensation, retirement, terminal leave payout and employee assistance and are calculated on the requested salary amount. The fringe rates are as follows: Drs. X, Y and Z Faculty rate of 30.8%; Persons A and B Staff rate of 36.2%; Graduate Assistant 22.1% and hourly students 5.9% (modify as needed for specific proposal). Tuition Remission is a UMD fringe benefit but is not included in the fringe calculation and is budgeted separately as applicable. Fringe rates could be adjusted in future years.

 -OR-

Fringe benefits include health insurance, FICA, unemployment, workers’ compensation, retirement, terminal leave payout and employee assistance. Amounts for the sponsor’s contribution to employee fringe benefits are calculated using UMD’s U.S. Department of Health and Human Services (DHHS) approved Fringe Benefit Rates. The approved rates are as follows: 30.8% for Faculty, 36.2% for Staff, 22.1% for Graduate Assistant and 5.9% for Contractual Faculty/Staff, hourly students and most Faculty/Staff additional pays. Tuition Remission is a UMD fringe benefit but is not included in the fringe calculation and is budgeted separately as applicable. Additional information about fringe benefits can be found at: <https://ora.umd.edu/sponsored-research-toolbox/um-resources/fringe-benefits-stipends> . The Fringe Benefit Rate Agreement can be found at: [https://ora.umd.edu/sponsored-research-toolbox/um-resources/f-information](https://ora.umd.edu/sponsored-research-toolbox/um-resources/f-information%20) . Fringe rates could be adjusted in future years.

**Travel**: Funding is requested for who is traveling. Include destination of trip (s) and describe estimated costs per item. For example: registration ($300/person), round trip airfare ($500/person), lodging ($175 lodging per night for 3 rooms for four nights), and food ($56 per diem per day for five days).

 **Other Direct Costs**

E1. Materials and Supplies. Funds are budgeted at $xxxxx each year for x years. Funds are requested for all of the consumable supplies needed to complete the proposed experiments. The larger expenses are itemized below.

* List larger expenses, including a description, and estimated cost.

Publication Costs. Funds are requested each year of the grant to partially defray some of the publication costs (page charges, color illustrations, open access fees) for publishing manuscripts in major, peer reviewed journals. Costs are estimated at $xxx/year.

Information Technology. Funds are requested each year to cover the cost of data storage (1-2 TB/year) on the University of Maryland’s server (generator backup; backups and offsite storage; server maintenance are all included). Funds are estimated at $xxx/month/year.

E4. Tuition Remission. Tuition remission is part of the fringe benefits package for employees including graduate research assistants. The tuition (average of 20 credits for graduate assistants x $xxx per credit) at the University of Maryland is budgeted at $xxxxx for Year 1, with 5% increases anticipated in each subsequent year. This breaks down to $xxxxx (YR1), $xxxxx (YR2), and $xxxxx (YR3) for a five-year total for tuition remission of $xxxxx.

**Indirect Costs:** The Indirect Cost rate effective from 7/1/23-6/30/26 for on-campus organized research is 56% of the Modified Total Direct Costs (MTDC) base. The MTDC base excludes tuition remission, equipment over $5,000, rental costs of off-campus facilities, and the portion of individual subcontracts over $25,000. This rate has been approved by the cognizant government agency, Department of Health and Human Services. This rate was approved on June 24, 2024, and is effective until amended.

 For DoD Contracts please include the following language in your budget justification:

“In accordance with DFARS 231.303 UMD has used its uncapped DOD F&A rate to calculate the budget. Should the DoD Agency decide to award UMD a grant or cooperative agreement instead of a contract, UMD will revise our budget to adjust the F&A rate to the capped Organized Research rate in accordance with 2 CFR 200.”