

## Example: Subcontract Budget Justification

### Budget Justification for the University of \_\_\_\_\_ Northern/Pacific Universities Global Health Research Training Consortium

#### **Personnel**

The University of \_\_\_\_\_ (herein after named Subcontractor) will be provided with support for a portion of Dr. \_\_\_\_\_ FTE at a rate of \$ \_\_\_\_\_ total plus fringe benefits of \_\_\_\_\_ to support the Northern/Pacific Universities Global Health Research Training Consortium, which includes the following:

1. Guidance and support through the full program cycle including pre-departure assistance with visa processing, advice and communication, and logistical planning throughout the fellowship.
2. Research-project related funds are fellow-related expenses such as support for supplies, analysis, equipment, meetings, supplies, language courses, computer, software, etc. It is up to each site's financial office to ensure that these costs follow OMB guidelines.
3. Stipend support for international trainees (international trainees must have 80% protected time devoted to fellowship-related activities).
4. Mentorship to each trainee including at least 8 hours of bioethics and/or IRB related mentorship.
5. For the above activities FICRS will provide financial support to the above-mentioned institution. Manuscripts, publications and presentations resulting from related research will acknowledge FIC as the funding source.

#### **[Insert Information about Primary PI]**

Funds will also be provided for an administrative assistant to manage travel, payment for Fellow/Scholar and subcontracts at a rate of \$ \_\_\_\_\_ plus fringe benefits of \_\_\_\_\_% to total an amount of \$ \_\_\_\_\_.

#### **Consultants**

No consultants will be utilized.

#### **Equipment**

##### **Infrastructure and Administrative Costs**

Building the research capacity of international sites is an important part of the program. Therefore, a total of \$ \_\_\_\_\_ USD in infrastructure and administrative support is provided to the University of \_\_\_\_\_ for use at their sites in \_\_\_\_\_ and \_\_\_\_\_. These costs should be used to increase infrastructure at each site, but how this is done is up to the discretion of the site.

#### **Supplies**

Each trainee is awarded \$7,500-10,000 USD in discretionary research funds to purchase supplies and materials needed to conduct their research.

### **Travel**

Each US trainee is awarded \$4,000 USD in travel funding. These funds will be used to purchase airfare to/from their international sites and to pay for ground transportation and other travel related expenses during their 11-month training.

### **Other Expenses**

#### **Trainee Related Costs**

The Subcontractor will receive the following funds for the trainees for the program from the University of Michigan and/or the affiliated institution:

<b>Individual or Item</b>	<b>Stipend</b>	<b>Travel</b>	<b>Research</b>	<b>Discretionary</b>
Trainee A	\$15,000.00	\$-	\$10,000.00	\$1,000.00
Trainee B	\$20,000.00	\$4,000.00	\$7,500.00	\$1,000.00
Trainee C	\$45,000.00	\$4,000.00	\$10,000.00	\$1,000.00
Trainee D	\$30,000.00	\$-	\$10,000.00	\$1,000.00

### **Stipends**

Stipends for each trainee are based on the country where the trainee will conduct their research and are to be paid based on the payroll schedule of the University of \_\_\_\_\_. Trainees are expected to work 36 hours a week per NIH guidelines.

### **Other Direct Costs**

The University of \_\_\_\_\_ will be allocated \$1,000 USD per trainee to purchase evacuation insurance, visas, and other discretionary expenses required for trainees to conduct their training.

### **Sub-awards to China and Ghana**

The subcontractor has the option to forward funds to \_\_\_\_\_ in \_\_\_\_\_ via subcontract for the 11 months of stipend support, infrastructure and administrative support, and discretionary and research-project related expenses for the four trainees for the period of \_\_\_\_\_.

