

Provost's Seed Grant – Budget Form

1. All costs to be paid by the PSG grant must comply with UNC policies and procedures.

Budget Item	Requested from Provost's Fund
I. PERSONNEL Costs	
a. Salaries & Wages*	
b. Fringe Benefits	
Personnel Subtotal	
II. CONTRACTUAL Costs	
a. Consultants	
b. Contracts	
Contractual Subtotal	
III. EQUIPMENT Costs	
Equipment Subtotal	
IV. OTHER Costs	
a. Materials & Supplies	
b. Publication/Dissemination	
c. Printing/Copying	
d. Participant Support	
e. Communication	
f. Miscellaneous Other Costs	
Other Costs Subtotal	
VI. TOTAL PROJECT BUDGET	

2. **BUDGET JUSTIFICATION:** Attach a budget narrative explaining in detail how the cost of each line item was determined and a narrative explanation for why the costs are necessary to the project.

Examples:

Salaries & Wages – PI Smith @ .05 effort X 2 months plus graduate student hourly @ \$12/hour X 4 hrs/wk X 16 wks. Then the narrative explanation.

Transportation – Roundtrip airfare on SW Airlines from Denver to Washington D.C. @ \$248 plus rental car @ \$95/day X 3 days. Then the narrative explanation.

*If you budget any funds for Salaries & Wages, you must budget the proper amount for Fringe. Please see the [Fringe Benefit Rates](#) website to find the correct fringe rate.