

FORD RESEARCH GRANT BUDGET TEMPLATE

NOTE:

- * Awards will not support secretarial or clerical work.
- * Awards will not support "miscellaneous" items.
- * Graduate and undergraduate student assistants must be involved in the faculty fellow's research and writing in ways that contribute to the student's intellectual formation.
- * UP TO 75% of US State Dept per diem for international travel of 1-14 days
- * UP TO 50% of US State Dept per diem for international travel of 15+ days

This budget template includes examples. Please delete and/or overwrite the examples and add as many lines as needed.

CATEGORY/BUDGET ITEM	COST CALCULATION	TOTAL
PERSONNEL		
<i>ex: Focus group interpretor in São Paulo</i>	<i>2 days @ \$25/ day</i>	<i>\$50.00</i>
<i>ex: Research assistant</i>	<i>\$500/month x 2 months</i>	<i>\$1,000.00</i>
<i>ex: Focus group transcription services</i>	<i>\$1.50/minute x 60 minutes</i>	<i>\$90.00</i>
<i>ex: Enumeration services</i>	<i>\$300</i>	<i>\$300.00</i>
PARTICIPANT SUPPORT		
<i>ex: Focus group travel</i>	<i>\$5 per person x 15 people x 2 sessions</i>	<i>\$150.00</i>
<i>ex: Program completion incentives</i>	<i>\$5 fruit basket per person x 15 people</i>	<i>\$75.00</i>
TRAVEL		
<i>ex: Airfare (South Bend to São Paulo)</i>	<i>\$1000 round trip/ person x 2 people</i>	<i>\$2,000.00</i>
<i>ex: Ground transport from lodging to archives</i>	<i>\$10 per day x 16 days</i>	<i>\$160.00</i>
LODGING		
<i>ex: Hotel in São Paulo</i>	<i>\$75/night x 16 nights x 2 people</i>	<i>\$2,400.00</i>
MEALS/ PER DIEM		
<i>ex: Meals and incidentals in São Paulo</i>	<i>\$47 (50% of \$94 State Dept. per diem)/day x 16 days x 2 peop</i>	<i>\$1,504.00</i>
RESEARCH SUPPLIES		
<i>ex: Audio recorders</i>	<i>2 @ \$40 each</i>	<i>\$80.00</i>
<i>ex: Memory cards</i>	<i>2@ \$20 each</i>	<i>\$40.00</i>
OTHER		
<i>ex: Internet in São Paulo</i>	<i>\$25 for 1 month of service (covers 16 days)</i>	<i>\$25.00</i>
<i>ex: Prepaid international sim card</i>	<i>100 MB/ day @ \$2/day x 16 days x 2 people</i>	<i>\$64.00</i>
PROJECT TOTAL		
Amount Requesting from the Ford Program		