

Eshelman School of Pharmacy

Pharm Alliance Budgetary Guidelines

Please ensure that the UNC Eshelman School of Pharmacy's office of research administration has worked with you to create and review the budget. Please contact Raj Kshatriya at rajakash@email.unc.edu **at least seven days prior (i.e. by Thursday Oct 6th, 2016)** to the proposal submission deadline of Friday Oct 14, 2016. A member of the office of research administration **must** sign off on your budget before you submit your application or your application will be considered ineligible. You'll receive a signed PDF budget back for your files. Your budget numbers in the proposal must match this signed budget.

A sample PDF Template budget is attached here for guidance.

Please note that \$50K and \$100K limits for Tiers A & B respectively apply to the entire project, not per year or per institution.

Please consider project expenses in the following areas:

- **Personnel:** Salary and fringe costs. Pharm Alliance will fund the salaries of students, postdocs, and research technicians, but will NOT fund faculty salaries. Faculty salary recovery is not permitted.
- **Other Direct Costs:** Costs, such as supplies and materials that can be identified specifically with your project proposal, and that can be directly assigned to project activities relatively easily with a high degree of accuracy.
- **Purchased Services:** Consultants and vendor costs.
- **Equipment:** An article of tangible non-expendable property that has a useful life of more than one year and an acquisition cost per unit that equals or exceeds \$5,000. Pharm Alliance will fund equipment **only** when it is truly novel, unique, opportunistic and necessary and not available within the School.
- **Other:** Include any miscellaneous expenses and explain the need in detail.
- **Unallowable costs include the following:**
 - Faculty Salaries (including "Research" track faculty),
 - Graduate student tuition,
 - F&A or Indirect or Overhead costs either at UNC or external collaborating institutions

FOR UNC INTERNAL PURPOSES

Principal Investigator/Program Director (Last, first, middle) 0

Enter Fringe Benefit Code Below: 5=Clinical 1=all; 6= HI Only; 2=PostDocs. & SS 3=only SS 4=GradSt ins.&SS

DETAILED BUDGET FOR INITIAL BUDGET PERIOD
DIRECT COSTS ONLY

FROM 1-Jan-17 THROUGH 31-Dec-17

PERSONNEL (Applicant organization only)		TYPE APPT. (months)	% EFFORT ON PROJECT	INST. BASE SALARY	Person Mos.	DOLLAR AMOUNT REQUESTED (omit cents)		
NAME	ROLE ON PROJECT					SALARY REQUESTED	FRINGE BENEFITS	TOTALS
1	XX, Prof.	Principal Investigator	12.0	NA	0.000	\$0	\$0	\$0
1	YY, Prof. (Faculty)	Co-Investigator	12.0	NA	0.000	\$0	\$0	\$0
2	TBN	Post-doc	12.0	25.00%	3.000	\$11,750	\$2,134	\$13,884
4	TBN	Grad Student	12.0	25.00%	3.000	\$6,875	\$1,468	\$8,343
1	TBN	Res.Tech	12.0	25.00%	3.000	\$10,000	\$3,703	\$13,703
1			12.0		0.000	\$0	\$0	\$0
2			12.0		0.000	\$0	\$0	\$0
1			12.0		0.000	\$0	\$0	\$0
1	See Justification for Explanation of Fringe		12.0		0.000	\$0	\$0	\$0
SUBTOTALS						\$28,625	\$7,305	\$35,930

CONSULTANT COSTS

XX consultant

\$2,500

Itemize equipment EQUIPMENT (see sample budget justification-only allowed as an exception)

0 0

\$0

Itemize Supplies SUPPLIES (Itemize by Category)

2,000 chemicals
2,000 consumables and disposables
3,000 animal purchases

Travel TRAVEL
1,000 travel to conference(s)

\$1,000

Itemize Other exp.

0 OTHER EXPENSES (Grad student Tuition is not permissible, Itemize by category)

2,000 animal housing
3,000 core facility service fees

\$5,000

SUBTOTAL DIRECT COSTS FOR INITIAL BUDGET PERIOD

\$ 51,430

CONSORTIUM/CONTRACTUAL COSTS

DIRECT COSTS

\$25,000

INDIRECT COSTS

\$0

TOTAL DIRECT COSTS FOR INITIAL BUDGET PERIOD (Item 7a, Face Page)

\$ 76,430

Sample Budget Justification

NOTE: Following costs are not allowed:

- Faculty Salaries (including “Research” track faculty),
- Graduate student tuition,
- F&A or Indirect or Overhead costs either at UNC or external collaborating institutions.

Pharm Alliance will fund equipment **only** when it is truly novel, unique, opportunistic and necessary.

Personnel:

XX, PI, will oversee all project activities and personnel. He/she will direct and design the experiments, coordinate the project’s progress and be responsible for all reports and publications.

YY, Co-Investigator, will be responsible for conducting the animal studies for this project. Professor YY is an expert in this area and has an established protocol for the animal studies proposed.

Dr. Post-doc, 25% effort, will be responsible for the analysis of samples retrieved from animal experiments. She has expertise with the analytical equipment and the analytical methods used for the proposed studies.

TBN Grad Student, 25% effort, will work with Professor YY in experimental set up and conduct the animal studies, collect data and report findings.

Consultant Costs:

Supplies and Materials:

It is estimated that chemicals (\$2000) will be needed for the XX experiments, reagents are needed for the proposed YY study, and solvents and miscellaneous chemicals for the analytical work.

We have budgeted \$2000 for consumables such as pipettes, sanitary wipes, tubes, glassware and other essential disposable items.

\$3000 is allocated for mice at \$20 each for a total of 150. The type of mouse used is XXX type and procured from Charles River. The five planned experiments require 50 mice each and will be conducted over the period of one month each experiment.

Travel:

It is anticipated that the PI or one of the project members will present results of this research at one national scientific meeting, therefore a travel budget of \$1000 is requested.

Other Services:

We estimate \$2000 for animal housing at the UNC DLAM facility. Housing is \$1 per day per cage with 4 mice to a cage.

\$3000 is allocated for core facility fees such as microscopy, the animal studies core in LCCC and for mass spectrometry.