

2020-2021 Collaborative Grant Writing Workshop Series

Pop-up 3.2 – Build a Project Budget



Team Exercise

- Break-up into teams of 3-4
- Each team will have an assigned facilitator/grants specialist to assist
- Teams get 20-25 mins to develop their project budgets
- Teams will present their budgets
- Conclude with discussion/questions

Teams Project: Build a Budget for the following scenario...

- Program Synopsis
 - Develop a program to provide direct services to increase semester-to-semester retention and year-to-year persistence rates for traditionally underserved undergraduate students.
- Budget Guidelines (*federally-funded*)
 - Eligible applicants may request grant funds of up to \$200,000 annually for up to 2 years.
 - Eligible Expenses can include, but not limited to
 - Personnel (*salary and benefits*)
 - Supplies
 - Academic tutors/Mentors
 - Tuition and fees for college credit
 - Program staff development (up to \$3,000 if a specific training opportunity is imperative to the success of the program and is justified in the Budget Narrative)
 - Evaluation costs (limited to no more than 10% of the total funding request)
 - Ineligible Expenses
 - Computers (*e.g., PCs, laptops, iPads, tablets*)
 - Equipment (*e.g., office furniture and printers*)
 - F&A limited to 8% by the federal funding agency (*applied to all direct costs except tuition/fees*)