BUDGET TEMPLATE

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| --- | --- | --- |
|  |  |  |
|  | **Project Title:** |
| **Cost Category** |  |  |
| **1. Salaries and Wages** |  |   |
| a. Principal Investigator(s)  |  |   |
| b. Graduate Student(s)  |  |   |
| c. Undergraduate Student(s)  |  |   |
| d. Other Personnel |  |   |
|  Total Salaries and Wages |  |  $ -  |
| **2. Fringe Benefits** |  |   |
| a. Principal Investigator(s)  |  |   |
| b. Graduate Student(s)  |  |   |
| c. Undergraduate Student(s)  |  |   |
| d. Other Personnel |  |   |
|  Total Fringe Benefits |  |  $ -  |
| **3. Non-Personnel Costs** |  |   |
| a. Supplies |  |   |
| b. Equipment |  |   |
| c. Services or Consultants |  |   |
| d. Travel |  |   |
| e. Other direct costs |  |   |
| Total Non-Personnel Cost  |  |  $ -  |
| **Total Direct Costs** |  |  **$ -**  |

REMINDER: Each proposal shall consist of the four sections listed below. Individual templates for each section are included at the end of this document (for reference only) and available for download here: [www.uky.edu/sustainability/sustainability-challenge-grants](http://www.uky.edu/sustainability/sustainability-challenge-grants)

1. Project Proposal Narrative
2. Budget Breakdown
3. Budget Justification
4. Letters of Support[[1]](#footnote-1)

**For final submission, the four sections must be combined as a single PDF document.** Include a title page for the proposal and a cover page for each section. Proposals shall be submitted with this naming format: ProjectTitle.SCG2023.pdf. Proposals must be submitted by email to shane.tedder@uky.edu.

1. One of the letters of support must be from the department head/dean/or business officer for one of the project leads confirming willingness/ability to support the project’s procurement and expenditures if funded. [↑](#footnote-ref-1)