SPARC **Graduate Research Grant**

**Budget Form**

**Student Name:**

\*\*\***Double click on table**. This will open an excel spreadsheet linked to this word doc.\*\*\*

Once finished entering information, save and close the spreadsheet. All info will transfer to this table.



\*YES, Fringe applies to ALL student salary requests. [To learn more about Fringe and what this is - click here](https://sc.edu/about/offices_and_divisions/sponsored_awards_management/institutional_info/fringe_benefits.php).

**BUDGET JUSTIFICATION** [**See example here**](https://www.sc.edu/about/offices_and_divisions/research_and_grant_development/documents/sparc_budget_form_example.pdf)

**All line items above must include as much detail as possible in the category space below**.

**A. Student Salary** (Include hourly rate, anticipated/average hours per week, and number of weeks)

**B. Temporary Help Salary** (Include hourly rate, anticipated/average hours per week, and number of weeks)

**C. Consultants, Transcriptionist Fees, etc.** (pay for service, no fringe; itemize)

**D. Travel to Conduct the Project** (cannot also request E; itemize including destination, anticipated dates, flight/mileage, lodging, etc.)

**E. Travel to Professional Conference** (cannot also request D; ***Max $1000***; itemize including conference name, destination, anticipated dates, flight/mileage, lodging, etc.)

**F. Tuition** (Special Enrollment Z-Status students only)

**G. Materials and Supplies** (itemize incl description, cost per item, quantity, etc.)

**H. Database access fees, software, etc.** (Provide details for each item, include: one-time fee or subscription with length of time needed, source such as USC tech, etc)

**I. Costs for Recruiting Human Subjects/Participant Incentives** (only if allowed by Department and letter of support *required*; itemize number of participants, item cost, etc.)

**J. Animal Maintenance Costs** (itemize all costs including number of animals, time, etc.)

**K. Sample Processing Costs** (itemize all costs including number of samples, cost by sample, etc.)

**L. Publication costs/fees** (include name of anticipated journal, itemize if per page costs)

**M. Other Costs** (specify and itemize)