Office of Research
Research Development and Support Series
Proposal Budgets – More Than Just a Bunch of Numbers (R)

Patrick Clark, Assistant Vice President for Operations and Management
Tuesday, October 9, 2018
University Hall, Room 454
Overview

Agenda:

• Budgeting Basics
• Mock Budget
• Mock Budget Justification
• Q&A
Our Experts

• Patrick Clark, AVP Operations & Management, Office of Research
• Kellee Adams, Business Manager, Chemistry
• Amy Jones, Grant Administrator, College of Arts & Sciences
Budgeting Basics

Work with Department/College Grant & Business Admins

**Engineering:** Carol Ross 558-6498
**A&S:** Cindy Treacy 556-3533
**Medicine:** Steve Manning 558-2045, Teresa Larkin 558-3551
**CECH:** Carole Donnellon 556-5790, John Schwartz 556-1913
**CAHS:** Katie Elfers 558-8549
**Pharmacy:** Mary Ann Schaefer 558-0716

**Nursing:** Erin Grant 558-2385
**Business:** Beth Hoff 556-6581
**DAAP:** Tricia Vonderahe 556-1203
**CCM:** Steve McConnell 556-6813
**Blue Ash:** Marc Watson 936-1664
**Clermont:** Daniel Solazzo 732-5204
**OoR RDS:** Sarah Clift 558-1417
Budgeting Basics

• Different Sponsors, different rules

• Every College has their own process/preferences

• Budgets are a best estimate – don’t underestimate

• Sloppy budgets can hurt, but no budget will win you funding
Budgeting Basics

• Budget Spreadsheet Available at Research How2 Website

• http://researchhow2.uc.edu/home/

• http://researchhow2.uc.edu/search?indexCatalogue=researchhow2%2Ddev&searchQuery=budget&wordsMode=0
# Mock Budget

**Grants / Contracts**

- **National Software Company**
  - **Peter Gibbons**
  - **Sponsoring Agency:**
  - **Titled:** Initech Software Redesign for Y2K (NSC) $108K base plus fringe 1% "cost share"
  - **Period:** 09/01/18 thru 08/31/19

<table>
<thead>
<tr>
<th>Year</th>
<th>Al. Salaries</th>
<th>Fringe</th>
<th>Total Sal</th>
<th>Al. FB</th>
<th>Fringe FB</th>
<th>Total FB</th>
</tr>
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<tbody>
<tr>
<td>Year 1</td>
<td>108,000</td>
<td>0</td>
<td>108,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Year 2</td>
<td>47,250</td>
<td>0</td>
<td>47,250</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Year 3</td>
<td>95,000</td>
<td>0</td>
<td>95,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
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**Senior Personnel**

- **PI:** Peter Gibbons
  - **10.00%**
  - **PI:** 9,690
  - **ACAD:** 9,500
  - **SUMR:** 920

**Other Personnel**

- **Jennifer Aniston:** 20.00%
  - **20,000**
  - **CAL:** 6,000
  - **Post Doctoral Support:** 100.00%
  - **Graduate Students:** 100.00%
  - **Undergrad Students:** 0.00%

**Subtotal**

- **68,276**
  - **20,118**
  - **88,394**

**Equipment**

- **New Fax Machine:** 18,000
- **Domestic:** 4,080
- **International:** 1,000

**Supplies and Other Direct Costs**

- **Materials & Supplies:** 5,000
- **Publication Costs:** 1,000
- **Consultant Services - Bill Lumbergh:** 20
- **Hypnotherapy session:** 1,000
- **UC Tuition rates(Not Subject to Indirect):** 14,468
- **Subcontracts:**
  - Swingline Stapler company 15,000
  - 0 0 0

**Total Supplies and Other Direct Costs**

- **38,374**
  - **235,630**
  - **257,443**

**Total Salaries and Fringe Benefits:**

- **202,955**
  - **208,390**
  - **213,265**
  - **624,610**

**Facilities and Administrative Costs**

- **Facilities and Administrative Costs Calculation:**
  - **F&A Cost (on MTDC):** 60.08% 60.50% 60.50%
  - **Sub-Contract <$25,000:** 60.08% 60.50% 60.50%
  - **Sub-Contract <$25,000:** 60.08% 60.50% 60.50%
  - **Sub-Contract <$25,000:** 60.08% 60.50% 60.50%

**Total F&A Cost**

- **135,172**
  - **142,556**
  - **136,578**
  - **414,306**

**Total Cost**

- **392,615**
  - **392,943**
  - **392,379**
  - **1,177,937**

Purpose of Grant / Contract: **R** (R = Research, I = Instruction, P = Public Service, S = Special Rate on Total Costs)

Special F&A Rate: 10.00%

Campus Status: **C** (C = On Campus, O = Off Campus)

Detailed F&A figures for prorated rates.
Budget Justification
University of Cincinnati

Senior Personnel:
No funds are requested for the PI of the project, Dr. Peter Gibbons. Dr. Gibbons will lead the research efforts of the project. He will be responsible for the overall design and implementation of all studies. He will also be responsible for compiling data and writing manuscripts for publication as well as progress reports.

Funds are requested for 0.74 (10%) academic months and 3.23 (100%) summer salary for the Co-PI Dr. Michael Bolton. This request is based off of an annual salary of $95,000. Dr. Bolton will coordinate all research efforts for the project.

Funds are requested for 0.74 (10%) academic months and 0.16 (5%) summer salary for Co-PI Dr. Samir Nagheenanajar. This request is based off of an annual salary of $92,000. He will assist PI with overall design and implementation of all studies.

Funds are requested for 0.36 (3%) calendar months for Co-PI Dr. Milton Waddams. This request is a base off of an annual salary of $200,000. He will be responsible for the overall design and implementation of all animal studies. He will also be responsible for compiling data and writing manuscripts for publication.

University of Cincinnati has personnel who are on academic (9 month) and annual (12 month) appointments. For academic appointments, University of Cincinnati defines a year as the 9-month academic calendar plus up to 3 summer months. The salary calculation for summer months is based on the rate of pay in place in the month of May. For annual appointments, University of Cincinnati defines a year as a period that extends for twelve months, normally beginning on July 1.

Exempt Staff:
Funds are requested for 0.24 (2%) calendar months of kung-fu fan and flare project manager, Jennifer Anniston. This request is based off of an annual salary of $100,000. Ms. Anniston will coordinate administrative efforts of project management.

Post-Doctoral Support:
Funds are requested to support one full time post-doctoral researcher at $47,500 annually.

Graduate Student:
Funds are requested to support one graduate student. It is anticipated that the graduate student will be involved in the execution of the proposed experiments. The student will be encouraged to plan and execute the most time-intensive experiments and will assist in the research project through conducting reactions and the characterization of compounds. Funds are requested at a base stipend of $23,000 for the student.

Undergraduate Students:
Office of Research Resources

Office of Research Web Site (research.uc.edu)

Office of Research How2 (researchhow2.uc.edu)

Research Directory (researchdirectory.uc.edu) – Ohio Department of Higher Education – Ohio Innovation Exchange (OIEx)

SPIN (research.uc.edu/funding/spin)

Limited Submissions (via web portal (rsrch-webserver.uc.edu/)) Two types – faculty research nominations and research proposals;
Selection process dependent on type.
Office of Research Initiatives

**Internal Funding Opportunities**

- Collaborative Research Advancement Grants Program
  - Track 1: Pilot Teams
  - Track 2: Strategic Teams
- Faculty Bridge Program
- Science Engineering + Art Design (SE+AD) Advancement Grant
- Core Capability Development Grant Program
- Core Equipment Grant Program
- University Research Council
  - Creative & Performing Arts Cost Support Program
  - Humanities and Social Sciences Cost Support Program
  - Faculty Research Cost Support Awards Program
  - Graduate Student Stipend and Research Cost Awards for Faculty-Student Collaboration
  - Undergraduate Student Stipend and Research Cost Awards for Faculty-Student Collaboration
## Research Development and Support Series

<table>
<thead>
<tr>
<th>Title</th>
<th>Date/Time/Location</th>
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<tbody>
<tr>
<td>Proposal Budgets – More Than Just a Bunch of Numbers (R)</td>
<td>Tuesday, October 9, 454 University Hall, 1:00-2:30 PM</td>
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<tr>
<td>Internal Funding Opportunities</td>
<td>Friday, October 19, University Pavilion 320, 11:00 AM to 12:30 PM</td>
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<tr>
<td>Writing the One Pager: The Shortest Path to Success</td>
<td>Thursday, October 25, Baldwin 661, 4:00 to 5:30 PM</td>
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<td>Building your Team: Undergrads, Graduate Students, and Postdocs</td>
<td>Tuesday, October 30, UHall 454, 3:30 to 5:00 PM</td>
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<td>Research Support – UC Infrastructure (R)</td>
<td>Thursday, November 1, TUC Room 427, 9:00 to 10:30 AM</td>
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<td>How to Navigate the IRB doing SBER</td>
<td>Thursday, November 8, TUC 400A, 10:30 AM to 12:00 PM</td>
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<td>Working with Industry/Foundations</td>
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<td>How to Work with Local and State Governments</td>
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<td>Arts &amp; Humanities in the Age of Impact</td>
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Help us improve!

https://www.surveymonkey.com/r/PBMTJABONFall18