**Proposal Title**

**Names of PIs**

**Organization**

**Budget Information**

*[Updated WHOI information here]*

**Budget Narrative**

*[Cost breakdown and placeholder text is based on NOAA GMD guidance and the categories mirror those in the SF424A – please follow this approach to avoid delays in processing your proposal]*

**A. Salary – Total: $XXXX**

**A.1 Senior Personnel.** Anderson has overall oversight of effort, and will participate in annual PI meetings and manuscript preparation. X months of his time is requested for these activities**.**

**A.2. Other Personnel. [***Please list effort as above for each individual participating in the project].*

**B. Fringe Benefits – Total: $XXXX**

*Fringe Benefits for the salaries of the personnel listed above equal $XXXX and were calculated in accordance with our negotiated rate agreement, details can be found on the attached breakdown.*

*[Please list the fringe total generated by WHOI grants]*

**C. Travel –** **Total: $XXX**

Travel funding is budgeted for Anderson to attend the annual PI meeting to be held in Washington, DC:

R/T flight from Boston to Washington, DC = $XXX

Ground transportation (Mileage): Woods Hole, MA to Logan Airport - 100 miles x 0.535 = $53.5; Daily Subsistence $91.75 x 5 days= $458.75

Total = $XXX.

**D. Equipment – Total: $XXX**

Funds are budgeted to purchase two Macbook pro computers. These computers will be used to …….ETC.

**E. Supplies – Total $XXX**

[*Please include a breakdown of your supplies here, including total amounts for each - see example text that follows].* Funds are budgeted for the purchase of laboratory consumables, including pipette tips ($XXX), tissue culturing flasks ($XXX), and culture media ($XXX).

**F. Contractual – Total: $XXX**

*[Specify and describe contracts here]*

**H. Other – Total: $XXX**

*[Specify and describe additional categories here, including Task 1 – you can use the below text with the specific amount for your project]*

Task 1

Funds toward CINAR Task I activities are budgeted at 3.6% of total direct and indirect costs = $XXXX.  These activities relate to the management and administration of CINAR, including support for the CI director, administrator, and support staff, as well as travel, supplies, and education and outreach activities.

**I. Total Direct Charges (Sum of A-H) = $XXX.**

**J. Indirect Charges – Total: $XXX**

We request indirect charges totaling $XXXX for WHOI atthe fixed rate of XX% as requested per our negotiated rated agreement (attached).