

Budget for Preparing the Proposal

MICRO VOUCHER SAMPLE

Enter your time, rates and expenses. There will be a **Calculate** button at the bottom of the form on the electronic application that will autosum your entries and enable you to view the totals. In the LIVE, electronic version, you will be able to reenter data and recalculate until you are satisfied with the budget.

| Labor Category | Name | Hours | Rate | Cost |
|---|---|-------|------|-------|
| Salaries/Wages | Dr. Fixme Up | 45 | 32 | 1,440 |
| | Dr. Knows A. Lot | 25 | 42 | 1,050 |
| | Dr. Gerry Mander | 25 | 40 | 1,000 |
| Consulting Fees | Preferred Provider | | | 3,000 |
| | | | | |
| Total labor cost | | | | 6,490 |
| Expense Category | Description | Cost | | |
| Telephone expense (Describe purpose for calls) | | | | |
| Research material copies (Types of material to be copied) | | | | |
| Supplies (Types of supplies to be purchased) | | | | |
| Pre-submission proposal evaluation fees (Include name of service provider) | | | | |
| Proposal copies (Indicate how many copies planned) | | | | |
| Proposal delivery (Include method of delivery) | | | | |
| Other (Describe other anticipated expense) | Client is Requesting MV Consideration (\$3,000) | | | |
| Expense subtotal | | | | |
| Total estimated budget for proposal preparation | | | | 6,490 |
| Total Proposal Preparation Funding Assistance requested (one-half of total costs or \$3,000, whichever is less) | | | | 3,000 |
| Total Proposal Preparation costs to be contributed by applicant | | | | 3,490 |