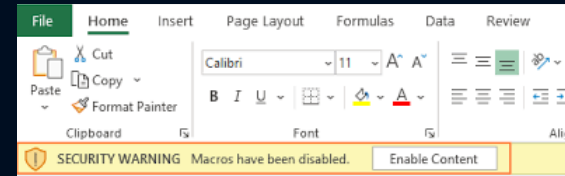


Budget Exercise - Difficult

How the template works

The "[Budget Exercise EXCEL Validated Template](#)" is a modified version of the "[Budget_Template-Simple-All-Years](#)" template available on our website. The Validated template will provide feedback in real-time noting whether the fund manager has correctly (or incorrectly) calculated the costs.

- Names of personnel and budgeted line items in each category are pre-filled for the fund manager. These fields (columns A-H) are typically blank except for the category headers (bold text).
- Macros must be enabled for validations to work correctly. The preparer will be prompted to enable these when the workbook is opened.



- Copy-Paste has been disabled to allow validations to run properly. If the preparer overrides this restriction the validations will no longer work. DOM ORA will not manually review budgets that override the auto-validations.
- Individual cells will turn a shade of **green** (Light=Basic, Medium=Intermediate, Dark=Difficult) when the correct value is entered. It will turn **yellow** if a common error has been made (wrong answer, but close). The cell will not change colors if the answer is incorrect.

E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF
Basic Budget	Correct	Answer					Intermediate Budget	Correct	Answer			Difficult Budget	Correct	Answer			Pre-Calculated	Field					Incorrect, but close.	Re-review	materials		

- The entire template (including blank cells) will turn a shade of **green** when the entire budget, including indirect costs, is complete and correct. See next slides for visuals.

Complete & Correct Difficult Budget!

The image shows a screenshot of a complex budget spreadsheet. The spreadsheet is organized into several columns, each representing a different budget category or year. The rows list various budget items, such as salaries, benefits, and materials. The data is presented in a grid format, with many cells containing numerical values. A prominent feature is the use of green highlighting for many of the data cells, particularly in the middle and right sections of the spreadsheet. The overall layout is dense and detailed, typical of a large-scale financial planning document.

• Your PI, Dr. Jane Bruin, informs you of the following:

- Performance Period: 07/01/2024-06/30/2029 (12 month budget periods)
- Dr. Bruin's effort is 25%
- Dr. Brenda Seuss is a Co-Investigator at 30% effort. She is key personnel (KP)
- Dr. Donald Smith is a Co-Investigator at 5% effort without salary. He is key personnel (KP)
- Jane Doe is a Salary Point 3 GSR (California Resident) at 40% effort
- TBN Staff Research Associate I, step 3, at 100% effort
- \$2,000/yr for the PI to attend a scientific conference
- \$10,000 in year 1 only for a new centrifuge
- \$13,000/year in Animal Purchases & Per Diem
- \$10,000/year in Blood Draws conducted in your PIs Lab
- Subaward to UCSD: \$18,000 DC/year
- Subaward to Oxford: \$20,000 DC/year
- Subaward to Stanford: \$10,000 DC/year
- Balance of direct cost will be allocated to Materials & Supplies

• You know:

- Drs. Bruin (Full Professor) and Smith (Adjunct Assoc Prof) are above the current NIH cap
- Dr. Seuss (Assoc Prof in Res) TNS is \$127,000/yr
- Dr. Bruin is located on-campus.
- Subaward F&A Rates (Google it!)
- No escalation for this example.
- All Sites use Research On-Campus F&A Rates
- The grant will be for \$350,000 DC Ceiling/year

Budget Exercise – Extra Credit

- [Budget Justification Exercise](#): Compare the budget with the budget justification (BJ) and make necessary corrections to ensure BJ is complete and accurate. Track changes to note all edits you've made.
- If you have completed the Excel budget, and still have time available, transfer your Excel budget information into a [Cayuse RR Budget](#) using PA-20-185 (NIH Parent Ro1).