Budget Template

Community of Practice Grants

Spring 2024 – Spring 2025

Budget

Proposed line-item budget and justification. Please include expenditure categories (e.g. travel, supplies, etc.) in your description. Fringe benefits associated with salary must be included within the budget (see USC's fringe benefits guidelines).

Senior Personnel (PI, CoPIs). List by Name.			
Name	Salary	Fringe Benefits	Total Amount
Other Personnel (Students, Programmers, etc.) List by Position.			
Position Description	Salary	Fringe Benefits	
Other Costs (Best Estimates)			Amount
Category			
Equipment			
Software			
Materials and Supplies			
Course Content Items			
Copyright Fees			
Travel			
Honorariums			
Other			
		Total Project Budget	

Budget Justification

Describe the roles of personnel to be supported. Detail all other costs to the extent possible at this time. Justify how travel and material costs (if any) support course development activities. Use one additional page if necessary.