

BUDGET SUMMARY	
RCA Award Budget Sheet	

A	ADJUNCT FACULTY SALARIES (<i>Buy out for release time during Fall or Spring Semester</i>)
	Adjunct pay is \$2000 per three credit hour course
TOTAL ADJUNCT SALARIES	

B	ADJUNCT FACULTY BENEFITS (<i>FICA, FIT, etc.</i>)
	9% of adjunct salary
TOTAL ADJUNCT BENEFITS	

C	SUMMER STIPEND
TOTAL SUMMER STIPENDS	

D	SUMMER STIPEND BENEFITS
	Full time benefits start at 33% and go up. Contact Maria Derrick in Grants Office (5399) for your actual percentage.
TOTAL SUMMER STIPEND BENEFITS	

E	GRADUATE ASSISTANTSHIP
	GA rates are \$1750 for 1/2 time stipend and \$3500 for full-time stipend per semester
	Tuition rates for \$1818 for 1/2 time stipend and \$3636 for full time stipend per semester
	Stipend
	Tuition
TOTAL GRADUATE ASSISTANTSHIP COSTS	

F	GRADUATE ASSISTANT BENEFITS
	9% of GA salary
TOTAL GRADUATE ASSISTANTSHIP BENEFITS COSTS	

G	CLERICAL SALARIES
	Check with administrative assistant for the rate of pay per hour
TOTAL CLERICAL SALARIES	

H	CLERICAL BENEFITS
	21% of clerical salary

TOTAL CLERICAL BENEFITS	

I	STUDENT EMPLOYEES - SALARIES
	Check with administrative assistant for the student rate of pay per hour
TOTAL STUDENT EMPLOYEES - SALARIES	

J	STUDENT EMPLOYEES - BENEFITS
	9% of student salary
TOTAL STUDENT EMPLOYEES - BENEFITS	

K	TRAVEL
	Include both faculty AND student travel expenses, hotel, mileage, meal per diem, etc
	In-State Travel
	Out-of-State Travel
	International Travel
	Registration Costs
TOTAL TRAVEL	

L	PRINTING
	Printing
	Printing
TOTAL PRINTING	

M	COMMUNICATION
	Postage
	Phone
	Telecom (audio, video, data, fiber optic, satellite, other specialized transmission modes)
TOTAL COMMUNICATION	

N	PROFESSIONAL SERVICES AND MEMBERSHIPS
	Publicity
	Institutional Membership Fees and Dues
	Legal and Professional Fees
TOTAL PROFESSIONAL SERVICES AND MEMBERSHIPS	

O	COMPUTER SERVICES
	Internal (use of University data processing center)
	External (non-University data processing)
TOTAL COMPUTER SERVICES	
P	SUPPLIES
	Operating Supplies
	Books and other publications
	Software
	Lab Supplies - includes consumables and drugs
	Sensitive Minor Equipment (includes computers)
TOTAL SUPPLIES	
Q	RENTALS
	Real Property
	Other rentals
TOTAL RENTALS	
R	CONTRACTUAL AND SPECIAL SERVICES
	Casual Labor (short-term help)
	Group Arranged Events
	Contract With Other Educational or Government Agency
	Specialized Commercial Services (e.g. bus charges, microfilm charges, bank charges, etc.)
	Other University Departmental (e.g Facilities)
	Other Personal Services (e.g. honoraria or non-contracted services)
TOTAL CONTRACTUAL AND SPECIAL SERVICES	
S	OTHER
TOTAL OTHER	

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SUMMARY	
A	TOTAL ADJUNCT SALARIES
B	TOTAL ADJUNCT BENEFITS
C	TOTAL SUMMER STIPENDS
D	TOTAL SUMMER STIPEND BENEFITS
E	TOTAL GRADUATE ASSISTANTSHIP COSTS
F	TOTAL GRADUATE ASSISTANTSHIP BENEFITS COSTS
G	TOTAL CLERICAL SALARIES
H	TOTAL CLERICAL BENEFITS
I	TOTAL STUDENT EMPLOYEES - SALARIES
J	TOTAL STUDENT EMPLOYEES - BENEFITS
K	TOTAL TRAVEL
L	TOTAL PRINTING
M	TOTAL COMMUNICATION
N	TOTAL PROFESSIONAL SERVICES AND MEMBERSHIPS
O	TOTAL COMPUTER SERVICES
P	TOTAL SUPPLIES
Q	TOTAL RENTALS
R	TOTAL CONTRACTUAL AND SPECIAL SERVICES
S	TOTAL OTHER
TOTAL	

AMOUNT

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