NSF Budget Justification Items of Interest

Draft 9/17/2015

1. Senior Personnel (Line A)
	1. NSF limits Senior Personnel to 2 months effort from all NSF awards
		1. If proposed budget will put PI over two months the request must be justified
		2. If a Post-Doc is listed as Senior Personnel, they are also limited to 2 months support regardless of classification on other awards
		3. Iowa State is responsible for monitoring when a PI surpasses 2 months of effort
	2. GPG advises each individual’s salary be listed
2. Travel (Line E)
	1. Travel and its relation to the proposed activities must be specified, itemized and justified by destination and cost (Table format works well to demonstrate estimated trip costs)
	2. Must show that travel to conferences is necessary to accomplish proposal objectives or disseminate results
	3. When **Foreign Travel** is included, countries visited must be indicated on the cover page as well as on the budget justification
		1. “International Activities: Country/Countries Involved
		2. Cite country where conference is scheduled to be held
		3. May add up to five countries
3. Materials & Supplies (Line G1)
	1. Increased detail requested
	2. Cost Estimates must be included for items that represent a substantial amount of the proposal like item cost
		1. NSF does not indicate what substantial means
		2. OSPA recommends erring on the side of caution
	3. GPG discusses Computing Devices under Materials & Supplies
		1. Post under M&S if under $5,000 regardless of usable life
		2. May request computers when essential and allocable, but not solely dedicated
4. The amounts of each budget line item requested must be documented and justified.
	1. **Example: Travel ($10,000)**
	2. Salary and Fringe may be included together to reflect the budget or listed on each line of the budget justification