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Budget Justification

### *Please use the Budget Justification Form to describe all proposed AHW project expenses in detail. Please refer to the Request for Applications (RFA) and proposal instructions for additional details to complete this form and view a complete list of Allowable and Unallowable Costs on the* [*AHW website*](https://ahwendowment.org/AHW1/Partner-Portal/HWPP-Documents/AllowableandUnallowableCosts_12419.pdf)*.*

Proposal Information

### Award Title:

Total AHW Budget Request: $

# Total Project Budget Justification

### *The following sections should reflect MCW project-specific budget expenses. These expenses must be reflected in the Total Project Budget table (tab 2 of the Excel Budget Workbook).*

### MCW Personnel

*Section should only include MCW personnel. Other personnel to be paid through an MCW partner directly should be listed as consultants within Supplies or as Subcontracts. Personnel salary support must be justified. The specific role for faculty and staff in the project should be identified. If partial salary is requested, indicate the percentage and source of remaining support (e.g., departmental or grant funds).* *If project personnel have effort that is planned to fluctuate over the course of the project, indicate the percent effort during the project period and explain the reason for the fluctuation. Ex. 10%/5%/15%. Personnel salaries cannot exceed the capped NIH amount*.

Total MCW Personnel: $

### MCW Supplies/Services

*Itemize by categories. Include expenses such as user fees, animal costs, and per diem.*

Total MCW Supplies/Services: $

### MCW Equipment

*Itemize and justify.* *Please note, the singular equipment item must cost greater than $5,000 to be considered equipment. Only those equipment items exceeding $5,000 should be listed. Items less than $5,000 should be specified under project supplies/services.*

Total MCW Equipment: $

### MCW Subcontracts

*Specify by subcontractor and purpose*.

Total MCW Subcontracts: $

### MCW Travel

*Specify by travel destination and purpose*.

Total MCW Travel: $

# Subcontract Budget Justification

### *The following sections should reflect all subcontract budget expenses identified in the Subcontract Budget table and total the associated subcontract line item in the Total Project Budget table. If the project requires multiple Subcontract Budget tables, please use separate Subcontract Budget Justifications. Please email your AHW program manager with the number of additional forms needed, and we will provide you with a revised Budget Justification Form.*

Subcontract Organization/Individual Name:

### Subcontract Personnel

*Personnel salary support must be justified. The specific role for all personnel in the project should be identified.*

Total Subcontract Personnel: $

### Subcontract Supplies/Services

*Itemize by categories. Include expenses such as user fees, animal costs, and per diem.*

Total Subcontract Supplies/Services: $

### Subcontract Equipment

*Itemize and justify. Please note, the singular equipment item must cost greater than $5,000 to be considered equipment. Only those equipment items exceeding $5,000 should be listed. Items less than $5,000 should be specified under project supplies/services.*

Total Subcontract Equipment: $

### Subcontracts

*Specify by subcontractor and purpose*. *Include payment methodology.*

Total Subcontracts: $

### Subcontract Travel

*Specify by travel destination and purpose*.

Total Subcontract Travel: $