



POST-EXPEDITION ACTIVITY PROPOSAL COVER SHEET

CONTACT INFORMATION

Principal Investigator: John Q. Scientist
Institution: USA University
Department: Institute of Marine Science
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PROPOSAL INFORMATION

Proposal Title: Calcareous Nannofossils from the Gulf of Mexico (Brazos-Trinity & Ursa Minibasins) during the Latest Quaternary: IODP Expedition 308
IODP Expedition Number: 308
Participation Status: ☒ Shipboard Scientist ☐ Shore-based Scientist* ☐ Other

FUNDS REQUESTED

Salary (including fringe benefits at <u>7</u> %)	\$ <u>8,025</u>
Other Costs (e.g., materials, computer/instrument time)	\$ <u>2,850</u>
Indirect Costs (<u>54.1</u> %)	\$ <u>5,883</u>
Subtotal	\$ <u>16,758</u>
Travel expenses (e.g., travel, per diem; administered by USSSP)	\$ <u>1,225</u>
Total post-expedition activity budget	\$ <u>17,983</u>
Total requested (Total budget minus any PEA award advance <u>and</u> any travel expenses)	\$ <u>13,758</u>

REQUIRED APPROVALS

Principal Investigator

John Q. Scientist

Name

Signature

Associate Professor

Title

02/02/2018

Date

555-555-5555

Tel

Authorized Institutional Representative

Administrator A. Andrews

Name

Signature

Sponsored Projects Manager

Title

02/03/2018

Date

999-999-9999

Tel

Expedition 308 PEA Proposal: Budget
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Salaries and fringe:

Salary, expedition participant (0.5 mo)	\$ 5,000
Salary, undergraduate student (1 mo)	\$ 2,500
Fringe (7%*)	\$ 525

Materials and supplies:

Lab supplies – item 1	\$ 500
Lab supplies – item 2	\$ 200
Lab supplies – item 3	\$ 150

Services:

Sample Analysis 1 (100 @ \$10/sample)	\$ 1,000
Sample Analysis 2 (50 @ \$20/sample)	\$ 1,000

Travel (*not subject to ICR*):

Airfare	\$ 500
Lodging & per diem	\$ 725

Total Direct Costs	\$ 12,100
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Indirect Costs (54.1% MTDC*, on all but travel)	\$ 5,883
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PROJECT TOTAL (Direct + Indirect Costs)	\$ 17,983
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Modifications to Project Total:**

PEA Advance of \$3,000	\$ -3,000
Total Travel	\$ -1,225

TOTAL FUNDS REQUESTED	\$ 13,758
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* Use fringe and indirect cost rates associated with your institution. In this example, the fringe rate is 7% and the indirect cost rate is 54.1%. MTDC = Modified Total Direct Costs.

** Modifications to the Project Total include any PEA advance funding requested and received prior to an expedition, as well as any travel funds (which are administered by the USSSP Office rather than the PI's institution).

Expedition 308 PEA Proposal: Budget Justification

Budget Justification:

Salaries and fringe:

[Provide justification for request, including salary rate/s and an explicit statement of your institution's fringe rate.]

Materials and supplies:

[Provide detailed justification for request, including specific costs and rates (per item, per hour, per sample, etc.), where appropriate.]

Services:

[Provide detailed justification for request; 'Services' includes costs for lab analyses, facilities and/or technical staff fees at another institution/organization, for example sample analysis or data processing.]

Any other Direct Costs:

[Provide detailed justification with rates, etc., for request.]

Travel:

[Provide detailed justification for request, with specific breakdown of transportation (e.g., flight, train, etc.), accommodations, per diem, as appropriate.]

Indirect Costs:

[Provide an explicit statement of your institution's appropriate indirect cost rate. The rate should be consistent with the proposed work.]

The total budget for the proposed work is \$17,983. Travel expenses in the amount of \$1,225 will be administered directly by the USSSP Office. I received a \$3,000 advance on a post-expedition activity (PEA) award and I am now requesting \$13,758 in remaining funds to complete the proposed work.

[Travel is not included in the total requested as it will be administered directly through the USSSP office rather than the PI's institution.]

Questions? Email ussp@ldeo.columbia.edu