McNair Research Project Budget Request

Please be sure to complete this form in full. The term “Project” below could refer to your research, including summer research and/or conference/institutional visit. *All Scholars are strongly encouraged to seek alternate forms of funding prior to requesting support from the McNair Program.

PLEASE NOTE THAT YOUR BUDGET MUST INCLUDE A LIST OF EACH ITEM, ITS DESCRIPTION OR PURPOSE AND THE REQUESTED AMOUNT. (NOTE: Please attach a quote from the vendor to this form.)

ALLOWABLE EXPENSES: research supplies, equipment, stamps, office materials, software, books, professional memberships and mileage for research-related travel.

NON-ALLOWABLE EXPENSES: gifts, personal items, food, alcohol, flowers.

First Name: ___________________________ Last Name: ___________________________
LU#: ________________________________

Anticipated Date of Need: ______________

Project Title: ___________________________________________________________

Project Budget:

<table>
<thead>
<tr>
<th>Item Name / Description / Purpose</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total Cost</th>
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</thead>
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Total Budget for Project

Other funding sources (if any):

<table>
<thead>
<tr>
<th>Department / Organization Name</th>
<th>Name of Award</th>
<th>Status</th>
<th>Amount</th>
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Total Budget for Project

TOTAL AMOUNT REQUESTED FROM MCNAIR
(Total Budget for Project subtracted from Total Other Funding): _______________________

By signing this form, I verify that all the information provided above is accurate.

McNair Staff Name: ___________________________ Scholar’s Name: _______________________
McNair Staff Signature: ______________________ Scholar’s Signature: ______________________

Date Request form Received from Scholar: ________________