

Proposal Budgeting Checklist

Quick Reference Guide

Checked solicitation for **budget instructions & restrictions**?

All current **travel** (subsistence, mileage, etc.) included?

(Travel section: <http://research.ncsu.edu/sparcs/budgeting-guidelines/budgeting-travel/>)

Current rates used?

- **Fringe Rates** | <http://research.ncsu.edu/sparcs/budgeting-guidelines/budgeting-fringe/>
- **F&A/Indirect Rates** | <http://research.ncsu.edu/sparcs/budgeting-guidelines/budgeting-f-and-a/>
- **Tuition** | <http://research.ncsu.edu/sparcs/budgeting-guidelines/budgeting-tuition/>

All **math calculations** double-checked?

Budget justification written?

All **appropriate approvals** received or scheduled to meet submission deadline?