**Directions:** Use this template to detail the project expenditures for your proposed award period. This budget serves as a companion to your proposal and narrative work plan and will help reviewers understand the full scope of your project and its feasibility. You are not required to use the template on the next page, but you must include all the information listed on the template for each budget item. You may edit the template as needed to fit your project parameters.

*Tips:* Include any costs associated with carrying out the work proposed in your proposal and work plan. For fellowship applicants, you must include a minimum of four course releases (or their equivalent, such as a semester or two summer research leave) over the course of the award term.) Grant applicants are not required to include any course releases or time off in their budgets. Please adhere to the award stipends as you put your budget together ($30,000 to $50,000 for HBCU fellowships and up to $10,000 for HBCU Grants).

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| --- |
| **Eligible Project Expenses\*** |
| * Course Releases, semester leave, or summer salary replacement
 |  |  |  |
| * Research Costs (e.g., travel to research site; cost of reproductions; research assistants; compensation for participants; books, subscriptions, and other materials; methodological training, equipment, etc.)
 |
| * Writing Costs (e.g., editing services; writing software; writing workshops, etc.)
 |  |  |
| * Dependent care costs to support time for writing and research.
 |  |  |
| * Student & Community Engagement (e.g., exhibit costs; participant stipends; books and other participant materials; venue rental, etc.)
 |
| * Conference Costs (e.g. travel; lodging; registration fees, etc.)
 |  |  |  |
| * Collaboration & Convening Costs (e.g., travel to a collaborator; speaker honoraria; event space and food; etc.)

\*This list is not exhaustive and meant to simply serve as a guide for the types of costs one might encounter. Please determine your budget according to your project's specific needs. |
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| **Project Expenses for Months 1-15** |  |  |  |
| **Expense & Description** | **Location** | **Approximate Dates** | **Cost** |
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| **Project Expenses for Months 16-27** *(if applicable)* |  |  |  |
| **Expense & Description** | **Location** | **Approximate Dates** | **Cost** |
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 **Total Budget: $**