**Budget Justification**

This template is intended to provide the most relevant information for CPRIT reviewers. Please note that while Tables 1 and 2 are mandatory, Tables 3 and 4 may be modified from the sample formats as needed to best fit the proposed project.

**Budget Justification Description (Mandatory):**

[Enter narrative here]

**Table 1: Total Budget for Project (Mandatory)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Total Budget (CPRIT Request and Matching)** | | | |
| **Budget Category** | **TOTAL CPRIT REQUEST** | **MATCHING FUNDS** | **TOTAL BUDGET** |
| [Enter Budget Items Here] |  |  |  |
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| **Total Direct Charges** |  |  |  |
| Total Indirect Charges |  |  |  |
| **Total Charges** |  |  |  |

**Table 2: CPRIT-requested funds allocated by project goals/objectives (Mandatory)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Project Goals/Objectives: Year** | **Project Goals/Objectives:**  **Description/Details** | **Total CPRIT Request** | **Matching Funds** | **Total Budget** |
| [Enter Year here] | [Enter Goals/Objectives detail here] |  |  |  |
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| **Total Direct Charges** |  |  |  |  |
| Total Indirect Charges |  |  |  |  |
| **Total Spend** |  |  |  |  |

Note that Tables 3 and 4 below are included in this template as examples of optional information that may be provided at applicant discretion. Applicants are encouraged to modify the table templates to best fit their needs. Table 4 is mandatory if the applicant plans to use CPRIT funds to purchase equipment. Applicants are encouraged to add additional information not described below, if desired.

**Table 3: Requested CPRIT funds for headcount and equipment by functional group**

Please note it is allowable for applicants to submit information in a different format and/or break out budget functional area categories differently than those functional area categories shown in the table below.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **CPRIT Support by Functional Area** | | | | | |
| **Functional Area** | **Existing Head Count** | | **Salaries and Benefits** | **New Hires Head Count** | **Salaries and Benefits** | **Equipment** | **Total** |
| Research |  | |  |  |  |  |  |
| Preclinical Pharmacology & Toxicology |  | |  |  |  |  |  |
| Clinical |  | |  |  |  |  |  |
| Manufacturing |  | |  |  |  |  |  |
| Regulatory |  | |  |  |  |  |  |
| **Total** |  | |  |  |  |  |  |

**Table 4: List of equipment to be purchased with the CPRIT funds**

Completion of this table is mandatory if CPRIT funds will be used to purchase equipment for the project. If there are no planned equipment purchases, then the table is not required. Equipment is defined as an item having a useful life of more than 1 year and an acquisition charge of $5,000 or more per unit.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Equipment (Itemize)** | **Y1** | **Y2** | **Y3** | **Total** |
| [Enter Equipment Name/Description and Number Here] |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Total** |  |  |  |  |