Distinguished Researchers Grant Program – Budget Guidance

The following information is intended to help the applicant complete the Budget Detail section of the Distinguished Researchers Grant application. The budget should include the applicant’s total commitments, from all sources, for the recruitment and start-up support of the Distinguished Researcher candidate for each year of the 2-year grant period. The total recruitment/start-up costs should include the requested CARE grant funds, non-state match contributions, and any other contributions (including Washington State-source funds). The total recruitment/start-up budget, including CARE grant funds, should equal the total recruitment/start-up costs for the first two years (Year 1 and Year 2 budgets combined). The commitment should include non-state match funds beyond the minimum (one-to-one match) required to receive CARE grant funds.

In the Detailed Budget section of the application, enter the start and end dates for each annual budget period. And for each budget period, provide the detailed costs for each of the following categories:

- Personnel Salary and Fringe Benefits
- Equipment (list all items and dollar amount for each item exceeding $5,000)
- Supplies (itemize)
- Travel
- Other Direct Expenses (include other direct costs not already reported)
- Indirect Costs (if applicable) [Indirect costs are allowed at the institution’s federally negotiated indirect cost rate (IDC). Successful applicants will be asked to provide documentation of their IDC rate.]

At the bottom of the detailed budget section enter the amount of recruitment/start-up budget from each source category:

- CARE Fund Distinguished Researchers Grant
- Non-State Match Funds (Must be greater than or equal to requested CARE funds)
- Other Funds (including from Washington State sources)

“Total Costs” should equal “Total Recruitment/Start-up Budget”.

The Application Budget section will auto-populate based on the Budget Detail section entries.

Please contact Peter Choi at peter@wacarefund.org with any questions.