

GSAS/GSA Budget Proposal Form for Student Grant Applications

This form may be used to submit a budget proposal for a GSAS or GSA grant application.

Be sure to follow specific award submission instructions in addition to using this form

Student's Name: _____

F.I.D.N.: _____

Award Name: _____

Itemized Budget Request: *For transportation, accommodations, registrations, and any single item at or above \$500, attach documentation to support the cost estimate. Also provide documentation and justification for any uncommon items (please use your judgement here) or items that are unusually or potentially unreasonably priced (no matter the total \$ amount). Copies of receipts, online itineraries, and pricing sheets are sufficient for the budget proposal. Should you be awarded a grant, additional documentation will be required before the award amount can be reimbursed to you.*

Item #	Description	Quantity	Unit	Amount per unit	Total
Example	US Air (EXAMPLE)	1	airfare	\$300	\$300
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
Total Amount Requested*					

***Note:** *The total amount requested must match the total amount requested in your application.*

BUDGET JUSTIFICATION (REQUIRED)

Please provide a narrative of no more than 300 words justifying the need for the funds you are requesting and including any cost saving strategies you are employing such as choosing economical modes of transportation.