**Appendix A: Budget Template**

Please detail all costs for this project as per the categories below; to add a line, insert an extra row in the relevant category. **Note that SHRF does NOT allow funding to be used for administration or overhead fees.**

|  |  |  |
| --- | --- | --- |
| **BUDGET FOR PROJECT: [INSERT TITLE]** | | |
| **A.   Employment and Compensation (including salaries, hourly wages, stipends, etc)** | **Amount Requested** | **Amount from other sources** |
|  |  |  |
|  |  |  |
|  |  |  |
| **TOTAL Employment and Compensation** | $ - | $ - |
| **B.   Goods and Services** | **Amount Requested** | **Amount from other sources** |
|  |  |  |
|  |  |  |
| **TOTAL Goods and Services** | $ - | $ - |
| **C.   Gifts, Honoraria and Incentives** | **Amount Requested** | **Amount from other sources** |
|  |  |  |
|  |  |  |
| **TOTAL Gifts, Honoraria and Incentives** | $ - | $ - |
| **E. Other (specify)** | **Amount Requested** | **Amount from other sources** |
|  |  |  |
|  |  |  |
| **TOTAL Other** | $ - | $ - |
| **TOTAL FOR THIS PROJECT** | $ - | $ - |

**MHRC Fund Disbursement Schedule:**

|  |  |  |
| --- | --- | --- |
| **Project Milestone** | **Anticipated Date of Completion:** | **Proposed Amount to be Disbursed:** |
| 1. **Signing of Contract & Submission of Ethics Approval** |  | $ |
| 1. **[Milestone 1]** |  | $ |
| 1. **[Milestone 2]** |  | $ |
| 1. **Final Report Submission (Recommended 10%)** |  | $ 2,500 |
| **Total MHRC Payout:** |  | $ 25,000 |