**BUDGET JUSTIFICATION**

Please use the following template to fill out the budget justification. The Budget Justification has no page limit.

Italicized instructions and example descriptions should be deleted in the final submission.

**PERSONNEL:**

*Include a list of all personnel who will be involved in this study. For all personnel, include name, degree (for Key Personnel), role on the study, and effort dedicated to the study. In-kind effort should be indicated as appropriate for personnel not receiving funding through this award. As a reminder, this RFA will not cover investigators’ effort, but investigators should still be included in the Budget Justification. Please also include experience and a description of responsibilities in the description.*

***Example:***

***Jane Doe, Ph.D., Principal Investigator******(1.0 calendar months, 8% effort IN-KIND, Year 1)*** *is an Assistant Professor of \*\*\* at Rutgers \*\*\* School. Dr. Doe will be responsible for the overall coordination and supervision of all aspects of the pilot study. This includes supervising staff/students, overseeing data management and analysis, and reporting the study’s findings. In addition, Dr. Doe will ensure that all personnel remain in compliance with IFH Survey / Data Core and data access policies.*

***Core Data Analyst (2.4 calendar months, 20% effort, Year 1)*** *is an experienced analyst with in-depth knowledge of analysis of large datasets including CMS data (national Medicaid and Medicare data) and MarketScan as well as high-level statistical expertise and skills with complex statistical programming and modeling. The analyst will manage, clean, and analyze data for this project. Under Dr. Doe’s supervision, the analyst will write a statistical analysis plan for the pilot study and draft method sections for abstracts and the study manuscript. The total cost for a core analyst to support this work is $\*\*\*.*

**OTHER DIRECT COSTS:**

**IFH Survey / Data Core:** *Provide a description of the IFH Survey / Data Core resources being requested and briefly describe how they will support the aims of your study. Data or survey resources must be requested and described. Analytical support will be provided by a core analyst and should be budgeted at $125/hr for data studies and $100/hr for survey studies. The budget spreadsheet contains a calculator to determine these costs. Additionally, the total cost to budget for a data study is $6,600, and the total cost for a survey study is $1,980. For data studies, you may indicate if an adjustment to this cost is applicable. A calculator indicating any adjustments are available within the budget spreadsheet. Studies that trainees develop, lead, and analyze data for directly (for example, that satisfy a research requirement or capstone as part of a training program) should be budgeted at $2,000.*

***Example:***

***IFH Survey / Data Core:*** *The IFH Survey / Data Core at Rutgers University operates as a National Institutes for Health (NIH)-compliant core facility, and as such serves as a centralized shared survey, data, and research resource facility for its users. The core enables access to a variety of data sets and resources—ranging from population-based surveys and New Jersey-wide claims/encounter records to large national and select international administrative claims and electronic health record data. The IFH Survey / Data Core provides analytical, survey, and general support services to investigators through experienced and specialized research personnel with the expertise to design and conduct scientifically rigorous and efficient survey and data analyses. The Core houses a best practice, HIPAA-compliant IT infrastructure that allows for data analytic research of any size, complexity, and sensitivity. The IFH Core is managed by a small team that facilitates research activities and operations of the Core, and ensures compliance with all institutional, state, and federal policies and regulations. For this study, we will access and use MarketScan data. The cost of bundled Core services, including IT infrastructure and support, resource management, and data, is based on actual usage by the analyst and study team: $6,600 annually.*