

Sample Budget from an Applicant for a Fish Tag & Recapture Project

The following budget is rather straight forward and simple. Some projects will have more personnel involved for varying periods and at differing salaries. Some projects may have requirements for new equipment to be stored or installed on the boat or in a laboratory. This budget is provided as an example only. Be sure to consult with your collaborators and with the cooperative research program administrators to ensure you have a full understanding of any budget rules or limitations specific to the program.

Vessel Expenses		
Charter	50 days @ \$1000	\$50,000
Insurance for non-crew		\$2,500
Bait		\$8,000
Vessel Subtotal		\$60,500

Vessel expenses, including the charter rate, are usually set by the vessel operator. Some items, such as bait or other project-dependent variables, will require consultation with project coordinators or the principal investigators.

Personnel		
Field Technician	8 months salary & benefits	\$27,968

Equipment Expenses		
Tags	1000 @ \$0.65 each	\$650
Archival tags	50 @ \$200 each	\$10,000
Satellite tags	5 @ \$3500	\$17,500
Supplies & equipment		\$2,000

Tag Return Incentives		
Annual lottery		\$1,000
High regard tags	55 @ \$100 each	\$5,500
Individual rewards	hats, t-shirts, etc.	\$2,000

Travel		
Travel		\$2,000

Non-Vessel Subtotal		\$68,618
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Operating Expenses		
29.1% on non-vessel costs		\$19,968
5% on vessel charter		\$3,025

Total		\$152,111
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Non-vessel expenses will have to be determined through detailed project planning and consultation with all the collaborators. Usually this part of budget development is the responsibility of the principal investigators. Many research institutions have set rates for the field personnel who will work with vessel operators on the project. Equipment expenses and the other categories will vary project to project. Will the project require any special or extra equipment? Will you need tanks in which to hold fish? Tags, tag guns, replacement parts? Jars for storing samples?

Operating expenses are also called "overhead" or "facilities and administration". Generally, these rates are set by research institutions and verified through a formal audit process. Some funding programs set caps on overhead rates.