

## BUDGET GUIDELINES for Research Initiatives

### FACULTY

#### SALARY INFORMATION

##### **Estimated SUMMER SALARY RATE**

\$6,766 – Professor

\$5,919 – Associate Professor

\$5,064 – Assistant Professor

**FRINGE BENEFIT COST** – 20% of rates listed above (\$1,353; \$1,183 or \$1,013)

\$5,000 – **COURSE BUY-OUT** (based on 3-credit course)

#### TRAVEL

- Rates established by A&S to maximize budget and number of projects funded.
- UND Travel policies are available at <http://und.edu/finance-operations/accounting-services/>
- LODGING: Up to 75% of maximum allowable rate based on current UND policy
- MEALS: Up to 75% of maximum allowable rate based on current UND policy
- AIRFARE or MILEAGE: Up to 100% of actual cost allowable by UND policy. Faculty are expected to employ reasonable cost saving measures.

### STUDENTS

**SALARY:** To be determined by project principal investigator.

- PI/Home Department is responsible for ensuring compliance with UND student employment policies including posting of position(s) as required.

#### **TRAVEL**

- Up to 100% of actual cost allowable by UND policy. Students are expected to employ reasonable cost saving measures.
- UND Travel policies are available at <http://und.edu/finance-operations/accounting-services/>

### **SUPPLIES/MINOR EQUIPMENT** (for initiatives that allow purchase of supplies/equipment)

- Paid at actual cost.
- Must work with CILT for approval to purchase computers, technology and software to ensure best pricing and UND-supported products.