**Milestone 8 - Budget template**

For this Milestone Assignment, you are required to develop a budget for your research study or innovation. The following page is an example of a budget layout. Please ensure your final submission can be easily read and interpreted.

Final submission must be done in one-inch margins, Times New Roman 12.pt font, single-spaced. All parts must be completed, and references must be included in APA format for each section, if applicable. After completion, ensure you rename the Word document as “Lastname.FirstInitial\_Milestone8\_Budget.docx” (e.g. Smith.J\_Milestone8\_Budget.docx) and submit to the Milestone 8 A2L submission folder.

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| --- | --- | --- |
| **Item** | **Description/Justification** | **Cost** |
| Human Resources | | |
| Research personnel? | Research Assistant I for ## hours@$##.##/hr including benefits (scheduling interviews and team meetings, room booking, second coder of transcripts) |  |
| Transcriptionist? |  |  |
| Administrative personnel? |  |  |
| Supplies and Expendables | | |
| Miscellaneous | Printing of invitation and consent forms? Any special software needed? |  |
| Participant costs | | |
| Compensation | Honoraria for participation, training compensation?, parking for participants? |  |
| Knowledge Translation | | |
| Local conference | Travel to local conference (think airfare or mileage at $.##/km for roundtrip, parking) |  |
| Registration? |  |
| Poster printing? |  |
|  | Publication fee? |  |
| Total Requested Amount | |  |