

The Medical Council of Canada Research in Clinical Assessment

- Budget example with justification expectations -

Budget Items	Amount
Personnel	
Research associate	\$10,000
Administrative support	\$5,000
Personnel subtotal:	\$15,000
Honoraria	
Participants	\$3,000
Consultants	\$2,000
Honoraria subtotal:	\$5,000
Travel	
Meetings	\$5,000
Conference	\$5,000
Travel subtotal:	\$10,000
Other	
Activity 1	\$1,500
Activity 2	\$2,500
Administrative subtotal	\$4,000
Indirect costs (<i>university overhead 10 %</i>)	\$3,400
TOTAL:	\$37,400

Budget justification

Research associate	This section should specify the tasks to be completed by the person in this position. The hourly wage and number of hours to complete these tasks must be included.
Administrative support	This section should specify the tasks to be completed by the person in this position. The hourly wage and number of hours to complete these tasks must be included.
Participants	The number of participants required for the study must be specified in addition to the honorarium amount per participant.
Consultants	This section should specify the tasks to be completed by a given consultant. The hourly wage and number of hours to complete these tasks must be included.
Meeting	This section should include reasonable costs with any meetings the grant recipient is hosting for the research team. This may include travel, catering, etc.
Conference	This section should include reasonable costs associated for attending up to one conference where the grant recipient is presenting the proposed research. Costs may include such expenses as travel, meals, conference registration, accommodations up to a maximum of \$2,500.
Other	Other reasonable costs may be covered through this funding. They must be outlined in detail. Examples may include transcription of focus group sessions, translation of workshop materials for bilingual participants, etc.
Indirect costs	Indirect costs include administrative or institution overhead that many universities charge. MCC's maximum allowable amount is 12.5%. It must be included at the time of proposal submission. Please check with your respective institutional research offices to clarify whether or not such a charge would apply in your situation.