

### Graduate Student Research Grant Budget Form

<b>Name</b>	XXXX			
<b>Project Title</b>	XXXX			
<b>Advisor</b>	XXXX			
	<b>Item</b>	<b>Cost per Item</b>	<b># of Items Requested</b>	<b>Total Cost for Item</b>
<b>A. Materials/Supplies</b>				
1				
2				
3				
4				
5				
6				
7				
8				
<i>Subtotal</i>				
<b>B. Equipment</b>				
1				
2				
3				
4				
5				
<i>Subtotal</i>				
<b>C. Travel</b> (travel such as field work that is vital to conduct the project and present results at conference is permitted; travel for professional development is not supported). Please refer to current WKU travel policy and restrictions due to COVID-19.				
1	Lodging	\$200.48	2	\$200.48
2	Lodging	\$234.08	1	\$117.04
3	Mileage - West Lafayette, IN.	\$0.44	296	\$65.12
4	Mileage – Bowling Green, KY.	\$0.44	296	\$65.12
5	Per Diem			\$130
<i>Subtotal</i>				\$577.76
<b>D. Participant Support and/or Human Subjects</b>				
1				
2				
3				
4				
5				
<i>Subtotal</i>				
<b>E. Other</b>				
1	Conference Registration	\$100	1	\$100
2				
3				
4				
5				
<i>Subtotal</i>				\$100
<b>Total Budget</b>				<b>\$677.76</b>

## Budget Form

### Cost Sharing:

**Will this grant completely fund your research? YES**

If no, please include details about additional funding sources (funding source, amount requested, pertinent dates, and status – under review, funded, not funded).

**Is this research being supported by WKU departmental resources (e.g. lab equipment, technology (software, equipment), supplies)?** ☒ Yes

If yes, please describe:

Data from this research will be analyzed using Excel and LIWC software in Dr. Katrina Burch's lab, data will be collected using my university Qualtrics account, and the student survey will be administered via Western Kentucky University's study board research participation system.

**Are you receiving any cost-share for your research? In other words, are you receiving any departmental, college, or other grant support to either you or your advisor to complete this project?** ☒ Yes

If yes, please describe the funding source, the amount, and how the funding is being used: I will received both some departmental and college support for travel.

Department travel funding:

College travel funding:

**Budget Narrative/Justification: Provide a detailed explanation and justification for all project costs in the space below. In other words, for each item listed in your budget, provide a narrative explaining additional details about the item and why it is needed for your project.**

I submitted a paper in progress to a Purdue DEI conference that is aimed at enhancing the inclusion of minorities and women in the workplace. My work in progress was accepted for presentation. The funds will be used to present my accepted work in progress paper. The cost of registering for the conference was \$100.

I will be sharing mileage and lodging costs with XXXX. We will be driving to West Lafayette, Indiana from Bowling Green, Kentucky, which is 296 miles. According to the travel cost calculator on the website of the Commonwealth of Kentucky, it costs \$0.44 per mile when traveling out of state. To West Lafayette, Indiana from Bowling Green, Kentucky will cost \$130.24, as well as \$130.24 to get back to Bowling Green, Kentucky from West Lafayette, Indiana. Resulting in the total cost for mileage being \$260.48.

The conference is from March 22 to March 24 and the Purdue Conference reserved hotel rooms at the Union Club Hotel at a discounted price. Since XXXX and I are driving, we will be staying an additional night so we will not have to drive at night. The hotel cost for both XXXX for March 22 to March 24 will cost \$400.96 total and from March 24 to March 25 will cost \$234.08. The total cost resulting in \$635.04.

Purdue will be providing dinner March 22. On March 23, they will be providing breakfast, lunch, and dinner. Breakfast and lunch will be provided on March 24. So, I will only need lunch on March 22, dinner on March 24, and breakfast on March 25. According to the US general services administration, the first and last day of travel is \$48 each (\$96). The dinner cost is \$29 and incidental expenses is \$5. The total cost for per diem resulting in \$130.