**Checklist for Proposal Budget Items**

**A. Salaries and Wages**

* Academic personnel
* Research assistants
* Stipends (training grants only)
* Consultants
* Interviews
* Computer programmer
* Tabulators
* Secretaries
* Clerk-typists
* Editorial assistants
* Technicians
* Subjects
* Hourly personnel
* Staff benefits
* Salary increases in proposals that extend into a new year
* Vacation accrual and/or use

**B. Equipment**

* Fixed equipment
* Movable equipment
* Office equipment
* Equipment installation

**C. Materials and Supplies**

* Office supplies
* Communications
* Test materials
* Questionnaire forms
* Duplication materials
* Animals
* Animal care
* Laboratory supplies
* Glassware
* Chemicals
* Electronic supplies
* Report materials and supplies

**D. Travel**

* Administrative
* Field work
* Professional meetings
* Travel for consultation
* Consultants' travel
* Subsistence
* Automobile rental
* Aircraft rental
* Ship rental

**E. Services**

* Computer use
* Duplication services (reports, etc.)
* Publication costs
* Photographic services
* Service contracts
* ISR services (surveys)

**F. Other**

* Space rental
* Alterations and renovations
* Purchase of periodicals and books
* Patient reimbursement
* Tuition and fees (training grants)
* Hospitalization
* Page charges
* Subcontracts

**G. Indirect Costs**