

**Xavier University of Louisiana
Suggested Budget Template
(If Not Already Provided By Agency)**

PROJECT DATES:

Start: _____ End: _____

		Funding Source	Xavier Matching	Other (Identify)	Totals
6100	Faculty Labor				
6101	Faculty/Full-Time				
6102	Faculty/Part-Time				
6103	Faculty Overload				
6104	Faculty Research				
6105	Faculty-Summer				
6106	Faculty-Release Time				
	Subtotal				
6200	Staff Labor				
6201	Research Staff				
6202	Managerial Staff				
6203	Administrative Support Staff				
6205	Maintenance Staff				
6207	Police Staff				
6209	Summer Special Programs Faculty				
	Subtotal				
6300	Student Labor				
6301	Student Wages				
	Subtotal				
6400	Stipends				
6401	Student Stipend				
6402	Faculty Stipend				
	Subtotal				
6500	FRINGE BENEFITS				
6510	Faculty & Staff (18%)				
6510	Student & Part time Staff (7.65%)				
	Subtotal				
7100	Travel				
7101	Faculty travel				
7102	Staff travel				
7103	Student(s) travel				
7104	Other(s) travel				
	Subtotal				

		Funding Source	Xavier Matching	Other (Identify)	Totals
7200	Equipment				
7210	Equipment Purchases				
7211	Small Equipment (under \$100)				
7212	Office Equipment				
7213	Computers and Accessories				
7214	Research & Lab.				
7215	Furniture & Fixtures				
7240	Library Acquisitions				
7250	Other Equipment				
7270	Leases & Rentals				
7271	Equipment leases & rentals				
7272	Property Leases				
7273	Furniture Leases				
	Subtotal				
7300	Supplies				
7301	Office Supplies				
7302	Chemicals and Laboratory Supplies				
7303	Copying, Printing and Duplicating				
7304	Postage				
7305	Express Mail				
7306	Telephone, Beeper and Cellular				
7307	Computer Software and Supplies				
7308	Other Supplies				
	Subtotal				
	Utilities				
7500	Other Expenses				
7501	Books, Subscriptions				
7502	Dues & Memberships				
7503	Repairs, Maintenance				
7504	Maintenance Agreements				
7505	Consultant, Honorarium, Etc				
7506	Contracted Services				
7507	Food & Catering				

		Funding Source	Xavier Matching	Other (Identify)	Totals
7508	Room & Board				
7509	Purchases for Resale				
7510	Other Misc. Costs				
	Subtotal				
7600	Scholarships & Fellowships				
7610	Institutional Scholarships				
7612	X.U. Academic Scholarships				
	Subtotal				
7640	Institutional Remissions				
7641	In-Service Remissions				
7642	Religious Remissions				
7643	Consortium Remissions				
7644	Employee Remissions				
7645	Dependent Remissions				
	Subtotal				
7649	Federal Scholarships				
7650	Federal Scholarships				
	Subtotal				
7670	Private Scholarships				
	Subtotal				
	INDIRECT COST (60.5%)				
	TOTALS				

Fringe Benefits are calculated: 18% of Salaries and Wages and Faculty Stipends

7.65 of Student Wages – During enrollment, students are exempt from FICA, Social Security and Medicare

Indirect Cost Rate: 60.5% of salaries and wages (faculty, staff, and student labor)

Off Campus Rate: 27.5%