**Project Budget (Single Institution = $2,500; Multi-Institution = $5,000)**

Provide a line-item budget for your proposed project. The line items below are examples of sources of support and expenses which may or may not apply to your particular project. They're provided solely as a guide to the type of information we're looking for from applicants.

Unallowable costs - **direct salary support, computer equipment, alcohol, or institutional overhead costs, travel > 25% of total budget.**

**Budget Narrative**

Provide a response to the following questions:

1. Describe in detail the planned use of the AAIM Innovation Grants Funds.
2. List any additional institutional support or external support that will be provided.

**Title of Project**

**Institution**

**Primary Contact Name**

|  |  |  |
| --- | --- | --- |
|  | **Project Year 1 (12 months)** | **Notes** |
| **SOURCES OF EXTERNAL SUPPORT** | **COST** |  |
| In-Kind contributions |  |  |
| Other External/Institutional Funding |  |  |
| **SUBTOTAL** |  |  |
|  |  |  |
| **ALLOWABLE EXPENSES** |  |  |
| Facilitators/Consultants/Speakers |  |  |
| Statistical Consultants/IT or Web Programmers |  |  |
| Software |  |  |
| Course Materials/Posters |  |  |
| Travel **(must be <25% total budget)** |  |  |
| Marketing |  |  |
| Food and Beverage |  |  |
| Space Rental |  |  |
| Other Expenses |  |  |
| **TOTAL EXPENSES** |  |  |