

## Climate Science in Theological Education Grant Sample Budgets

The amount of the grant award is \$15,000. Below are some examples of budget presentation and narratives, but you may feel free to use a format that works best for you. Categories of items you may wish to use in your budget include the following:

Administrative	includes shipping costs, supplies storage, photocopying, etc.
Audio/Visual	expenses related to recording, video engineer, lighting, sound, etc.
Benefits	Personal/Fringe benefits - expenses associated with staff insurance, retirement, and or pension.
Books, periodicals & resources	The costs of books and resources necessary for curriculum project development and/or research
Communications	printing/publications, publicity, etc.
Distribution	distribution of materials
Equipment	purchases and maintenance of equipment - excluding computer, servers, and technology related items
Evaluation	costs for measurement of outcomes associated with the project
Facilities	rent, utilities, or costs associated with location of events
Honoraria	payment for keynote speakers, advisors, participants, etc.
Information Technology	purchases and maintenance of technology equipment (computer, printers, fax, etc.)
Lodging	overnight accommodations for anyone who is not part of the project personnel such as for meetings
Meals	food and beverage expenses for meetings/events
Overhead	the percentage value of overhead/indirect expenses being applied to the project
Personnel travel	costs for travel, lodging, and meals for project (academic) personnel
Prizes/Awards	total value of awards or prizes associated with student curricula programming
Summer Salary	academic personnel whose expense is calculated based on per-course or partial-year salaries
Transportation	all reasonable air and ground transportation allowances for non-project personnel such as event speakers. Please know that funds cannot be used for first-class travel expenses
Website	costs related to design, development, maintenance of website or parts of website connected to the project

## Sample Budget 1

<b>Project Expenses</b>	<b>Amount</b>
Project Leader – Stipend	\$2,000
Project Co-Leader – Stipend	\$2,000
Project Faculty – Stipend	\$1,000
Fringe benefits @27%	\$1,350
Graduate Student Intern – Stipend	\$1,500
Speaker Honoraria for Fall event (3 panelists @ \$500 each)	\$1,500
Student technology support for 2 events (\$150 for each event)	\$300
Speaker Honoraria for Spring event	\$1,500
Travel expenses for Spring event speaker	\$1,050
Catering for Spring event	\$1,800
Prizes for Student Showcase	\$1,000
<b>TOTAL</b>	<b>\$15,000</b>

### Budget Narrative

Project Leader – \$2,000 stipend for her work with DoSER science advisors to integrate technology into the course; supervision of the graduate student intern, and attendance at the AAAS virtual retreat.

Project Co-Leader – \$2,000 stipend for fall event planning, development of the capstone assignment for the course, leading the faculty ePortfolio Expo evaluation team, and attendance at the AAAS virtual retreat.

Project Faculty – \$1,000 stipend for his work with DoSER science advisors to integrate technology into the course.

Graduate Student Intern – \$1,500 stipend for coordination of project meetings, public events, and ePortfolio Expo logistics.

Speaker Honoraria for Fall 2021 event – 3 panelists @ \$500 each = \$1,500. They would present on technology and racial identities/racism.

Speaker Honoraria for Spring 2022 event – \$1,500 honorarium for keynote speaker, who will present on race, religion, and digital culture.

Travel expenses for Spring event speaker – Air fare estimated at \$500, 2 nights hotel @ \$175 per night = \$350, and \$100 per day for meals for 2 days = \$200. Total travel expenses of \$1,050.

Catering for Spring 2022 Event – Food and beverages for reception following the event – 100 persons @ \$18 each = \$1,800.

Student technology support for the Fall 2021 and Spring 2022 events - \$150 for each event, for a total of \$300, to ensure that all technology runs smoothly.

Prizes for ePortfolio Expo – First prize of \$500, 2 Second Prizes of \$250 each, for a total of \$1,000, which will be awarded to students.

## Sample Budget 2

Project leaders preparing, coordinating, and integrating science materials into the two first semester basic degree courses in theology (2 x \$450)	\$900.00
Project Leaders set up Spring science and theology seminar (6 meetings) for Regis faculty, inviting faculty participation. Project leaders will recruit 3 additional speakers for the 6 seminar meetings in the Spring. The goal will be to enable faculty to integrate some aspect of the theme of the seminars into their basic degree courses. (2 x \$800)	\$1,600.00
During the 2021-2022 academic year, 6 seminars on the integration of contemporary science into basic degree theology courses. This would include an introduction to the seminar series by the two project leaders, and 5 additional seminars, including three 'outside' speakers and one by each of the project leaders. (6 x \$400)	\$2,400.00
Faculty members who participate in the six seminars and submit a one-page description of how they will revise a basic degree course to integrate science with copies of old and new syllabus. (8 X \$400)	\$3,200.00
Project leaders' attendance (and ideally presenting) at a relevant science and religion or science and theology conference. (2 x \$2500)	\$5,000.00
Refreshments for seminars	\$400.00
Miscellaneous Expenses or Overruns (10%)	\$1,500.00
<b>Total</b>	<b>\$15,000.00</b>

### **Budget Narrative:**

During August and/or September, the project professors will a) meet with the virtual science advisor to go over their plans for the year, and to seek advice for maximizing the benefit of the planned program; b) do the necessary research and coordinate between themselves to decide which scientific article on the theme will be included in the syllabus for both introductory courses. Each instructor may also integrate other scientific articles more specifically relevant to the specifics of their own introductory courses. Once syllabi for fall introductory courses have been submitted to the registrar, \$450 will be dispersed to the two project professors.

During the fall, the project professors will invite faculty to participate in a seminar in the Spring. The project coordinators will also recruit 3 speakers for three of these seminars. During the Spring, the project professors will coordinate and oversee the seminars. Once the seminars have occurred, \$800 will be dispersed to each of the two project professors.

During the academic year, the project coordinators will each participate in a conference sponsored by a relevant body to both learn and ideally present their work on the significance of contemporary scientific work on affect and intellect for contemporary systematic and moral theology. The project professors will submit receipts for research or other materials associated with the conference, and receipts for expenses incurred in

attending the conference. Project professors will be reimbursed up to \$2500 for such expenses upon submitting receipts for the expenses.

Faculty who attend the six seminars and who submit the related one-page report, along with copies of their old and new syllabi for the core course in which they will integrate a scientific article, will, upon submitting the required documents, each receive a stipend of \$400. This money will be dispersed sometime after the due date for the submission of the required documents, which will be April 30, 2022.

The \$400 set aside for refreshments presumes the seminars will be able to be held in person, and monies for this will be dispersed upon receipt of the receipts for the refreshments for each seminar.

Finally, 10% of the budget has been assigned for miscellaneous or unforeseen expenses. If there are no unforeseen expenses, and all items come in on budget, the remaining monies will be dispersed to further a project-related goal at the discretion of the project professors. All funds will be dispersed by the final day of the project year.

### Sample Budget 3

<b>Personnel – Project Faculty</b>	
Participating Faculty	2,000
Project Leader	2,000
<b>Student Support (Field Education or Field-Based Project)</b>	
Fall Semester	2,000
Spring Semester	2,000
<b>Campus Event</b>	
Honoraria	2,400
Food	2,000
Facilities, IT, Audio/Visual	644
<b>Indirect Costs</b>	
Overhead/Indirect percent: 15%	
Overhead/Indirect Amount	1,956
Project Expenses Total:	13,044
Overhead/Indirect Amount:	1,956
Grand Total:	15,000

#### **Budget**

**Personnel Costs:** Faculty dedicated to this project are the project leader, and the participating faculty member, who will be revising courses, participating in curriculum meeting and planning session, and attending virtually the AAAS Annual Meeting. Stipends for graduate students in field education are suggested for the project. Over the project period, the project leader and participating faculty member’s summer stipends (\$2,000 each) are \$4,000 and the field education student stipends (\$2,000 each) are \$4,000, which together come to a total Personnel Cost of \$8,000, inclusive of Fringe Benefits.

**Supplies & Materials:** The estimated total cost for conference supplies, rental, and other miscellaneous items is \$644.

**Food:** The estimated total cost of meals for the conference is \$2,000.

**Honoraria:** The amount of \$2,400 is allotted for costs for conference speakers.

**Indirect Cost (Total F&A Cost not exceeding 15%)** is \$1,956.

**TOTAL BUDGET:** \$15,000