# **BUDGET JUSTIFICATION EXAMPLE**

Travel:

*Domestic:* One trip is budgeted per year for travel to San Francisco, CA (placeholder, at $/ticket for airfare) for one individual to attend the annual AGU conference to meet with collaborators and present research results. Per Diem (meals/incidentals/lodging) is $228/day for San Francisco (per diem rates available at <https://uaf.edu/finserv/finance-accounting/travel/basics/#Per>) . Car rental is budgeted at $100/day (daily rate including taxes and fees). Airport shuttle service is budgeted in San Francisco at $25/trip. Ground transportation is budgeted at $100/traveler/trip for all travel locations. All airfare cost data is based on Internet research from(list site used). All Per Diem is in accordance with GSA/JTR Regulations.

Contractual Services and Other Direct Costs:

**Registration and other fees- describe the fee and list the amount. Provide a subtotal.**