

Entering CINAR Task I costs on a SubBudget

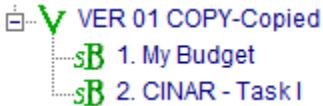
Per NOAA, 2016 submissions for CINAR are to include a cost for CINAR – Task I. The rate is 3.60% of the cost of the rest of the budget (including indirect costs). In WHOI grants, we need to do three steps to accommodate this change.

1. Use 'Fee' to auto-calc the 3.6% on Total Direct & Indirect Costs

2. Create a separate blank SubBudget for the CINAR Task I cost.

Once all budgeting is complete, add a separate SubBudget for CINAR – Task I. Include the percent for this in the title.

Print Title:	2. CINAR - Task I @ 3.6%
Description:	SubBudget for the 3.6% cost for Task I



This SubBudget will be **blank**. It will NOT be included in the submission to NOAA. It allows GCS to properly award the Task I funds to the main administrative account of the CINAR office when the Award comes in.

3. Edit the PDF Fee Description of the WHOI Budget that will be part of the Submission package

Since we are expanding the use of Fee for the purposes of auto-calc'ing the Task I cost, please edit the PDF to change the 'K. Fee at 3.6%' to read 'K. CINAR Task I at 3.6%'