## Sample Budget

| Personnel: |  | $\$$ | $800,000.00$ |
| :--- | ---: | ---: | ---: |
| Laboratory Supplies | $\$$ | $5,000.00$ |  |
| Computer Supplies |  | $\$$ | $1,500.00$ |
| Computers (5 Work stations) |  | $\$$ | $8,750.00$ |
| Equipment |  | $\$$ | $5,000.00$ |
| Travel |  |  |  |
| $\quad$ - Airfare | $\$ 13,500.00$ |  |  |
| $\quad$ - Hotel and per diem expenses | $\$$ | $6,750.00$ | $\$$ |
|  |  |  | $20,250.00$ |
| Total Direct Costs |  | $\$$ | $840,500.00$ |

When calculating the goal percentage, costs that cannot be supplied by small businesses are deducted from the budget total in order to establish the small business dollar base.

| Total Budget |  |  |  |
| :--- | ---: | ---: | ---: |
| Less: | Personnel | $\$$ | $840,500.00$ |
|  | Equipment | $\$$ | $(800,000.00)$ |
|  | Hotel \& per diem expenses | $\$$ | $(5,000.00)$ |
|  | $\$$ | $(6,750.00)$ |  |
|  |  |  |  |
| Small business base | $\$$ | $28,750.00$ |  |


| Lab supplies $\$ 5000$ |
| :--- |
| Computer supplies $\$ 1500$ |
| Computers $\$ 8750$ |
| Airfare $\$ 13500$ |
| Total $\$ 28750$ |


|  | Goal |
| :--- | :--- |
| $\$ 500.00$ is the small disadvantaged business goal in lab supplies $(\$ 500 / \$ 28,750)$ | $1.74 \%$ |
| $\$ 250.00$ is the small business goal for computer supplies $(\$ 250 / \$ 28,750)$ | $0.87 \%$ |
| $\$ 250.00$ is the HUBZone business goal for computer supplies $(\$ 250 / \$ 28,750)$ | $0.87 \%$ |
| $\$ 1,750.00$ is the service-disabled veteran owned business goal for computers $(\$ 1,750 / \$ 28,750)$ | $6.09 \%$ |
| $\$ 750.00$ is the veteran-owned business goal for travel $(\$ 750 / \$ 28,750)$ | $2.61 \%$ |
| $\$ 750.00$ is the women-owned business goal for travel $(\$ 750 / \$ 28,750)$ | $2.61 \%$ |
|  |  |
| Total percentage goal $=\$ 4,250 / \$ 28,750=$ | $14.78 \%$ |



