



# RAMP - Research Administration Management Portal

## How to Create a Modular Budget

Security Role(s): All of them – Every UW employee has basic access to create a proposal.

To submit a modular budget to a sponsor, you must select **Yes** to Question 6 “Modular Budget?” on the Funding Proposal SmartForm (Budget Periods and Key Dates page). A modular budget uses the same Budget SmartForm as a detailed budget; however, you will use the PHS Modular Budget form on your SF424 application instead of the Research & Related Budget (detailed budget) form. SF424 directions (if applicable) can be found starting on page 43 of the [Funding Proposal User Guide](#).

Follow the steps below to complete the budget for a submission with a modular budget.

1. When the Budget SmartForm is complete, select the **Finish** button to return to the Budget Workspace.
2. If your budget is over the target direct cost increment, select the **Edit Budget** button to reduce the direct costs to obtain the desired total. If the listed “Total Direct less Subaward F&A” correctly reflects the desired number of modules in each budget period, the budget will map correctly to the SF424 modular budget. The image below shows the budget category totals that combine with a modular offset to add to the desired module amount.

Draft		DHHS, PHS, NATIONAL INSTITUTES OF HEALTH		BU00000172	Project Budget	
<b>Next Steps</b>		Sponsor:	DHHS, PHS, NATIONAL INSTITUTES OF HEALTH	Grand Total:	\$423,463	
Edit Budget		PI:	Test PI (1)	Budget Type:	Federal	
Printer Version		Funding Proposal:	BUJ Modular budget 6.30.22	Subaward Count:	0	
Create Subaward		Financials   Subaward   Documents   Snapshots   History				
Create Cost Share		Current All-Period Totals				
Make A Copy		Personnel:		Period 1	Period 2	Cumulative
Log General Comments		Salaries:	\$87,683	\$89,388	\$177,071	
Export Budget		Benefits:	\$65,318	\$66,361	\$131,679	
Manage Tags		General:	\$22,695	\$23,027	\$45,722	
		Travel:	\$0	\$0	\$0	
		Animal Costs:	\$0	\$0	\$0	
		Animal Ordering:	\$0	\$0	\$0	
		Animal Maintenance:	\$0	\$0	\$0	
		Trainee:	\$0	\$0	\$0	
		Patient Care:	\$0	\$0	\$0	
		Inpatient:	\$0	\$0	\$0	
		Outpatient:	\$0	\$0	\$0	
		Subaward:	\$0	\$0	\$0	
		Subaward Direct:	\$0	\$0	\$0	
		Subaward F&A:	\$0	\$0	\$0	
		Modular Offset:	\$15,017	\$22,812	\$37,829	
		Total Direct less Subaward F&A:	\$125,000	\$150,000	\$275,000	
		Total Direct:	\$125,000	\$150,000	\$275,000	
		Total F&A:	\$65,213	\$63,250	\$128,463	
		Project Total:	\$190,213	\$213,250	\$403,463	
		F&A Costs (Standard)		Period 1	Period 2	Cumulative
		Start Date:		7/1/2023	7/1/2024	
		End Date:		6/30/2024	6/30/2025	
		Indirect Cost Rate:		55.5%	55.5%	
		Indirect Cost Type:		MTDC	MTDC	
		Indirect Cost Base:		\$117,500	\$150,000	
		Indirect Funds Req.:		\$65,213	\$63,250	