



Letter of Inquiry Brief Budget

Applicant Organization: \_\_\_\_\_

Project Title: \_\_\_\_\_

Principal Investigator: \_\_\_\_\_

Start Date: \_\_\_\_\_

End Date: \_\_\_\_\_

Budget Category	Macy Support	Non-Macy Support	Total
Personnel			
Other Direct Cost			
Purchased Services			
Indirect Cost			
Grand Total			

Definitions:

- Personnel----salary and fringe benefits
- Other Direct Costs---office operations, communication, travel, meeting expenses, etc.
- Purchases Services---consultant and/or contract costs.
- Indirect Costs---administrative expenses related to overall operations.

The Foundation's approved rate for Indirect Cost is 10%.

If you anticipate support (including in-kind) from an organization other than the Macy Foundation, please enter those amounts in the Non-Macy support column.