



National Aeronautics and Space Administration (NASA) Small Business Innovation Research (SBIR) Ignite Solicitation

PHASE II PROPOSAL BUDGET

Note: The maximum value of a Phase II award is \$850,000. Technical and Business Assistance (TABAs) allows an additional supplement of \$50,000 to the Phase II award.

Direct Labor

- Enter the labor description and cost for each person who will be working on the proposed research effort.
- Note that each employee's contribution to the project must be identified in the Proposal Narrative.
- Do not include labor costs for employees who are not directly contributing to the project. Costs for these should be included in the Overhead or G&A sections of this proposed budget.
- Please detail the labor used for each year of the proposed research effort separately, below.
- If the key personnel for your R/R&D effort exceed the available placeholders below, include the information as a PDF, Word document, or Excel file as part of your proposal package submission.

PRINCIPAL INVESTIGATOR (required)

Name

Labor Category

Labor Categories facilitate classification of the work/labor to be performed. The labor category chosen should be in alignment with the role. You must choose from the predefined list of labor categories, with the option to select "Not Specified" if there is no appropriate match.

Level of Education

PhD	Master's Degree	Bachelor's Degree
Associate's Degree	Some College	High School

Years of Experience

Direct Labor Cost (Year 1)

If applicable, include the Employee Fringe Rate. Fringe benefits are employee associated costs such as health plan expenses, pension plan expenses and workman's compensation expenses, among others. These costs are expressed as a rate by employee class. The rate is the pooled costs of these benefits divided by the total salaries in each employee class.

Employee Hours

Employee Rate

Employee Fringe Rate

Total Cost

Direct Labor Cost (Year 2)

Employee Hours

Employee Rate

Employee Fringe Rate

Total Cost

ROLE NO. 2 (if applicable)

Are they key personnel?

Key personnel are any personnel whose expertise and functions are essential to the success of the project. The Principal Investigator must be included as key personnel. The key personnel listed here should be in alignment with the key personnel identified in Part 6 of your proposal narrative.

Yes No

Name

Role

Labor Category

Labor Categories facilitate classification of the work/labor to be performed. The labor category chosen should be in alignment with the role. You must choose from the predefined list of labor categories, with the option to select "Not Specified" if there is no appropriate match.

Level of Education

PhD	Master's Degree	Bachelor's Degree
Associate's Degree	Some College	High School

Years of Experience

Direct Labor Cost (Year 1)

If applicable, include the Employee Fringe Rate. Fringe benefits are employee associated costs such as health plan expenses, pension plan expenses and workman's compensation expenses, among others. These costs are expressed as a rate by employee class. The rate is the pooled costs of these benefits divided by the total salaries in each employee class.

Employee Hours

Employee Rate

Employee Fringe Rate

Total Cost

Direct Labor Cost (Year 2)

Employee Hours

Employee Rate

Employee Fringe Rate

Total Cost

ROLE NO. 3 (if applicable)

Are they key personnel?

Key personnel are any personnel whose expertise and functions are essential to the success of the project. The Principal Investigator must be included as key personnel. The key personnel listed here should be in alignment with the key personnel identified in Part 6 of your proposal narrative.

Yes No

Name

Role

Labor Category

Labor Categories facilitate classification of the work/labor to be performed. The labor category chosen should be in alignment with the role. You must choose from the predefined list of labor categories, with the option to select "Not Specified" if there is no appropriate match.

Level of Education

PhD	Master's Degree	Bachelor's Degree
Associate's Degree	Some College	High School

Years of Experience

Direct Labor Cost (Year 1)

If applicable, include the Employee Fringe Rate. Fringe benefits are employee associated costs such as health plan expenses, pension plan expenses and workman's compensation expenses, among others. These costs are expressed as a rate by employee class. The rate is the pooled costs of these benefits divided by the total salaries in each employee class.

Employee Hours

Employee Rate

Employee Fringe Rate

Total Cost

Direct Labor Cost (Year 2)

Employee Hours

Employee Rate

Employee Fringe Rate

Total Cost

Are the labor rates detailed above fully loaded?

Fully loaded labor rate is the full hourly cost to employ a worker, which includes wages and the burden of the additional costs such as fringe benefits, health insurance, facilities costs, etc.

Yes No

If **yes**, please explain any costs that apply.

Provide any additional information and cost support data related to the nature of the direct labor detailed above.

Labor charges that do not compare favorably to state averages at <https://www.bls.gov/> require additional documentation supporting the proposed salaries.

If you have any necessary labor rate documentation, include PDF(s), Word document(s), or Excel file(s) of the information as part of your proposal package submission.

Overhead

- Specify current rate and base.
- Use current rate(s) negotiated with the cognizant Federal negotiating agency, if available, OR
- Provide a number for total estimated overhead costs to execute the project.

Overhead rate or cost?

Possible overhead cost elements include insurance, sick leave, and vacation.

Rate (%) Cost (\$)

If **rate**, please provide:

If **cost**, please provide:

Please specify the different cost sources below from which your company's Overhead costs are calculated.

G&A

- Enter rate or total cost for the General and Administrative expenses for this proposal.
- Specify current rate and base. Use current rate(s) negotiated with the cognizant Federal negotiating agency, if available, OR
- Provide a number for total estimated G&A costs to execute the project.
- Specify the different cost sources below from which your company's General and Administrative costs are calculated.

G&A rate or cost?

Possible G&A cost elements include rent, utilities, and management.

Rate (%) Cost (\$)

If **rate**, please provide:

If **cost**, please provide:

Please specify the different cost sources below from which your company's General and Administrative costs are calculated.

Profit Rate/Cost Sharing

See Sections 5.5 and 5.6 of the solicitation.

- Profit to be added to total budget, shared costs to be subtracted from total budget, as applicable.
- For Cost Sharing, please enter rate or cost as a negative number.

Profit Rate or Cost Sharing?

If both Profit Rate and Cost Sharing apply to your proposal, complete all applicable fields below.

Profit Rate (%) Cost Sharing (\$)

If **Profit Rate**, please provide:

If **Profit Rate**, please provide details below on profit calculations, if desired.

If **Cost Sharing**, please provide:

If **Cost Sharing**, please provide details below on cost-sharing calculations, if desired.

Milestone Plan

The milestone plan shall be in accordance with your work plan outlining the work to be accomplished each quarter and the cost proposed associated with each of the quarterly milestones. The cost breakdown shall be similar to the Proposal Budget form for each of the proposed quarterly milestones (i.e., each milestone should include labor, supplies, travel, profit associated with those asks to be accomplished that quarter). The proposed cost associated with each quarterly milestone must be realistic for the work to be accomplished, but is not required to be equally distributed across each quarter.

Are you proposing any deliverables in addition to the standard mandatory deliverables?

Additional deliverables would include prototype deliverable's.

Yes No

If **yes**, provide details below for each additional deliverable. If the additional deliverables exceed the available placeholders below, include a PDF, Word document, or Excel file of the information as part of your proposal package submission.

Deliverable	Quantity	Milestone
-------------	----------	-----------

Subcontractors/Consultants (if applicable)

- If your proposed R/R&D requires the use of subcontractors/consultants, complete the Subcontractors/Consultants Form for each proposed subcontractor/consultant.
-

Technical and Business Assistance (TABA) (if applicable)

- If your proposed R/R&D requires the use of TABA, complete the Technical and Business Assistance Form for each proposed TABA vendor.
 - Refer to Section 1.9 of the 2022 Ignite solicitation for information on what services qualify as Technical and Business Assistance and Section 3.6.3.7 for additional instructions on how to propose.
-

Other Direct Costs (ODCs) (if applicable)

- If your proposed R/R&D requires ODCs, complete the corresponding ODC form for each proposed ODC. The following are the available ODC types:
 - Materials
 - Supplies
 - Equipment
 - Travel
 - Other