

SURF BUDGET JUSTIFICATION FORM

The student and the mentor have determined that the following expenditures are needed to adequately fund the project.

Mentor Costs		Total mentor costs cannot exceed \$750.	Enter amounts in the appropriate box below.
If you are taking your mentor costs in the form of salary , follow the guidelines below.			
• Nine-month faculty academic year salary		Fringe = 32%, enter \$182.00	\$
• 12-month faculty calendar year salary			
Nine-month faculty summer salary		Fringe = 20% enter \$125.00	\$
Salary		- 32% fringe, enter \$568 - 20% fringe, enter \$625	\$
Total salary and fringe		Enter \$750 for this option.	\$
If you are taking your mentor costs for materials and supplies , enter the amounts below.			
Item 1 description			\$
Item 2 description			\$
Item 3 description			\$
Total materials and supplies		Enter total amount for this option.	\$
If you are taking your mentor costs for travel , enter the amounts below.			
Accommodations: (daily rate x# of days)			\$
Air fare			\$
Registration (name and dates of conference)			\$
Total travel		Enter total amount for this option.	\$
Total mentor costs cannot exceed \$750.			
Student Costs			Enter appropriate amount in boxes below.
Stipend		Spring only	\$ 1250
Student travel costs			
Item 1 description			\$
Item 2 description			\$
Item 3 description			\$
Total student travel costs cannot exceed \$750.			\$
Total student costs			\$
Total project costs before other funding			\$

Describe other funding (personal income, gift, scholarship, etc.)

SURF BUDGET FORM

Applying for Spring	Applying for Spring & Fall		
Applying for Spring & Summer	Applying for Spring, Summer & Fall		
	SURF Funding	Institutional & Other Funding	Total Funding
Funding from ADHE SURF Program	\$ 625		
UCA's share of funding		\$ 625	
Mentor's Costs from SURF (cannot exceed \$750)	\$		
Student's travel costs from SURF (cannot exceed \$750)	\$		
Total SURF grant applied for by mentor & student	\$		
Funding from other sources		\$	
Total other funding		\$	
Total project costs			\$
Period of support: 01/01/2021–05/01/2021			
Note: The student's funds are non-taxable under IRS regulations on scholarships and fellowships.			

Students: *If you receive any kind of financial aid (scholarships, federal student loans, etc.), please schedule a time to speak to Cheryl Lyons, director of Financial Aid, to determine if a SURF grant will affect your other financial aid. You can reach her at 450-3140 or clyons@uca.edu. Please mention that you are applying for a SURF grant.*