

Guidelines for Drafting Appendix B

FINANCIAL AND STAFFING CONTRIBUTIONS OF THE PARTIES

(Use the short or the detailed budget format, as appropriate for your CRADA)

SHORT BUDGET: Collaborator will be providing \$ "X" annually to support the activities of the CRADA including the purchasing of equipment, supplies, travel, contract support and "Y" FTEs* (which will be hired by NIMH). Collaborator will provide "Z" FTEs* to work internally on the CRADA. NIMH will provide "ZZ" FTEs* to work internally on the CRADA project.

DETAILED BUDGET: (Use columns if the budgeted amounts change each year)

I. Annual Internal NIMH Contributions

Supplies
Equipment
Travel
Personnel (list # FTEs* and \$)
Contract Support

TOTAL NIMH Annual Contributions:

II. Annual Contributions to NIMH by Collaborator

Supplies
Equipment
Travel
Personnel (list # FTEs* and \$)
Contract Support

TOTAL Collaborator Annual Contributions:

NOTES: (* include part-time FTEs in decimal form)

- 1) Funds for CRADA Year 1 are due at NIMH within 30 days of the date of this CRADA is executed. The check is mailed to: Financial Manager, DIRP, 9000 Rockville Pike, Building 10, Room 4N222 (MSC 1381), Bethesda, MD 20892-1381.
- 2) Funds for subsequent CRADA Years are due at NIMH at the beginning of each CRADA Year on the anniversary of the execution date of this CRADA.
- 3) Funds to NIMH can be redistributed between categories by NIMH to support the objectives of this CRADA but cannot be used to support the salaries of permanent government employees.

III. Annual Internal Collaborator Contributions

Supplies
Equipment
Travel
Personnel (list # FTEs* and \$)
Contract Support

TOTAL Collaborator Annual Internal Contributions: